

A G E N D A

COMMON COUNCIL
REGULAR SESSION

Town of Camp Verde
Town Hall
January 3, 1989

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Information & Updates

Discussion and Possible Action on the Following:

5. Approval of the Minutes
 - a) Sign Ordinance Work Session December 11, 1989
 - b) Sign Ordinance Work Session December 18, 1989
 - c) Regular Session December 20, 1989
6. Disbursements/Accounting
7. Proclamation - Saddlebags Pony Express Ride
8. Re-evaluation of Finding of Public Interest to Entertain an Annexation Petition
9. Proposed Changes to the Middle School Road IGA
10. Letter to Other Communities Regarding Industrial Development
11. Road Project Priority List Review
12. Pest Control Services
13. Audit Services for FY 1989-90
14. Call to the Public
15. Set Next Meeting Time, Date & Place
16. Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
January 3, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on January 3, 1990 order to conduct the Council's regular business. Mayor Parsons called the meeting to order at 7:03 p.m.

Kaminsky lead the Pledge of Allegiance.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Carter Rogers,
Marvin Reynolds, Jerry Taylor and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
Doug Jones, Street Superintendent; Todd Rockwell, Town
Engineer; Nina Payne, Town Accountant, and Susan Marshall,
Recording Secretary

Information & Updates:

Manager Maynard presented the update of the maintenance work performed by Rolland Huff since his employment in November, 1989.

He reported a letter from the State Land Department had been received relative to a proposed sand and gravel operation on the Verde River but outside the Town limits, which would disturb approximately 400 acres over a ten year period. He stated any comments by the Council needed to be forwarded to the State no later than January 4, 1990. Taylor stated the Council was not in a position to support this operation nor to show opposition. Rogers stated there is a privately owned twenty acre parcel in the area of the proposed operation as well as archeological ruins that need to be considered as well as safe access to SR 260. Mayor Parsons stated if it doesn't affect the Town, the Council can't oppose it. Manager Maynard suggested sending a letter to the State to include the Council's comments and to request information on this proposed operation.

Manager Maynard stated a letter had been received from FaciliGroup in response to a report received from Will Dan Associates. He stated the project still needs additional review. A copy of the FaciliGroup letter will be forwarded to Will Dan Associates.

Regular Session - January 3, 1990 - Page 2:

Approval of the Minutes:

- a) Sign Ordinance Work Session December 11, 1989
- b) Sign Ordinance Work Session December 18, 1989
- c) Regular Session December 20, 1989

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to approve the minutes of the December 11, 1989 and December 18, 1989 Work Sessions as presented.

On a motion by Rogers, seconded by Reynolds, the Council voted unanimously to approve the minutes of the Regular Session of December 20, 1989 with an amendment being made to the location of Rose Exterminators from Sedona to Show Low.

Disbursements/Accounting:

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to approve the disbursements from the General Funds (\$70,184.43), the Highway User Fund (\$17,364.53) and the Internal Services Fund (\$3,527.10), dated January 3, 1990 as presented.

Manager Maynard asked for Council approval to enter into the Student Intern Program which would provide productive learning experience to a high school student for \$3.50 per hour, fifteen hours per week. On a motion by Rogers, seconded by Taylor, the Council voted unanimously to approve the disbursements of funds necessary, not to exceed \$1,200.00 from a separate line item, for the Student Intern Program and to address this item again at budget time.

Manager Maynard presented a memorandum from Street Superintendent Jones requested approval to purchase two new engines for the water truck and the utility truck at a cost of \$1,825.00 each. On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to authorize the expenditure of \$3,650.00 for the purchase of two engines for the Street Department.

Proclamation - Saddlebags Pony Express Ride:

Mayor Parsons read the proclamation and presented it to Debby Cook, President of the Camp Verde Saddlebags.

Re-Evaluation of Finding of Public Interest to Entertain an Annexation Petition:

On a motion by Rogers, seconded by Diehl, the Council voted unanimously to hold this item in abeyance.

Regular Session - January 3, 1990 - Page 3:

Proposed Changes to the Middle School Road IGA:

Kaminsky stated she would abstain from any discussion and/or vote on this item due to her employment with the C.V.U.S.D.

Manager Maynard presented the minor changes to the IGA requested by the C.V.U.S.D. He stated the IGA had originally been approved by the Council on December 20, 1990. Taylor expressed his concern for the Town making a profit from the District on this project, stating the costs should be equally shared. Following discussion, on a motion by Diehl, seconded by Shaw, the Council voted as follows:

Taylor: No
Kaminsky: Abstain
Parsons: Yes
Reynolds: Yes
Rogers: Yes
Diehl: Yes
Shaw: Yes

to accept the intergovernmental agreement between the Town and the Camp Verde Unified School District, with minor changes, for construction of the Middle School Road.

The meeting was recessed at 8:00 p.m. and reconvened at 8:15 p.m. The IGA was signed and given to the representative for the school district during the recess.

Letter to Other Communities Regarding Industrial Development:

On a motion by Rogers, seconded by Reynolds, the Council voted unanimously to hold this item in abeyance.

Road Project Priority List Review:

Manager Maynard presented the road project priority list for 1990. Mayor Parsons stated the Town should make use of the millings available and do the roads which are the first priorities. Discussion followed concerning street repairs that will be necessary after the sanitary district project.

On a motion by Rogers, seconded by Diehl, the Council voted unanimously to accept and adopt the proposed list of roads for paving with the millings, per the Street Superintendent's memorandum, in areas most advantageous to the Town with the top part of the list being the highest priority.

Regular Session - January 3, 1990 - Page 4:

On a motion by Rogers, seconded by Diehl, the Council voted unanimously to accept the second list from the Street Superintendent for chip seal and possibly leveling courses, to work with the Camp Verde Sanitary District in regard to repairs, and to include 1st Street, 2nd Street, 3rd Street, 4th Street, 5th Street, Lane Street, Head Street and Wood Street.

Pest Control Services:

Manager Maynard presented the proposed bid from Rose Exterminators for pest control services for the Town Hall and the Library Building. On a motion by Taylor, seconded by Kaminsky, the council voted unanimously to approve and accept the bid subject to successful negotiation of a contract and the contractor's agreement to meet the remodeling schedule of the Town.

Audit Services for FY 1989-90:

Manager Maynard presented the proposed agreement from R.C. Denen, CPA for audit services for FY 1989-90.

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to accept the proposed contract from R.C. Denen, CPA for FY 1989/90 audit services subject to acceptance of an hourly cost schedule, setting a ceiling on the hourly costs at \$2,500.00 and any deviations from this amount must meet with Council approval, and subject to review and revision by the Town Manager and Town Attorney. The approval is clarified to include \$5,500.00 basic audit cost and not to exceed \$2,500.00 for additional hourly cost services.

Call To The Public:

R.J. Opre, Camp Verde resident, asked for information on how to dedicate a road to the Town. Manager Maynard stated the road in question was not up to Town standards and would need to be brought up to Town standards before the Town would accept it into the Town road system. He stated all property owners adjacent to the road would also need to sign a petition stating their intent to dedicate the road. Town Engineer Rockwell gave Mr. Opre his card stating he would be happy to discuss the issue with him.

Set Next Meeting Time, Date & Place:

Manager Maynard presented the meeting calendar for the month of January, which is attached and becomes a part of these minutes. On a motion by Taylor, seconded by Diehl, the Council voted unanimously to cancel the Board of Adjustments meetings, scheduled for January 16, 1990 because there are no cases to be heard.

Regular Session - January 3, 1990 - Page 5:

Adjournment:

The meeting was adjourned at 9:25 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

David A. Maynard
David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 3rd day of JANUARY, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 18th day of January, 1990.

David A. Maynard
David A Maynard, Town Clerk

A G E N D A

**WORK SESSION
COMMON COUNCIL
Town of Camp Verde**

**CAMP VERDE TOWN HALL
January 17, 1990
4:15 p.m.**

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Expansion of Camp Verde Fire District to Include all Territory within the Town of Camp Verde
- 4) Call To The Public
- 5) Set Next Meeting Time, Date & Place
- 6) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
January 17, 1990
4:15 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on January 17, 1990. Mayor Parsons called the meeting to order at 4:25 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Carter Rogers,
Jerry Taylor and Pat Kaminsky

Absent:

Marvin Reynolds

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
Laura Kuhn, Planning & Zoning Director; Phil Harbeson, Camp
Verde Fire Department and Susan Marshall, Recording
Secretary

Expansion of Camp Verde Fire District to Include all Territory
Within the Town of Camp Verde:

Mayor Parsons stated Fire Chief Gunnell was ill and unable to attend the Work Session. The general consensus of the Council was to reschedule the Work Session when Mr. Gunnell was able to attend.

Call To The Public:

No input.

Set Next Meeting Time, Date & Place:

The Council will meet in Regular Session at the Camp Verde Town Hall on January 17, 1990 at 7:00 p.m.

Adjournment:

The meeting was adjourned at 4:30 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

David A. Maynard
David A. Maynard, Town Clerk

REVISED

A G E N D A

COMMON COUNCIL
REGULAR SESSION

Town of Camp Verde
Town Hall

January 17, 1990 - 7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information and Updates
 - a) Quarterly Report - Parks & Recreation Commission
 - b) Quarterly Report - Library Commission
 - c) Quarterly Report - Planning & Zoning Commission
 - d) Interview Selection Committee - Library Director
 - e) Miscellaneous Items

Discussion and Possible Action on the Following Items:

- 5) Minutes of the Previous Meeting(s)
 - a) January 3, 1990 Regular Session
- 6) Disbursements and Accounting
- 7) Actions, if Appropriate, From Work Session with Camp Verde Fire District
- 8) Sign Ordinance Revisions
- 9) Planning & Zoning Commission - Correction of Terms of Appointment from Three Year to Four Year
- 10) Permit Request for Soccer Tournament Use of Facilities
- 11) Parks & Recreation Commissioner Resignation
- 12) Parks & Recreation Commissioner Appointment
- 13) Annexation Process for Salt Mine Road Area
- 14) Letter to Camp Verde Sanitary District Regarding Streets

- 15) Old High School Wood Shop Roof Repairs Required
- 16) Economic Development Policy Statement
- 17) Call to the Public
- 18) Set Next Meeting Date, Time and Place
 - a) Common Council - Planning & Zoning Session 1-24-90
 - b) Common Council - Special Session 1-31-90
 - c) Common Council - Regular Session 2-7-90
 - d) Common Council - Executive Sessions Library Director
 - Interview - 1-25-90 at 4:15 P.M. (1)
 - Interview - 1-26-90 at 4:15 P.M. (1)
 - Interview - 1-27-90 at 9:00 A.M. (3)
 - e) Common Council - Parks & Recreation Commission Request for Joint Work Session 2-7-90 at 4:15
- 19) Adjournment

TOWN MANAGER'S REPORT
REGULAR COUNCIL SESSION
January 17, 1990

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4) Information and Updates:

Quarterly reports are due from the Chairpersons of the several commissions. I am suggesting that the items concerning budget not be addressed at this time as the auditor has not been up yet to complete the audit review. After his visit, we will need to do a mid-year budget review session. Other items concern a status report on the computer system and brief review of printed materials received since the last meeting.

5) Minutes of the Previous Meeting(s):

It appears that the minutes are all cleaned up except for the January 3, 1990 Regular Session for which the minutes are attached.

6) Disbursements and Accounting:

Standard business for disbursements and accounting. Advance approval requests in to date include only authorization to proceed with cost for right-of-way and survey work on Montezuma Castle Highway opposite the proposed Middle School Road intersection for future turn lanes.

7) Actions, if Appropriate, From Camp Verde Fire District Work Session:

The Work Session is scheduled for 4:15 P.M. Wednesday afternoon, January 17, 1990 with Don Gunnell and any other persons he wishes to bring with him. The subject of the work session is the expansion of the Fire District to include the several portions of Camp Verde not currently within the Fire District. I have requested the Town Attorney's assistance in obtaining the appropriate petition forms and procedures for review at the Work Session. At this point, I believe that a public report from the Work Session is all that will be appropriate, unless the Council chooses to make some policy statement in the matter.

8) Sign Ordinance Revisions:

This item is a report by Planning & Zoning Director Laura Kuhn on the Planning & Zoning Commission Hearing on the proposed revisions and the recommendations of the Commission. There is also the opportunity for discussion and Council action(s), if appropriate.

9) Planning & Zoning Commission - Correction of Terms of Appointment from Three Years to Four Years:

This past summer, the Council reviewed the Planning & Zoning Commission membership and reappointed Patricia Onion and Bob Kovacovich to new terms and John Crane as a new member. Based upon the membership and terms list, it appeared that they were due for three year appointments. Since that time, the list has been further researched and the correct term of office noted to be four years, not three. The Council needs to vote to approve a corrective action to change the terms of office from three years to four. Ron Ramsey and I will prepare the appropriate motion for the Council to meet the legal requirements.

10) Permit Request for Soccer Tournament Use of Facilities:

A permit request has been received from Debbie Reamer, Tournament Director of the Arizona Youth Soccer Organization for the Castle Classic Soccer Tournament scheduled for April 6, 7, and 8, 1990. The application indicating further details is attached. It is my understanding that the Parks & Recreation Commission has already reviewed the application and recommended approval.

11) Parks & Recreation Commissioner Resignation:

Barbara Ploe has turned in a letter of resignation. The Council needs to accept her resignation (with regrets and a letter of appreciation for her efforts).

12) Parks and Recreation Commissioner Appointment:

This item is available for the Council's action, if appropriate at this time, to appoint a replacement for Barabara Ploe. It is my understanding that the Council has received several names for consideration.

13) Annexation Process for Salt Mine Road Area:

This item is brought forward from the previous meeting. It has become apparent that the process may be allowed to continue for the period of the full year provided by statute. However, the Council's previous position was that it would only find the annexation to be in the interest of the existing town if completed prior to January 1, 1990. The basis for that action has proven to be inaccurate. Consequently, the Town Attorney has prepared a summary report for the Council. This item is on the agenda to provide the Council with an opportunity to take whatever policy action it considers to be appropriate to the Town's interest at this time. The Council will also need to indicate whether it's policy will continue to be that local government remain neutral.

14) Letter to Camp Verde Sanitary District Regarding Streets:

In an effort to assist the Camp Verde Sanitary District to keep there sewer project viable, the Town has been requested to take several actions to assist the Sanitary District. Most of the actions had been taken at the January 3, 1990 Council Meeting. A final letter from the Town to the Sanitary District's Project Engineer, Terry Moore Associates, is attached. The Council will need to concur with the letter and authorize the additional resurfacing at a cost to be charged to the Sewer Project Contractor at a price not to exceed \$ 7,071. A copy of the Town Engineer's cost estimate is attached.

15) Letter to Camp Verde Unified School District No. 28 Regarding Middle School Road - Including New Revisions and Modifications to Proposed Intergovernmental Agreement:

A late proposal to complete the Middle School Road was intended to be addressed at this time. However, due to a variety of significant unknown factors, the item is not available for review in the manner intended. The only action at this time is to authorize, if appropriate, the survey, right-of-way review and engineer's preliminary planning with preliminary cost estimate items for the turn lanes required for Montezuma Castle Highway in the event that the Middle School Road is completed. A copy of a letter to this effect has been forwarded to School Superintendent Phil England and a copy is attached hereto. Todd Rockwell will have a cost estimate for these services for the meeting. No further changes to the proposed Intergovernmental Agreement previously approved by the Council are proposed at this time.

16) Old High School Wood Shop Roof Repairs Required:

The recent rains provided an opportunity to determine the condition of the roofs at the Old High School Campus for each of several buildings. Substantial leaks were found in the National Guard (Wood Shop) Area, some minimal leaking in the Gymnasium roof and very minimal leaking in the Stone School House. The Old School House roof was repaired on January 11, 1990. The leaks in the National Guard Area are far more significant and will require extensive repairs. It is clearly evident that the leaks have continued for many years and that a large portion of the sheathing has been severely damaged. This is an initial report to the Council with request for authorization to proceed with qualified inspections to determine the nature and extent of work to be performed. After the inspections are completed and a preliminary cost estimate is available, the Council will be asked to authorize going to bid for the repairs. The only action at this time is to authorize proceeding with qualified inspection of the roof and recommendations for repair along with preliminary cost estimates.

17) Economic Development Policy Statement:

This item is to provide an opportunity for the Council to determine what action it wishes to take in regard to a letter and policy statement to be sent to the several jurisdictions with which the matter is of concern. A letter will be prepared for the meeting as requested.

19) Set Next Meeting Date, Time and Place:

All of the anticipated meetings are listed on the agenda item to be held in the Town Hall Council Chambers. Other needs may arise in the interim between publishing of this report and the Council Meeting.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
January 17, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on January 17, 1990 order to conduct the Council's regular business. Mayor Parsons called the meeting to order at 7:05 p.m.

Diehl lead the Pledge of Allegiance.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Carter Rogers,
Marvin Reynolds, Jerry Taylor and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
Doug Jones, Street Superintendent; Todd Rockwell, Town
Engineer; Laura Kuhn, Planning & Zoning Director; Gary
Lollman, Parks & Recreation Superintendent; Dorothy Wood,
Chairman, Library Commission; John Reddell, Chairman, Parks
& Recreation Commission and Bob Kovacovich, Chairman,
Planning & Zoning Commission and Nina Payne, Recording
Secretary

Information & Updates:

Mayor Parsons presented letters from the Bicentennial Freedom Foundation, the Arizona State Parks regarding a meeting scheduled for January 24, 1990 in Cottonwood concerning the Verde River Corridor Study, Tony Roscoe regarding solid waste disposal and trash burning in Cottonwood, the Arizona Auto Association regarding a study being conducted concerning accidents on rural town roads. Also a letter announcing Pioneer Days being held in Wilton on February 16 - 18, 1990.

Manager Maynard presented a letter from the Arizona Department of transportation regarding their State meeting scheduled for March 16, 1990 to possibly be held at the Best Western Hotel in Camp Verde but other locations are also being considered. Also a report from Maricopa County Flood Control District regarding Senate Bill 1013, asking for a \$.25 cap on flood control tax levies and asking for support from the Town to defeat this measure.

Kaminsky reported she had attended the Child Abuse Conference on January 4 - 5, 1990. She stated it was an interesting conference and the basis was the education of parents to help prevent child abuse.

Regular Session - January 17, 1990 - Page 2:

- a) Quarterly Report - Parks & Recreation Commission: A copy of this report is attached and becomes a part of these minutes.
- b) Quarterly Report - Library Commission: A copy of this report is attached and becomes a part of these minutes.
- c) Quarterly Report - Planning & Zoning Commission: Chairman Kovacovich reported the Sign Ordinance was reviewed and had been adopted by the Commission to be given to the Council for final approval. The Sand & Gravel Ordinance would need a combined Work Session with the Council and the Commission. The Commission is working on economic development within the Town and they are seeking input from all interested parties on this project. The interviews for the Associate Planner will be held on January 25, 1990.
- d) Interview Selection Committee - Library Director: Vice Mayor Rogers reported the interviews were scheduled for January 25 - 27, 1990. He also commended all the Commission members on a job well done.
- e) Miscellaneous Items: A copy of this report is attached and becomes a part of these minutes.

Minutes of the Previous Meeting(s):

On a motion by Taylor, seconded by Kaminsky the Council voted unanimously to approve the minutes of the Regular Session, January 3, 1990 as amended.

Disbursements & Accounting:

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to approve the disbursements from the General Fund, the Highway User Fund and the Internal Services Fund, dated January 17, 1990, as presented.

Manager Maynard requested advance approval for supplies to build the counters needed for the renovations. This work is being done by a community service worker. On a motion by Taylor, seconded by Reynolds, the Council voted, with Rogers and Diehl voting "No", to approve the expenditure for supplies to build the counters needed for the renovations with an amount not to exceed \$1,000.00.

Actions, if Appropriate, from Work Session with Camp Verde Fire District:

On a motion by Shaw, seconded by Rogers, the Council voted unanimously to take no action on this item until a Work Session can be held with the Camp Verde Fire District.

Sign Ordinance Revisions:

Planning & Zoning Director Kuhn stated a Public Hearing was scheduled for January 24, 1990. On a motion by Diehl, seconded by Rogers, the Council voted unanimously to hold a Work Session on the Sign Ordinance prior to the Public Hearing of January 24, 1990.

Planning & Zoning Commission - Correction of Terms of Appointment from Three Years to Four Years:

On a motion by Rogers, seconded by Diehl, the Council voted unanimously to table any action on this item until Manager Maynard has further researched the issue.

Permit Request for Soccer Tournament Use of Facility:

On a motion by Rogers, seconded by Shaw, the Council voted unanimously to approve the application from the AYSO for use of Butler Park and the Old High School Soccer field for the soccer tournament.

Parks & Recreation Commissioner Resignation:

On a motion by Rogers, seconded by Diehl, the Council voted unanimously to accept the letter of resignation from Barbara Ploe from the Parks & Recreation Commission and to send her a letter of appreciation for her work on the Commission.

Parks & Recreation Commissioner Appointment:

Three names were submitted for this appointment; Carol Ream, Wes Girard and Jean Clark. On a motion by Rogers, seconded by Reynolds, the Council voted unanimously to appoint Wes Girard to the Parks & Recreation Commission to complete Barbara Ploe's term.

Annexation Process for Salt Mine Road Area:

On a motion by Rogers, seconded by Shaw, the Council voted unanimously to accept further petitions from the Salt Mine Road Improvement Association with the understanding that the Council has the right to review the petitions to see if the annexation is in the best interest of the Town to proceed.

Letter to Camp Verde Sanitary District Regarding Streets:

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to accept the letter to Terry Moore and to include authorization of a pass through of not to exceed \$7071.00 in chip seal by a contractor.

Regular Session - January 17, 1990 - Page 4:

Old High School Wood Shop Roof Repairs Required:

On a motion by Rogers, seconded by Taylor, the Council voted unanimously to hold the roof repairs in abeyance until they Council has a report of the expenditures in the line items to date and to make an analysis of the old high school renovations.

Economic Development Policy Statement:

On a motion by Rogers, seconded by Diehl, the Council voted unanimously to hold this item in abeyance.

Call To The Public:

Tom Neilson, Camp Verde resident, voiced his concern for the Council's action of not appointing younger people to the Commissions.

Set Next Meeting Time, Date & Place:

The Council will meet in Regular Session at the Camp Verde Town Hall on February 7, 1990 at 7:00 p.m.

The Council will meet in a Work Session at the Camp Verde Town Hall on January 31, 1990 at 7:00 p.m. and in a Special Session that same evening at 9:00 p.m.

The Council will meet in a Work Session at the Camp Verde Town Hall on January 23, 1990 at 4:15 p.m. on the Sign Ordinance.

The Council will meet in Executive Session on January 25, 1990 at 4:15 p.m., January 26, 1990 at 4:15 p.m. and January 27, 1990 at 9:30 a.m., 11:00 a.m. and 1:00 p.m. for interviews for the Library Director position.

The Council will meet in a joint Work Session with the Parks & Recreation Commission at the Camp Verde Town Hall on February 7, 1990 at 4:15 p.m.

The Council will meet to hear Planning & Zoning matters at the Camp Verde Town Hall on January 24, 1990 at 7:00 p.m.

Adjournment:

The meeting was adjourned at 9:30 p.m.

Nina Payne
Nina Payne, Recording Secretary

David A. Maynard
David A. Maynard, Town Clerk

Regular Session - January 17, 1990 - Page 5:

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 17th day of January, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 21st day of February, 1990.

David A. Maynard
David A Maynard, Town Clerk

AGENDA
TOWN COUNCIL
WORK SESSION
JANUARY 23, 1990 AT 4:15 P.M.
TOWN HALL COUNCIL CHAMBERS

1. Call to Order
2. Roll Call
3. Discussion on the Following Items:
 - a. Proposed Sign Ordinance Revisions
 - b. Proposed Board of Adjustments and Appeals Ordinance Revisions
4. Call to the Public
5. Set Next Meeting, Time and Date
6. Adjournment

POSTED: JANUARY 18, 1990
BY: LAURA C. KUHN
LCK/JAN23.AGN

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
January 23, 1990
4:15 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on January 23, 1990. Mayor Parsons called the meeting to order at 4:25 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds
Jerry Taylor and Pat Kaminsky

Carter Rogers arrived at 4:55 p.m.

Also Present:

Laura Kuhn, Planning & Zoning Director; Ron Ramsey, Town
Attorney and Susan Marshall, Recording Secretary

Proposed Sign Ordinance Revisions/Proposed Board of Adjustments
and Appeals Ordinance Revisions:

Mayor Parsons asked about utilizing the word "variance" in regard to signs, stating there may be some confusion when using "variance" in terms of land use and signs.

Attorney Ramsey suggested using the word "exemption" instead of variance when referring to a sign. He stated this would eliminate any misunderstanding.

Following discussion, the Council agreed to change the word "variance" to exception in both the proposed Sign Ordinance and the proposed Board of Adjustments and Appeals Ordinance and the change the order of items on Page 3 of the proposed Board of Adjustments and Appeals Ordinance, moving item number three to the top paragraph retaining items one and two as criteria.

Mayor Parsons suggested a change on the distance of the first area for signs along the freeway. He stated he and two other Councilors had measured the area and 600 feet was not adequate. He suggested considering 1000 feet for this first area. Director Kuhn stated the 600 foot area was established after a survey of the area had been done by Joe Jones and Associates. She suggested the scale may have been in error and if this had occurred then perhaps the 1000 foot area should be considered.

Work Session - January 23, 1990 - Page 2:

Jack Bird, Camp Verde resident, suggested utilizing a circular pattern rather than the parallel/perpendicular concept to simplify measuring in the area and to consider 800, 1000, or 1200 feet.

Jim Bullard, Camp Verde resident, stated, when he travels, he looks for signs to direct him to restaurants and hotels and suggested using 1200 feet for the area around the freeway intersections.

Further discussion followed, after which, the Council agreed to extend the first area from 600 feet to 1000 feet and to utilize a circular pattern instead of the square concept as well as retaining the Commission's recommendation for the steps of elevation of 50 feet, 40 feet and 15 feet.

Discussion of the appropriate size for signs and the Council agreed to maintain the Commission's recommendations for 300 square feet per face.

Vice Mayor Rogers expressed his concern for the intersection of the South Access Road because of the distance between the north and south bound lanes, suggesting a different measuring point for this area. Director Kuhn suggested a revision of the wording to include this intersection allowing for measurement from the center of each lane instead of from one center point of the overpass.

Call To The Public:

Jack Bird expressed his appreciation to the Council and the Commission for their time and work on this ordinance.

Set Next Meeting Time, Date & Place:

The Council will meet at the Camp Verde Town Hall on January 24, 1990 at 7:00 p.m. to hear Planning & Zoning matters.

The Council will meet at the Camp Verde Town Hall on February 8, 1990 at 5:00 p.m. with BRW and the Land Use Committee.

Adjournment:

The meeting was adjourned at 5:45 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

Laura C. Kuhn
Laura Kuhn, P& Z Director

RESOLUTION NO. 90-8

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF CAMP VERDE, ARIZONA RECOMMENDING TO THE TOWN COUNCIL APPROVAL OF THE PROPOSED REVISIONS TO THE SIGN ORDINANCE AND BOARD OF ADJUSTMENTS AND APPEALS ORDINANCE

The Planning and Zoning Commission of the Town of Camp Verde hereby resolves as follows:

- I. The Planning and Zoning Commission hereby finds as follows:
 - A. Revisions to the Town Sign Code, Volume II of the Planning and Zoning Ordinance, were requested by the Town Council in order to accommodate Freeway Signs and to address other related issues in this volume. As a result of the proposed revisions to the Sign Code, the Board of Adjustments and Appeals Ordinance requires amendment to coincide with the proposed revisions.
 - B. The revisions were reviewed and discussed jointly by the Planning Commission and Town Council in various public workshops held on November 29, December 11 and 18, 1989.
 - C. The proposed revisions were reviewed by the Planning Commission on January 11, 1990 in a public hearing that was advertized and posted according to state law.
 - D. The proposed revisions will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved in order to ensure the orderly growth and development of the Town of Camp Verde.
 - E. The ordinance revisions are recommended for approval, based upon the following findings:
 1. The project, as proposed, will not injure the public health, safety, welfare or convenience.
 2. The revisions have been prepared with careful consideration of the existing zoning, land use, signs and requirements of the current Planning and Zoning Ordinance.
 3. The revisions, as proposed, meets all requirements of Arizona State Law and the laws and regulations of the Town of Camp Verde.
 - F. The proposed revisions are contained in Exhibit A (Sign Code revisions) and Exhibit B (Board of Adjustments and Appeals Ordinance) and, if adopted should become a matter of public record.

II. The Planning and Zoning Commission of the Town of Camp Verde hereby recommends approval of the proposed revisions to the Sign Code (Volume II of the Planning and Zoning Ordinance) and Board of Adjustments and Appeals Ordinance as contained in Exhibits A and B attached hereto.

PASSED AND ADOPTED AT A REGULAR SESSION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF CAMP VERDE, ARIZONA ON JANUARY 11, 1990.

Bob Kovacovich

Bob Kovacovich
Chairman
Planning and Zoning Commission

WITNESS:

Sandie Lucero

Sandie Lucero
Recording Secretary

ATTACHMENTS: EXHIBIT A--SIGN CODE REVISIONS
EXHIBIT B--BOARD OF ADJUSTMENTS AND APPEALS
REVISIONS

lck/90-8.RES

A G E N D A

**WORK SESSION
COMMON COUNCIL
Town of Camp Verde**

**CAMP VERDE TOWN HALL
Wednesday, January 31, 1990
7:00 p.m.**

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Proposed Sign Ordinance Amendments
- 4) Review of Overall Financial Position
- 5) Review of Capital Improvements Fund Projects
- 6) Call To The Public
- 7) Adjournment

**SPECIAL SESSION
COMMON COUNCIL
Town of Camp Verde**

**CAMP VERDE TOWN HALL
Wednesday, January 31, 1990
9:00 p.m.**

- 1) Call To Order
- 2) Roll Call
- 3) Information/Updates

Discussion and Possible Action on the Following:

- 4) Sign Ordinance Amendments
- 5) School Cooperative Program Agreement
- 6) Call To The Public
- 7) Set Next Meeting Time, Date & Place
- 8) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
January 31, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on January 31, 1990. Mayor Parsons called the meeting to order at 7:30 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds
Jerry Taylor, Carter Rogers and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
Rolland Huff, Maintenance and Susan Marshall, Recording
Secretary

Proposed Sign Ordinance Amendments:

Mayor Parsons stated the Council had met in a Work Session on January 23, 1990 to discuss the proposed Sign Ordinance as presented by the Planning & Zoning Commission. He stated the moratorium on signs is still in place and the Council should consider some action on this item, at the Special Session, even if amendments were needed at a later date.

The meeting was recessed at 7:55 p.m. and reconvened at 8:15 p.m.

Following discussion, the general agreement of the Council was to adopt the amendments made at the Work Session of January 23, 1990 along with the Sign Ordinance proposed by the Planning & Zoning Commission.

Review of Overall Financial Position:

Manager Maynard stated the auditor has not been able to complete the disbursements side but the receipt side was ready for Council review. He presented a brief summary of each fund stating the Town was three to eight percent over budget as of January 31, 1990.

Review of Capital Improvements Fund Projects:

Mayor Parsons stated it would be necessary for the Council to determine which buildings would stay and which would be removed before taking any action, during the Special Session, on renovations.

Work Session - January 31, 1990 - Page 2:

Manager Maynard presented proposed renovation plans. He discussed the expense of moving the administration offices during the remodeling, stating it would be cost prohibitive. He stated it would be possible to have the property paid off by the summer of 1993 and, at that time, consider building a new Town Hall.

Mayor Parsons stated remodeling should be considered, at a minimum, until the property can be paid off and a new Town Hall constructed.

Manager Maynard suggested appointing a citizens committee to assist with suggestions for remodeling and to place a time limit on this project at thirty days.

Following discussion, the general agreement of the Council was to appoint a citizens committee to assist the Town Manager with renovation suggestions. This committee would consist of three Council members, two citizens, with construction experience, the Town Maintenance Man (Rolland Huff) and the Town Manager and to set a time limit of thirty days to complete the project.

Call To The Public:

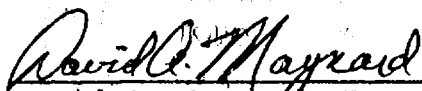
No input.

Adjournment:

The meeting was adjourned at 9:10 p.m.



Susan Marshall, Recording Secretary



David A. Maynard, Town Clerk

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
January 31, 1990
9:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on January 31, 1990. Mayor Parsons called the meeting to order at 9:20 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds
Jerry Taylor, Carter Rogers and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
and Susan Marshall, Recording Secretary

Information & Updates:

Mayor Parsons stated he had attended at meeting with the USFS on January 29, 1990 to discussion the goals and projects of the Town as well as the road rights-of-way. He stated Murdock Road (Lane) has been placed at the top of the priority list for paving this year.

Kaminsky stated she had attended a meeting in Tempe regarding the Sister City Program and would make a presentation to the Chamber of Commerce at their March meeting to get them involved in this project.

Manager Maynard reported the USFS was willing to move ahead with the necessary rights-of-way to allow the Town to begin construction on Newton Lane this summer.

Manager Maynard reported on the Rio Verde Ranchos Sub-Division. He stated the Council had placed a stipulation on the project of having a bond or similar financial arrangement to equal the cost of the public improvements. He stated the bond needed to be converted because of delays on the project. Cory Frampton, Rio Verde Ranchos, asked to be allowed to place a cash deposit letter of credit equal to the amount of the work to be done in lieu of the bond.

Attorney Ramsey suggested placing this item on the February 7, 1990 Regular Session agenda since bonding is a statutory agreement and this should be researched before any Council action.

Special Session - January 31, 1990 - Page 2:

Sign Ordinance Amendments:

Manager Maynard stated the Council had met in Work Sessions on January 23, 1990 and January 31, 1990 to discuss any amendments to the proposed Sign Ordinance as presented by the Planning & Zoning Commission.

On a motion by Rogers, seconded by Kaminsky, the Council voted unanimously to adopt Resolution 90-104, to adopt the First Amendment to the Sign Code as presented by the Planning & Zoning Commission and the amendments as discussed at the January 23, 1990 Work Session of the Council as outlined in a memorandum from Planning & Zoning Director Kuhn, dated January 31, 1990.

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to adopt Ordinance 90-A39, an ordinance of the Town Council of the Town of Camp Verde, Arizona approving the proposed revisions to the Sign Ordinance and Board of Adjustments and Appeals Ordinance to include a proper signature page and a change to the resolution number on the signature page to Resolution 90-104.

School Cooperative Program Agreement:

Manager Maynard stated the Council had approved \$1200.00 for one student intern. The school has sent two students, Jason Pender and J.T. Gray, to help with renovations, road projects, Parks & Recreation and auto mechanics. He stated the students could begin work on Monday, February 5, 1990 and \$1200.00 would be needed for each student.

On a motion by Rogers, seconded by Shaw, the Council voted unanimously to hold this item in abeyance until the Special Session of February 2, 1990 and asked for copies of the agreements.

Call To The Public:

No input.

Set Next Meeting Time, Date & Place:

The Council will meet in Special Session at the Camp Verde Town Hall on February 2, 1990 at 11:00 a.m.

The Council will meet in Regular Session on February 7, 1990 at the Camp Verde Town Hall at 7:00 p.m.

Special Session - January 31, 1990 - Page 3:

Adjournment:

The meeting was adjourned at 9:55 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

David A. Maynard
David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 31st day of January, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 7th day of February, 1990.

David A. Maynard
David A. Maynard, Town Clerk

A G E N D A

**EXECUTIVE SESSION
ARS 38-431.03.A.1
COMMON COUNCIL**

**Town of Camp Verde
Town Hall
January 31, 1990 - 6:30 P.M.**

1. Call to Order
2. Roll Call
3. Discussion of Library Director Candidates
4. Adjournment

A G E N D A

**EXECUTIVE SESSION
ARS 38-431.03.A.1
COMMON COUNCIL
Town of Camp Verde**

**CAMP VERDE TOWN HALL
January 27, 1990
9:30 a.m.**

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Interviews - Library Director
- 4) Adjournment

A G E N D A

**EXECUTIVE SESSION
ARS 38-431.03.A.1
COMMON COUNCIL
Town of Camp Verde**

**CAMP VERDE TOWN HALL
January 25, 1990
4:15 p.m.**

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Interview - Library Director
- 4) Adjournment

A G E N D A

SPECIAL SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
Friday, February 2, 1990
11:00 a.m.

- 1) Call To Order
- 2) Roll Call

Discussion and Possible Action on the Following:

- 3) School Cooperative Program Agreement
- 4) Rio Verde Ranchos Sub-Division - Cash Deposit Letter in Lieu of Bond
- 5) Appointment to Citizens Committee in Regard to Town Hall Renovations
- 6) Call To The Public
- 7) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
February 2, 1990
11:00 a.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on February 2, 1990. Mayor Parsons called the meeting to order at 11:21 a.m.

Roll Call:

Tap Parsons, Tom Shaw, Woody Diehl, Carter Rogers, Patricia Kaminsky and Jerry Taylor

Absent:

Marvin Reynolds

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney; Laura Kuhn, Planning & Zoning Director and Sandie Lucero, Recording Secretary

School Cooperative Program Agreement:

Manager Maynard stated that the Cooperative Program Agreements had been received from the Camp Verde High School regarding students J.T. Gray and Jason Pender. The funding was previously approved at \$1200.00. Manager Maynard stated having 2 students involved in the Camp Verde School Cooperative Program we'll need more than \$1200.00. David also stated the School Cooperative Program was an excellent program.

Shaw and Taylor questioned the documentation we would need to keep on these students.

Vice-Mayor Rogers questioned whether the students could drive a Town Vehicle, Heavy Equipment or tools. He also stated he thought the School Cooperative Program was an excellent program.

Kaminsky stated the School Cooperative Program is an excellent program, she also expressed concern over supervision on weekends.

Diehl expressed concern over keeping documentation and juggling Town employees to supervise on weekends.

Special Session - February 2, 1990 - Page 2:

On a motion by Taylor, seconded by Shaw, the Council voted unanimously to approve the Camp Verde High School Cooperative Program Agreements with the additional student and increasing the total amount to \$2,000.00 and authorizing Mayor Parsons to sign the agreement.

Rio Verde Ranchos Sub-Division - Cash Deposit Letter in Lieu of Bond:

Manager Maynard presented to the Councilmembers a copy of a letter received from Corey Frampton dated January 19, 1990 regarding the Rio Verde Ranchos Subdivision (copy is attached and becomes part of these minutes).

Manager Maynard then stated that the Town Engineer, Todd Rockwell needs to inspect and issue a letter stating that the remaining work to be performed, based on the quantities stated, would have a cost equal to or less than the amount stated.

Ron Ramsey, Town Attorney stated his concerns with the Town accepting a letter of credit cash deposit payable to the Town, in lieu of the bond for the Rio Verde Ranchos subdivision.

Laura Kuhn, Planning and Zoning Director stated the original bond was set at \$221,000.00 and is proposed to be reduced to \$83,505.10 with approval of Doug Jones, Street Superintendent and Todd Rockwell, Town Engineer's approval.

The Councilors expressed concern regarding Compacting Reports and Soil Testing.

Following discussion on a motion by Taylor, seconded by Rogers, the Council voted unanimously to accept the contractors proposal subject to a letter of satisfactory inspection from the Town Engineer, Todd Rockwell, stating the amount of the project which is completed and the amount of the project remaining to be completed, along with concurrence with the contractor's proposed cost amount, and a specification of the quantities for the work remaining to be performed.

Appointment to Citizens Committee in Regard to Town Hall Renovations:

On a motion by Taylor, seconded by Rogers the Council voted unanimously to appoint Tom Shaw, Woody Diehl, and Carter Rogers from the Town Council and Jim Bullard and Earl Bird, Camp Verde Residents with Dave Maynard and Rolland Huff, Town Employees, to serve ex-officio to the Citizens Committee for Camp Verde Town Hall Renovations.

Special Session - February 2, 1990 - Page 3:

Call to the Public:

No Input.

Adjournment:

The meeting was adjourned at 12.00 p.m.

Sandie Lucero
Sandie Lucero, Recording Secretary

David A. Maynard
David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Session meeting of the Town council of Camp Verde, Arizona held on the 2nd day of FEBRUARY, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 7th day of February, 1990.

David A. Maynard
David A. Maynard, Town Clerk

A G E N D A

WORK SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
Wednesday, February 7, 1990
4:15 p.m.

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Formation of Non-Motorized Trail System
- 4) Cooperation with USFS on Trail System
- 5) Call To The Public
- 6) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
February 7, 1990
4:15 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on February 7, 1990. Mayor Parsons called the meeting to order at 4:20 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds
Jerry Taylor, Carter Rogers and Pat Kaminsky

Also Present:

Gary Lollman, Parks & Recreation Superintendent;
Laura Kuhn, Planning & Zoning Director; Doug Jones,
Street Superintendent and Susan Marshall, Recording
Secretary

Formation of Non-Motorized Trail System/Cooperation with USFS on Trail System:

Superintendent Lollman reported the Trails Committee was part of the Parks & Recreation Commission. He presented a map to the Council referring to various properties, Town, private, USFS and lands up for exchange. He stated the Commission was trying to work with all parties involved to tie all existing trails together.

Mayor Parsons stated it was not the Town's responsibility to attempt to regulate private properties.

Lollman stated the majority of the existing trails were located on USFS properties and the effort was being made to avoid any impact on private properties.

P&Z Director Kuhn stated she would encourage input from Parks & Recreation on any projects which might be affected by a trails system.

Wes Girard, Prescott National Forest, stated the Forest Service was interested in coordinating a trail system between the Town and the Forest Service and to maintain them when the property passes into private hands. He stated it would be necessary for someone to accept the easements at a later date.

Following discussion the general opinion of the Council was to approve the concept of a trails system, to obtain further information and to place this item on the Council agenda.

Work Session - February 7, 1990 - Page 2:

Call To The Public:

John Reddell, Parks & Recreation Commission Chairman, expressed his appreciation for all the hard work done by the Trails Committee.

Adjournment:

The meeting was adjourned at 5:10 p.m.

Susan Marshall

Susan Marshall, Recording Secretary

A G E N D A

**COMMON COUNCIL
SPECIAL SESSION**

**Town of Camp Verde
TOWN HALL**

February 7, 1990 - 5:30 P.M.

- 1) Call to Order
 - 2) Roll Call
 - 3) Pledge of Allegiance
 - 4) Information and Updates
- Discussion and Possible Action on the Following Items:
- 5) Disbursements and Accounting
 - 6) Minutes of the Previous Meetings
 - a) Work Session - January 31, 1990
 - b) Special Session - January 31, 1990
 - c) Special Session - February 2, 1990
 - 7) Water Transfers
 - 8) Lifting of Moratorium on Sign Ordinance
 - 9) Appointment of Library Director
 - 10) Authorization to Advertise Office Manager Position
 - 11) Set Date, Time and Place for Future Meetings
 - 12) Call to the Public
 - 13) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
February 7, 1990
5:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on February 7, 1990. Mayor Parsons called the meeting to order at 5:40 p.m.

Roll Call:

Tap Parsons, Carter Rogers, Woody Diehl, Pat Kaminsky, Marvin Reynolds, Jerry Taylor and Tom Shaw

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney; Laura Kuhn, Planning & Zoning Director; Doug Jones, Street Superintendent; Rolland Huff, Maintenance Worker, and Susan Marshall, Recording Secretary

Information & Updates:

Manager Maynard stated Deborah Cook has been offered and accepted the position of Associate Planner and is scheduled to begin work on February 20, 1990.

He then presented a letter from Al Palladino, Operation Oxygen, asking for a Council Proclamation for the month of March proclaiming "Plant a Tree to Clear the Air".

Mayor Parsons reported he had received a letter from Carlton Camp regarding a Comprehensive Solid Waste Management Plan stating a Council member needed to be appointed to sit on this committee. He asked to have this item placed on the next Council agenda.

Manager Maynard stated a letter from BRW, Inc. had been received reflecting the cost estimates for completing their work. He suggested three Council members being appointed to discuss these figures with BRW, Inc.

Planning Director Kuhn stated she had received a letter signed by several citizens requesting zoning changes regarding livestock. She suggested preparing the options and bringing them back to the Council at their second meeting in March.

Mayor Parsons stated the Verde Valley Sedona Transportation Committee would be meeting at the Cottonwood Council Chambers on February 8, 1990 at 2:00 p.m.

Disbursements/Accounting:

Manager Maynard presented several additions to the disbursements and asked for Council consideration of these additions.

On a motion by Diehl, seconded by Reynolds, the Council voted unanimously to approve the disbursements from the General Fund, dated February 7, 1990, with the additions, as presented.

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to approve the disbursements from the Highway User Fund, dated February 7, 1990, with the additions, as presented.

On a motion by Shaw, seconded by Taylor, the Council voted unanimously to approve the disbursements from the Internal Services Fund, dated February 7, 1990, as presented.

Manager Maynard asked for approved to have the safety railings purchase, installed by Town employees, along the walkway in the parking lot. On a motion by Shaw, seconded by Reynolds, the Council voted unanimously, to approve the purchase of pipe safety railings at a cost of \$670.56 and an additional amount for the necessary handrails not to exceed \$500.00

Manager Maynard also asked for Council approval for an additional \$2,000.00 for R.C. Denen, to complete the mid-year audit process. On a motion by Reynolds, seconded by Taylor, the Council voted unanimously to authorize the expenditure of an additional \$2,000.00 to R.C. Denen to complete the mid-year audit process.

Minutes of the Previous Meetings:

- a) Work Session - January 31, 1990
- b) Special Session - January 31, 1990
- c) Special Session - February 2, 1990

On a motion by Rogers, seconded by Diehl, the Council voted unanimously to approve the minutes of the January 31, 1990 Work Session, the January 31, 1990 Special Session and the February 2, 1990 Special Session as presented.

Water Transfers:

Mayor Parsons reported he had received a call from the City of Prescott regarding this attempt to acquire water from the Salt River Project.

A report on this issue is attached and becomes a part of these minutes.

Special Session - February 7, 1990 - Page 3:

On a motion by Taylor, seconded by Rogers, the Council voted unanimously to ask the Town Attorney to meet with the other attorneys involved as soon as possible and to hold a Work Session as soon as possible after Mr. Ramsey has had an opportunity to meet with the other parties involved in the issues.

Lifting of Moratorium on Sign Ordinance:

On a motion by Kaminsky, seconded by Taylor, the Council voted unanimously to lift the moratorium on signs, to be come effective thirty (30) days from February 8, 1990.

Appointment of Library Director:

Manager Maynard stated there were fourteen applicants and four interviews were conducted. He stated the top candidate had accepted the position and would be available to start in approximately a month.

On a motion by Diehl, seconded by Rogers, the Council voted unanimously to appoint Phyllis Hazekamp to the position of Library Director for the Town of Camp Verde at an annual salary of \$22,797.84, Grade 28, Step 6.

Authorization to Advertise Office Manager Position:

Manager Maynard asked the Council to hold this item in abeyance until he can prepare a job description for their review.

On a motion by Rogers, seconded by Taylor, the Council voted unanimously to hold this item in abeyance until a job description can be prepared for their review.

Set Date, Time and Place for Future Meetings:

The Council agreed to have the three Council members, Shaw, Reynolds, and Parsons, who are on the Land Use Committee, sit down with BRW, Inc. on Thursday, February 8, 1990 at 4:30 p.m. to discuss the work completed and the cost for completion.

Manager Maynard stated there may be a need for a meeting sometime during the next week and asked if Tuesday, February 13, 1990 at 5:00 p.m. or Wednesday, 14, 1990 would be acceptable. The Council agreed, if a meeting was necessary, either date would be acceptable.

Call To The Public:

Jim Bullard, Camp Verde resident, asked the Council to start their meeting at the time indicated on the agendas.

Special Session - February 7, 1990 - Page 4:

Adjournment:

The meeting was adjourned at 6:45 p.m.

Susan Marshall

Susan Marshall, Recording Secretary

David A. Maynard

David A. Maynard, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona, held on February 7, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 21st day of February, 1990.

David A. Maynard

David A. Maynard, Town Clerk

A G E N D A

COMMON COUNCIL
SPECIAL SESSION

Town of Camp Verde
TOWN HALL
February 13, 1990 - 5:30 P.M.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

Discussion and Possible Action on the Following Items:

4. Report(s) of R. C. Denen, Auditor

5. Call to the Public

6. Set Next Meeting Time, Place and Date

7. Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
February 13, 1990
5:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on February 13, 1990. Mayor Parsons called the meeting to order at 5:45 p.m.

Diehl lead the Pledge of Allegiance.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds
Jerry Taylor, Carter Rogers and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
Nina Payne, Town Accountant; Doug Jones, Street Superintendent; Rolland Huff, Maintenance; Ralph Lizotte, Town Magistrate; Chuck Devine, Town Marshal and Susan Marshall, Recording Secretary

Report(s) of R.C. Denen, Auditor:

Manager Maynard stated the Council had requested a mid-year audit on the Town's financial condition and the new accounting system. He introduced the auditor, R.C. Denen to make the report to the Council.

The Council reviewed the report and Mr. Denen presented his audit review and evaluation. He stated new equipment and software had been purchased to solve several long standing problems encountered with the old accounting system. He reported he had met with each of the department heads earlier in the day and there was a general concern for the reliability of the information being obtained from the new system. He reviewed the audit report item by item. (A copy of his report is attached and becomes a part of these minutes.)

Mayor Parsons opened the discussion to the department heads who were present. Marshal Devine stated it would take full cooperation of all the department heads to clarify the errors and make the necessary corrections. He stated it would be a great deal of help to him if he could have the 3-A forms and his invoices at least three to four days prior to them going to Council for approval. Superintendent Jones stated his biggest problem has been converting the old codes to the new codes. The

Special Session - February 13, 1990 - Page 2:

general feeling of the department heads was the need to have their invoices more in advance of them going to Council. They all indicated they would be willing to cooperate with any corrections that needed to be made to various line items in their budgets.

Mr. Denen stressed the importance of making the corrections as soon as possible. Manager Maynard and Mayor Parsons both stated it may be necessary to put other items aside until the accounting can be brought up to date.

On a motion by Taylor, seconded by Rogers, the Council voted unanimously to direct the Town Manager to prepare a "plan of attack" to handle the accounting problems and to report back to the Council at the next Regular Session this plan.

Call To The Public:

No input.

Set Next Meeting Time, Date & Place:

The Council will meet in Executive Session on February 14, 1990 at the Camp Verde Town Hall at 7:15 p.m. to discuss personnel matters and in Special Session immediately following the Executive Session the same evening.

Adjournment:

The meeting was adjourned at 6:55 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

David A. Maynard
David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 13th day of February, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of March, 1990.

David A. Maynard
David A. Maynard, Town Clerk

A G E N D A

**EXECUTIVE SESSION
ARS 38-431.03.A.1
COMMON COUNCIL
Town of Camp Verde**

**CAMP VERDE TOWN HALL
Wednesday, February 14, 1990
7:15 p.m.**

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Personnel Matters
- 4) Adjournment

**SPECIAL SESSION
COMMON COUNCIL
Town of Camp Verde**

**CAMP VERDE TOWN HALL
Wednesday, February 14, 1990
Immediately Following Executive Session**

- 1) Call To Order
- 2) Roll Call

Discussion and Possible Action on the Following:

- 3) Personnel Matters Regarding Accounting Functions of the Town of Camp Verde
- 4) Call To The Public
- 5) Set Next Meeting Time, Date & Place
- 6) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
February 14, 1990

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on February 14, 1990. Mayor Parsons called the meeting to order at 8:58 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds
Jerry Taylor, Carter Rogers and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
and Nina Payne, Town Accountant

Personnel Matters Regarding Accounting Functions of the Town of Camp Verde:

On a motion by Diehl, seconded by Reynolds, the Council voted unanimously to approve and authorize the Mayor to sign a severance agreement with Nina Payne, to include the standard terms, sixty (60) days pay plus accruals, through February 15, 1990, the date of termination, Town to respond to the DES regarding an unemployment application, if requested; and the agreement of no further release of statements by her or any member of her immediate family or by the Town.

Adjournment:

The meeting was adjourned at 9:05 p.m.

David A. Maynard

David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 14th day of February, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of March, 1990.

David A. Maynard

David A Maynard, Town Clerk

A G E N D A

REGULAR SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
Wednesday, February 21, 1990
7:00 p.m.

- 1) Call To Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Information & Updates

Discussion and Possible Action on the Following:

- 5) Approval of the Minutes
 - a) January 17, 1990 - Work Session
 - b) January 17, 1990 - Regular Session
 - c) January 23, 1990 - Work Session
 - d) February 7, 1990 - Work Session
 - e) February 7, 1990 - Special Session
- 6) Disbursements/Accounting
- 7) Proclamations
- 8) Request from Camp Verde Chamber of Commerce for
Permission to Serve Liquor on Town Property
- 9) Request for Authorization to Retain Accounting Services
- 10) Resolution 90-105 to Correct Abandonment of Roads in
and Adjacent to Verde West Subdivision
- 11) Acknowledgement and Release of CVUSD No. 28 Letter
Releasing Intergovernmental Agreement on School Road
- 12) Call To The Public
- 13) Set Next Meeting Time, Date & Place
- 14) Adjournment

TOWN MANAGER'S REPORT
REGULAR COUNCIL MEETING
February 21, 1990

AM

4. Information & Updates:

Enclosed in the attachments are several items of correspondence. At the meeting, I will report briefly on the NACOG Transportation Technical Subcommittee Meeting held on February 21st.

5. Approval of the Minutes:

A number of sets of minutes require approval. Please do not approve them unless you are fully satisfied with them. I have reviewed most of them at the time they were prepared. However, I was not present in all cases. The meeting of February 7, 1990, I have not yet reviewed but I will try to do so before the meeting.

6. Disbursements/Accounting:

Due to the circumstances of our accounting at the moment, the disbursement list is prepared in the manner that it was prior to the new accounting system being put on-line. In each case, you should be aware that the invoices all require final review and cross reference before actual payment. In some cases, we do not know if the amount is correct or whether the amounts past due have already been paid.

Advance approvals needed involve amounts of \$ 3,214.82 for repairs to the loader and some limitation for expenditures involving the hosting of the ADOT State Transportation Board Meeting scheduled for March 16th. Copies of the paperwork from Doug and Liane are enclosed. Liane gave no indication of the amount of money needed.

7. Proclamations:

There are requests for proclamations to be issued. However, none are urgent at this time. Consequently, I am requesting this item be passed over. This will allow us to properly prepare them for a future meeting.

8. Request from Camp Verde Chamber of Commerce for Permission to Serve Liquor on Town Property:

A copy of the paperwork to date is attached. There is a way to do this, if the Council wishes to do so. However, the paperwork from the state has not arrived and it will simply have to wait until it does. There is a licensing procedure required which must have a posting and a hearing.

9. Request to Retain Accounting Services:

As requested, I have begun to seek out parties who may be available to perform the accounting services required by the Town on an interim basis. The concerns involving the software vendor cannot be addressed through an on-site visit by the vendors direct personnel. They refer us back to their vendor representative in Arizona which is R. C. Denen, CPA. Mr. Denen reports that he will be in Camp Verde on other business with the Camp Verde Sanitary District on Tuesday morning and could meet with the Council at noon, if so desired. At that time he can explain the several things that you need to know to determine what to do with this item. I did explain the thoughts expressed to me by several Councillors. He suggested that you may wish to have him, with assistance from another PC-FUND operator, restore our system and get the payroll module up and running. If so this could be done Tuesday afternoon. The other services, he believes there are some practical considerations you need to be aware of before you make a decision how to handle the day-to-day accounting.

The Council's second request was for a plan of attack to clean up the problems with the accounting system. This is a very simplified plan, however, it is as follows:

The Department Heads and several key staff people met on Friday morning to map out a strategy for identifying and correcting the problems.

Week One: Review all of the vendor files and compare the invoices against the ledger account print outs to determine accuracy of amounts and posting to correct accounts.

Week Two: Begin with joint meetings of involved department heads to resolve any issues of who certain invoices belong to. Follow up with review of accounts with appropriate vendors in cases where the amounts are in question or complete account standings do not reconcile.

Week Three: Enter corrections to accounting system and complete review of reconciliations to assure correct balancing of changes made. Follow this with final review of account status with each department head to assure accuracy of corrections entered.

Week Four: Modify non-computerized accounting systems to assure restoration of proper check and balance systems and reliable quality control measures.

10. Resolution 90-105 to Correct Abandonment of Roads in and Adjacent to Verde West Subdivision:

The corrective resolution has been prepared. The action is a result of the Camp Verde Water System's Engineer making an error in the legal description of the property. Paperwork already in the Council's hands.

11. Acknowledgement and Release of CVUSD No. 28 - Letter Releasing Intergovernmental Agreement on School Road:

The copy of the letter is attached. Recommend simple withdrawal of the proposed IGA and request for return of the paperwork. Also attached is a copy of the Attorney General's Opinion. As the letter from Attorney Chuck Hasting to the Attorney General is not attached, the Attorney General's Opinion is impossible to evaluate. What it means depends upon the framing of the issue as presented in Chuck Hasting's letter.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
February 21, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on February 21, 1990 order to conduct the Council's regular business. Mayor Parsons called the meeting to order at 7:15 p.m. Rogers lead the Pledge of Allegiance.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Carter Rogers,
Marvin Reynolds, Jerry Taylor and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
Doug Jones, Street Superintendent; Laura Kuhn, Planning &
Zoning Director; and Susan Marshall, Recording Secretary

Information & Updates:

Mayor Parsons stated there would be a meeting of the Arizona Coalition of Governments on February 22, 1990.

Manager Maynard stated there would be Free Dump Day on April 28, 1990 at the Yavapai County Landfills in the Verde Valley.

Approval of the Minutes:

- a) January 17, 1990 - Work Session
- b) January 17, 1990 - Regular Session
- c) January 23, 1990 - Work Session
- d) February 7, 1990 - Work Session
- e) February 7, 1990 - Special Session

On a motion by Rogers, seconded by Shaw, the Council voted unanimously to approve items a - e, as listed above, as presented.

Disbursements/Accounting:

On a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to approve the disbursements from the General Fund, the HURF Fund and the Internal Services Fund, dated February 21, 1990, as presented.

On a motion by Diehl, seconded by Reynolds, the Council voted unanimously to approve the expenditure of \$3214.82 for repairs to the loader.

Proclamations:

None.

Request from Camp Verde Chamber of Commerce for Permission to Serve Liquor on Town Property:

Manager Maynard stated a reply from the State Liquor Board had not been received in time for this meeting. He introduced Mike Hough, Chamber President, who stated the Chamber would like to be able to hold a mixer in their new offices, located on Town property, and normally served alcoholic beverages at these affairs. He stated the Chamber had obtained insurance but asked for Council consideration on this matter.

On a motion by Rogers, seconded by Kaminsky, the Council voted unanimously to hold this item in abeyance until the next Regular Council Meeting and more information had been received.

Request for Authorization to Retain Accounting Services:

Manager Maynard stated the software company, PC Fund, out of Steamboat Spring, Colorado would not be available to assist with the computer cleanup. He stated R.C. Denen, Town Auditor, would be in Camp Verde on February 27, 1990 to meet with the Council and discuss possibilities for the computer work. On a motion by Taylor, seconded by Rogers, the Council voted unanimously to hold a Special Session on February 27, 1990 at 12:00 noon with R.C. Denen before making any decisions on how to handle the accounting problems.

Manager Maynard presented his "Plan of Attack" for looking into the accounting problems. That report is included in his Manager's Report and becomes a part of these minutes.

The meeting was recessed at 8:15 p.m. and reconvened at 8:25 p.m.

Resolution 90-105 to Correct Abandonment of Roads in and Adjacent to Verde West Subdivision:

On a motion by Rogers, seconded by Taylor, the Council voted unanimously to adopt Resolution 90-105 correcting the legal description of abandoned roads in and adjacent to Verde West Subdivision.

Acknowledgement and Release of CVUSD No. 28 Letter Releasing Intergovernmental Agreement on School Road:

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to acknowledge and release of CVUSD No. 28 letter releasing Intergovernmental Agreement on School Road and to request the return of the necessary paperwork.

Regular Session - February 21, 1990 - Page 3:

Call To The Public:

Jim Bullard, Camp Verde resident, voiced his concern for the Town to obtain a Class 5 liquor license to enable other entities to have alcoholic beverages on Town properties. He stated if the other organizations can obtain their own licenses it would be a wise decision for the Town to refrain from obtaining a liquor license of any kind.

Set Next Meeting Time, Date & Place:

The Council will meet in Special Session at 12:00 Noon on Tuesday, February 27, 1990 to discuss the accounting problems with the Town Auditor, R.C. Denen at the Camp Verde Town Hall.

The Council will meet in Special Session on Wednesday, February 28, 1990 at the Camp Verde Town Hall at 7:30 p.m.

Adjournment:

The meeting was adjourned at 8:50 p.m.

Susan Marshall

Susan Marshall, Recording Secretary

David A. Maynard

David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 21st day of February, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

David A Maynard, Town Clerk

A G E N D A

COMMON COUNCIL
SPECIAL SESSION

Town of Camp Verde
TOWN HALL
Tuesday, February 27, 1990
12:00 Noon

1. Call to Order
2. Roll Call

Discussion and Possible Action on the Following Items:

3. Approval of Minutes
 - a. February 13, 1990 Special Session
 - b. February 14, 1990 Special Session
4. Plan for Getting Computer Accounting System Restored
5. Authorization to Proceed with Accounting Services
6. Accounting Personnel Requirements and Disposition
7. Call to the Public
8. Set Next Meeting Time, Place & Date
9. Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
February 27, 1990
12:00 NOON

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on February 27, 1990. Mayor Parsons called the meeting to order at 12:10 p.m.

Roll Call:

Tap Parsons, Tom Shaw, Woody Diehl, Marvin Reynolds,
Patricia Kaminsky and Jerry Taylor

Absent:

Carter Rogers

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
Laura Kuhn, Planning & Zoning Director

Approval of the Minutes:

- a. February 13, 1990 Special Session
- b. February 14, 1990 Special Session

On a motion by Diehl, seconded by Shaw the Council voted unanimously to hold the minutes of the February 13 and 14 Special Session in abeyance.

Plan for Getting Computer Accounting System Restored:

Manager Maynard provided a brief presentation regarding the PC Fund System. MECC on the system, payroll is "locked up". The first priority is to get the system up and running. Payroll will be activated by R.C. Denen and what time remains will be used to get the General Ledger system operational.

Manager Maynard introduced R.C. Denen who gave an overview of what needed to be done and answered questions.

Mayor Parsons stated once the back up is done then we need to get things going. The Council remained concerned about not destroying any items in the computer that will be needed for the action concerning the Town Account.

Taylor is there no back up now?

Camp Verde Town Council - February 27, 1990 Page 2:

Manager Maynard replied only on floppy disks not current, and that we need an update.

Mayor Parsons stated we needed to get things done to the Computers to change over to the new program. When the changes are done will they be shown in the new reports? Manager Maynard stated they would be.

R.C. Denen stated the Trace logs are also the Journal Entries and that we will get hard copies of these. We'll also investigate all entries as to when and how.

Mayor Parsons wondered if Cottonwood uses PC Fund. R.C. Denen answered yes, Bob Lynch is not adept but Jay Trewern in on the staff and he is very good with it.

Mayor Parsons asked there is a finance person coming from Cottonwood? R.C. Denen stated no, he's not available until Thursday.

Taylor asked if he (Bob Lynch or Jay Trewern) would do the reformatting. R.C. Denen stated "No".

Following Discussion on a motion by Reynolds, seconded by Taylor the Council voted unanimously to approve access to the computers.

Taylor asked "Should we reset and start from scratch?" R.C. Denen indicated "No, were okay until December. Some adjustments have been made, but time hasn't allowed us to check if the allocation of cost items were done correctly."

Taylor is the system able to print out all of the changes. R.C. Denen "Yes"

Maynard stated he had done this already on February 10, 1990..

Kaminsky stated we needed to break through the lock-up and get into the system.

Maynard stated we needed to check out old system to find out if, like the PC Fund, there are serious problems.

R.C. Denen: "The PC is not set up for Camp Verde's specific need but has basic frame work."

Diehl questioned what exactly the authorization would include.

Manager Maynard stated:

- Run back up copy of directory.
- Run transaction log for February/1990.
- Run transaction back through from July 1, 1989.
- Trace logs and Journal sort by entry.
- Payroll verification, format for our needs and post to date.
- General Ledger - post to date and run trace files to check records of what was and was not paid.
- Once all of these things are completed, the system will be fully operating.

Diehl stated we need to get our good system going.

Manager Maynard stated we need to look at where to get help, which may be using existing staff. However, we have an overload and lots of work ahead to go through the existing files and computer information.

Shaw after the reports are done at what point can we get our own people. R.C. Denen stated once someone has been hired about 2 days to be trained, very routine.

Kaminsky Clerk/Account could handle the job, rather than an Accountant? R. C. Denen answered yes, with someone in the Valley to check.

Diehl are others having the same problem? R.C. Denen answered no, Bob Lynch for example has a bigger staff, more education and it runs the system effectively. He indicated that one person could run the system on a 25-35 hour week.

Authorization to Proceed with Accounting Service and Accounting Personnel Requirements and Disposition:

Manager Maynard stated that what happens today with the checks being made will determine what needs to be done tomorrow night to allow for a full system check and to get the system fully up and running. Alternatives available: to have an accountant person with municipal experience, or hiring account clerk with accounting back-up. We need to be careful here. There is a critical need to address the differences between the Town VS School VS Private Accounting. If using private accounting firm, tax time could be a problem.

Camp Verde Town Council - February 27, 1990 Page 4:

Mayor Parsons wondered if the existing personnel could do this. Manager Maynard stated maybe in 30 days if things work out. He is concerned with the existing personnel problem. We need to handle this problem, then look to hire a new person, or whatever we decide to do, as soon as possible. We would need 2-3 months to get on a new person on board and working effectively in the job.

Diehl questioned the estimated cost of an accounting service. Maynard replied the figures are not available yet.

Diehl requested that the figures be available for tomorrow nights meeting.

Maynard replied we may have other options but we're not ready to discuss options yet, he then requested we draw from the file, instead of advertising if we need to go that route.

Taylor questioned if we could not promote from within. Maynard indicated that we have only one or two employees at all qualified.

Following discussion on a motion by Taylor, seconded by Kaminsky the Council voted unanimously to hold this item in abeyance until the February 28, 1990 Town Council meeting.

Call to the Public:

No Input.

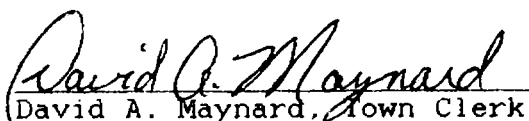
Set Next Meeting Time, Place & Date:

The Camp Verde Town Council will meet in Special Session on February 28, 1990 at 7:00 p.m. at Camp Verde Town Hall.

Adjournment:

The meeting was adjourned at 12.42 p.m.

Laura Kuhn, Recording Secretary


David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Session meeting of the Town council of Camp Verde, Arizona held on the 27th day of February, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of March, 1990.

David A. Maynard
David A. Maynard, Town Clerk

A G E N D A

COMMON COUNCIL
PLANNING & ZONING SESSION

Town of Camp Verde
TOWN HALL
Wednesday, February 28, 1990
7:30 P.M.

1. Call to Order
2. Roll Call
3. Information and Updates

Discussion and Possible action on the Following Items:

4. Approval of Minutes
 - a. January 24, 1990 - Planning & Zoning Session
 - b. February 8, 1990 - Land Use/Transportation Comm.
5. Review and Comment on Draft Access Control Plan
6. Review and Comment on Draft Road Right-of-Way Widths as Contained in the Draft Land Use and Transportation Study
7. Approval of Change Order for BRW, Inc. Contract - Land Use/Transportation Study
8. Call to the Public
9. Set Date, Time & Place for Next Meeting
10. Adjournment

A G E N D A

COMMON COUNCIL
SPECIAL SESSION

Town of Camp Verde
TOWN HALL
Wednesday, February 28, 1990
7:00 P.M.

1. Call to Order

2. Roll Call

Discussion and Possible Action on the Following Items:

3. Disbursement & Accounting

4. Authorization to Proceed with Accounting Services

5. Accounting Personnel Requirements and Disposition

6. Call to the Public

7. Set Next Meeting Time, Place & Date

8. Adjournment

TOWN MANAGER'S REPORT
SPECIAL COUNCIL SESSION
February 28, 1990

Dem

3. Disbursements & Accounting:

A disbursements list for this week is included in this packet to allow us to bring the bills up to date. The review and reconciliation of vendor files is going well. There are a variety of concerns encountered but only an occasional problem that is serious enough to indicate a substantial problem. R.C. Denen, CPA will return tomorrow to attempt to complete the activation of the Payroll Module of the PC-FUND program. The formatting of the program was not nearly complete as indicated and has required substantial additional time and effort. No advance approvals requested for purchases.

4. Authorization to Proceed with Accounting Services:

Jay Trewern, former Town Clerk of Clarkdale and currently an Accountant with the City of Cottonwood, has indicated his availability to assist us on a contractual services basis with getting the PC-FUND accounting system straightened out and brought up to date. Jay operates the same PC-FUND program for the City of Cottonwood and is thoroughly familiar with it. The proposed services rate is a consulting fee of \$ 20.00 per hour. The Mayor of Cottonwood has been contacted, as a courtesy, and he has indicated that the assistance would not be objected to. The services would be provided on Saturdays beginning March 3, 1990 and continue as long as needed, within reason. This would allow our existing staff to handle the routine part of the work during the week and Jay to operate the computer accounting system. There will be an opportunity for some training assistance in conjunction with this, but the details will have to evolve as things continue to develop. Request authorization to proceed as described.

5. Accounting Personnel Requirements and Disposition:

The first part of this item is already addressed in the previous item. The remaining portion of it will be addressed at the meeting in a report concerning the results of R.C. Denen's work on Tuesday, February 27, 1990. No proposed action or recommendation is available at the time this report is prepared.

7. Set Next Meeting Time, Place & Date:

7:30 P.M. February 28, 1990	Council Planning & Zoning Session
Time & Date Unknown	Executive Session with Attorney(s) for Legal Advice on Final Disposition of a Personnel Matter
7:00 P.M. March 7, 1990	Regular Council Session

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
February 28, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on February 28, 1990. Mayor Parsons called the meeting to order at 7:35 p.m.

Roll Call:

Tap Parsons, Tom Shaw, Woody Diehl, Carter Rogers, Marvin Reynolds, Patricia Kaminsky and Jerry Taylor

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney and Sandie Lucero, Recording Secretary

DISBURSEMENTS AND ACCOUNTING:

Following discussion on a motion by Diehl, seconded by Reynolds, the Council voted unanimously to approve the Disbursements pages 1-4 with the Totals by Department on page 5.

AUTHORIZATION TO PROCEED WITH ACCOUNTING SERVICE:

Manager Maynard's presentation stated that R.C.Denen started Tuesday to do the initial work regarding Payroll, which includes a master system and an individual master for each employee. Many line items need to be corrected. Jay Trewern is operating the same accounting system in Cottonwood and will work for Camp Verde on Saturdays for \$20.00 an hour.

Mayor Parsons asked Manager Maynard to estimate the Jay's time to get the system up and running. Manager Maynard replied 4-6 Saturdays, approximately \$500.00, if four up to \$1,000, if six Saturdays.

Shaw wondered is a Town employee would be working with Jay Trewern on Saturdays.

Maynard replied that either Sue or Dave would be called to check him out on Saturdays when Jay was finished.

Taylor wondered if 6 months down the road again Town Hall would again be caught without a Town Employee being cross trained in the Accounting System.

Camp Verde Town Council - February 28, 1990 - Page 2:

Diehl agreed with Taylor stating he had spoken with R.C.Denen who had stated within 2 days someone could be cross trained as Jay's backup. Manager Maynard indicated this was planned.

Mayor Parsons commented we needed to get the system up and running ASAP.

Following Discussion on a motion by Diehl, seconded by Rogers the Council voted unanimously to proceed with accounting services provided by Jay Trewern, at \$20.00 an hour as an accounting consultant and would be used for as long as the Town Manager felt was necessary.

ACCOUNTING PERSONNEL REQUIREMENTS AND DISPOSITION:

Manager Maynard stated that he and R.C. Denen had run the Audit Trail and Trace Logs and stated that he could make a recommendation regarding personnel but he would prefer to wait another week so as to properly complete the documentation process first.

Following discussion on a motion by Diehl, seconded by Rogers the Council voted unanimously to hold Accounting Personnel Requirements and Disposition in abeyance until we have everything in place.

CALL TO THE PUBLIC:

No Input.

SET NEXT MEETING TIME, PLACE AND DATE:

Camp Verde Town Council will meet in Special Session at Town Hall tonight at 7:30 p.m. to hear Planning and Zoning matters.

Camp Verde Town Council will meet in Regular Session on March 7, 1990 at 7:00 p.m. at Camp Verde Town Hall.

Adjournment:

The meeting was adjourned at 7:21 p.m.



Sandie Lucero, Recording Secretary



David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Session meeting of the Town council of Camp Verde, Arizona held on the 28th day of February, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of March, 1990.

David A. Maynard
David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Session meeting of the Town council of Camp Verde, Arizona held on the 28th day of February, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of March, 1990.

David A. Maynard
David A. Maynard, Town Clerk

A G E N D A

COMMON COUNCIL
REGULAR SESSION

Town of Camp Verde
TOWN HALL
Wednesday, March 7, 1990
7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information & Updates

Discussion and Possible Action on the Following Items:

- 5) Minutes of the Previous Meetings
 - a. Special Session - February 13, 1990
 - b. Special Session - February 14, 1990
 - c. Special Session - February 27, 1990
 - d. Special Session - February 28, 1990
- 6) Disbursements and Accounting
- 7) Proclamation - Plant a Tree to Clear the Air Month
- 8) Liquor License for Chamber of Commerce
- 9) Letter to County Board of Supervisors Requesting Negotiation for Division of Materials on New Millings
- 10) Appointments to Committees
 - a. Steering Committee on Comprehensive Verde Valley Solid Waste Management Plan
 - b. Town Committee on Water Resources
 - c. Off Premise Sign Directories Committee
- 11) Approval to Join Associations
 - a. Arizona Rural Water Association
 - b. Verde Valley Water Users Association
- 12) Murdock Road Reconstruction and Paving Project
- 13) Accounting Personnel Requirements and Disposition
- 14) Acceptance of Quit Claim Deed for Butler Center

- 15) Call to the Public
- 16) Set Next Meeting Time, Place and Date
- 17) Adjournment

SUPPLEMENTAL AGENDA

COMMON COUNCIL
REGULAR SESSION

Town of Camp Verde
TOWN HALL
Wednesday, March 7, 1990
7:00 P.M.

- 14 1/2) Review ADOT Funding Priorities for Camp Verde
- 14 3/4) Request for Presentation by City of Prescott on
Water Transfers Proposal

TOWN MANAGER'S REPORT
SUPPLEMENTAL ITEMS
REGULAR COUNCIL SESSION
March 6, 1990
DM

- 14 1/2) Review ADOT Funding Priorities for Camp Verde:

A copy of the recent list of funding priorities for Camp Verde and the rest of the NACOG service area is attached. This will need to be reviewed and either changed or approved.

- 14 3/4) Request for Presentation by City of Prescott on Water Transfers Proposal:

At the time that the presentation was made to the Prescott City Council, the City Manager indicated to me that the City would be prepared to make a second presentation of the information to those of us in the Verde Valley affected by the proposal. A copy of their letter is attached. I have a call into the City Manager and do expect to have the available dates ready for your consideration at the Council Meeting. You will need to decide which of the dates is the preferred one and which would be best as an alternate. The other communities and entities will also need to be coordinated with.

TOWN MANAGER'S REPORT
REGULAR COUNCIL SESSION
March 7, 1990

DOM

6) Disbursements and Accounting:

The disbursements and accounting list is getting back to the required schedule. However, many of the 3-A forms from department heads did not come in on Friday when they were due so the disbursement list is not able to be attached at this time. In light of the Council's request for a proper budget report, I asked R.C. Denen to get the budget printout available for use. Please remember that it is not accurate as it stands. The format is important for the time being. The complete, accurate budget report printouts will follow along within the next two to three weeks. The March 30th end of month printout should provide what the Council is wanting.

7) Proclamation - Plant a Tree to Clear the Air Month:

Will be provided in the Council's boxes prior to the meeting. A copy of the proposed proclamation format is attached. Ours is supposed to mirror the one from the state.

8) Liquor License for Chamber of Commerce:

This item is still held in abeyance. As of this date, the response from the state is still not in. It remains on the agenda in the event that it arrives in time for the meeting.

9) Letter to County Board of Supervisors Requesting Negotiation for Division of Materials on New Millings:

A proposed letter will be prepared for the Council's review and approval. The letter is to trigger the discussions for the division of materials from the next portion of I-17 milling work scheduled for later this year.

10) Appointments to Committees:

a. Steering Committee on Comprehensive Verde Valley Solid Waste Management Plan:

Please see Carlton Camp's letter (attached).

b. Town Committee on Water Resources:

Due to the appeal of the "Bright Line" decision and the immediate concerns of the Prescott - Salt River Project Proposal for water transfers, the Town is needing to establish a working committee to monitor and propose appropriate actions in the area of water resources. This is a purely local committee.

c. Off Premise Sign Directories Committee:

This is the proposal for sign directories for businesses in Camp Verde. A copy of a memo from Laura Kuhn, Planning and Zoning Director regarding this matter will be placed in your boxes. This item is her request and she will address it.

11) Approval to Join Associations:

a. Arizona Rural Water Association:

Please see attached materials.

b. Verde Valley Water Users Association:

No materials readily available. However, Mayor Parsons will address this item.

12) Murdock Road Reconstruction and Paving Project:

The issues surrounding getting this project off dead center and moving forward are substantial and require Council direction as to how staff is to proceed with the project. Preliminary cost summaries for the expenses of getting the initial project preparation completed far exceed the costs indicated by the residents of the road at the time they requested the project. The Council will need to establish a policy as to where the line is drawn concerning front end costs to be born by the Town in such cases. The right-of-way easements are not in order and the property owners titles are necessarily appropriate to allow simple clearance of the right-of-way easements.

13) Accounting Personnel Requirements and Disposition:

This item will contain, at least, a brief report on the status of work with the accounting system. It is carried forward on a continuing basis until the problems are resolved.

14) Acceptance of Quit Claim Deed for Butler Center:

The quit claim deed for Butler Center has been received from the County. It requires a specific action by the Council to accept the transfer and signatures from the Mayor and Town Attorney before being returned for recording. This will clear our title to the property and allow us to proceed with establishment of the right-of-way on this parcel.

16) Set Next Meeting Time, Place and Date:

Council Work Session	March 14, 1990	7:00 P.M.	Town Hall
Special Council Session	March 14, 1990	8:00 P.M.	Town Hall
Board of Adjustment	March 20, 1990	7:00 P.M.	Town Hall
Regular Council Session	March 21, 1990	7:00 P.M.	Town Hall

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
March 7, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on March 7, 1990 order to conduct the Council's regular business. Mayor Parsons called the meeting to order at 7:00 p.m. Shaw lead the Pledge of Allegiance.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Carter Rogers,
Marvin Reynolds, Jerry Taylor and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
Doug Jones, Street Superintendent; Laura Kuhn, Planning &
Zoning Director; Todd Rockwell, Town Engineer and Susan
Marshall, Recording Secretary

Information & Updates:

Mayor Parsons stated there would be a meeting of the Verde Valley/Sedona Transportation Committee on March 8, 1990 in Clarkdale at 2:00 p.m.

Approval of the Minutes:

- a) February 13, 1990 - Special Session
- b) February 14, 1990 - Special Session
- c) February 27, 1990 - Special Session
- d) February 28, 1990 - Special Session

On a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to approve items a - d, as listed above, with an amendment being made to the February 28, 1990 minutes, as amended.

Disbursements/Accounting:

On a motion by Rogers, seconded by Kaminsky, the Council voted unanimously to approve the disbursements from the General Fund, the HURF Fund and the Internal Services Fund, dated March 7, 1990, as presented.

On a motion by Diehl, seconded by Rogers, the Council voted unanimously to approve the expenditure of \$1,911.00 for repairs to the roof over the Home Ec Room and the stage and with any additional work being at a labor and materials charge.

Proclamations:

Mayor Parsons read the proclamation to name March "Plant a Tree to Clean Up the Air" month. On a motion by Shaw, seconded by Reynolds, the Council voted unanimously to approve the proclamation.

Liquor License for the Chamber of Commerce:

Mayor Parsons stated the Town had not received the necessary information from the State. Manager Maynard stated, Mike Hough, Chamber President, had spoken to he and Town Attorney Ramsey stating the Chamber would be obtaining Special Permits for any activities which may involve the serving of liquor on Town properties. On a motion by Rogers, seconded by Diehl, the Council voted unanimously to remove this item from the agenda.

Letter to County Board of Supervisors Requesting Negotiation for Division of Materials on New Millings:

Manager Maynard stated he had spoken with Jim Judd, Department of Transportation Engineer, regarding the millings from I-17. He reported the Town had entered into a verbal agreement with the County for the division of these materials. On a motion by Rogers, seconded by Taylor, the Council voted unanimously to authorize the Mayor to sign a letter to the County Board of Supervisors to formalize the agreement regarding the division of the millings.

Appointment to Committees:

- a) Steering Committee on Comprehensive Verde Valley Solid Waste Management Plan

On a motion by Rogers, seconded by Taylor, the Council voted, with Shaw opposed, to appoint Reynolds and Diehl to this committee. On a motion by Rogers, seconded by Kaminsky, the Council voted unanimously to appoint Reynolds, Diehl and Shaw to serve on this committee.

- b) Town Committee on Water Resources

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to appoint Rogers, Kaminsky, Jim Bullard and Jack Harbeson to serve on this committee.

- c) Off Premise Sign Directories Committee

On a motion by Rogers, seconded by Reynolds, the Council voted unanimously to appoint Taylor, Diehl, Mike Hough and Jack Bird to serve on this committee.

Approval to Join Associations:

- a) Arizona Rural Water Association: On a motion by Rogers, seconded by Diehl, the Council voted unanimously to hold this item abeyance and discuss it at budget time.
- b) Verde Valley Water Users Association: On a motion by Taylor, seconded by Diehl, the Council voted unanimously to join the Verde Valley Water Users Association and the authorize the expenditure of \$20.00 for dues.

Murdock Road Reconstruction and Paving Project:

Manager Maynard reported on the possible costs involved with obtaining the necessary easements before beginning on this project. Taylor suggested having a Work Session with the property owners along Murdock Road to explain the possible problems and to get their cooperation with this project.

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to schedule a Work Session with the property owners along Murdock Road as soon as possible to discuss the right-of-way problems.

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to authorize the Town Attorney and Town Engineer to do the title and survey work, respectively involved with the Forest Service easement and to include the right-of-way on the frontage road.

The meeting was recessed at 8:05 p.m. and reconvened at 8:15 p.m.

Accounting Personnel Requirements and Disposition:

Manager Maynard stated Jay Trewern had worked on the accounting computer on Saturday, March 3, 1990 for about six and a half hours and should be in a position to begin the necessary input this Saturday, March 10, 1990.

He reported the rough draft of the grievance response to Town Accountant Nina Payne had been prepared and would be ready for release on March 8, 1990 following review by the Town Attorney. He stressed the response would not be made available to the press until Ms. Payne had received the original.

Acceptance of Quit Claim Deed for Butler Center:

On a motion by Rogers, seconded by Kaminsky, the Council voted unanimously to accept the Quit Claim Deed for Butler Center and to authorize the Mayor to sign the Deed in acceptance.

Regular Session - March 7, 1990 - Page 4:

Review ADOT Funding Priorities for Camp Verde:

Mayor Parsons stated it was necessary for the Council to decide on the priorities for the ADOT funding for Camp Verde because these priorities will be discussed at the Verde Valley/Sedona Transportation meeting in Clarkdale on March 8, 1990.

On a motion by Kaminsky, seconded by Reynolds, the Council voted unanimously to put SR 260: E. of I-17 TI to 7th Street (widen to 4 lanes) as first priority, SR 260: 7th St. to Main/Montezuma Junction (widen to 4 lanes) as second priority and SR 260: I-17 to County Complex (widen to 4 lanes) as third priority in Category 3.

On a motion by Diehl, seconded by Reynolds, the Council voted unanimously to put I-17/SR 260 TI (widen exit ramp) as first priority, I-17/Montezuma Castle TI (widen exit ramp) as second priority and I-17/260 TI (widen to 4 lanes for 0.5 miles each side plus widen bridge) as third priority in Category 4.

On a motion by Rogers, seconded by Diehl, the Council voted unanimously to put SR 260: I-17 to 0.5 miles east (acceleration /deceleration lanes; correct driveway radii) as first priority and SR 260; Yavapai County Complex (turn lanes) as second priority in Category 8.

On a motion by Rogers, seconded by Taylor, the Council voted unanimously to put SR 260: Main Street/Lane Street (intersection radius improvement) as first priority, SR 260: Main Street, Fire Station (emergency intersection signal) as second priority, SR 260: Salt Mine Road (left and right turn lanes) as third priority and SR 260: Cherry Creek Road (turn lanes; acceleration/ deceleration lanes) as fourth priority in Category 10.

Request for Presentation by City of Prescott on Water Transfers Proposal:

Manager Maynard stated the City of Prescott would be willing to make their presentation on March 29, 1990 at 4:00 p.m. at the Yavapai County Justice Center. On a motion by Diehl, seconded by Kaminsky the Council voted unanimously to schedule this presentation.

Call To The Public:

Diehl expressed his appreciation for the fine job done by the Maintenance Department on the flag pole and railings in the Town Hall parking lot.

Regular Session - March 7, 1990 - Page 5:

Set Next Meeting Time, Date & Place:

The Council will meet:

March 13, 1990 in a Work Session at 7:00 p.m. at the Camp Verde Town Hall with the property owners along Murdock Road and in a Special Session at 8:00 p.m. that same evening to take any appropriate actions resulting from the Work Session.

March 20, 1990 as the Board of Adjustments at 7:00 p.m. at the Camp Verde Town Hall.

March 28, 1990 at 6:30 p.m. for a Public Hearing on the road abandonment of Rodeo Circle and at 7:00 p.m. that same evening to hear Planning & Zoning matters at the Camp Verde Town Hall.

March 29, 1990 at 4:00 p.m. at the Yavapai County Justice Center to hear a presentation by the City of Prescott regarding water transfers.

Adjournment:

The meeting was adjourned at 9:05 p.m.

Susan Marshall

Susan Marshall, Recording Secretary

David A. Maynard

David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 7th day of March, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

David A Maynard, Town Clerk

A G E N D A

COMMON COUNCIL
WORK SESSION

Town of Camp Verde
TOWN HALL

Tuesday, March 13, 1990 - 7:00 P.M.

1) Call to Order

2) Roll Call

Discussion of the following item:

3) Murdock Road Reconstruction and Paving Project

4) Call to the Public

5) Adjournment

A G E N D A

COMMON COUNCIL
SPECIAL SESSION

Town of Camp Verde
TOWN HALL

Tuesday, March 13, 1990 - 8:00 P.M.

1) Call to Order

2) Roll Call

3) Pledge of Allegiance

Discussion and Possible Action on the Following Items:

4) Minutes of the Previous Meetings:

a. February 21, 1990 - Special Session

b. March 7, 1990 - Regular Session

5) Disbursements & Accounting

6) Murdock Road Reconstruction and Paving Project

7) Call to the Public

8) Adjournment

TOWN MANAGER'S REPORT
SPECIAL COUNCIL SESSION
March 13, 1990

DOM

WORK SESSION - Murdock Road Reconstruction and Paving Project:

The materials packet attached provides a copy of the County Assessor's Map(s) for the area of Murdock Road. The map indicates that there are only two public access easements/rights-of-way, each of which is specific to an individual property. That constitutes only two of the twenty nine easements/rights-of-way that are required in order for the Town of Camp Verde to be legally able to do any improvement work on this road. It may be that more of the parcels already have legally sufficient easements/rights-of-way on them, but there is no indication of this on the assessor's maps.

Last sheet in the packet is a copy of the memo from Ron Ramsey concerning the problem(s) of the title search work. This is the legal work necessary to establish the existence, type and nature of any easements/rights-of-way that exist along this roadway. As he points out, there is a very large amount of work required and the cost is substantial to say the least. It is not sufficient for the Town to just go in and pave a roadway and hope that it is right. The Town must have a legal standing in the roadway and it must be aware and not disturb any other conflicting easements without first obtaining the appropriate releases to do so.

The second item in the packet is a copy of Todd Rockwell's memo to the Town Manager advising of the costs and requirements to get the work done on the U.S. Forest Service portion of the roadway, along with the frontage road along General Crook Trail. The Council approved these two costs at its last Council Meeting and directed Todd to start work immediately.

The third item is Todd Rockwell's memo regarding the easements/rights-of-way along Murdock Road and the survey costs associated with them. The costs associated with the survey work are not insubstantial. In addition, the \$ 2,750 cost anticipated in the memo does not consider any property line dispute issues which may exist.

In the memo, the second paragraph refers to activity on Murdock Lane. The Council may remember that the result of the work on Murdock Lane (S.R. 260 to McCracken's gravel pit property) is that a portion of the road on the north end that lacked legal public access easements/rights-of-way has still not been improved and cannot be until the dedications are completed.

Ron Ramsey and Todd Rockwell have prepared a brief presentation of the various issues and related costs for this evening's work session. I am confident in their ability to address this thoroughly.

TOWN MANAGER'S REPORT
SPECIAL COUNCIL MEETING
March 13, 1990

DM

4. Minutes of the Previous Meetings:

The minutes listed have all been reviewed and are ready for Council approval. This brings us up to date on all of the past minutes.

5. Disbursements & Accounting:

As has been the case for the past several weeks, we are continuing to clean up the several problems in the vendors files as well as keeping the bills completely current. There is a small disbursements list. In addition, there are two disbursements that missed the disbursement list that I would appreciate approval of. The January 11, 1990 payment of employee withholdings for American Family Life Assurance Company were not paid. This item is urgent. The second is a bill for Ferrellgas for filling the tank at the Marshal's Station.

6. Murdock Road Reconstruction and Paving Project:

This item is on the agenda as an item to allow for any appropriate Council action on this subject which may result from the earlier Work Session.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
March 13, 1990
8:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on March 13, 1990. Mayor Parsons called the meeting to order at 9:20 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds
Jerry Taylor, Carter Rogers and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
Todd Rockwell, Town Engineer; Doug Jones, Street
Superintendent and Susan Marshall, Recording Secretary

Pledge of Allegiance:

Kaminsky lead the pledge.

Minutes of the Previous Meetings:

- a) February 21, 1990 Special Session
- b) March 7, 1990 Regular Session

On a motion by Rogers, seconded by Shaw, the Council voted unanimously to approve the minutes, a and b above, as presented.

Disbursements & Accounting:

After review of the proposed disbursements, Manager Maynard asked for Council approval for two addition payments, one to Ferrellgas and one to American Family Life Assurance Company. On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to approve the disbursements, dated March 13, 1990 and the additions as presented.

Murdock Road Reconstruction and Paving Project:

On a motion by Taylor, seconded by Rogers, the Council voted unanimously to authorize the Town Attorney and the Town Engineer to begin the title searches and survey work with the parcel owners, of record, paying an amount not to exceed \$125.00 per parcel and the Town paying the remainder.

Special Session - March 13, 1990 - Page 2:

On a motion by Taylor, seconded by Rogers, the Council voted unanimously to meet with the Town Attorney and the Town Engineer after the title searches and survey are completed to determine if there are any problems and to meet with the property owners for further discussion as needed.

Call To The Public:

No input.

Adjournment:

The meeting was adjourned at 10:05 p.m.

Susan Marshall

Susan Marshall, Recording Secretary

David A. Maynard

David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 13th day of March, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

David A Maynard, Town Clerk

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
March 13, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on March 13, 1990. Mayor Parsons called the meeting to order at 7:00 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds
Jerry Taylor, Carter Rogers and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town
Attorney; Doug Jones, Street Superintendent; Todd
Rockwell, Town Engineer and Susan Marshall, Recording
Secretary

Don and Gwen Gunnell, Don and Fran Murdock, Rick and Donna
Ralston, Jerry and Sophronia Zellner, Dwight and Anna Jane
Bowser, Leonard and Janet Bowser, Pat Pareja, Clay and Konni
Parker, Billy Port Parker and Walter Murdock

Murdock Road Reconstruction and Paving Project:

Mayor Parsons stated the Council had placed this project on the priority list during the fall of 1989. He stated there were problems involving the rights-of-way.

Manager Maynard stated the Town Attorney and the Town Engineer would make brief presentations explaining the problems and concerns. He stated there were very few easements which had public access dedications although some did have private access.

Attorney Ramsey stated it would be necessary to obtain title reports for each parcel along Murdock Road to establish the easement of record before the Town can begin any work on the road. He stated TransAmerica Title would do the title searches for a flat fee of \$3,000.00.

Engineer Rockwell recommends the road be classified as residential utilizing 50 feet of right-of-way with a minimum of 24 feet of pavement.

Further discussion centered on legal definitions of private road, public road, right-of-way, easement, who will pay for the title search, road way widths, and the possible amendments to the Town road standards.

Work Session - March 13, 1990 - Page 2:

Following discussion, it was the general opinion of the Council and the property owners in attendance was determined to have the Town pay for half of the cost of title searches and the survey and the cost to the parcel owners being not more than \$125.00 per parcel.

Call To The Public:

Rogers expressed his thanks to the property owners for their time and constructive input.

Adjournment:

The meeting was adjourned at 9:05 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

David A. Maynard
David A. Maynard, Town Clerk

A G E N D A

COMMON COUNCIL
EXECUTIVE SESSION
A.R.S. 38-431.03.A.1.

Town of Camp Verde
TOWN HALL
Wednesday, March 21, 1990
6:30 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Discussion with Sue Marshal Regarding Conditions of Interim Duty in the Town Accounting Office
- 4) Adjournment

A G E N D A

COMMON COUNCIL
REGULAR SESSION

Town of Camp Verde
TOWN HALL
Wednesday, March 21, 1990
7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information & Updates

Discussion and Possible Action on the Following Items:

- 5) Disbursements & Accounting
 - a) Disbursements
 - b) Local Governemnt Investment Pool
 - c) First Interstate Bank Investment Fund
 - d) Monthly Revenue Report - End of February
 - e) Advance Approvals
 - Pressure Washer Equipment for Streets
 - Street Maintenance Conference for Streets
 - Two Microphones for Council Chamber
- 6) Minutes of the Previous Meetings
 - a) Work Session - March 13, 1990
 - b) Special Session - March 13, 1990
- 7) Proclamations
- 8) Request from Chamber of Commerce for Ordinance Change to Permit Serving Alcoholic Beverages on Town Property
- 9) Parks & Recreation Commission Project Requests for Approval
 - a) Playground Equipment
 - b) Parks & Recreation Ordinance
- 10) Missoula Childrens' Theater Funding Request
- 11) Planning & Zoning Director's Response to Request to Amend Planning/Zoning Ordinance Regarding Livestock Regulation

12 105 Letter of Request for Airport Study

13 11) Personnel Matters

- a) Request for Authorization to Advertise Zoning Inspector Position
- b) Interim Accounting Personnel
- c) Interim Clerical Personnel
- d) Interim Receptionist Personnel
- e) Town Accountant Position

14 125 Potential New Cross Road - South Access Road to S.R. 260

15 13) Call to the Public

16 14) Schedule Next Meeting Time, Place and Date

- a) Joint Work Session with Parks and Recreation on Proposed Parks and Recreation Order
- b) Joint Work Session with Camp Verde Fire District on Proposed Expansion of Fire District

17 15) Adjournment

TOWN MANAGER'S REPORT
REGULAR COUNCIL MEETING
March 21, 1990

ROM

5) Disbursements & Accounting:

- a) Disbursements - Standard format list attached.
- b) Local Governemnt Investment Pool Report - (copy attached)
- c) First Interstate Bank Investment Fund Report - (copy attached)
- d) Monthly Revenue Report - End of February - (copy attached)
- e) Advance Approvals
 - Pressure Washer Equipment for Streets (memo attached)
 - Street Maintenance Conference for Streets (memo attached)
 - Two Microphones for Council Chamber (memo attached)

6) Minutes of the Previous Meetings:

- a) Work Session - March 13, 1990 (copy attached)
- b) Special Session - March 13, 1990 (copy attached)

7) Proclamations:

Potentially two proclamations, to be provided at meeting.

- 8) Request from Chamber of Commerce for Ordinance Change to Permit Serving Alcoholic Beverages on Town Property

Request by Mike Hough, Chamber of Commerce President, for changes to Town Ordinances to permit serving alcoholic beverages (beer) on Town property for special events with the emphasis on the Fort Verde Days Celebration. Town Attorney Ron Ramsey was requested to provide appropriate legal review and opinion on this matter.

9) Parks & Recreation Commission Project Requests for Approval:

- a) Playground Equipment - (memo attached detailing costs and method of purchasing - cost is within the budgeted amount)
- b) Parks & Recreation Ordinance - (memo attached for a joint work session with Parks & Recreation Commission and the Council).

10) Missoula Childrens' Theater Funding Request:

The Parks & Recreation Commission and the Library Commission are once again jointly considering requests for funding for the Missoula Childrens' Theater program(s). This is a valuable resource that appears to be well worth the Town's support. The source of funds for the \$ 1,500 funding request is the LTAF (lottery funds). This is part of the small portion that is able to be used for cultural and recreational activities. You may wish to remember that the LTAF funds for this item were included in the Non-departmental line item for Contractural Services.

11) Planning & Zoning Director's Response to Request to Amend Planning/Zoning Ordinance Regarding Livestock Regulation:

Planning & Zoning Director Laura Kuhn has provided a memo on this subject which came originally from a group of real estate agents in the form of a petition. A copy of the memo is attached.

10) Letter of Request for Airport Study:

It has come to the Town's attention, as a result of the ADOT Transportation Board Meeting held in Camp Verde this past week, that a letter of request to the Aeronautics Division of ADOT will result in the award of funds for the Site feasibility Study and Preliminary Master Plan for the public airport here in Camp Verde. This item is to request the Council to authorize the Mayor to sign a letter as stated and forward same to ADOT.

11) Personnel Matters:

a) Request for Authorization to Advertise Zoning Inspector Position - (copy of memo attached - recommend approval)

All of the following position comments are on a temporary or interim basis as appropriate to deal with the short term needs for providing the required Town services to keep Town Hall functioning in a responsible and timely manner.

b) Interim Accounting Personnel - Sue Marshal has been temporarily assigned to interim duty in the accounting office until the accounting personnel problems are resolved. This assignment is temporary pending Council review of the terms of the assignment.

c) Interim Clerical Personnel - Sandy Lucero is proposed to be assigned on an interim basis to the position normally occupied by Sue Marshal to handle the day to day clerical functions of the Town.

d) Interim Receptionist Personnel - Shelly Hanks (interim P & Z Secretary on temporary employment) is scheduled for re-assignment to serve as the receptionist secretary in the front office for the same period.

e) Town Accountant Position - This position is proposed to remain vacant until the current matter is resolved. The investigative suspension has been extended for a period of ten days to allow for the completion of the investigation of the problems. Significant problems are still surfacing that were unknown previously.

12) Potential New Cross Road - South Access Road to S.R. 260

Street Superintendent Doug Jones has provided a memo in response to the Council's request for preparation of a project proposal.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
March 21, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on March 21, 1990, in order to conduct the Council's regular business. Mayor Parsons called the meeting to order at 7:09 p.m.

1) Roll Call:

Tap Parsons, Tom Shaw, Woody Diehl, Carter Rogers, Marvin Reynolds, Patricia Kaminsky and Jerry Taylor

2) Also Present:

David Maynard, Town Manager; Laura Kuhn, Planning & Zoning Director; Debbie Cook, Associate Planner; Doug Jones, Street Superintendent; Gary Lollman, Parks & Recreation Superintendent and Sandie Lucero, Recording Secretary

3) Pledge of Allegiance:

Reynolds lead the pledge of allegiance.

4) Information and Updates:

Mayor Parsons stated he had received a news release from Cottonwood regarding the on March 31, 1990, grand opening of their Sewer Plant.

Manager Maynard stated today was Legislative Day in Phoenix sponsored by the League of AZ Cities & Towns and gave a brief summary of the topics discussed. Attendees included Mayor Parsons, Vice-Mayor Rogers, Shaw, Diehl, Reynolds and Town Manager Maynard.

Kaminsky stated sixteen (16) million dollars was going to be cut from the Public School budget. The bill is in the "House Fiscal Reform Committee" now, anyone wishing to express their opinion should contact Pat for the address.

Mayor Parsons stated there would be a meeting of the Verde River Committee on April 11, 1990 in Clarkdale Memorial Clubhouse at 7:00 p.m.

5) Disbursements & Accounting:

- a) Disbursements
- b) Local Government Investment Pool
- c) First Interstate Bank Investment Fund
- d) Monthly Revenue Report - End of February
- e) Advance Approvals
 - Pressure Washer Equipment for Streets
 - Street Maintenance Conference for Streets
 - Two Microphones for Council Chamber

On a motion by Shaw, seconded by Diehl, the Council voted unanimously to approve the disbursements (Pages 1 - 7) as presented.

Manager Maynard reported to the Council on the Local Government Investment Pool, First Interstate Bank Investment Fund and the Monthly Revenue Reports.

Following Discussion on a motion by Taylor, seconded by Kaminsky the Council voted unanimously to instruct Doug Jones, Street Superintendent to accept the low bid by NAPA of \$2,013.24 plus Tax for Pressure Washers.

Following Discussion on a motion by Shaw, seconded by Diehl, the Council voted unanimously to approve \$520.00 for Doug Jones and Shorty Baldwin to attend the Street Maintenance Conference in Las Vegas on April 10, 11 and 12.

Following discussion on a motion by Rogers, seconded by Diehl the Council voted unanimously to table this item until we have more price quotes from vendors.

6) MINUTES OF THE PREVIOUS MINUTES:

- a) Work Session - March 13, 1990
- b) Special Session - March 13, 1990

On a motion by Rogers, seconded by Kaminsky, the council voted unanimously to approve the minutes of March 13, 1990 as presented.

7) Proclamations:

Manager Maynard read a proclamation to Liane Nash, Executive Director of Camp Verde Chamber Office thanking the Chamber and Liane for hosting ADOT's meeting on March 16, 1990.

Mayor Parsons read a proclamation for National Historical Preservation Week.

The meeting was recessed at 7:48 p.m. and reconvened at 8:00 p.m.

8) Request from Chamber of Commerce for Ordinance Change to Permit Serving Alcoholic Beverages on Town Property:

Following discussion on a motion by Rogers, seconded by Taylor the Council voted unanimously to table the request from the Chamber of Commerce for Ordinance change to Permit serving Alcoholic Beverages on Town Property until the Town Attorney returns from vacation.

9) Parks & Recreation Commission Project requests for Approval:

- a) Playground Equipment
- b) Parks and Recreation Ordinance

Following discussion on a motion by Taylor, seconded by Reynolds, the Council voted unanimously to accept the low bid of \$3,974.18 from Recreation Design concepts, Inc. for playground equipment.

On a motion by Taylor, seconded by Rogers, the Council voted unanimously to set up a joint Work Session with the Parks and Recreation Commission.

10) Missoula Children's Theatre Funding Request:

On a motion by Rogers, seconded by Taylor, the Council voted unanimously to approve the program funding the full amount of \$1550.00 from the AZ Lottery Funds Cultural Transfer.

11) Planning & Zoning Director's Response to Request to Amend Planning and Zoning Ordinance Regarding Livestock Regulation:

Laura Kuhn, Planning and Zoning Director presented her staff report (a copy is attached and becomes part of these minutes) to the Town Council, recommending #3 on her report.

Manager Maynard recommended waiting until the Town Attorney was back from vacation and had a chance to review the Planning & Zoning Director's Response to request to amend P&Z Ordinance regarding Livestock Regulations.

On a motion by Rogers, seconded by Reynolds, the Council voted unanimously to hold in abeyance the Planning and Zoning Director's response to request to amend Planning & Zoning Ordinance Regarding Livestock Regulation until the Town Attorney has returned from vacation and we have his opinion.

12) Letter of Request for Airport Study:

Following discussion on a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to have Mayor Parsons write a letter to the Aeronautical Transportation Board requesting funds for a site feasibility study and preliminary masterplan.

13) Personnel Matters:

- a) Request for Authorization to advertise Zoning Inspector Position.
- b) Interim Accounting Personnel
- c) Interim Clerical Personnel.
- d) Interim Receptionist Personnel.
- e) Town Accountant Position.

On a motion by Rogers, seconded by Taylor, the Council voted unanimously to approve authorization to advertise the Zoning Inspector position.

On a motion by Rogers, seconded by Reynolds, the Council voted unanimously to approve the Interim Accounting Personnel and Interim Clerical personnel.

Manager Maynard stated that in regard the Interim Receptionist Personnel we needed to make arrangements for Shelly Hanks to remain the receptionist for Planning and Zoning, Parks and Recreation and Maintenance. He also recommended hiring someone on a part time basis from the applications we have on file for the receptionist position.

Following discussion on a motion by Taylor, seconded by Kaminsky the Council voted unanimously to approve hiring a temporary employee from the files until the accounting system is brought to order but not to exceed June 30, 1990.

Manager Maynard stated we had received a answer from Nina Payne the Town Account and the Council might wish to schedule an appeal hearing next week or refer the matter to the Town Attorney for legal review of proper procedure and her letter.

Following discussion on a motion by Diehl, seconded by Rogers, the Council voted unanimously to get an opinion from Town Attorney regarding Accounting Personnel with an Executive Session to be scheduled by the Mayor and Town Clerk, if needed.

14) Potential New Cross Road - South Access Road to S.R. 260:

Following discussion on a motion by Rogers, seconded by Shaw, the Council voted unanimously to approve authorization for the necessary people to acquire the Right-of-Ways.

15) Call to the Public:

Tom Neilson, a Camp Verde resident told the Council they were doing a good job. Regarding the request from Chamber of Commerce for Ordinance change to permit serving Alcoholic Beverages on Town Property. I am opposed to the Town Council authorizing liquor on Town property, I think the Council is opening a whole can of worms.

16) Schedule Next Meeting Time, Date and Place:

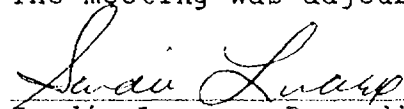
The Camp Verde Town Council will meet with the Parks and Recreation Commission in a Joint Work Session on April 10, 1990 at 5:30 at Camp Verde Town Hall.

The Camp Verde Town Council will meet with the Camp Verde Fire District in a Joint Work Session on April 3, 1990 at 4:00 p.m. at Camp Verde Town Hall.


The Camp Verde Town Council will meet in Regular Session on March 28, 1990 to hear Planning and Zoning matters at Camp Verde Town Hall at 7:00 p.m.

17) Adjournment:

The meeting was adjourned at 9:00 p.m.



Sandie Lucero, Recording Secretary




David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Session meeting of the Town council of Camp Verde, Arizona held on the 21st day of March, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 10th day of April, 1990.



David A. Maynard, Town Clerk

A G E N D A

COMMON COUNCIL
WORK SESSION

Town of Camp Verde
TOWN HALL

Tuesday, April 3, 1990, 4:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Discussion with the Camp Verde Fire District Regarding
Options for Expansion of Fire Protection Service Areas
- 4) Call to the Public
- 5) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
APRIL 3, 1990
4:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on April 3, 1990. Mayor Parsons called the meeting to order at 4:13 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds
Jerry Taylor, Carter Rogers and Pat Kaminsky

Also Present:

Don Gunnell, Fire Chief; David Maynard, Town Manager; Ron Ramsey, Town Attorney; Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer and Susan Marshall, Recording Secretary

DISCUSSION WITH THE CAMP VERDE DISTRICT REGARDING OPTIONS FOR EXPANSION OF FIRE PROTECTION SERVICE AREAS:

Mayor Parsons expressed his concerns regarding option for expansion of Fire Protection for the Town.

Discussion on the procedures followed by the public to have areas annexed into the Fire District.

Fire Chief Gunnell stated Statute ARS #48-808 explains how to annex an area into the Fire District.

Attorney Ramsey suggested using ARS 48-262.F to determine annexing the incorporated areas.

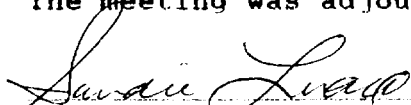
Following discussion, the Council agreed to Mr. Gunnell's suggestion of having Victoria Witt from the Yavapai County Attorney's Office write a memo to Manager Maynard explaining the procedure for annexation and to have Mrs. Witt and Mr. Ramsey to work together to find a workable solution.

CALL TO THE PUBLIC:

No input.

Adjournment:

The meeting was adjourned at 5:05 p.m.


Sandie Lucero, Recording Secretary


David A. Maynard, Town Clerk

A G E N D A

**EXECUTIVE SESSION
ARS 38-431.03.A.1
COMMON COUNCIL
Town of Camp Verde**

**CAMP VERDE TOWN HALL
Wednesday, April 4, 1990
6:00 p.m.**

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Legal Considerations of Grievance Appeal by Nina Payne
- 4) Adjournment

A G E N D A

COMMON COUNCIL
REGULAR SESSION

Town of Camp Verde
TOWN HALL
Wednesday, April 4, 1990, 7:00 P.M.

- 1) Call to Order
 - 2) Roll Call
 - 3) Pledge of Allegiance
 - 4) Information and Updates
- Discussion and Possible Action on the Following Items:
- 5) Minutes of the Previous Meetings
 - a) March 21, 1990 Regular Session
 - b) March 28, 1990 Public Hearing - Rodeo Circle
 - 6) Disbursements and Accounting
 - 7) Proclamations
 - 8) Actions Resulting from Work Session with Fire District
 - a) Petition for Expansion of the Fire District
 - b) Assistance to Fire District (if appropriate)
 - c) Future Work Session (if appropriate)
 - 9) Retired Senior Volunteer Program (RSVP) Funding Request
 - 10) ADOT Aeronautics Division - Proposed Funding Commitment
 - 11) Telephone/Electric/Lighting Realignment for Town Complex
 - 12) Status Report on Accounting System and Personnel
 - 13) Appeal from Nina Payne Regarding Grievance
 - 14) Animal Control District Ordinance - Legal Opinion
 - 15) Resolution 90-106 Establishment of a Trail System
 - 16) Call to the Public
 - 17) Set Date, Time and Place for Next Meeting
 - 18) Adjournment

TOWN MANAGER'S REPORT
REGULAR COUNCIL SESSION
April 4, 1990

dam

5) Minutes of the Previous Meetings:

The minutes for the March 21, 1990 Regular Council Session and the March 28, 1990 Public Hearing on Rodeo Drive Abandonment will be ready prior to the meeting.

6) Disbursements and Accounting:

The normal disbursements list will be available Tuesday afternoon for review prior to the meeting. Advance approvals are requested for tire purchase for highway equipment in the amount \$ 4,182.04. This is the State Purchase Contract Price and no other quotes were obtained due to past experience with the State Purchase Price being rarely able to be matched, let alone beat. At the last Regular Council Session, the Council requested a status of accounts in gross terms to be generated from the Quicken Check Book Program. This would indicate the total revenues and expenses by the checking account. These numbers were supplemented with the amounts currently invested in Local Government Investment Pool at the State Treasurer's Office and the Investment Fund at the First Interstate Bank.

7) Proclamations:

None at this time.

8) Actions Resulting from Work Session with Fire District:

The Work Session with the Camp Verde Fire District is scheduled for Tuesday afternoon, April 3, 1990. A letter and copy of the agenda were sent to Don Gunnell as confirmation of the meeting. This item is available for a report back from the Work Session and any appropriate actions that may result therefrom.

9) Retired Senior Volunteer Program (RSVP) Funding Request:

The Town has received a request for funding from RSVP on NACOG letterhead. This item would normally require acknowledgement of receipt and filing for review at budget time.

10) ADOT Aeronautics Division - Proposed Funding Commitment:

The requested format for a letter of request for funding from the Town of Camp Verde to ADOT Aeronautics Division has been received and proposes a commitment of funds by the State in the amount of \$ 39,900 in conjunction with a commitment from the Town of Camp Verde of \$ 2,100. The total cost of the proposed site evaluation/master plan will be \$ 42,000. This is in conjunction with the State's provisions and requirements for such work. The Council previously approved a letter to be sent to request such this work. However, the commitment of the \$ 2,100 at this time is needed to allow the project to be awarded to the Town quickly. Recommended approval of \$ 2,100 to be taken from Non-Departmental, Contract Services Account of the 1989/1990 Budget.

11) Telephone/Electric/Lighting Realignment for Town Complex:

The poles and lights along the side of the soccer field are scheduled to be relocated to Butler Center this spring. However, prior to doing so the telephone cables hung on those poles must be relocated. In addition, the telephone cables are severely limited as far line capacity and a number of the lines apparently have water damage to them. U.S. West has offered to split the cost of relocation with them providing the telephone cable and installation of it at no charge provided that the Town provide for the trenching and conduit to put it underground. They have also agreed to sell us the conduit at the substantially lower price they pay by very large quantity purchasing. Total cost of the telephone improvements appears to be \$ 1,235.11 with some out of pocket expense to the Town for equipment rental and miscellaneous costs. I don't believe that it would exceed \$ 1,500 out-of-pocket cost. The cost for the relocation of the poles and lights to Butler Center would be absorbed by APS without charge to the Town. This allows the whole of the cost of changes entailed to be limited to the \$ 1,500 at the Town Complex and the cost of the Breaker Panel Changes at Butler Center. As this is far less than the original costs anticipated, I am requesting Council authorization to proceed. Reports from U.S. West and Gary Lollman are attached.

12) Status Report on Accounting System and Personnel:

Copies of Jay Trewern's status reports are attached. As they note, by the time of the Council Meeting the normal check processing for both general accounts and payroll should be operating through the PC-FUND Accounting System. The personnel changes made to provide for adequate staffing during the period required to resolve the remaining problems have been very productive. Everyone is pitching in and doing their best to get the job done while still keeping up the other work required on a day-to-day basis. I am very pleased and impressed with the efforts of our staff. The Investigative Report regarding Nina Payne is nearly completed and is be forwarded to the parties for review for accuracy and final documentation additions prior to release. Consequently, actual release of the report is likely to be during a ten day extension period.

13) Appeal from Nina Payne Regarding Grievance:

Per Council direction, Town Attorney Ron Ramsey has reviewed the file and provided the Council with a legal memorandum on the subject. Please note that the Council must respond to the grievance appeal this week.

14) Animal Control District Ordinance - Legal Opinion:

Per Council direction, Town Attorney Ron Ramsey was requested to prepare an opinion on the legal concerns regarding this matter. He will have that opinion ready for the Council's review prior to the meeting and for release at the meeting. I have asked Planning Director Laura Kuhn to review the issues with him.

15) Resolution 90-106 Establishment of a Trail System:

A copy of the proposed resolution forwarded from the Parks and Recreation Commission, and based upon the discussion at the earlier joint work session with the Commission and the Council, is attached for review and consideration. I would suggest that you consider a public hearing before acting upon the resolution. Direct public input has not been as extensive as is normally the case in the establishment of a trail system in most communities.

17) Set Date, Time and Place for Next Meeting:

April 10, 1990 Work Session with Parks & Recreation Commission 5:30

----- Executive Session(s) on Personnel Issue

April 18, 1990 Regular Council Session

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
APRIL 4, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on April 4, 1990. Mayor Parsons called the meeting to order at 7:00 p.m.

1) Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Carter Rogers,
Marvin Reynolds, Jerry Taylor and Pat Kaminsky

2) Also Present:

Doug Jones, Street Superintendent; Todd Rockwell, Town
Engineer and Sandie Lucero, Recording Secretary

3) PLEDGE OF ALLEGIANCE:

Shaw lead the Pledge of Allegiance.

4) INFORMATION AND UPDATES:

Mayor Parsons stated there would be a meeting on April 12, 1990,
at the Clarkdale Clubhouse for Municipal Managers and Council.

Mayor Parsons stated he had received a memo from Prinville
regarding the Verde River Corridor Water Meeting in Cottonwood on
April 11, 1990.

Mayor Parsons stated there would be a meeting on April 12, 1990
in Fredonia for A Cocopai meeting.

Manager Maynard went over the letter he had received from Stan
Bullard of Camp Verde Water (copy is attached and becomes part of
these minutes).

Manager Maynard stated we were waiting for two outstanding
notices on the abandonment for Rodeo Circle.

Vice-Mayor Rogers stated he had received information from Tempe
Community Council's Spring Conference on April 27, 1990 at Tempe
Mission Palms Hotel.

Mayor Parsons stated that on March 22, 1990, Vice-Mayor Rogers,
Diehl and Mayor Parsons attended an ADOT meeting regarding SR
260.

REGULAR SESSION - APRIL 4, 1990 - PAGE 2:

Doug Jones, Street Superintendent stated he had attended the NACOG meeting today (April 4, 1990) in Flagstaff, no formal action was taken. The next NACOG meeting will be held at the Coconino Maintenance Yard on May 9, 1990 at 10:00 a.m. Superintendent Jones announced that Circle K Intersection was scheduled for 91/92 instead of 92/93. Manager Maynard stated he had met with Mr. Judd from ADOT who said the Circle K Intersection has a Right-of-Way problem. Manager Maynard then said they had taken pictures of Newton Lane worked out the problems with the roadside mowing between I-17 and the Verde River Bridge on SR 260, and the maintenance problems at SR 260 and Faulkner Wash. We would need Superintendent Jones to maintain the cleaning of the road at the wash but, first we needed a letter from Mr. Judd releasing us from the liability.

Laura Kuhn, Planning and Zoning Director stated she had attended the meeting in Cottonwood yesterday (April 3, 1990) at the Verde Valley Chamber of Commerce regarding Education for Young Children.

5) Minutes of the previous meetings:

- a. March 21, 1990 Regular Session
- b. March 28, 1990 Public Hearing - Rodeo Circle

On a motion by Rogers, seconded by Diehl, the Council voted unanimously to approve the Minutes of March 21, Regular Session and March 28, Public Hearing - Rodeo Circle as presented.

6) Disbursements and Accounting:

On a motion by Rogers, seconded by Diehl, the Council voted unanimously to approve the Disbursements, pages 1-5 including the supplemental page and the Blue Ribbon Janitorial bill.

Returned to Item #6 at later point in the meeting.

On a motion by Rogers, seconded by Diehl, the council voted unanimously to pre-approve Superintendent Jones request for tires from GoLightly Tire in Flagstaff at \$4,182.04.

On a motion by Kaminsky, seconded by Rogers, the Council voted unanimously to pre-approve the admission fee of ten dollars (\$10.00) each for four (4) Library Commissioners to attend the AZ State Library Association MidCon VII on April 20, 1990 in Chandler using the Town Vehicle if available. Mileage for personal vehicles not reimbursable if the Town's Vehicle is available, but not used.

REGULAR SESSION - APRIL 4, 1990 - PAGE 3:

On a motion by Rogers, seconded by Diehl, the Commission voted unanimously to approve eight hundred and ten dollars (\$810.00) to Camp Verde Chamber of Commerce for balance of 1989/90 allocation.

7) Proclamations:

No action taken.

8) Actions Resulting from Work Session with Fire District:

- a. Petition for Expansion of the Fire District.
- b. Assistance to fire district (if appropriate).
- c. Future Work Session (if appropriate).

Manager Maynard stated we were waiting for a written response from Victoria Witt, Yavapai County Attorney's Office addressed to Manager Maynard explaining the procedure for annexation and to have Attorney Witt and Town Attorney Ron Ramsey work together to find a workable solution. Mr. Don Gunnell, Camp Verde's Fire Chief will contact Mrs. Witt for this information.

9) Retired Senior Volunteer Program (RSVP) Funding Request:

Following discussion on a motion by Taylor, seconded by Kaminsky, the council voted unanimously to place RSVP's request of two hundred dollars (\$200.00) on the Council's agenda for discussion during budget considerations.

10) ADOT Aeronautics Division - Proposed Funding Commitment:

Following discussion on a motion by Taylor, seconded by Rogers, the Council voted unanimously to have Mayor Parsons sign a letter of request to ADOT Aeronautics Division (as presented) and to obligate Twenty one hundred dollars (\$2100.00) out of the general fund under contracted services, as the Town share of a \$42,000.00 Airport Site Feasibility and Master Plan Project.

11) Telephone/Electric/Lighting Realignment for Town Complex:

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to proceed with the plans as presented for burying the cables at Town Hall and relocating the lights and poles from the soccer field to Butler Center at a total cost not to exceed fifteen hundred dollars (\$1500.00).

12) Status Report on Accounting System and Personnel:

Manager Maynard stated that he had received a letter from Jay Trewern dated March 31, 1990. Jay was very pleased with the progress of the accounting duties on an interim basis. Payroll for the first time was run off the new computer today (April 4, 1990). The paycheck stubs show sick-time, vacation time, overtime and insurance deduction as well as the other normal information. We have received many positive comments from the employees.

13) Appeal from Nina Payne Regarding Grievance:

Attorney Ramsey stated that two (2) actions are pending, they are Disciplinary and Grievance procedures. He then stated that Manager Maynard's letter stated that the grievance items were not grievable. Attorney Ramsey then stated the Council would need to decide whether or not they concur as a first step in the review or appeal.

Following discussion on a motion by Taylor, seconded by Diehl, the council voted unanimously to find that no items are grievable, and to hold open the other channels, but acting under Section 69.42 and 69.34 of the Personnel Policy in response to Nina Payne's letter dated February 20, 1990. Attorney Ramsey is to prepare a letter to Nina.

14) Animal Control District Ordinance - Legal Opinion:

Laura Kuhn, presented her staff report and recommendation to the Council (copies attached and becomes part of these minutes).

Attorney Ramsey stated he concurred with Mrs. Kuhn's recommendation on the conditional use process.

Following discussion on a motion by Rogers, seconded by Diehl, the council voted unanimously table the item pending a Work Session with the staff and interested parties.

15) Resolution 90-106/Establishment of a Trail System:

Gary Lollman, Parks and Recreation Superintendent presented his report and recommendation (copies of the Resolution is attached and becomes part of these minutes).

On a motion by Rogers, seconded by Kaminsky, the council voted unanimously to adopt Resolution #90-106, planning for a Trails System with amendments.

REGULAR SESSION - APRIL 4, 1990 - PAGE 5:

16) Call to the Public:

There were no comments from the public.

Superintendent Lollman announced that he had received a check for one thousand dollars (\$1,000.00) from AZ Law Enforcement.

Manager Maynard went over the cash flow as of February 28, 1990.

17) Set Date, Time and Place for Next Meeting:

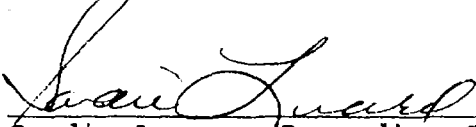
The Council will meet in Regular Session at 7:00 p.m. on Wednesday, April 18, 1990 at Camp Verde Town hall.

The Council will meet in a Joint Work Session with Parks and Recreation Superintendent on Tuesday, April 10, 1990 at Camp Verde Town Hall.

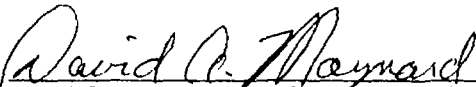
The Council will meet in Boards of Adjustment to hear Planning and Zoning on Tuesday, April 17, 1990 at Camp Verde Town Hall.

Adjournment:

The meeting was adjourned at 8:40 p.m.



Sandie Lucero, Recording Secretary



David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 4th day of April, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 4th day of April, 1990.



DAVID A. MAYNARD, Town Clerk

A G E N D A

COMMON COUNCIL
JOINT WORK SESSION w/
PARKS & RECREATION COMMISSION

Town of Camp Verde
TOWN HALL

Tuesday, April 10, 1990, 5:30 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Discussion on Proposed Parks & Recreation Code
- 4) Adjournment

MINUTES
COMMON COUNCIL
JOINT WORK SESSION W/
PARKS AND RECREATION COMMISSION

CAMP VERDE TOWN HALL
APRIL 10, 1990
5:30 P.M.

The Parks and Recreation Commission of the Town of Camp Verde met in Joint work session with common council on April 10, 1990 at the Camp Verde Town Hall. Chairman Reddell called the meeting to order at 5:30 p.m.

ROLL CALL:

John Reddell, Earl Hasbrouck, Bonnie Russell, Geri Wager, Hank Hoover, Wes Girard, Tap Parsons, Pat Kaminsky, Carter Rogers, Marvin Reynolds, Woody Diehl, Tom Shaw and Kenneth Payne.

ABSENT:

None

ALSO PRESENT:

Gary Lollman, Parks and Recreation Superintendent, David Maynard, Town Manager, Pam Killmer, Recording Secretary and Sandie Lucero, Recording Secretary

DISCUSSION ON PROPOSED PARKS & RECREATION CODE:

Gary Lollman, Parks and Recreation Superintendent, gave a brief presentation which included reading a legal memo from Town Attorney, Ron Ramsey. (A copy is attached and becomes part of these minutes).

After Discussion of the Parks and Recreation Code, amendments were made to the following sections:

- Page 1, section b., under Hours of Operation the consensus was to change SHALL to MAY.
- All through the document the word REPRESENTATIVE was changed to REPRESENTATIVE(S).
- Page 2, Number 4 after requested we added PARKS AND RECREATION SUPERINTENDENT DISCRETION IF NO USE IS SCHEDULED.
- Page 2, Number 5 after "request" we added ANY FEE PAID SHALL BE FORFEITED.
- Page 3, Number 9 - after "representative" we added SUBJECT TO THE WAIVER PROVISIONS STATED IN ITEM 18 BELOW.
- Page 3, Number 10 - after "Marshal", we added THE STREET SUPERINTENDENT and deleted OTHERS AS DETERMINED BY.
- Page 3, Number 12 - after "recreational area", delete EXCEPT through PREMISES, add UNLESS SO DESIGNATED, BY PERMIT, .Delete EQUESTRIAN through end of paragraph.

Page 3, Number 13 - change "immediately" to WITHIN 24 HOURS. At end of paragraph add "IN EACH CASE, EVIDENCE OF COMPLIANCE WITH COUNTY AND/OR STATE LAWS, REGULATIONS AND ORDINANCES SHALL BE PROVIDED TO THE TOWN BEFORE APPROVAL IS ISSUED.

-Page 3, Number 14 - add new wording of compliance statement as written in Number 13.

-Page 4, Number 15 - add new wording of compliance statement as written in Number 13.

-Page 4, Number 16 - add new wording of compliance statement as written in Number 13.

Page 4, Number 18 - after "annually" add DURING THE MONTH OF JANUARY.

-Page 5, Number 24 - at end of sentence add EXCEPT AS PROVIDED FOR BY STATE AND LOCAL PERMIT.

-Page 5, Number 26 - change "is" to MAY BE.

-Page 5, Number 28 - after "No glass" add BEVERAGE, then delete OR GLASS OBJECTS.

-Page 5, add Number 29, to read: TOWN COUNCIL, TOWN MANAGER OR TOWN CLERK, OR THE MARSHAL HAVE AUTHORITY TO SUPERSEDE ANY SCHEDULED ACTIVITY IN ANY TOWN FACILITY FOR OFFICIAL TOWN BUSINESS.

-Page 5, add Number 30, to read: THE CAMP VERDE SCHOOL DISTRICT HAS PREFERENTIAL USE OF GYM FOR ATHLETIC EVENTS SEPTEMBER THROUGH FEBRUARY, WEEKDAYS FROM 3:00 p.m. to 6:30 p.m..

-Page 5, add Number 31, to read: This section was referred back to David Maynard, Gary Lollman, and Ron Ramsey for wording.

CHANGES IN PROPOSED FEE SCHEDULE:

-Line 1, add BASE FEE after heading "gymnasium".

-Line 2, change word "more" to LESS.

-Line 4, refer commercial-DELETE.

-Line 5, delete hourly rate.

-Between lines 6 and 7 add ORGANIZED NON-PROFIT \$100.00
(13 NON-CONSECUTIVE DAYS PER YEAR)

-Line 10, delete "soccer", replace with BALL, delete "by AYSO" and add the word REGULAR.

-Line 16, add -TOWN SPONSORED.

-Between lines 18 and 19 add SPECIALTY CLASSES - NON-TOWN SPONSORED: 50% OF FEES GENERATED TO INSTRUCTOR, 50% OF FEES GENERATED TO TOWN.

COUNCIL AND P & R , APRIL 10, 1990 -- PAGE 3:

These amendments were agreed on by a consensus of Council members and Commissioners.

MEETING WAS RECESSED FROM 7:15 P.M. TO 7:25 P.M.

A consensus agreed on all of the above amendments.

ADJOURNMENT

Meeting was adjourned by John Reddell at 7:40 p.m.

Pam Killmer, Recording Secretary

David Maynard, Town Clerk

John Reddell, Chairman

These amendments were agreed on by a consensus of Council members and Commissioners.

MEETING WAS RECESSED FROM 7:15 P.M. TO 7:25 P.M.

A consensus agreed on all of the above amendments.

ADJOURNMENT

Meeting was adjourned by John Reddell at 7:40 p.m.

Pam Killmer, Recording Secretary

David Maynard, Town Clerk

John Reddell, Chairman

A G E N D A

**EXECUTIVE SESSION
ARS 38-431.03.A.3
COMMON COUNCIL
Town of Camp Verde**

**CAMP VERDE TOWN HALL
Thursday, April 12, 1990
5:00 p.m.**

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Legal Advice Regarding the Personnel Matters concerning Nina Payne
- 4) Adjournment

**SPECIAL SESSION
COMMON COUNCIL
Town of Camp Verde**

**CAMP VERDE TOWN HALL
Thursday, April 12, 1990
6:00 p.m.**

- 1) Call To Order
- 2) Roll Call

Discussion and Possible Action on the Following:

- 3) Personnel Matters Concerning Nina Payne
- 4) Call To The Public
- 5) Set Next Meeting Time, Date & Place
- 6) Adjournment

SPECIAL COUNCIL MEETING
TOWN HALL
April 12, 1990

Call to Order: 6:15 p.m. by T.A. Parsons, Mayor

Present : Parsons, Rogers, Reynolds, Diehl, Shaw, Taylor
and Kaminsky

Also Present : Dave Maynard, Town Manager and Ron Ramsey, Attorney

Action Item : Personnel Actions Concerning Nina Payne

Town Manager Dave Maynard advised the Mayor and Council that the investigative Suspension Report was completed to the extent necessary to proceed with disciplinary action.

Motion by Carter Rogers, seconded by Tom Shaw, to authorize the Town Manager to complete the disciplinary process.

(Attorney Ramsey, on referral by Council, indicated that this action was appropriate.)

Action Item : Call To The Public

No comments from the public.

Action Item : Set Date, Time and Place for Next Meeting

Manager Maynard stated that there were no meetings required that are not already scheduled.

Meeting Adjourned: 6:27 p.m.

Respectfully submitted,


David A. Maynard
Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 19th day of April, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 19th day of April, 1990.



David A. Maynard, Town Clerk

A G E N D A
- REVISED -

COMMON COUNCIL
REGULAR SESSION

Town of Camp Verde
TOWN HALL
Wednesday, April 18, 1990, 7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information and Updates
 - a) Quarterly Report - Library Commission
 - b) Quarterly Report - Parks & Recreation Commission
 - c) Quarterly Report - Planning & Zoning Commission
 - d) Miscellaneous Report Items

Discussion and Possible Action on the Following Items:

- 5) Disbursements and Accounting
 - a) Regular Disbursements List
 - b) March 31, 1990 Revenue Reports
- 6) Minutes of the Previous Meetings
 - a) Regular Session - April 4, 1990
 - b) Special Session - April 12, 1990
- 7) Proclamation on Fair Housing Month
- 8) Verde River Water Issues
 - a) Prescott Water Farm Proposal
 - b) Salt River Project (CAP) Claim
 - c) Bright Line Decision Claim
- 9) Commission Memberships
 - a) Appointment to Fill Expired Term on Parks & Recreation Commission
 - b) Acceptance of Resignation from Library Commission
 - c) Request to Vacate Position on Library Commission
 - d) Appointment of Two Library Commissioners

- 10) Review of Plan and Cost Summary to Re-open Stage
- 11) Review of Plan and Cost Summary for Remaining Railing at Town Hall Parking Lot
- 12) South Middle Verde Road Easements - Advance Acceptance
- 13) Progress Report on Accounting
 - a) Payroll Module
 - b) Payroll Histories
 - c) General Ledger - Current Accounts
 - d) Disputed Account Payables
 - e) Budget to PC-FUND Reconciliations
 - f) Line Item Charges to Budget
- 14) State Route 260 - Scenic Highway Designation
- 15) Summer Youth Employment and Training Program
- 16) Report of Work Session on Livestock Regulation
- 17) Camp Verde Weather Station
- 18) Rodeo Circle Abandonment
- 19) Request from Stanley Bullard (Camp Verde Water System) to Support Repeal of CIAC Federal Tax on Water Systems
- 20) 1990/91 Expenditure Limits
- 21) 1990/91 State Revenue Estimates
- 22) Replacement of Failed Copy Machine
- 23) Proposed Policy on Copies Provided by Town Hall
- 24) Personnel Matters
 - a) Library Director - Request for Revised Start Date
 - b) ICMA Retirement - Employees Over Age 62
- 25) Call to the Public
- 26) Set Next Meeting Date, Time and Place
- 27) Adjournment

A G E N D A
- REVISED -

COMMON COUNCIL
REGULAR SESSION

Town of Camp Verde
TOWN HALL
Wednesday, April 18, 1990, 7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information and Updates
 - a) Quarterly Report - Library Commission
 - b) Quarterly Report - Parks & Recreation Commission
 - c) Quarterly Report - Planning & Zoning Commission
 - d) Miscellaneous Report Items

Discussion and Possible Action on the Following Items:

- 5) Disbursements and Accounting
 - a) Regular Disbursements List
 - b) March 31, 1990 Revenue Reports
- 6) Minutes of the Previous Meetings
 - a) Regular Session - April 4, 1990
 - b) Special Session - April 12, 1990
- 7) Proclamation on Fair Housing Month
- 8) Verde River Water Issues
 - a) Prescott Water Farm Proposal
 - b) Salt River Project (CAP) Claim
 - c) Bright Line Decision Claim
- 9) Commission Memberships
 - a) Appointment to Fill Expired Term on Parks & Recreation Commission
 - b) Acceptance of Resignation from Library Commission
 - c) Request to Vacate Position on Library Commission
 - d) Appointment of Two Library Commissioners

- 10) Review of Plan and Cost Summary to Re-open Stage
- 11) Review of Plan and Cost Summary for Remaining Railing at Town Hall Parking Lot
- 12) South Middle Verde Road Easements - Advance Acceptance
- 13) Progress Report on Accounting
 - a) Payroll Module
 - b) Payroll Histories
 - c) General Ledger - Current Accounts
 - d) Disputed Account Payables
 - e) Budget to PC-FUND Reconciliations
 - f) Line Item Charges to Budget
- 14) State Route 260 - Scenic Highway Designation
- 15) Summer Youth Employment and Training Program
- 16) Report of Work Session on Livestock Regulation
- 17) Camp Verde Weather Station
- 18) Rodeo Circle Abandonment
- 19) Request from Stanley Bullard (Camp Verde Water System) to Support Repeal of CIAC Federal Tax on Water Systems
- 20) 1990/91 Expenditure Limits
- 21) 1990/91 State Revenue Estimates
- 22) Replacement of Failed Copy Machine
- 23) Proposed Policy on Copies Provided by Town Hall
- 24) Personnel Matters
 - a) Library Director - Request for Revised Start Date
 - b) ICMA Retirement - Employees Over Age 62
- 25) Call to the Public
- 26) Set Next Meeting Date, Time and Place
- 27) Adjournment

TOWN MANAGER'S REPORT
REGULAR COUNCIL SESSION
April 18, 1990

RAM

4) Information and Updates:

- Quick reminder on April 21, 1990 Verde Valley Free Dumping Day at the Camp Verde Solid Waste Landfill.
- Public Hearing on April 26, 1990, 10:00 A.M., Flagstaff City Hall - Arizona State Transportation Board on Proposed Five Year Plan.
- Notice from the U.S. Environmental Protection Agency (EPA) concerning the advance planning project known as Advance Identification (ADID). This has to do with locating suitable sites for the disposal of dredge materials taken from the river or for the placement of fill materials in the Verde River in conjunction with Corps of Engineers 404 Permit projects.
- Quarterly Reports are due from the Commission Chairpersons. As they did not have the normal full week's reminder to prepare for the reports, they have been asked to make a verbal report to the Council to submit the written reports by April 27, 1990.

5) Disbursements and Accounting:

- a) Regular Disbursements List: The list has already been distributed for the Council's consideration. Sue has attached a memo noting a minor discrepancy on one item. Otherwise the list appears to be order.
- b) March 31, 1990 Revenue Reports: The copies of the revenue reports are attached which show the actual reporting from the State Treasurer and the First Interstate Bank Investment Account, as well our monthly update to the cash flow of revenue and the PC-FUND Revenue Report with budget to actual accounting displayed.

6) Minutes of the Previous Meetings:

- a) Regular Session - April 4, 1990: Attached and ready for your consideration.
- b) Special Session - April 12, 1990: Attached and ready for your consideration.

7) Proclamation on Fair Housing Month:

The proclamation will be available at the meeting. A second request for proclamation was received after the revised agenda was completed and does need immediate consideration. As these are ceremonial in nature, the one for Lew King's Rangers is attached.

8) Verde River Water Issues:

The several items under this heading are all connected to the Prescott Water Farm Proposal. In order to deal with the Prescott issue, the Council will need to consider the others as well. This is a preliminary discussion and direction to staff concerning how the Council wishes to proceed in addressing the issues.

9) Commission Memberships:

a) Appointment to Fill Expired Term on Parks & Recreation Commission: Gerry Wager's term has recently expired. The Council has to determine whether to re-appoint Ms. Wager or consider a new appointment.

b) Acceptance of Resignation from the Library Commission: It is my understanding that a letter of resignation will be presented at the meeting. If so, this item is to allow the Council to accept it with the usual regrets and a letter of appreciation.

c) Request to Vacate Position on Library Commission: It is also my understanding that the Council will be requested to declare a seat on the Library Commission to be vacant due to lack of attendance. If so, this item is provided to allow the opportunity for Council action.

d) Appointment of Library Commissioners: Assuming that both b) and c) occur, this item is to allow the Council the opportunity to determine how they wish to proceed in filling the positions.

10) Review of Plan and Cost Summary to Re-Open Stage:

Rolland Huff has provided the attached description of the work to be done, along with a cost summary and price quotations for the work. I believe he's done a good job of looking into the different areas of consideration for what needs to be done for the stage to be truly functional. In addition, the costs are under the anticipated amount of \$ 7,500. The attached sheets and comments concerning the need for a sound system address a serious concern but do not provide for security of the system. Recommend approval.

11) Review of Plan and Cost Summary for Remaining Railing at Town Hall Parking Lot:

Rolland Huff has also put together the project for the remaining piece of safety railing that needs to be installed along the north side of the parking lot at Town Hall. The railing is intended to be along the top of the wall to prevent injuries from falling off the wall. The railing is similar to that on the opposite side along the front of the Town Hall and has a full price tag of \$ 1,150. Recommend approval.

12) South Middle Verde Road Easements - Advance Acceptance:

The Coconino National Forest is getting ready to complete their land transfer of a small parcel to Rainbow Acres. The easement papers required are to provide for a required transfer of road easement to the Town in conjunction with the overall transfer. In order to do so, the Council must approve acceptance of the easements in advance. Recommend approval as this will clear up another of our right-of-way problems.

13) Progress Report on Accounting:

Jay Trewern has provided a progress report which is attached. In general terms, the following is our status:

a) Payroll Module - Up and running, all master files completed and functioning properly, all automatic calculation routines functioning properly. Two payrolls run complete on system.

b) Payroll Histories - Due to serious problems found in the payroll records, the payroll histories for all employees on each payroll have been reconstructed and prepared for corrective actions that will be required to straighten out the balance of payroll problems. The payroll histories are nearly complete with less than three months left to complete.

c) General Ledger - Current Accounts - The general ledger module is up and running with limited problems remaining to be resolved. The Revenues side of the general ledger module has a number of minor problems to be corrected, principally in interest earnings accounts and the separation of funds required by GAAFR standards. The expenditures side remains the area of the most serious problems with the separation of funds and the correction of line item payouts still to be done.

d) Disputed Account Payables - The Town has contacted all of the vendors who had indicated disputes regarding the Town's accounts. At this point it appears that all of the disputes have been resolved and past due accounts brought up to date.

e) Budget to PC-FUND Reconciliations - As of this past Saturday, the remaining budget data corrections to the PC-FUND General Ledger module were resolved. The actual corrections have not yet been input to the PC-FUND system. This will be done in the immediate future.

f) Line Item Charges to Budget - The review and correction of line item charges against the budget is the most substantial remaining problem. Once all of the above is completed, the review and correction process will be ready to begin. This is anticipated to require an average of half a day per department head to complete. The accounts will be tightly defined, the existing data in the computer printed out for the department, and the data compared against the invoices to confirm the correct coding. Due to the number of items of concern, there is no way of avoiding checking each and every item charged against the budget. Once this process is done and the corrections entered into the PC-FUND system, we should have an auditable set of books once again. More importantly, the Council, the Manager and the Department Heads will finally have usable financial data upon which to complete a reconciliation of this year's budget problems and upon which to begin the budget process for the new year.

14) State Route 260 - Scenic Highway Designation:

This item is provided as an opportunity for the Council to discuss any concerns before the meeting on this subject in Payson on April 23, 1990.

15) Summer Youth Employment and Training Program:

Once again the Town has an opportunity to request Summer Youth Program assignments. I have asked Rolland Huff, Gary Lollman and Doug Jones to prepare a proposal for the Council's consideration as to the number of young people to be requested and what they would be doing during the summer. Due to the expectation of a difficult summer for jobs for young people in this area, I have asked them to try to propose as many slots as they can productively employ. However, they understand that there is not to be anyone left standing around. As the proposal is not yet ready, I am reserving comment until the meeting.

16) Report on Work Session on Livestock Regulation:

A brief report back to the Regular Council Session will be in order with direction from the Council on how to proceed with the further review of the matter.

17) Camp Verde Weather Station:

One of the projects that had to wait for the completion of the Marshal's Station was that Camp Verde Weather Station. Marshal Devine is working on acquiring funding for the station through Emergency Services. Enclosed in the Council packet is a proposal with specifications and general write-up of one possible weather station. There will undoubtedly be others worth considering. I am recommending tabling this item for further consideration, but with the hope that it will be able to be fully operational and on-line by Memorial Day.

18) Rodeo Circle Abandonment:

This is apparently still not ready for action. As the Council requested it on the agenda, it remains to be tabled again.

19) Request from Stanley Bullard (Camp Verde Water System) to Support Repeal of CIAC Federal Tax on Private Water Systems:

This is the request you had earlier from Jim and Stan Bullard in hopes of removing the tax surcharge that has to be charged on water main extensions. Repeal of the tax will save 20 - 40 % of the cost of installing a new water main. This is significant in the cost on new small business development.

20) 1990/91 Expenditure Limits:

The Economic Estimates Commission has issued its Final 1990/91 Expenditure Limits report. A copy is attached. The Town of Camp Verde's limit is \$ 4,118,737.00. This is up considerably from the 1989/90 limit of \$ 3,672,026. The public might wish to know that this limit is a statutory limitation on the maximum amount of expenditure for affected budget items, not a realistic estimate of the funds available for actual budget costs. The Town's full budget funds available for actual expenditure is somewhat more than half of the limit.

21) 1990/91 State Revenue Estimates:

The preliminary estimates for state revenues to be provided to the Towns have been received from the League of Arizona Cities and Towns. The estimates are as follows:

Fund:	LTAFF	HIGHWAY USER	SALES TAX	INCOME TAX
1989/90	50,277	495,598	379,683	358,551
1990/91	52,087	607,017	401,837	394,423

The HURF account would gain approximately \$ 100,000 if the estimates hold true, while the General Fund will gain approximately \$ 60,000. Please bear in mind that the legislature has not yet resolved their budget crisis and many of the proposals that they are considering would radically change some of these numbers.

22) Replacement of Failed Copy Machine:

When the Marshal's Office moved to the new Marshal's Station facility beside the Library, the SAVIN copier from the back offices went with them. The light duty copier that we purchased for use in making plain paper copies and overhead viewer slides was used in the interim until a copier could be purchased to replace the SAVIN. Due to a serious mechanical failure, this copy will cost much more to fix than it is worth. I am requesting Council authorization to spend an amount not exceed \$ 1,200 to purchase a good quality copier that has comparable features to that of the SAVIN that was adequate for the purpose. A copy of the specifications sheet for a XEROX copier that is available at slightly less than the \$ 1,200 is enclosed in the packet. There is also a comparable CANON copier available at a similar price. Both machines are cash and carry sales. Service would have to be purchased separately. Due to the immediacy and the extreme nature of the need, I am recommending approval of this item.

The SAVIN copier in the front office is also in need of replacement. The time to do this is while the existing unit, with reconditioning, will still have a good resale value. The machine simply cannot stand up to the level of use that it is getting now. Once the renovation of the offices is completed, the level of use is expected to further increase. In addition, a wet process machine just does not meet the Town's needs and this one has far too short a service frequency. As both of the copiers are now paid off, I am requesting authorization to seek proposals for replacement of this machine. The Request for Proposals will come from the affected department heads and me with an opportunity for the Council to review it before it is sent out.

23) Proposed Policy on Copies Provided by Town Hall:

At this time, I am reviewing the policy adopted by the Arizona Supreme Court for use by Court facilities. This appears to be a reasonable standard, but I need to compare it to the experience that we are having. The Town has a right by statute to charge for copies requested. The proposed policy will deal with actual cost for printed materials, as billed by the printer, plus postage and handling when applicable. The proposed policy will provide for a per copy charge for copies in excess of ten sheets. It will also provide for a waiver of charges for up to 100 sheets when provided for non-profit groups and service clubs. I am

setting forth an interim policy to remain in force until the Council can review the interim policy and adopt a final policy to its satisfaction. We are experiencing an unusual number of requests for copies of materials containing many pages.

24) Personnel Matters:

a) Library Director - Request for Revised Start Date - Due to problems encountered in selling her home, our new Library Director, Phyllis Hazekamp, has requested a revised start date of May 15, 1990. In the meantime, she has reduced the asking price on her home below the appraisal value. As you may remember, this is not an unexpected complication as the Town has continued its policy of no relocation assistance prior to the start of the job. I do recommend approval as Mrs. Hazekamp has remained in contact on a fairly regular basis and appears to be making a thoroughly good faith effort to resolve the difficulties she has had.

b) ICMA Retirement - Employees Over Age 62 - For the several older employees of the Town, ICMA Retirement Fund usage is no longer practical. However, the Town has a contract providing for use of the ICMA Retirement Fund or the Public Safety Retirement Fund in lieu of the Social Security System (FICA). This carries with it the obligation to provide for retirement benefits. It is my understanding that the Town must provide the same retirement benefit to those employees over age 62 as it does to those under. This means that the Town must pay the employee the Town share of the fund contribution so that the employee has the opportunity to invest it in an IRA or similar type of account. As of this time, no such payment has been made to these older employees. It is my strong recommendation that we initiate corrective action on this before other actions are forthcoming from the IRS.

26) Set Next Meeting Date, Time and Place:

Executive Session	April 19, 1990, 12:00 Noon, Town Hall
Special Session	April 19, 1990, 12:45 P.M., Town Hall
Planning Session	April 25, 1990, 7:00 P.M., Town Hall
Regular Session	May 2, 1990, 7:00 P.M., Town Hall

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
APRIL 18, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on April 18, 1990. Mayor Parsons called the meeting to order at 7:01 p.m.

1) Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Carter Rogers, Marvin Reynolds, Jerry Taylor and Pat Kaminsky

2) Also Present:

Dorothy Wood, Library Commission Chairman, Bob Kovacovich, Planning and Zoning Chairman

Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer; Gary Lollman, Parks and Recreation Superintendent; Rolland Huff, Maintenance and Sandie Lucero, Recording Secretary

3) PLEDGE OF ALLEGIANCE:

Vice-Mayor Rogers lead the Pledge of Allegiance.

4) INFORMATION AND UPDATES:

Manager Maynard reminded everyone of the free dump day this Saturday, April 21, 1990.

Manager Maynard stated he had received a letter from the U. S. Environmental Agency regarding the study on the Verde River.

Manager Maynard reminded everyone of the Bike Rodeo from 9 a.m. to 12 Noon on Saturday (April 21, 1990) at Outpost Maul.

Preliminary Clear Creek Flood Map Study was held today (April 18, 1990) in Prescott review attendees were Laura Kuhn, Planning & Zoning Director, Mayor Parsons, Councilmembers Diehl and Reynolds and Manager Maynard.

Mayor Parsons stated on the 26th of April/90 at 1:00 p.m. NACOG was addressing the Road Projects for the five (5) year plans.

Councilmember Diehl also stated that on the 23rd of April in Payson their is a meeting regarding SR 260.

- a) Quarterly report - Library Commission
- b) Quarterly report - Parks and Recreation Commission
- c) Quarterly report - Planning & Zoning Commission
- D) Miscellaneous Report Item

a) Dorothy Wood, Library Advisory Commission Chairperson presented her quarterly report (copy is attached and becomes part of these minutes).

Chairperson Wood also stated 2 Commissioners were leaving the Library Advisory Commission is requesting that the Council appoint two new Commissioners.

b) Manager Maynard stated John Reddell, Parks and Recreation Commission Chairperson needed to go to Phoenix today for testing. Chairperson Reddell will be at the May 2, 1990 meeting with his quarterly report.

c) Bob Kovacovich, Planning and Zoning Commission Chairperson presented his quarterly report stating that the Planning and Zoning Commission held a public hearing on the Land Use Transportation Study and the Access Control Plan to present to the Town Council for approval.

Chairperson Kovacovich stated that the Natural Resource Ordinance is in the process of being revised by the Planning and Zoning Commission and Laura Kuhn, Planning and Zoning Director.

d) Manager Maynard stated he had no further input on miscellaneous.

5) Disbursements and Accounting:

a) Regular Disbursements List

On a motion by Diehl, seconded by Shaw, the council voted unanimously to approve the disbursement list as presented, pages 1-7, April 18, 1990 including the corrections on the attached memo from Sue Marshall/Accounting.

On a motion by Reynolds, seconded by Diehl, the Council voted unanimously to add to the disbursement list a bill from Quill of \$14.47 for Office Supplies and Jay Trewern bill of \$970.00 for Accounting Services.

b) March 31, 1990 Revenue Reports

Manager Maynard went over the revenue reports.

Vice-Mayor Rogers stated that Sue Marshall and Jay Trewern should be complimented on these reports.

6) Minutes of the Previous Meetings:

- a) Regular Session - April 4, 1990
- b) Special Session - April 12, 1990

On a motion by Rogers, seconded by Kaminsky, the Council voted unanimously to approve the Minutes of April 4, Regular Session and April 12, Special Session as presented.

7) Proclamations on Fair Housing Month:

On a motion by Rogers, seconded by Shaw, the Council voted unanimously to approve the proclamations on Buckle-up, Fair Housing Month and Lew King Rangers as presented.

8) Verde River Water Issue:

- a) Prescott Water Farm Proposal
- b) Salt River Project (CAP) Claim
- c) Bright Line Decision Claim

Following discussion on a motion by Rogers, seconded by Shaw, the Council voted unanimously to direct the Town Manager, David Maynard, Town Staff, Town Attorney and Jim Bullard from Camp Verde Water System to try and get the information on the Hydrology study, Bright Line to also include the CAP allocations.

9) Commission Membership:

- a) Appointment to fill expired term on Parks and Recreation Commission.
- b) Acceptance of Resignation from Library Commission.
- c) Request to Vacate Position on Library Commission.
- d) Appointment of Two Library Commissioners.

On a motion by Rogers, seconded by Shaw, the Council voted unanimously to reappoint Geri Wager for a 3 year term on the Parks and Recreation Commission.

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to accept Frances Paxton's resignation with regret from the Library Advisory Commission.

Chairman Wood, Library Advisory Commission stated Marie Harvey's appointment is expired and she did not wish to be reappointed.

Following discussion on a motion by Rogers, seconded by Diehl, the Council appointed June Kleinfilt to replace Frances Paxton for a three (3) year term and Linda Hillyard to replace Marie Harvey for the appropriate term on the Library Advisory Commission.

The meeting was recessed at 8:00 p.m., reconvened at 8:13 p.m.

10) Review of Plan and Cost Summary to Re-Open Stage:

Rolland Huff, Maintenance man presented his report to the Council (copies attached and becomes part of these minutes) for remodeling the stage to be reopened.

Councilmembers concerns were as follows:

- the prices per square feet (\$19.00),
- the steps being portable.
- protecting the finish on the Gym floor.
- ceiling.
- Rolland to hang the sheet rock, and sand and finish the hard wood floor in the Gym.

Following discussion on a motion by Taylor, seconded by Rogers, the Council voted unanimously to proceed with the remodeling plans as presented for the stage not exceeding the cost of \$ 6,277.73 which does not include the sound system, with work to be performed by contractors.

Parks and Recreation Superintendent Lollman stated he would be back seeking approval for a sound system to be used by the community.

11) Review of Plan and Cost Summary for Remaining Railing at Town Hall Parking Lot:

Following discussion on a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to hold the review of plan and cost summary for remaining railing at the Town Hall Parking lot until the Next Regular Council Meeting.

12) South Middle Verde Road Easement - Advance Acceptance:

Following discussion on a motion by Rogers, seconded by Shaw, the Council voted unanimously to approve and accept the South Middle Verde Road Easement by the Forest Service.

13) Progress Report on Accounting:

- a) Payroll Module
- b) Payroll Histories
- c) General Ledger - Current Accounts
- d) Disputed Account Payables
- e) Budget to PC-FUND Reconciliations
- f) Line item Charges to Budget

Manager Maynard presented his report (copies attached and becomes part of these minutes) on the accounting, stating that the reports were approximately 97% accurate.

14) State Route 260 - Scenic Highway Designation:

Discussion ensued on State Route 260 being Historic State Route 260 instead of Scenic State Route 260. No action was taken at this time.

15) Summer Youth Employment and Training Program:

Following discussion on a motion by Rogers, seconded by Shaw, the Council voted unanimously to proceed with tentative plan for the Summer Youth Employment and Training Program, maximum of 5 youths (3 working outside).

16) Report of Work Session on Livestock Regulation:

Mayor Parsons stated the general consensus of the work session was to determine the area for this overlay, we need 51% of the properties owners signatures.

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to direct Laura Kuhn, Planning and Zoning Director to present the overlay plan.

17) Camp Verde Weather Station:

On a motion by Diehl, seconded by Shaw, the council voted unanimously to hold the Camp Verde Weather Station in abeyance until the next Regular Session.

18) Rodeo Circle Abandonment:

On a motion by Rogers, seconded by Reynolds, the Council voted unanimously to table the Rodeo Circle Abandonment until the first in session in May.

19) Request from Stanley Bullard (Camp Verde Water System) to Support Repeal of CIAC Federal Tax on Water Systems:

Jim Bullard, a Camp Verde resident asked the Town Council to write a letter in support of the CIAC Federal Tax on Water Systems.

Following Discussion on a motion by Rogers, seconded by Diehl, the Council voted unanimously (Councilmember Reynolds abstained from voting) to write a letter of support in Repeal of CIAC Federal Tax on Water Systems.

20) 1990/90 Expenditure Limit:

Manager Maynard stated he was required to report 1990/91 Expenditures Limit to the Council and this was a no action item.

21) 1990/91 State Revenue Estimates:

Manager Maynard stated he was required to report the 1990/91 State Revenue estimates to the Council and this was not an action item.

22) Replacement of Failed Copy Machine:

Following discussion on a motion by Rogers, seconded by Taylor, the Council voted unanimously to authorize the proposal process for a copy machine for the back office, not to exceed \$1200.00.

On a motion by Rogers, seconded by Taylor, the council voted unanimously to authorize the manager to proceed with the proposal process for a copy machine for the Administration Office.

23) Proposed Policy on Copies Provided by Town Hall:

Following Discussion on a motion by Rogers, seconded by Shaw, the Council voted unanimously to approve the interim policy as presented with the following changes:

- paragraph "a" change to 10 cents per copy
- paragraph "b" change to 25 cents per copy
- delete paragraph "d" completely

(a copy attached and becomes part of these minutes).

24) Personnel Matters:

- a) Library Director - Request for Revised Start Date.
- b) ACME Retirement - Employees Over age 62.

Following discussion on a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to move we write a letter to Phyllis Hazekamp stating we will work with her until May 15, 1990, the Council also directed Manager Maynard to ask Dorothy Wood, Chairman of Library Advisory commission to check on making arrangement for living accommodations for Phyllis Hazekamp.

Discussion ensued on ICMA Retirement, Manager Maynard stated that the Towns share on each employee is 7.9% Police Retirement and 6% ICMA Retirement. For employees over 62 years of age, this program is neither practical nor in some cases possible. He then stated may be in violation due to improper withholding.

The Council directed Manager Maynard to review and report back to the Council when we know for sure where we stand which might require a special meeting.

25) Call to the Public:

Jim Bullard, a Camp Verde Resident asked if the Forest Service easement for South Middle Verde Road would include an easement for utilities. Manager Maynard stated it should include an utility easement.

Jim Bullard also stated charging 35 cents per copy was ridiculous, the employees job is to greet and help the public which usually included making copies. I object to the cost. Thank you.

26) Set Date, Time and Place for Next Meeting:

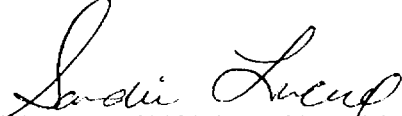
The Council will meet in Regular Session at 7:00 p.m. on Wednesday, April 18, 1990 at Camp Verde Town hall.

The Council will meet in Boards of Adjustment to hear Planning and Zoning on Thursday, April 19, 1990 at Camp Verde Town Hall.

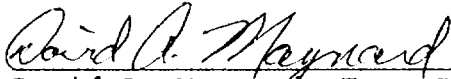
The Council will meet on April 25, 1990 to hear Planning and Zoning at Camp Verde Town Hall.

Adjournment:

The meeting was adjourned at 10:23 p.m.



Sandie Lucero, Recording Secretary

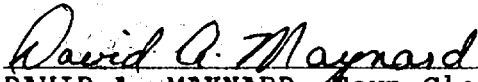


David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 18th day of April, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of May, 1990.



DAVID A. MAYNARD, Town Clerk

A G E N D A

COMMON COUNCIL
EXECUTIVE SESSION
A.R.S. 38-438.03.A.1.

Town of Camp Verde
TOWN HALL
Thursday, April 19, 1990, 12:00 Noon

- 1) Call to Order
- 2) Roll Call
- 3) Personnel Matter Regarding Nina Payne
- 4) Adjournment

A G E N D A

COMMON COUNCIL
SPECIAL SESSION

Town of Camp Verde
TOWN HALL
Thursday, April 19, 1990, 12:45 P.M.

- 1) Call to Order
- 2) Roll Call

Discussion and Possible Action on th Following Item:

- 3) Severance Agreement with Nina Payne
- 4) Call to the Public
- 5) Adjournment

MINUTES

COMMON COUNCIL - SPECIAL SESSION
April 19, 1990 - 12.45 P.M.
TOWN HALL

Call to Order: 1:51 P.M. by Mayor Parsons.

Roll Call: Parsons, Rogers, shaw, Taylor, Kaminsky, Reynolds.

Town Attorney Ron Ramsey provided a brief description of the options for the Council's consideration regarding a severance agreement with Nina Payne, Town Account.

Councilman Shaw moved, seconded by Jerry Taylor, that a severance agreement be authorized, to include the lump sum equivalent of 60 days pay, vacation and ICMA Retirement benefit contribution, plus accruals to date, in exchange for Nina Payne foregoing any legal claim in any forum, along with a statement that neither party will unnecessarily comment on the termination, but neither party is bound under the agreement if the documents are public record, or become public record. Parsons, Shaw, Reynolds, Kaminsky and Taylor voted in favor, while Rogers voted nay.

Meeting adjourned at 2:02 P.M.

Respectfully submitted,



David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 19th day of April, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of ^{May} ~~April~~, 1990.



David A. Maynard, Town Clerk

A G E N D A

COMMON COUNCIL
SPECIAL SESSION

Town of Camp Verde
TOWN HALL
Wednesday, May 9, 1990, 7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information and Updates
 - a) Quarterly Reports - Parks & Recreation Commission
 - b) General Items

Discussion and Possible Action on the Following Items:

- 5) Proclamations
 - a) Memorial Poppy Day
 - b) Small Business Week
- 6) Minutes of the Previous Meetings
 - a) Regular Session - April 18, 1990
 - b) Special Session - April 19, 1990 *DAM*
- 7) Accounting and Disbursements
- 8) Fire District Expansion - Response from Victoria Witt
- 9) Parks & Recreation - Tennis Court and Picnic Ramada
- 10) Request for Support - Arizona Heritage Fund Resolution
- 11) Request for Authorization to Initiate Grant Procedures - Camp Verde Historical Society
- 12) Emergency Services Coordinator and Backup Appointees
- 13) Law Enforcement Television Network Training Fund - Request by Marshal's Office
- 14) Community Development Block Grant Program Review and Citizen Participation Plan

- 15) Abandonment of Rodeo Circle - Resolution No. 90-108
- 16) Camp Verde Weather Station
- 17) Payroll Withholding Corrections
- 18) Call to the Public
- 19) Set Time, Place and Date of the Next Meeting(s)
- 20) Adjournment

TOWN MANAGER'S REPORT
SPECIAL COUNCIL SESSION

May 9, 1990

RAM

4) Information and Updates:

a) Quarterly Reports - Parks & Recreation Commission:

John Reddell will be available to present his quarterly report in behalf of the Parks & Recreation Commission. It is my understanding that he will be using the opportunity to submit one or more items to you. They will need to be left for discussion and action until the May 16, 1990 Regular Session.

b) General Items:

The normal variety of items will be available at the meeting.

5) Proclamations:

a) Memorial Poppy Day: See attached.

b) Small Business Week: See attached.

6) Minutes of the Previous Meetings:

a) Regular Session - April 18, 1990: See attached.

b) Special Session - April 19, 1990: See attached.

7) Accounting and Disbursements:

Regular disbursements lists, dated May 2 and May 9, will be placed in the Council's boxes on Friday. Under accounting, it is my intention to have Jay break out additional account detail lines to cover the requirements for separating the items under Non-Departmental: Capital Outlay, and to create a new department setup as Personnel with several line items under it. Personnel matters have, by necessity, had numerous expenditures this year that were reviewed with the Council. We need to be able to account for the expenditures, thus the new accounts. The remaining item on accounting is that I intend to setup a Non-Department: Copier - Operation/Maintenance.

8) Fire District Expansion - Response from Victoria Witt:

A copy of the letter received from Victoria Witt, Special Districts Attorney at the County, is attached along with the applicable section of the Statutes. Town Attorney Ron Ramsey is seeking further comment from her and will report at the meeting.

9) Parks & Recreation - Tennis Court and Picnic Ramada:

In looking to complete the maintenance and improvements program for Parks & Recreation for this fiscal year, Gary Lollman is nearly ready to proceed with the remaining two items of substantial consequence. The purchase and erection of the ramada at Butler Center and the resurfacing and striping of the tennis courts are scheduled for this spring. Temperature ranges that are appropriate for the work on the tennis courts are nearly upon us and these items will need to proceed soon. The full package is not ready yet, but should be in time for the meeting.

10) Request for Support - Arizona Heritage Fund Resolution:

The information on this item is enclosed for the Council's review. A resolution will be prepared for the Council meeting on May 16th if the Council desires it. The item is on the agenda now so that they discuss the merits of doing this in light of the budgetary problems faced by the state and the likelihood that the passage of success of this item would very probably result in the money for it coming indirectly out of local revenues.

11) Request for Authorization to Initiate Grant Procedures
- Camp Verde Historical Society:

This is the request to authorize an attempt to secure the historic preservation grant to pay a "Historic Structures Survey" to include the downtown as a whole and the outlying areas on a scattered sites basis. If approved, it will commit Town staff to researching and completing the application and the Town to funding a portion of the work. The Council may wish to be reminded that I did support this request when originally received last summer. However, the Council action was not to fund or authorize at the time, but to request that it be brought before them for review as a budget proposal this year. Consequently, if no further action is taken at this time, the item is scheduled for review at budget time which is almost upon us. Any other treatment of this item will require a new Council action. A memo from P & Z Director Laura Kuhn on the subject is attached.

12) Emergency Services Coordinator and Backup Appointees:

A memo from Marshal Chuck Devine is attached that addresses both items 12) and 13). I concur with Chuck's memo and recommend that you appoint Chuck Devine as the Emergency Services Coordinator for the Town of Camp Verde, and appoint Mike Baker as the backup to him.

13) Law Enforcement Television Network Training Fund
- Request by Marshal's Office:

See Chuck's memo. Strongly recommend approval.

14) Community Development Block Grant Program Review and Citizen Participation Plan:

P & Z Director Laura Kuhn will present a brief report on the Community Development Block Grant application process for this year. Contrary to prior year scheduling, Camp Verde is eligible for CDBG funding application this year. Actual funds will not be available until winter or spring of 1991. However, the "planning process" required for putting together a CDBG application needs to start immediately for a filing date with NACOG on August 16, 1990. See attached paperwork.

15) Abandonment of Rodeo Circle - Resolution No. 90-108:

A copy of the proposed Resolution 90-108 is attached for your review. As requested, I have cross checked with Doug and Ron to confirm that everything is in order. The name of the subdivision is correct and the drainage issue apparently does not apply in this case.

16) Camp Verde Weather Station:

This item is on here as a continuation of the tabled item from April 18, 1990. Marshal Devine is seeking funding assistance for the weather station and will report on it if the answers are available by meeting time. I believe that the amount previously authorized may not sufficient to meet the standards appropriate for this weather station to service the several needs desired.

17) Payroll Withholding Corrections:

As Jay and Sue are working through the reconciliations on the payroll accounts, a number of items are coming up that will be ready for Council authorization to proceed. There are at least two over withholdings that are ready for reimbursement to the affected employees. After Jay's work on Saturday, there may be others. A report will be available for the Council prior to the Council meeting.

19) Set Time, Place and Date of the Next Meeting(s):

Executive Session - Mgr. Eval.	May 16, 1990	4:15 P.M.	Town Hall
Regular Council Session	May 16, 1990	7:00 P.M.	Town Hall
Executive Session - Laura Contr.	May 23, 1990	4:15 P.M.	Town Hall
P & Z Council Session	May 23, 1990	7:00 P.M.	Town Hall
CDBG Public Hearing	May 24, 1990	6:00 P.M.	Town Hall
CDBG Public Hearing	June 6, 1990	6:00 P.M.	Town Hall
Budget Review Calendar	To be reviewed on May 16, 1990		

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
May 9, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on May 9, 1990. Vice-Mayor Rogers called the meeting to order at 7:00 p.m.

1) Roll Call:

Woody Diehl, Tom Shaw, Carter Rogers, Jerry Taylor and Pat Kaminsky

2) Also Present:

Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer Gary Lollman, Parks and Recreation Superintendent; Laura Kuhn, Planning and Zoning Director; Chuck Devine, Marshal; Susan Marshall, Interim Accounting and Sandie Lucero, Recording Secretary

ABSENT:

Tap Parsons and Marvin Reynolds

3) PLEDGE OF ALLEGIANCE:

Taylor lead the Pledge of Allegiance.

4) INFORMATION AND UPDATES:

- a) Quarterly Reports - Parks and Recreation Commission
- b) General Items

Manager Maynard stated John Reddell was unable to attend the meeting this evening, but Gary Lollman the Parks and Recreation Superintendent is here.

Doug Jones, Street Superintendent stated he had attended the NACOG meeting today (May 9, 1990) in Flagstaff, setting the priorities list for the next five year plan. The next NACOG meeting will be held at the Coconino Maintenance Yard on June 13, 1990 at 10:00 a.m.

Superintendent Lollman asked for comments, if any, concerning a final revision to the Parks and Recreation Code. He then stated that Camp Verde had been appointed 5 youths from the JPTA summer program.

Manager Maynard stated that new commission members were sworn in at the first Library Commission Meeting on Monday, May 7, 1990 and Parks and Recreation Commission meeting on Tuesday, May 8, 1990.

Councilmember Taylor asked if the Town had received all of their funds from the County for the Library. Account Clerk Sue Marshall stated she thought we had received all of our money from the County (records show \$23,000 due, \$23,380 received).

Vice-Mayor Rogers questioned whether the New Librarian, Phyllis Hazecamp would be able to start employment around the 15th of May. Manager Maynard replied she would be here on the 18th of May, 1990.

Marshal Devine stated that the Marshal's Office had moved into their new offices. We expect to have an open house the last week in May, 1990. Marshal Devine then stated that the Van for the Senior Citizens needed to be picked up in Phoenix and we would need the checks ready, including the Town's share and the payment for the \$2,000 from U.S. West which would be reimbursed later.

Councilmember Kaminsky stated on May 17, 1990 Intergovernmental meeting will be held at Sedona Council Chambers at 7:00 p.m.

Councilmember Shaw stated he and Councilmember Diehl had attended the solid waste steering committee meeting with Supervisor Camp, and committee members from Jerome, Clarkdale, regarding the relocations for landfills or new landfills.

Vice-Mayor Rogers wondered about the status on Murdock Lane. Attorney Ramsey stated we had received 13 reports from Transamerica and that we are waiting for 11 more reports. We receive 2 copies one goes to Todd Rockwell, Town Engineer and the other is kept by the Town Attorney.

Marshal Devine stated the hold up on Murdock was because when we ordered we did not place a priority on the order, I then asked Mrs. Tackett to place this on the priority list. Attorney Ramsey stated it was not on the priority list to save money, in keeping with the agreement between the Council and the property owners from Murdock Road.

Vice-Mayor questioned the status on the Riverfront Park and whether it is still on hold. Superintendent Lollman stated it was still on hold and that it was between Prescott National Forest and Coconino National Forest.

5) Proclamations:

- a) Memorial Poppy Day
- b) Small Business Week

On a motion by Kaminsky, seconded by Diehl the Council voted unanimously to approve the Memorial Poppy Day, May 25, 1990 as presented.

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to prepare a proclamation for Small Business Week.

6) Minutes of the previous meetings:

- a) Regular Session - April 18, 1990
- b) Special Session - April 19, 1990

On a motion by Taylor, seconded by Shaw, the Council voted unanimously to approve the Minutes of April 18, Regular Session and April 19, Special Session as presented.

7) Disbursements and Accounting:

On a motion by Shaw, seconded by Taylor, the Council voted unanimously to approve the disbursements and accounting list for May 2, 1990 as presented.

On a motion by Kaminsky, seconded by Diehl, the Council voted unanimously to approve the disbursements and accounting list for May 9, 1990 as presented.

On a motion by Shaw, seconded by Kaminsky, the Council voted unanimously to approve payment of Jay Trewern's Accounting bill of \$340.00.

On a motion by Shaw, seconded by Taylor, the Council voted unanimously to pre-approve Marshal Devine's request for advance checks totals of \$2000.00, \$50.00 and 3610.77 payable to ADOT for the Senior Citizens Van. The \$2,000 from U.S. West due on reimbursement is to be diligently pursued by Chuck Devine.

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to pre-approve Rolland's request for \$930.00 as presented.

8) Fire District Expansion - Response from Victoria Witt:

Discussion ensued on the procedures to follow from the ARS Statues regarding the Fire District Expansion.

9) Parks and Recreation - Tennis Court and Picnic Ramada:

Councilmember Taylor abstained, declaring a conflict of interest because Mr. Kilby is a client.

On a motion by Shaw, seconded by Kaminsky the Council voted unanimously to approve Mr. Kilby's bid of \$3,962.99 for the Shade Ramada at Butler Park.

On a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to approve Alan Williams Petroleum bid of \$2,925.00 for resurfacing/stripping the Tennis Court and cleaning/stripping the basketball court

The meeting was recessed at 8:05 p.m. reconvened at 8:16 p.m.

10) Request for Support - Arizona Heritage Fund Resolution:

Following discussion on a motion by Diehl, seconded by Taylor, the Council voted unanimously against the resolution participating in the Arizona Heritage Fund from Scottsdale at this time. Manager Maynard is to prepare a letter diplomatically advising Mr. Drinkwater of the Councils action.

11) Request for Authorization to Initiate Grant Procedures - Camp Verde Historical Society:

Following discussion on a motion by Diehl, seconded by Shaw, the Council voted unanimously to hold the request for authorization to initiate grant procedures from the Camp Verde Historical Society until the next regular council meeting with a report from Laura Kuhn to be presented, and action deferred until budget review.

12) Emergency Services Coordinator and Backup Appointees:

Following discussion on a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to appoint Marshal Devine as the Emergency Service Coordinator with Lt. Mike Baker as the his alternate.

13) Law Enforcement Television Network Training Fund - Request by Marshal's Office:

Following discussion on a motion by Shaw, seconded by Diehl, the Council voted unanimously to authorize the use of Training funds for the cost of this program.

14) Community Development Block Grant Program Review and Citizen Participation Plan:

Following discussion on a motion by Shaw, seconded by Diehl, the Council voted unanimously to approve Resolution #90-109, approving the 1990/91 Community Participation program for the 1990/91 Community Development Block Grant Application.

15) Abandonment of Rodeo Circle - Resolution No 90-108:

Following Discussion on a motion by Diehl, seconded by Kaminsky the Council voted unanimously approving Resolution #90-108 for the Abandonment of Rodeo Circle, Verde River Meadows as a Public Roadway.

16) Camp Verde Weather Station:

Following discussion on a motion by Taylor, seconded by Shaw, the Council voted unanimously, authorizing Marshal Devine to accept the Weather Station. Marshal Devine indicated that he had obtained a used weather station from the National Weather Station.

17) Payroll Withholding Corrections:

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously, authorizing payment to the employees correcting payroll withholding corrections.

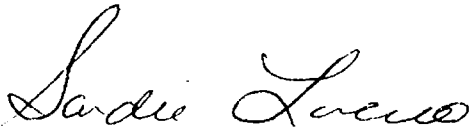
18) Call to the Public:

No input.

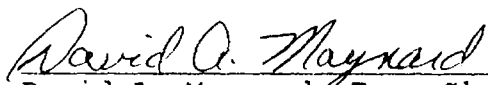
19) Set Time, Place and Date of the Next Meeting(s):

Laura - Contract	5:30 p.m. Town Hall	May 23, 1990
P&Z Session	7:00 p.m. Town Hall	May 23, 1990
CDBG Public Hearing	6:00 p.m. Town Hall	May 24, 1990
Budget Session	9:00 p.m. Town Hall	May 30, 1990
CDBG Public Hearing	6:00 p.m. Town Hall	June 6, 1990
Regular Session	7:00 p.m. Town Hall	June 6, 1990

The meeting was adjourned at 9:15 p.m.



Sandie Lucero, Recording Secretary

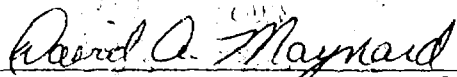


David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 16th day of May, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 16th day of May, 1990.



DAVID A. MAYNARD, Town Clerk

A G E N D A

EXECUTIVE SESSION
ARS 38-431.03.A.1
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
Wednesday May 16, 1990
5:30 p.m.

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Personnel Matters - Town Manager Evaluation
- 4) Adjournment

A G E N D A

COMMON COUNCIL
REGULAR SESSION

Town of Camp Verde
TOWN HALL
Wednesday, May 16, 1990, 7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information and Updates

Discussion and Possible Action on the Following Items:

- 5) Minutes of the Previous Meeting
- May 9, 1990 Regular Session
- 6) Disbursements and Accounting
- 7) Retirement Program Corrective Actions
- 8) Commission Appointments
 - a) Parks & Recreation Commission - Review of Terms
- Up to Date, No Problems
 - b) Planning & Zoning Commission
- Correction of Length of Term:
John Crane, Patricia Onion, Bob Kovacovich
Each from 3 to 4 Years in Accordance With
Ordinance 87-A12
 - c) Library Commission
- JoAnn Taylor - Re-appointment Requested
- Bobbye White - Re-appointment Requested
- Frances Paxton Resigned 4-18-90 Leaving 1
Year Remaining in Her Term
- June Kleinfelt was Appointed in Her Place,
the Term is For the Remaining 1 Year, Not 3
This Term Expires March 2, 1991
- Marie Harvey was Fulfilling the Remaining 2
Years of Gail Beesway's Three Year Term When
She was Replaced at the Request of the Library
Commission Chairperson on April 18, 1990
- Linda Hillyard was Appointed to Replace Her
for a Three Year Term, However the Term
Should Have Been for the Remainder of the
Term that Expires on March 2, 1991

- 9) Prescott Water Farm - Proposed Water Transfer Bill Entitled "Fort McDowell Indian Community Water Rights Settlement Act of 1990"
- 10) ADOT - S.R. 260 Right-of-Way Transfer
- 11) Proposed Local Road Projects for 1990-1991
- 12) Report Only on Proposed Historical Resources Survey Grant Application - Action Deferred for Budget Review
- 13) Intergovernmental Agreement - Yavapai County Emergency Services
- 14) Re-organization of Parks & Recreation and Maintenance Divisions
- 15) 1990 Amendments to the Town Sales Tax Ordinance Resulting from the 1990 amendments to the Model Sales Tax Code
- 16) Parks & Recreation Code
 - a) Resolution 90-110 Declaration of the Code as a Public Record
 - b) Ordinance 90-A44 Parks & Recreation Code
- 17) Elimination of Office Manager Position
- 18) Creation of Position
 - a) Assistant Manager for Administration and Finance
 - b) Job Description
 - c) Salary
 - d) Authorization to Advertise Position
- 19) State Fund Workmen's Compensation Insurance
- 20) FY 1990-1991 Budget - Revenue Projections
- 21) FY 1990-1991 Budget - Council Priorities and Policies
- 22) Call to the Public
- 23) Set Next Meeting Time, Place and Date
- 24) Adjournment

TOWN MANAGER'S REPORT
REGULAR COUNCIL SESSION
May 16, 1990

RAM

4) Information and Updates:

Report from NACOG Technical Subcommittee on "Project Requests for Next State Five-Year Program" is enclosed in the packet. No Council action is required.

5) Minutes of the Previous Meeting - May 9, 1990 Special Council Session:

The minutes will be placed in the Council boxes late Monday.

6) Disbursements and Accounting: List enclosed.

7) Retirement Program Corrective Actions:

Sue has prepared the attached sheets for the Council's review. The amounts shown fall into several categories.

The first table are those persons still employed by the Town who were entitled to the retroactive payment for the period during which the Town did not have a certified retirement program in effect and also did not pay Social Security.

The second table are those persons who worked overtime for which no retirement benefits were provided.

The third table are those persons for whom no retirement was withheld at all or not for a lengthy period of time.

R. C. Denen has indicated that he will have instructions for the proper means of correction available to us, hopefully in time for the meeting. The columns of greatest importance in each of the three tables are those labeled "Town Portion" as this an unmet Town liability. The other amounts are those which can, or must, be met by the employee as the employee received the amount of money specified in his or her paycheck.

8) Commission Appointments:

a) Parks & Recreation Commission: Up to Date and Correct.

b) Planning & Zoning Commission: Requires corrective action regarding the duration of terms for John Crane, Patricia Onion and Bob Kovacovich all of which were appointed for three years in conflict with the provision of Ordinance 87-A12 which requires four year terms.

c) Library Commission: Requires corrective action actions including the requested re-appointments of JoAnn Taylor and Bobbye White, correction of June Kleinfelt's term as an unexpired term that finishes on March 2, 1991, the correction of Linda Hillyard's term as an unexpired term that finishes on March 2, 1991 and a notation that Marie Harvey was replaced at the request of Commission Chairperson Dorothy Wood due to lack of attendance. These are all actions that are the minimum required to clean up the technical problems so that the appointments are valid in each case. A copy of the corrected Commission member and term lists are enclosed for the Council's convenience.

9) Prescott Water Farm - Proposed Water Transfer Bill:

A copy of the bill is attached for the Council's review and any discussion or action that is appropriate.

10) ADOT - S.R. 260 Right-of-Way Transfer:

A copy of the resolution establishing S.R. 260 is attached. Town Attorney Ron Ramsey Will need to prepare an appropriate Quit Claim Deed for the transfer of the Right-of-Way to ADOT for Council action at this meeting. This is the Town's final action in the process directly concerning S.R. 260. This action was required to be preceded by the adoption of the Access Control Plan which occurred on April 25, 1990. The final step in the overall process is the acceptance of the transfer of Right-of-Way from ADOT for Industrial Drive.

11) Proposed Local Road Projects for 1990-1991:

Doug Jones, Street Superintendent, has put together a list of the proposed road projects for the coming year. The list is the attachment package. It includes each of the several categories of road construction and/or resurfacing projects that the Town is involved with. The only exception is the Montezuma Castle Highway which is addressed in the memo from Todd Rockwell, Town Engineer, which follows immediately behind the Road Projects List. Todd and Doug will address the proposed program.

12) Report Only on Proposed Historical Resources Survey Grant Application - Action Deferred for Budget Review:

This is the report requested by the Council. Laura Kuhn, Planning & Zoning Director, will present an overview of the provisions of the grant program and the proposed application to permit the Council an opportunity to become familiar with the matter before budget consideration.

13) Intergovernmental Agreement - Yavapai County Emergency Services:

The proposed renewal agreement for the emergency services is attached for the Council's review. This is the IGA that permits us to dovetail with the County's emergency services program.

14) Re-organization of Parks & Recreation and Maintenance Divisions:

As we approach the end of the first year of staffing of these two divisions, it has come time to make decisions regarding the proper organizational structure and control of the them. It is my obligation under the ordinances to re-organize any Town functions that appear to be working in a less these properly effective manner. As a courtesy, I inform the Council of my intentions and ask their advice before proceeding.

In this case, I am intending to re-organize the two divisions into a single department with Gary Lollman being designated as the Department Head. There will continue to be two divisions with Gary continuing as the Parks & Recreation Superintendent as well. Rolland Huff will continue to work in the Maintenance Division. The principle change is that Rolland will be under Gary's supervision. In addition, the several personnel that are provided through the JTPA Summer Youth Program and the Vocational Education Program at the High School will be supervised by Gary, along with his part time employee. Gary Lollman will have budget control authority for the department as provided for in the Town's budget ordinance. The salaries of the employees affected will be reviewed as required by the Personnel Policy for suitable actions to be recommended to the Council for action. The proposed effective date of this action is Monday, May 21, 1990. No new budget allocation should be required this year.

15) 1990 Amendments to the Town Sales Tax Ordinance:

The proposed changes have been received from the League of Arizona Cities and Towns. As the Town adopted the Model Ordinance required by statute, it must also adopt the changes made to it. The appropriate forms are attached, along with a summary of the changes.

16) State Fund Workmen's Compensation Insurance:

This is a pleasant surprise to be reviewed at the meeting.

17) Elimination of the Office Manager Position:

The Office Manager Position, budgeted at \$ 18,850 and located in the Front Office, is requested to be eliminated in favor of the more substantial and appropriate position of Assistant Manager.

18) Creation of Position:

a) Assistant Manager for Administration and Finance: This request is a result of comprehensive look at the areas of conflict in the existing structure of the Front Office. The position will include the substantial duties of the Finance Director, Town Clerk, Personnel Director and Office Manager. The change resulting from this action would be to eliminate the direct conflicts which result from having the Town Manager duties include the Town Clerk who is supposed to remain neutral in all election issues where the Town Manager often has a significant role in supporting the proposal, the Personnel Director who is supposed to be a fair and neutral party in grievance procedures and the Finance Director who is supposed to be a check balance on the Town Manager. Many of the practical duties will continue to be performed by other Front Office personnel. The Assistant would also be responsible for certain of the accounting functions and handling much of the routine day-to-day paper work. Ultimately, the vast amount of the Manager's time that has been, by necessity, committed to ancillary duties can be better used dealing with the many other items that are properly Managerial duties.

b) Job Description: A job description containing the duties for the four functions specified is being prepared and will be provided in advance of the meeting.

c) Salary: Grade 41, Step 1, \$ 1,350 Bi-Weekly, \$ 35,100 Annual Based upon the results of a review of the salary survey published by the League of Arizona Cities and Towns, 1990.

19) FY 1990-1991 Budget - Revenue Projections:

These will be provided at the meeting.

20) Fy 1990-1991 Budget - Council Priorities and Policies:

As requested, these will be ready for discussion and consideration at the Council Meeting. Last year's documentation is attached for the Council's review.

21) Set Next Meeting Time, Place and Date:

Laura - Contract	5:30 P.M.	Town Hall	May 23, 1990
P & Z Session	7:00 P.M.	Town Hall	May 23, 1990
CDBG Public Hearing	6:00 P.M.	Town Hall	May 24, 1990
Budget Session	9:00 A.M.	Town Hall	May 30, 1990
CDBG Public Hearing	6:00 P.M.	Town Hall	June 6, 1990
Regular Session	7:00 P.M.	Town Hall	June 6, 1990

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
May 16, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on May 16, 1990. Mayor Parsons called the meeting to order at 7:08 p.m.

1) Roll Call:

Woody Diehl, Tom Shaw, Carter Rogers, Tap Parsons, Marvin Reynolds, Jerry Taylor and Pat Kaminsky

2) Also Present:

David Maynard, Town Manager; Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer; Laura Kuhn, Planning and Zoning Director; Audrey Wagner, Court Supervisor; and Sandie Lucero, Recording Secretary

3) PLEDGE OF ALLEGIANCE:

Diehl lead the Pledge of Allegiance.

4) INFORMATION AND UPDATES:

Manager Maynard went over the letter we received from Christine Nelson of NACOG, requesting our list of projects for Next State Five-Year Program.

Councilmember Kaminsky stated that this summer APS was hosting a fund raiser called Look Smart.

Councilmember Shaw reminded everyone that this Saturday morning, Kiwanis was sponsoring clean-up at the cemeteries, he urged everyone to participate.

Manager Maynard stated that tomorrow (May 17, 1990) at 3:30 p.m. the American Legion was pinning a poppy on the Mayor representing Poppy Day.

Councilmember Shaw stated that the Senior Citizens Van was ready to be picked up tomorrow.

Mayor Parsons stated that last Wednesday (May 9, 1990) he attended Legislative day in Phoenix with Supervisor Carlton Camp and the representatives of the other Verde Valley Communities. They discussed having a bill to allow the County to have sale tax for improvements to the County Jails, this would be decided by the Supervisors.

Manager Maynard read Town Attorney, Ron Ramsey's memo regarding the Camp Verde Fire District.

5) Minutes of the Previous Meeting - May 9, 1990 - Regular Session:

On a motion by Taylor, seconded by Rogers, the Council voted unanimously to approve the Minutes of May 9, 1990, Regular Session as presented.

6) Disbursements and Accounting:

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to approve the disbursements and accounting list for May 16, 1990 as presented.

On a motion by Rogers, seconded by Shaw, the Council voted unanimously to pay Jay Trewern's Accounting bill of \$210.00.

On a motion by Rogers, seconded by Diehl, the Council voted unanimously to pre-approve Superintendent Jones request for purchase of Asphalt Cutter from Attachments International for \$1,375.00.

7) Retirements Program Corrective Actions:

Following discussion on a motion by Rogers, seconded by Diehl, the Council voted unanimously to hold in abeyance the retirement program corrective actions until we have more information.

8) Commission Appointments:

Following discussion on a motion by Taylor, seconded by Reynolds, the Council voted unanimously to start the Commissioners terms on March 2, for 3 years, staggering terms and changing the Resolutions for commissions to Ordinances.

On a motion by Reynolds, seconded by Rogers, the Council voted unanimously to hold in abeyance the terms of the Commissioners until the next Regular Session.

9) Prescott Water Farm - Proposed Water Transfer Bill Entitled "Fort McDowell Indian Community Water Rights Settlement Act of 1990"

Discussion ensued on the Prescott Water Farm, this was an information item only.

Mayor Parsons stated that tomorrow (May 17, 1990) night there is a meeting with other Towns and Supervisor Camp.

10) ADOT - S.R. 260 Right-of-Way Transfer:

On a motion by Diehl, seconded by Rogers, the Council voted unanimously to hold the ADOT S.R. 260 in abeyance until we have more information.

11) Proposed Local Road Projects for 1990-1991:

Following discussion on a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to approve the Road projects for 1990-91, with last years road projects being placed on top of this list, section one to be prioritized and completely deleting Old 279.

Following discussion on a motion by Taylor, seconded by Rogers, the Council voted unanimously to proceed with the 7th Street Extension Project, including the studies, surveys and preparation of the plans.

Following discussion on a motion by Rogers, seconded by Diehl the Council voted unanimously to approve the proposal for improving Montezuma Castle Highway, and authorized pursuing the right-of-way. The staff also needs to do a cost estimate on chip sealing Montezuma Castle Highway as is, chip seal for widening the Montezuma Castle Highway by 2 feet on each side and bring back to the Council.

The meeting was recessed at 8:40 p.m. reconvened at 8:50 p.m.

12) Report only on Proposed Historical Resources Survey Grant Application - Action Deferred for Budget Review:

Laura Kuhn, Planning and Zoning Director summarized her staff report (copy is attached and becomes a part of these minutes). Discussion ensued on the Historical Resources Survey Grant Application because this is a not action item, no action was taken.

13) Intergovernmental Agreement - Yavapai County Emergency Services:

On a motion by Rogers, seconded by Kaminsky, the Council voted unanimously to pre-approve the check for \$635.00 to Yavapai County for Intergovernmental agreement for continuation of Emergency Services.

14) Re-Organization of Parks and Recreation and Maintenance Divisions:

Following discussion on a motion by Kaminsky, seconded by Rogers, the Council voted unanimously to authorize the re-organization making Gary Lollman the Parks and Recreation Supervisor and Maintenance Supervisor and to have a salary survey review at budget time.

15) 1990 Amendments to the Town Sales Tax Ordinance Resulting from the 1990 amendments to the Model Sales Tax Code.

Following discussion on a motion by Rogers, seconded by Diehl, the Council voted unanimously to hold the amendments to the Town Sales Tax Ordinance resulting from the 1990 amendments to the Model Sale Tax Code in abeyance until we have more information.

16) Parks and Recreation Code:

- a) Resolution 90-110 Declaration of the Code as a Public Record.
- b) Ordinance 90-A44 - Parks and Recreation Code.

Following discussion on a motion by Taylor, seconded by Diehl, the Council voted unanimously to amend the Parks and Recreation Code on page 6, paragraph 31 change from ; \$200.00 to \$100.00, a change from; a refund of up to fifty dollars to a "deposit will be collected in advance for cleaning".

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to adopt the Parks and Recreation Code, (NOT including the Fee Schedule) as amended.

On a motion by Rogers, seconded by Rogers, the Council voted unanimously to adopt Resolution #90-110 declaring the Town of Camp Verde's Parks and Recreation Code a Public Record.

On a motion by Rogers, seconded by Kaminsky, the Council voted unanimously to adopt Ordinance # 90-A44 adopting the Town of Camp Verde's Parks and Recreation Code.

On a motion by Reynolds, seconded by Rogers, the Council voted unanimously to hold the fee schedule for the Parks and Recreation Code in abeyance until the next Regular Session.

17) Elimination of Office Manager Position:

On a motion by Rogers, seconded by Taylor, the Council voted unanimously to eliminate the position of Office Manager.

18) Creation of Position:

- A) Assistant Manager for Administration and Finance
- B) Job Description
- C) Salary
- D) Authorization to Advertise Position

Following discussion on a motion by Diehl, seconded by Reynolds, the Council voted unanimously to create the position of Assistant Manager for Finance and Administration, adopting the job description with amendments, the salary and the authorization to advertise the position WITH the following changes on the job description. Changing the title to " Assistant Manager for Finance and Administration" and additional lines in the job description (see attached job description).

19) State Fund Workmen's Compensation Insurance:

Town Manager read the letter the Town had received from Bob McCleary, State Fund presenting us with the State Fund Plaque for safety. We are 1 of 4 Communities to receive this plaque with a \$3,139.00 dividend credit.

20) FY 1990-1991 Budget - Revenue Projections:

Manager Maynard went over the revenue projections for 1990-91 budget with the Council, he then stated that this was a no-action item.

21) FY 1990-1991 Budget - Council Priorities and Policies:

Manager Maynard went over the Council priorities and policies procedures with the Council.

Following discussion on a motion by Taylor, seconded by Shaw the Council voted unanimously to hold the FY 1990-91 Budget Council priorities and policies in abeyance for a Work Session.

22) Call to the Public:

There were no comments from the public.

17) Set Date, Time and Place for Next Meeting:

Work Session Budget	4:00 p.m.	Town Hall	May 22, 1990
Laura Kuhn's Contract	5:30 p.m.	Town Hall	May 23, 1990
P&Z Session	7:00 p.m.	Town Hall	May 23, 1990
CDBG Public Hearing	6:00 p.m.	Town Hall	May 24, 1990
Budget Session	6:00 p.m.	Town Hall	May 29, 1990

On a motion by Taylor, seconded by Rogers the Council voted unanimously to approve the schedule of meeting (as above).

Adjournment:

The meeting was adjourned at 10:22 p.m.

Sandie Lucero
Sandie Lucero, Recording Secretary

David A. Maynard
David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 16th day of May, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 27th day of June, 1990.

David A. Maynard
DAVID A. MAYNARD, Town Clerk

AGENDA
COMMON COUNCIL

SPECIAL SESSION
Tuesday, May 22, 1990, 6:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance

Discussion and Possible Action on the Following Items:

- 4) Unemployment Claim - Nina Payne
- 5) Indian Land Transfer Bill
- 6) Prescott Water Transfer Proposal
- 7) Bright Line Decision
- 8) Call to the Public
- 9) Set Next Meeting Date, Time & Place

WORK SESSION

Discussion Only on the Following Items:

- 10) Goals & Objectives for Budget Process
- 11) Council Budget Priorities
- 12) Adjournment

SUPPLEMENTAL AGENDA

COMMON COUNCIL
SPECIAL SESSION

Town of Camp Verde
TOWN HALL
Tuesday, May 22, 1990, 6:00 P.M.

Discussion and Possible Action on the Following Items:

- Request for Leave of Absence from Park & Recreation Commission from John Reddell
- Advance Expenditure Approvals, if Needed

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
MAY 22, 1990
6:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on May 22, 1990. Mayor Parsons called the meeting to order at 7:01 p.m.

1) Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Carter Rogers,
Marvin Reynolds, Jerry Taylor and Pat Kaminsky

2) Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
Laura Kuhn, Planning and Zoning Director and Sandie Lucero,
Recording Secretary

3) Pledge of Allegiance:

Shaw lead the Pledge of Allegiance.

Mayor Parsons stated that the Verde Valley intergovernmental meeting was held in Sedona.

Mayor Parsons stated we needed to decide whether we support the Indian Land Transfer Bill, Prescott Water Transfer Bill and Brightline.

Mayor Parsons stated the Camp Verde Chamber is sponsoring the Great American Race on July 4, 1990.

Manager Maynard reminded the public and the Town Council that Monday, May 28, 1990 is Memorial Day the Town Office's will be closed, he then stated that the Town Offices are open from 7 a.m. thru 6: p.m. Monday thru Friday.

Mayor Parsons stated that on June 5th a candidate running for Governor will be using the Old Gym.

4) Unemployment Claim - Nina Payne:

Following discussion on a motion by Kaminsky, seconded by Taylor the Council voted unanimously to have Manager Maynard draft a letter to Department of Economic Security (with the Town Attorney and Mayor's approval) noting in the letter we do not choose to protest, but enclosing a copy of the severance agreement signed by the Town Council and Nina Payne, along with a reference to the notice of termination for performance reasons.

Councilmember Rogers had to leave the meeting at 6:24 p.m.

5) Indian Land Transfer Bill:

Following discussion on a motion by Diehl, seconded by Shaw, the Council voted unanimously to submit a proposed re-draft of the Indian Land Transfer Bill with the amendments be sent to Senator McCain's Office, also sending copies of the proposed Indian Land Transfer Bill to the Verde Valley Communities.

6) Prescott Water Transfer Proposal:

Following discussion on a motion by Diehl, seconded by Reynolds, the Council voted unanimously to support the concept of the Prescott Water Transfer Proposal, but subject to future provisions.

7) Bright Line Decision:

Town Attorney, Ron Ramsey reported his finding to the Town Council regarding the Bright Line Decision stating that the Supreme Court has some interlocutory appeals. I recommend contacting the Attorney's representing these appeals for information at this time.

Following discussion on a motion by Kaminsky, seconded by Taylor the Council voted unanimously to direct Ramsey to continue to study and gather more information from the Attorney's involved in the Appeals.

SUPPLEMENTAL

Request for Leave of Absence from Parks and Recreation Commission from John Reddell:

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to accept Chairman John Reddell's request for leave of absence.

Advance Expenditure Approvals, if Needed:

On a motion by Taylor, seconded by Shaw, the Council voted unanimously to pre-approve Superintendent Lollman's purchase request for an amount not to exceed \$550.00 for materials to be used in the completion of the installation of the lighting at Butler Center.

Following discussion on a motion by Shaw, seconded by Diehl, the Council voted unanimously pre-approve for Phyllis Hazekamp, Library Director to spend up to \$6,000.00 for the purchase of Books, Magazine Subscriptions and Card Catalogue materials.

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously for Manager Maynard to advertise for bids on the heating and cooling gas packs, and price quotations for replacing the posts on the porch at \$2,000, and paint for the interior at \$250, total not to exceed \$15,250.00.

8) Call to the Public:

Manny from the Journal asked the Town Council when they received their information pertaining to the Prescott Water Transfer Bill. Mayor Parsons replied about a week and half ago.

The meeting was adjourned at 7:05 p.m.

WORK SESSION

Mayor Parsons called the Work Session to order at 7:05 p.m.

The Town Council voted unanimously to hold the Work Session in abeyance until Friday, May 25, 1990 at 2:00 p.m. at Camp Verde Town Hall.

The meeting was adjourned at 7:08 p.m.

Sandie Lucero, Recording Secretary

David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 29th day of May, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 29th day of May, 1990.

DAVID A. MAYNARD, Town Clerk

A G E N D A

COMMON COUNCIL
EXECUTIVE SESSION
A.R.S. 38-431.03.A.1

Town of Camp Verde
TOWN HALL
Wednesday, May 23, 1990, 8:00 P.M.

- 1) Call to Order
- 2) Roll Call

Discussion Only on the Following Item:

- 3) Employment Contract Negotiation with Laura Kuhn,
Planning & Zoning Director
- 4) Adjournment

AGENDA

BUDGET WORK SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
May 25, 1990
2:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Information and Discussion

Discussion on the Following:

- 4) Discussion with Department Heads
- 5) Goals and Objectives for Budget Process
- 6) Council Budget Priorities
- 7) Call To The Public
- 8) Set Next Meeting Time, Date & Place
- 9) Adjournment

COUNCIL REQUESTS THAT ALL DEPARTMENT HEADS BE PRESENT.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
May 25, 1990
2:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on May 25, 1990. Mayor Parsons called the meeting to order at 2:15 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Jerry Taylor, Carter Rogers and Pat Kaminsky

Absent:

Marvin Reynolds

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney; Gary Lollman, Parks & Recreation Superintendent; Laura Kuhn, Planning & Zoning Director; Ralph Lizotte, Town Magistrate; Chuck Devine, Town Marshal and Susan Marshall, Recording Secretary

Information/Updates:

Manager Maynard reported he and Laura Kuhn had attended a meeting in Flagstaff on May 24th and 25th, 1990 in regard to the CDBG program.

Manager Maynard reported he had received a verbal statement that the Town had been awarded an ADOT grant for a Master Plan Feasibility Study for the airport in the amount of \$39,900 with the Town portion being \$2,100.

Discussion with Department Heads:

Mayor Parsons stated the department heads should take care of the services to the public as a priority in their budgets for 1990/91.

Kuhn asked the Council for input into what they wanted to see in her budget and asked Council to consider a separate receptionist for Planning & Zoning and the Parks Departments.

Mayor Parsons stated a separate receptionist is needed for the Street Department as well.

Judge Lizotte suggested having separate telephone lines into the court and Planning & Zoning.

Work Session - May 25, 199 - Page 2:

Marshal Devine stated he did have some overages on his 1989/90 budget that were mostly due to dropping the mechanic from his department in September, 1989. He stated he have spent approximately 85% of his budget by fiscal year end.

Attorney Ramsey stated he had no changes to be made to his contract for the coming year. He suggested that the Council consider the costs of retaining legal services for the water issues and to add an additional line item for books, tapes and publications and possibly a line item to cover the cost of title searches.

Manager Maynard stated the cost of title searches would stay with the Street Department, currently the cost of the ARS Statutes is going to the Legal Department and the recording fee's would go to the Town Clerk's Office. Manager Maynard noted that the changes resulting from the Town Hall renovations and addition of the Assistant Manager position would have to be evaluatated, but might result in some savings in other areas.

Superintendent Lollman stated a receptionist would be very helpful to the Parks Department. He stated more staff was needed to provide the services desired by the community. Vice Mayor Rogers agreed that more staff was needed in the Parks Department.

The meeting was recessed at 3:05 p.m. and reconvened at 3:25 p.m.

Council Budget Priorities:

Mayor Parsons: Services to the public, water, natural gas, Public Works Department, Land Transfer Bill and improvements at the airport.

Vice Mayor Rogers: Copy machine, monthly reports from all departments, three Co-Op students, meet with Commissioners to set priorities, Personnel Policy, remodeling, Master Plan for Town Hall site, ordinances into code, water use plan, water transfers, bright line, complete gym and promote productions, renovations at the library and develop a children's area at the library, the D.A.R.E. program for the Marshal's Department, finance and street addressing on a local level, completion of the Sand & Gravel Ordinance, work on economic development and the Town Master Plan.

Taylor: Asked all Department Heads to consider the Downtown area when setting their priorities, consider purchase and/or replacement of equipment.

Kaminsky: Consider the additional costs for the Assistant Manager as a priority, consider positive growth, service to the community, a full purchase order system and trash/re-cycling systems.

Work Session - May 25, 1990 - Page 3:

Shaw: Building Inspector should be considered and the fee schedule for Planning & Zoning should be revised, striping and cut off lines at Stop Signs, street sweeping, as well as considering smoke abatement within the Town.

Diehl: Reports and information, monthly reports from all departments (number of building permits as well as dollar amounts), inventory, paint the Town Hall after renovations, in-house janitorial services and to consider how the Town will handle taking over the sewer and water utilities in the future.

The meeting was recessed at 4:00 p.m. and reconvened at 4:05 p.m. Mayor Parsons turned the meeting to Vice Mayor Rogers and left the meeting.

Goals and Objectives for Budget Process:

Following discussion and a question and answer period, Rogers asked to have this retyped and back to Council for approval. The dates for the budget process hearings.

Call To The Public:

Kuhn stated a joint session between the Council and the Planning & Zoning Commission was set for June 13, 1990 at 6:00 p.m. in the Council Chambers to discuss the Mining Ordinance and the livestock overlay.

Set the Next Meeting Time, Date and Place:

The Council will meet in Regular Session on June 6, 1990 at 7:00 p.m. at the Camp Verde Town Hall.

The Council will meet in a Work Session on June 9, 1990 at 9:00 a.m. at the Camp Verde Town Hall.

Adjourned:

The meeting was adjourned at 4:25 p.m.

Susan Marshall

Susan Marshall, Recording Secretary

David A. Maynard

David A. Maynard Town Clerk

A G E N D A

COMMON COUNCIL
SPECIAL SESSION

Town of Camp Verde
TOWN HALL
Tuesday, May 29, 1990, 6:00 P.M.

- 1) Call to Order
 - 2) Roll Call
 - 3) Pledge of Allegiance
 - 4) Information and Updates
- Discussion and Possible Action on the Following Items:
- 5) Disbursements and Accounting
 - 6) Minutes of the Previous Meetings
 - a) Regular Session - May 16, 1990
 - b) Special Session - May 22, 1990
 - c) Budget Work Session - May 25, 1990
 - 7) Re-organization of the Town Council
 - 8) Appoint of Two Library Commissioners
 - 9) Creation of Sergeant's Position in Marshal Office
 - a) Create Position (Second Sergeant)
 - b) Authorize Pay Grade 30, Step 1 at \$ 825 Bi-Weekly
 - c) Authorize to Fill by Promotion Based Upon Test
 - 10) Parks & Recreation Fee Schedule
 - 11) Ordinance for Amendments to Model Sales Tax Code
 - 12) Intergovernmental Agreement w/ Arizona Dep't of Revenue
Re: Agreement for Collection of Taxes (Sales Tax)
 - 13) Corrective Action Regarding Retirement Programs
 - 14) ADOT - SR 260 Right-of-Way Transfer
 - 15) Town Hall Renovation Plans

- 16) Call to the Public
- 17) Set Next Meeting Date, Time and Place
- 18) Work Session on the Budget
- 19) Call to the Public
- 20) Adjournment

TOWN MANAGER'S REPORT
SPECIAL COUNCIL SESSION
May ~~20~~²⁹ 1990

QAM

4) Information and Updates:

One item, attached, is the receipt of the Speed Zoning Evaluation Study from ADOT District III Traffic Engineer Jody Kliska. This item is being set up for review at a future Council Meeting (June 6, 1990, if possible) for Mr. Kliska to provide a brief description of the changes proposed for S.R. 260.

5) Disbursements and Accounting:

The standard disbursements list has already been distributed. A supplemental list is being prepared to catch the several items just received. This is to get the current data into the system and available back to Department Heads and the Council for use in budget work.

An item of immediate concern is Council authorization to deal with the issue of completing purchases on computer hardware. The advance authorization is in conjunction with the rest of the changes of personnel pending and the changes to the building. I will have updated costs available on Tuesday.

6) Minutes of the Previous Meetings:

The minutes for May 16 and May 22 are in the Council packet for review and approval. The minutes for the May 25 Budget Work Session will probably not be available in time for the meeting.

7) Re-organization of the Town Council:

This is the annual election of the Mayor and Vice-Mayor from the members of the Council, by the Council.

8) Appointment of Two Library Commissioners:

Bobbye White and JoAnn Taylor have terms that expired on March 2, 1990. They have indicated their desire for re-appointment. In the limited opportunities I have had to work with these ladies, I have been impressed with their interest in, and commitment to, the interests of the Library. The Council may other names that are available for consideration.

9) Creation of Sergeant's Position in Marshal Office:

The Marshal's Office currently has one Lieutenant and one Sergeant position. There is a need for a second Sergeant position that is very well defined. This item is a request from Marshal Devine to provide for the promotion of an exceptionally qualified Deputy to the position of Sergeant. In order to do so, the Council will need to expand the table of personnel for the Marshal's Office to add a second Sergeant position, set a salary grade 30, step 1 of \$ 825.00 Bi-Weekly and authorize Marshal Devine to fill the position from within, based upon the promotion eligibility roster. I strongly recommend approval. (See attached memo).

10) Parks & Recreation Fee Schedule:

The proposed fee schedule, with the changes directed by Council, is attached and ready for final approval. Please specify in the motion the date upon which it is to be effective (i.e. June 1, 1990).

11) Ordinance for Amendments to Model Sales Tax Code:

The proposed changes will need to be discussed with Attorney Ramsey prior to final disposition by the Council. The necessary papers will be ready for the meeting to allow for adoption of the changes. I would recommend that the changes be effective July 1, 1990, as the required 30 day period will not expire until just a few days before anyway.

12) IGA w/Arizona Dep't of Revenue - Sales Tax Collections:

A copy of the proposed agreement is attached for your review. Attorney Ramsey will have the opportunity to review it prior to the Council Meeting and will be asked to address the changes from the current agreement in effect.

13) Corrective Action Regarding Retirement Program:

This item remains on the agenda for action upon receipt of the material from R. C. Denen. As yet it is not arrived and this item will probably need to be left on the table.

14) ADOT - SR 260 Right-of-Way Transfer:

This item is also awaiting the preparation of paperwork that, as of this point is not completed. If ready, it will need action, if not, it will probably need to be left on the table.

15) Town Hall Renovation Plans:

The Town hall Renovation Committee met this past Wednesday to attempt to complete a renovation plan proposal. It appears that the effort was successful and that the proposal does address the minimum requirements essential to the Town's needs. This proposal should be ready for Council review and approval at this meeting.

17) Set Next Meeting Date, Time and Place:

Board of Adjustment	June 5, 1990	7:00 P.M.	Town Hall
Block Grant Hearing	June 6, 1990	6:00 P.M.	Town Hall
Regular Session	June 6, 1990	7:00 P.M.	Town Hall
Budget Work Session	June 9, 1990	9:00 A.M.	Town Hall
Tentative Budget Hearing	June 20, 1990	6:00 P.M.	Town Hall
Regular Session	June 20, 1990	7:00 P.M.	Town Hall
Publish Proposed Budget	June 27/July 4		
Adopt Budget	July 11, 1990		

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
May 29, 1990
6:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on May 29, 1990 order to conduct the Council's regular business. Mayor Parsons called the meeting to order at 6:05 p.m. Kaminsky lead the Pledge of Allegiance.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Carter Rogers,
Marvin Reynolds, Jerry Taylor and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
Chuck Devine, Town Marshal, and Susan Marshall, Recording
Secretary

Information & Updates:

Manager Maynard reported a speed study had been conducted by ADO'T along SR 260.

Mayor Parsons reported he, Shaw and Diehl had attended a B oard of Supervisors meeting on May 29, 1990 which dealt with the compactor stations in Cottonwood and Sedona. Yavapai County is planning to close these facilities due to lack of income and there is a possibility of a tipping fee increase at the landfill in Camp Verde.

Disbursements/Accounting:

On a motion by Shaw, seconded by Kaminsky, the Council voted unanimously to approve the disbursements, dated May 29, 1990 as presented. On a motion by Rogers, seconded by Diehl, the Council voted unanimously to approve the supplemental to the disbursements, dated May 29, 1990 as presented

Approval of the Minutes:

- a) May 16, 1990 - Regular Session
- b) May 22, 1990 - Special Session
- c) May 25, 1990 - Budget Work Session

On a motion by Rogers, seconded by Diehl, the Council voted unanimously to approve items a - c, as listed above, as presented.

Re-organization of the Town Council:

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to appoint Carter Rogers as Mayor for the coming year. On a motion by Parsons, seconded by Shaw, the Council voted unanimously to appoint Diehl as Vice-Mayor for the coming year.

Departing Mayor Parsons turned the meeting to new Mayor Rogers.

Appointment of Two Library Commissioners:

Manager Maynard stated that the term of office for Commissioner Bobbye White and Commissioner JoAnn Taylor had expired on March 2, 1990. Both Commissioners are asking the Council to consider their reappointment to the Library Commission.

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to re-appoint Bobbye White and JoAnn Taylor to the Library Commission for three year terms.

Creation of Sergeant's Position in Marshal Office:

- a) Create Position (Second Sergeant)
- b) Authorize Pay Grade 30, Set 1 at \$825.00 Bi-Weekly
- c) Authorize to Fill by Promotion Based Upon Test

On a motion by Taylor, seconded by Parsons, the Council voted unanimously to create the position of Sergeant in the Marshal's Office, authorize the pay as Grade 30, Step 1 (\$825.00 bi-weekly) and authorize filling the position by promotion based on testing.

Parks & Recreation Fee Schedule:

Manager Maynard stated the changes had been made to the document per Council request at a previous meeting. On a motion by Shaw, seconded by Kaminsky, the Council voted unanimously to accept the Parks & Recreation Fee Schedule as amended.

Ordinance for Amendments to Model Sales Tax Code:

Attorney Ramsey explained that the amendments would clarify several areas of the Sales Tax Code and would keep the code consistent throughout the state.

The meeting was recessed at 6:30 p.m. and reconvened at 6:40 p.m.

On a motion by Taylor, seconded by Shaw, the Council voted unanimously to adopt Resolution 90-111 amending the Model Sales Tax Code. On a motion by Reynolds, seconded by Kaminsky, the Council voted unanimously to adopt Ordinance 90-A45, amending the Model Sales Tax Code.

Special Session - May 29, 1990 - Page 3:

Intergovernmental Agreement with Arizona Department of Revenue
Re: Agreement for Collection of Taxes (Sales Tax):

Attorney Ramsey explained there was some additional language in the new agreement. He reviewed the proposed agreement explaining any changes there were when compared to the original agreement entered into by the Town.

Following discussion, on a motion by Diehl, seconded by Shaw, the Council voted unanimously to hold this item in abeyance until the Regular Session on June 6, 1990.

Corrective Action Regarding Retirement Programs:

On a motion by Shaw, seconded by Taylor, the Council voted unanimously to hold this item in abeyance until further information can be obtained.

ADOT - SR 260 Right-of-Way Transfer:

On a motion by Parsons, seconded by Shaw, the Council voted unanimously to hold this item in abeyance until a meeting can be held with ADOT to have questions answered.

Town Hall Renovation Plans:

Vice Mayor Diehl presented the proposed plans. Shaw suggested meeting with the Department Heads to obtain their input as to their needs. Taylor stated the project should be started as soon as possible. Following discussion, on a motion by Taylor, seconded by Kaminsky the Council voted unanimously to table this item until the Regular Session of June 6, 1990 and to obtain hard costs for the renovation and meet with the Department Heads.

Call To The Public:

Jim Bullard expressed his appreciation to out going Mayor Parsons for his hard work and long hours.

Manager Maynard requested the Council to go back to Disbursements and Accounting. He stated there is a need for two more computers and an additional printer. A computer is needed the Library Director and a computer and printer are needed for the Assistant Manager. The printer is already budgeted and within the Manager's spending authorization. Other remaining hardware purchases already approved, but not yet purchased, are a FAX system and a scanner. The overall budgeted amounts for computer equipment has sufficient funds remaining to cover all of the items. This request is specifically for the two computers, fully configured.

Councilor Reynolds left at 7:35 p.m.

Special Session - May 29, 1990 - Page 4:

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to authorize the Manager to purchase two computers and a printers for an amount not to exceed \$5,000.00.

Set Next Meeting Time, Date & Place:

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to approve the meeting schedule as amended from the Manager's Report, dated May 29, 1990.

Work Session on the Budget:

This meeting was held on May 25, 1990 so no action was taken.

Adjournment:

The meeting was adjourned at 7:45 p.m.

Susan Marshall

Susan Marshall, Recording Secretary

David A. Maynard

David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 29th day of May, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 27th day of June, 1990.

David A. Maynard

DAVID A. MAYNARD, Town Clerk

A G E N D A

REGULAR SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
June 6, 1990
7:00 p.m.

- 1) Call To Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Information & Updates
 - a) Report from Tom Bonomo, Prescott National Forest Service regarding the Forest Access Policy - cancel.
 - b) Solid Waste Compactor meeting on Tuesday, June 5, 1990 with the Mayors and Managers.
 - c) Verde River Corridor Steering Committee meeting, Wednesday June 13, 1990 at 7:00 p.m. in Clarkdale.
 - d) Installation of SR 260 signs
 - e) Miscellaneous Items

Discussion and Possible Action on the Following:

- 5) Approval of the Minutes
- 6) Disbursements/Accounting
- 7) Council Meeting Procedures
- 8) ADOT SR 260 Speed Limit Study
- 9) Fire Dispatch - IGA
- 10) Clinic Association - IGA
- 11) Nomination to Yavapai County Library Advisory Committee
- 12) Request from Terry Ellison, Librarian - Payment in Lieu of Vacation.
- 13) Proposed Airport Development Agreement - IGA with ADOT - Aeronautical Division.

- 14) Intergovernmental Agreement with AZ Department of Revenue RE: Agreement for Collection of Taxes (Sales Tax)
- 15) Town Hall Renovation Plan
- 16) Planning and Zoning Department Secretary
 - A) Create Position Effective July 1, 1990
 - B) Job Description
 - C) Pay Grade and Step
 - D) Authorization to Advertise Position
- 17) Call To The Public
- 18) Set Next Meeting Time, Date & Place
- 19) Adjournment

S U P P L E M E N T A L A G E N D A

REGULAR SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
WEDNESDAY, JUNE 6, 1990
7:00 P.M.

9A) Clinic Association - IGA

13A) Amendment to IGA - SLIF 8-88 River Access

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
JUNE 6, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on June 6, 1990. Mayor Rogers called the meeting to order at 7:04 p.m.

1) Roll Call:

Woody Diehl, Tom Shaw, Carter Rogers, Tap Parsons, Marvin Reynolds, Jerry Taylor and Pat Kaminsky

2) Also Present:

David Maynard, Town Manager; Doug Jones, Street Superintendent; Laura Kuhn, Planning and Zoning Director; Chuck Devine, Marshal; Ron Ramsey, Town Attorney; Susan Marshal, Accounting and Sandie Lucero, Recording Secretary

3) PLEDGE OF ALLEGIANCE:

Taylor lead the Pledge of Allegiance.

4) INFORMATION AND UPDATES:

a) Report from Tom Bonono, Prescott National Forest Service, regarding the Forest Access Policy:

Manager Maynard stated that Tom Bonono had a conflicting engagement and would not be able to report regarding the Forest Access Policy, would we reschedule him at the next meeting.

b) Solid Waste Compactor meeting on Tuesday, June 5, 1990 with the Mayors and Managers:

Mayor Rogers stated Shaw, Manager Maynard and himself had attended the meeting regarding the Solid Waste Compactor in Sedona.

c) Verde River Corridor Steering Committee meeting Wednesday, June 13, 1990 at 7:00 p.m. in Clarkdale.

Verde River Corridor Steering Committee Meeting is scheduled for Wednesday, June 13th in Clarkdale.

d) Installation of SR 260 signs:

Manager Maynard stated the signs between Cottonwood and Payson would soon be done.

e) Miscellaneous Items:

Manager Maynard stated that the Small Area Transportation Plan is in the final stages of grant for the close out.

Manager Maynard stated we have received 25 application for the Assistant manager, Finance and Personnel position.

Mayor Rogers asked where we stood on Murdock Lane. Attorney Ramsey replied all the reports had been received from the Title Company and were turned over to the Todd Rockwell, Town Engineer.

5) Approval of the Minutes:

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to approve the Minutes of the May 29, 1990, Special Session as amended.

6) Disbursements and Accounting:

On a motion by Reynolds, seconded by Kaminsky, the Council voted unanimously to approve the disbursements and accounting list for June 6, 1990 as presented.

On a motion by Reynolds, seconded by Taylor, the Council voted unanimously to pre-approve Superintendent Lollman's request for purchase of PA System from Radio Shack, providing Gary request's a total of 3 quotations from various Radio Shacks, going with the lowest bid and not exceeding a \$1200.00 limit.

7) Council Meeting Procedures:

On a motion by Parsons, seconded by Shaw, the Council voted unanimously to Hold the Council Meeting Procedures in Abeyance until the AZ Leagues of Cities and Towns can attend a Council meeting.

8) ADOT SR 260 Speed Limit Study:

Marshal Devine presented his report (a copy is attached and becomes part of these minutes).

Following discussion on a motion by Parsons, seconded by Shaw, the Council voted unanimously to approve ADOT's Seed Limit Study with Marshal Devine's recommendations.

9) Fire District - IGA:

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to accept the IGA with the Fire District as presented.

10) Clinic Association - IGA:

On a motion by Shaw, seconded by Kaminsky, the Council voted unanimously to accept the IGA with the Clinic Association as presented.

11) Nomination to Yavapai County Library Advisory Committee:

On a motion by Diehl, seconded by Reynolds, the Council voted unanimously to hold the nomination to Yavapai County Library Advisory Committee in abeyance until we have a response from the Library Advisory Commission.

12) Request from Terry Ellison, Librarian - Payment in Lieu of Vacation:

Following discussion on a motion by Taylor, seconded by Kaminsky the Council voted unanimously to grant Terry's request in lieu of vacation, not exceeding 70 hours, because of the unique hardship not caused by the employee and we need to correct the amount of sick time Terry has accrued.

13) Proposed Airport Development Agreement - IGA with ADOT - Aeronautical Division:

Attorney Ramsey's presented his report to the Council, stating his recommendations.

Following discussion on a motion by Diehl, seconded by Parsons, the Council voted unanimously to adopt Resolution # 90-112, accepting the grant of the Airport Study with Manager Maynard's recommendation in a cover letter to ADOT, with schedule "D" attached and exhibit c paragraph 8 be amended to clearly indicate the town will make a diligent effort to obtain the property in a timely manner.

The meeting was recessed at 8:05 p.m. reconvened at 8:12 p.m.

13A) Amendment to IGA - SLIF 8-88 River Access:

Following discussion on a motion by Parsons, seconded by Diehl, the Council voted unanimously to approve the amendment to the SLIF, Beasley Flats River Access by adopting Resolution # 90-113.

14) Intergovernmental Agreement with AZ Department of Revenue RE: Agreement or Collection of Taxes (Sales Tax):

Following discussion on a motion by Diehl, seconded by Shaw, the Council voted unanimously to approve Resolution # 90-114 adopting the IGA with AZ Department of Revenue for collection of taxes.

15) Town Hall Renovation Plan:

On a motion by Parsons, seconded by Taylor, the council voted unanimously to accept the Town Hall Renovation Plans in concept only. No work is to begin until the cost estimates and construction plans are approved.

16) Planning and Zoning Department Secretary:

- a. Create Position Effective July 1, 1990
- b. Job Description
- c. Pay Grade and Step
- d. Authorization to Advertise Position

The job description was amended to remove the references to temporary duties for Parks and Recreation and Maintenance. Following discussion on a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to accept the job description as amended and approving the grade, step and to advertise.

22) Call to the Public:

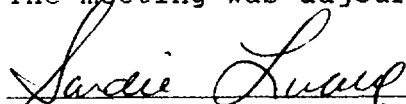
R.J. O'er from Montezuma Airport commented that the public needed copies of the Agenda. Manager Maynard stated we have copies available and noted that they were on the table as usual.

17) Set Date, Time and Place for Next Meeting:

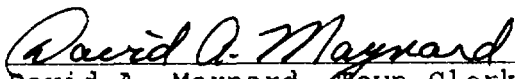
Budget Work Session	June 9, 1990	Town Hall	9:00 a.m.
Work Session/FS	June 13, 1990	Town Hall	4:30 p.m.
Work Session/PZ	June 13, 1990	Town Hall	6:00 p.m.
BOA	June 19, 1990	Town Hall	6:00 p.m.
Town Council/Regular	June 20, 1990	Town Hall	7:00 p.m.
Town Council/P&Z	June 27, 1990	Town Hall	6:00 p.m.

Adjournment:

The meeting was adjourned at 9:00 p.m.



Sandie Lucero, Recording Secretary



David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 20th day of June, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 20 day of June, 1990.



DAVID A. MAYNARD, Town Clerk

A G E N D A
BUDGET WORK SESSION
COMMON COUNCIL
Town of Camp Verde
CAMP VERDE TOWN HALL
JUNE 9, 1990
9:00 A.M.

- 1) Call To Order
- 2) Roll Call
- 3) Information and Discussion

Discussion on the Following:

- 4) 10:00 a.m. - Magistrate Court
- 5) 10:30 a.m. - Planning & Zoning
- 6) 11:15 a.m. - Marshal
- 7) 12:00 p.m. - LUNCH
- 8) 1:00 p.m. - Camp Verde Chamber
- 9) 1:30 p.m. - Streets
- 10) 2:00 p.m. - Parks & Recreation/Maintenance
- 11) 2:30 p.m. - Library
- 12) 3:00 p.m. - Administration
- 13) 3:30 p.m. - Non-Department
- 14) 4:00 p.m. - Miscellaneous
- 15) Call To The Public
- 16) Set Next Meeting Time, Date & Place
- 17) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
June 9, 1990
9:00 a.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on June 9, 1990. Mayor Rogers called the meeting to order at 9:15 a.m.

Roll Call:

Carter Rogers, Tap Parsons, Tom Shaw, Jerry Taylor,
Marvin Reynolds and Pat Kaminsky

Vice Mayor Diehl arrived at 9:35 a.m.

Also Present:

David Maynard, Town Manager and Susan Marshall,
Recording Secretary

Information/Updates:

No input.

Projected and proposed revenues were reviewed and discussed.

The meeting was recessed at 9:55 a.m. and reconvened at 10:10 a.m.

Beginning at 10:00 a.m. the Council reviewed and discussed the proposed 1990/91 for the Magistrate Court with Town Magistrate Ralph Lizotte.

The meeting was recessed at 10:40 a.m. and reconvened at 10:50 a.m.

The Council reviewed and discussed the proposed 1990/91 budget for Planning and Zoning with P&Z Director Laura Kuhn. Director Kuhn suggested the need for reviewing the P&Z fee structure and for commercial building inspection.

The meeting was recessed at 11:40 a.m. and reconvened at 11:50 a.m.

The 1990/91 budget for the Marshal's Office was reviewed with Town Marshal Chuck Devine.

The meeting was recessed at 12:15 p.m. and reconvened at 1:15 p.m.

Camp Verde Chamber of Commerce President, Mike Hough, presented the Chamber's request for consideration in the 1990/91 budget. Following discussion the Council agreed it would consider the Chamber request for \$15,000. in the 1990/91 budget.

Work Session - June 9, 1990 - Page 2:

At 1:35 p.m. the Council discussed the proposed 1990/91 budget for the Street Department with Superintendent Doug Jones. Superintendent Jones asked Council consideration of a 5% cost of living increase. Parsons suggested considering funding for a Public Works Director, a full time secretary for the Street Department and a full time engineer.

The meeting was recessed at 2:15 p.m. and reconvened at 2:25 p.m.

Parks & Recreation Superintendent Lollman presented his requests for the 1990/91 budget. Following a question and answer period the Council asked Mr. Lollman to review his budget request and to re-present it with a maximum budget amount of \$80,000.

The meeting was recessed at 3:20 p.m. and reconvened at 3:30 p.m.

Librarian Hazekamp presented her budget requests for the 1990/91 budget. She stated a large television set would be an asset for many of her programs. Since this item will cost more than \$2,000. it will be necessary for three quotes to be obtained and then brought to the Council for consideration at their June 20, 1990 Regular Session.

The meeting was recessed at 4:15 p.m. and reconvened at 4:20 p.m.

Manager Maynard made his presentation of the proposed budget for the Town Manager, Town Clerk, Assistant Manager, Finance/ Accounting, Personnel, Debt Services and Computer Services.

Brian Stephans, Sales Tax Auditor for the City of Cottonwood, made a presentation to the Council regarding auditing of the Town's sales tax. The Council asked to have this item placed on the June 20, 1990 agenda for their Regular Session.

Non-Departmental line items were discussed and suggestions made, actual budget proposal to be presented at a later date.

Set Next Meeting Time, Date & Place:

The Council will meet in Regular Session at the Camp Verde Town Hall on June 20, 1990 at 7:00 p.m.

The meeting was adjourned at 5:20 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

David A. Maynard
David A. Maynard, Town Clerk

A G E N D A

COMMON COUNCIL
SPECIAL COUNCIL MEETING

Town of Camp Verde
TOWN HALL
Friday, June 15, 1990, 12:00 Noon

- 1) Call to Order
- 2) Roll Call

Discussion and Possible Action on the Following Item:

- 3) LTAF Application and Resolution 90-114
- 4) Call to the Public
- 5) Adjournment

TOWN MANAGER'S REPORT
SPECIAL COUNCIL SESSION
June 15, 1990

DAM

This is a single item agenda to provide for the timely approval of the 1990/1991 LTAF application by Resolution as required by ADOT. The Resolution is attached. As is clear the case, the application is contained within the resolution for the purposes of simplicity. This is an item that I missed in the budget preparation packet that needed to placed on the June 8, 1990 meeting agenda.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
FRIDAY, JUNE 15, 1990
12:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on June 15, 1990. Mayor Rogers called the meeting to order at 12:11 p.m.

1) Roll Call:

Mayor Rogers, Vice-Mayor Diehl, Councilors Shaw, Parsons and Taylor

2) Also Present:

Town Manager Maynard

3) LTAF Application - Resolution 90-114:

Manager Maynard presented the proposed application and resolution to the Mayor and Council noting that this is a formality. The proposed projects are street improvements and a possible cultural resources use.

On a motion by Diehl, seconded by Shaw, the Council voted to approve the application, Resolution #90-114, as presented.

4) Call to the Public

No public was in attendance.

Adjournment:

The meeting was adjourned at 12:16 p.m.

David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the _____ day of _____, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

DAVID A. MAYNARD, Town Clerk

A G E N D A

BUDGET WORK SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
TUESDAY, JUNE 19, 1990
4:30 p.m.

- 1) Call To Order
- 2) Roll Call
- 3) Information and Discussion

Discussion on the Following:

- 4) Revenues, Capital Improvements, Non-Departmental, Parks and Recreation/Maintenance, Public Works Utility Engineer
- 5) Second Review of Total Budget
- 6) Call To The Public
- 7) Set Next Meeting Time, Date & Place
- 8) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
June 19, 1990
4:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on June 19, 1990. Mayor Rogers called the meeting to order at 4:32 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds
Jerry Taylor, Carter Rogers and Pat Kaminsky

Also Present:

Gary Lollman, Parks & Recreation Superintendent;
Laura Kuhn, Planning & Zoning Director; Doug Jones,
Street Superintendent, Chuck Devine, Marshal; Audrey Wagner,
Court Supervisor; David Maynard, Manager; Susan Marshall,
Accounting and Sandie Lucero, Recording Secretary

Information and Discussion:

Revenues, Capitol Improvements, Non-Departmental, Parks and
Recreation/Maintenance, Public Works Utilities Engineer:

Manager Maynard went over the proposed budget with the Council.

Discussion ensued on the following: Revenues, Capitol
Improvements, Non Departmental, Public Works Utilities. Line
items were discussed and suggestion made.

The meeting was recessed at 5:35 p.m. and reconvened at 5:42 p.m.

Parks and Recreation Superintendent Lollman presented his
proposed budget requests line items were discussed and
suggestions made.

Second Review of Total Budget:

The consensus of the Town Council was to send the total package
back to Manager Maynard and Accounting Sue for the changes as
suggested then the Council will take a hard look at what we have
accomplished so far.

The Council asked if at all possible to receive their Budget
information on Friday afternoon, before another possible Work
Session on Tuesday afternoon.

Call To The Public:

No input.

Adjournment:

The meeting was adjourned at 6:35 p.m.

Sandie Lucero, Recording Secretary

David Maynard, Town Clerk

A G E N D A

REGULAR SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
Wednesday, June 20, 1990
7:00 p.m.

- 1) Call To Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information & Updates
 - a) Report from Tom Bonomo, Prescott National Forest Service regarding the Forest Access Policy.
 - b) Board of Supervisors Meeting on Landfill/Compactor, June 25, 1990
 - c) Miscellaneous

Discussion and Possible Action on the Following:

- 5) Approval of the Minutes
 - a) June 6, 1990, Regular Session
 - b) June 9, 1990, Budget Work Session
 - c) June 15, 1990, Special Session
- 6) Disbursements/Accounting
 - a) Advance Approval - Computer System per Proposal
 - b) Miscellaneous as Appropriate
- 7) Dorothy Wood, Chairman of the Library Advisory Commission request for Big Screen - TV and VCR
- 8) Nomination to Yavapai County Library Advisory Committee
- 9) Bid Award-Heating/Cooling Gas Packs for Library
- 10) Acceptance of Rio Verde Lane
- 11) Mining Ordinance
- 12) Brian Stephan, Local Sales Tax Audit Proposal
Tax

- 13) Final Actions Regarding Hiring of Assistant Manager
- 14) Carry Over Authorization for Town Manager's Vacation
- 15) Cocopai Resource and Development Annual Membership Fee
- 16) Call to the Public
- 17) Set Next Meeting Time, Date & Place
- 18) Adjournment

S U P P L E M E N T A L A G E N D A

REGULAR SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
WEDNESDAY, JUNE 20, 1990
7:00 p.m.

- 10.1) Montezuma Castle Highway - Release of Project
- 10.2) Verde Lane - Acceptance of Right-of-Way

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
JUNE 20, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on June 20, 1990. Mayor Rogers called the meeting to order at 7:03 p.m.

1) Roll Call:

Woody Diehl, Tom Shaw, Carter Rogers, Tap Parsons, Marvin Reynolds, Jerry Taylor and Pat Kaminsky

2) Also Present:

David Maynard, Town Manager; Doug Jones, Street Superintendent; Laura Kuhn, Planning and Zoning Director; Chuck Devine, Marshal; Ron Ramsey, Town Attorney; Phyllis Hazecamp, Library Director; Todd Rockwell, Engineer; Dorothy Wood, Chairman, Library Advisory Commission; Barbara Bolton, Library Advisory Commission; Susan Marshal, Accounting and Sandie Lucero, Recording Secretary

3) PLEDGE OF ALLEGIANCE:

Parsons lead the Pledge of Allegiance.

4) INFORMATION AND UPDATES:

a) Report from Tom Bonono, Prescott National Forest Service, regarding the Forest Access Policy:

Manager Maynard stated that Tom Bonono had a conflicting engagement and would not be able to report regarding the Forest Access Policy, would we reschedule him at the next meeting.

b) Board of Supervisors Meeting on Landfill/Compactor, June 25, 1990:

This was just a reminder of the Board of Supervisors meeting on June 25, 1990.

c) Miscellaneous Items:

Manager Maynard stated that the quarterly report for the Beasley Flats project had been forwarded to the Forest Service for completion prior to June 30, 1990, so that the Town could forward it to the State prior to its due date. Manager Maynard noted that he had received three cover sheets of application for new SLIF funding for Beasley Flats that had been submitted by the Forest Service without prior approval or action by the Town as required by the grant regulations. This will be brought back for Council action at the next meeting.

Taylor stated he attended the Action Arizona luncheon on June 19, 1990 and Riverfront Park did not win the Action Arizona award.

Shaw attended the Steering Committee meeting for waste recycling another meeting is scheduled for July 18th.

Parsons received a letter from the State regarding Water Resources meeting on June 26, 1990, at 1:30 p.m. in Phoenix.

5) Approval of the Minutes:

- a) June 6, 1990, Regular Session
- b) June 9, 1990, Budget Work Session
- c) June 15, 1990, Special Session

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to approve the June 6, 1990, Regular Session and June 9, 1990, Budget Work Session as presented. The June 15, 1990, Special Session was unavailable at this time, the minutes will be on the next Regular Session.

6) Disbursements/Accounting:

- a) Advance Approval - Computer System per Proposal
- b) Miscellaneous as Appropriate

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to approve the disbursement/accounting as amended.

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to approve the computer system per proposal at the cost of \$4,974.00.

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously, approving, Verde Valley Well Drilling, \$917.00 to replace the pump at Butler Center. The warranty is to be checked on the old pump.

On a motion by Reynolds, seconded by Diehl, the Council voted unanimously to reimburse Manager Maynard for use of his personal VISA card to purchase a computer printer at \$446.89 and \$47.90 VP Planner Program.

On a motion by Diehl, seconded by Reynolds, the Council voted unanimously to approve Phyllis Hazecamp, Library Director's request for \$700.00 Library Books and Supplies, transferring \$100.00.

7) Dorothy Wood, Chairman of the Library Advisory Commission request for Big Screen - TV and VCR

Taylor declared a conflict of interest and left the Council Chambers.

Following discussion on a motion by Reynolds, seconded by Diehl the Council voted unanimously to approve the request for the TV and VCR to the lowest bidder with the extended warranty for both.

Taylor returned to the Council Chambers.

8) Nomination to Yavapai County Library Advisory Committee

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to appoint June Kleinfelt to the Yavapai County Library Advisory Committee.

9) Bid Award-Heating/Cooling Gas Packs for Library

On a motion by Diehl, seconded by Shaw, the council voted unanimously to reject bid for the Heating and Cooling package on the grounds that additional concerns with the system have come to light. This item is to be reviewed by the Town Attorney before the rejection notice is given.

Following discussion on a motion by Diehl, seconded by Reynolds, the Council voted unanimously to direct staff to pursue the bid specifications on the heating and cooling for the Library.

10) Acceptance of Rio Verde Lane

Following discussion on a motion by Diehl, seconded by Kaminsky the Council to accept the Certification from the Engineer providing the Engineer will change the name on the certification to Rio Verde Lane.

10.1) Montezuma Castle Highway-Release of Project

Town Engineer, Todd Rockwell gave his presentation (copy is attached and becomes part of these minutes).

Following discussion on a motion by Parsons, seconded by Shaw, The Council voted unanimously to release this project with the estimate to have the shoulder work as a separate item.

10.2) Verde Lane - Acceptance of Right-of-Way

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to accept the right-of-way from Clarence Butler and directed Manager Maynard to obtain the right-of-way at a cost not to exceed \$850.00.

The meeting was recessed at 8:05 p.m. reconvened at 8:12 p.m.

11) Mining Ordinance

Laura Kuhn, presented her staff report (copy is attached and becomes part of these minutes).

Following Discussion on a motion by Parsons, seconded by Shaw, the Council voted unanimously to direct Planning and Zoning Director, Laura Kuhn, staff and Planning Commission to make changes and bring the Mining Ordinance back to the Town Council.

12) Brian Stephan, Local Sales Tax Audit Proposal

Brian Stephan from BNS Municipal Tax Consulting of Cottonwood went over his proposal (copy is attached and becomes part of these minutes) for in house Sales Tax Auditing.

Following discussion on a motion by Parsons, seconded by Diehl, the Council voted unanimously to reject this proposal because the Town does not have a Business License.

The Council suggested Brian Stephan might want to present to the Council a proposal on a New Business License.

13) Final Actions Regarding Hiring of Assistant Manager

On a motion by Taylor, seconded by Diehl, the council voted unanimously to offer Jay Trewern the Assistant Manager Position starting July 9, 1990, providing Manager Maynard amend's his letter to Jay letter granting Jay permission to reside outside of Town.

14) Carry Over Authorization for Town Manager's Vacation

On a motion by Reynolds, seconded by Diehl, the Council voted unanimously to approve the carry over for Manager Maynard's excess Vacation time to be taken prior to october 1, 1990.

15) Cocopai Resource and Development Annual Membership Fee

On a motion by Shaw, seconded by Kaminsky, the Council voted unanimously to pay \$100.00 to Cocopai for 90/91 membership fees.

16) Call to the Public

I, Jim Bullard, a Camp Verde Resident, I object to hiring a Sales Tax Auditor, I think the Town should go ahead with the New Business License with a low fee, and this would be sufficient enough to locate the local business not paying sufficient amount of Sales Tax. I also think the Town should work with the State in collecting the Sales Tax.

17) Set Date, Time and Place for Next Meeting:

Budget Work Session	June 26, 1990	Town Hall	4:30 p.m.
Town Council/Special	June 27, 1990	Town Hall	6:00 p.m.
Town Council/P&Z	June 27, 1990	Town Hall	7:00 p.m.
Town Council/Regular	July 11, 1990	Town Hall	7:00 p.m.

REGULAR SESSION - JUNE 20, 1990 - PAGE 5:

Adjournment:

The meeting was adjourned at 8:50 p.m.

Sandie Lucero, Recording Secretary

David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 20th day of June, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this ____ day of _____, 1990.

DAVID A. MAYNARD, Town Clerk

A G E N D A

BUDGET WORK SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
TUESDAY, JUNE 26, 1990
4:30 p.m.

- 1) Call To Order
- 2) Roll Call
- 3) Information and Discussion

Discussion on the Following:

- 4) Brian Stephan - Revised Proposal
- 5) Second Review of Total Budget
- 6) Call To The Public
- 7) Set Next Meeting Time, Date & Place
- 8) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
June 26, 1990
4:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on June 19, 1990. Mayor Rogers called the meeting to order at 4:35 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds
Jerry Taylor, Carter Rogers and Pat Kaminsky

Also Present:

Gary Lollman, Parks & Recreation Superintendent;
Laura Kuhn, Planning & Zoning Director; Doug Jones,
Street Superintendent, Chuck Devine, Marshal; Audrey Wagner,
Court Supervisor; David Maynard, Manager; Susan Marshall,
Accounting and Sandie Lucero, Recording Secretary

Information and Discussion:

Manager Maynard stated the proposal for the copy machine were opened today at 2:00 p.m.

Superintendent Lollman stated the Verde Valley girls Softball Association is having a game on Monday July 2, 1990 at 6:30 p.m. at Butler, he extended an invitation to the Council and anyone else who wished to attend.

Second Review of Total Budget:

Manager Maynard went over the proposed budget with the Council; included were: Revenues, General Fund, Mayor & Council, Town Manager, Debt Services, Non-Departmental, Clerical and Secretarial Pool, Capitol Improvements, Assistant Manager, Town Clerk, Finance/Accounting and Personnel line items were discussed and suggestions were made (copies attached and becomes part of these minutes).

The meeting was recessed at 5:30 p.m. and reconvened at 5:45 p.m.

Brian Stephan - Revised Proposal:

Brian Stephan presented his proposal to the Town Council (copy is attached and becomes part of these minutes). Following discussion the consensus was to place Brian's proposal on the July 11, 1990 Council Agenda.

Work Session - June 26, 1990 - page 2:

Second Review of Total Budget:

Court Supervisor Wagner reviewed the Magistrate's budget request; line items were discussed and suggestions were made (copy is attached and becomes part of these minutes).

Planning and Zoning Director Kuhn reviewed her proposed budget request; line items were discussed and suggestions were made (copy is attached and becomes part of these minutes).

Parks and Recreation Superintendent Lollman presented his reviewed budget request; line items were discussed and suggestions made (copy is attached and becomes part of these minutes).

The meeting was recessed at 6:35 p.m. reconvened at 6:45 p.m.

Marshal Devine reviewed his proposed budget request; line items were discussed and suggestions were made (copy is attached and becomes part of these minutes).


Superintendent Jones reviewed his proposed budget request; line items were discussed and suggestions were made (copy is attached and becomes part of these minutes).

Call To The Public:

No public was in attendance, however, Manager Maynard recommendation to the Council a 4% increase to the current pay chart might be appropriate, along with considering a dental plan for the employees.

Adjournment:

The meeting was adjourned at 7:45 p.m.



Sandie Lucero, Recording Secretary



David Maynard, Town Clerk

A G E N D A

SPECIAL SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
Wednesday, June 27, 1990
6:00 p.m.

- 1) Call To Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information and Updates

Discussion and Possible Action on the Following:

- 5) Minutes of the Previous Meetings
 - a) June 15, 1990 - Special Session
 - b) June 19, 1990 - Budget Work Session
 - c) June 20, 1990 - Regular Session
 - e) June 26, 1990 - Budget Work Session
- 6) Disbursement and Accounting
- 7) Resolution 90-115, Supporting SLIF Applications for Beasley Flats Improvements
- 8) Post and Advertise Budget Adoption Schedule
- 9) Approval of Local Government Road Projects Requests
- 10) US Conference of Mayors - Deferred Compensation Plan Resolution No. 90-116
- 11) Extension of Temporary Duty Authorizations and Temporary Employees Through Dates of Change Over to Permanent Employees: Front Offices and Planning and Zoning
- 12) Call to the Public
- 13) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
June 27, 1990
6:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on June 27, 1990. Mayor Rogers called the meeting to order at 6:02 p.m.

1) Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Carter Rogers,
Marvin Reynolds, Jerry Taylor and Pat Kaminsky

2) Also Present:

David Maynard, Town Manager; Ron Ramsey, Town Attorney;
Laura Kuhn, Planning and Zoning Director and Sandie Lucero,
Recording Secretary

3) PLEDGE OF ALLEGIANCE:

Reynolds lead the Pledge of Allegiance.

4) INFORMATION AND UPDATES

Manager Maynard stated the new Planning & Zoning Inspector is Connie Turner and that he will start work on July 9, 1990.

Mayor Rogers stated that Manager Maynard, Vice-Mayor Diehl, Councilmember Shaw and Mayor Rogers attended the Board of Supervisors meeting on Monday June 25, 1990 regarding the compactor staying open another 12 weeks.

5) MINUTES OF THE PREVIOUS MEETINGS

- A) June 15, 1990 - Special Session
- B) June 19, 1990 - Budget Work Session
- C) June 20, 1990 - Regular Session
- D) June 26, 1990 - Budget Work Session

On a motion by Reynolds, seconded by Taylor, the Council voted unanimously to approve the minutes of the June 15, Special Session, June 19, Budget Work Session, June 20, Regular Session and June 26th Budget Work Session as amended.

6) DISBURSEMENT AND ACCOUNTING

On a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to approve the disbursement list as presented, pages 1-4, supplemental II pages 1-3 and supplemental II page 1.

7) RESOLUTION 90-115, SUPPORTING SLIF APPLICATIONS FOR BEASLEY FLATS IMPROVEMENTS

Following discussion on a motion by Parsons, seconded by Taylor, the Council approved Resolution # 90-115, with Mayor Rogers voting "NO", approving Beasley Flat River Access, Environmental Interpretation and Potable Water System pre-application submissions.

8) POST AND ADVERTISE BUDGET ADOPTION SCHEDULE

On a motion by Taylor, seconded by Diehl, the council voted unanimously to hold the item to Post and Advertise Budget Adoption Schedule in abeyance until the June 28, 1990 Special Session.

9) APPROVAL OF LOCAL GOVERNMENT ROAD PROJECTS REQUESTS

Following discussion on a motion by Taylor, seconded by Reynolds the Council voted unanimously to establish priority as follows:

1. Montezuma Castle Highway - Circle K to Apache Trail
2. Montezuma Castle Highway - Apache Trail to I-17
3. Cherry Road - SR-260 to Town Line
4. Grampa's Wash Drainage on Middle Verde Road

The meeting was recessed at 6:45 p.m. reconvened at 7:25 p.m.

10) US CONFERENCE OF MAYORS DEFERRED COMPENSATION PLAN RESOLUTION NO 90-116

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to adopt Resolution #90-116 providing an IRS 457 Deferred Compensation Plan for the Town Employees.

11) EXTENSION OF TEMPORARY DUTY AUTHORIZATION AND TEMPORARY EMPLOYEES THROUGH DATES OF CHANGE OVER TO PERMANENT EMPLOYEES: FRONT OFFICES AND PLANNING AND ZONING

On a motion by Taylor, seconded by Reynolds the Council voted unanimously to approve extension of the temporary and the interim positions up to July 31, 1990. The positions include Shelly Hanks, Sue Marshal, Sandie Lucero and Pam Killmer.

12) Call to the Public:

No public.

Adjournment:

The meeting was adjourned at 7:35 p.m.

Sandie Lucero
Sandie Lucero, Recording Secretary

David A. Maynard
David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 27th day of June, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 11th day of July, 1990.

David A. Maynard
DAVID A. MAYNARD, Town Clerk

A G E N D A

COMMON COUNCIL
EXECUTIVE SESSION
ARS 38-431.03.A.1

Town of Camp Verde
TOWN HALL
Thursday, June 28, 1990, 6:30 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Discussion of Pay and Benefit Changes for Employees
- 4) Adjournment

A G E N D A

COMMON COUNCIL
SPECIAL SESSION

Town of Camp Verde
TOWN HALL
Thursday, June 28, 1990, 7:30P.M.

- 1) Call to Order
 - 2) Roll Call
 - 3) Information and Updates
- Discussion and Possible Action on the Following Items:
- 4) Final Pre-Hearing Notice Budget Adjustments
 - 5) Schedule, Post and Advertise 1990/91 Budget Hearings
 - 6) Call to the Public
 - 7) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
June 28, 1990
7:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on June 28, 1990. Mayor Rogers called the meeting to order at 8:47 p.m.

1) Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Carter Rogers,
Marvin Reynolds and Jerry Taylor

ABSENT: Pat Kaminsky

2) Also Present:

David Maynard, Town Manager

3) Information and Updates:

4) Final Pre-Hearing Notice Budget Adjustments:

On a motion by Taylor, seconded by Parsons, the Council voted unanimously to adopt a pay chart adjustment of 3% and a Dental Plan for all employees, and that the adjustment be based on current salary levels and that the budget reflect current salary levels.

5) Schedule, Post and Advertise 1990/91 Budget Hearings:

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to direct the Town Clerk to schedule, post and advertise the budget for hearings on Wednesday evenings, as provided by law.

6) Call to the Public:

Ruth Curtis asked why the 3% adjustment was not to be reflected in the salary line items. Manager Maynard asked Councilman Taylor if Maynard's understanding of the intent of the motion was correct in that the existing salaries are the base to which the 3% is to be added and the total to be reflected in the budget. Taylor responded in the affirmative.

7) Adjournment

The meeting was adjourned at 7:53 p.m.



David A. Maynard, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 29th day of May, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 29th day of May, 1990.

David A. Maynard
DAVID A. MAYNARD, Town Clerk

A G E N D A

COMMON COUNCIL
SPECIAL SESSION

Town of Camp Verde
TOWN HALL
Monday, July 2, 1990, 4:30 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Information and Updates

Discussion and Possible Action on the Following Items:

- 4) Tentative Budget Adoption - Resolution 90-117
- 5) Call to the Public
- 6) Adjournment

NOTICE OF CANCELLATION

COMMON COUNCIL
REGULAR SESSION

Town of Camp Verde
TOWN HALL
Wednesday, July 4, 1990, 7:00 P.M.

The above referenced meeting is cancelled by direction of the Mayor and Council. In lieu of the regularly scheduled meeting, a Special Session will be held on July 11, 1990 at the Town Hall at 7:00 P.M. to conduct all business that is appropriate at that time.

David A. Maynard
David A. Maynard
Town Clerk

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
MONDAY JULY 2, 1990
4:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on July 2, 1990. Mayor Rogers called the meeting to order at 4:38 p.m.

1) Roll Call:

Mayor Rogers, Vice-Mayor Diehl, Councilors Parsons and Taylor

Absent:

Councilors Shaw, Kaminsky and Reynolds

2) Also Present:

Susan Marshall, Accounting and Town Manager Maynard

3) Information and Updates:

Manager Maynard stated the computers were in and 80% programmed at this time.

Manager Maynard stated that the staff has begun moving into the former Marshal's Office.

Parsons received letters and copies of proposed bill on Fort McDowell Water Rights Settlement and also that he received a letter concerning the Indian Lands Transfer Bill.

Mayor Rogers noted that a special meeting would be posted for the decision of the above town bills on Thursday, July 5th at 4:30 p.m.

4) Tentative Budget Adoption - Resolution 90-117:

Resolution 90-117 was provided to carry out the Tentative Budget Adoption. If approved, the publication will appear in the Journal on Tuesday, July 3rd and Wednesday, July 11th with the Public Hearing to be held on July 18th at 6:00 p.m.

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to approve Resolution 90-117.

5) Call to the Public

No public was in attendance.

Adjournment:

The meeting was adjourned at 5:04 p.m.

David A. Maynard

David A. Maynard, Town Clerk

Carter Rogers

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 2nd day of July, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 11th day of July, 1990.

David A. Maynard

DAVID A. MAYNARD, Town Clerk

A G E N D A

COMMON COUNCIL
SPECIAL SESSION

Town of Camp Verde
TOWN HALL
Thursday, July 5, 1990, 4:30 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Updates and Information

Discussion and Possible Action on the Following:

- 4) Fort McDowell Indian Community Water Rights Settlement Bill - Water Transfers
- 5) Call to the Public
- 6) Set Next Meeting Date, Time and Place
- 7) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
JULY 5, 1990
4:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on July 5, 1990. Mayor Rogers called the meeting to order at 4:32 p.m.

1) Roll Call:

Mayor Rogers, Vice-Mayor Diehl, Councilors Parsons and Taylor

Absent:

Councilors Shaw, Kaminsky and Reynolds

2) Also Present:

Town Manager Maynard and Town Attorney Ramsey

3) Information and Updates:

Manager Maynard stated that his meeting with the Arizona State Parks was cancelled due to a shooting incident in Phoenix.

4) Fort McDowell Indian Community Water Rights Settlement Bill -
Water Transfers:

Parsons comments concerning the proposed bill were as follows:

Page 4, No 7/page 8, No 15/page 9, No 16/page 10, No 3/page 14, No 21/page 18, No 5/page 21, No 19. Water from the basin apparently feeds the Verde River, according to Mr. Tinlin's report this morning. His concern that the Town not be exchanging any water rights in CAP for water that already flows into the Verde River, based on Tinlin's comments and that the Secretary not be vaguely empowered to accept a "study" without some checks/balances on its adequacy. Also, that the federal government pay to by pass the spike dace, and that all Verde Valley Water users rights be protected.

Taylor noted that the bill is very vague and open ended.

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to direct the Manager to have the Attorney contact Richard Tinlin, Win Halverson, USGS and Water Attorney Cal Udall to prepare an appropriate response to be presented to the Congressional hearing panel for the July 17th hearing in Washington, presentation by Town Attorney Ron Ramsey.

Parsons asked that Chuck Garrison, the City of Prescott and the Board of Supervisors be notified and their input solicited. Also, the Congressional delegation should be notified in advance of the hearing.

Jim Bullard, a Camp Verde Water System owner, stated that if the draft is in keeping with the concerns discussed at this meeting, he is prepared to provide an agency letter of support and concurrence.

5) Call to the Public:

No comments received.

Adjournment:

The meeting was adjourned at 5:10 p.m.

David A. Maynard

David A. Maynard, Town Clerk

CERTIFICATION

Carter Rogers

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 5th day of July, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 11th day of July, 1990.

David A. Maynard

DAVID A. MAYNARD Town Clerk

A G E N D A

**COMMON COUNCIL
SPECIAL SESSION**

**Town of Camp Verde
TOWN HALL**

Wednesday, July 11, 1990, 7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information & Updates
 - a) Water Transfer Legislation Update
 - b) Waste Management Meeting
 - c) Road Projects - Murdock Road, Montezuma Castle and Verde Lane
 - d) Tom Bonomo - Forest Lands Access Policy
 - e) Tom Bonomo - SLIF Applications 1990-91
 - f) Connie Turner - Zoning Inspector Introduction

Discussion and Possible Action on the Following Items:

- 5) Minutes of the Previous Meetings
 - a) Budget Session - June 27, 1990
 - b) Budget Session - June 28, 1990
 - c) Special Session - July 2, 1990
 - d) Special Session - July 5, 1990
- 6) Disbursements & Accounting
 - a) Disbursements List
 - b) Advance Approvals
- 7) Council Meeting Agendas, Regular Schedule & Start Times
- 8) Brian Stephan - Business License/Sales Tax Consulting
- 9) Street Address System
 - a) Status Report
 - b) Appoint Advisory Committee
 - c) Establish Center Point
- 10) Montezuma Castle Highway Resurfacing - Project 900704
Release to Advertise

- 11) **Murdock Road - Right-of-Way Settlement**
- 12) **Census Count - Letter of Concern**
- 13) **Call to the Public**
- 14) **Set Next Meeting Date, Time & Place**
- 15) **Adjournment**

TOWN MANAGER'S REPORT
SPECIAL COUNCIL SESSION

July 11, 1990

RAM

4) Information & Updates:

a) Water Transfer Legislation Update - Report on the results of the review of the materials concerning the hydrology of the Big Chino Basin and the Verde River, along with the actions concerning it taken at the July 5, 1990 Special Council Session

b) Waste Management Meeting - Report on a meeting with officials from Waste Management concerning a future landfill site to be developed along S.R. 169 Cherry Road.

c) Murdock Road, Montezuma Castle & Verde Lane Road Projects - Report from Todd Rockwell or Doug Jones on the status of projects for the specified roads, along with projected schedule for work to begin and to be completed.

d) Tom Bonomo On Forest Lands Access Policy - Report on the proposed policy concerning future points of access and trail systems in the Prescott National Forest.

e) Tom Bonomo On SLIF Applications 1990-91 - Report on the pre-applications submitted through the State Lake Improvement Fund, both of which are supplemental funding for further work on Beasley Flats River Access Project, SLIF 8-88.

f) Connie Turner Zoning Inspector Introduction - Introduction to the new Zoning Inspector who has already started work under the supervision of Laura Kuhn, Planning & Zoning Director.

5) Minutes of the Previous Meetings:

The several sets of meeting minutes will all be in the Council's boxes prior to the end of the day on Tuesday.

6) Disbursements & Accounting:

a) The Disbursements List will be in the Council's boxes prior to the end of the day on Tuesday.

b) Advance Approvals, at this point, consists of a request for approval of the release of requests for proposals for whole building line conditioning and battery backup units (2) for Town Hall. The monsoon season has arrived and we now have nearly \$ 100,000 worth of equipment in the building which is susceptible to electrical damage due to power damping, power surging and lightning strikes. This is the equipment to provide protection from substantial variances in line voltage. The total cost of the two units should approximate \$ 3,000 and was included in the original pricing for Town Hall Renovations. This is not authorization to purchase, only to obtain proposals. The cost of individual units is approximately \$ 400 per machine and individual units provide substantially less protection.

7) Council Meeting Agendas, Regular Schedule & Start Times:

This is the awaited annual re-organization of the Council regarding the several items required to be considered:

- Regular Schedule - Currently 1st and 3rd Wednesdays of each month at 7:00 P.M. (Request for 6:30 P.M. on same nights.

8) Brian Stephan Business License/Sales Tax Consulting:

This is the return to the Council with a proposal concentrating on the preparation of a business license, as requested by the Council. Previous discussions have addressed the possibilities of business license ordinance preparation, sales tax monitoring systems improvements and a local sales tax audit program.

9) Street Address System:

a) Status Report - What occurred in the initial discussions.

b) Appoint Advisory Committee - As stated.

c) Establish Center Point - The need to establish a center point for the Town of Camp Verde that will provide for a simple basis of creating a street address system. Large scale physical landmarks have proven to be the most appropriate considerations in rural communities.

10) Montezuma Castle Highway Resurfacing - Project 900704
Release to Advertise:

The bid specification and plans are ready and Todd is seeking to advertise. In keeping with the Council's earlier direction, after the bid specification and plans are available, the Council desires to do a final review prior to release to advertise. Copies of the bid specification are in the Council's boxes for their review and a copy of the plan will be posted on the board at the meeting.

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11) Murdock Road - Right-of-Way Width:

The initial staking of property line corners and location of the existing road on paper and on the ground, versus where the traveled way is, has been completed. The legal work concerning the titles has been completed. The need is at hand to establish the right-of-way width. As soon as that is done, the right-of-way titles will be prepared and made available to the adjoining property owners for signing. Once signed and filed for recording, the final plans can be completed and the construction work start. Todd will have a recommendation for the right-of-width.

12) Census Count - Letter of Concern:

The Census count is still apparently not complete and is likely to be some time before it is completed. The number of forms still not collected is a cause for severe concern. Consequently, the Mayor has suggested that a letter may be in order.

14) Set Next Meeting Date, Time & Place

Regular Session - July 18, 1990 - 6:30 P.M. - Town Hall

Special Session - July 19, 1990 - 4:30 P.M. - Town Hall

Annual Contract Reviews: Manager, P&Z Director, Attorney, Magistrate, Engineer; Contract Consideration for Department Heads; Job Classification Reviews for Associate Planner, Administration Clerk, Administration Secretary/Reception

Board of Adjustment - July - Canceled

P & Z Session - July 25, 1990 - 6:30 P.M. - Town Hall

P & Z Joint Session - August 2, 1990 - 6:00 P.M. - Town Hall

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
JULY 11, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on July 11, 1990. Mayor Rogers called the meeting to order at 7:03 p.m.

1) Roll Call:

Woody Diehl, Tom Shaw, Carter Rogers, Marvin Reynolds, Jerry Taylor and Pat Kaminsky

ABSENT: Tap Parsons

2) Also Present:

David Maynard, Town Manager; Doug Jones, Street Superintendent; Chuck Devine, Marshal; Ron Ramsey, Town Attorney; Todd Rockwell, Town Engineer; Jay Trewern, Town Clerk and Sandie Lucero, Recording Secretary

3) PLEDGE OF ALLEGIANCE:

Shaw lead the Pledge of Allegiance.

4) INFORMATION AND UPDATES:

a) Water Transfer Legislation Update

Ron Ramsey, Town Attorney stated he would be leaving for Washington on Saturday, and will be staying for the hearings.

b) Waste Management Meeting

Manager Maynard stated that Mayor Rogers and Vice-Mayor Diehl attended a meeting in Cottonwood concerning the options for landfills.

c) Road Projects - Murdock Road, Montezuma Castle and Verde Lane

Todd Rockwell, Town Engineer went over the road projects with the Council. His recommendation included a 40 foot right of way for Murdock Road.

d) Tom Bonomo - Forest Lands Access Policy

Ranger Tom Bonomo from the Prescott National Forest apologized to the Town Council for cancelling previously due to Forest Fires. On December 26, 1989, the Prescott National Forest adopted a Forest Lands Access Policy. This includes an inventory of 210 miles of identified trails. Tom added he thought this was a good Access Plan.

e) Tom Bonomo - SLIF Applications 1990-91

Ranger Tom Bonomo from the Prescott National Forest apologized to the Town Council for the mix up concerning the SLIF Application, he did not realize the application was due until 4 days before, so he took the initiative and filed the application before requesting Council approval.

Mayor Rogers stated the Town Council previously took action to approve the request \$ 20,000.00 of applications.

f) Connie Turner - Zoning Inspector Introduction

Manager Maynard read a memo from Laura Kuhn, Planning & Zoning Director stating that the new Zoning Inspector had resigned due to professional reasons, related to the Town not having a building code. Laura will review the applications on file to hire a new Zoning Inspector.

Manager Maynard stated a meeting with Elmer Claycomb from Yavapai County Flood Control was scheduled for Friday, July 13, 1990 at 2:30 p.m. at Camp Verde Town Hall.

5) Approval of the Minutes:

a) June 27, 1990, Budget Session

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to approve the June 27, 1990, Budget Session Minutes as presented.

b) June 28, 1990, Budget Session

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to approve the June 28, 1990, Budget Session Minutes as presented with Kaminsky abstaining because she was not in attendance at the meeting under consideration.

c) July 2, 1990, Special Session

On a motion by Diehl, seconded by Taylor, the Council voted unanimously to approve the July 2, 1990, Special Session Minutes as presented with Kaminsky, Shaw and Reynolds abstaining because they were not in attendance at the meeting under consideration.

d) July 5, 1990, Special Session

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to approve the July 5, 1990, Special Session Minutes as presented with Kaminsky, Shaw and Reynolds abstaining because they were not in attendance at the meeting under consideration.

The meeting was recessed at 7:50 p.m. reconvened at 8:00 p.m.

During the recess Mayor Rogers administered the Oath of Office for the new Town Clerk, Jay Trewern. This witnessed by Town Attorney, Ron Ramsey and Town Manager, David Maynard.

6) Disbursements/Accounting:

a) Disbursements List

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to approve the disbursement/accounting as presented.

b) Advance Approval

On a motion by Diehl, seconded by Reynolds, the Council voted unanimously to pre-approve the Marshal Devine's request for Jail Surveillance Cameras and Monitor at a cost of \$ 758.67.

On a motion by Reynolds, seconded by Taylor, the Council voted unanimously, pre-approve Manager Maynard's request for a lightning arrester to be installed at Town Hall.

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to pre-approve Manager Maynard's requesting a demo from Xerox and authorizing Maynard to sign the necessary papers. This approval was with the understanding there would be no cost to the Town, and that the Demo was being set up with "No Strings".

7) Council Meeting Agendas, Regular Schedule and Start Time:

On a motion by Taylor, seconded by Kaminsky, the Council voted as follows:

Diehl	"NO"
Shaw	"NO"
Reynolds	"No"
Kaminsky	"YES"
Taylor	"YES"

to adopt an ordinance allowing a consent agenda, with the call to the public at the beginning of the agenda, trial basis for 90 days.

Following discussion on a motion by Diehl, seconded by Shaw, the Council voted unanimously to hold item #7 in abeyance until we have a Work Session for further discussion.

8) Brian Stephan - Business License/Sales Tax Consulting

On a motion by Shaw, seconded by Diehl, the Council voted unanimously to reject the proposal for Sales Tax Auditor Consulting.

9) Street Address System

On a motion by Kaminsky, seconded by Shaw, the Council voted unanimously to create a steering committee appointing Harry Duke, Philip Harbeson, Ken Stokes, Laura Kuhn and Chuck Devine, Chairman. The advisory committee consists of Arizona Public Service person, Camp Verde Water, U.S. West, Camp Verde Street Dept., Jim King, Chief Verde Rural Fire and Kim McIntyre from Emergency Service.

10) Montezuma Castle Highway Resurfacing - Project 900704
Release to Advertise.

Town Engineer, Todd Rockwell gave his presentation (copy is attached and becomes part of these minutes).

Following discussion on a motion by Taylor, seconded by Reynolds, the Council voted unanimously release to advertise project # 90-704.

The meeting was recessed at 8:56 p.m. reconvened at 9:08 p.m.

11) Murdock Road - Right-of-Way Settlement

Town Engineer, Todd Rockwell gave his presentation (copy is attached and becomes part of these minutes).

Following discussion on a motion by Taylor, seconded by Diehl, the Council voted unanimously to accept a 30 foot right of way providing all other specifications meet the Town's Road standards.

12) Census Count - Letter of Concern

Following discussion on a motion by Kaminsky, seconded by Shaw, the Council voted unanimously to write a letter to the Census Bureau expressing our concerns this is to be signed by the Mayor and a copy sent to our Legislature.

13) Call to the Public

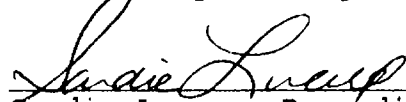
No input.

17) Set Date, Time and Place for Next Meeting:


Work Session	July 13, 1990	Town Hall	2:30 p.m.
Town Council/Regular	July 18, 1990	Town Hall	7:00 p.m.
Town Council/Special	July 19, 1990	Town Hall	6:30 p.m.
Town Council/P&Z	July 25, 1990	Town Hall	6:30 p.m.
Work Session	August 2, 1990	Town Hall	6:00 p.m.

Adjournment:

The meeting was adjourned at 9:35 p.m.



Sandie Lucero, Recording Secretary



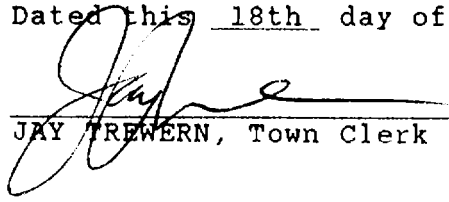
Jay Trewern, Town Clerk



CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 11th day of July, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 18th day of July, 1990.



JAY TREWERN, Town Clerk

A G E N D A

**WORK SESSION
COMMON COUNCIL
Town of Camp Verde**

**CAMP VERDE TOWN HALL
JULY 13, 1990
2:30 P.M.**

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Progress and Planning for Proposed Flood Control Plan
- 4) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
July 13, 1990
2:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in a Work Session at the Camp Verde Town Hall on July 13, 1990. Mayor Rogers called the meeting to order at 2:58 p.m.

Roll Call:

Carter Rogers, Woody Diehl, Tom Shaw, Marvin Reynolds
and Fat Kaminsky

Absent:

Tap Parsons and Jerry Taylor

Also Present:

David Maynard, Town Manager; Laura Kuhn, Planning &
Zoning Director; Todd Rockwell, Town Engineer; Elmer
Claycombe and Mark Jelving, Yavapai County Floor Control

Progress and Planning for Proposed Flood Control Master Plan:

Mr. Claycombe reported that Sedona is in progress and is moving along very, very slowly. Chino Valley is next for line for funding - two or three years down the road. If Camp Verde were seeking to go through the SCS funding process, it would be about three years for the extensive topography base mapping required. The initial \$35,000 is proposed to be provided by the Yavapai County Flood Control District.

Manager Maynard, P&Z Director Kuhn, Engineer Rockwell and Street Superintendent Jones to meet with yavapai County Flood Control District staff, and any other appropriate parties, to prepare a proposal before bringing this item beck to the Council.

Adjournment:

The meeting was adjourned at 3:32 p.m.



David A. Maynard, Town Manager



A G E N D A

COMMON COUNCIL
PUBLIC HEARING - 1990/91 BUDGET
Town of Camp Verde
6:00 P.M., July 18, 1990, Town Hall

The Common Council will hold a public hearing of the proposed 1990/1991 Annual Budget for the Town of Camp Verde from 6:00 P.M. to 6:45 P.M. for the purpose of hearing public comment on the contents of the budget.

A G E N D A

COMMON COUNCIL
REGULAR SESSION
Town of Camp Verde
TOWN HALL
Wednesday, July 18, 1990, 7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information & Updates
 - a) Ron Ramsey - Report on Congressional Hearing
 - b) Laura Kuhn - Report on Middle School Plan Filing
 - c) Miscellaneous Reports as Appropriate

Discussion and Possible Action on the Following Items:

- 5) Minutes of the Previous Meetings
 - a) Special Council Session - July 11, 1990
 - b) Work Session - July 13, 1990
- 6) 1990/91 Annual Budget Adoption - Resolution No. 90-119
- 7) Disbursements & Accounting - Standard Disbursements, Annual Payment Authorizations and Advance Approvals
- 8) Meetings Ordinance - Ordinance 90-A48
- 9) Establishment of Signature Authorities for Financial, Contract and Permit Purposes

- 10) Janitorial Position
 - a) Approve Job Description
 - b) Establish Pay Grade and Step
 - c) Authorize Advertisement for Position
- 11) Copy Machine Proposals - Review of Equipment Proposals and Purchase -vs- Lease Alternative:
- 12) Release to Advertise Bid Request - Chip Seal Project No. 900702
- 13) Authorization to Proceed with Balance of Survey of Town Hall/Community Center Property to Intiate Abandonment of Non-built or Obliterated Road Rights-of-Way Thereon
- 14) Murdock Road Engineering Feasibility Report on Right-of-Way and Changes, if any, Required by Town Engineer
- 15) Acceptance of Quit Claim Deed for a Portion of Newton Lane, Specifically not Accepting Thomas Payne Circle - Resolution No. 90-120
- 16) Expansion Proposal for Street Department Equipment Yard
- 17) Ceiling Fans for Town Hall
- 18) League of Arizona Cities & Towns Annual Conference
- 19) Call to the Public
- 20) Set Next Meeting Date, Time and Place
- 21) Adjournment

- 10) Janitorial Position
 - a) Approve Job Description
 - b) Establish Pay Grade and Step
 - c) Authorize Advertisement for Position
- 11) Copy Machine Proposals - Review of Equipment Proposals and Purchase -vs- Lease Alternative:
- 12) Release to Advertise Bid Request - Chip Seal Project No. 900702
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- 19) Call to the Public
- 20) Set Next Meeting Date, Time and Place
- 21) Adjournment

TOWN MANAGER'S REPORT
REGULAR COUNCIL SESSION
July 18, 1990



4) Information & Updates:

a) Ron Ramsey was sent to Washington, D.C. for a Congressional Hearing by Senate Insular Affairs Sub-Committee to be held on Tuesday, July 17, 1990 concerning the proposed Fort McDowell Indian Community Water Settlement Act. This act specifically includes provisions for the Prescott water farming proposal. Town Attorney Ramsey will report on the hearing at the Council Meeting.

b) The school district (CVUSD 28) has filed its revised plans for the new Middle School project. Planning & Zoning Director Laura Kuhn will provide a brief overview of the changes that affect the Town.

5) Minutes of the Previous Meetings:

Are attached for the Council's review.

6) 1990/1991 Annual Budget Adoption - Resolution No. 90-119:

A copy of the proposed Resolution No. 90-119 is attached for the Council's review. This item is prepared in the event of a satisfactory budget hearing such that the Council is ready to proceed with budget adoption. Please remember that the Council cannot add to the budget. It can only move expenditures around within the limits of the proposed budget, or reduce the amount of the budget.

7) Disbursements & Accounting:

The normal disbursement list is attached for the Council's review and action. The annual payment authorizations refers to as list of normal expenditures of a routine nature that must be made from month to month and for which it is often necessary to seek special payment approval to avoid late charges. Approval of the list of annual payment authorizations will simplify the disbursement process and avoid special requests or late charges. The actual disbursements will continue to be reflected on the regular disbursement lists. Advance approvals do not appear to be a problem at this meeting. None have been requested at the time of the preparation of this report.

8) Meetings Ordinance - Ordinance 90-A46:

Town Attorney Ron Ramsey has prepared a Meetings Ordinance to cover just the absolute minimum requirements of the Statutes. It is necessary to take care of this part of the meetings provisions at this time. The other items that are of a more controversial nature were held aside to be discussed at a work session to be held in August, as directed by Council.

9) Establishment of Signature Authorities for Financial, Contract and Permit Purposes:

The Council needs to formalize its determination of who it wishes to have signature authority (the right to sign) for the several purposes listed. In the case of normal check signing, the existing provision is either the Mayor or Vice-Mayor and either the Town Manager or the Town Marshal. The alternatives here are a different member(s) of the Council, or a the Assistant Manager/ Finance Director in place of the Marshal.

For the purposes of the Purchasing Account, it is currently the Town Manager and the Marshal, with limited time additions for other department heads, at the discretion of the Town Manager. The alternative here is to add the Assistant Manager as a regular signature authority. For contracts, it is the Town Manager under \$ 2,000 and the Mayor for any contract over \$ 2,000 with contract defined as any form of agreement that carries with it a real or potential financial commitment. In the Town Manager's absence, the Mayor signs for the Manager.

Relative to permits, the Planning & Zoning Director signs all permits for residential uses and all minor permits for commercial uses. The Town Manager signs all permits for major commercial uses and for all industrial uses. Signs permits are executed by the Planning & Zoning Director. Casual Business Licenses are signed by the Town Clerk. No changes are recommended to these signature authorizations.

10) Janitorial Position:

a) Approval of Job Description - The proposed job description will be ready and in the Council's boxes by Tuesday morning. This is the first step in the creation of the position.

b) Establish Pay Grade and Step - The proposed grade and step is Grade 12 Step 1. This is \$ 283.90 bi-weekly with a proposed start date of August 19, 1990. The annual payout would be \$ 6,387.75 with the pay chart adjustment accounting for the approximately \$ 50.00 difference to the amount budgeted. This would bring the janitor on line as scheduled.

c) Authorize Advertisement - Recommend immediate advertisement.

11) Copy Machine Proposals - Review of Equipment Proposals and Cost -vs- Lease alternative:

The proposals received to date have been tabulated regarding the life-cycle costs as listed in the proposals. A number of minor modifications are being explored with the printed copy to be in the Council's boxes Tuesday morning. It is fairly obvious that the lease cost is going to run at a very high annual interest rate. Alternatives to the proposal requests have been solicited from each of the firms with the expectation that there may be more favorable terms available. However, it is still anticipated that the outright purchase option is far more cost-effective. The residual value of the right to upgrade under the lease option is limited under the terms of the proposals made. Ideally, it would be my preference to seek a lease but the differences do not make it a viable alternative except in the event that we were cash poor, which we are not. In the event of an outright purchase, the significant issues have to include the rated life of the equipment, the terms of replacement in the event of equipment failure, the warranty period and cost/period/terms of the extended warranty. These items are the subject of the additional information being sought. It is anticipated that a final recommendation will be available, and action requested, at the August 15, 1990 Council Meeting. At this point, I need to know what the Council's preferences are and what constraints are to be considered.

12) Release to Advertise Bid Request - Chip Seal Project No. 900702:

This is the first of the two planned chip seal projects. Please see the attached three pages from Todd Roakwell, Town Engineer, for a list of the roads and streets included. The cost estimate is filed and is expected to be on the high side again, as in the past. Copies of the Bid Specification are in the Council's boxes for review. As this is a very straight forward project, with no apparent issues, I recommend that it be released to bid immediately.

13) Authorization to Proceed with Balance of Survey of Town Hall /Community Center Property to Initiate Abandonment of Non-Built or Obliterated Road Rights-of-Way Thereon:

As the Town proceeds with the cleanup of the site, the unused or obliterated roads' rights-of-way will need to be abandoned. This is the second phase of the original survey project begun last year in conjunction with the purchase of the property. Due to insurance considerations and fire safety needs, the driveway through the back of the buildings needs to be installed. Without the prior abandonment of the old road rights-of-way, the new driveway will become a public road with many unintended implications.

14) Murdock Road Engineering Feasibility Report on Right-of-Way and Changes, if any, required by the Town Engineer:

This item is on the agenda to allow for a final action, if needed, on the road right-of-way issue. The concerns that remained unanswered at the last session involved the disposition of stormwater in the event that the ditches are constructed and the amount of right-of-way required for the ditches.

15) Acceptance of Quit Claim Deed for a Portion of Newton Lane, Specifically Not Accepting Thomas Payne Circle - Resolution No. 90-120:

This resolution to formalize the acceptance of the road right-of-way for Newton Lane that the Town needs to complete right-of-way clearance so that the paving project can be engineered. There are still several issues concerning the forest service permit and survey of the existing right-of-way prior to the completion of pre-construction work. Recommend approval of this resolution, as is, due to the fact that Thomas Payne Circle was specifically withheld in private road status on the subdivision plat.

16) Expansion Proposal for Street Department Equipment Yard:

Street Superintendent Doug Jones has made a preliminary proposal for the expansion of the equipment yard to provide for the growing needs of the Street Department. At this time, there is insufficient space to be able to properly secure all of the equipment and materials that are stored at the yard. With the addition of the new year needs, both space and the safe useage of it will become a severe problem. Doug Jones will place materials in your box late Monday reflecting his proposal and the prices obtained for fencing.

17) Ceiling Fans for Town Hall

At the suggestion of Councilman Shaw, the purchase of ceiling fans for Town Hall is proposed. This will allow for better circulation until such time as the renovations can be completed. Some of the fans would still be needed when the changes are completed.

18) League of Arizona Cities & Towns Annual Conference:

This is the time when we need to know who is going so that we can reserve rooms and file registrations. Please be prepared to say whether you are going and, if so, for which days. Thank you for your assistance.

19) Set Next Meeting Date, Time and Place:

Executive Session - July 19, 1990 - 6:30 P.M. - Town Hall

Special Session - July 19, 1990 - 8:00 P.M. - Town Hall

Board of Adjustment - Cancelled

P&Z Session - Cancelled

P&Z Joint Work Session - August 2, 1990 - 6:00 P.M. - Town Hall

Work Session (agenda) - August 15, 1990 - ? - Town Hall

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
PUBLIC HEARING
July 18, 1990
6:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Public Hearing at the Camp Verde Town Hall on July 18, 1990 to obtain public input on the proposed 1990/91 budget. Mayor Rogers called the meeting to order at 6:05 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Ton Shaw, Carter Rogers, Marvin Reynolds, and Jerry Taylor. Pat Kaminsky arrived at 6:10 p.m.

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Manager; Doug Jones, Street Superintendent; Laura Kuhn, Planning & Zoning Director; Ralph Lizotte, Town Magistrate; Chuck Devine, Town Marshal; Gary Lollman, Parks & Recreation Superintendent and Susan Marshall, Recording Secretary

Public Hearing on the Proposed 1990/91 Annual Budget:

Manager Maynard presented the proposed 1990/91 budget, referring to pie graphs for revenues and expenditures for each department and fund.

The discussion was opened to the floor.

Camp Verde resident, Jack Bird, stated the budget was a good one but questioned the need for a Planning & Zoning "enforcer". He stated the staff in the Planning & Zoning Department were qualified to handle complaints and this item should be removed from the budget.

Taylor stated the position was for an "inspector" and had been carried forward from the 1989/90 budget. He stated an inspector was needed for new construction and this was what the position called for.

The discussion was closed to the floor.

The meeting was adjourned at 6:30 p.m.

Public Hearing - July 18, 1990 - Page 2:

Susan Marshall
Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk

Carter Rogers

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
July 18, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on July 18, 1989 order to conduct the Council's regular business. Mayor Rogers called the meeting to order at 7:05 p.m.

Parsons lead the Pledge of Allegiance.

Roll Call:

Carter Rogers, Tap Parsons, Woody Diehl, Tom Shaw, Jerry Taylor, Marvin Reynolds and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Town Manager; Chuck Devine, Town Marshal; Ron Ramsey, Town Attorney; Doug Jones, Street Superintendent; Laura Kuhn, Planning & Zoning Director; Todd Rockwell, Town Engineer; Gary Lollman, Parks & Recreation Superintendent and Susan Marshall, Recording Secretary

Information & Updates:

- a) Attorney Ramsey reported on his trip to Washington, D.C. where he attended a joint committee hearing on water transfers. He stated the hearing will be open for two more weeks and deferred making any formal comment until all reports of the hearing have been received.
- b) Planning & Zoning Director Kuhn gave the Council an update on the Middle School Plan filing. She reported the original proposed roadway was not included with the new filing.
- c) Manager Maynard reported the right of way deed for Verde Lane had been received, signed by Clarence Butler. He stated the Town has met its legal requirements on this issue.

Parsons stated he, Diehl, Rogers and Mike Hough attended a meeting in Overgaard regarding a National Scenic Route. He stated an organization was being formed which would meet on August 7, 1990.

Regular Session - July 18, 1990 - Page 2:

1990/91 Annual Budget Adoption - Resolution No. 90-119:

Manager Maynard stated the Council had held a Public Hearing early in the evening as legally required. He also brought to the Council's attention a need for an amendment to Resolution 90-119 before final adoption deleting the phrase pertaining to property taxes.

Parsons stated he had received comments from citizens concerning the starting salary for the Planning & Zoning Secretary. Director Kuhn explained the need for a more experienced individual for this position because of the numerous job duties as opposed to an entry level secretary.

Manager Maynard stated two letters have been received supporting the Parks & Recreation Department.

Mayor Rogers stated the Council had asked for all salaries to be at the current rates in the budget and noted the position of Court Clerk/Streets Secretary did not reflect the actual number.

These changes were in the working papers leading up to the budget adoption. No changes were needed in the official budget documents.

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to adopt Resolution 90-119 as amended.

Disbursements & Accounting - Standard Disbursements, Annual Payment Authorization and Advance Approvals:

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to approve the disbursements, dated July 18, 1990, as presented.

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to authorize the Finance Director to make the monthly payments as stated, adding Arizona Public Service Company and Western Communications, in a timely manner and to show these disbursements on the listing to the Council for review.

Manager Maynard stated the estimates for painting the walls of the gym and resurfacing the floor had been received. He reported the cost for painting would be approximately \$650 - \$700 and the cost for resurfacing the floors would be approximately \$1,326.34 with all work being done by the Town Staff.

On a motion by Reynolds, seconded by Taylor, the Council voted unanimously to authorize painting of the walls of the gym, for an amount not to exceed \$700, and resurfacing of the floor, for an amount not to exceed \$1400, with the work to be done by the Town Staff.

Regular Session - July 18, 1990 - Page 3:

Meetings Ordinance - Ordinance 90-A46:

On a motion by Parsons, seconded by Shaw, the Council voted as follows:

Parsons: Yes
Shaw: Yes
Diehl: Yes
Taylor: No
Kaminsky: No
Reynolds: Yes

to adopt Ordinance 90-A46 amended to reflect a meeting start time of 7:00 p.m. wherever it appears in the ordinance and to include all sections.

On a motion by Parsons, seconded by Taylor, the Council voted unanimously to move item #14 to this point in the meeting.

Murdock Road Engineering Feasibility Report on Right-of-Way and Changes, if any, Required by Town Engineer:

Engineer Rockwell stated the field surveys had been completed with a right-of-way width of 30'. He reported all of the title reports have been received and the right-of-way conveyances can now be prepared. He stated the estimated cost for paving the road is \$33,310 with the Town Street Department doing all the work except for the chip seal.

Manager Maynard recommended having the attorney prepare the right-of-way deeds to reflect proper language absolving the Town of all liabilities resulting from drainage after the construction is completed.

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to accept the engineer's report and cost estimate for construction on Murdock Road and to have the attorney prepare the right-of-way deeds reflecting the necessary language regarding the drainage liability.

Attorney Ramsey stated the easements would not be recorded until all have been received and signed.

Manager Maynard stated the right-of-way deed should be ready for signing by the middle of August with construction proposed to begin shortly after Labor Day.

Taylor asked for an update on the right-of-way deeds at the next Regular Session of the Council.

The meeting was recessed at 8:15 p.m. and reconvened at 8:20 p.m.

Regular Session - July 18, 1990 - Page 4:

On a motion by Diehl, seconded by Shaw, the Council voted to move item #15 to this point in the meeting:

Acceptance of Quit Claim Deed for a Portion of Newton Lane Specifically not Accepting Thomas Payne Circle - Resolution 90-120:

Manager Maynard explained Resolution 90-120 would accept the Quit Claim for Newton Lane but excludes Thomas Payne Circle.

Parsons stated the resolution did not specify what portion of Newton Lane was being considered and asked that this be included.

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to accept the concept of Resolution 90-120 with the changes indicated by Parsons and to require a proper Quit Claim Deed directed to the Town.

Establishment of Signature Authorities for Financial, Contract and Permit Purposes:

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to authorize the Mayor or Vice Mayor and the Town Manager or the Town Marshal to sign financial documents.

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to add the Assistant Manager as a signator on the Purchasing Account along with the Town Manager and Town Marshal in accordance with requirement of the budget ordinance.

On a motion by Taylor, seconded by Kaminsky, the Council vote unanimously to leave the signators for permits as currently established.

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to leave the signator for Casual Business Licenses as currently established pending further study.

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to leave the signators for contracts as currently established with the Town Manager authorized to sign on a contract up to \$2,000 and the Mayor to sign on contracts over \$2,000.

Release to Advertise Bid Request - Chip Seal Project 900702:

On a motion by Parsons, seconded by Taylor, the Council voted unanimously to approve Project 900702 to be submitted for advertising and bid.

The meeting was recessed at 8:55 p.m. and reconvened at 9:05 p.m.

Janitorial Position:

- a) Approve Job Description
- b) Establish Pay Grade and Step
- c) Authorize Advertisement for Position

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to approve the job description, reflecting changes to read "Closing of Town buildings after business hours." and having this individual report directly to the Assistant Manager, establishing Grade 12, Step 1 and authorizing advertisement for the position.

Copy Machine Proposals - Review of Equipment Proposals and Purchase -vs- Lease Alternative:

Manager Maynard presented a breakdown of various machines and the cost of purchase versus lease of these machines.

On a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to authorize the Town Manger to negotiate purchase of a copier to be brought back to the Council at the Regular Session of August 15, 1990.

Authorization to Proceed with Balance of Survey of Town Hall/Community Center Property to Initiate Abandonment of Non-built or Obliterated Road Rights-of-Way Thereon:

Engineer Rockwell expressed come confusion on the maps. He stated a location survey would be needed to establish the position of buildings and utilities in relation to the property lines with an approximate cost of \$3,200.

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to authorize the Engineer to proceed with the balance of the survey of Town Hall/Community Center property to initiate abandonment of non-built or obliterated road rights-of-way thereon at a cost not to exceed \$3,200.

Expansion Proposal for Street Department Equipment Yard:

Superintendent Jones explained the need for more space to park street equipment and store materials. He presented three proposals to the Council for their consideration.

Parsons stated any changes should be considered as temporary until the land bill has been considered at the federal level.

On a motion by Taylor, seconded by Kaminsky, the Council directed Superintendent Jones to prepare proposals for expansion of the equipment yard after the engineer's completion of the location survey of the Town Hall/Community Center property.

Regular Session - July 18, 1990 - Page 6:

Ceiling Fans for Town Hall:

On a motion by Diehl, seconded by Reynolds, the Council voted unanimously to have eight (8) ceiling fans installed, two (2) in each unit of the current Town Hall complex.

League of Arizona Cities & Towns Annual Conference:

Manager Maynard stated the annual League Conference was scheduled for September 18 - 21, 1990 and asked which Council members were attending.

On a motion by Taylor, seconded by Parsons, the Council voted unanimously to authorize the Mayor, the Vice Mayor, Councilors Taylor and Shaw, Assistant Manager Trewern, Planning & Zoning Director Kuhn, Town Marshal Devine, Town Attorney Ramsey and Town Manager Maynard to attend the League of Arizona Cities & Towns Annual Conference scheduled for September 18 - 21, 1990.

Call To The Public:

No input.

Set Next Meeting Time, Date & Place:

The Council will meet in an Executive session at the Camp Verde Town Hall on July 19, 1990 at 6:30 p.m. and in a Special Session that same evening at 8:00 p.m.

Adjournment:

The meeting was adjourned at 10:00 p.m.

Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk

Carth Rogers

Regular Session - July 18, 1990 - Page 7:

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the _____ day of _____, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

Jay Trewern, Town Clerk

A G E N D A

**COMMON COUNCIL
SPECIAL SESSION**


**Town of Camp Verde
TOWN HALL
Thursday, July 19, 1990, 8:00 P.M.**

- 1) Call to Order
- 2) Roll Call

Discussion and Possible Action on the Following Items:

- 3) Annual Contract Adjustments
 - a) Town Magistrate
 - b) Town Engineer
 - c) Town Attorney
 - d) Town Manager
- 4) Magistrate Pro-Tem Position Adjustments
- 5) Department Head Form Contract
- 6) Planning & Zoning Director Contract
- 7) Associate Planner - Position Reclassification
- 8) Parks & Recreation/Maintenance Department Head - Position Classification
- 9) Administrative Clerk Position Reclassification
- 10) Administration Secretary/Receptionist Position Reclassification
- 11) Call to the Public
- 12) Set Next Meeting Date, Time and Place

AFFIDAVIT OF POSTING:


Jay Trewern, Town Clerk
4:30 P.M., July 18, 1990
Town Hall Bulletin Board


A G E N D A

COMMON COUNCIL
EXECUTIVE SESSION
ARS 38-431.03.A.1

Town of Camp Verde
TOWN HALL
Thursday, July 19, 1990, 6:30 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Annual Contract Reviews
 - a) 6:30 Ralph Lizotte, Town Magistrate
 - b) 6:40 Todd Rockwell, Town Engineer
 - c) 6:50 Ron Ramsey, Town Attorney
 - d) 7:00 Dave Maynard, Town Manager
- 4) Magistrate Pro-Tem Position Review
- 5) Department Head Form Contract Review
- 6) Planning & Zoning Director Contract Offer Review
- 7) Associate Planner Position Reclassification Review
- 8) Parks & Recreation/Maintenance Department Head Review
- 9) Administrative Clerk Position Review
- 10) Administration Secretary/Receptionist Position Review
- 11) Adjournment

AFFIDAVIT OF POSTING:



Jay Trewern, Town Clerk
4:30 P.M., July 18, 1990
Town Hall Bulletin Board

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
JULY 19, 1990
8:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on July 19, 1990. Mayor Rogers called the meeting to order at 8:00 p.m.

1) Roll Call:

Woody Diehl, Tom Shaw, Carter Rogers, Marvin Reynolds, Jerry Taylor, Pat Kaminsky, and Tap Parsons

2) Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Manager; Susan Marshall, Administrative Clerk; Hank Hoover, Parks & Rec Commission Chairman; Laura Kuhn, Planning and Zoning Director; Debby Cook; Associate Planner; and Gary Lollman, Parks & Rec/Maintenance Director

The Special Session was recessed at 8:05 p.m. so that the Executive Session could be completed. The meeting re-convened at 9:40 p.m.

3) Town Magistrate Contract:

Following the report by Manager Maynard, Shaw made a motion to approve the renewal of the contract with Town Magistrate Ralph Lizotte, changing the dates to appropriate dates reflecting a two (2) year term, amending Section 10 to make reference to a Pro-Tem Magistrate as opposed to a Deputy Magistrate, and providing for automatic annual renewal. The motion was seconded by Diehl and passed unanimously.

4) Town Engineer Contract:

Following the report by Manager Maynard, Shaw made a motion to approve the renewal of the contract with Town Engineer Todd Rockwell. The motion was seconded by Kaminsky and passed unanimously.

5) Town Attorney Contract:

Following the report by Manager Maynard, Kaminsky made a motion to renew the contract with Town Attorney Ron Ramsey, adding a clause to provide for automatic annual renewal. The motion was seconded by Diehl and passed unanimously.

6) Town Manager Contract:

Following the report by Clerk Trewern, Councilman Shaw made a motion to renew the contract with Town Manager David Maynard, removing all references to Town Clerk, removing the lump sum payment provision from Section 6, and setting the pay rate in Section 6 at \$47,350.00. The motion was seconded by Diehl and passed unanimously.

7) Magistrate Pro-Tem Position Review:

Following the report by Magistrate Lizotte, Diehl made a motion to approve the payment of \$250.00/month for the Pro-Tem Magistrate, also a pay rate of \$12.00/hour, 2 hour minimum, for sickness, vacation, or disqualification of the Magistrate, also that the Town pay any schooling costs mandated to be paid by the Town through State law. The motion was seconded by Shaw and passed unanimously.

8) Department Head Form Contract/Reviews:

Manager Maynard reported that Department Heads should remain on the Grade and Step system adopted. Parsons made a motion to give Marshal Devine a 2.5% merit increase, and Street Superintendent Jones a 5% merit increase. The motion was seconded by Diehl and passed unanimously.

Kaminsky made the motion that no new employment contracts be offered to Department Heads of the Town of Camp Verde. Diehl seconded the motion, which passed unanimously.

9) Planning and Zoning Director Contract Offer Review:

Upon the recommendation of Manager Maynard, Diehl made a motion the contract negotiations continue, pending the return of the Town attorney, that the salary be set at \$34,000.00 per year, effective April 23, 1990, and clarified that this pay is "off" the pay chart, and the 3% cost of living increase to the pay chart does not apply. The motion was seconded by Kaminsky and passed unanimously. This action was taken contingent on the eventual execution of a contract.

10) Associate Planner Position Reclassification Review:

Planning Director Kuhn requested a reclassification for the Associate Planner. Taylor made a motion that this item be held in abeyance pending further information regarding comparative job classifications. Diehl seconded the motion, which passed unanimously.

Special Session - July 19, 1990 - Page 3:

11) Parks & Recreation/Maintenance Department Head Review:

Manager Maynard recommended a new job description be drawn up for the Parks & Recreation Director which clearly indicates that maintenance department duties are additional duties and not primary duties, designating Department Head status, and setting the job classification at a Grade 32. Taylor made the motion to follow this recommendation, seconded by Kaminsky. The motion passed unanimously. Taylor made a motion that the reclassification be made effective May 20, 1990. The motion was seconded by Reynolds and passed 5-1. Parsons voted against the motion, stating opposition to spending funds from last budget year which were not originally planned for.

12) Administrative Clerk Position Review:

Clerk Trewern outlined a plan to add duties to the job descriptions for the Administrative Clerk and recommended reclassification to a Grade 24. Part of this recommendation was that we consolidate the 3 current job descriptions of Accountant, Administrative Clerk, and Secretary/Receptionist into 2 job positions. Kaminsky moved to approve the reclassification to a Grade 24. The motion was seconded by Reynolds and passed unanimously.

13) Administration Secretary/Receptionist Position Review:

Clerk Trewern recommended the addition of job duties and the reclassification to a Grade 17, following the office re-structuring plan noted previously. Taylor moved to approve the reclassification to a Grade 17. The motion was seconded by Diehl and passed unanimously.

14) Effective date of Actions:

Upon a motion by Taylor, and second by Reynolds, the Council unanimously approved making all payroll actions taken effective July 8, 1990, except where specifically addressed, and that all contractual actions taken be effective July 1, 1990, except where specifically addressed.

15) Call to the Public:

There was no response to the invitation to address the Council.

Adjournment:

The meeting was adjourned at 10:00 p.m.

Jay Trewern, Town Clerk



MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
July 30, 1990
12:00 NOON

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on July 30, 1989 order to conduct the Council's regular business. Mayor Rogers called the meeting to order at 12:00 noon.

Roll Call:

Carter Rogers, Woody Diehl, Tom Shaw, Marvin Reynolds
and Pat Kaminsky

Council Member Taylor arrived at 12:15 p.m.

Absent:

Tap Parsons

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Town
Manager; Wes Girard, U.S.F.S. and Susan Marshall, Recording
Secretary

Resolution 90-121, Approving the Application for SLIF Grant Funds
for Verde River Access and Supplemental funds for a Potable Water
System and Environmental Interpretation at Beasley Flat:

On a motion by Diehl, seconded by Shaw, the Council voted
unanimously to adopt Resolution 90-121 with a change being made
to correct the name of the Town Clerk in the certification.

SLIF Project 18-90 Verde River Access: Acceptance of Grant Award
and Authorization to Execute Grant Agreement:

On a motion by Shaw, seconded by Diehl, the Council voted
unanimously to adopt Resolution 90-122 regarding SLIF Project 18-
90 Verde River Access: Acceptance of grant award and
authorization to execute grant agreement.

Approval of "Exhibit H": A Cooperative Agreement between the Town
and the Prescott National Forest regarding those projects in
Resolution 90-121:

On a motion by Kaminsky, seconded by Reynolds, the Council voted
unanimously to approve Exhibit H; a cooperative agreement between
the Town and the Prescott National Forest regarding those
projects in Resolution 90-121, as amended.

Special Session - July 30, 1990 - Page 2:

Any other actions determined to be necessary to complete the filing of the Applications and Legal agreements regarding the Beasley Flat River Access, and Potable Water System and Environmental Interpretation State Lake Improvement Fund grant applications:

No actions taken.

Appointment of Town Manager to Serve as Grant Administrator for SLIF Project No. 18-90:

On a motion by Reynolds, seconded by Diehl, the Council voted unanimously to appoint the Town Manager to serve as Grant Administrator for SLIF Project No. 18-90 at no additional pay.

Adjournment:

The meeting was adjourned at 12:30 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 30th day of July, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

Jay Trewern, Town Clerk

NOTICE OF SPECIAL MEETING
OF THE COMMON COUNCIL
OF THE TOWN OF CAMP VERDE

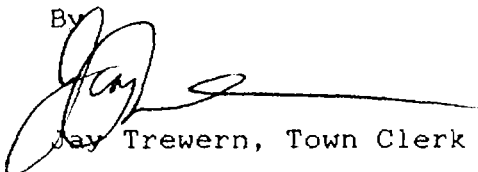
Pursuant to Ordinance 90-A46 of the Town of Camp Verde, and in accordance with Arizona Revised Statutes,

Notice is hereby given that the Common Council of the Town of Camp Verde will hold a Special meeting on Monday, the 30th of July, 1990, at 12:00 noon in the Council Chambers of the Town Hall, Main Street, Camp Verde, Arizona.

Dated this 27th day of July, 1990.

ALL MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND.

By



Jay Trewern, Town Clerk

A G E N D A
SPECIAL SESSION
JULY 30, 1990

- 1) Call to Order
- 2) Roll Call

Discussion and Possible Action on the Following Items:

- 3) Resolution 90-121, Approving the Application for SLIF Grant Funds for Verde River Access and Supplemental funds for a Potable Water System and Environmental Interpretation at Beasley Flat.
- 4) SLIF Project 18-90 Verde River Access: Acceptance of Grant Award and Authorization to Execute Grant Agreement.
- 5) Approval of "Exhibit H"; A Cooperative Agreement between the Town and the Prescott National Forest regarding those projects in Resolution 90-121.
- 6) Any other actions determined to be necessary to complete the filing of the Applications and Legal agreements regarding the Beasley Flat River Access, and Potable Water System and Environmental Interpretation State Lake Improvement Fund grant applications.
- 7) Appointment of Town Manager to Serve as Grant Administrator for SLIF Project No. 18-90.
- 8) Adjournment

A G E N D A
COMMON COUNCIL
REGULAR SESSION

TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, AUGUST 1, 1990, 7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information & Updates
 - a) Townsite Sewer Project Progress
 - b) State Fair Participation
 - c) Miscellaneous Reports as Appropriate
- 5) Minutes of the Previous Meetings
 - a) Public Hearing - July 18, 1990
 - b) Regular Session - July 18, 1990
 - c) Special Session - July 19, 1990
 - d) Special Session - July 30, 1990
- 6) Disbursements & Accounting - Standard Disbursements and Advance Approvals.
- 7) Resolution 90-123 - Amending Resolution 88-50, Authorizing Local Government Investment Pool investments, and fund transfer authorities.
- 8) Resolution 90-124 - Amending Resolution 89-75, Authorizing an Investment Account with First Interstate Bank, and fund transfer authorities.
- 9) Recommendation to State Department of Liquor Licenses and Control regarding the application of Kun Mei Huang on behalf of the "Ming House".
- 10) Presentation regarding road surfacing materials, presented by Sahuaro Petroleum.
- 11) Montezuma Castle Highway, Contract Bid Award.
- 12) Murdock Road - Status of Easements

- 13) Rating and Prioritization of Community Development Block Grant Application Components.
- 14) Library Renovation Plan
- 15) Library "Meeting Room" - Possible conversion of Meeting room authorized uses.
- 16) Call to the Public
- 17) Set Upcoming Meeting Dates, Time and Place
- 18) Adjournment

TOWN MANAGER'S REPORT
REGULAR COUNCIL SESSION
August 1, 1990

DOM

7) Resolution 90-123 - Amending Resolution 88-50, Authorizing Local Government Investment Pool Investments and Fund Transfer Authorities:

This resolution is to complete the paperwork required to update the signature authorities for the LGIP program with the State Treasurer's Office. Recommend approval.

8) Resolution 90-124 - Amending Resolution 89-75, Authorizing an Investment Account with First Interstate Bank and Fund Transfer Authorities:

Same as item 7) but in regard to the investment program we maintain in the First Interstate Bank. Recommend approval.

9) Liquor License - Ming House:

Having reviewed this item with Marshal Devine, and having received no comment from Attorney Ramsey before he left for vacation, there would appear to have been no adverse comment on the permit application. From personal viewing of the premises, it appears to be a well run, clean and well managed business. This being the case, the staff report finds no reason for adverse recommendation.

10) Presentation Regarding Road Surfacing Materials, Presented by Sahuaro Petroleum:

The bid package for the Montezuma Castle Highway Resurfacing Project provided for a choice to be made by the Council regarding the alternative of two types of resurfacing material. This is the provision for the promised presentation to acquaint the Council with the advantages of the different materials.

11) Montezuma Castle Highway, Contract Bid Award:

Bid opening is scheduled for 10:00 A.M., Tuesday, July 31, 1990 in the Town Clerk's Office. Town Engineer Todd Rockwell will be available at the Council Meeting to present the bid tabulations and recommend a bid award.

12) Murdock Road - Status of Easements:

This is the status report requested by Council for this meeting. Todd will also address this item.

13) Rating and Prioritization of CDBG Application Components:

This is one more in the several steps required in preparing a CDBG application. Planning & Zoning Director Laura Kuhn has prepared the enclosed packet for Council review. The packet appears to be in order and she will make recommendations.

14) Library Renovation Plans:

Library Director Phyllis Hazekamp has prepared several alternatives to discuss with the Council. The Council should have received copies of the proposals some time ago. This is discussion of the proposals with Council action, if appropriate, scheduled for August 15, 1990.

15) Library "Meeting Room" - Possible Conversion of Meeting Room Authorized Uses:

The Community Room in the Library is the subject, in part, of item 14) above. In the event that adequate, alternative meeting room space can be provided elsewhere, the time has come when the use of the Library back room as a meeting room is creating substantial conflicts. In addition, security concerns are becoming increasingly more difficult to deal with. Until item 14) has been discussed, along with its impact on other rooms for alternative usage, a recommendation is inappropriate.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
August 1, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on August 1, 1990 in order to conduct the Council's regular business. Mayor Rogers called the meeting to order at 7:00 p.m.

Roll Call:

Carter Rogers, Tap Parsons, Woody Diehl, Tom Shaw, Jerry Taylor, Marvin Reynolds and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Town Manager; Doug Jones, Street Superintendent; Laura Kuhn, Planning & Zoning Director; Todd Rockwell, Town Engineer; Phyllis Hazekamp and Terry Ellison, Library; and Susan Marshall, Recording Secretary

Absent:

Ron Ramsey, Town Attorney

Kaminsky lead the Pledge of Allegiance.

Information & Updates:

- a) **Townsite Sewer Project Progress:** Engineer Rockwell reported he had attended a meeting with the contractor, the Sanitary District and the engineer to discuss problems that have been reported. He stated the work must meet the Town's requirements.
- b) **State Fair Participation:** Manager Maynard stated this is an event normally handled by the Chamber of Commerce and the information would be forwarded to them.
- c) **Miscellaneous Reports as Appropriate:** Manager Maynard stated the final drawdown on last year's CDBG was made July 31, 1990 and there were no funds lost on the grant.

He reported Wes Girard, USFS, had filed the application for supplemental funding through the State Lake Improvement Fund (SLIF) for Beasley Flat.

Regular Session - August 1, 1990 - Page 2:

Minutes of Previous Meetings:

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to approve the minutes of the July 18, 1990 Public Hearing, the July 18, 1990 Regular Session and the July 19, 1990 Special Session as amended.

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to approve the minutes of the July 30, 1990 Special Session as presented.

Disbursements & Accounting - Standard Disbursements and Advance Approvals:

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to approve the disbursements, dated August 1, 1990, as presented with the addition of the \$4300 vehicle purchase through auction.

Resolution 90-123 - Amending Resolution 88-50, Authorizing Local Government Investment Pool Investments, and Fund Transfer Authorities:

On a motion by Shaw, seconded by Diehl, the Council voted unanimously to adopt Resolution 90-123, amending Resolution 88-50.

Resolution 90-124 - Amending Resolution 89-75, Authorizing an Investment Account with First Interstate Bank, and Fund Transfer Authority:

On a motion by Shaw, seconded by Kaminsky, the Council voted unanimously to adopt Resolution 90-124, amending Resolution 89-75.

Recommendation to State Department of Liquor Licenses and Control regarding the application of Kun Mei Huang on behalf of the "Ming House":

On a motion by Marvin, seconded by Shaw, the Council voted unanimously to voice no objection to the application.

Presentation Regarding Road Surfacing Materials, Presented by Sahuaro Petroleum:

Street Superintendent Jones reported Sahuaro Petroleum personnel were unavailable for this meeting but could be rescheduled if needed. He spoke to the Council regarding the various types of surfacing which could be used on Montezuma Castle Highway, recommending microsurfacing. Engineer Rockwell also recommends microsurfacing.

Regular Session - August 1, 1990 - Page 3:

On a motion by Kaminsky, seconded by Reynolds, the Council voted unanimously to have staff contact Sahuaro Petroleum and advise them that a meeting is not necessary.

Montezuma Castle Highway, Contract Bid Award:

Engineer Rockwell presented the bids, reporting that Asphalt Paving and Supply of Prescott Valley was the low bidder.

The meeting was recessed at 7:30 p.m. and reconvened at 7:40 p.m.

On a motion by Parsons, seconded by Shaw, the Council voted unanimously to award the bid to Asphalt Paving and Supply of Prescott Valley, utilizing Alternate A, without the shoulder work at a cost of \$79428.00.

Murdock Road - Status of Easements:

Manager Maynard stated the Town Attorney was on vacation so the rights-of-way could not be addressed. Engineer Rockwell reported he had prepared all the legal descriptions of easements except one and would have these to the Town Attorney as soon as Mr. Ramsey returns from vacation. He stated the Attorney had indicated the conveyances should be ready for signatures by August 15, 1990.

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to have the Engineer file the reports with the Town Attorney and to place this item on the agenda for further update on August 15, 1990.

Rating and Prioritization of Community Development Block Grant Application Components:

P&Z Director Kuhn gave an update and status report. Following discussion, on a motion by Parsons, seconded by Kaminsky, the Council voted unanimously to approve the rating and prioritization of Community Development Block Grant Application Components to include drainage improvements, Middle Verde (\$101,100); street improvements - Cottonwood Tumbleweed only (\$40,850.00); waste water improvements - hookup fees only (\$20,000) and administration (\$7615.00).

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to direct staff to prepare the applications and to hold a Public Hearing on the CDBG on August 15, 1990 at 6:00 p.m. at the Camp Verde Town Hall.

Regular Session - August 1, 1990 - Page 4:

Library Renovation Plan:

Librarian Hazekamp presented a preliminary plan for the renovation of the Community Room to serve as a Teen, Young Adult and Children's Library as well as suggestions for additional shelving in various areas of the library.

Following discussion the Council asked Ms. Hazekamp to get cost estimates for the work and bring it back to them at the Regular Session of August 15, 1990.

Library "Meeting Room" - Possible Conversion of Meeting Room Authorized Uses:

Manager Maynard stated it would be necessary to consider other facilities for public meetings if the Community Room was converted into a Children's Library. He stated the Home Ec Room needed some repairs to the floor and paint before it could be used. The renovations to Town Hall would need to be considered in order to provide additional meeting space.

Taylor asked to have a listing made of who is using the Community Room at this time so arrangements can be made. Parsons asked to see the cost of renovations for additional meeting space. Rogers suggested setting a date of October 1, 1990 for closing public use to the Community Room and begin the renovations at the library at that time.

Call To The Public:

No input.

Set Next meeting Time, Date and Place:

The Council will meet at the Camp Verde Town Hall:

August 02, 1990 - 6:00 p.m. - Joint Session with P&Z Commission
August 15, 1990 - 5:30 p.m. - Executive Session/property acquisition
August 15, 1990 - 6:00 p.m. - Public Hearing - CDBG
August 15, 1990 - 6:40 p.m. - BOA
August 15, 1990 - 7:00 p.m. - Regular Session

Adjournment:

The meeting was adjourned at 8:45 p.m.

Regular Session - August 1, 1990 - Page 5:

Susan Marshall
Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk
Carter Rogers
CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 1st day of August, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

Jay Trewern, Town Clerk

**AGENDA
JOINT WORK SESSION
TOWN COUNCIL AND PLANNING AND ZONING COMMISSION
TOWN HALL COUNCIL CHAMBERS**

AUGUST 2, 1990, 6:00 P.M.

1. Call to Order
2. Roll Call
3. Information and Updates
4. Discussion on the Following Items:
 1. Review and Discussion on the proposed Livestock Overlay Ordinance.
 2. Review and Discussion on the proposed Mining Ordinance.
5. Council, Commission and Staff Concerns
6. Call to the Public
7. Set Next Meeting, Time and Date
8. Adjournment

POSTED: July 27, 1990

LOCATION: TOWN HALL, PUBLIC NOTICE BULLETIN BOARD

BY:


LAURA C. KUHN

DIRECTOR OF PLANNING AND ZONING

LCK/AUG2.AGN

Minutes
COMMON COUNCIL/PLANNING AND ZONING COMMISSION
CAMP VERDE TOWN HALL
JOINT WORK SESSION
AUGUST 2, 1990

The Common Council of the Town of Camp Verde, Arizona met with the Camp Verde Planning and Zoning Commission at the Camp Verde Town Hall on August 2, 1990 in order to conduct a special joint work session. Mayor Rogers called the meeting to order at 6:01 p.m.

ROLL CALL:

Carter Rogers, Pat Kaminsky, Jerry Taylor, Tom Shaw, Tap Parsons, Bob Kovacovich, Patricia Onion, Dave Kaminsky, Mikell Lawrence, Ken Martin and John Crane.

ABSENT:

Marvin Reynolds, Woody Diehl and Mike Hough

ALSO PRESENT:

Laura Kuhn, Planning and Zoning Director; Deborah Cook, Associate Planner and Recording Secretary

INFORMATION AND UPDATES:

Laura Kuhn introduced the new Zoning Inspector, Ken Rivers, and informed the Council and Commission that a new secretary would start in the department on Monday, August 6, 1990.

Pat Kaminsky reminded everyone that there would be an open house at the Marshall's office Friday, August 3, 1990 from 3 to 6 p.m.

DISCUSSION ON THE FOLLOWING ITEM:

1. Review of Proposed Livestock Overlay District:

Laura Kuhn presented the staff report and summary of work done to date. Deborah Cook commented briefly on the differences between the Council version and the Commission version.

Mikell Lawrence commented on the section requiring 75% of signatures for sub-divisions. John Crane added that he thought that each subdivision should be considered on an individual basis and that the Town should not consider the Codes Covenants and Restrictions (CC&R's).

Mayor Carter Rogers noted that the Town cannot enforce CC&R's.

Discussion followed on the percentage of signatures that would be required for each type of area. The Council and Commission pointed

page two
Minutes, August 2, 1990

out areas that they would like to see improved in the document, and it will be placed on the agenda for September for Public hearings.

2). Mining Ordinance: Review of Proposed Mining Ordinance and Sand and Gravel Overlay District.

Laura Kuhn presented the staff report and summarized the work done to date. She noted that the mining companies had worked closely with her so that this document had not been created "in a vacuum".

Mayor Rogers opened the meeting to the Commission for comment. John Crane questioned item #2 on page three about notification of shutdown, the definition of Personal Use on page 4, item #12 on page 10 about the letter of credit, and the issue of height regulations on page 12. Kuhn responded to Cranes concerns.

Discussion followed on the issue of total estimated time line, and the review requirements. Kuhn noted that the intent was to be flexible and to relate to the applicants needs.

Jerry Taylor felt that the wording was vague. Kuhn promised to modify the language.

COUNCIL, COMMISSION AND STAFF CONCERNS:

None at this time.

CALL TO THE PUBLIC:

Glenda Bolard, area realtor, spoke against the livestock overlay zone, questioning the need for every acre in Camp Verde to be zoned for livestock.

Richard Clark, area resident, questioned the ability of land owners to get a signature from the Forest Service when necessary. Clark also commented that all batch plants are 40 feet or taller, but that restrictions could be placed on the stockpile size. He recommended a time frame of 3 years to review mining operations.

Boyd Snoddy questioned page 12 of the Mining Ordinance, requesting that the hours of operation be extended.

page three
Minutes, August 2, 1990

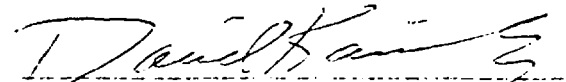
SET NEXT MEETING, DATE AND TIME:

Planning and Zoning September 6, 1990
Town Council August 15, 1990

The meeting was adjourned at 7:22 p.m.



Carter Rogers, Mayor



David Kaminsky, Chairman P&Z



Deborah Cook, Recording Secretary

A G E N D A

COMMON COUNCIL
EMERGENCY SESSION

Town of Camp Verde, Arizona
TOWN HALL
Friday, August 3, 1990, 12:10 P.M.

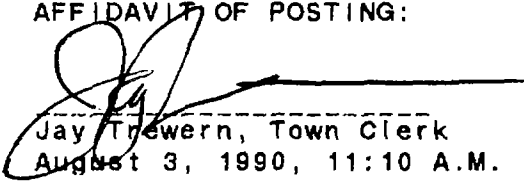
Pursuant to Statute, the Mayor of the Town of Camp Verde has established that circumstances exist that constitute the need for an emergency session of the Common Council for the purpose of electing an Acting Mayor in the event of absence of both the Mayor and Vice-Mayor. The circumstances necessitating this action were sudden and not reasonably able to be anticipated.

- 1) Call to Order
- 2) Roll Call
- 3) Establishment of Basis for Emergency Session

Discussion and Possible Action on the Following Item:

- 4) Election of an Acting Mayor to Serve Only in the Absence of Both the Mayor and Vice-Mayor.
- 5) Call to the Public
- 6) Adjournment

AFFIDAVIT OF POSTING:


Jay Trewern, Town Clerk
August 3, 1990, 11:10 A.M.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
EMERGENCY SESSION
AUGUST 3, 1990
12:10 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Emergency Session at the Camp Verde Town Hall on August 3, 1990. Mayor Rogers called the meeting to order at 12:10 p.m.

1) Roll Call:

Tom Shaw, Carter Rogers, Marvin Reynolds, Jerry Taylor,
Pat Kaminsky, and Tap Parsons

Absent - Woody Diehl

2) Also Present:

David Maynard, Town Manager and Jay Trewern, Assistant
Manager

3) Basis for Emergency Meeting:

Manager Maynard explained that the meeting was being held as an emergency special session. Woody Diehl is in the hospital and we do not know yet just how serious the problem is. Carter Rogers will be leaving for vacation on August 4, 1990. In the absence of both of these men, there is not an authorized councilman to sign payroll checks and disbursements. Following discussion with the League of Cities and Towns, this emergency meeting has been called to deal with this one item only.

4) Election of Acting Mayor:

Taylor moved to elect Thomas A. "Tap" Parsons to serve as the Acting Mayor only in the absence of both the Mayor and Vice-Mayor. Kaminsky seconded the motion, which passed unanimously.

5) Call to The Public:

There was no response to the invitation to address the Council.

6) Adjournment:

The meeting was adjourned at 12:15 p.m.

Jay Trewern, Town Clerk

Carter Rogers

AGENDA
BOARD OF ADJUSTMENTS AND APPEALS
SPECIAL SESSION
TOWN HALL COUNCIL CHAMBERS
AUGUST 15, 1990 AT 6:40 PM

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Information and Updates
5. Discussion and Possible Action on the Following:
 - A. Approval of Minutes- Regular Session, June 19, 1990
 - B. Nominations and Election of New Officers:
 - Chairperson
 - Vice-Chairperson
 - Secretary
 - C. Set Regular Meeting Time, Date and Place
6. Call to the Public
7. Set Next Meeting, Time and Date
 - Regular Session for September
8. Adjournment

POSTED: August 8, 1990
LOCATION: Town Hall Bulletin Board

BY: Laura C. Kuhn
Laura C. Kuhn, Director of Planning and Zoning

LCK/aug15boa.agn

A G E N D A
COMMON COUNCIL
REGULAR SESSION

TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, AUGUST 15, 1990, 7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information & Updates
 - a) Murdock Road Right of Way report & review of documents
 - b) Library Meeting Room users list provided
 - c) Challenge from Pinetop/Lakeside
 - d) Miscellaneous Reports as Appropriate
- 5) Minutes of the Previous Meetings
 - a) Regular Session - August 1, 1990
 - b) Council/P&Z Joint Work Session - August 2, 1990
 - c) Special Session - August 3, 1990
- 6) Disbursements & Accounting - Standard Disbursements and Advance Approvals.
 - a) Memo from Marshal Devine regarding Radio Equipment.
 - b) Memo from Manager Maynard regarding Computer Equipment.
- 7) Resolution 90-125: Establishment of Signature Authorities for General Fund Checking Account, Purchasing Account, and Planning & Zoning Permits
- 8) Approval of Parks & Recreation Maintenance Job Description, Setting of Pay Grade, and Authorization to Advertise for Applications
- 9) 1990 Community Development Block Grant (CDBG) Application Approval
- 10) Resolution 90-126: Authorizing the Submission of an Application for FY 1990 State CDBG Funds and Certifying that said Application Meets the Low and Moderate Income Benefit Requirements of the State CDBG Program.
- 11) Resolution 90-127: Identifying FY 1990 Community Development and Housing Needs and Activities to be Undertaken to Meet Such Needs.
- 12) Resolution 90-128: Adopting a Residential Antidisplacement and

Relocation Assistance Plan, as Required Under Section 104 (D) of the Housing and Community Development Act of 1974 as Amended.

- 13) Review and Possible Reclassification of Associate Planner Position for the Planning And Zoning Department.
- 14) Review of Mining Ordinance and Possible Setting of Public Hearing Schedule.
- 15) Review of Livestock Overlay District Ordinance and Possible Setting of Public Hearing Schedule.
- 16) Designation of CDBG Coordinator and Establishment of CDBG Chain of Review.
- 17) Library Advisory Commission Request for Reception for Library Director.
- 18) Possible Authorization to Institute a "Section 125" Plan.
- 19) Presentation of Proposed Ordinance Amending the Budget Ordinance (#89-A37)
- 20) Consideration and Possible Award of Copy Machine Proposals.
- 21) Designation of Schedule/Plan Regarding "Interim" changes to the Personnel Policy Manual.
- 22) Review and Response to Updated Information Regarding Water Transfer Legislation
- 23) Discussion and Possible Action Regarding the Indian Land Transfer Bill.
- 24) Resolution 90-129 Authorizing Execution of a Grant Agreement with Governors Office of Highway Safety for Acceptance of \$20,000.00 to Purchase a Road Striper in Conjunction with Clarkdale.
- 25) Review and Direction to Submit a Punch List of Deficiencies to be Corrected on the Townsite Sewer Project to the Project Engineer and the Sanitary District.
- 26) Call to the Public
- 27) Set Upcoming Meeting Dates, Time and Place
 - a) Special Session/P&Z Matters - August 22, 1990 7:00 p.m.
 - b) Possible Joint Executive Session/Tribal Council - August 29, 1990 4:30 p.m.
 - c) Regular Session - September 5, 1990 7:00 p.m.
- 28) Adjournment

SUPPLEMENTAL
A G E N D A
COMMON COUNCIL
REGULAR SESSION

TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, AUGUST 15, 1990, 7:00 P.M.

- 25.1 Possible award of bid on Project 900702, "Application of Single Chip Seal Course to Existing Roadways"

TOWN MANAGER'S REPORT
REGULAR COUNCIL SESSION
August 15, 1990

WAM

6) Standard Disbursements and Advance Approvals:

There are two requests for advance approvals. Marshal Devine is seeking advance approval for \$ 3,238.35 for the purchase of portable radios for the Marshal's Office. The appropriation would have to come from contingency. In return for the additional appropriation, Marshal Devine has agreed to utilize the several pieces of equipment he obtained through other sources to complete the equipping of the other Town vehicles with suitable radio equipment for non-Marshal use and the provision of five sets of portable radios and a five unit gang charger to the Street Department. This would amount to a net saving all around. The transfer of \$ 3,200 from the Street Department Capital Outlay to General Fund Receipts for the Street Department related transfers of equipment is a consideration.

The second request is from the Town Manager for the authorization to purchase a computer at a cost of \$ 1,978.26 from Jake's Computer Post and a laser printer at a cost not to exceed \$ 2,000 following appropriate efforts to obtain suitable equipment at that cost (this is below market at this time).

7) Resolution 90-125: Signature Authorities:

The attached resolution is provided for Council consideration. The dollar amounts of value of construction for Planning & Zoning Permits are flexible, as the Council deems appropriate. The sign permits were added to this list. Otherwise, this is the resolution to formalize the Council's stated intent at the July 18th Council Meeting.

8) Parks & Recreation Maintenance Job Creation:

The attached job description is provided for Council consideration at a Grade 10. This is in keeping with the provision established in the current year budget. As a result, I am requesting Council approval and authorization to advertise this position immediately.

9) 1990 CDBG Application Approval:

The final public hearing for the new CDBG application is scheduled for 8:00 P.M. on August 15th. In light of the public response to date, I am satisfied that P & Z Director Laura Kuhn has done a good job of preparing the application. I am also satisfied that the application does reflect the expressed public interest to date, within the limits of the program.

10) Resolution 90-126 Authorizing Submission of the CDBG App.:

This is the standard resolution format that is required to be used for the submission of the grant application. As it is the routine paperwork required, assuming that there are no last minute changes to the application, I would recommend approval as presented. This recommendation is of course contingent upon my review of the complete proposed grant application.

11) Resolution 90-127 Identifying FY 1990 Community Development Housing Needs and Activities to be Undertaken to Meet Such Needs:

Again, this is a routine requirement in conjunction with the grant application process. Upon completion of my review of the full document of the proposed grant application, I anticipate recommending your approval.

12) Resolution 90-128 Adopting a Residential Anti-Displacement and Relocation Assistance Plan, as Required . . .:

This is also a required item in conjunction with the submission of the grant application. As the projects proposed do not provide a basis for requiring displacement or relocation, I would anticipate a recommendation to approve, contingent upon my review of the complete proposed grant application.

13) Review and Possible Reclassification of Associate Planner Position for the Planning & Zoning Department:

The reclassification request initiated by the P & Z Director and requested to be revised and returned to the agenda for this meeting, is attached. Please note that the proposed reclassification no longer includes a change of title, and reflects a cleaning up of the job description as opposed to its replacement, and a change of pay of \$ 1,086 per year as opposed to approximately \$ 4,000. In light of the revisions to the proposed reclassification, I would recommend approval subject to two conditions: 1) successful completion of the probation period first and 2) an above average personnel evaluation. The position was advertised last fall just before the annual salary reviews come out. As a result, the review and adjustment of the pay did not occur at the time assumed. This reclassification will correct that problem. The change of the job description corrects several areas of substantial inaccuracy with it.

14) Review of Mining Ordinance and Possible Setting of public Hearing Schedule:

The proposed ordinance is enclosed for the Council's review based upon the results of the recent work session. If the Council is satisfied with it, the normal procedure is to return it to the Planning & Zoning Commission for its hearing and recommendation. Once completed, the ordinance and recommendation are returned to the Council for consideration of the Commission's recommendations and the setting of a public hearing. Although this may not be quite as fast as desired, this does assure an opportunity to review and considered any changes recommended by the Planning & Zoning Commission before committing to a public hearing date.

15) Review of Livestock Overlay District Ordinance and Possible Setting of Public Hearing:

The Proposed ordinance is enclosed for the Council's review based upon the results of the recent work session. The balance of my comments in Item 14) equally apply to this one.

16) Designation of CDBG Coordinator and Establishment of CDBG Chain of Review:

The attached memo from P & Z Director Laura Kuhn provides a good summary of this item. I fully support and am the originator of the recommendation that you appoint Laura Kuhn as the Program Coordinator, Jay Trewern to be the direct reviewer of program activities and the Town Manager to be the point of final review for appropriate matters. Recommend Council approval as presented with all duties to be specified to be additional duties assigned at no additional pay.

17) Library Advisory Commission Request for Reception for Library Director:

There is no correspondence on this item, however there will be one or more members of the Library Advisory Commission at the meeting to discuss plans for a proposed reception for our Library Director. You may remember that her arrival was right at the end of the school year when it was quite difficult to plan a proper reception. It is now about to be the time of school starting again and this was the point when the reception was intended to be planned. It is my understanding that the Commission wishes to suggest a joint effort in holding this reception. I think it is a splendid idea.

18) Possible Authorization to Institute a Section 125 Plan:

A Section 125 Plan is an IRS provision that allows an employer to take the deductions from the employee's pay before the calculation of taxes to be withheld. The result is a higher paycheck for each of our employees. The direct object of this provision is that benefits are not directly taxed. This is a provision that has gained fairly wide acceptance throughout the country. Subject to acceptance by our employees, I would recommend approval as it clearly benefits us all, employees and the Town.

19) Presentation of Proposed Ordinance Amending the Budget Ordinance (89-A37):

Assistant Manager Trewern has reviewed a series of proposed changes with me. As discussed they appear to correct several oversights in the original document and to streamline several of our procedures. This is a review and discussion of the concepts of the changes. If acceptable in concept, the revisions would be made to the basic document and it would be brought back to you for final approval of an amending ordinance.

20) Consideration and Possible Award of Copy Machine Proposals:

The copy machine proposals do, in many respects, have time constraints upon them. As changes in the costs of purchase, lease and maintenance provisions are imminent, I am strongly requesting that the item be resolved as soon as reasonable (not later than August 29th). The key considerations that I perceive are cost, effective interest rate incurred through leasing, service provisions, practical life expectancy, length of replacement guarantee and provisions for trade-out or upgrade. Prior to the meeting, I anticipate receipt of several additional responses to these issues. This item is to provide the Council with an overview of the additional information and, possibly to make a final staff recommendation.

21) Designation of Schedule/Plan Regarding "Interim" Changes to the Personnel Policy:

Assistant Manager Trewern has considerable past experience with personnel matters. He was requested to consider the several areas of ongoing substantial concern with our policy and to prepare a series of interim changes. The purpose of these changes is to make the policy workable until a full revision or replacement can be prepared. This item is to review the proposed changes and allow the Council indicate what is, or is not, acceptable.

22) Review and Response to Updated Information Regarding the Water Transfer Legislation:

New revisions to the proposed legislation are anticipated to be received on Monday. Due to the time constraints of the congressional process, there will not be a lot of time to consider a response. This item is to allow an opportunity to review the changes and direct a response, if appropriate.

23) Discussion and Possible Action Regarding the Indian Land Transfer Bill:

In light of recent difficulties in dealing with the proposed wording of this legislation, the Council is at a point which it had previously set to review the advisability of continuing to include its proposed land transfer in the bill with the Indian Land Transfer. This item is to provide for an opportunity to discuss the matter and to take any action deemed appropriate.

24) Resolution 90-129 Authorizing Execution of a Grant Agreement with ADOT for Acceptance of \$ 20,000 to Purchase a Road Stripper in Conjunction with Clarkdale:

Marshal Devine received a call this morning notifying the Town of award of the grant. He reports that the grant agreement is required to be signed not later than August 24, 1990 and returned to the state. The grant application provides for a joint ownership and use between the Towns of Camp Verde and Clarkdale. This will require a later action to adopt an Intergovernmental Agreement (IGA) with the town of Clarkdale that is not yet negotiated. Recommend acceptance of the grant and authorization of the Mayor to execute the grant agreement in behalf of the Town.

25) Review and direction to Submit a Punch List of Deficiencies to be Corrected on the Townsite Sewer Project to the Project Engineer and the Sanitary District:

The attached report from Hugo Kuiva provides a proposed punch list of deficiencies currently identified. These items are not intended to be a complete and final itemization as the contractor was not completed with much of the work at the time the list was prepared. Therefore, I have added a paragraph reserving the Town's rights to further review and expand the list. Recommend that the Council authorize and direct that this initial punch list be forwarded to the several parties immediately to begin the formal process. The deficiencies are, in many cases, very significant.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
August 15, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on August 15, 1990 in order to conduct the Council's regular business. Mayor Rogers called the meeting to order at 7:00 p.m.

Roll Call:

Carter Rogers, Tap Parsons, Woody Diehl, Jerry Taylor, Marvin Reynolds and Pat Kaminsky

Absent:

Tom Shaw

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Town Manager; Ron Ramsey, Town Attorney; Doug Jones, Street Superintendent; Laura Kuhn, Planning & Zoning Director; Todd Rockwell, Town Engineer; and Susan Marshall, Recording Secretary

Diehl lead the Pledge of Allegiance.

Information & Updates:

- a) Murdock Road Right-of-way Report & Review of Documents: Engineer Rockwell stated all the properties had been located and the legal descriptions done except for parcel 66 and had been turned over to the Town Attorney.
- b) Library Meeting Room Users List Provided: Assistant Manager Trewern presented the list of users for Council review.
- c) Challenge From Pinetop/Lakeside: Manager Maynard presented the Challenge from Pinetop/Lakeside for Council review.
- d) Miscellaneous Reports as Appropriate: Manager Maynard reported the rights-of-way on Industrial Drive had been abandoned by ADOT to the Town.

Director Kuhn gave the Council an update on the Middle School project. Manager Maynard stated his concern was for the intersection of the Montezuma Castle Highway.

Regular Session - August 15, 1990 - Page 2:

Parsons stated he and Mike Hough had attended a meeting regarding the scenic corridor on August 7, 1990 and there would be another meeting on August 28, 1990 in Showlow.

Manager Maynard stated the Council had held an Executive Session, a Public Hearing, where there was no input and a BOA meeting where Tom Shaw was elected Chairman, Marvin Reynolds was elected Vice Chairman and Pat Kaminsky was elected Secretary earlier in the evening.

Minutes of Previous Meetings:

- a) Regular Session - August 1, 1990: On a motion by Kaminsky, seconded by Diehl, the Council voted unanimously to approve the minutes of the August 1, 1990 Regular Session as presented.
- b) Council/P&Z Joint Work Session - August 2, 1990: On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously, with Diehl abstaining, to approve the minutes of the August 2, 1990 Council/P&Z Joint Work Session as presented.
- c) Special Session - August 3, 1990 : On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously, with Diehl abstaining, to approve the minutes of the August 3, 1990 Special Session as presented.

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to table any action on agenda items #6 (a), #6 (b), #14, #15, #18, #19, #20 and #21 until Work Sessions can be held.

Disbursements & Accounting - Standard Disbursements and Advance Approvals:

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to approve the disbursements, dated August 15, 1990, Pages 1 - 6, as presented with the addition of the supplemental disbursements.

Resolution 90-125: Establishment of Signature Authorities for General Fund Checking Account, Purchasing Account, and Planning & Zoning Permits:

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to adopt Resolution 90-125 as amended.

Regular Session - August 15, 1990 - Page 3:

Approval of Parks & Recreation Maintenance Job Description, Setting of Pay Grade, and Authorization to Advertise for Applications:

On a motion by Kaminsky, seconded by Taylor, the Council voted unanimously to approve the job description for the Parks & Recreation Maintenance position and setting the pay grade at a grade 10 (\$12,854.40). On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to authorize advertisement for this position.

1990 Community Development Block Grant (CDBG) Application Approval:

Resolution 90-126: Authorizing the Submission of an Application for FY 1990 CDBG Funds and Certifying that said Application Meets the Low and Moderate Income Benefit Requirements of the State CDBG Program:

Resolution 90-127: Identifying FY 1990 Community Development and Housing Needs and Activities to be Undertaken to Meet Such Needs:

Resolution 90-128: Adopting a Residential Antidisplacement and Relocation Assistance Plan, as Required Under Section 104 (D) of the Housing and Community Development Act of 1974 as Amended:

Director Kuhn reported the Public Hearing for the CDBG had been held with no input from the public. On a motion by Parsons, seconded by Taylor, the Council voted unanimously to adopt Resolution 90-126 - Authorizing the Submission of an Application for FY 1990 State CDBG Funds and Certifying that said Application Meets the Low and Moderate Income Benefit Requirements of the State CDBG Program; Resolution 90-127 - Identifying FY 1990 Community Development and Housing Needs and Activities to be Undertaken to Meet Such Needs; and Resolution 90-128 - Adopting a Residential Antidisplacement and Relocation Assistance Plan, as Required Under Section 104 (D) of the Housing and Community Development Act of 1974 as Amended as well as approving the 1990 CDBG Application.

Review and Possible Reclassification of Associate Planner Position for the Planning & Zoning Department:

On a motion by Parsons, seconded by Diehl, the Council approved a motion to not consider reclassification of the Associate Planner Position for the Planning & Zoning Department at this time. Taylor cast a "no" vote on this motion.

Regular Session - August 15, 1990 - Page 4:

Designation of CDBG Coordinator and Establishment of CDBG Chain of Review:

On a motion by Parsons, seconded by Reynolds, the Council voted unanimously to designate P&Z Director Laura Kuhn as the CDBG Coordinator with Assistant Manager Trewern being the direct reviewer and the Town Manager being the point of final review.

Library Advisory Commission Request for Reception for Library Director:

Dorothy Wood, Library Commission Chairman, stated the Commission would like to hold a reception for the new Library Director. The Council voiced it's approval and suggested plans for the reception go ahead without waiting for new carpeting or library renovations.

Review and Response to Updated Information Regarding Water Transfer Legislation:

Attorney Ramsey reported on updated information regarding the water transfer legislation. Parsons stated it would be prudent of the Town to obtain any and all information pertaining to the water transfer legislation as well as having a representative present where the legislation would be discussed. On a motion by Parsons, seconded by Diehl, the Council voted unanimously to direct the Town Attorney to obtain the necessary documents and attend and be heard to protect the Town's stance.

The meeting was recessed at 8:10 p.m. and reconvened at 8:20 p.m.

Discussion and Possible Action Regarding the Indian Land Transfer Bill:

Manager Maynard suggested the Council might want to consider separating the Town's interests from the tribe's interests. He stated the tribe is wanting to obtain the land on reservation status and the Town does not feel these lands should have such status. Following discussion, on a motion by Parsons, seconded by Diehl, the Council voted unanimously to table any action on this item until after the meeting with the tribe on August 29, 1990.

Resolution 90-129 - Authorizing Execution of a Grant Agreement with Governor's Office of Highway Safety for Acceptance of \$20,000.00 to Purchase a Road Striper in Conjunction with Clarkdale:

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to adopt Resolution 90-129 as presented.

Regular Session - August 15, 1990 - Page 5:

Review and Direction to Submit a Punch List of Deficiencies to be Corrected on the Townsite Sewer Project to the Project Engineer and the Sanitary District:

On a motion by Taylor, seconded by Parsons, the Council voted unanimously to direct the Town Manager to present the Camp Verde Sanitary District with a list of deficiencies.

Possible Award of Bid on Project #900702, "Application of Single Chip Seal Course to Existing Roadways":

Engineer Rockwell presented the six bids which were received. He stated McDonald Bros. Construction was the apparent low bidder and recommended awarding the project to them.

On a motion by Diehl, seconded by Reynolds, the Council voted unanimously to award the bid from McDonald Bros. Construction for Project #900702 in the amount of \$60,349.30.

Call To The Public:

Kent Jones, APS, expressed his appreciation to the Council for their support. Mayor Rogers stated Mr. Jones would be a part of Project Central, which is a leadership development program funded by the University of Arizona.

Set Upcoming Meeting Dates, Time and Place:

The Council will meet at the Camp Verde Town Hall:

- a) Regular Session to hear P&Z Matters: 08/22/90 @ 7:00 p.m.
- b) Joint Executive Session with the Tribal Council: 08/29/90 at 4:30 p.m. If a double quorum is not present, this meeting will be rescheduled.
- c) Regular Session - 09/05/90 @ 7:00 p.m.
- d) Work Session with the C.V. Sanitary District: 08/20/90 @ 4:15 p.m.
- e) Special Session: 08/20/90 immediately following the 4:15 p.m. Work Session
- f) Work Session: 08/29/90 @ 6:00 p.m. to discuss those items tabled previously tonight

Adjournment:

The meeting was adjourned at 8:50 p.m.

Regular Session - August 15, 1990 - Page 6:

Susan Marshall
Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk

CERTIFICATION:

Carter Rogers
I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the _____ day of _____, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

Jay Trewern, Town Clerk

A G E N D A
COMMON COUNCIL
EXECUTIVE SESSION
ARS 38-431.03.A.7

TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, AUGUST 15, 1990, 5:30 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Discussion Regarding Acquisition of Real Property and Possible Negotiations.
- 4) Adjournment

A G E N D A
COMMON COUNCIL
PUBLIC HEARING ON PROPOSED CDBG FY 1990 PROGRAM


TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, AUGUST 15, 1990, 6:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) 1990 Community Development Block Grant Application, Public Comment on Proposed Application, Community Needs and the Residential Relocation and Antidisplacement Plan.
- 4) Adjournment

A G E N D A
COMMON COUNCIL
WORK SESSION

TOWN OF CAMP VERDE
TOWN HALL
MONDAY, AUGUST 20, 1990, 4:15 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Joint Meeting with the Camp Verde Sanitary District to Discuss problems regarding street resurfacing related to the "Townsite Sewer Project".
- 4) Adjournment

POSTED 8/16/90
AT 2:30 P.M.
BY: JAY TREWERN 

A G E N D A
COMMON COUNCIL
SPECIAL SESSION

TOWN OF CAMP VERDE
TOWN HALL

MONDAY, AUGUST 20, 1990, IMMEDIATELY FOLLOWING THE 4:15 WORKSESSION

- 1) Call to Order
- 2) Roll Call
- 3) Possible action to resolve the problems regarding street resurfacing related to the "Townsite Sewer Project" as being done by the Camp Verde Sanitary District.
- 4) Adjournment

POSTED 8/16/90

AT 2:30 P.M.

BY: JAY TREWERN



MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
August 20, 1990
4:15 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on August 20, 1990. Mayor Rogers called the meeting to order at 4:15 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Marvin Reynolds
Jerry Taylor, and Carter Rogers

Pat Kaminsky arrived at 4:19 p.m.

Camp Verde Sanitary District:

John Crane, Loft Holloman, Floyd Wilson, Duane Kirby,

Also Present:

Doug Jones, Street Superintendent; Todd Rockwell, Town
Engineer; Hugo Kuiva, Street Inspector and Sandie Lucero,
Recording Secretary

Town Manager, David Maynard arrived at 4:22 p.m.

Joint Meeting with the Camp Verde Sanitary District to Discuss
problems regarding street resurfacing related to the "Townsite
Sewer Project".

The Town Council met in Joint Session with the Camp Verde Sanitary Board of Directors to discuss the concerns of the several parties relative to pavement restoration at the completion of the Townsite Sewer Project.

The Sanitary District proposed that the District would provide approximately \$55,000 to the Town of Camp Verde as a lump sum payment to the Town in consideration of the town Street Department being directed to complete all of the pavement restoration to Town Standards. The Board's stated concerns included the cost saving of using force account labor as opposed to Davis-Bacon Wage Rate labor, the assurance that the Town would be satisfied with the work performed and that the work would be performed in a timely manner.

The response from several members of the Council and the Town Manager included concerns about the transferral of liability to the town for any subsurface problems, the unintended release of the Contractor from his warrantee and performance bonds due to his loss of site control if the Town were involved and the strong concerns that the Town's own work program not be cut short to do what was supposed to be provided for by the Contractor. Street Superintendent Doug Jones was asked about his schedule, to which he responded that he is booked solid through October 24, 1990 and that paving into November and December was not a reasonable practice here.

The Board's response to these concerns was a suggestion that the Town contract out the work. The Council was unwilling to consider this an option as it might further jeopardize the warrantee and performance bonds. This is a part of the project that was bid and should be the Contractor's responsibility.

The Board and Council then agreed that there is substantial need to resolve the issues as quickly as possible and get on with the work. This is being the case, it was agreed that the Town Engineer and the Townsite Sewer Project Engineer should do an on-site inspection and bring a proposed resolution of the issues to the respective Board and Council as soon as possible.

Adjournment:

The meeting was adjourned at 5:30 p.m.

Sandie Lucero

Sandie Lucero, Recording Secretary

David A. Maynard, Town Manager

Carter Roque

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
AUGUST 20, 1990
IMMEDIATELY FOLLOWING THE 4:15 WORK SESSION

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on August 20, 1990. Mayor Rogers called the meeting to order at 5:30 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Marvin Reynolds
Jerry Taylor, Carter Rogers and Pat Kaminsky

Camp Verde Sanitary District:

John Crane, Loft Holloman, Floyd Wilson and Duane Kirby

Also Present:

David Maynard, Town Manager; Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer; Hugo Kuiva, Street Inspector and Sandie Lucero, Recording Secretary

Possible action to resolve the problems regarding street resurfacing related to the "Townsite Sewer Project" as being done by the Camp Verde Sanitary District.

On a motion by Taylor, seconded by Reynolds the Council voted unanimously to direct Town Staff and Town Engineer to work with the Sanitary District's Engineer on a proposal for paving and repairing roads for the August 29th Special Council Session, if possible, and not later than the September 5th, Regular Council Session.

Adjournment:

The meeting was adjourned at 5:32 p.m.

Sandie Lucero, Recording Secretary

David A. Maynard, Town Manager

Carter Rogers

A G E N D A
COMMON COUNCIL
WORK SESSION

TOWN OF CAMP VERDE
TOWN HALL
THURSDAY, AUGUST 23, 1990, 4:30 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Discussion regarding the League Resolutions Committee and proposed resolutions impacting Camp Verde.
- 4) Adjournment

posted: 8/22/90

time: 4:00 p.m.

by: 
Town Clerk

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
August 23, 1990
4:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in a Work Session at the Camp Verde Town Hall on August 23, 1990. Mayor Rogers called the meeting to order at 4:32 p.m.

Roll Call:

Carter Rogers, Woody Diehl, Tap Parsons, Jerry Taylor,
Marvin Reynolds and Pat Kaminsky

Absent:

Tom Shaw

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant
Manager and Susan Marshall, Recording Secretary

League of AZ Cities and Towns Resolution:

The twenty six resolution which are up for adoption and/or review during the League Conference in September, 1990 were discussed and suggestions made for amendments.

ARWA:

Following discussion, the Council directed staff to prepare a resolution along the lines of ARWA Resolution 90-5 and forward it to the League.

Adjournment:

The meeting was adjourned at 6:30 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk

Carter Rogers

A G E N D A
COMMON COUNCIL
EXECUTIVE SESSION
ARS 38-431.03.A.6

TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, AUGUST 29, 1990, 4:30 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Joint Session with the Yavapai Apache Tribal Council to discuss Land Transfer Legislation.
- 4) Adjournment

A G E N D A
COMMON COUNCIL
WORK SESSION

TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, AUGUST 29, 1990, 6:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Discussion on "Water Plan": Water resources and future water supply for the Town of Camp Verde.
- 4) Discussion regarding meeting structure and agenda's, including, but not limited to, use of consent agendas and order of business related to "Call to the Public".
- 5) Proposed expenditures for Copier and Computer Equipment. (Radio request withdrawn, see attached letter).
- 6) Expenditure request from the Camp Verde Chamber of Commerce and possible Letter of Agreement.
- 7) Discussion on proposed changes to the Budget Ordinance and the need for a Financial Procedures Guide.
- 8) Benefits and Problems associated with a "125 Plan".
- 9) Discussion on revisions/rewrite of the Personnel Policies.
- 10) Mining Ordinance proposed and discussion of Public Hearing Schedule.
- 11) Livestock Overlay Ordinance proposed and discussion of Public Hearing Schedule.
- 12) Road conditions as related to the Camp Verde Sanitary District and the "Townsite Sewer Project".
- 13) Adjournment

A G E N D A
COMMON COUNCIL
WORK SESSION

TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, AUGUST 29, 1990, 6:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Discussion on "Water Plan": Water resources and future water supply for the Town of Camp Verde.
- 4) Discussion regarding meeting structure and agenda's, including, but not limited to, use of consent agendas and order of business related to "Call to the Public".
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- 10) Mining Ordinance proposed and discussion of Public Hearing Schedule.
- 11) Livestock Overlay Ordinance proposed and discussion of Public Hearing Schedule.
- 12) Road conditions as related to the Camp Verde Sanitary District and the "Townsite Sewer Project".
- 13) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
August 29, 1990
6:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on August 29, 1990. Mayor Rogers called the meeting to order at 6:30 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Marvin Reynolds, Tom Shaw, Pat Kaminsky, Jerry Taylor, and Carter Rogers

Also Present:

Town Manager, David Maynard; Assistant Manager, Jay Trewern; Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer; Ron Ramsey, Attorney; Laura Kuhn, Planning and Zoning Director; and Sandie Lucero, Recording Secretary

Discussion on "Water Plan": Water Resources and Future Water Supply for the Town of Camp Verde.

Discussion ensued on a future water plan which could include Future growth, 100 year growth, grandfathered land, Bright Line Decision and CAP. The following contacts were suggested a water specialist, Smitty Covey from Cocopai, former governor Babbitt, a representative from the Verde Ditch Company, a water attorney and a hydrologist that lives in Camp Verde.

Discussion regarding meeting structure and agenda's including, but not limited to , use of consent agendas and order of business related to "Call to the Public".

Discussion centered around the use of a 6:30 Work Session with priority in this Work Session given to public input.

Proposed expenditures for Copier and Computer Equipment. (Radio request withdrawn, see attached letter).

Manager Maynard read his report to the Council regarding the Copiers (a copy is attached and becomes a part of these minutes).

Discussion followed regarding the supplies, maintenance agreements or contracts on each machine.

Expenditure request from the Camp Verde Chamber of Commerce and possible Letter of Agreement.

Following discussion the general consensus of the Council was to grant the expenditure request from the Camp Verde Chamber of Commerce subject to conditions.

Road conditions as related to the Camp Verde Sanitary District and the "Townsite Sewer Project".

Todd Rockwell, Town Engineer presented his letter to the Council Discussion ensued regarding roads scheduled for repairs.

The meeting was recessed at 7:59 p.m. reconvened at 8:20.

Councilmember Shaw left the Meeting.

Mining Ordinance proposed and discussion of Public Hearing Schedule.

The general consensus of the Council was to follow established procedure and not discuss this item until a Public Hearing had been held at the P&Z Commission level.

Livestock Overlay Ordinance proposed and discussion of Public Hearing Schedule.

The general consensus of the Council was to follow established procedure and not discuss this item until a Public Hearing had been held at the P&Z Commission level.

Discussion on proposed changes to the Budget Ordinance and the need for a Financial Procedure Guide.

Following discussion the general consensus of the Town Council was to proceed with a Financial Procedure Guide. The Budget Ordinance will need to be scheduled for a future Work Session.

Benefits and Problems associated with a "125 Plan".

Jay Trewern, Assistant Manager asked that this item be dismissed, due to the lack of unanimous agreement among staff.

Discussion on revisions/rewrite of the Personnel Policies.

Following discussion the Council general consensus was to authorize Jay and Ron working together to draft a new personnel policy. Also authorizing an organizational chart to be presented to the Town Council.

Proposed expenditures for Copier and Computer Equipment. (Radio request withdrawn, see attached letter).

Manager Maynard expressed his concerns regarding the old lease purchase with Dana on two of the computers. He recommended to the Town Council that Attorney Ron Ramsey contact Dana to try and resolve this contract with them.

WORK SESSION - AUGUST 29, 1990 - PAGE 3:

Adjournment:

The meeting was adjourned at 8:50 p.m.

Sandie Lucero

Sandie Lucero, Recording Secretary

Jay Trewern, Town Clerk

Carter Rogers

A G E N D A
COMMON COUNCIL
SPECIAL SESSION

TOWN OF CAMP VERDE
TOWN HALL

WEDNESDAY, AUGUST 29 1990, FOLLOWING THE WORKSESSION AT 6:00 P.M

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Disbursements & Accounting - Standard Disbursements and Advance Approvals.
- 5) Possible action regarding Water Plan.
- 6) Proposed Agreement on Disposition of Roadways related to the "Townsite Sewer Project".
- 7) Possible Letter of Agreement with the Camp Verde Chamber of Commerce.
- 8) Acceptance of Quit Claim Deed on a portion of Highway 260.
- 9) Set Upcoming Meeting Dates, Time and Place
- 10) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
AUGUST 29, 1990
IMMEDIATELY FOLLOWING THE 6:30 WORK SESSION

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on August 20, 1990. Mayor Rogers called the meeting to order at 7:59 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Marvin Reynolds, Tom Shaw
Jerry Taylor, Carter Rogers and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Doug Jones, Street
Superintendent; Todd Rockwell, Town Engineer; Ron Ramsey,
Town Attorney and Sandie Lucero, Recording Secretary

Pledge of Allegiance

Councilmember Shaw lead the Pledge.

Disbursements and Accounting - Standard Disbursements and Advance Approvals.

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to accept the disbursements and accounting pages 1-5 as presented.

Possible action regarding Water Plan.

Manager Maynard recommended tabling this item until the September 5, Regular Council Meeting.

Proposed Agreement on Disposition of Roadways related to the "Townsite Sewer Project".

On a motion by Taylor, seconded by Shaw, the Council voted unanimously to accept the proposal (copy is attached and becomes part of these minutes) presented by Todd Rockwell, Town Engineer.

Possible letter of agreement with the Camp Verde Chamber of Commerce.

On a motion by Kaminsky, seconded by Diehl, the Council voted unanimously to approve payment of \$5,000 to the Chamber for Ft. Verde Days reminding everyone this money is not for use of anyones salary or alcoholic beverages. Also noting that a report of how the money was used will be asked for following the event.

SPECIAL SESSION - AUGUST 29, 1990 - PAGE 2:

Acceptance of Quit Claim Deed on a portion of Highway 260.

On a motion by Kaminsky, seconded by Taylor, the Council voted unanimously to approve the Quit Claim Deed to ADOT enclosing a letter of thanks.

Set Upcoming Meeting Dates, Time and Place

BOA - September 26, 1990 - Camp Verde Town Hall - 7:00 p.m.
Work Session-September 26, 1990-Camp Verde Town Hall - 7:00 p.m.
Regular Session - September 5, 1990 - Camp Verde Town Hall

Adjournment:

The meeting was adjourned at 8:20 p.m.



Sandie Lucero, Recording Secretary

Jay Trewern, Town Clerk



MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
September 5, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on September 5, 1990 in order to conduct the Council's regular business. Mayor Rogers called the meeting to order at 7:00 p.m.

Roll Call:

Carter Rogers, Tap Parsons, Woody Diehl, Jerry Taylor, Tom Shaw, Marvin Reynolds and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Town Manager; Ron Ramsey, Town Attorney; Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer; and Susan Marshall, Recording Secretary

Parsons lead the Pledge of Allegiance.

Information & Updates:

- a) ADOT Planning Review of Circle K Intersection: Engineer Rockwell reported he had attended the meeting with ADOT concerning the Circle K intersection. He stated ADOT wanted to start on the project as soon as possible but no definite start date had been established. ADOT has requested information from the Town concerning this project. After receiving the Town's input, ADOT will bring a suggestion for the project back to the Council for review and will hold public hearings to obtain input from the community.
- b) Miscellaneous Reports as Appropriate: Manager Maynard reported that both the State and the Federal Governments have accepted the revised boundary and site improvements for Butler Center Park. This completes the corrective actions regarding the Verde Lane right-of-way and the improvements to Butler Center.

Minutes of the Previous Meetings:

- a) Regular Session - August 15, 1990
- b) Work Session - August 20, 1990
- c) Special Session - August 20, 1990
- d) Work Session - August 23, 1990
- e) Work Session - August 29, 1990
- f) Special Session - August 29, 1990

Regular Session - September 5, 1990 - Page 2:

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to approve items a-f above as presented with a correction being made to item e.

Disbursements & Accounting - Standard Disbursements:

On a motion by Kaminsky, seconded by Reynolds, the Council voted unanimously to approve the disbursements, dated September 5, 1990, as presented.

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to authorize expenditure of an amount not to exceed \$6100.00 for a 1984 one ton Chevrolet utility truck with aerial lift from State Surplus for the Street Department.

Proposed IGA with Town of Clarkdale for Joint Use of a Street Striping Machine:

Following discussion, Parsons made a motion to approve the proposed IGA with Town of Clarkdale in conjunction with their attorney for joint use of a street striping machine with any revisions necessary to meet State requirements, seconded by Kaminsky, carried unanimously.

Request for Authorization to Pursue Purchase of Replacement Animal Control Vehicle:

Following discussion, Parsons made a motion to approve the purchase of a replacement animal control vehicle in an amount not to exceed \$6000.00 and subject to our purchasing policy, motion died for a lack of a second. On a motion by Shaw, seconded by Diehl, the Council voted, with Parsons voting "No", to authorize Marshal Devine to purchase a replacement animal control truck and declaring an emergency.

Update on Land Transfer Bill Status:

Manager Maynard reported the Council had met in Executive Session with the Tribal Council on August 29, 1990 to discuss and possibly resolve "impasses". Eric Eberhard of the Select Committee on Indian Affairs (Congressional) and Ed Sanchez of Senator McCain's Office were present during the Executive Session. Manager Maynard reported the meeting appeared to be successful. He stated the bill would be re-drafted and forwarded to the Town.

Regular Session - September 5, 1990 - Page 3:

Authorization to Execute Library Service Agreement with Yavapai County Library District:

Manager Maynard presented the changes from last year's agreement. On a motion by Kaminsky, seconded by Reynolds, the Council voted unanimously to authorize execution of the Library Service Agreement with Yavapai County Library District.

Authorization for Expenditures Related to Partial Town Boundary Survey and Authorization to Proceed:

On a motion by Parsons, seconded by Kaminsky, the Council voted unanimously to proceed with a partial Town boundary survey in an amount not to exceed \$5,400.00.

The meeting was recessed at 8:25 p.m. and reconvened 8:35 p.m.

Discussion and Action on Right-of-Way and Road Location on Murdock Road:

Engineer Rockwell reported all rights-of-way had been signed but a few. He stated there was one property who was concerned about losing some of his property if the road was straightened out. Following discussion Kaminsky made a motion to direct the Street Department to start construction on Murdock Road once the Town has legally sufficient basis to proceed. Seconded by Taylor and carried unanimously.

On a motion by Reynolds, seconded by Diehl, the Council voted unanimously to straighten the road during street construction. On a motion by Diehl, seconded by Shaw, the Council voted unanimously to have the Administrative staff send letters, as discussed, to all recorded property owners.

Approval of Bid Documents and Authorization to Proceed With Chip Seal Project 900901:

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to approve the bid documents for Project 900901 and to proceed with the bid process.

Authorization to Conduct Boundary & Topo Work for Marshals' Office and Library Facility, and Approval of Expenditure:

On a motion by Parsons, seconded by Taylor, the Council voted unanimously to have boundary and topo work for the Marshals' Office and Library Facility in an amount not to exceed \$1320.00.

The meeting was recessed at 9:25 p.m. and reconvened at 9:30 p.m.

Regular Session - September 5, 1990 - Page 4:

Local Water Plan - Direction to Contact Technical Assistance Parties:

Following discussion, on a motion by Parsons, seconded by Taylor, the Council voted unanimously to have staff contact the necessary parties to seek assistance in preparation in doing a local water plan.

Authorization to File Letter of Protest RE: Preliminary Census Counts and Direction for Follow-up:

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to direct the Town Manger to prepare a letter of protest with the Census Bureau for the Mayor's signature.

Decision on Copier Proposals and/or Authorization to Proceed with Purchase:

On a motion by Parsons, seconded by Kaminsky, the Council voted unanimously to allow RICOH to place a demonstrator machine in the Administrative Offices and to request a proposal from AB Dick and Company.

Decision Regarding Meeting Structure: Use of Consent Agendas; Order of Business; and Related Scheduling:

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to hold Work Sessions at 6:30 p.m. prior to the Regular Sessions, on a trial basis, to obtain public input on agenda items.

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to use a consent agenda in the areas that are appropriate.

Call To the Public:

Manny Maniaci, The Journal, asked about the ARWA resolution that was a consideration for the League Conference. Mayor Rogers stated the resolution was not going to be considered at the conference.

Set Next Meeting Time, Date & Place:

The Council will meet at the Camp Verde Town Hall on:

- a) Regular Session - September 19, 1990 - 7:00 p.m.
- b) Board of Adjustments - September 26 - 4:30 p.m.
- c) Work Session - September 26, 1990 - 6:00 p.m.

Regular Session - September 5, 1990 - Page 5:

Adjournment:

The meeting was adjourned at 10:00 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk

CERTIFICATION:

Cartin Reagin
I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the _____ day of _____, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

Jay Trewern, Town Clerk

A G E N D A
COMMON COUNCIL
REGULAR SESSION

TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, SEPTEMBER 5, 1990, 7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information & Updates
 - a) ADOT Planning Review of Circle K Intersection
 - b) Miscellaneous Reports as Appropriate
- 5) Minutes of the Previous Meetings
 - a) Regular Session - August 15, 1990
 - b) Work Session - August 20, 1990
 - c) Special Session - August 20, 1990
 - d) Work Session - August 23, 1990
 - e) Work Session - August 29, 1990
 - f) Special Session - August 29, 1990
- 6) Disbursements & Accounting - Standard Disbursements.
- 7) Proposed IGA with Town of Clarkdale for joint use of a street striping machine.
- 8) Request for authorization to pursue purchase of replacement Animal Control Vehicle.
- 9) Update on Land Transfer Bill status.
- 10) Authorization to execute Library Service Agreement with Yavapai County Library District.
- 11) Authorization for expenditures related to partial Town boundary survey, and Authorization to proceed.
- 12) Discussion and action on Right of Way and Road Location on Murdock Road.
- 13) Approval of Bid Documents and authorization to proceed with chip seal project 900901.
- 14) Authorization to conduct Boundary & Topo work for Marshals office and Library facility, and approval of expenditure.
- 15) Local Water Plan - Direction to contact Technical assistance parties.

- 16) Authorization to file letter of protest re: preliminary Census counts and direction for follow-up.
- 17) Decision on Copier Proposals and/or authorization to proceed with purchase.
- 18) Decision regarding meeting structure; use of consent agenda's; order of business; and related scheduling.
- 19) Call to the Public
- 20) Set next meeting time, date & place
 - a) Regular Session - September 5, 1990 7:00 p.m.
 - b) Regular Session - September 19, 1990 7:00 p.m.
 - c) Board of Adjustments - September 26, 4:30 p.m.
 - d) Work Session - September 26, 6:00 p.m.
Water Plan, Budget Ordinance, Project Management, Airport Plan, General Direction to P&Z Commission, are currently scehduled items. Additional items may be added to this agenda at a later date.
- 21) Adjournment

A G E N D A
COMMON COUNCIL
WORKSESSION

TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, SEPTEMBER 19, 1990, 6:30 P.M.

- 1) Call to Order
- 2) Roll Call

THE FOLLOWING ITEMS ARE AVAILABLE FOR PUBLIC INPUT PRIOR TO COUNCIL DISCUSSIONS. THIS IS A WORKSESSION WITH A LIMITED TIME PERIOD AND THE LENGTH OF PUBLIC INPUT MAY BE RESTRICTED.

- 3) Consideration of Request for Temporary Waiver of Conditions of Approval for Street Improvements Related to the American Dream Project.
- 4) Advance Approval request for Vehicle for Parks/Maintenance Department use.
- 5) Setting of Fee for Rental of "Old Home-Ec room".
- 6) Indian Land Transfer Bill - Latest update availability and direction on how to proceed.
- 7) Request for Funding of Verde River Days from the City of Cottonwood.
- 8) Adjournment must occur by 7:00 so that the Regular Meeting can be convened.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
September 19, 1990
6:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in a Work Session at the Camp Verde Town Hall on September 19, 1990 in order to conduct a Work Session. Mayor Rogers called the meeting to order at 6:30 p.m.

Roll Call:

Carter Rogers, Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds and Pat Kaminsky

Absent:

Jerry Taylor

Also Present:

Jay Trewern, Assistant Town Manager; Laura Kuhn, Planning and Zoning Director; Gary Lollman, Parks and Recreation Superintendent; Ken Rivers, Planning and Zoning Inspector; and Deborah Cook, Recording Secretary.

Request for Temporary Waiver of Conditions of Approval for Street Improvements Related to the American Dream Project:

Planning and Zoning Director, Laura Kuhn, presented the staff report stating that the American Dream Project had agreed to install the required paving within 6 months. Councilman Parsons noted that at the Preliminary Site hearing, the applicant had agreed to the conditions and questioned that the Council would set a precedent by allowing them to open without completing the requirements. Discussion followed.

Advance approval request for Vehicle for Parks/Maintenance Department use:

Parks and Rec Superintendent, Gary Lollman, presented the staff report stating that with the hiring of additional personnel there was a need to be able to transport the mowers and equipment from one location to another. The Council discussed the need for an inventory of Town vehicles.

Setting of Fee for Rental of "Old Home-Ec room":

Lollman presented the staff report. Girl Scout Leader, Kathy Toogood, agreed that the fee was a fair one but noted that the younger scouts were not allowed to hold fund raising events, and asked if it would be possible for them to pay their fee with Work

Session - September 19, 1990 - Page 2:

community service time. Discussion of this idea followed.

Indian Land Transfer Bill - Latest update availability and direction on how to proceed:

Discussion to be held during Regular Session to follow at 7:00 p.m.

Request for Funding of Verde River Days from Cottonwood:

Limited discussion was held on the possibility of providing funding for an event to be held outside the Town of Camp Verde.

Adjournment:

The meeting was adjourned at 7:00 p.m.

Deborah L. Cook

Deborah L. Cook, Recording Secretary

Jay Trewern, Town Clerk

Carter Rogers

A G E N D A
COMMON COUNCIL
REGULAR SESSION

TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, SEPTEMBER 19, 1990, 7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information & Updates
 - a) Sewer Project Update
 - b) CDBG Release of Final Drawdown
 - c) Miscellaneous Reports as Appropriate
- 5) Minutes of the Previous Meetings
 - a) Regular Session - September 5, 1990
- 6) Disbursements & Accounting - Standard Disbursements and Report on Purchasing Account activity.
- 7) Consideration of Request for Temporary Waiver of Conditions of Approval for Street Improvements Related to the American Dream Project.
- 8) Advance Approval request for Vehicle for Parks/Maintenance Department use.
- 9) Setting of Fee for Rental of "Old Home-Ec room".
- 10) Indian Land Transfer Bill - Latest update availability and direction on how to proceed.
- 11) Request for Funding of Verde River Days from the City of Cottonwood.
- 12) Call to the Public
- 13) Set next meeting time, date & place
 - a) Board of Adjustments - September 26, 4:30 p.m.
 - b) Work Session - September 26, 6:00 p.m.
 - c) Regular Session - October 3, 6:30 and 7:00 p.m.
- 14) Adjournment

TOWN MANAGER'S REPORT
REGULAR COUNCIL SESSION
September 19, 1990



4) Information & Updates:

a. Sewer Project Update - The punch list received from the Sewer Project is attached. After review of the list and comparison against the items that the Town is aware of, it appears that the only remaining item of concern is the issue regarding the alley where the surface was raised significantly to allow for installation of a sewer collector pipe that is above the original surface level of the alley. This item will need to be addressed, in some manner, to the Town Engineer to direct that he file a written objection to the work as performed, or that the Town will not pursue an objection.

b. CDBG Release of Final Drawdown - The close-out monitoring of the old CDBG project grant has been completed. There are two nominal items to be completed and delivered to the state, followed by a close-out financial report and the grant is complete. The final drawdown has been authorized and forwarded to the State Treasurer's Office for release of funds. This release successfully draws down the entire balance of the account. I would like to thank the Mayor and Council, Sue Marshal, Laura Kuhn and Margaret Keener (NACOG) for all of the patience and assistance in getting this grant finished up and ready for close out.

c. Miscellaneous Reports As Appropriate - Library Literacy Grant - The first half monitoring has been completed this week. There are a number of minor concerns that have identified and reasonable solutions agreed upon. No significant deficiencies were found. Consequently, a monitor visit report is being prepared showing a delay in program implementation with an otherwise positive outlook for the balance of the grant period. No adverse actions or recommendations are contemplated. Gwen Gunnell has done a good job of getting the program put back together and in position to do well during the balance of the grant period (December 31, 1990).

5) Minutes of the Previous Meetings - See attached.

6) Disbursements & Accounting - See attached.

7) Temporary Waiver of Conditions of Approval - American Dream:

P & Z Director Laura Kuhn has provided an overview report concerning Rainbow's American Dream who have a planned celebration and fund raising planned. Mark Ream has confirmed that the fire flow water system is completed, but not inspected. I would concur with Laura's recommendation that a waiver is in order as the work has proceeded within the limits of their means and the waiver is minimal one concerning the road improvements to Middle Verde Road which were envisioned to be completed prior to formal, permanent opening of the finished project

8) Request for Approval to Purchase Parks/Maintenance Vehicle:

A request from Gary Lollman is enclosed in the Council Packet. At this point, I am unaware of the proposed funding source as this was not planned purchase from the Capital Improvements Account under Non-Departmental. This may be ready for Council action at the meeting. However, it may need to be held over for further review.

9) Setting of Fee for Rental of "Old Home-Ec Room":

The former Home Economics Room in the old High School Gymnasium Building is the proposed Community Center Meeting Room. This is a room which will require a fair amount of work over the next several years and is being provided for the general use of the public. As such, Gary Lollman has submitted a memo proposing the establishment of a minimal fee structure for its use. What fees are set, if any, are established by the Council. I would suggest that, if fees are established, that it be as a page added to the fee schedule established for the Parks & Recreation activities with the scheduling of the room to be assigned to Parks & Recreation.

10) Indian Land Transfer Bill - Latest Update Availability and Direction on How to Proceed:

The latest draft of the bill is anticipated to be available on Wednesday, September 19, 1990. What we know of it at this time is that the expected changes were not all made. When the bill is received and reviewed by the Town Attorney and Staff, a more comprehensive review will be forthcoming. In the interim, it will be necessary to address this issue in terms of how the Council wishes to proceed in responding to this draft of the bill.

11) Request for Funding of Verde River Days from the City of Cottonwood:

The City of Cottonwood has requested a minimal funding assistance by the Town of Camp Verde for the Verde River Days Celebration planned alongside Dead Horse State Park in Cottonwood. Some of the events are supposed to be Valley wide. As we did not receive the initial contact from the Verde River Days Steering Committee until after our budget had already been adopted, it is quite difficult to do anything substantial. However, may I suggest an amount of \$ 100 as a gesture of good faith. Fort Verde Days is applicable Valley wide in the same sense. Perhaps the Council should look into what the City of Cottonwood donates to the Fort Verde Days effort through our Chamber of Commerce.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
September 19, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on September 19, 1990 in order to conduct the Council's regular business. Mayor Rogers called the meeting to order at 7:00 p.m.

Roll Call:

Carter Rogers, Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds and Pat Kaminsky

Absent:

Jerry Taylor

Also Present:

Jay Trewern, Assistant Town Manager; Laura Kuhn, Planning and Zoning Director; Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer; Ken Rivers, Planning and Zoning Inspector; and Deborah Cook, Recording Secretary

Reynolds lead the Pledge of Allegiance.

Information & Updates:

- a) Sewer Project Update: Engineer Rockwell reported that work by the Sanitary District on the punch list had been delayed by the weather but that work was proceeding.
- b) CDBG Release of Final Drawdown: Assistant Manager Trewern reported that the old CDBG Grant was nearing closeout, finally.
- c) Miscellaneous Reports As Appropriate: Jay Trewern reported that the Town had received a letter from Town Engineer Todd Rockwell requesting a restructuring of his fee contract. Trewern also requested comments from the Council on the new Financial Report included with the Expenditures. The Council expressed their pleasure with the report and requested some additional information to be provided. Councilmember Kaminsky noted that October 1, 1990 is National Child Health Day. Councilman Shaw informed the Council about his visit with the schools and added that people are needed for the Committee on waste reclamation if anyone in the public would be interested. Mayor Rogers noted that the Middle School had held their ground breaking ceremonies.

Minutes of the Previous Meetings:

On a motion by Diehl, seconded by Reynolds, the Council voted unanimously to approve the Minutes of the September 5, 1990 regular Council meeting as corrected.

Disbursements & Accounting - Standard Disbursements and Report on Purchasing Account activity:

On a motion by Shaw, seconded by Diehl, the Council voted unanimously to approve the disbursements, dated September 19, 1990, as presented.

Request for Temporary Waiver of Conditions of Approval for Street Improvements Related to the American Dream Project:

Following discussion, Parsons made a motion to approve a temporary waiver of conditions of approval for street improvements placed on the American Dream project for the purpose of the Celebration '90 event to be held September 27-30, 1990. The motion was seconded by Reynolds and passed unanimously.

Request for approval to purchase vehicle for Parks/Maintenance Department use:

After discussion, Parsons made a motion to hold this item in abeyance until an inventory of Town vehicles and uses could be assembled, seconded by Kaminsky, the motion carried unanimously.

Setting of Fee for Rental of "Old Home-Ec room":

Following discussion, Shaw made a motion that the fee for the old home-ec room be \$5.00 for 3 hours of use and to make a provision to provide a waiver from some groups and to allow the fee to be worked off by community service. The motion was seconded by Kaminsky and passed unanimously.

Indian Land Transfer Bill - Latest update availability and direction on how to proceed:

Trewern reported that the latest version of the proposed Bill had been received. Parsons made a motion to hold this item in abeyance until such a time as meetings could be held with the Tribe, Washington Representatives, Public meetings with other Towns, and with the County. Seconded by Reynolds, the motion passed unanimously.

Request for Funding of Verde River Days:

Reynolds moved that this item be held in abeyance until a legal opinion could be obtained for approving funding outside the Camp

Regular Session - September 19, 1990 - Page 3:

Verde area. Seconded by Diehl, the motion passed unanimously.

Call to the Public:

John Crane suggested that a calling campaign might help with the census.

Set Next Meeting Time, Date & Place:

The Council will meet at the Camp Verde Town Hall on:

- a) Board of Adjustments - September 26, 4:30 p.m.
- b) Work Session - September 26, 6:00 p.m.
- c) Regular Session - October 3, 6:30 and 7:00 p.m.

Adjournment:

The meeting was adjourned at 7:40 p.m.

Deborah L. Cook, Recording Secretary

Jay Trewern, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the _____ day of _____, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

Jay Trewern, Town Clerk

A G E N D A

WORK SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
WEDNESDAY, SEPTEMBER 26, 1990
6:00 P.M.

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Water Plan
- 4) Budget Ordinance
- 5) Project Management
- 6) Airport Plan
- 7) General Direction to the P&Z Commission
- 8) Call To The Public
- 9) Set Next Meeting Time, Date & Place
- 10) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
September 26, 1990
6:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in a Work Session at the Camp Verde Town Hall on September 26, 1990. Vice Mayor Diehl called the meeting to order at 6:04 p.m.

Roll Call:

Woody Diehl, Tap Parsons, Jerry Taylor, Tom Shaw
and Marvin Reynolds

Mayor Rogers and Pat Kaminsky arrived at 6:10 p.m.

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant
Manager; Ron Ramsey, Town Attorney and Susan Marshall,
Recording Secretary

Water Plan:

Manager Maynard asked for the Council to schedule a Work Session on this item when Paul Briggs would be able to attend. He suggested October 3, 1990 at 4:00 p.m. P&Z Director Kuhn reported on an ARWA meeting which she attended in Phoenix on September 19, 1990. Following general discussion the Council stressed the importance of planning for future water needs for the Town of Camp Verde.

Budget Ordinance:

Assistant Manager Trewern presented proposed amendments to the Budget Ordinance 89-A37. Suggestions for other amendments were made by the Council. The Preliminary Financial Procedures Guide was then reviewed.

The meeting was recessed at 7:05 p.m. and reconvened at 7:10 p.m.

Airport Plan:

Manager Maynard presented a SAMPLE of the RFP for the Airport Master Plan. Parsons suggested the Council consider possible members for a Transportation Board and to appoint this Board as soon as possible. Mayor Rogers asked the Council to consider appropriate members for this Board.

Work Session - September 26, 1990 - Page 2:

Project Management:

Manager Maynard listed the projects and who is responsible for them:

New CDBG - Laura Kuhn
Park Projects - David Maynard
Storm Water Project
Water Plan
Airport Master Plan
Addressing System
Personnel Policies - Jay Trewern and Ron Ramsey
Loss Control Policy

The Council stressed the importance of not overloading any one individual or department.

General Direction to the P&Z Commission:

Parsons suggested the Commission should be working on the completion of the Livestock Overlay, the Sand & Gravel Ordinance, revisions to the Land Use map including the federal lands that will be up for exchange, economic development of the downtown area, a possible natural gas line into Camp Verde and sewer districts. Taylor suggested the Commission be involved in off premises signing. Kaminsky suggested sidewalks for the downtown area. Shaw suggested sidewalks along 7th Street.

The Council directed P&Z Director Kuhn to prepare a priority list for their review at the next Regular Session.

Call To The Public:

Manny Maniaci, The Journal, asked about the status on the census. Manager Maynard stated a mass mailing would be going out on September 27, 1990 to enable those who have not been counted to respond.

John Crane, Camp Verde resident, asked about the flood control ditch by Valley National Bank stating it needed to be cleaned out to prevent flooding. He also stated he was in favor a bringing a natural gas line into Camp Verde and suggested the Council look into a metro pack for telephone service to the Phoenix area. He also requested the restrooms be unlocked on the parking lot side of the Town Hall during business hours.

Work Session - September 26, 1990 - Page 3:

Set Next Meeting Time, Date & Place:

The Council will meet at the Camp Verde Town Hall:


October 3, 1990-Work Session-4:00 p.m. - Water Plan

October 3, 1990-Executive Session-6:15 p.m. - Contract Completion

October 3, 1990-Regular Session-6:30 p.m.

Adjournment:

The meeting was adjourned at 8:00 p.m.



Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk



**A G E N D A
COMMON COUNCIL
WORK SESSION**

**TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, OCTOBER 03, 1990, 6:30 P.M.**

- 1) Call to Order
- 2) Roll Call

THE FOLLOWING ITEMS ARE AVAILABLE FOR PUBLIC INPUT AND COUNCIL DISCUSSION. THIS WORK SESSION IS FOR A SET TIME, AND THE LENGTH OF INPUT AND DISCUSSION ON ANY ONE ITEM MUST BE CONTROLLED SO THAT THE REGULAR MEETING CAN BE CONVENED AT 7:00.

- 3) Request for Approval of Overtime - Library Director.
- 4) Presentation of Carpeting Proposals/estimates for Library.
- 5) Request for Pay Adjustment for Librarian.
- 6) John Reddell - Request for Medical Leave of Absence Extension.
- 7) Salt Mine Road Annexation - unsuccessful annexation due to time period expiration.
- 8) Murdock Road Paving Project.
- 9) Bid Award for Street Project 900901.
- 10) Final Payment Approval to McDonald Bros. Construction on Project 900702.
- 11) Montezuma Castle Road Project 900704 authorization to amend contract and expend additional funds.
- 12) Set Hearing Date for Abandonment of Roads on Town Properties.
- 13) Offering of Employment Contract to Laura Kuhn, Planning Director.
- 14) Consideration of Waiving Rental Fees for Town Properties.
- 15) Airport Master Plan Authorization to Release Request for proposals.
- 16) Proceeding with next step towards a Local Water Plan.
- 17) Assignment of Project Management Responsibilities.
- 18) Ordinance 90-A47, Amending Local Budget Ordinance 89-A37.

**A G E N D A
COMMON COUNCIL
WORK SESSION**

**TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, OCTOBER 03, 1990, 6:30 P.M.**

- 1) Call to Order
- 2) Roll Call

THE FOLLOWING ITEMS ARE AVAILABLE FOR PUBLIC INPUT AND COUNCIL DISCUSSION. THIS WORK SESSION IS FOR A SET TIME, AND THE LENGTH OF INPUT AND DISCUSSION ON ANY ONE ITEM MUST BE CONTROLLED SO THAT THE REGULAR MEETING CAN BE CONVENED AT 7:00.

- 3) Request for Approval of Overtime - Library Director.
- 4) Presentation of Carpeting Proposals/estimates for Library.
- 5) Request for Pay Adjustment for Librarian.
- 6) John Reddell - Request for Medical Leave of Absence Extension.
- 7) Salt Mine Road Annexation - unsuccessful annexation due to time period expiration.
- 8) Murdock Road Paving Project.
- 9) Bid Award for Street Project 900901.
- 10) Final Payment Approval to McDonald Bros. Construction on Project 900702.
- 11) Montezuma Castle Road Project 900704 authorization to amend contract and expend additional funds.
- 12) Set Hearing Date for Abandonment of Roads on Town Properties.
- 13) Offering of Employment Contract to Laura Kuhn, Planning Director.
- 14) Consideration of Waiving Rental Fees for Town Properties.
- 15) Airport Master Plan Authorization to Release Request for proposals.
- 16) Proceeding with next step towards a Local Water Plan.
- 17) Assignment of Project Management Responsibilities.
- 18) Ordinance 90-A47, Amending Local Budget Ordinance 89-A37.

19) Adoption of Rates, Limits and Paydays relating to the Financial Procedures Guide.

20) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
October 3, 1990
6:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in a Work Session at the Camp Verde Town Hall on October 3, 1990. Mayor Rogers called the meeting to order at 6:35 p.m.

Roll Call:

Carter Rogers, Woody Diehl, Tap Parsons, Jerry Taylor, Tom Shaw, Pat Kaminsky and Marvin Reynolds

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Manager; Ron Ramsey, Town Attorney; Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer and Susan Marshall, Recording Secretary

Request for Approval of Overtime - Library Director: Request for Pay Adjustment for Librarian:

Parsons stated these items should be held in Executive Session and not discussed during this Work Session.

Presentation of Carpeting Proposals/Estimates for Library:

No public input.

John Reddell - Request for Medical Leave of Absence Extension:

No public input.

Salt Mine Road Annexation - Unsuccessful Annexation Due to Time Period Expiration:

No public input.

Murdock Road Paving Project:

Don Gunnell, Camp Verde resident, asked about the status of the easements and on the construction of this road. Manager Maynard explained the delay and what measures were being taken to get the project under way.

Bid Award for Street Project 900901:

No public input:

Work Session - October 3, 1990 - Page 2:

Final Payment Approval to McDonald Bros. Construction on Project 900702:

No public input.

Montezuma Castle Road Project 900704 Authorization to Amend Contract and Expend Additional Funds:

No public input.

Set Hearing Date for Abandonment of Roads on Town Properties:

No public input.

Offering of Employment Contract to Laura Kuhn, Planning Director:

No public input.

Airport Master Plan Authorization to Release Request for Proposals:

No public input.

Proceeding with Next Step Towards a Local Water Plan:

No Public input.

Assignment of Project Management Responsibilities:

No public input.

Ordinance 90-A47, Amending Local Budget Ordinance 89-A37:

No public input.

Adoption of Rates, Limits and Paydays Relating to the Financial Procedures Guide:

No public input.

Susan Marshall

Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk

Carter Roquem

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
October 3, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on October 3, 1990 in order to conduct the Council's regular business. Mayor Rogers called the meeting to order at 7:05 p.m.

Roll Call:

Carter Rogers, Tap Parsons, Woody Diehl, Jerry Taylor, Tom Shaw, Marvin Reynolds and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Town Manager; Ron Ramsey, Town Attorney; Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer; and Susan Marshall, Recording Secretary

Kaminsky lead the Pledge of Allegiance.

Information & Updates:

- a) Tom Bonomo re: Gravel Operations: Tom Bonomo, USFS, was not in attendance.
- b) Change of Postage Meter: Assistant Manager Trewern reported an opportunity to obtain a newer, more modern, more efficient meter for less money than the current meter.
- c) Report on League Conference: Manager Maynard, Taylor and Town Attorney Ramsey reported on various seminars they attended during the League Conference.
- d) Miscellaneous Reports as Appropriate: Manager Maynard presented various reports from SW Risk concerning flood insurance, the drainage plan, the census, the vehicle inventory list. Parsons reported the Verde Valley/Sedona Transportation Committee would meet at the Cottonwood Town Hall on October 4, 1990 at 2:00 p.m.; the Committee for the scenic route along General Crook Trail would meet at the Cliff Castle Lodge on October 10, 1990; the ARWA would meet in Mesa on October 20, 1990. Shaw reported he would be attending a meeting with the CRCDA on flood management on October 10, 1990.

Regular Session - October 3, 1990 - Page 2:

Minutes of the Previous Meetings:

- a) Work Session - September 19, 1990
- b) Regular Session - September 19, 1990
- c) Work Session - September 26, 1990

On a motion by Kaminsky, seconded by Reynolds, with Taylor abstaining, the Council voted unanimously to approve the minutes of the September 19, 1990 Work Session as presented.

On a motion by Diehl, seconded by Kaminsky, with Taylor abstaining, the Council voted unanimously to approve the minutes of the September 19, 1990 Regular Session as presented.

On a motion by Reynolds, seconded by Diehl, the Council voted unanimously to approve the minutes of the September 26, 1990 Work Session as presented.

Disbursements & Accounting - Standard Disbursements and Advance Approvals:

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to approve the disbursements, dated October 3, 1990, pages 1 - 6 and the pre-approvals for leases and utilities.

Street Superintendent Jones reported the air compressor his department is using has died and a replacement needs to be considered. Following discussion, on a motion by Reynolds, seconded by Taylor, the Council voted unanimously to approve the purchase of a new air compressor for \$1,475.00 plus tax with a three year warranty.

Request for Approval of Overtime - Library Director: Request for Pay Adjustment for Librarian:

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to hold these items in abeyance and set an Executive Session for discussion.

Presentation of Carpeting Proposals, Estimates for Library:

Manager Maynard stated there were discrepancies in the number of yards required to do the job that needed to be clarified before taking any action on this item. He suggested having the Town Engineer draw up a floor plan to be presented to the bidders. He reported the walls would be painted shortly. On a motion by Diehl, seconded by Reynolds, the Council voted unanimously to have the carpet bids for the Library returned to staff for further action.

Regular Session - October 3, 1990 - Page 3:

John Reddell - Request for Medical Leave of Absence Extension:

Manager Maynard reported Mr. Reddell had had heart surgery and would be unable to attend the Parks & Recreation Commission meetings until December 1, 1990. On a motion by Shaw, seconded by Kaminsky, the Council voted unanimously to extend John Reddell's medical leave until December 1, 1990.

Salt Mine Road Annexation - Unsuccessful Annexation Due to Time Period Expiration:

Attorney Ramsey reported there were insufficient signatures to bring the annexation before the Council for consideration. On a motion by Diehl, seconded by Taylor, the Council voted unanimously to hold this item in abeyance until the Town Clerk can prepare a certification indicating insufficient signatures.

Murdock Road Paving Project:

Manager Maynard stated the right-of-way acquisitions are completed except two which involve three parcels. He stated work needs to begin as soon as possible due to weather constraints. Following discussion, on a motion by Parsons, seconded by Taylor, the Council voted unanimously to proceed with the paving of the project only on those properties where rights-of-way were donated to the Town.

On a motion by Shaw, seconded by Parsons, the Council voted unanimously to send a letter to all property owners explaining why certain areas of the road are not being paved.

The meeting was recessed at 8:15 p.m. and reconvened at 8:25 p.m.

Bid Award for Street Project 900901:

Parsons stated he would refrain from any vote and/or action due to a conflict of interest.

Town Engineer Rockwell reported four bids had been received. He stated C&E Paving from Flagstaff was the apparent low bidder but there was a slight irregularity on the bid. The extensions were correct but the amount spelled out was incorrect. Attorney Ramsey stated the bidder apparently placed the figures in the wrong spaces on the bid document. He stressed this needed to be clarified in the contract. On a motion by Kaminsky, seconded by Taylor, the Council voted, with Diehl voting "No" and Parsons abstaining, to award Project 900901 to C&E Paving in the amount of \$31,728.50 and to have the contract reflect the correct total amount.

Regular Session - October 3, 1990 - Page 4:

Final Payment Approval to McDonald Bros. Construction on Project 900702:

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to approve the final payment to McDonald Bros. Construction on Project 900702 in the amount of \$63,190.70.

Montezuma Castle Road Project 900704 - Authorization to Amend Contract and Expend Additional Funds:

Engineer Rockwell reported he had made an error in rounding on the quantities on the contract. Following discussion, on a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to hold this item in abeyance.

Set Hearing Date for Abandonment of Roads on Town Properties:

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to have staff start the proceedings necessary for abandonment of roads on Town property.

Offering of Employment Contract to Laura Kuhn, Planning Director:

On a motion by Parsons, seconded by Kaminsky, the Council voted unanimously to offer the amended contract to Laura Kuhn, Planning Director.

The meeting was recessed at 9:05 p.m. and reconvened at 9:15 p.m.

Consideration of Waiving Rental Fees for Town Properties:

Shaw excused himself from any discussion and/or vote on this item due to conflict of interest.

Following discussion, on a motion by Taylor, seconded by Diehl, the Council voted, with Shaw abstaining, to accept the recommendation of the Parks & Recreation Commission and not waive the fees for fund raising activities.

Airport Master Plan Authorization to Release Request for Proposals:

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to authorize the release of Requests for Proposals for the Airport Master Plan.

Proceeding with Next Step Towards a Local Water Plan:

On a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to hold this item in abeyance.

Assignment of Project Management Responsibilities:

Following discussion, on a motion by Parsons, seconded by Diehl, the Council voted unanimously to have the Town Manager do the assignments for Project Management responsibilities.

Ordinance 90-A47, Amending Local Budget Ordinance 89-A37:

On a motion by Parsons, seconded by Reynolds, the Council voted unanimously to adopt Ordinance 90-A47, amending Local Budget Ordinance 89-A37, as amended.

Adoption of Rates, Limits and Paydays Relating to the Financial Procedures Guide:

Following discussion, on a motion by Parsons, seconded by Shaw, the Council voted unanimously to approve the rates and paydays in the Financial Procedure Guide and to amend the Blanket Purchase Order Limit to \$100.00.

Call To The Public:

C.A. McDonald, Camp Verde resident, asked where does maintenance on the streets end and construction begin? The Council couldn't give him a definite answer but stressed this would be discussed as soon as possible.

Set Next Meeting Time, Date & Place:

The Council will meet at the Camp Verde Town Hall:

- a) Work & Regular Session - 10-17-90 - 6:30 p.m. & 7:00 p.m.
- b) Executive Session with the Tribe - 10/05/90 - 12:00 noon.
- c) Work Session - 10/08/90 - 4:00 p.m. - Local Water Plan
- d) Public Hearing - Land Transfer Bill - 10/18/90 - 5:00 p.m.
- e) Work Session - Storm Drainage & Flood Control - 10/10/90 - 4:00 p.m.
- f) Executive Session - Personnel - 10/10/90 - 5:00 p.m.

Adjournment:

The meeting was adjourned at 10:05 p.m.

Regular Session - October 3, 1990 - Page 6:

Susan Marshall
Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk

CERTIFICATION:

Carter Rogers
I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the ____ day of _____, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

Jay Trewern, Town Clerk

A G E N D A
COMMON COUNCIL
WORK SESSION

TOWN OF CAMP VERDE
TOWN HALL
MONDAY, OCTOBER 08, 1990, 4:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Discussions on a proposed Local Water Plan.
- 4) Adjournment

*Posted 10/5/90
SLucero 3:00 PM*

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
October 8, 1990
4:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in a Work Session at the Camp Verde Town Hall on October 8, 1990. Mayor Rogers called the meeting to order at 4:10 p.m.

Roll Call:

Carter Rogers, Woody Diehl, Tap Parsons, Jerry Taylor, Tom Shaw, Pat Kaminsky and Marvin Reynolds

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Manager and Laura Kuhn, Planning & Zoning Director

Discussion on a Proposed Local Water Plan:

Discussion on the need for a Local Water Plan to address water needs for Camp Verde for next one hundred years. Council expressed concern for the supply available now and in the future for the community.

Phil Briggs, Geraghty & Miller, Inc., Environmental Services, answered Council questions regarding the usefulness and complexity of preparing a Local Water Plan. He stated the Plan could be easily done in phases.

The Council was in full agreement that a Water Plan was needed in Camp Verde but wanted to identify the Scope of Work and ask for Proposals so the cost would be known prior to beginning the project.

Adjournment:

The meeting was adjourned at 5:10 p.m.

Jay Trewern, Town Clerk

Carter Rogers

A G E N D A

WORK SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
Wednesday, October 10, 1990
4:00 p.m.

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Discussions on Storm Water Drainage and Flood Control Plans, Scope of Work and Review of FEMA Flood Insurance Map Drafts
- 4) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
October 10, 1990
4:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in a Work Session at the Camp Verde Town Hall on October 10, 1990. Mayor Rogers called the meeting to order at 4:05 p.m.

Roll Call:

Carter Rogers, Woody Diehl, Tap Parsons, Jerry Taylor, Tom Shaw and Marvin Reynolds

Pat Kaminsky arrived at 4:15 p.m.

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Manager; Laura Kuhn, Planning & Zoning Director; Todd Rockwell, Town Engineer; Doug Jones, Street Superintendent and Susan Marshall, Recording Secretary

Gary Green and Mark Jalving, Yavapai County Flood Control District

Storm Water Drainage & Flood Control Plans, Scope of Work & Review of FEMA Flood Insurance Rate Map Drafts:

Mr. Jalving presented maps, stating the County had copies of the aerial photos of Camp Verde. He reviewed the areas that need mapping - near the Swap Meet, Cliffs, I17 and Finney Flat Road, High School Area, east side of the reservation in the Middle Verde area, Cherry Creek development and Park Verde Estates up to the new Justice Facility.

Director Kuhn stressed the need for aerial maps and contour maps. She stated the County would provide \$35,000 towards the project but they needed assurance that the project would be completed.

Following discussion, it was generally agreed that priorities needed to be established before going further with this item.

Adjournment:

The meeting was adjourned at 5:05 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

Carter Rogers

A G E N D A

SPECIAL SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
Wednesday, October 10, 1990
6:00

- 1) Call To Order
- 2) Roll Call

Discussion and Possible Action on the Following:

- 3) Travel Authorization for P&Z Commissioner
- 4) Library Director Overtime Authorization Request
- 5) Librarian Pay Adjustment Request
- 6) Montezuma Castle Highway Project Road Conditions
- 7) Townsite Sewer Project
 - a) Acceptance of Road Restoration
 - b) Discussion about Alley between 2nd and 3rd Streets
- 8) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
October 10 1990
6:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on October 10, 1989. Mayor Rogers called the meeting to order at 6:10 p.m..

Roll Call:

Carter Rogers, Woody Diehl, Tom Shaw, Marvin Reynolds
Tap Parsons, Jerry Taylor and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Town Manager; Todd Rockwell, Town Engineer; Doug Jones, Street Superintendent; Laura Kuhn, Planning & Zoning Director and Susan Marshall, Recording Secretary

Travel Authorization for P&Z Commissioner:

Director Kuhn stated this item was brought before the P&Z Commission on October 4, 1990 and now needed Council approval. Following discussion, on a motion by Parsons, seconded by Kaminsky, the Council voted unanimously to authorize travel costs for P&Z Commissioner Crane to attend the conference in Prescott on October 11 - 12, 1990.

Library Director Overtime Authorization Request:

Manager Maynard stated the Library Director has requested authorization to work and be paid for approximately five hours per week until the end of the year at as estimated cost of \$2200.00. Following discussion, on a motion by Taylor, seconded by Diehl, the Council voted unanimously to deny the request as stated and direct the Town Manager and Personnel Director to verify the correct procedure for covering overtime for this position.

Librarian Pay Adjustment Request:

Manager Maynard stated the Library Director was requesting an increase for the Librarian. On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to have the Personnel Director handle this item.

Special Session - October 10, 1990 - Page 2:

Montezuma Castle Highway Project Road Conditions:

Manager Maynard stated there have been several comments from resident concerning the surfacing on the Montezuma Castle Highway. Several Council members expressed their concerns for the status of this road, voicing complaints concerning the roughness of the road, grooves, ruts and overlaps.

Mr Ryan, Superior Companies, stated they were willing to re-work portions of the road but asked the Council to address all areas of concerns this time rather than coming back at a later time with further problems.

Following further discussion, on a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to have members of the Council, the Street Superintendent, the Contractor and the Town Engineer meet as soon as possible to define the problem areas and rectify the problems.

The meeting was recessed at 7:00 p.m. and reconvened at 7:05 p.m.

Townsite Sewer Project:

- a) Acceptance of Road Restoration
- b) Discussion About Alley Between 2nd and 3rd Streets

a) Street Superintendent Jones stated the restoration was adequate, the Town Engineer agreed. Diehl suggested further sweeping should be done in some areas.

Following discussion, on a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to hold acceptance of the road restoration in abeyance until the punch list is completed.

b) Terry Moore, Engineer, stated some of the drainage in the alley between 2nd and 3rd streets has been improved but this has caused problems in other areas. He stated they were willing to work with the property owners involved to rectify this situation.

Adjournment:

The meeting was adjourned at 7:25 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk

Arthur Rogers

**A G E N D A
COMMON COUNCIL
SPECIAL SESSION**

**TOWN OF CAMP VERDE
TOWN HALL
FRIDAY, OCTOBER 12, 1990, 4:30 P.M.**

- 1) Call to Order
- 2) Roll Call

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING ITEMS.

- 3) Approval of letter outlining recommended revisions to the Land Transfer Bill.
- 4) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
October 12, 1990
4:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on October 12, 1989. Mayor Rogers called the meeting to order at 4:30 p.m..

Roll Call:

Carter Rogers, Woody Diehl, Tom Shaw, Marvin Reynolds
Tap Parsons, Jerry Taylor and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Town
Manager and Susan Marshall, Recording Secretary

Approval of Letter Outlining Recommended Revisions to the Land
Transfer Bill:

On a motion by Parsons, seconded by Taylor, the Council voted unanimously to have the Town Manager send the letter (which is attached and becomes part of these minutes) to Eric Eberhard, no later than October 15, 1990, informing him that the Council has reached an agreement and the revisions are included.

Adjournment:

The meeting was adjourned at 4:33 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk

Carter Rogers

Special Session - October 12, 1990 - Page 2:

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the _____ day of _____, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

Jay Trewern, Town Clerk

A G E N D A

WORK SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
WEDNESDAY, OCTOBER 17, 1990
6:30 P.M.

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Approval of P&Z Priorities
- 4) Resolution to Dismiss Salt Mine Road Annexation
- 5) Appoint Oversight Committee for Airport Study Group
- 6) Status Review of Boot Hill Drive Right-of-Way
- 7) Library Needs Assessment Survey
- 8) Library/Marshal Property Survey Review
- 9) Chamber of Commerce Donation of Playground Equipment
- 10) Park Verde Estates - Pioneer Ditch Request for Repairs
- 11) Murdock Road - Billing of Property Owners
- 12) Acceptance of Townsite Sewer Project Road Conditions
- 13) Approval of Sale/Disposal of Town Equipment
- 14) Appointments to the Camp Verde Drug Alliance Committee
- 15) Copier Proposal
- 16) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
October 17, 1990
6:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in a Work Session at the Camp Verde Town Hall on October 17, 1990. Mayor Rogers called the meeting to order at 6:30 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Tom Shaw, Pat Kaminsky, Jerry Taylor, and Carter Rogers Absent: Marvin Reynolds

Also Present:

Town Manager, David Maynard; Assistant Manager, Jay Trewern; Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer; Ron Ramsey, Attorney; Laura Kuhn, Planning and Zoning Director; and Sandie Lucero, Recording Secretary

Approval of P&Z Priorities:

No Public Input.

Resolution to Dismiss Salt Mine Road Annexation:

No Public Input.

Appoint Oversight Committee for Airport Study Group:

No Public Input.

Status Review of Boot Hill Drive Right-of-Way:

Mr. Kleinfelt wondered what we were looking for. Manager Maynard stated we were just looking for the simple status, to get the Town Council prepared for the process involved, regarding the petitions and a release from the County Assessor. Also clarifying whether the property owners should pay for the title search.

Library Needs Assessment Survey:

Jean Clark, Camp Verde Resident, was in the Camp Verde Library this morning, while school was not in session today. There were about 10 kids from the Junior High trying to do research. The Library has only one table for anyone to work on. Why don't you take the community room and turn it into a children's room which would include tables and chair for the public?

Manager Maynard stated that the intent of the Town Council is to change the community room into a children's room, beginning January 1, 1991 providing everything goes as planned.

Library/Marshal Property Survey Review:

No Public Input.

Chamber of Commerce Donation of Playground Equipment:

No Public Input.

Park Verde Estates - Pioneer Ditch Request for Repairs:

No Public Input.

Murdock Road - Billing of Property Owners:

No Public Input.

Acceptance of Townsite Sewer Project Road Conditions:

No Public Input.

Approval of Sale/Disposal of Town Equipment:

No Public Input.

Appointments to the Camp Verde Drug Alliance Committee:

No Public Input.

Copier Proposal:

Roland Srader, a local vendor, wanted to know if this item was going out to bid again, and if this is still pertaining to a brand new machine. Manager Maynard stated this item was only to let the Council know that we had received a proposal from Infincom.

Seeing no further public input. Mayor Rogers addressed the Council for discussion on the following items.

Appoint Oversight Committee for Airport Study Group:

Discussion ensued on selecting the following representatives for the Committee: Bob Barker, C.A. McDonald, Jack Blum, Joe Weidman, Jack Bird, John Pein, Bob Smith, Tap Parsons.

Library Needs Assessment Survey:

Discussion ensued on the cost of mailing and setting up drop off points instead of return postage. Also discussed was the elimination of 6 or 7 questions.

Phyllis Hazekamp stated the survey would help to receive public input from the patrons who do use the Library.

Manager Maynard stated the cost of the Survey would be 500.00 if we mail without guaranteed return postage. We could set up drop boxes at the banks, Bashas the Camp Verde School, Library and Town Hall.

Jean Clark, a Camp Verde resident, stated that maybe volunteers going door to door with the surveys would work better.

Murdock Road - Billing of Property Owners:

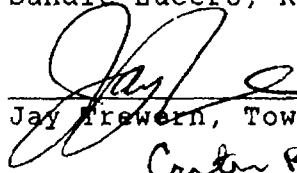
Don Gunnell, a Camp Verde resident, asked how we were going to work this problem out. Manager Maynard stated his recommendation to the Town Council was to have this item tabled.

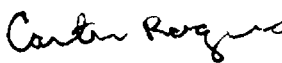
Adjournment:

The meeting was adjourned at 6:55 p.m.



Sandie Lucero, Recording Secretary



Jay Frewern, Town Clerk


A G E N D A

REGULAR SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
WEDNESDAY, OCTOBER 17, 1990
7:00 P.M.

- 1) Call To Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information & Updates
 - a) Tom Bonomo re: Gravel Operations

Discussion and Possible Action on the Following:

- 5) Minutes of the Previous Meetings
 - a) 10-03-90 Work Session
 - b) 10-03-90 Regular Session
 - c) 10-08-90 Work Session
 - d) 10-10-90 Work Session
 - e) 10-10-90 Special
- 6) Disbursements & Accounting - Standard Disbursements & Advance Approvals
- 7) Approval of P&Z Priorities
- 8) Commission Reports
- 9) Resolution to Dismiss Salt Mine Road Annexation
- 10) Appoint Oversight Committee for Airport Study Group
- 11) Status Review of Boot Hill Drive Right-of-Way
- 12) Library Needs Assessment Survey
- 13) Library/Marshal Property Survey Review
- 14) Chamber of Commerce Donation of Playground Equipment
- 15) Park Verde Estates - Pioneer Ditch Request for Repairs
- 16) Murdock Road - Billing of Property Owners
- 17) Acceptance of Townsite Sewer Project Road Conditions

Regular Session Agenda - October 17, 1990 - Page 2:

- 18) Approval of Sale/Disposal of Town Equipment
- 19) Appointments to the Camp Verde Drug Alliance Committee
- 20) Copier Proposal
- 21) Call To the Public
- 22) Set Next Meeting Time, Date & Place
- 23) Adjournment

TOWN MANAGER'S REPORT
REGULAR COUNCIL SESSION
October 17, 1990

dam

6.5) Library Literacy Grant:

The 1991 Library Literacy Grant application round has already begun. If the Friends of the Library are to be successful in seeking funding through the 10/1991 to 9/1992 federal year grant program, they will need to start work immediately. The deadline for submission of the application is November 9, 1990. This item is to respond to their request for the Town's continued sponsorship of the federal funding for their program. In the event that the response is positive, the motion should include both the authorization for them to prepare the application and a commitment to submit the application to include the Mayor's signature. Although there continue to be a number of serious concerns regarding program issues, I do believe that the literacy program is a necessary and highly desirable program to be continued. Recommend favorable action.

7) Approval of Planning & Zoning Priorities:

The report from Laura Kuhn, Planning Director, was included in a previous meeting packet. Laura anticipates having a re-ordered list of recommended priorities to you prior to the meeting.

8) Commission Reports:

Each of the three Commissions (Library, Parks & Recreation and Planning & Zoning) is supposed to provide you with a written report and the Chairperson appear at the Council Meeting to discuss that report and any other items of need or interest. The written report is supposed to address what the Commission has been doing for the past quarter, what it plans to do for the next quarter and what problems have, or may, interfere with their efforts. The appropriate department heads are supposed to be present to address any concerns involved.

9) Resolution to Dismiss Salt Mine Road Annexation:

The annexation has been unsuccessful. Town Attorney Ron Ramsey has prepared a brief a resolution in response to Town Clerk Jay Trewern's certification. This resolution will bring the attempted annexation to a close. The resolution does only what is necessary to close the process. Recommend adoption of the resolution.

10) Appoint Oversight Committee for Airport Feasibility and Master Plan:

The Council needs to appoint a group of individuals to provide oversight of the consultant's work and to offer constructive criticism and guidance to their efforts. I would suggest an odd number of persons. One person will be provided by ADOT-Division of Aeronautics. At least one person must be completely free of any association with airports or airplanes, to include not being a pilot (present or past). The balance of the committee can be of the Council's choosing. This should include a total of either seven or nine members. As project manager for the Airport study, I will be chairing the committee meetings. The committee is required to meet at least once each quarter. I anticipate that there will be a need to meet about once every 60 days in reality.

11) Status of Boot Hill Drive Right-of-Way:

The residents of the upper half of Boot Hill Drive have approached me concerning their desire to clear up the right-of-way issues that prevented the completion of paving this year on that road. The residents have already been given an explanation of the procedure and warned that they will be expected to pay for the title reports. This is very nearly a mirror image of the Murdock Road circumstances. The Council action appropriate at this meeting, if the Council is so inclined, is to either encourage or discourage the efforts. If encouraged, the residents should be made aware of the title search requirements, the cost to be charged back against them, the right-of-way width (there is no reasonable basis for a substandard width), the requirement for and cost of driveway culverts, the requirement for donation of the right-of-way and any other expectations. In addition, I believe that there is simply no chance that the paving work can be done this fall. I have asked Town Engineer Todd Rockwell and Street Superintendent Doug Jones for a memo from each outlining their concerns and recommendations.

12) Library Needs Assessment Survey:

The Library Commission and I worked up a survey approximately eighteen months ago for the purpose of determining what the public wanted from their library. At the time there were a number of substantial constraints that prevented it from being used. At this point, those constraints have been resolved and the survey can be properly set up and administered. As Assistant Manager and Finance Director Jay Trewern has noted, it will be an expensive undertaking as currently proposed. The use of drop boxes instead of return postage will substantially reduce the cost. The use of our Q&A data base program will significantly shorten the time required to tally and correlate the results of the survey. Jay will provide an overview of the time and cost requirements involved. I have not yet reviewed the survey to

determine whether there are any changes needed to update the questions being asked. The goal is to gain a much better understanding of what the public wants and expects from our library.

13) Library/Marshal Property Survey Review:

The survey plan of the property is completed. The only concern not addressed is the split, if appropriate, between the two parcels. The Council needs to review it to gain a better understanding of the constraints on the properties and their use. If the Council is satisfied with the survey, please so state with a motion to file the survey.

13.5) Library Parking Expansion Proposal:

The need for additional parking at the Library continues to be a serious concern. The expectation that the new parking between the Marshal's Station and Montezuma Castle Highway would resolve the problem has not yet been born out. Todd was asked to look at the alternatives for creating additional parking in the immediate vicinity of the Library that would meet those needs. The proposal already distributed to the Council would provide 13 additional spaces at an estimated cost of \$ 7,052. The cost is just over \$ 500 per space which is very inexpensive for comparable facilities. Recommend strong consideration of this proposal.

14) Chamber of Commerce Donation of Playground Equipment:

The Chamber has graciously offered a donation of playground equipment for use at the Library. The suggested location is the same as the proposed parking area in item 13.5). I spoke with Mike Hough this past week to see if the suggested location at the library were in any sense "sacred". He assured me that it was not. An alternative location, such as in the area between the kindergarten building and the Town Hall, might be equally appropriate. As this equipment would supplement any equipment the School District may choose to leave on the site, it might make very good sense in the short term. The item will need preliminary discussion with the expectation of final action at a future meeting.

15) Park Verde Estates - Pioneer Ditch - Request for Repairs:

The recent flooding in the Park Verde Estates Subdivisions was principally caused by the failure of a dike that had been erected many years ago next to the old Pioneer Ditch. The water jumped the ditch in two separate locations, some distance apart. The Town received four telephone complaints and claims of damage which were characterized as the Town's fault. Southwest Risk Services was contacted by hand delivered letter the following

morning. As a result, an independent insurance adjuster was retained and arrived on-site later in the week. Based on his comments, I sent a nominal claim letter to Park Central Properties in Phoenix which is the corporate representative (holding company) for Ralph Burbacher who developed the first section of Park Verde Estates. In the meantime, several of the residents have requested that the Town repair the dike. The dike is located on private property where the water jumped near the road, and on Forest Service property at the point where the much larger jump occurred. As there apparently is no Forest Service permit for the dike or the renewed use of the former Pioneer Ditch (irrigation), the Town cannot enter the property legally to do the work - at least not any time soon. Both portions of the dike do appear to be the responsibility of Park Central Properties. Therefore, I have responded that the Town is not the proper party to repair the dikes. This concludes my report on the matter.

The issue at hand is whether the Council wishes that I continue to pursue the repairs through Park Central Properties, to include legal actions if necessary. The alternative is to seek Yavapai County Flood Control assistance as the County built the ditch crossing after Flood Control came into being and, apparently, without adequate flood control provisions. The insurance adjuster's comments were very firm in one regard, the Town is not the liable party and should do nothing to voluntarily accept a liability position, such as repairing the dike. Someone is liable, but who it is will only be determined if the Town does not accept present and future liability by involving itself in repair of the dike. As the Council is the review board for my actions, the item is before the Council to determine if it feels a different course of action is in order.

16) Murdock Road - Billing of Property Owners:

Our Finance Director, Jay Trewern, is about to send out the invoices for the \$ 125.00 payments due for the title searches for Murdock Road. The previous Council vote clearly indicates that the Council, after discussion and agreement with the property owners, voted to charge an amount not to exceed \$ 125.00 per parcel for the title searches required. The cost of the title search project has already exceeded the amount necessary for the cost to be \$ 125.00 per parcel. There appears to be some disagreement as to whether the cost to be billed is supposed to be \$ 125.00 per parcel or \$ 125.00 per property owner. The Council will need to clarify its intent in order to establish the manner in which the invoices are to be prepared.

17) Acceptance of Townsite Sewer Project Road Conditions:

Per binding agreement between the Camp Verde Sanitary District and the Camp Verde Town Council, the Town has final right of acceptance/refusal of the road conditions and the release of the contractor. The contractor has worked in a very diligent and workman-like manner during the past several weeks to clean up the project site, restore our streets and complete his obligations. The Council needs to consider the acceptance of those streets and the consequent release of the contractor. There is only one area of concern that may not be properly resolved. It is my understanding that the contractor has been unable to satisfy the adjoining property owners along the public alleyway between Second and Third Streets. This being the case, the Council may need to consider appropriate action in its regard that may delay the contractor's final release.

18) Approval of Sale/Disposal of town Equipment:

At this time, I am unaware of the nature of this item.

19) Appointments to the Camp Verde Drug Alliance Committee:

Louise Jackson has requested the appointment of three persons (Mike Reamer, Marie Wilson and Lowell Pickup) to be members of the Camp Verde Drug Alliance Committee. They all appear to be very good and capable persons. Louise's letter is in the original packet.

20) Copier Proposal:

On November 17, 1990, our short term lease with XEROX will come to an end. At that point, the Council will be faced with a variety of potentially unacceptable decisions as to how to provide for copy equipment for the future. At this time, RICOH has proposed a cost effective solution that matches satisfying our needs with a very reasonable cost (\$ 9,500.00). The copier recommended based upon the RICOH proposal is the RICOH 6620 with the specified equipment. The XEROX is, in my opinion, a somewhat better piece of equipment and I have greater faith in their warranty provisions. However, I do not believe that those considerations are worth twice the price of the RICOH. The RICOH will meet the Town's needs for the minimum five year period that we are concerned with.

Therefore, my recommendation is that the Council accept the October 8, 1990 proposal received from INFINCOM for a RICOH 6620 Copier with specified equipment and a maintenance agreement for 30,000 copies per month @ \$ 210.00 and \$.006 per copy for overage, with delivery and installation included.

SUPPLEMENTAL AGENDA

REGULAR SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
WEDNESDAY, OCTOBER 17, 1990
7:00 P.M.

Discussion and Possible Action on the Following Additional Items:

- 6.5) 1991 Library Literacy Program Grant - Authorization to Prepare Application and Commitment to Submit:
- 13.5) Library Parking Expansion Proposal:

*Posted: October 15, 1990 4:30 PM
S. Lucero*

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
OCTOBER 17, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on October 17, 1990. Mayor Rogers called the meeting to order at 7:00 p.m.

Roll Call:

Carter Rogers, Jerry Taylor, Patricia Kaminsky, Woody Diehl, Tom Shaw and Tap Parsons Absent: Marvin Reynolds

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Town Manager, Ron Ramsey, Town Attorney; Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer; Phyllis Hazekamp, Library Director; Laura Kuhn, P&Z Director; and Town Attorney Ron Ramsey; and Sandie Lucero, Recording Secretary

Information and Updates:

- a. Tom Bonomo spoke regarding Gravel Operations. Mr. Bonomo presented to the Town Council his recommendations for the Forest Service to begin sand and gravel operations in the Camp Verde Town limits. This has been in the process for the last 2 years. Discussion ensued on Council's concerns regarding whether the Forest Service would sell the land prior to excavation. Would this allow the owner be able to run a sand and gravel operation? The Council stated any proposal would have to be brought to us before they could do anything. This would include holding public hearings and permits to cover any concerns.

Manager Maynard stated that Bruce Greco from the Forest Service was here Monday. Carter, Tap, Woody and Maynard attended this meeting regarding road permits. We should have a permit the first part of next week.

Manager Maynard stated he had received the IGA from Clarkdale regarding the striping machine.

Manager Maynard stated he had received a letter from Mr. McDonald in Cottonwood regarding a deed to right-a-way for Sullivan Lane.

Councilor Shaw stated he and Laura had attended a meeting in Chino regarding the Drainage Water Plan.

Minutes of the Previous Meetings:

- a) 10/3/90 Work Session
- b) 10/3/90 Regular Session
- c) 10/8/90 Work Session
- d) 10/10/90 Work Session
- e) 10/10/90 Special

On a motion by Shaw, seconded by Diehl, the Council voted unanimously to approve the minutes of October 3, 1990 Regular and Work Session as presented.

On a motion by Shaw, seconded by the Diehl, Council voted unanimously to approve the minutes of October 8, Work Session and October 10 & 12, 1990 Work and Special Session as amended.

Disbursements and Accounting - Standard Disbursements & Advance Approvals:

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to accept the disbursement list pages 1-7 as presented.

1991 Library Literacy Program Grant - Authorization to Prepare Application and Commitment to Submit:

Manager Maynard had received a letter from the Friends of the Library requesting they prepare the grant. The grant is due by November 9, 1990, leaving a very short time frame.

Gwen Gunnell, the program coordinator, stated that this is a worthwhile project. We now have 6 men and 1 woman, who are all employed, wishing to improve and advance in their present employment. We have 21 volunteers, 16 are very well trained tutors.

Nancy Spriggs from Yavapai County's Adult Probation Office stated that she has worked in the criminal justice departments and most of these people have only an 8th grade education. This program is also reaching out to other people in the Verde Valley, area not just Camp Verde.

Following discussion on a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to approve the action on the 1991 Library Literacy Program Grant - Authorizing the Friends of the Library to Prepare this Application and Commitment to Submit by November 9, 1990.

Approval of P&Z Priorities

Following discussion on a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to accept the P&Z Priorities with emphasis on 1A, 1B, and #4.

Commission Reports

Manager Maynard stated that Dorothy Wood, Chairman for the Library Advisory Commission would not be able to give a verbal report because her husband had eye surgery today. In the Council packets you will find a written report from Dorothy.

Hank Hoover, Chairman for the Parks and Recreation Commission went over his report stating that the Parks and Recreation Commission is only at 23.5% of their budget for the first three months of 1990.

Mayor Rogers commended the Parks and Recreation Commission on the fine work being done by the Commission.

David Kaminsky, Chairman for the Planning and Zoning Commission stated he was elected chairman in July, 1990. In August the Planning and Zoning Commission held a Work Session with the Town Council. In September we did not hold a Commission meeting because the Commission had no regular issues. In October the Commission worked on the Livestock and Mining Ordinance. They have also issued to the Town Council a list of priorities.

Resolution to Dismiss Salt Mine Road Annexation

On a motion by Kaminsky, seconded by Diehl, the Council voted unanimously to accept Resolution 90-03 dismissing the Salt Mine Road Annexation.

Appoint Oversight Committee for Airport Study Group

Following discussion on a motion by Diehl, seconded by Taylor, the Council voted unanimously to appoint to the Airport Study Committee the following people: Bob Barker, Jack Blum, Jack Bird, C.A. McDonald, Joe Wiedman, Tap Parsons and David Maynard as a non voting member.

The meeting was recessed at 8:01 p.m., reconvened at 8:16 p.m.

Status Review of Boot Hill Drive Right of Way

Following discussion on a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to accept the right of way providing all requirements are met by petitions, the title search is paid for by the property owners, and all property owners donate their right of way.

On a motion by Taylor, seconded by Kaminsky the Council voted unanimously to add Boot Hill Drive to the Town's paving list.

Library Needs Assessment Survey

On a motion by Taylor, seconded by Kaminsky the Council voted unanimously to proceed with the Library Needs Survey, editing the Survey, with drop off boxes set up instead of return postage.

Library/Marshal Property Survey Review

Following discussion on a motion by Kaminsky, seconded by Diehl the Council voted unanimously to accept the survey by Todd Rockwell, Town Engineer as presented.

Library Parking Expansion Proposal

Following Discussion on a motion by Diehl, seconded by Taylor, the Council voted unanimously to put the Library Parking Expansion Proposal on hold until Todd could do a study on the layout, striping, and costs on alterations for parking.

Chamber of Commerce Donation of Playground Equipment

On a motion by Shaw, seconded by Parsons, the Council voted unanimously to accept the Playground Equipment donated by the Camp Verde Chamber with no strings attached, and the Parks and Recreation Commission to recommend to the Council where the playground equipment should be placed.

The meeting was recessed at 9:10 p.m., reconvened at 9:15 p.m.

Park Verde Estates - Pioneer Ditch Request for Repairs

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to write a letter to Yavapai County Flood Control requesting their assistance to repair the dike at Park Verde Estates.

Murdock Road - Pioneer Ditch Request for Repairs

On a motion by Taylor, seconded by Diehl, the Council voted unanimously to hold this item in abeyance until all properties are settled.

Acceptance of Town site Sewer Project Road Conditions

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to accept the road restorations, but refused to accept the alleyway between 2 & 3rd street.

Sale/Disposal of Town Equipment

On a motion by Diehl, seconded by Parsons, the Council voted unanimously to advertise the police vehicle proposed for sale.

Camp Verde Drug Alliance Committee

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to appoint Mike Reamer, Marie Wilson and Lowell Pickup to the Camp Verde Drug Alliance Committee.

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Camp Verde Drug Alliance Committee

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to appoint Mike Reamer, Marie Wilson and Lowell Pickup to the Camp Verde Drug Alliance Committee.

Copier

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to acknowledge the proposal from Infincom, requesting the bid/proposal be advertised to include new and rebuilt machine and maintenance contract costs, including the number of years of useful life.

Call to the Public

No input


Next Meeting, Time and Date

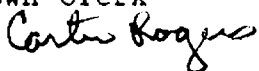
October 18, 1990 - Community Center - 7 p.m. - Public Hearing -
Camp Verde Town Council and Yavapai Apache Tribal Council
October 23, 1990 - Executive Session
November 7, 1990 - 4:00 p.m. - Executive Session to review and
establish work assignments for Department Heads

The Meeting was adjourned at 9:50 p.m.



Sandie Lucero, Recording Secretary

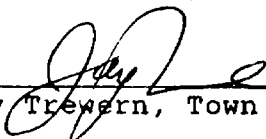


Jay Trewern, Town Clerk


CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the 17th day of October, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of November, 1990.



Jay Trewern, Town Clerk

INFCRMAL AGENDA
PUBLIC HEARING
LAND TRANSFER BILL
OCTOBER 18, 1990, 6:00 P.M.
COMMUNITY CENTER GYM

1. Call to Order
2. Opening Comments - Mayor Rogers
3. Opening Comments - Tribal Chairman Ted Smith
4. Overview of Proposed Bill - Town Manager, David Maynard
5. Ground Rules for Public Comment
 - For
 - Against
 - Concerns
 - Time Per Person
 - Additional Comments
6. Adjournment

THIS IS A HEARING, NOT A MEETING
NOT FOR DISTRIBUTION

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE, ARIZONA

PUBLIC HEARING
OCTOBER 18, 1990
COMMUNITY CENTER GYM

Call to Order:

Mayor Rogers called the Public Hearing to order at 6:15 p.m.

Roll Call:

Mayor Rogers, Vice-Mayor Diehl, Councilors: Parsons, Kaminsky, Taylor and Shaw

Yavapai Apache Tribal Council, Chairman Smith, Aaron Russell, Gloria Garcia and David Kwail

Also Present:

Jay Trewern, Assistant Town Manager; David A. Maynard, Town Manager; Sandie Lucero, Recording Secretary.

Manager Maynard briefly summarized the Land Transfer Bill, stating in his summary that the meeting tonight would be recorded and sent to Congress with a copy of the minutes.

Mayor Rogers stated the speakers would be allowed 5 minutes each so that everyone wishing to speak on this proposed legislation would get an equal chance to be heard.

John Parsons, a Rimrock resident, indicated he had planned a presentation to congratulate the Councils on a job well done, until he realized that Section 10 was proposed to be deleted from the Land Transfer Bill. He indicated that there are many more individuals who would join with his statement, and try to protect the natural resources which are involved in this trade. If Section 10 could be returned in its original state, Mr Parsons indicated he is very much in favor of this bill.

Dick Thompson, Mayor of Clarkdale, stated he had been following this bill with great interest. The Clarkdale Town Council wishes to support this act that is why Mr. Thompson was in attendance this evening. He also indicated his personal support for the legislation.

Chairman Ted Smith thanked Mayor Thompson from Clarkdale for supporting the Land Transfer Bill.

Public Hearing - October 18, 1990 - Page 2:

George Shoemaker, a Flagstaff resident, representing the Bar-T-Bar Ranch, stated he also owned property in Camp Verde and is very interested in this Land Transfer Bill. The Bar-T-Bar Ranch is interested in another land transfer which would provide eight thousand acres of prime forest land, including a 100 acre lake, to the Forest Service, in return for 268 acres of the lands included in the proposed transfer being heard tonight. This land exchange jeopardizes the separate base exchange land transfer proposed by the ranch. To transfer this land to the Tribal control would hinder the growth of the Verde Valley and Mr. Shoemaker does not feel this bill is in the best interest of all interested parties.

Glen Henderson, a Camp Verde resident, stated he was originally in support, until the change deleting a phrase from Section 8. He feels this section concerning the Montezuma Castle entry and Right-of-way should be reinstated back into the Land Transfer Bill.

John Strathmere, a Camp Verde resident, stated he had written to the Town Council expressing his concerns and had not received an adequate reply. He indicated that this Land Transfer Bill has not had enough Public input and we need to gain more information concerning this issue. Why is the land north of I-17 to be held in trust? Why are you allowing this north of I-17 but not south of I-17? Living north of I-17, how will this affect my property? Will an economic study be done? Why are the Indians allowed special advantages (i.e. no taxes, no building permits, no planning and zoning restrictions)? Mr. Strathmere indicated that the land transfer they seek now is above and beyond any previous claim or settlement. On a different tribe owned area they are building an incinerator (burning to begin in about 2 years) on 150 acres and the locals have no control over what is done on reservation land (not this tribe). This would give them 6000 acres which we have no control over. We are not doing the Indians a service by isolating them on reservation land. He did not think this land should be held for the Indians when they are not paying taxes and thus would be given special advantages. What are we doing, and what are the Indians doing for themselves? They need to choose the neighbors, and they cannot do this on an Indian reservation. We are not giving them their freedom by placing them all on reservation land. Senator McCain wants this bill done too fast. How will Camp Verde survive when the Indians own 85% of the ground, they pay no taxes, get no building permits and no zoning permits?

Jack Bird, a Lake Montezuma resident, stated that he has lived in this valley since 1947 and so indicated that he is not a newcomer. He indicated that the Tribe has used very sound judgement and the Town Council has done the same. The Land Transfer Bill is one of the best that could be done and that both Councils have done a fine job.

Public Hearing - October 18, 1990 - Page 3:

Mayor Rogers thanked everyone for attending and stated that if anyone had any further concerns, they were invited to write letters and drop them by Town Hall before next Tuesday.

Chairman Ted Smith stated that the majority of the public is in favor of the Land Transfer Bill. He thanked those who had supported this bill and the Tribe. Some indian kids have worked to obtain their masters degrees and are pursuing education and professional occupations, which they hope to be able to use to benefit the rest of the Tribe. This legislation will benefit the Tribe and the Town's people. He thanked everyone for their support.

Tribal Councilman David Kwail expressed his concern on what they planned to do with exploring and developing the reservation. He stated that they do choose their neighbors and do care about the Town. Reservation land has been developed for an RV Park for some 800 people in Cocopai. In Tucson reservation land has been expanded and people do live on this. When you first begin a business the first 3-5 years typically are not profitable. The Tribe needs some time before we would gain anything.

Councilman Parsons expressed his thanks and stated that he appreciated everyone taking their time to express their concerns and bring them to the Councils' attention.


Vice Mayor Diehl also expressed his appreciation to the Tribe for the many meetings and hard work which demonstrated that we are all responsible people.

Mayor Rogers indicated appreciation for everyone's attendance and input. He also noted that we expect to see changes made by congress. There is a sincere hope that we can come up with a bill that will satisfy everyone.

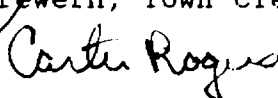
The meeting was adjourned at 7:30 p.m.



Sandie Lucero, Recording Secretary



Jay Frewern, Town Clerk



**A G E N D A
COMMON COUNCIL
SPECIAL SESSION**

**TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, OCTOBER 24, 1990, 6:00 P.M.**

- 1) Call to Order
- 2) Roll Call

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING ITEMS.

- 3) Minutes of Special Session on October 12, 1990.
- 4) Disbursements
- 5) Action on Land Transfer Bill and Recommended Amendments.
- 6) Provisions to correct Heating/Cooling problems at Town Hall.
- 7) Provision for Handicapped Access in Community Center Building.
- 8) Adjournment

TOWN MANAGER'S REPORT
SPECIAL COUNCIL SESSION
October 24, 1990

WAM

5) Action on Land Transfer Bill and Recommended Amendments:

Due to a call received from Ted Smith, Tribal Chairman, after the agenda was posted, this item may be appropriate for a discussion of Council concerns regarding further corrections or amendments only. Mayor Rogers has indicated that it may be necessary to delay the entire discussion until meeting with the Tribal Council.

6) Provisions to Correct Heating/Cooling Problems at Town Hall:

As discussed at our last meeting on this subject, any party who believed they had a better (cheaper, but similarly effective) alternative to correcting the heating and cooling problems in Town Hall was invited to come down, look over the actual conditions of the building and propose how to do it and at what cost. Like many of the Council, I too have heard how small individual office units would be quicker, cheaper and easier to deal with. The only taker on this was Charlie Wagner at Verde Sol-Air. After coming down and looking over the job, he submitted the attached proposal. It is quite apparent that he concluded that the larger area units were substantially less expensive for this type of building. In addition, I asked him to inspect and evaluate the existing heaters in Town Hall. This item is addressed on page 2 of his proposal as an alternate. It is also clear that he found three of the four to be not properly repairable due to the safety constraints. The no-gain repair would cost \$ 1,770.00 installed. The complete changeover is estimated to cost between \$ 12,500 and \$ 15,500 depending on the plan and specification of the distribution (duct) system.

This item is on the agenda due to the rapidly changing weather. It will soon be the case that the offices in the morning are down to 65 degrees or less. At 65 degrees, the computers become very sluggish, the ladies fingers are sufficiently cold to make it difficult to type and working conditions border on unacceptable. With the confirmation that the heaters do not have the required safety controls, I am very hesitant to turn them on. It will take a minimum of twenty days to prepare a project for bid award. That would put us well into November before we have heat in the front half of the building. This problem cannot wait any longer.

7) Provision for Handicapped Access in Community Center Building:

The need for handicapped access to the Adult Literacy Office and the provision of handicapped access restroom facilities is the source of this item on the agenda. With the recent changes in federal laws, as well as the grant agreement accepted with the Library Literacy Grant, the Town needs to provide for a means of absolutely legal (by the book) handicapped access to the Adult Literacy Room. Under the existing circumstances, this is proposed to be accomplished by installing a direct entrance, at the front of the building, into the office. In so doing, the requirements can be met without creating access problems for the general public in the process.

The handicapped access restroom facilities can be provided by installing one regulation bathroom in the very front, outside corner of the boys locker room, with the sewer line going directly out the back to the old main. This would entail obtaining the proper handicapped certified equipment and the provision of the two additional walls and a door. Gary has been asked to put together a proposed plan and cost estimate. With both of these items completed, the handicapped access requirements are met for virtually all uses of the building. This also is an immediate need to be dealt with as we are on notice from Friends of the Library that they have a handicapped instructor who requires legally appropriate facilities, along with a suggestion that the Library is the answer. There is a need for some answer soon.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
October 24, 1990

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on October 12, 1990. Mayor Rogers called the meeting to order at 6:00 p.m.

Roll Call:

Carter Rogers, Woody Diehl, Tom Shaw, Tap Parsons, Jerry Taylor and Pat Kaminsky Absent Marvin Reynolds

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Town Manager; Gary Lollman, Parks and Recreation Superintendent; and Louise Loshonkohl, Recording Secretary

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING ITEMS:

1. Approval of Minutes for Special Session on Oct. 12, 1990.

On a motion by Kaminsky, seconded by Diehl, the Council voted unanimously to approve the minutes of October 12, 1990 as presented.

2. Disbursements

On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to approve disbursements as presented.

3. Action on Land Transfer Bill and Recommended Amendments

After presentation of packet by David Maynard the Council voted unanimously to adopt Resolution No. 131. The motion by Parsons, seconded by Diehl also stated that a copy of Resolution 131; letter dated October 8th 1990 from The Town of Camp Verde to Eric D. Eberhard, Minority Staff Director/Counsel Select Committee on Indian Affairs; letter dated September 6th from Eric D. Eberhard to the Town of Camp Verde; and the Yavapai Apachal Tribe Resolution be sent to Senator John McCain.

4. Provisions to correct Heating/Cooling problems at Town Hall.

David Maynard presented a staff report outlining solutions and options available. For a short term solution three units could be replaced at a cost of \$590.00 each, excluding tax and installation. For a long term solution several new units equipped with refrigeration could be installed with a price range of \$11,500 to \$15,000.

On a motion by Taylor, seconded by Parsons, the Council voted unanimously to direct the Town Manager to go out for bid to replace the three gas furnaces

5. Provisions for Handicapped Access in Community Center Building

After a brief summary by Maynard, Lollman presented his report to the Council. On motion by Parsons, seconded by Diehl, the Council unanimously approved that this item be held in abeyance until a work session can be held to receive professional input.

6. Adjournment

The meeting was adjourned at 6:55 p.m.



Louise Loshonkohl, Recording Secretary

Jay Trewern, Town Clerk



**AGENDA
TOWN COUNCIL
WORK SESSION
TOWN HALL COUNCIL CHAMBERS, MAIN STREET**

October 30, 1990, 4:00 pm

1. Call to Order
2. Roll Call
3. Discussion on the Following Items:
 - A. Review of Alternatives for Handicapped Access to the Gymnasium Facility
 - B. Review of Proposed Mining Ordinance
 - C. Review of Proposed Livestock Overlay District
4. Call to the Public
5. Adjournment

POSTED: October 25, 1990 LOCATION: Town Hall Bulletin Board

BY: _____

LAURA C. KUHN, Director of Planning and Zoning

LCK/oct90.agn

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
October 30, 1990
4:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Work Session at the Camp Verde Town Hall on October 30, 1990. Mayor Rogers called the meeting to order at 4:04 p.m.

Roll Call:

Tap Parsons, Woody Diehl, Marvin Reynolds, Tom Shaw, Pat Kaminsky, Jerry Taylor, and Carter Rogers

Also Present:

Town Manager, David Maynard; Assistant Manager, Jay Trewern; Gary Lollman, Parks and Recreation Superintendent; Gwen Gunnell, Coordinator Adult Literacy Program; Ron Ramsey, Attorney; Laura Kuhn, Planning and Zoning Director; and Sandie Lucero, Recording Secretary

Discussion on the Following Items:

- A. Review of Alternatives for Handicapped Access to the Community Center.

Mayor Rogers suggested the Council might want to walk over to the gym, meeting was recessed at 4:04 p.m., reconvened at 4:42.

Discussion ensued on possible reconstructing into handicapped restrooms which meet the guide lines.

- B. Review of Proposed Mining Ordinance

Laura Kuhn presented her staff report pointing out the recent changes made by the P&Z Commission.

Discussion ensued on the definition of an established Residential Area, density, and minimum set backs.

Don Fisher from Superior Companies stated that he agreed with the original proposal. The minimum slope which was 1000 ft from the structure seemed reasonable a way to approach this. I still need verification on what establishes a residential area.

Parsons recommended reducing Section 3 #1 to 500 ft from 1000 with a buffer zone.

Discussion ensued on financial assurances, setback, lot lines, 50% increase in adjoining areas and grandfathered rights and uses.

C. Review of Proposed Livestock Overlay District

Discussion on the Livestock Overlay District, there were no major problems brought out.

Call to the Public was asked for. There was no input from the public at this time.

The meeting was adjourned at 6:50 p.m.

Sandie Lucero

Sandie Lucero, Recording Secretary

Jay Trewern, Town Clerk

Carter Rogers

A G E N D A

WORK SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
WEDNESDAY, NOVEMBER 7, 1990
6:30 P.M.

- 1) Call To Order
- 2) Roll Call

Discussion on the Following:

- 3) Review and Approval of Request for Proposals for Water Resources Plan.
- 4) Handicap Access to Town Facilities & Adult Literacy Program Location.
- 5) Selection of Bid/Proposal for Heating for Town Hall
- 6) Selection of Bid/Proposal for Carpeting Back Room of Library
- 7) Authorization to Request Bids for Library Shelving
- 8) Request for Payment to Asphalt Paving & Supply for Project No. 900704 - Montezuma Castle Highway Surface Treatment
- 9) Resolution 90-132 - Call To Election
- 10) Call To The Public
- 11) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
November 7, 1990
6:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in a Work Session at the Camp Verde Town Hall on November 7, 1990. Mayor Rogers called the meeting to order at 6:35 p.m.

ROLL CALL:

Tap Parsons, Woody Diehl, Tom Shaw, Pat Kaminsky, Jerry Taylor, and Carter Rogers, Marvin Reynolds

ALSO PRESENT:

Town Manager, David Maynard; Assistant Manager, Jay Trewern; Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer; Ron Ramsey, Attorney; Laura Kuhn, Planning and Zoning Director; Phyllis Hazekamp, Library Director; Gwen Gunnell, Adult Literacy Program and Sandie Lucero, Recording Secretary

REVIEW AND APPROVAL OF REQUEST FOR PROPOSALS FOR WATER RESOURCES PLAN:

No Public Input.

HANDICAP ACCESS TO TOWN FACILITIES AND ADULT LITERACY PROGRAM LOCATION:

No Public Input.

SELECTION OF BID/PROPOSAL FOR HEATING FOR TOWN HALL:

No Public Input.

SELECTION OF BID/PROPOSAL FOR CARPETING BACK ROOM OF LIBRARY:

No Public Input.

AUTHORIZATION TO REQUEST BIDS FOR LIBRARY SHELVING:

No Public Input.

REQUEST FOR PAYMENT TO ASPHALT PAVING & SUPPLY FOR PROJECT NO 900704 - MONTEZUMA CASTLE HIGHWAY SURFACE:

No Public Input.

RESOLUTION 90-132 - CALL TO ELECTION:

Public Input.

Seeing no public input, Mayor Rogers addressed the Council for discussion on the following items:

REVIEW AND APPROVAL OF REQUEST FOR PROPOSALS FOR WATER RESOURCES PLAN:

Parsons suggested that we needed to discuss the proposal further, maybe set up a work session.

Kuhn presented her staff report suggesting using a 3 phased approach.

HANDICAP ACCESS TO TOWN FACILITIES AND ADULT LITERACY PROGRAM LOCATION:

Lollman, stated that using the storage area now would only be a short term solution. Maybe we should relocate the Adult Literacy Program to the back room of Town Halls Offices (we would need some cosmetic work, painting and replacing windows) also providing handicapped restrooms with minor work to the Town's bathroom.

SELECTION OF BID/PROPOSAL FOR HEATING FOR TOWN HALL:

Manager Maynard stated that we had not received any bids. He suggested that we rebid separating the fans from the heater bids.

SELECTION OF BID/PROPOSAL FOR CARPETING BACK ROOM OF LIBRARY:

Manager Maynard stated he was concerned with the bid proposal and suggested we start all over by rebidding the project.

AUTHORIZATION TO REQUEST BIDS FOR LIBRARY SHELVING:

Manager Maynard stated that he had received a memo from Phyllis Hazekamp concerning the shelving for the Library.

REQUEST FOR PAYMENT TO ASPHALT PAVING AND SUPPLY FOR PROJECT NO. 900704 - MONTEZUMA CASTLE HIGHWAY SURFACE TREATMENT:

Manager Maynard stated a committee of Tap, Carter, Doug, Todd and himself, had inspected the Montezuma Castle Highway Surfacing and reported to the Contractor the problems.

RESOLUTION 90-132 - CALL TO ELECTION:

Trewern stated that this is standard call to election which must be adopted every two years.

WORK SESSION - NOVEMBER 7, 1990 - PAGE 3:

CALL TO THE PUBLIC:

No input.

ADJOURNMENT:

The meeting was adjourned at 7:00 p.m.

Sandie Lucero

Sandie Lucero, Recording Secretary

Jay Trewern, Town Clerk

Carter Rogers

**A G E N D A
COMMON COUNCIL
EXECUTIVE SESSION
ARS 38-431.03.A.1**

**TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, NOVEMBER 7, 1990, 4:00 P.M.**

- 1) Call to Order
- 2) Roll Call
- 3) Discussion Regarding Personnel Assignments And Authorities.
- 4) Adjournment

A G E N D A
REGULAR SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
November 7, 1990, Wednesday
7:00 p.m.

- 1) Call To Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Information & Updates
 - a) Proclamation - Voice of Democracy Week
 - b) Other reports as appropriate

Discussion and Possible Action on the Following:

- 5) Approval of the Minutes
 - a) October 17, 1990 - Work Session
 - b) October 17, 1990 - Regular Session
 - c) October 18, 1990 - Public Hearing
 - d) October 24, 1990 - Special Session
- 6) Disbursements/Accounting
- 7) Audit Report - Fiscal Year 89/90 - R.C. Denen
- 8) Review and Approval of Request for Proposals for Water Resources Plan.
- 9) Handicap Access to Town Facilities & Adult Literacy Program.
- 10) Selection of Bid/Proposal for Heating for Town Hall
- 11) Selection of Bid/Proposal for Carpeting Back Room of Library
- 12) Authorization to Request Bids for Library Shelving
- 13) Request for Payment to Asphalt Paving & Supply for Project No. 900704 - Montezuma Castle Highway Surface Treatment
- 14) Resolution 90-132 - Call To Election
- 15) Call To The Public
- 16) Set Next Meeting Time, Date & Place
- 17) Adjournment

S U P P L E M E N T A L A G E N D A

REGULAR SESSION
COMMON COUNCIL
Town of Camp Verde

CAMP VERDE TOWN HALL
WEDNESDAY, NOVEMBER 7, 1990
7:00 p.m.

- 14.A) Authority to File Library Literacy Grant
Application - Resolution # 90-133

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
NOVEMBER 7, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on November 7, 1990. Mayor Rogers called the meeting to order at 7:00 p.m.

Pledge of Allegiance:

Diehl lead the pledge of allegiance.

Roll Call:

Carter Rogers, Jerry Taylor, Patricia Kaminsky, Woody Diehl, Tom Shaw and Tap Parsons, Marvin Reynolds

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Town Manager, Ron Ramsey, Town Attorney; Doug Jones, Street Superintendent; Todd Rockwell, Town Engineer; Phyllis Hazekamp, Library Director; Laura Kuhn, P&Z Director; and Town Attorney Ron Ramsey; and Sandie Lucero, Recording Secretary

Information and Updates:

a. Proclamation - Voice of Democracy Week

On a motion by Kaminsky, seconded by Taylor, the Council voted unanimously to approve the week of November 4-10, 1990 as Democracy Week.

b. Other reports as appropriate

Manager Maynard read the letter received from Senator McCain congratulating us on the Indian Land Transfer bill.

Mayor Rogers stated he had received a phone call from John Parsons congratulating us on reinstating Section 10 back into our Indian Land Transfer Bill.

Diehl stated that Carter and him attended a Verde Valley Transportation meeting in Sedona regarding transportation studies in the Camp Verde and Cottonwood areas.

Town Clerk, Jay Trewern stated that he had received a petition from the Verde Lakes Subdivision regarding the clean up in Verde Lakes. Discussion ensued on the procedures needed to be followed regarding the petition.

Parsons stated that he attended a meeting regarding revisions to the present Court Systems.

Approval of the Minutes:

- a) October 17, 1990 - Work Session

On a motion by Diehl, seconded by Kaminsky the Council voted unanimously to approve the minutes of the October 17, 1990 - Work Session as presented.

- b) October 17, 1990 - Regular Session

On a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to approve the minutes of the October 17, 1990 - Regular Session as amended.

- c) October 18, 1990 - Public Hearing

On a motion by Shaw, seconded by Taylor, the Council voted unanimously to approve the minutes of the October 18, 1990 - Public Hearing as amended.

- d) October 24, 1990 - Special Session

On a motion by Kaminsky, seconded by Taylor, the Council voted unanimously to approve the minutes of the October 24, 1990 - Special Session as presented.

Disbursements/Accounting:

Following discussion on a motion by Taylor, seconded by Reynolds, the Council voted unanimously to approve the disbursements including the purchasing account and the supplement disbursement page 8 as presented.

The meeting was recessed at 7:40 p.m., reconvened at 7:45 p.m.

Audit Report - Fiscal Year 89/90 - R.C. Denen:

R.C. Denen went over his financial report with the Council. Stating that our financial balance has increased and our revenues far exceed our expenditures. Denen went over the various letters included in his report as negative assurance letters. Denen stated that regarding the our grants we needed a grant person so that these files are centralized and handled by one person. He then suggested that maybe next year we might want to do a Comp Annual Financial Report submitting this to the governor's office, if granted this will announce to the voters and the community that you have disclosed everything.

Following discussion on a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to accept the Audit Report - Fiscal Year 89/90 by R.C. Denen as presented.

Approval of the Minutes:

- a) October 17, 1990 - Work Session

On a motion by Diehl, seconded by Kaminsky the Council voted unanimously to approve the minutes of the October 17, 1990 - Work Session as presented.

- b) October 17, 1990 - Regular Session

On a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to approve the minutes of the October 17, 1990 - Regular Session as amended.

- c) October 18, 1990 - Public Hearing

On a motion by Shaw, seconded by Taylor, the Council voted unanimously to approve the minutes of the October 18, 1990 - Public Hearing as amended.

- d) October 24, 1990 - Special Session

On a motion by Kaminsky, seconded by Taylor, the Council voted unanimously to approve the minutes of the October 24, 1990 - Special Session as presented.

Disbursements/Accounting:

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Following discussion on a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to accept the Audit Report - Fiscal Year 89/90 by R.C. Denen as presented.

Authority to File Library Literacy Grant Application - Resolution #90-133:

Following discussion on a motion by Parsons, seconded by Kaminsky, the Council voted unanimously to adopt Resolution #90-133 authorizing Gwen Gunnell to file the Adult Literacy Grant Application.

Review and Approval of Request for Proposals for Water Resources Plan:

On a motion by Parsons, seconded by Taylor, the Council voted unanimously to hold this item in abeyance until a later date setting up a Work Session.

Handicap Access to Town Facilities and Adult Literacy Program:

Following discussion on a motion by Shaw, seconded by Diehl, the Council voted unanimously to make the cosmetic changes in the back room (moving the Adult Literacy Program temporarily) of Town Hall and handicapped bars in the restrooms and placing lights total expenditure \$500.00.

Selection of Bid/Proposal for Heating for Town Hall:

Taylor abstained because of business relations with one of the bidders.

On a motion by Diehl to move to accept the low bid from Carpet Interiors of \$1,024.28. Following discussion the motion was withdrawn.

Following discussion on a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to reject all the bids received on the Library Carpeting and reopen the bid.

The meeting was recessed at 9:02 p.m., reconvened at 9:07 p.m.

Authorization to Request Bids for Library Shelving:

Library Director Hazekamp went over her memo (copy is attached and becomes part of these minutes) with the Council regarding the Library Shelving.

Following discussion on a motion by Parsons, seconded by Shaw the Council voted unanimously to hold this item in abeyance until we get a read out on the Library Budget.

Request for Payment to Asphalt Paving & Supply for Project No. 900704 - Montezuma Castle Highway Surface Treatment:

On a motion by Diehl, seconded by Taylor, the Council voted unanimously to approving invoice # 6730 in the amount of \$71,478.00 for payment to Asphalt Paving and Supply for Project #900704.

Resolution #90-132 - Call to Election:

On a motion by Shaw, seconded by Kaminsky, the Council voted unanimously to approve Resolution #90-132 - Call to Election.

Call to the Public:

No Input.

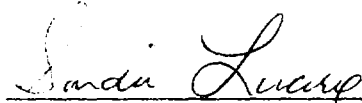
Next Meeting, Time and Date

Following discussion on a motion by Diehl, seconded by Reynolds, the Council voted unanimously to cancel BOA meeting scheduled for November 20th.

November 21, 1990 - Regular Session is rescheduled for November 16, 1990 at 4:00 p.m.

Adjournment:

The Meeting was adjourned at 9:40 p.m.



Sandie Lucero, Recording Secretary

Jay Trewern, Town Clerk



CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular/Special meeting of the Town Council of Camp Verde, Arizona held on the ___ day of _____, 1990. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 1990.

Jay Trewern, Town Clerk

TOWN MANAGER'S REPORT
REGULAR COUNCIL SESSION
November 7, 1990

RDM

7) Audit Report - Fiscal Year 89/90 - R.C. Denen, CPA:

MR. Denen will be joining us at the meeting to present the annual audit report and to answer whatever questions the Council may have. The UERS report to the state has already been filed. The Council action required is to accept the audit report and direct that copies be filed with each of the parties who require copies.

8) Review and Approval of Water Plan Request for Proposals:

Planning Director Laura Kuhn has completed the proposed request for proposals (RFP) for the Local Water Plan. Although I have not yet had the opportunity to review the proposed RFP, I will forward it to you with my comments after I receive it. As with all agenda items, if the paperwork isn't available in a timely manner the item is either not supposed to be on the agenda or subject to tabling until the next Council meeting.

9) Handicapped Access to Town Facilities and Adult Literacy Program:

At the Council Work Session of Tuesday, October 30, 1990, the Council reviewed a number of alternative locations for toilet facilities and access ramps to alleviate the impediments to our public facilities at the Community Center building. The apparent consensus of opinion from the work session was to return sketch plans and preliminary cost estimates for toilet facilities at the Lane and Wood Streets corner of the Community Center Building to replace the existing storage sheds. The two alternative views expressed were for a minimal set of handicapped accessible bathrooms and for a full set of men's and women's bathrooms to include the handicapped accessible facilities within them. A copy of my memo to Gary Lollman is attached. As of this time, I have received no report from him, verbal or written. However, as soon as it is available, I will forward it to you.

10) Bid Award for Heating for Town Hall:

The Request for Bids went out on the basis specified by the Council. The bid opening is scheduled for November 7, 1990 at 3:00 P.M. at the Town Clerk's Office. A copy of the Request for Bids is attached. This is as simple and straight forward a bid as they come. It should be readily possible to award a bid. Due to the on-set of cold weather, I am requesting that the Council take action to award the bid at this meeting.

11) Bid Award for Carpeting - Community Room of Public Library:

The Request for Bids went out on the basis specified by the Council. However, as the result of complaints and concerns called back by different bidders, I revised the specification on Friday afternoon, November 2, 1990. Copies of the revised specification were sent out to all four of the potential bidders. The bid opening is scheduled for noon, Wednesday November 7, 1990 at the Town Clerk's Office. The revised specification and Request for Bid is attached. This is also a very simple bid. The bid award recommendation will be ready for review and action at the meeting.

12) Authorization to Request Bids for Library Shelving:

Library Director Phyllis Hazekamp has completed her preliminary feasibility review of the shelving proposal she brought to you in August of this year. It would appear that fair condition steel shelving can be obtained at a price in the neighborhood of \$ 10,000 while new steel shelving will cost anywhere from \$ 14,000 to \$ 20,000. A section of the used shelving is on view at the Library. It is my recommendation that you authorize the bid request to be prepared with a requirement for good condition used or new steel shelving.

13) Request for Payment to Asphalt Paving & Supply:

There has been a meeting on this matter on Tuesday of this week. The understanding from that meeting is that the existing partial payment request of \$ 71,478 out of the anticipated total of slightly more than \$ 100,000 would be requested at this time, with a 10% holdback to be required and the bond to remain in place for the full year from date of completion. The paving firm is to return to Camp Verde on a suitably warm day, remove or paint out the errant striping and roll the surface to an approximately flat, smooth surface. Upon the acceptable completion of this additional remedial work, the paving firm may submit a supplemental billing. Recommend the request for payment be approved, noting that the 10% hold back is provided for in the request.

14) Resolution 90-132 Call to Election:

This item is the beginning of the Local Council Election process. A copy of the resolution is enclosed with your packet and is self-explanatory. There are no choices on this issue. Recommend adoption as presented.

16) Set Next Meeting Time, Date & Place:

Request a Special Council Meeting for Friday, 11-16, 1990, 4:00 to review and award copier bid/proposal.

A G E N D A
COMMON COUNCIL
WORK SESSION

TOWN OF CAMP VERDE
TOWN HALL
FRIDAY, NOVEMBER 16, 1990, 4:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Review of Verde Lakes Petition Regarding Weeds, Refuse, etc. and Direction to Staff.
- 4) First Street - Release to Proceed with Temporary Surface Treatment
- 5) Award of Bid on Console Model Copier.
- 6) Review of Status of Employment Contract with Laura Kuhn and Possible Setting of Pay Grade/Return to Pay Chart.
- 7) Recommendation regarding Liquor License for Branding Iron Liquors, #9 License
- 8) Call to the Public
- 9) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
November 16, 1990
4:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in a Work Session at the Camp Verde Town Hall on November 16, 1990. Mayor Rogers called the meeting to order at 4:00 p.m.

Roll Call:

Carter Rogers, Woody Diehl, Tap Parsons, Jerry Taylor, Tom Shaw, Pat Kaminsky and Marvin Reynolds

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Manager; Ron Ramsey, Town Attorney; Laura Kuhn, Planning & Zoning Director; Todd Rockwell, Town Engineer; Doug Jones, Street Superintendent and Susan Marshall, Recording Secretary

Review of Verde Lakes Petition Regarding Weeds, Refuse, etc. and Direction to Staff:

Willard Mason, President of Verde Lakes POA, expressed his concerns for lots overgrown with weeds. He stated the fire danger from these weeds was extremely high. He asked for the Town's support in their efforts to clean up these lots.

Winona Watson, Verde Lake resident, stated the POA had done a great deal of clearing but there are several lots which are still a problem.

Francis Cale, Verde Lakes resident, asked if the Town could clean up the lots in question and possibly place a lien against the property to cover the cost.

Ilene Ekberg, Verde Lakes resident, stated there are several residences which are "junk holes" and this is devaluating property values in Verde Lakes.

Hank Henry, Verde Lakes resident, stated he has property up for sale in the area and has lost prospects because of the condition of neighboring properties.

Dick Gerald, Verde Lakes resident, stated he felt the Town should do something about the weeds and trash in the Verde Lakes area.

Work Session - November 16, 1990 - Page 2:

John Sholers, Verde Lakes resident, stated one of the biggest problems are with the vacant lots which have absentee owners. He stated they seem to purchase the property then forget about it until the land values increase.

JoAnn Hendricks, Verde Lakes resident, stated the vacant mobiles, weeds, trash and broken down vehicles left on properties is a "real mess".

Marie Ellison, Verde Lakes, stated people had been harassing her because of the condition of her property. She stated she was living on Social Security and can't afford to make all the improvements requested by the POA.

Kim Reed, Verde Lakes resident, stated he felt it wouldn't be right to place liens on people's property.

First Street - Release to Proceed with Temporary Surface Treatment:

Manager Maynard stated First Street needed to be stabilized before winter weather sets in.

John Myers, First Baptist Church, stated the Church would like to see this street taken care of and would cooperate as much as was needed.

Award of Bid on Console Model Copier:

Manager Maynard stated the bids sheets were ready for Council action during the Special Session.

No public input on this item.

Review of Status of Employment Contract with Laura Kuhn and Possible Setting of Pay Grade/Return to Pay Chart:

Manager Maynard requested the Council consider setting an Executive Session to discuss this item.

No public input on this item.

Recommendation Regarding Liquor License for Branding Iron Liquors, #9 License:

Manager Maynard stated the Town had received a request for the Department of Liquor Control. Town Attorney Ramsey will have information concerning this request during the Special Session.

Work Session - November 16, 1990 - Page 3:

Tom Williams, Camp Verde resident, stated the Town of Camp Verde had enough liquor stores.

Tom Neilson, Camp Verde resident, stated, "We don't need more liquor licenses".

Call To The Public:

JoAnn Moen, Camp Verde resident, asked about the dust problems on Cottonwood Drive. Street Superintendent Jones stated the Town Street crew was working on Cottonwood Drive at this time and the dust shouldn't be a problem for a while.

Ernest McDaniel, Camp Verde resident, stated the Town needed a permit/ordinance to handle the weed situation. He stated people were moving in "junk trailers" without permits and this should be stopped. Planning Director Kuhn asked people to contact her department if they see activities which might need permits and there is doubt as to whether they have been obtained.

Adjournment:

The meeting was adjourned at 4:25 p.m.

Susan Marshall

Susan Marshall, Recording Secretary

Curtis Rogers

A G E N D A
COMMON COUNCIL
SPECIAL SESSION

TOWN OF CAMP VERDE
TOWN HALL
FRIDAY, NOVEMBER 16, 1990, 4:30 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information & Updates
- 5) Minutes of the Previous Meetings
 - a) Work Session, October 30, 1990
 - b) Work Session, November 7, 1990
 - c) Regular Session, November 7, 1990
- 6) Disbursements & Accounting - Standard Disbursements and Advance Approvals.

Discussion and Possible Action on the Following Items.

- 7) Review of Verde Lakes Petition Regarding Weeds, Refuse, etc. and Direction to Staff.
- 8) First Street - Release to Proceed with Temporary Surface Treatment
- 9) Award of Bid on Console Model Copier.
- 10) Review of Status of Employment Contract with Laura Kuhn and Possible Setting of Pay Grade/Return to Pay Chart.
- 11) Recommendation regarding Liquor License for Branding Iron Liquors, #9 License
- 12) Call to the Public
- 13) Set Upcoming Meeting Dates, Time and Place
- 14) Adjournment

TOWN MANAGER'S REPORT
SPECIAL SESSION
November 16, 1990

DOM

This meeting is replacing the Regular Council Meeting of November 21, 1990 which has been canceled. As a result, there are a number of agenda items that don't usually show up for a special session.

- 4) Information & Updates: Nothing at this time.
- 5) Minutes of the Previous Meeting: For November 7, 1990.
- 6) Disbursements & Accounting:

Jay will have the regular disbursements list ready for your consideration. As there is quite a break between meetings, it may be necessary to add a last minute page to the list just before the meeting.

There are two items in from Todd Rockwell regarding the costs and need to for approval to proceed with final engineering on First Street at approximately \$ 5,160 and the Boot Hill Drive preparation at \$ 2,200, Apache Trail \$ 1,200 and Newton Lane \$ 610 (titles are apparently not included in his cost figures). Ron will need to add the provisions for title search and legal, as required.

The monthly report from First Interstate Bank Investment Account has been distributed and I have sent a memo to Jay questioning if it is financially beneficial to continue this account any longer.

- 7) Response to Verde Lakes Area Petition on Weeds, Refuse, etc:

The petition recently received requires a motion acknowledging receipt, filing the petition and directing it back to staff to prepare a review of options available for response, and costs for the several options. This would include an attorney's review.

- 8) First Street - Release to Proceed with Temporary Surface Treatment:

The First Street Paving project cannot be completed this fall. This is the result of the late completion of the sewer project, and the title problems that arose in this project. Doug will be offering suggestions for use of either a temporary oiling of the surface over the winter, or perhaps a dust pollative. Regardless of what product is used, the surface treatment is temporary at best.

9) Award of Bid on Console Model Copier:

The bid package was in your boxes on November 7, 1990 and has not been changed. The bid notice appeared in the newspaper as well as having direct mailing to the known interested parties. The mailing was still not received by some of the parties as late as Friday, November 9, 1990. However, the bid is legal and there are no procedural grounds for throwing out the bid. I did check with Sandie to make sure that the bids did go in the mail on Friday, November 9, 1990. The parties who had not received them did pick them up, or have them picked up. Consequently, all potential bidders have had at least one week's legal notice and opportunity to respond.

The bid results will be presented at the meeting along with a recommendation. The results are designed to be presented in the form the Council requested.

10) Review of Status of Employment Contract with Laura Kuhn and Possible Setting of Pay Grade and Return to Pay Chart:

Laura's contract negotiation appears to have come to an unsatisfactory end. Consequently, unless something happens between now and the meeting to change matters, it appears that the appropriate action is to declare the negotiation to be unsuccessfully concluded and return Laura to the normal payroll provisions. This would mean a decision by the parties as to where she fits into the Pay Chart. The bracket on her proposed contract salary is Grade 40, Step 2, \$ 34,312 and Grade 40, Step 3, \$ 35,169.68. Although it is clearly the Council's prerogative of which step she is placed on, her performance and the lack of a step increase available on her employment anniversary date would argue for the higher of the two. I have asked Jay to address this as well, as he is the Personnel Director. In addition, he will request a written response to the matter from Laura.

11) Liquor License - Branding Iron:

This is a routine liquor license matter. I have heard no response in opposition to the license. Jay, Ron and Chuck are requested to respond in their own rights. As this is a Town Clerk matter, I will leave it to Jay to address further.

12) Set Next Meeting Date, Time and Place:

The next scheduled meeting is the Regular Session of December 5, 1990. Other meetings that may be needed will be known at the November 16th meeting.

Happy Birthday! - Jerry Taylor. Sorry about the meeting on your birthday.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
November 16, 1990
4:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on November 16, 1990. Mayor Rogers called the meeting to order at 4:35 p.m..

Roll Call:

Carter Rogers, Woody Diehl, Tom Shaw, Marvin Reynolds
Tap Parsons, Jerry Taylor and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Town Manager; Ron Ramsey, Town Attorney; Todd Rockwell, Town Engineer; Doug Jones, Street Superintendent; Laura Kuhn, Planning & Zoning Director and Susan Marshall, Recording Secretary

Pledge of Allegiance:

Taylor lead the Pledge.

Information & Updates:

Manager Maynard stated the 1990 Arizona Town Hall would focus on Economic Development. He reported a letter had been received from McDonalds regarding the growth in Camp Verde. He reported there was a malfunctioning heater in the Town Hall but the problem could be resolved for under \$500.00. He stated the RFP's for the Airport Study had been mailed and were due on December 10, 1990 at 10:00 a.m.

Street Superintendent Jones reported the bids were being worked on for the street striper.

Minutes of Previous Meetings:

- a) Work Session - October 30, 1990
- b) Work Session - November 7, 1990
- c) Regular Session - November 7, 1990

On a motion by Shaw, seconded by Reynolds, the Council voted unanimously to approve the minutes (items a - c above) as presented.

Special Session - November 16, 1990 - Page 2:

Disbursements & Accounting - Standard Disbursements and Advance Approvals:

Vice Mayor Diehl stated the Town should have a credit card for the Manager. He stated it was an inconvenience for the Manager to have his personal credit cards tied up with Town expenses and it was also a poor policy.

On a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to approve the disbursements and the supplement disbursements, dated November 16, 1990, as presented.

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to authorize the Manager to pursue an application for a credit card in the name of the Town for only the Manager's use.

Review of Verde Lakes Petition Regarding Weeds, Refuse, etc. and Direction to Staff:

Following discussion, on a motion by Parsons, seconded by Diehl, the Council voted unanimously to direct the Town Attorney to prepare copies of the State Statutes pertaining to what options a POA has regarding weeds, trash, etc. as well as any other options available to the Town and residents possibly not included in the State Statutes.

First Street - Release to Proceed with Temporary Surface Treatment:

Street Superintendent Jones stated the temporary surface treatment would depend upon the weather. He suggested putting a temporary surface on the street through the winter and place millings on it in the spring.

Following discussion, on a motion by Parsons, seconded by Reynolds, the Council voted unanimously to oil and chip seal First Street, leaving the drainage as it now exists except for the area in front of Hudson's Garage.

Award of Bid on Console Model Copier:

Manager Maynard presented the bids which were received and his recommendation to the Council.

Following discussion, on a motion by Taylor, seconded by Parsons, the Council voted unanimously to accept the Manager's recommendation to have the Pitney-Bowes D964 on a ten day trial and if it operates as anticipated to purchase the machine following the trial period for a purchase price of \$12902.00.

The meeting was recessed at 5:25 p.m. and reconvened at 5:35 p.m.

Special Session - November 16, 1990 - Page 3:

Review of Status of Employment Contract with Laura Kuhn and Possible Setting of Pay Grade/Return to Pay Chart:

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to hold this item in abeyance until an Executive Session could be set.

Recommendation Regarding Liquor License for Branding Iron Liquors, #9 License:

Parsons declared a conflict of interest and left the meeting.

Town Attorney Ramsey present the statute procedures to the Council for their information. He stated no written complaints had been received on this application although several questions had been raised.

Mayor Rogers opened the discussion to the floor:

Shirley Wallace, owner Boler's Bar, expressed her concern with the connecting door between the proposed liquor store and the restaurant.

Tom Neilson, Camp Verde resident, stated a liquor store in this location would be adjacent to the billiards room and would be a bad influence on the young people.

Tom Williams, Camp Verde resident, stated beer would be taken into the billiards room and would be a problem for the underage people using that facility.

John Crane, Camp Verde resident, stated he was concerned about the posting requirements and whether they had been met.

Following discussion, on a motion by Shaw, seconded by Reynolds, the Council voted, with Parsons abstaining, to recommend disapproval on this application because 1) not a clear and distinct #9 license in the application, 2) referred to as both the Branding Iron Liquors and the Branding Iron Restaurant in the application and 3) the potential morals concern for the young people of Camp Verde. Also to have this letter brought back to the Council for final approval at the Regular Session on December 5, 1990.

Parsons returned to the meeting at 5:55 p.m.

Call To The Public:

No input.

Special Session - November 16, 1990 - Page 4:

Set Upcoming Meeting Dates, Time and Place:

The Council will meet at the Camp Verde Town Hall:

11/28/90 - 4:00 p.m. - Executive Session - Employment Contract -
Laura Kuhn

11/28/90 - 4:30 p.m. - Work Session - Water Plan

11/28/90 - 7:00 p.m. - Planning & Zoning Matters

12/05/90 - 6:30 p.m. - Work Session - Public Input

12/05/90 - 7:00 p.m. - Regular Session

Adjournment:

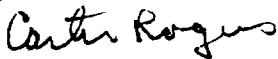
The meeting was adjourned at 6:05 p.m.



Susan Marshall, Recording Secretary



Jay Trewern, Town Clerk



MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
November 28, 1990

The Common Council of the Town of Camp Verde, Arizona met in a Work Session at the Camp Verde Town Hall on November 28, 1990. Mayor Rogers called the meeting to order at 4:45 p.m.

1. ROLL CALL:

Carter Rogers, Woody Diehl, Tom Shaw, Tap Parsons, Jerry Taylor, Pat Kaminsky and Marvin Reynolds.

ALSO PRESENT:

Laura Kuhn, Planning and Zoning Director, and Louise Loshonkohl, Recording Secretary

2. DISCUSSION ON THE FOLLOWING ITEM:

A. Review of Request for Proposal, Water Resources Plan.

Kuhn presented her report explaining that a three phase approach is being recommended. This would allow contracting by phase, giving the Town the option to use different contractors if desired. In the bid process each phase would have a built in time table.

Parsons suggested starting a committee to research the Water Resources Plan.

Shaw asked if Kuhn had an estimate for the total cost? Kuhn stated that Chandler, Glendale, Phoenix, Bullhead City and Nogales have all initiated similar plans. Of these the lowest price she was given was for Bullhead City at \$130,000. Shaw asked if other funds besides the Towns would be used? Kuhn replied that CDBG was an unlikely source. Other resources would need to be found.

Reynolds asked if Water Company's would be asked to help financially? Kuhn said that funding has not been addressed as yet. The idea of private companies contributing had not occurred to her.

Page 2
Minutes
November 28, 1990

Parsons asked if Kuhn had any estimate on Phase 1? Kuhn replied that none of the contacts she has made used the phase system. Parsons stated that the Town needs some idea regarding cost before Phase 1 goes out to bid. Rogers requested further investigation to come up with an estimate. Kuhn will follow up on this request.

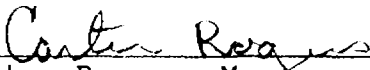
A discussion followed regarding judication, Indian claims and possible benefits of a water study. The consensus was to form a committee with one representative from each of the 3 major water and ditch companies, 1 council member, 1 from the Planning Commission, 1 public representative and with Kuhn as Project Manager.

3. CALL TO PUBLIC:

No public input.

4. ADJOURNMENT:

The meeting was adjourned at 5:33 p.m.



Carter Rogers, Mayor



Louise Loshonkohl

**A G E N D A
COMMON COUNCIL
SPECIAL SESSION**

**TOWN OF CAMP VERDE
TOWN HALL**

WEDNESDAY, NOVEMBER 28, 1990, 4:15 P.M.

- 1) Call to Order
- 2) Roll Call

Discussion and Possible Action on the Following Items.

- 3) Advance Authorization to Purchase Police Cars at Auction.

- 4) Set Upcoming Meeting Dates, Time and Place

Regular Meeting - 6:30 & 7:00 - December 5, 1990
Executive Session - 4:15 - December 6, 1990
Regular Meeting - 6:30 & 7:00 - December 19, 1990

- 5) Adjournment

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
SPECIAL SESSION
November 28, 1990

The Common Council of the Town of Camp Verde, Arizona met in Special Session at the Camp Verde Town Hall on November 28, 1990. Mayor Rogers called the meeting to order at 4:20 p.m.

ROLL CALL:

Carter Rogers, Woody Diehl, Tom Shaw, Tap Parsons, Jerry Taylor, Pat Kaminsky and Marvin Reynolds.

ALSO PRESENT:

David Maynard, Town Manager; Jay Trewern, Assistant Town Manager; Chuck Devine, Marshall; and Louise Loshonkohl, Recording Secretary

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING ITEM:

1. ADVANCE AUTHORIZATION TO PURCHASE POLICE CARS AT AUCTION.

After a presentation by Maynard, Devine reported that three used vehicles with low mileage were going to be available at auction. All three could be purchased for the price of one new vehicle. The three vehicles they would be replacing would be sold at auction and a savings of expected repairs on these old vehicles would be realized as well. More discussion followed.

On a motion by Diehl, seconded by Reynolds the council voted unanimously to authorize bidding on the vehicles with payment to come from the contingent fund.

2. CALL TO THE PUBLIC:

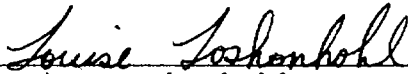
No input.

3. SET UPCOMING MEETING DATES, TIME AND PLACE

Regular Meeting - 6:30 & 7:00 - December 5, 1990
Executive Session - 4:15 - December 11, 1990
Regular Meeting - 6:30 & 7:00 - December 19, 1990

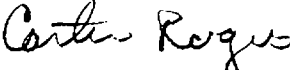
4. ADJOURNMENT:

The meeting was adjourned at 4:35 p.m.



Louise Loshonkohl

Jay Trewern, Town Clerk



A G E N D A
COMMON COUNCIL
WORKSESSION

TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, DECEMBER 5, 1990, 6:30 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Presentation of options from Town Attorney regarding Petition filed from Verde Lakes Property owners about refuse and weed problems.
- 4) Road Improvements Projects-Boot Hill, Apache Trail, Newton Lane:
 - a) Release to Proceed & Funding for Preliminary Engineering & Survey.
 - b) Release to Proceed & Funding for Title Searches.
 - c) Release to Proceed for Right-of-way Corrective Actions/Acquisitions.
- 5) Update and Possible Presentation on Municipal Site Master Plan.
- 6) Planning Director Presentation on EPA Communications regarding Sand & Gravel Operations in the Verde Valley.
- 7) Approval of Letter of Recommendation regarding Branding Iron Liquors.
- 8) Recommendation regarding Chaps Liquor License Application.
- 9) Reviews and Authorizations regarding Purchasing Account and Visa Card Account.
- 10) Disposition of Contract Negotiations and Setting of Pay Grade and Step for Planning Director.
- 11) Review and Possible Adoption of Organizational Chart
- 12) Review and Possible Adoption of Loss Control Program.
- 13) Renewal of Municipal Risk Retention Pool policy.
- 14) Direction on method of billing for title work on Murdock Road.
- 15) Decision to Transfer or Sell former Animal Control Vehicle.
- 16) C&E Pavement Chip Seal Project Payment Request.
- 17) Payment Requests from Asphalt Paving for Montezuma Castle Highway Seal-Coat Project.

- 18) Community Rating System for National Flood Insurance Program.
- 19) Flood Insurance for Marshal's Station and Library.
- 20) Secretary for Manager & Council.
 - a) Authorization of Position
 - b) Approval of Job Description
 - c) Set Pay Grade & Target Date for Hiring
 - d) Release to Advertise Position Opening
- 21) Approval of Bid Package, Authorization to Advertise Bids for Street Striper.
- 22) Call to the Public
- 23) Adjournment

A G E N D A
COMMON COUNCIL
REGULAR SESSION

TOWN OF CAMP VERDE
TOWN HALL
WEDNESDAY, DECEMBER 5, 1990, 7:00 P.M.

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Information & Updates
- 5) Minutes of the Previous Meetings
 - a) Work Session - 4:00 p.m. - November 16, 1990
 - b) Special Session - 4:30 p.m. - November 16, 1990
 - c) Special Session - 4:15 p.m. - November 28, 1990
 - d) Work Session - 4:30 p.m. - November 28, 1990

Discussion and Possible Action on the Following Items.

- 6) Disbursements & Accounting - Standard Disbursements and Advance Approvals.
- 7) Presentation of options from Town Attorney regarding Petition filed from Verde Lakes Property owners about refuse and weed problems.
- 8) Road Improvements Projects-Boot Hill, Apache Trail, Newton Lane:
 - a) Release to Proceed & Funding for Preliminary Engineering & Survey.
 - b) Release to Proceed & Funding for Title Searches.
 - c) Release to Proceed for Right-of-way Corrective Actions/Acquisitions.
- 9) Update and Possible Presentation on Municipal Site Master Plan.
- 10) Planning Director Presentation on EPA Communications regarding Sand & Gravel Operations in the Verde Valley.
- 11) Approval of Letter of Recommendation regarding Branding Iron Liquors.
- 12) Recommendation regarding Chaps Liquor License Application.
- 13) Reviews and Authorizations regarding Purchasing Account and Visa Card Account.

- 14) Disposition of Contract Negotiations and Setting of Pay Grade and Step for Planning Director.
- 15) Review and Possible Adoption of Organizational Chart
- 16) Review and Possible Adoption of Loss Control Program.
- 17) Renewal of Municipal Risk Retention Pool policy.
- 18) Direction on method of billing for title work on Murdock Road.
- 19) Decision to Transfer or Sell former Animal Control Vehicle.
- 20) C&E Pavement Chip Seal Project Payment Request.
- 21) Payment Requests from Asphalt Paving for Montezuma Castle Highway Seal-Coat Project.
- 22) Community Rating System for National Flood Insurance Program.
- 23) Flood Insurance for Marshal's Station and Library.
- 24) Secretary for Manager & Council.
 - a) Authorization of Position
 - b) Approval of Job Description
 - c) Set Pay Grade & Target Date for Hiring
 - d) Release to Advertise Position Opening
- 25) Approval of Bid Package, Authorization to Advertise Bids for Street Striper.
- 26) Call to the Public
- 27) Set Upcoming Meeting Dates, Time and Place
 - Regular Meeting - 6:30 & 7:00 - December 19, 1990
 - P&Z Matters Meeting - 7:00 - December 12, 1990
 - Work Session-Mining Ordinance - 4:30 - December 12, 1990
 - Executive Session - 4:15 - December 11, 1990
- 28) Adjournment

TOWN MANAGER'S REPORT
REGULAR COUNCIL SESSION
December 5, 1990

Ram

6) Disbursements & Accounting - Standard Disbursements and Advance Approvals:

The routine disbursements lists will be available with the Council packet. The advance approvals list will be available in the Council's boxes on Tuesday, if needed.

7) Town Attorney's Review of Options Regarding Weed Control:

Town Attorney Ron Ramsey's memo on this matter is attached for the Council's consideration, along with a copy of Planning Director Laura Kuhn's letter to Don Gunnell, Fire Chief. Copies of all the pertinent documents were mailed to Jaunita Wilhoit who circulated the petition.

8) Road Improvements Projects - Boot Hill, Apache Trail, Newton Lane:

A copy of the memo from Todd Rockwell is in the packet along with a memo from Doug Jones. Ron Ramsey did not receive the information from Todd in time to prepare his material. Ron's will be available on Tuesday. The project costs will be summarized after we have all the memos to draw from and should be in the Council's boxes on Tuesday afternoon. The experience with Murdock Road has lead to a much tighter procedure on these projects. These several department heads, Jay and I are all involved with preparing a written policy for this procedure.

9) Update on Municipal Site Master Plan:

Per the Council's request, I did contact Don Parsons at Northern Arizona University regarding a senior student project to develop proposals for a site master plan for the Old High School Property. He referred me to David Hartman at the College of Engineering who is preparing a proposed inter-disciplinary senior design class project to meet our need. He regretted that he could not attend the Council Meeting, however he hopes to have a FAX letter to us in time for the meeting.

10) Planning Director Presentation on EPA Comments - Sand & Gravel Mining in the Verde River:

Planning Director Laura Kuhn is preparing a written summary to be placed in the Council's boxes late Monday afternoon. She will also be at the meeting to give a verbal presentation.

11) Approval of Letter of Recommendation Regarding Branding Iron Liquor License:

A copy of Town Attorney Ron Ramsey's proposed draft of the letter is attached for the Council's review and modification or approval.

12) Recommendation Regarding Chaps Liquor License Application:

The liquor license application is attached for the Council's review. At this time, I am unaware for any objections to the application. The action is to recommend approval or denial.

13) Reviews and Authorizations Regarding Purchasing and VISA Card Accounts:

The VISA card review requested to be prepared for a single card restricted to the Town Manager. It is my opinion that the card should be tied to the purchasing account and, if the Council so authorizes, to have a maximum available credit line of \$ 5,000. This is in light of the type of uses for which it is intended. Both the First Interstate and Valley National Banks were asked to provide a copy of the application forms, corporate resolutions required and the rates and terms for the credit card accounts. A copy of the material, along with Jay Trewern's evaluation of them, are attached for the Council's consideration.

14) Disposition of Contract Negotiations and Setting of Pay Grade and Step for Planning Director Laura Kuhn:

As with any contract negotiation, the parties agree to negotiate knowing that there are different interests which must be reconciled for a contract to be concluded. For a department head to receive a contract is unusual in this state. Consequently, it would be necessary for many items to be compromised between the parties in order for a contract to be concluded. As with all contract negotiations, it is not absolutely necessary or proper that the parties arrive at a final agreement that results in the execution of a contract. That is the case in this instance. The parties concluded that it is in the interests of both to terminate the contract negotiations and to establish a pay grade and step for Laura Kuhn, returning her to the normal employment provisions established for department heads. The recommended pay grade for the position of Planning Director is Grade 40. The recommended step for Laura Kuhn, in that position, is Step B. This is the closest grade and step to her proposed contract salary.

15) Review and Possible Adoption of the Organizational Chart:

The proposed organizational chart prepared by Jay Trewern, in his capacity as the Personnel Director, is attached for Council consideration. Jay will review the chart at the meeting.

16) Renewal and Possible Adoption of Loss Control Program:

The proposed Loss Control Program Plan prepared by Jay Trewern is attached for the Council's consideration. This is not intended to be a final, first class job. I asked him to prepare a passable first loss control plan that would meet the minimum requirements of the Municipal Risk Pool. It is our intent to continue to work on and improve this program over the course of the ensuing year. For the moment, the intent is to meet the minimum requirement so that it will not impede the Town's renewal of its insurance coverage through the Municipal Risk Pool.

17) Renewal of Municipal Risk Retention Pool Insurance Policies:

This is the coverage that is administered by Southwest Risk Services, Inc. of Phoenix and is a simple renewal with adjustments to reflect current values and conditions. The final policy renewal papers are due in, along with the rate quotations. This item is on the agenda now to avoid a last minute problem. However, if the papers do not arrive by Monday morning, I will request that the item be tabled to assure ample time for review of the renewal proposal.

18) Direction on Method of Billing for Title Work on Murdock Road:

Murdock Road was set up by the Council, with the agreement of the property owners present at the Council Meeting, for title work to be billed to the property owners on the basis of an amount not exceed \$ 125 per parcel for all affected parcels. The item is on the agenda is clarify the Council's direction regarding who is to be billed and on what basis. The issues are:

- a) Should Connie and Bud Staeyert be billed? Recommend No
- b) Should the property owners on the corners who do not access on Murdock Road get billed? Recommend No
- c) Should owners of multiple parcels be billed for each parcel? Recommend No

The impact of saying yes to all of these items results in a bill to each owner of a single parcel of \$ 125. The impact of saying no to any or all of the items results in a bill of \$ 125. No matter how the bill is calculated, the bill is still \$ 125 and the Town has subsidized the title report cost.

19) Decision to Transfer or Sell Former Animal Control Vehicle:

The issue was recently addressed in a memo to Marshal Chuck Devine and Parks & Recreation Superintendent Gary Lollman. The memos from them both indicated a transfer of the vehicle from the Marshal's Office to the Parks & Recreation Department was acceptable. I have requested Gary and Chuck to be present to present the pro and con sides of the issue. As the transfer was placed upon the Council agenda by objection to my authorization to transfer, I make no recommendation. The Council is reviewing my administrative action of approving the transfer.

20) Payment Request from C & E Pavement for Chip Seal Projects:

The payment request has been forwarded to Todd Rockwell for processing. I am aware that he did meet with the contractor and complete the certification of completion for the work and the quantities involved. Todd's memo is attached for the Council's consideration. Everything appears to be in order. The one objection received has to do with Murdock Road concerning a short stretch (approximately 100 feet) where Doug and Todd concur that a failure of the aggregate material resulted in potholing during the recent storm. Doug has assured me that the problem will be taken care on the first warm day available. Doug has addressed the reasons for the delay of chip sealing for the several streets that have been left until spring to be done. Jay Trewern was requested to bill the Sanitary District for the payment of the slightly more than \$ 7,000 amount due from them for their share of the chip seal cost. Todd's memo does not state what portion of the cost of the chip seal resulted from the Townsite Sewer Project.

21) Payment Requests from Asphalt Paving for Montezuma Castle Highway Seal Coat Project:

There are two conflicting payment requests. The first is for the full amount of the balance. The second is a request for partial payment. The terms of the agreement as to how the matter would be resolved, in light of the unresolved problems with the job, dictate that the partial payment be considered and the payment of the full amount of balance be rejected. In the interim since your last review of the matter, a roller was brought down and run on the roadway to attempt to flatten the surface. However, due to the temperature at the time there was no likelihood of success and that was the case. No apparent effort has been made to clean up the striping problems. A copy of the November 15, 1990 bill is attached as I believe that this is the correct billing. After reviewing our files, neither Jay nor I have a report back from Todd providing the recommendation of the Town Engineer for the disposition of these bills. Todd's memo will be placed in the Council's boxes upon receipt.

22) Community Rating System - National Flood Insurance Program:

Planning Director Laura Kuhn has submitted a memo and a copy of the program summary report for the Council's consideration. She will be available at the meeting to address any concerns or questions that arise. This is a financially prudent consideration for the Town to be considering.

23) Flood Insurance for the Marshal's Station and Library:

This item is on the agenda for informational purposes at this point. The matter is one of serious concern however, as the National Flood Insurance Program and the related regulations deny disaster relief assistance to any entity failing to avail itself of the available flood insurance prior to a flood related loss. The Town Council will have to determine whether to seek to bind flood insurance for these two facilities, or to run bare and take the risk of an uninsured loss. Premium quotations are not likely to be available prior to the meeting.

24) Secretary for the Town Manager and Town Council:

Prior to creation of the Assistant Manager position, there were three clerk/secretaries in the administrative offices, in addition to the Town Accountant. The three persons shared various aspects of providing secretarial assistance to the Manager and the Council. They also answered directly to the Town Manager. When the Assistant Manager position was created, the Town Accountant position was eliminated. One secretary/clerk position was eliminated and budgeted to be replaced on October 1, 1990 with a position of Town Manager's secretary who would also provide secretarial assistance to the Mayor and Council. This was to keep the cost of the new position in line with the guidelines established for the new budget year. As with nearly all positions of this type, I have struggled without the position as long as possible without seeking authorization to fill it. At this time, there have been several publicly difficult problems as well as many less apparent problems that directly or indirectly result from the lack of this position. This item is requesting the several Council actions required to allow the Town Manager to fill this position.

a) Authorization of Position: This action creates the position.

b) Approval of Job Description: This action establishes the job title and the duties assigned to the position.

c) Set Pay Grade and Target Date for Hiring: These items establish where the position falls in the pay chart and thus the salary, along with the entire schedule of advertisement and hiring.

d) Release to Advertise Position Opening: This is the authorization to advertise and fill the position.

The proposed job description is attached along with the proposed pay grade (according to the approved budget of the Council). The request is to fill the position as soon as possible after January 1, 1991. Advertising would be as soon as possible.

25) Approval of Bid Package, Authorization to Advertise Bids for Street Striper:

The materials prepared by Jay Trewern, with input from Doug and Chuck, are attached for the Council's consideration. Recommend approval and authorization to advertise as soon as possible.

A number of information and update items are attached for the Council's review.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
December 5, 1990
6:30 p.m.

The Common Council of the Town of Camp Verde, Arizona met in a Work Session at the Camp Verde Town Hall on December 5, 1990 to obtain public comment on various agenda items. Mayor Rogers called the meeting to order at 6:35 p.m.

Roll Call:

Carter Rogers, Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds, Jerry Taylor and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Manager; Ron Ramsey, Town Attorney; Doug Jones, Street Superintendent; Laura Kuhn, Planning & Zoning Director; Gary Lollman, Parks & Recreation Director; and Susan Marshall, Recording Secretary

Presentation of Options From Town Attorney Regarding Petition Filed From Verde Laked Property Owners About Refuse and Weed Problems:

Manager Maynard stated the Council had requested the Town Attorney to look into this matter. Attorney Ramsey made his presentation, a copy is attached and becomes a part of these minutes.

Mayor Rogers opened the discussion to the floor.

Frances Cole, Cripple Creek Drive, asked if inmates could be used to clear the problem areas of weeds and the Town remove the abandoned vehicles. Attorney Ramsey stated it would be necessary to obtain the property owner's permission before going onto their property.

Bob Crane, Verde Lakes POA, stated there was nothing in the covenants to cover this problem. He stated the Town should clean up the "mess" and keep it cleaned up.

Willard Mason, Verde Lakes, stated several lots are health hazards because of the debris. He stated he wants to Council to help with this problem.

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
WORK SESSION
December 5, 1990
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Work Session - December 5, 1990 - Page 2:

Richard Stirling, Camp Verde resident, stated he was sympathetic with the property owners in Verde Lakes but wanted them to consider the far reaching effects that an ordinance would have on range lands, as well as the environmental issues involved with cleaning brush. He stated an ordinance of this nature would need to fit the whole Town and not just one area.

Ilene Ekberg, Palo Verde Lane, stated the POA was interested in the weed and brush problem in residential areas, not pasture lands. She stated the residents were willing to cleanup the lots in question but needed a legal means to do it.

James Manley, who used to live in Verde Lakes, expressed his concerns for trespassing on other properties, the fire hazard, and the roads in that area.

Jim Bullard, Camp Verde Water Company, expressed his concerns for a weed ordinance. He stated the ordinance would need to fit the entire community. He stated he opposes a weed ordinance.

Don Gunnell, Chief, Camp Verde Fire Department, stated this was a serious situation. He stated the local Distract does not have an ordinance they can enforce. He suggested bringing the State Fire Marshal in on this situation.

Marvin Reynolds, Councilor, stated there were approximately 1100 people in the Verde Lakes area and they should get together with the Council to resolve the problem.

Road Improvements Projects - Boot Hill, Apache Trail, Newton Lane:

Gilbert Phelps, Buena Vista Estates, stated every street in Town should be paved before doing resealing. He stated the Town should pave the roads in the sub-divisions according to the age of the sub-division and assess the property owners, if necessary.

Frank Fameli, Newton Lane, asked if there were any legalities that would hinder the work on Newton Lane.

Nancy Cooper, Laurinda Drive, stated Newton Lane is not a strictly residential road and more speed limit signs were needed as well as more policing.

Update & Possible Presentation on Municipal Site Master Plan:

No public input.

Work Session - December 5, 1990 - Page 2:

Planning Director Presentation on EPA Communications Regarding Sand & Gravel Operations in the Verde Valley:

No public input.

Approval of Letter of Recommendation Regarding Branding Iron Liquors:

No public input.

Recommendation Regarding CHAPS Liquor License Application:

No public input.

Decision to Transfer or Sell Former Animal Control Vehicle:

No public input.

C&E Pavement Chip Seal Project Payment Request:

No public input.

Payment Requests from Asphalt Paving for Montezuma Castle Highway Seal-Coat Project:

No public input.

Community Rating System for National Flood Insurance Program:

No public input.

Flood Insurance for Marshal's Station and Library:

No public input.

Reviews and Authorizations Regarding Purchasing Account and Visa Card Account:

No public input.

Disposition of Contract Negotiations and Setting of Pay Grade and Step for Planning Director:

No public input.

Review and Possible Adoption of Organizational Chart:

No public input.

Review and Possible Adoption of Loss Control Program:

No public input.

Work Session - December 5, 1990 - Page 3:

Renewal of Municipal Risk Retention Pool Policy:

No public input.

Direction on Method of Billing for Title Work on Murdock Road:

No public input.

Secretary for Manager & Council:

No public input.

Approval of Bid Package. Authorization to Advertise Bids for Street Striper:

No public input.

Call To The Public:

No public input.

Adjournment:

The meeting was adjourned at 7:20 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk

Carter Rogers

MINUTES OF THE COMMON COUNCIL
TOWN OF CAMP VERDE
Camp Verde Town Hall
REGULAR SESSION
December 5, 1990
7:00 p.m.

The Common Council of the Town of Camp Verde, Arizona met in Regular Session at the Camp Verde Town Hall on December 5, 1990 in order to conduct the Council's regular business. Mayor Rogers called the meeting to order at 7:20 p.m.

Parsons lead the Pledge of Allegiance.

Roll Call:

Carter Rogers, Tap Parsons, Woody Diehl, Tom Shaw, Marvin Reynolds, Jerry Taylor and Pat Kaminsky

Also Present:

David Maynard, Town Manager; Jay Trewern, Assistant Manager; Chuck Devine, Town Marshal; Ron Ramsey, Town Attorney; Doug Jones, Street Superintendent; Laura Kuhn, Planning & Zoning Director; Gary Lollman, Parks & Recreation Director; and Susan Marshall, Recording Secretary

With Council agreement Mayor Rogers made a change to the order of the agenda, moving items 7 & 8 to the beginning of the meeting and items 22 & 23 before item 10.

Presentation of Options From Town Attorney Regarding Petition Filed From Verde Laked Property Owners About Refuse and Weed Problems:

Various options were presented by Town Attorney Ramsey, copies of his memoranda are attached and become a part of these minutes.

Following discussion, on a motion by Parsons, seconded by Reynolds, the Council voted unanimously to hold this item in abeyance and set a Work Session with representatives of the POA, the Town Attorney and the Fire Chief.

Taylor asked to have a copy of the CC&R's prior to the Work Session.

Diehl stated there were several other areas in need of weed control and asked for input from them. Kaminsky suggested bringing in the State Fire Marshal following the Work Session to obtain his input.

Regular Session - December 5, 1990 - Page 2:

Road Improvements Projects - Boot Hill, Apache Trail, Newton Lane:

- a) Release to Proceed & Funding for Preliminary Engineering & Survey
- b) Release to Proceed and Funding for Title Searches
- c) Release to Proceed for Right-of-Way Corrective Actions/Acquisition

Manager Maynard stated the total cost for engineering and survey would be \$4,335.00. On a motion by Diehl, seconded by Shaw, the Council voted unanimously to approve the request to proceed & funding for preliminary engineering and survey for Boot Hill, Apache Trail and Newton Lane.

On a motion by Shaw, seconded by Kaminsky, the Council voted unanimously to table any action on items b) and c) until the next Regular Session of the Council.

The meeting was recessed at 7:30 p.m. and reconvened at 7: 40 p.m.

Information & Updates:

Numerous reports and pieces of correspondence were filed with the Council as reports. Kaminsky stated there would be a meeting on Behavioral Health in northern Arizona in Cottonwood, at the Verde Valley Guidance Clinic on January 28, 1991. Shaw reported there would be a meeting of the Solid Waste Committee on January 11, 1991. Assistant Manager Trewern reported the deadline for voter registration for the Council election would be February 28, 1991 because of new legislation.

Minutes of the Previous Meetings:

- a) Work Session - 4:00 p.m. - November 16, 1990
- b) Special Session - 4:30 p.m. - November 16, 1990
- c) Special Session - 4:15 p.m. - November 28, 1990
- d) Work Session - 4:30 p.m. - November 28, 1990

On a motion by Shaw, seconded by Kaminsky the Council voted unanimously to approve items a - d as presented.

Disbursements & Accounting - Standard Disbursements and Advance Approvals:

On a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to approve the disbursements, dated December 5, 1990, pages 1 - 6 and Supplemental Disbursements, pages 1 & 2, as presented.

Regular Session - December 5, 1990 - Page 3:

On a motion by Diehl, seconded by Kaminsky, the Council voted unanimously to approve the purchase of a microfiche reader/printer with the total cost not to exceed \$500.00 and to be charged to the Street Department Engineering line item.

Update & Possible Presentation on Municipal Site Master Plan:

Manager Maynard reported he had spoken to David Hartman at NAU who stated there was a senior class of engineers who could provide these services to the Town. On a motion by Diehl, seconded by Reynolds, the Council voted unanimously to table any action on this item.

Planning Director Presentation on EPA Communications Regarding Sand & Gravel Operations in the Verde Valley:

P&Z Director Kuhn reported there would be studies done to determine if there has been damage done to the Verde River because of the mining of Superior and Tanner Companies. On a motion by Parsons, seconded by Taylor, the Council voted unanimously to authorize a letter, drafted by the P&Z Director, to be sent to the EPA.

Approval of Letter of Recommendation Regarding Branding Iron Liquors:

Parsons declared a conflict of interest and stated he would abstain from any discussion and/or vote on this item.

Attorney Ramsey presented a rough draft of his letter to the State Liquor License Control Board. On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously, with Parsons abstaining, to forward the attorney's letter to the State Liquor License Board.

Recommendation Regarding CHAPS Liquor License Application:

Parsons declared a conflict of interest and stated he would abstain from any discussion and/or vote on this item.

Manager Maynard stated no comments or complaints have been received on this application.

Kelly McNew, owner of CHAPS, stated a license had been applied for when the location was the Montezuma Deli but no fees were paid so a license was never issued.

Regular Session - December 5, 1990 - Page 4:

On a motion by Shaw, seconded by Diehl, the Council voted unanimously, with Parsons abstaining, to recommend approval of this application for CHAPS, as a formality.

Decision to Transfer or Sell Former Animal Control Vehicle:

On a motion by Shaw, seconded by Reynolds, the Council voted unanimously to retain the former Animal Control Vehicle but not to assign it to a specific department.

C&E Pavement Chip Seal Project Payment Request:

On a motion by Diehl, seconded by Shaw, the Council voted unanimously to pay the invoice from C&E Pavement Maintenance in the amount of \$34311.37.

Payment Requests from Asphalt Paving for Montezuma Castle Highway Seal-Coat Project:

On a motion by Parsons, seconded by Diehl, the Council voted unanimously to approve payment of \$18569.41 to Asphalt Paving, retaining \$10005.27 until all problems have been corrected on Montezuma Castle Highway.

The meeting was recessed at 8:30 p.m. and reconvened at 8:40 p.m.

Community Rating System for National Flood Insurance Program:

Manager Maynard stated this program would decrease the cost of flood insurance for those residents of Camp Verde who need it. P&Z Director Kuhn stated the County has prepared the necessary application for Camp Verde to obtain the credit. She reported this credit would also apply to any Town properties needing flood insurance. On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to proceed with the application to obtain the credit towards flood insurance.

Flood Insurance for Marshal's Station and Library:

Manager Maynard stated flood insurance was needed on these two properties. On a motion by Parsons, seconded by Shaw, the Council voted unanimously to approve the purchase of flood insurance for the Marshal's Station and the Library with a \$5000.00 deductible at a cost of \$2289.00.

Regular Session - December 5, 1990 - Page 5:

Reviews and Authorizations Regarding Purchasing Account and Visa Card Account:

Taylor declared a conflict of interest and stated he would abstain from any discussion and/or vote on this item.

Following discussion, on a motion by Diehl, seconded by Parsons, the Council voted as follows

Taylor: Abstain
Reynolds: Yes
Kaminsky: Yes
Diehl: Yes
Shaw: No
Parsons: Yes
Rogers: Yes

to establish a VISA account at Valley National Bank with a credit limit of \$5000.00 and transferring the Purchasing Account from First Interstate Bank to Valley National Bank.

Disposition of Contract Negotiations and Setting of Pay Grade and Step for Planning Director:

Manager Maynard stated the Pay Grade for the position of Planning & Zoning Director would be 40, and suggested a Step B for Laura Kuhn in this position.

On a motion by Parsons, seconded by Shaw, the Council voted unanimously to approve a Pay Grade of 40 for the position of P&Z Director and a Step B for Laura Kuhn in this position and to terminate contract negotiations and for this action to be effective 12/05/90.

Review and Possible Adoption of Organizational Chart:

Following discussion, changes were made connecting the Assistant Manager to the Council and the other Department Heads and including Town Treasurer to the Town Clerk box, the Council voted unanimously to adopt the Organizational Chart.

Review and Possible Adoption of Loss Control Program:

Following discussion, on a motion by Parsons, seconded by Reynolds, the Council voted unanimously to adopt the Loss Control Program to include any changes needed to be made by the Town Attorney, Town Manager and Assistant Manager.

Regular Session - December 5, 1990 - Page 6:

Renewal of Municipal Risk Retention Pool Policy:

On a motion by Parsons, seconded by Taylor, the Council voted unanimously to approve the annual renewal policy with Southwest Risk in the amount of \$52992.00.

Direction on Method of Billing for Title Work on Murdock Road:

Parsons declared a conflict of interest and stated he would abstain from any discussion and/or vote on this item.

Following discussion, on a motion by Diehl, seconded by Shaw, the Council voted as follows

Parsons: Abstain
Reynolds: Yes
Kaminsky: Yes
Taylor: Yes
Diehl: Yes
Shaw: Yes
Rogers: No

to bill all property owners along Murdock Road including the property owners on the corners who do not access on Murdock Road and to send no billing to the Steyaerts.

Secretary for Manager & Council:

- a) Authorization of Position
- b) Approval of Job Description
- c) Set Pay Grade & Target Date for Hiring
- d) Release to Advertise Position Opening

On a motion by Taylor, seconded by Reynolds, the Council voted unanimously to table any action on these items until the 12/19/90 Regular Session.

Approval of Bid Package. Authorization to Advertise Bids for Street Striper:

Assistant Manager Trewern stated the bids would probably come in approximately \$6000.00 above the grant but this amount would be divided between Towns of Camp Verde and Clarkdale. On a motion by Taylor, seconded by Kaminsky, the Council voted unanimously to approve the bid package and authorize advertising for bids for the street striper.

Regular Session - December 5, 1990 - Page 7:

Call To The Public:

Jackie Baker, Camp Verde resident, expressed her concern for three council members meeting with Mr. Pickup from McDonalds to discuss Mr. Pickup's concerns for other fast food restaurants coming into Camp Verde. She asked if this was a violation of the Open Meeting law. Parsons stated he, Diehl and Reynolds met with Mr. Pickup after Mr. Pickup had called and requested a meeting. He also stated that three councilmen together does not constitute a meeting of the Council. Mrs. Baker then asked if the Town sought insurance quotes on their insurance before accepting a policy.

Set Upcoming Meeting Dates, Time and Place:

- a) Regular Meeting - 6:30 p.m. & 7:00 p.m. - December 19, 1990
- b) P&Z Matters Meeting - 7:00 p.m. - December 12, 1990
- c) Work Session - Mining Ordinance - 4: 30 p.m. - December 12, 1990
- d) Executive Session - 4:15 p.m. - December 11, 1990

Adjournment:

The meeting was adjourned at 10:00 p.m.

Susan Marshall
Susan Marshall, Recording Secretary

Jay Trewern, Town Clerk

Carter Rogers