

**MINUTES
WORK SESSION
MAYOR and COMMON COUNCIL
of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room 106**

**WEDNESDAY, JANUARY 9, 2008
6:30 P.M.**

1. **Call to Order:**

The meeting was called to order at 6:32 p.m.

2. **Roll Call:**

Mayor Gioia, Councilors Kovacovich, Elmer, Garrison, Smith, and Vice Mayor Hauser.

Also Present: Town Manager Mike Scannell, Community Development Director Nancy Buckle, Parks & Recreation Director Lynda Moore, Recreation Supervisor Joe Perez, Housing Director Matt Morris, Town Clerk Debbie Barber, and Recording Secretary Sharon McCormick

3. **Pledge of Allegiance:**

Councilor Smith led the pledge.

4. **Discussion, consideration, and possible authorization for the Mayor to prepare and sign a letter inviting representatives from the Camp Verde Sanitary District and the Arizona Department of Environmental Quality to attend a council meeting to update Council and citizens of Camp Verde on the status of the sewer expansion projects.**

After public input, the Mayor said that this item did not require Council action and that he would prepare a letter.

Garrison noted that the Sanitary District and the Council had agreed to have quarterly meetings when they met together in November. She felt that it was time to have the meeting so that it could be assured that everyone is on the same page. Gioia agreed and asked Council members if they would prefer to accomplish this with a simple invitation or a formal letter. (There was no discussion about including the Arizona Department of Environmental Quality in the invitation.)

PUBLIC INPUT

James Strava, spokesperson for Salt Mine group said that he did not feel that the Sanitary District meeting today was productive, and that he would like to read a letter of their concerns. Mayor Gioia interrupted and explained that this was not the venue at this time. Strava said that their group has been attempting to get cooperation from CVSD and that the board tends to deny obvious information that has been produced in newspapers and in their own minutes. He told Council that he hoped they would invite the Board to a meeting and he thanked Council for their time. Gioia said that he would address a letter to the Camp Verde Sanitary District Board.

5. **Presentation and discussion of the Quarterly Reports with the following commissions, boards, and committees:**

- a. **Youth Commission Report:** topics may include, but not be limited to activities that the Youth Commission has participated in since forming.

Sara Westervelt gave a brief overview, stating that they have had 3 meetings. They were involved in several Town events. Council thanked her for a well prepared speech, and that the idea of a drive in movie night sounds like a great idea, and asked what has

been the most challenging so far. Sara replied that coming up with ideas seemed to be the most difficult, but that the group has decided that they can do it.

- b. **Board of Adjustment:** topics may include, but not be limited to, hearings and decisions that the Board made during the past quarter.

Vice Chair McIntyre gave a brief overview of his written report, which is attached and becomes a permanent part of this record.

- c. **Trails & Pathways Commission:** topics may include, but not be limited to, subdivision proposals, trails policy, trail heads, and Forest Service liaison.

No presentation

- d. **Library Advisory Commission:** topics may include, but not be limited to, library financing, report format, resignation(s), and priority status.

Chairperson Lisa Mina gave a brief overview of the Library Commission activities to include that the Commission had elections for chair and vice chairperson; there was one vacancy with the resignation of James Long; they had researched funding options for a new library; and are now looking into grants. A copy of her report is attached and will become part of this record.

- e. **Planning & Zoning Commission:** topics may include, but not be limited to: various zoning recommendations made to Council over the past quarter.

Chairperson Dave Freeman gave a brief overview of the changes in Commission, noting that Rob Witt had resigned and Howard Parish was added. He explained that the Commission had reviewed zoning map changes, tackled the ordinances on livestock, and that 2007 Chinese calendar was the year of the pig. He added that other issues included A-frame signs (sandwich boards), more language changes, shipping containers, and working on the nuisance regulations. A copy of this report is attached and becomes a permanent part of this record.

- f. **Housing Commission:** topics may include, but not be limited to, attainable housing programs and tools, Drachman Institute's final report, Cliffs Parkway property, and Fair Housing activities.

Chairperson Jeremy Bach reported on the meetings the Housing Commission had during this quarter. He added that the final Drachman Institute was reviewed and that the Commission would recommend that Council sign a proclamation to declare April as Fair Housing Month. A copy of this report is attached and becomes a permanent part of this record.

- g. **Parks & Recreation Commission:** topics may include, but not be limited to, events held during the past quarter, Black Bridge Park, budget, and goals and objectives and mission for 2008.

Member Robin Whatley gave an overview of the Chairpersons written report, which is attached and becomes a permanent part of this record. She noted that the Commission would like to set a work session with Council for early part of 2008. The Commission had a very busy quarter with Fort Verde Days, work session held, grasshopper basketball, breakfast with Santa, Christmas Parade, and the Craft bazaar.

- h. **Design Review Board:** topics may include, but not be limited to, hearings and decisions that the Board made during the past quarter.

Chairperson Jim Binick presented the written quarterly report, which is attached and becomes a permanent part of this record. He advised that there were 3 scheduled meetings, with no agenda items for two of the meetings and only one agenda item in December. The Commission feels that using a conceptual drawing plan review could save the developer time and money. Mayor advised that the conceptual drawing is a great idea, but would like the caution the Commission. Buckel explained that before a building permit is issued, the applicant must go before the Design Review Board. She advised that all applicants are required to present their conceptual plans before the board. Councilor Smith thanked the Board for their first year, and noted that we were operating in a new territory. He advised that this is the only autonomous Commission in town and that they make the final decision.

Public Input:

Nancy Floyd asked how autonomy applied to a Commission. Smith responded that meant the Council could not interfere with their decisions.

Tom Nielson said that he had people in from out of town over the holidays and they thought that this town was most unique.

Dave Freeman said that having the conceptual review can save a developer a lot of money.

The meeting was recessed at 7:48 p.m. and reconvened at 7:58 p.m.

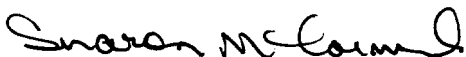
- 6. **Discussion with the Design Review Board concerning clarification of Council's goals, priorities, and vision, followed by possible direction to the Board to base their future decisions and determinations on these goals, priorities, and vision.**

Jim Binick stated that as a new board, none of the commission members had any Design Review Board experience. Nancy Buckle explained that a permit process has been implemented, working on developer standards, conceptual site plan first, and a simple site plan that includes landscaping, signage, etc. to eliminate the need to apply for additional permits later and spend more money.

There was discussion and clarification of the 'western element', expanding the visual library, suggesting colors, roofing materials, and lighting. The Commission plans to set up a matrix to go along with the visual library. There was also discussion and concerns regarding existing buildings, new buildings, and their locations, as well as the possibility of having time limits on building permits.

- 7. **Adjournment :**

On a motion by Hauser, seconded by Smith, the meeting was adjourned at 10:02 p.m.



Sharon McCormick, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on the 9th day of January 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 7 day of February, 2008.

Deborah Barber
Deborah Barber, Town Clerk