

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

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

1. **Call to Order**

Mayor Gioia called the meeting to order at 6:30 p.m.

2. **Roll Call**

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

Also Present:

Town Manager Michael Scannell, Library Director Gerry Laurito, Housing Director Matt Morris, and Town Clerk Deborah Barber

3. **Pledge of Allegiance**

Councilor Kovacovich led the pledge.

Mayor Gioia advised the commission members that everything they say is recorded and put on the Town's web page. He cautioned them that the recording starts before the meeting and they should be aware of what they are saying.

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

- a. **Board of Adjustment:** Chair Gene McIntyre presented the Board of Adjustment Report that is attached. He summarized the meetings, noting that a variance for an addition to a home at 3700 Northern Avenue was approved; Appeal 2008-01 filed by Darrell Dayton had been denied, the request was to allow the placement of a manufactured home in M-1 zoning to allow for offices and a caretaker residence. He advised there were no work sessions or training seminars in this quarter.

Mayor Gioia asked that he relay Council's appreciation for their work.

- b. **Design Review Board:** Chair Jim Binnick presented the Design Review Board's report that is attached. He advised that Carol German had taken Bob Burnside's place as the Planning & Zoning member. He noted that Dugan McDonald, a professional member of the board had resigned due to scheduling conflicts and that his term expires in September 2009. Binnick reported that the DRB had approved a change in the Days Inn sign and the Out of Africa restroom and food court facilities. He reported that the DRB has recommended that applicants come before them for a conceptual review before they bring the project for approval, noting that this additional step would save the applicants a lot of time and money.

Council discussed the DRB's work with identifying rural western architecture and commended them for their work.

- c. **Planning & Zoning Commission:** Chair Dave Freeman presented the P&Z Commission report that is attached. Freeman explained the lengths the Commission is taking to gather public input on the A-frame sign issue, noting that suggestions include flagpole signs and banners. He said that the Commission is taking a proactive stance by inviting business owners on Main Street and the side streets so that they can avoid another 'pig issue'. He explained that some of the challenges faced by the Commission include the need to determine historic districts; signage for the businesses located off Main Street; and coming up with sign designs that enhance Main Street as opposed to distracting from its unique beauty.

Council discussed the proposed historic district in the Townsite area and expressed their appreciation for the Commission's hard work and public outreach efforts, noting that it is better to get it right from the outset.

Councilor Garrison explained that she is often confused by the material submitted to her for consideration and asked if there was a way in which it could be simplified so that she might understand. Councilor Smith advised there is an annual P&Z training conference that explains everything. Smith encouraged everyone to attend. Having a Commission member attend the Council meeting where items are heard was also suggested.

- d. **Trails & Pathways Commission:** There was no report submitted and no member present to give a quarterly report. Council members expressed their concern that this is the second quarterly meeting that the Commission has failed to show up and report. The Mayor said that he would prepare a notice to the Commission.
- e. **Library Advisory Commission:** Karen Heuman presented the Commission report that is attached. She advised that Member Doering had designed a web page for a slogan contest. Heuman reported the Commission had met to develop a list of needs and wishes and that there is now discussion about locating the new library on the 118-acre park site. She said that the Commission planned to do a rummage sale to raise funds. Councilor Smith asked staff to check on a rummage sale, noting that it was his understanding that anything donated to the Town would have to be auctioned.

Council expressed their appreciation to the Commission members.

- f. **Parks & Recreation Commission:** Member Robin Whatley presented the Parks & Rec report advising that she had just learned of Chairman Trapper Moore's resignation. She advised that the Commission determined their mission was to serve the community as opposed to working to attract tourists. She advised that they recommended dropping the Crawdad Festival, the block party, Pioneer Days, and Gun and Knife show. She advised that these events might be taken over by merchants and private organizations. She reported that staff is working on sports and the summer program.

Councilor Elmer reported that the Youth Commission is working on an outdoor family night.

Council expressed their appreciation for the Commission's work.

- g. **Housing Commission:** Chair Jeremy Bach reported that there is now a full Commission and presented their quarterly report that is attached. He said the Commission worked diligently on the Promotion of the National Fair Housing month and that there was a

tremendous response to Morris's hearing in Verde Lakes about the housing rehabilitation program. He said that his experience on the Commission has been enjoyable and that he could not say enough about the work of Matt Morris and Theresa Goodwin's work. He stressed that he hoped Council realized what an asset Morris was.

Council expressed their appreciation for the Commission's work noting that further discussion will take place with the next agenda item.

The meeting was recessed at 7:42 and reconvened at 7:51 p.m. Gioia read the agenda item and then opened the discussion.

5. **Presentation by the Housing Commission regarding ongoing planning efforts, including year-long public participation process for the Town-owned 5-acre property located on Cliffs Parkway (APN: 404-28-439), followed by discussion, consideration, and possible formulation of sequential steps in preparation of selling the property to earn capital for the construction of a new Town library and to provide attainable housing opportunities within the Town of Camp Verde.**

Vice Chair Linda Buchanan thanked Council for the opportunity to present their work and for responding to their request for a meeting so quickly. She read a letter from an elementary school teacher at the Camp Verde Unified School District. The letter expressed the teacher's concerns that she could not afford to buy a house in Camp Verde and that Camp Verde was losing valuable young professionals who would improve the Town. Buchanan said that letter has stuck with her and has helped her keep her goals in mind. She presented her report outlining their accomplishments. The report is attached and becomes a permanent part of this record.

She advised that the Commission kept four goals in mind when developing the Parkway Homes project and these were 1) to manage the Town's assets wisely; 2) remain committed to creating quality; 3) generate attainable housing opportunities that subsidize properties as opposed to individuals; and 5) ensure viability. She advised that the Commission had reached a pivotal point in their work and needed direction from Council. She explained that the current zoning allows for 40 homes, but based on public input, the Commission went with 30 homes and a creative clustering method that would allow for open space and pathways. She said that the next step was to develop a Request for Proposals and that the Commission planned to continue public participation, as well as involve the other commissions so that they have an exemplary model. She said there should be an appraisal on the property before they begin.

Council spoke about speeding traffic and bike and pedestrian traffic, noting that this was an excellent project. Council made various suggestions about working with the commissions, such as taking the pathway element to the Trails and Pathways Commission and the park to the Parks & Rec Commission. They discussed the possibility of having the other commissions send a representative to the Housing Commission meetings. The Commission members advised that they would make this decision amongst themselves.

Council members praised the Commission and staff for their exemplary work and public outreach efforts and noted that they are setting the example that we should all strive to achieve. They thanked the Commission for their work.

6. **Adjournment**

Following a motion by Hauser and second by Kovacovich, the meeting was adjourned at 8:47 p.m.

Deborah Barber
Deborah Barber, Town Clerk

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 April 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 16 day of April 2008

Deborah Barber
Deborah Barber, Town Clerk