

**Minutes  
WORK SESSION  
MAYOR and COMMON COUNCIL  
of the  
TOWN OF CAMP VERDE  
CAMP VERDE MARSHAL'S OFFICE  
TRAINING ROOM  
646 South First Street  
Tuesday, June 3, 2008  
3:00 p.m.**

**1. Call to Order:**

Mayor Gioia called the meeting to order at 3:00 p.m.

**2. Roll Call:**

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

**Also Present:**

Town Manager Mike Scannell; Accountant Lisa Elliott, Marshal Dave Smith. Community Development Senior Planner Mike Jenkins, Housing Director Matt Morris, Parks & Recreation Supervisor Lynda Moore, Library Director Gerard Laurito, Recording Secretary Sharon McCormick

**Pledge of Allegiance:**

Pledge of Allegiance led by Bob Kovacovich

**3. Discussion of the Tentative FY 2008/09 Budget**

The Mayor turned the meeting over to Town Manager Mike Scannell. Manager Scannell indicated he was questioned regarding some Commission members obtaining embroidered shirts at the Town's expense, and stated funds have not been appropriated in the 2008/09 budget for the purchase of such shirts. Manager Scannell stated the current short fall of \$430,000 would be discussed and recommendation offered as to how to balance the budget.

Council was given a copy of suggested budgetary cuts; a copy is attached and becomes a permanent part of this record. Mayor Gioia indicated the Sanitary District stated they are still interested in sharing the cost of a district manager; the cost to the Town would be \$25,000 to \$30,000. Council agreed the Mayor would represent the Town during the Annual League Conference in August.

Council discussed the following non-departmental line items:

- #6606 – Stewards of Public Lands – Increase from \$500 to \$1500 with the extra money coming from the Street Department furniture line item.
- #6607-Verde Valley Land Preservation Institute – will not be funding.
- #6608 – Trails Committee – will not be funding.
- #6609 - Main Street Signage: This signage is for traffic from I-17 directing people into Camp Verde. Council will not be funding.
- #7015 – Verde Valley Senior Center – Council requested \$10,000.

Manager Scannell reminded Council they placed a hiring freeze, and the department head team should review each vacancy. Scannell recommended, with Council agreeing, the Town should continue the freeze.

**Public input:**

Robin Whatley: stated her concern with the \$33,000 electrical cost being charged to the Parks & Recreation budget. Lisa Elliott clarified all utilities are now allocated to each department

and removed from non-department, explaining department heads become more conscious about the usage.

Council agreed there was no need for a budget work session on June 11, 2008.

**4. Adjournment**

On a motion by Gioia, seconded by Elmer the meeting adjourned at 5:32 p.m.

Sharon McCormick  
Sharon McCormick, Recording Secretary

**CERTIFICATION**

I HEREBY CERTIFY THAT THE FOREGOING, minutes are a true and accurate accounting of the discussion 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 3<sup>rd</sup> day of June 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 20 day of June 2008

Deborah Barber  
Deborah Barber, Town Clerk

# Budgetary Cuts as Suggested by the Town Manager and Department Heads

as of 6/3/08 @ 2:30 p.m.

Acct No.	Line Item Description	Line Item Reduction Amount	Department Total	Remaining Budgetary Shortfall
Beginning Shortfall				428,938
Mayor & Council				
8000	Office Equipment & Furniture	3,900		
7015	Travel Expense	3,000	6,900	422,038
Housing				
7010	Training	1,000		
7300	Commission Expense	1,000	2,000	420,038
Building Department				
7010	Training	500		
7015	Travel	500	1,000	419,038
Town Manager				
7010	Training	1,000		
7015	Travel	1,100		
7030	Office Supplies	500	2,600	416,438
Town Clerk				
7030	Office Supplies	1,500	1,500	414,938
Finance Department				
7120	Contract Labor/Services	5,000	5,000	409,938
Community Development				
7010	Training	1,000		
7015	Travel	1,000	2,000	407,938
Non-Departmental				
				407,938
Maintenance Department				
7510	Building Maintenance	6,000		
8040	Structural	9,400	15,400	392,538
Marshal's Department				
7010	Training	1,000		
7015	Travel	4,000		
7540	Patrol/Investigation Equipment/Supplies	6,000	11,000	381,538
Animal Control				
7550	Animal Control Equipment/Supplies	500	500	381,038
Municipal Court				
				381,038
Pool				
Recommend closing on Mondays and daily at 6:00 p.m. instead of 8:00 p.m.				381,038
Parks & Recreation				
7030	Office Supplies	1,000		
7038	Advertising	1,000		
7040	Computer Services/Software	1,800		
7120	Contract Labor/Services	3,000		
7610	Recreational Programs	2,000		
	Youth Commission	1,000	9,800	371,238
Special Events				
7038	Advertising	2,500		
	Entertainment	1,200	3,700	367,538
Camp Verde Community Library				
	Dynix	1,000		
	Amigo/Aznet Library Database Access	1,000		
7120	Contract Labor/Services	1,000		
7110	Legal Fees	925	3,925	363,613
Public Works/Engineer				
7010	Training	500		
7015	Travel	250	750	362,863
Contingency				
		40,000	40,000	322,863
Capital Improvements Fund				
Library Facility		200,000		
Animal Shelter - New Facility		100,000		
CVMO Evidence Lockers		15,000		
Active Net Recreation Software		10,500	325,500	<u>(2,637)</u>

\*Amounts saved in the CIP Fund would be re-directed back to the General Fund thus changing the percentage allocation of Town Sales Tax revenues to the General Fund, CIP Fund and Parks Fund.