

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS
WEDNESDAY, JULY 7, 2010
6:30 P.M.**

**Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Council motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion**

1. Call to Order

The meeting was called to order at 6:30 p.m.

2. Roll Call

Mayor Burnside, Vice Mayor Kovacovich, Councilors Whatley, Garrison, Roulette, and German were present; Councilor Baker was absent.

Also Present: Acting Town Manager Dave Smith, Public Works Director Ron Long, Sr. Acct. Lisa Elliott, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

The Pledge was led by German.

4. Consent Agenda – All those items listed below may be enacted upon by one motion and approved as consent agenda items.

Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

a) Approval of the Minutes:

- 1) Special Session – June 29, 2010
- 2) Special Session – June 25, 2010
- 3) Executive Session – June 25, 2010 (recorded)
- 4) Council Hears Planning & Zoning Matters-Special Session – June 23, 2010
- 5) Special Session – June 23, 2010
- 6) Executive Session – June 23, 2010 (recorded)
- 7) Regular Session – June 2, 2010

b) Set Next Meeting, Date and Time:

- 1) July 14, 2010 at 6:00 p.m. – Special Session – Public Hearing 2010-2011 Budget
- 2) July 21, 2010 at 6:30 p.m. – Regular Session
- 3) July 28, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c) Possible award of/and authorization to execute the contract with Republic Intelligent

Transportation Services, Inc., a sole source provider for traffic signal maintenance for the signal lights located at Cliff's Parkway & Finnie Flat Rd. and Montezuma Castle Highway & Finnie Flat Rd. There is \$12,000 budgeted for this item in the HURF fund. Staff Resource: Ron Long

d) Possible award of Bid #10-82 "Supply or Supply and Delivery Aggregates" to Yavapai Apache Sand and Rock (sole bidder) and authorization to execute the contract. This is a budgeted item in the HURF fund. Staff Resource: Ron Long

On a motion by Kovacovich, seconded by Garrison, the Consent Agenda was unanimously approved as presented, with the change noted by Whatley.

Councilor Whatley requested a correction to the Minutes of June 23, 2010, Item 4, to correctly reflect her report regarding the Sanitary District meeting, "...there should **not** be any significant increase."

5. Special Announcements & Presentations

Presentation of a Certificate of Appreciation to Wes Bonham for his service on the Board of Adjustments & Appeals. Mr. Bonham submitted a letter of resignation effective June 28, 2010. Staff Resource: Debbie Barber

Town Clerk Barber explained that Mr. Bonham was leaving the town and could no longer serve on the

Board of Adjustments & Appeals. The Certificate of Appreciation will be mailed to Mr. Bonham.

Burnside announced that Bonnie, a former Recording Secretary, has passed away; he wanted to share that with the other members.

6. **Council Informational Reports.**

Burnside advised the Council that he had met with Chip Norton concerning the trailhead that Lynn Reddell has been working on for years; Burnside said he remembered an MOU entered into with the Forest Service in 2002 involving a dollar amount of \$15,000, and asked those who might also remember that to share their understanding. Burnside said he would like to get the trailhead up and running, and will be discussing this at another time.

7. **Call to the Public for Items not on the Agenda.**

(Comments from the following individual are summarized.)

Justin Wertz said he came to try once again to involve Camp Verde Parks & Recreation to pursue his proposed fund-raising program to promote a skateboard park for the Town that is needed for the community.

Burnside suggested that the Acting Town Manager arrange for a presentation from Mr. Wertz; he has appeared before Council several times regarding the issue. Barber advised Burnside that the Clerk's Office has been working with Mr. Wertz for several months, requesting that he submit a Special Event application in order to have a fund-raising event; that has not yet come forth.

There was no further public input.

8. **Discussion, consideration, and possible authorization to execute a Letter of Consent from the Town of Camp Verde to the Bureau of Indian Affairs permitting the Yavapai Apache Nation to place non-tribal roads on tribal inventories. This action does not transfer ownership of Town roads, but rather, provides potential Tribal-funded road improvements.** Staff Resource: Ron Long

On a motion by Garrison, seconded by Whatley, the Council unanimously authorized execution of a Letter of Consent to the Bureau of Indian Affairs allowing specific Town-owned road segments to be included in the Indian Reservation Roads Inventory on the Yavapai-Apache Nation Indian Reservation within Arizona.

Public Works Director Long referred to the proposed letter from the Town consenting to include some roads in the Tribal inventories, copies of which are in the agenda packet, adding that he would recommend execution of the consent letter. Long confirmed that the letter was co-drafted with the Yavapai-Apache Nation. The Town would still retain ownership of the roads.

Thomas Beauty, Chairman, spoke on behalf of the YAN, commending the current good relationship between the Town and his Tribe. He explained that other Tribes have been receiving funding from the BIA by including County and Town roads in their inventories. Chairman Beauty said that the YAN, by including in their inventory the Town roads used by Tribal members, could also benefit from the BIA funding. It would not compete in any way for funding that the Town receives from the State or County.

9. **Discussion, consideration, and possible approval of a Memorandum of Understanding between Northern Arizona Council of Governments (NACOG) and the Town of Camp Verde to continue administration of the Voucher Transit System for Fiscal Year 2010/2011. There is \$18,600.40 remaining in the LTAF II account for the Voucher Transit System.** Staff Resource: Valerie House

On a motion by Roulette, seconded by German, the Council unanimously approved the Memorandum of Understanding between Northern Arizona Council of Governments (NACOG) and the Town of Camp Verde to continue administration of the Voucher Transit System for Fiscal Year 2010/2011, allocating the remaining funds in the amount of \$18,600.40.

Barber explained the purpose of the Voucher System and estimated that the sum of \$18,000 remaining in the account is the approximate cost to operate annually. She confirmed that if the Council elects not to continue the program, the remaining funds will have to be returned to the State.

10. **Discussion, consideration, and possible selection of two candidates who are seeking election to the Arizona Municipal Risk Retention Pool (AMRRP) Board of Trustees to fill two four-year terms that expire in 2014 and authorization for the Mayor to complete the corresponding 2010 Trustee Ballot based on Council's selection. The candidates are Jackie Baker, Town of Camp Verde, Lenore Lancaster, Town of Paradise Valley, Jean Poe, City of Surprise.** Staff Resource: David R. Smith
On a motion by Whatley, seconded by Garrison, the Council unanimously voted to select Jackie Baker for election to the Arizona Municipal Risk Retention Pool Board of Trustees to fill a four-year term that expires in 2014, and authorize the Mayor to complete the corresponding 2010 Trustee Ballot based on Council's selection.

Acting Town Manager Smith said that the Council nominated Councilor Baker for a position on the Board for Southwest Risk. This item represents the opportunity to vote for two candidates. Smith said he would recommend voting for just one; that would lend more weight to Baker's candidacy in the voting process. In response to a question, Barber confirmed that all of the towns and cities in the Risk Retention Pool would be voting. During further discussion, it was confirmed that voting for only one candidate would count as two votes for that individual.

Councilor Garrison requested items #11 & 12:

11. **Discussion, consideration, and possible direction to staff relative to the Capital Improvement Plan process, required updates, community surveys, public participation, etc.**

On a motion by Roulette, seconded by German, the Council unanimously directed staff to follow the outlined CIP process as per the Town Code.

Garrison said that following some research, she has determined that the Capital Improvement Plan process has gotten somewhat off center. The process was intended to be community-driven, and to provide the opportunity for the public to input what their priorities are. The last time there was community input was in 2005; there is also some question as to whether Council policy advocates a 5-year or 6-year plan.

Commencing discussion of the issue, Smith explained that the Technical Advisory Committee (TAC) is appointed by the Council every five years, and each following year an update is given during the budget process. Smith agreed with Garrison that it appears to be time to appoint another TAC. He suggested that this year there will be a new Finance Director coming on board, together with the new Town Manager, and this coming January should be a good time to form that citizen committee.

After further discussion, it was agreed that the Clerk's Office will remind staff to follow up with the new Director and Manager to initiate the CIP process as discussed. The question of whether to use the previous survey format, in addition to the TAC input, was also discussed, as well as the expense that would be involved. There was a consensus that the 5-year CIP process that should have been initiated in 2010 would be commenced in January 2011.

12. **Discussion, consideration, and possible direction to staff relative to the budget process. Discussion may include, but not be limited to timelines, format, public participation, etc.**
There was no action taken.

Garrison said that she feels the Council has become involved too late in the budget process during the last two years. She believes the Council should be involved at the first of May, instead of in the middle, which would relieve some of the pressure on the deadlines for review. Smith commented that one of the delays is waiting for the revenue figures; not knowing what funding would be available, it is difficult to work on each department's budget. Lisa Elliott said that the Town Code indicates that the Council will receive a draft

budget in May, so there would be no problem with the beginning of May. Garrison said she would remind the other members of that.

As to the initial strategic planning meetings with departments, Elliott said that the overall intention was for department heads to be able to express their concerns for the next fiscal year, so if that could be handled earlier, it would free up working with the numbers beginning in May. The members agreed with that suggestion to move up the meeting with department heads. Barber said that the Town Code could be amended to allow for adoption of the tentative budget closer to the State date of the third Monday of July. There was no further discussion on that issue after Elliott explained that the date of June 30th was chosen relative to the new fiscal year beginning July 1st.

13. **Call to the Public for Items not on the Agenda.**

There was no public input.

14. **Advanced Approvals of Town Expenditures.**

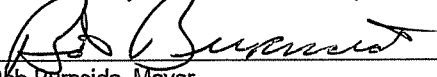
There were no advanced approvals.

15. **Manager/Staff Report**

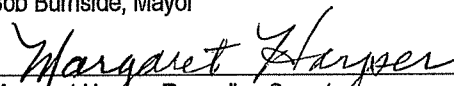
Smith reported that staff is working with Lisa Lumbard regarding some revisions to the contract, required by Statute, that the Town Attorney has requested. Lumbard has accepted some of the changes, but there are still some issues to be resolved, one of which is the \$2,000,000 aggregate. If held to that, Lumbard will be forced to charge substantially more. Smith will keep the Council advised on the outcome.

16. **Adjournment**

On a motion by Garrison, seconded by Kovacovich, the meeting was adjourned at 7:14 p.m.



Bob Burnside, Mayor



Margaret Harper, 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 /Special Session of the Town Council of Camp Verde, Arizona, held on the 7th day of July 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 21 day of July, 2010.



Debbie Barber, Town Clerk