

## AGENDA



**REGULAR SESSION  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
473 S. Main Street, Room #106  
WEDNESDAY, APRIL 18, 2007  
at 6:30 P.M.**

1. **Call to Order**

*As a reminder, if you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time.*

2. **Roll Call**

3. **Pledge of Allegiance**

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) April 4, 2007 – Special Session
- 2) April 4, 2007 – Regular Session
- 3) April 4, 2007 – Executive Session
- 4) March 28, 2007 – Regular Session

b) **Set Next Meeting, Date and Time:**

- 1) Council Hears Planning & Zoning – April 25, 2007 at 6:30 p.m.
- 2) Regular Session – May 2, 2007 at 6:30 p.m.
- 3) Regular Session – May 16, 2007 at 6:30 p.m.
- 4) Council Hears Planning & Zoning – May 23, 2007 at 6:30 p.m.

c) **Possible acceptance of Ann Nason's resignation from the Library Advisory Commission with appreciation for her service.**

d) **Possible approval of a Special Event Liquor License for the American Legion Post 93 as a fund raiser for the Camp Verde Wrestling Team. The event is scheduled for April 20 & 21, 2007.**

e) **Discussion, consideration, and possible approval of the Agreement for Joint Use of Athletic Facilities and Recreational Easement with Chester-Campbell LLC for Sunnyside Park.**

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

6. **Presentation by ADOT Prescott District Engineer Dallas Hammit regarding the SR 260 improvements and potential development, followed by discussion.**

Councilor Parrish requested items 7 & 8:

7. **Discussion with the Town Manager concerning his performance review.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation for legal advice with the attorney; ARS §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider its position and instruct the attorney regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation; and ARS §38-431.03(A)(1) for discussion or consideration of assignment, appointment promotion, demotion,

dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.

8. **Discussion, consideration, and possible assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of the Town Manager.**
9. **Discussion, consideration, and possible award of contract to Carter & Burgess for Project #07-034, Request for Proposal and Statement of Qualifications to provide professional consultant services for the SR 260 Access Management Plan.** There is \$26,000 budgeted in the Transportation Enhancement line item. The remaining balance will be budgeted in the FY 07-08 Budget.
10. **Discussion, consideration, and possible approval of an Intergovernmental Agreement with the Camp Verde Sanitary District.** Note: Council may voted to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation for legal advice with the attorney and ARS §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiations.
11. **Call to the Public for Items not on the Agenda.**

**There will be no Public Input on the following items:**

12. **Advanced Approvals of Town Expenditures**
  - a) **There are no advanced approvals.**
13. **Manager/Staff Report**
14. **Council Informational Reports** Individual members of the Council may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
15. **Adjournment**

Posted by: V Jones

Date/Time: 4-13-07 10:00 a.m.

*Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.*

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.

**MINUTES  
SPECIAL SESSION  
MAYOR and COMMON COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
Wednesday, April 4, 2007  
5:00 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 5:00 p.m.

2. **Roll Call**

Mayor Gioia, Vice Mayor Hauser, Councilors Smith, Baker, Kovacovich and Parry were present; Councilor Parrish was present by telephone conference.

**Also Present:** Town Manager Bill Lee, Town Attorney Bill Sims, Finance Director Dane Bullard, and Recording Secretary Margaret Harper.

**Councilor Kovacovich led the Pledge of Allegiance.**

3. **Discussion with the Town Manager concerning his performance review.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03 (A)(1) for discussion or consideration of assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.

On a motion by Parry, seconded by Smith, the Council voted unanimously to table this item to next week's 6:30 p.m. Regular Session when all Council members are present.

In response to the choice presented by Mayor Gioia whether to have the discussion in Open Session or Executive Session, Manager Lee first chose to read a prepared statement that he said he felt might speed up the meeting. The statement included his desire to continue as Town Manager, his belief that he has the support of staff and the majority of the community, his personal reasons for wanting to serve as Town Manager, and a request to allow the new Council to conduct the review. Lee said he would be willing to go into Executive Session with this Council to discuss ways to improve serving the community, and after a brief discussion opted to have the hearing in Open Session.

After further discussion regarding apparent conflicts in understanding from prior conversations between staff and Mayor Gioia, and the evaluation having been delayed for months, as well as problems with continuing the telephone participation of Councilor Parrish while accommodating the attending public as required by the Open Meeting Law, together with input from Attorney Sims, it was confirmed that the meeting could be recessed, tabled, or closed without taking action.

4. **Discussion, consideration, and possible assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of the Town Manager.**  
There was no action taken.

5. **Adjournment**

On a motion by Hauser, seconded by Baker, the meeting was adjourned at 5:22 p.m.

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Tony Gioia, Mayor

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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 4<sup>th</sup> day of April 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2007.

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Debbie Barber, Town Clerk

**REGULAR SESSION  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
WEDNESDAY, APRIL 4, 2007  
at 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 Gioia, Vice Mayor Hauser, Councilors Smith, Baker, Kovacovich, and Parry were present; Councilor Parrish was present by telephone conference.

**Also Present:** Town Manager Bill Lee, Town Attorney Bill Sims, Finance Director Dane Bullard, Library Director Gerry Laurito, Grants Administrator Mike Casebier, Parks & Rec Director Lynda Moore, Deputy Town Clerk Virginia Jones, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Baker.

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) March 21, 2007 – Regular Session

b) **Set Next Meeting, Date and Time:**

1) Regular Session – April 18, 2007 at 6:30 p.m.

2) Council Hears Planning & Zoning – April 25, 2007 at 6:30 p.m.

3) Regular Session – May 2, 2007 at 6:30 p.m.

4) Regular Session – May 16, 2007 at 6:30 p.m.

5) Council Hears Planning & Zoning – May 23, 2007 at 6:30 p.m.

c) **Possible approval of Proclamation declaring April 29 through May 5, 2007 as *Municipal Clerk's Week*.**

d) **Possible approval of Proclamation declaring April 15 through April 21, 2007 as *National Library Week 2007*.**

e) **Possible approval of Proclamation declaring the month of April as *Fair Housing Month*.**

f) **Possible authorization for Mike Casebier to donate 50 hours of sick time to Robert Chavez.**

g) **Discussion, consideration, and possible approval of increasing the Street Department Seasonal Help line item from \$3,000 to \$11,000. The transfer in the amount of \$8,000 will come from line item 20-70-76-9510, Chip Seal Maintenance, which has \$21,684.44 remaining. We do not anticipate any further chip seal costs this year.**

Councilor Baker requested to set a meeting date for the Manager's review since a motion was made at the Special Session to set the meeting for the 18<sup>th</sup>. Gioia said that the motion was made for next week's meeting. Baker noted that there was no meeting next week. Smith said that he was not available next week. Gioia said that "we'll try to do this when everybody is here." After some discussion, the Mayor said, "we will set a date and call the Council available."

On a motion by Baker, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented, with Items 4d), f) and g) pulled for discussion.

**4d) Possible approval of Proclamation declaring April 15 through April 21, 2007 as National Library Week 2007.**

There was no action taken.

Mayor Gioia drew special attention to the Proclamation by reading it for the record.

**4f) Possible authorization for Mike Casebier to donate 50 hours of sick time to Robert Chavez.**

On a motion by Gioia, seconded by Baker, the Council unanimously authorized Mike Casebier to donate 50 hours of sick time to Robert Chavez.

Grants Administrator Casebier explained that since he is leaving for other employment and has 50-plus hours of sick time accrued, he proposes to donate 50 hours to Robert Chavez who is in need of the help because of a protracted recovery from illness. Casebier added that Robert is a hard worker and valuable employee who deserves the assistance.

**4g) Discussion, consideration, and possible approval of increasing the Street Department Seasonal Help line item from \$3,000 to \$11,000. The transfer in the amount of \$8,000 will come from line item 20-70-76-9510, Chip Seal Maintenance, which has \$21,684.44 remaining.**

On a motion by Baker, seconded by Gioia, the Council unanimously approved the transfer in the amount of \$8,000 from line item 20-70-76-9510, Chip Seal maintenance, for the Street Department Seasonal Help.

Town Manager Lee confirmed that bids to be opened on April 17<sup>th</sup> are in connection with the annual bid process and are for next year's use, with no relevance to the subject line item.

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

(The following comments from individuals are summarized.)

**Norma Garrison** requested that Room 206 be equipped with a phone jack in order to accommodate overflow public attendance at future meetings and move over from the Council Chambers. *Mayor Gioia said he would hope that staff is perceptive to the request.*

**Debbie Barber**, referring to the earlier Special Session, in which the Mayor denied telling the Manager that he wanted the Manager's review/action to wait until after the new Council was seated, but that Council Member Parrish wanted it on the agenda now, stated for the record that the Mayor had also made that statement to her in her office on Monday when he instructed her to cancel the Special Session for the Town Manager's review.

**Danny Parker** voiced his strong objection to the Town Manager's review having already been delayed for seven months, saying he believes it was politically motivated.

**Ginger Mason** said that according to an article she read recently, many small towns are having problems with replacing Town Manager positions; if Lee leaves, it will be up to the Council to take care of every decision and problem while waiting for a qualified replacement.

**Brenda Hauser** announced a Blood Drive on Friday, April 13<sup>th</sup> at Basha's, and a Library Book Sale next weekend; she also said she felt the anger and hate expressed by the public.

There was no further public input.

**6. Presentation by Camp Verde Unified School District Superintendent Jeff D. Van Handel on the District's May 15 Override Election.**

There was no action taken.

Superintendent Jeff D. Van Handel reviewed the estimated allocation of funding and detailed the specific ways the proposed Override Election will enhance a number of areas in the school district, adding that the District plans to report annually to the community on how the funds are being spent.

The members discussed with Mr. Van Handel the potential problem of some confusion between the District's May 15 override election and the Town's mail-in election for the same date. Mr. Van Handel explained the options available in a polling election, as set by the District, and outlined the preparations for informing the public and accepting the ballots.

There was no public input.

7. **Discussion, consideration, and possible direction to staff to send a letter to the CVUSD Board, County School Superintendent Tim Carter and to Governor Janet Napolitano expressing Council's deep concern over the Camp Verde Unified School District's decision to hold a separate election on May 15 with their polling place to be located at the District offices resulting in the likelihood of voter confusion in both the Town's and the District's elections.**

There was no action taken.

The question of potential voter confusion had been somewhat addressed by Mr. Van Handel's explanation of why the override was set as a polling election; also, it was confirmed with Mr. Van Handel that in the event ballots for the Town election were inadvertently sent to the District, or ballots for the School District were dropped off at Town Hall, the ballots will be delivered to the correct site. It was also agreed that with Mr. Van Handel's explanation and the planned public service announcements, it was not necessary to send the proposed letter.

There was no public input.

8. **Discussion, consideration, and possible appointment of a member to the Housing Commission to fill the vacant seat left by Bill Carter. This term expires in September 2008.**

On a motion by Baker, seconded by Hauser, the Council voted unanimously to appoint Sharon D. Roddan, Esq. to the Housing Commission to fill the vacant seat left by Bill Carter.

Lee said that there was one applicant for the position; staff confirmed that she had been notified that her application would be heard this evening.

There was no public input.

9. **Discussion, consideration, and possible direction to staff to prepare a conceptual plan for the proposed Black Bridge Park. The plan, at minimum, is to include the access road to the park; access point(s) to the Verde River; neighborhood buffers; safety fencing type, location(s), and appearance; and address the approximate locations of the restrooms, trails, and amenities, including trash receptacles, animal waste disposal bags, picnic areas, ball fields, etc.**

On a motion by Gioia, seconded by Hauser, the Council by a 5-2 vote directed staff to draw up a plan for the proposed Black Bridge Park; the plan, at minimum, is to include access road to the park along Montezuma Castle Highway side of the Park; access point(s) to the Verde River; neighborhood buffers; safety fencing type, location(s), and appearance; and address the approximate locations of the restrooms, trails, and amenities, including trash receptacles, animal waste disposal bags, picnic areas, ball fields if appropriate; with Baker and Smith opposed.

The members again discussed the request for a plan or a drawing to follow for the installation of the proposed amenities, as well as information regarding sewer service to the restrooms.

**PUBLIC INPUT**

(The following comments from individuals are summarized.)

**Paul Clawson** felt the previous discussions have been a waste of time and the Council has still decided nothing. The central issue is access, and that recommendation has been made by the Town Manager, the Commissions and residents and should be followed.

**Gary Blair** said he totally agrees with Mr. Clawson, and added his concern about talk of putting the library in that area.

**Ginger Mason**, speaking as an individual, said she agrees with Mr. Clawson regarding access issues; that is the key point.

There was no further public input.

During Council discussion following the public input, Mayor Gioia said he believes that Council had determined that the roadway be placed on the Montezuma Castle Highway side in accordance with the recommendations from the Manager, department head, Parks & Recreation Commission and the neighborhood; and would request that it be part of the direction to staff. Lee said he anticipates hearing back from ASU in the next couple of weeks on answers to the archaeological issue after which further steps can be taken to develop the Park. There was a suggestion that in the interim the historic Black Bridge Loop Road access be used and the Park opened up to the public. The Council further discussed and debated the issue of coming up with a drawing, or conceptual plan using the Montezuma Castle Highway alignment, prior to determining the archaeological status.

10. **Discussion, consideration, and possible award of bid for the CDBG 137-06 Downtown Park Improvements, Modular Restroom Project.**

On a motion by Parry, seconded by Smith, the Council unanimously awarded the bid for CDBG 137-06 Downtown Park Improvements, Modular Restroom Project, to Restroom Solutions, Inc., Base Bid.

Lee said that the plan is to install the proposed restroom in an area that would help with special events as well as in the event of an emergency. Grants Administrator Casebier supplied copies of a photo of the proposed restroom and reviewed the research he had conducted and the bids received. Based on his research, Casebier recommended that the Base Bid supplied by Restroom Solutions, Inc. be approved. Casebier explained that the inclusion of showers complied with the Town's Emergency Preparedness Plan to be able to provide showers to the public in the event of a disaster.

**PUBLIC INPUT**

**Tom Nielson** questioned the expense and necessity of including showers in the proposed restroom.

There was no further public input.

11. **Discussion, consideration, and possible approval of the Intergovernmental Agreement by and between the Yavapai County Library District, the Montezuma Rimrock Fire District, and the Town of Camp Verde to provide library services to the residents of the Beaver Creek area of Yavapai County.**

On a motion by Gioia, seconded by Hauser, the Council unanimously approved the Intergovernmental Agreement by and between the Yavapai County Library District, the



Montezuma Rimrock Fire District, and the Town of Camp Verde to provide library services to the residents of the Beaver Creek area of Yavapai County.

Library Director Laurito explained that the plan is basically for the Library staff to provide training and supervision of an all-volunteer staff consisting of Lake Montezuma/Rimrock/Beaver Creek area residents. Funding will be from the County and the Fire District is providing the location. The residents will be able to pick up and drop off materials from libraries in Yavapai County.

The Commission discussed with Laurito the details of the proposed services, including funding, hours of operation, courier service, maintenance, and number of volunteers. Laurito pointed out that the resulting increase in circulation and patron base should increase the County's share of funding for the Camp Verde Library, which would cover any unanticipated costs to the Town, such as the courier service. Lee also said that some maintenance would be provided by the Town as part of the IGA. Town Attorney Sims confirmed that the IGA provides for working with governmental colleagues to get the project started, and then in April of each year agreeing upon a budget, which protects the issue of County funding. Laurito said that when the Fire District building is no longer available in approximately 18 months, the residents would seek new facilities once the project is up and running; in any event, the IGA can be terminated if necessary.

#### **PUBLIC INPUT**

**Janet Aniol** spoke on behalf of the Beaver Creek Library station and volunteers who are looking forward to the library services that will be provided through the proposed Intergovernmental Agreement.

There was no further public input.

12. **Discussion, consideration, and possible award of bid to resurface the pool deck. There is \$28,760 budgeted for this project.**

On a motion by Parry, seconded by Hauser, the Council unanimously awarded the bid to resurface the pool deck in the amount of \$23,303.18.

Lee said that at the start of the 12<sup>th</sup> season for the pool the deck is in poor repair, and turned the item over to Parks & Rec Director Lynda Moore. Moore said that of the three bids received, she is requesting that the Council make the award to Sunsplash Pools in the amount of \$23,303.18; she also explained the work to be done.

#### **PUBLIC INPUT**

**Jeremy Bach** said he and his wife are working with the Swim Team and hopes the pool deck will be completed by the last of April or 1<sup>st</sup> of May. *Moore said that she has asked that the work be completed by May 11<sup>th</sup>.*

There was no further public input.

13. ~~**Discussion, consideration, and possible approval of increasing the Street Department Seasonal Help line item from \$3,000 to \$11,000. The transfer in the amount of \$8,000 will come from from line item 20-70-76-9510, Chip Seal Maintenance, which has \$21,684.44 remaining. We do not anticipate any further chip seal costs this year. This item has been moved to the Consent Agenda.**~~

14. ~~**Discussion, consideration, and possible award of contract to Carter & Burgess for Project #07-034, Request for Proposal and Statement of Qualifications to provide professional consultant services for the SR-260 Access Management Plan.**~~ There is \$26,000 budgeted in the Transportation Enhancement line item. The remaining balance will be budgeted in the FY 07-08 Budget. *This item has been deleted from the Agenda.*

There was some discussion regarding the moving of Item 13 to the Consent Agenda and the deletion of Item 14 from the Agenda as well as the last-minute addition of Item 16, and questioning whether proper procedure had been followed. Attorney Sims explained that he had requested that Item 16 be added based on the Town Code giving the attorney authority to, in effect, ask the Council to call for legal advice concerning an Executive Session. Sims said it was done because of timing requirements regarding the Intergovernmental Agreement and the need to explain some issues in Executive Session. Those issues involve some different approaches by the Sanitary District to the Intergovernmental Agreement already approved.

After further discussion and a reiteration of the required procedure to be followed regarding preparation of the Agenda, the members then addressed the following items.

- 15. Discussion, consideration, and possible determination and/or direction to staff to prepare an ordinance prohibiting the sale of alcohol at Town-sponsored events.**  
Staff was directed to research the legalities and adequate indemnity as discussed and bring back a proposed contract, after review by the Parks & Recreation Commission and the Sheriff's Posse.

Councilor Baker said that she had requested this item based on her concern about the Town's liability exposure, plus sending the wrong message to the community and children. The members discussed the current arrangement with a non-profit group handling the sales and security, with input from Moore on her contacts with other communities and the local bars in Camp Verde. Moore said Southwest Risk has said it is common for a town to have alcohol at special events, but suggested that the Town charge a non-profit group a flat vendor fee thereby eliminating the Town as a co-sponsor splitting the profits. During the following discussion, Town Attorney Sims expressed his opinion that a fixed vendor fee was an option better than the Town participating in a joint venture was; however, he said that by the Town providing the venue, it would be most certainly named in a legal proceeding, and the vendor should provide the protection of a higher level of insurance. Moore said that the Sheriff's Posse has said they would agree to go to a \$2 million policy naming the Town as additional insured. It was suggested that only a minimal flat fee be charged, and the number of events be limited to five per year; perhaps the fee might be calculated based on what the Town has realized from the sales of alcohol the past year. It was proposed that Moore work with Southwest Risk, work with the attorney on an agreement that the Council can approve, come up with a proposal per event for a modest vendor fee, take the issue back to Parks & Rec Commission for a recommendation, and bring it back to Council.

#### **PUBLIC INPUT**

(The following comments from individuals are summarized.)

**Jim Williams**, with the Verde Valley Rangers, listed the events they have covered the past year; no suits have been filed against them; they furnished security, and there was money made by them and the Town. They are interested in handling it again this year as well as in the future; they would go along with the \$2 million insurance and a flat vendor fee.

**Jim Bullard** said this is a rural cowboy community; in most movies, he has seen John Wayne drinks beer.

**Tom Nielson** reminded the members that the Town had enacted a law in the past against alcohol on Town property.

There was no further public input.

- 16. DISCUSSION, CONSIDERATION, AND POSSIBLE DIRECTION TO STAFF REGARDING POSSIBLE FUNDING OPTIONS AND AN INTERGOVERNMENTAL AGREEMENT WITH THE CAMP VERDE SANITARY DISTRICT. Note: Council may vote to go into Executive**

**Session pursuant to ARS §38-431.03 A.3 for discussion or consultation for legal advice with the attorney and ARS §38-431.03 A.4 for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiations.**

On a motion by Smith, seconded by Baker, the Council voted unanimously to go into Executive Session.

On a motion by Gioia, seconded by Council voted unanimously to amend past direction to staff and design an Intergovernmental Agreement to be brought back to Council for approval which will include stipulations that the Town would be given protections comparable to that given to Sanitary District lenders so that the Town's money would be the last in for capital uses and the last in for operational uses. The Town agrees to schedule the vote of dissolution of the District and acquisition by the Town in November 2008, with the stipulation that the Town would be given lender protections. Staff is hereby directed to negotiate an IGA to administratively implement the legislative pledge of \$135,000 per year in sales tax revenue that was authorized April 4, 2007.

Sims explained that Mr. Witt would like to brief the Council on a new approach to the financing. It will be necessary to go into Executive Session in order to give the Town's representatives guidance as to what the Town is willing to negotiate with the Sanitary District, and to describe the legal issues concerning a timing problem. The Town will then need to give its representatives direction if it wishes to change the terms of the IGA that have already been approved. Sims said that the terms for the Town-Sanitary District IGA that have already been approved include: (1) both entities agreeing to hold an election in November '07 and then dissolve, if affirmed in the election;(2) the Town would agree to take \$1.5 million of Town funds secured by a bond issue based on sales tax to buy real property in the vicinity of the District-owned property, and (3).the Town would also commit an additional \$800,000 to fund construction services, with some of that amount coming from HURF funds.

Sims said that a number of issues have now arisen where the Sanitary District has come back with a counter proposal. If the Town is willing to entertain those discussions, they will brief the Town on that issue tonight. Sims requested that following that presentation the Council go into executive session so that Town representatives can be instructed as to how the Town would like to negotiate with the Sanitary District, if at all. Witt will first outline the proposed revisions, and why the alternative is being proposed, and the Council can discuss the pros and cons.

**Robb Witt** gave a Power Point presentation reviewing the Sanitary District's proposed revisions to the currently approved IGA and reasons for coming up with the alternative; following his presentation, Witt offered the wording for a Council motion to approve the proposed revisions. Witt advised the Council that what the Sanitary District is suggesting is a modification to the existing IGA in the form of amendments. Sims said that the suggested motion needs to be modified somewhat to reflect that the Council would undertake the legislative act of authorizing the annual pledge of sales taxes proposed in the amendment versus the administrative act of implementing the legislative decision to pledge sales taxes.

Sims suggested an alternate motion, in essence, to pledge \$135,000 in sales/transaction privilege taxes on an annual basis pursuant to Arizona statute to promote economic development activities, and direct staff to negotiate an IGA to implement this legislative act occurring tonight with the following terms: (1) Taxes authorized to be pledged tonight shall be paid to the Sanitary District in monthly payments of \$11,250 beginning July 2,'07; (2) The funds previously authorized to be expended for excavation and engineering costs will not be expended if District funds are sufficient.

Sims said that the existing IGA provided that the vote for dissolution and acquisition was contemplated for November of 07; the bond attorney believes that cannot occur until November

of '08. Sims also said that the intent of the Council is that the Town funds shall be the last in for capital uses and the last in for operational uses, with the intent of receiving protections comparable to that given to the lenders.

**Jim Ledbetter**, Counsel for the Sanitary District, said he agreed with the position summarized by Sims.

There was no further public input.

**(The Council agreed to address Items 17 through 20 prior to proceeding further on Item 16.)**

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

There was no public input.

**18. Advanced Approvals of Town Expenditures**

**a. Possible approval to exceed the Clerk's Office Election Line Item by approximately \$5,000.**

On a motion by Baker, seconded by Smith, the Council unanimously approved the requested amount of \$5,000.

Deputy Town Clerk Jones explained that the Clerk's Office had not planned on the Referendum; that cost over \$8,000, causing the office to go over budget.

There was no public input.

**19. Manager/Staff Report**

Lee said staff is hopeful that the audit for the Water Company will be completed within the next two weeks; also, Lee outlined plans to possibly arrange a Street Fair and Auction sometime in the middle of May to start raising the funds to build the new Library and enlisting the cooperation of the merchants.

**20. Council Informational Reports**

Hauser reminded everyone that there is only one more home baseball game. Hauser added that her granddaughter has made it to Iraq and for all too please include her in their prayers.

**A recess was called at 9:22 p.m. to go into Executive Session; the meeting was called back to order at 9:54 p.m.**

**21. Adjournment**

On a motion by Baker, seconded by Hauser, the meeting was adjourned at 9:56 p.m.

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Tony Gioia, Mayor

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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 Regular Session of the Town Council of Camp Verde, Arizona, held on the 4<sup>th</sup> day of April 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2007.

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Debbie Barber, Town Clerk

**MINUTES  
REGULAR SESSION  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
WEDNESDAY, MARCH 28, 2007  
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 Gioia, Vice Mayor Hauser, Councilors Baker, Smith, Kovacovich, Parrish and Parry were present.

**Also Present:** Community Development Director Nancy Buckel, Councilor-Elect Greg Elmer, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Hauser.

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) There are no minutes for approval.

b) **Set Next Meeting, Date and Time:**

1) Regular Session – April 4, 2007 at 6:30 p.m.

3) Regular Session – April 18, 2007 at 6:30 p.m.

4) Council Hears Planning & Zoning – April 25, 2007 at 6:30 p.m.

On a motion by Hauser, seconded by Baker, the Consent Agenda was unanimously approved as presented, with the addition of a Special Session on April 4, 2007 at 5:00 p.m.

After a brief discussion it was agreed to schedule a Special Session for April 4, 2007 at 5:00 p.m.

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

There was no public input.

6. **Discussion, consideration, and possible approval of Resolution 2007-722, a resolution of the Common Council of the Town of Camp Verde, Arizona approving the Preliminary Plat 2006-08 for the purpose of developing Summerset @ Simonton Ranch subdivision within Simonton Ranch Master Planned Community on portions of parcels 403-23-103M, 403-23-102V consisting of approximately 30.90 acres and 104 lots with the minimum lot size being 5,000 square feet. The Preliminary Plat is submitted by Scott Simonton, agent for owners Camp Verde Homestead, LLC and Verde River Properties, LLC. The site is located off Homestead Parkway and SR 260.**

On a motion by Smith, seconded by Kovacovich, the Council voted **5-2** to approve Resolution 2007-722, a resolution of the Common Council of the Town of Camp Verde, Arizona approving the Preliminary Plat 2006-08 for the purpose of developing Summerset @ Simonton Ranch subdivision within Simonton Ranch Master Planned Community on portions of parcels 403-23-103M, 403-23-102V consisting of approximately 30.90 acres and 104 lots with the minimum lot size being 5,000 square feet; **with Hauser and Parry opposed.**

Community Development Director Buckel said that the subject Preliminary Plat is for another portion of the Simonton Ranch containing 104 lots on a total of 30.9 acres. Buckel reviewed the proposed density and identified the development as Parcel 16 on the map of Simonton Ranch. Buckel outlined the two new roadways, parking provisions, sidewalks, comments from the Fire

Marshal's Office, the setbacks, and a possible future extension of Summerset Drive by bridging a wash, contingent upon development of a portion of land designated for commercial development. In connection with the agency reviews, Buckel pointed out statements from the Housing Commission wanting to put the developer on notice regarding their desire to discuss the goals of acquiring attainable housing, possibly within the development. The Town Engineer has requested vertical curbs instead of rolled curbs; however Mr. Simonton had discussed his point of view on that issue with Planning & Zoning. The Commission has unanimously recommended approval of the Preliminary Plat. Following Buckel's presentation, the Council questioned the developer's choice of street names that did not include any of the historical street names preferred by the Town.

**Scott Simonton** outlined the proposed project including the planned amenities, adding that based on the recent death of the major contributor, the Envirozeum appears to be in limbo at this time. Simonton reviewed in detail the two exceptions being requested as to allowing parking on both sides of the street, and sidewalks on only one side. Simonton also explained in detail the reason for wanting to reserve his right to possibly extend Summerset Drive as outlined briefly by Buckel.

The Council discussed with Mr. Simonton the proposed street widths, traffic and parking, as well as development of the planned trails. Simonton indicated that he is open to the standards to be drafted by the Trails Commission regarding construction of the trails. Simonton confirmed his intent to provide the traditional bonding for assurance of completion. The subject of attainable housing was also discussed with Simonton, who commented that because of the expense already invested, attainable housing would not appear to fit into the project; however, he said he is open to suggestions. There was further discussion regarding the agency comments, the Town Engineer's recommendations, the planned sidewalks and curbs.

In further discussion regarding the subject of affordable housing, it was suggested that there should be better communication between Planning & Zoning and the Housing Commission during the subdivision process; the developer does not seem to be aware of what the Housing Commission is working on and what opportunities the Town actually has available for developing affordable housing.

#### **PUBLIC INPUT**

**Norma Garrison**, a member of the Housing Commission but speaking for herself, said that it is never too late for developers to consider workforce housing; there are many opportunities and programs that would actually be of help to the developer as well, and it is a win-win situation.

**Jeremy Bach**, also a member of the Housing Commission but speaking from his personal standpoint as a developer, suggested that this particular project from the cost perspective does not meet the necessary mold for workforce housing, unless a Town Land Trust is put into place with Camp Verde willing to offset the infrastructure cost for each possible lot. Also, perhaps the issue could be an agenda item for housing at the time approval is requested for a development in the future.

**Gary Blair** stressed that the Town needs to get the sewer system on line before anything else can be done; that is the Number One priority.

There was no further public input.

7. **Discussion, consideration, and possible approval of Resolution 2007-721, a resolution of the Common Council of the Town of Camp Verde, Arizona approving the Preliminary Plat 2006-06 for the purpose of developing Bella Vista subdivision on parcels 403-19-010B, 403-21-001, 403-21-001A, 403-21-001B & 404-18-158C consisting of approximately 16.052 acres and 16 lots with the minimum size being**

**35,000 sq. ft. The site is located off Arena del Loma at the I-17 overpass.**

On a motion by Parry, seconded by Parrish, the Council unanimously approved Resolution 2007-721, a resolution of the Common Council of the Town of Camp Verde, Arizona approving the Preliminary Plat 2006-06 for the purpose of developing Bella Vista subdivision on parcels 403-19-010B, 403-21-001, 403-21-001A, 403-21-001B & 404-18-158C consisting of approximately 16.052 acres and 16 lots with the minimum size being 35,000 sq. ft.; **to include in the Resolution the Camp Verde Fire District's request requiring paved surface or compacted AB on driveways for all-weather access.**

Buckel explained that the Preliminary Plat is for property located off of Arena del Loma; the application requests an exception to Town standards for roadway construction for curb; that is, rather than vertical, rolled or ribbon curbs the developer proposes a thickened edge on the pavement to retain the rural feel in the area. Also, the developer indicates that the streets will be built with compacted dirt swales for drainage. Buckel reviewed the request for placement septic and wells for the smaller lots; Environmental Services has said that it appears that a house well and septic can be placed on each parcel and the placement of each will be provided as part of the plat to require that placement. The Camp Verde Fire District has requested that all driveways be improved to such a degree that the fire equipment can access the property at any time of the season; the developer has agreed to comply. The developer has provided a trail easement as recommended by the Trails Commission. The P&Z Commission recommended 4-3 to approve the waiver for wells and septic on lots less than 70,000 square feet, and voted 6-1 to recommend approval of the Preliminary Plat, with stipulations for rolled curbs instead of thickened edge, and HOA be formed for maintenance of the paths and trailways and should also have included the drainage areas. The CC&Rs will be submitted at the time of the Final Plat.

**Al Dupuy**, agent for CWS Development, said that Buckel had outlined the project quite well; the difference between this project and the Simonton Ranch is that these homes will be somewhat lower priced.

At the beginning of the Council discussion it was pointed out that the historic street names were again not used. The Design Engineer, Glen Millett, was asked about the size and composition of the planned trails. Mr. Dupuy confirmed that the Trails Commission will be asked for recommendations to help in drafting up the CC&Rs regarding the maintenance of the trails. Mr. Dupuy said that there will be the standard assurances for completion of the development, and the engineer is working on providing the requested rolled curbs; the cross section on the Preliminary Plat will change to reflect that. Gioia outlined for the record the recommendations from the Town Engineer.

Staff was requested to **bring back to Council an agenda item** to consider a proposed ordinance amendment to require developers to use the historical street names.

Following the motion for approval, there was some discussion regarding possible errors in the parcel numbers set forth in the agenda item; staff confirmed that the parcel numbers as listed were correct.

There was no public input.

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

**Gary Blair** asked about the status of the proposed security clearances and background checks on Town Council, boards, staff and volunteers; *Gioia requested that staff report back to Council on the subject after contacting the Town Attorney.*

There was no further public input.

**9. Advanced Approvals of Town Expenditures**



**a) There are no advanced approvals.**

There were no further advanced approvals.

**10. Manager/Staff Report**

Buckel requested clarification regarding the procedure to discuss a possible amendment to the Historic Street Names code section; she was advised that it will be a policy decision for the Council to address as a regular agenda item.

**11. Council Informational Reports**

**Parrish** commented that the Chamber of Commerce put on a wonderful meal last night at Randall's Café; a good crowd attended.

**Smith** reported on the details he brought back from the Verde Valley Transportation Planning Organization meeting this morning including the County and ADOT studies and projects, current and future. Smith also commented on the Yavapai County impact fees; it is anticipated that they will be raised for all residential statewide.

**Baker** said that the Rural Transportation Group has been in Washington also pushing for the Central and Northern Arizona needs; it is a constant ongoing battle.

**Kovacovich** wanted to thank the Chamber for the luncheon last Friday at the Lodge; there was a good speaker on economic development from Tucson.

**Gioia** reported that the 260 Access Management/Roadway Master plan should be on the agenda for Council discussion of consultants; he briefly reviewed a recent contact with the Governor's Office. The Council will also have a presentation in mid-April from Cottonwood, through ADOT, on the proposed traffic light project in the Steve Coury area.

**12. Adjournment**

On a motion by Hauser, seconded by Baker, the meeting was adjourned at 8:24 p.m.

\_\_\_\_\_  
Tony Gioia, 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 28th day of March 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2007.

\_\_\_\_\_  
Debbie Barber, Town Clerk

Ann Nason  
491 Dakota Dr.  
Camp Verde, AZ 86322  
April 9, 2007

Library Advisory Commission  
Town of Camp Verde  
473 S. Main St. Room #106  
Camp Verde, AZ 86322

Dear Members of the CV Library Advisory Commission:

I regret to inform you that I will be resigning from the Library Advisory Commission, effective immediately. Although I had every good intention of becoming an active, contributing member of the committee when I agreed to serve, I find that my ignorance about the history and workings of the town of Camp Verde is quite a disadvantage for me. I'm sure that someone who has lived in the area a little longer, or who may be more knowledgeable about building and architecture, would be able to make a much more valuable contribution to your work than I feel that I can.

It is important to me to feel that I am contributing member of any organization of which I am a member. It is through no one's fault but my own that I have been unable to gender the enthusiasm that I should have for such an important mission. I would like to thank you for the welcome that you extended to me, as well as for your patience with my questions.

Sincerely,

A handwritten signature in cursive script that reads "Ann Nason".

Ann Nason

*This certificate is awarded to*

**Ann Nason**

*In recognition of her valuable service to the Town for her time  
serving on the Library Commission.*



TOWN OF CAMP VERDE

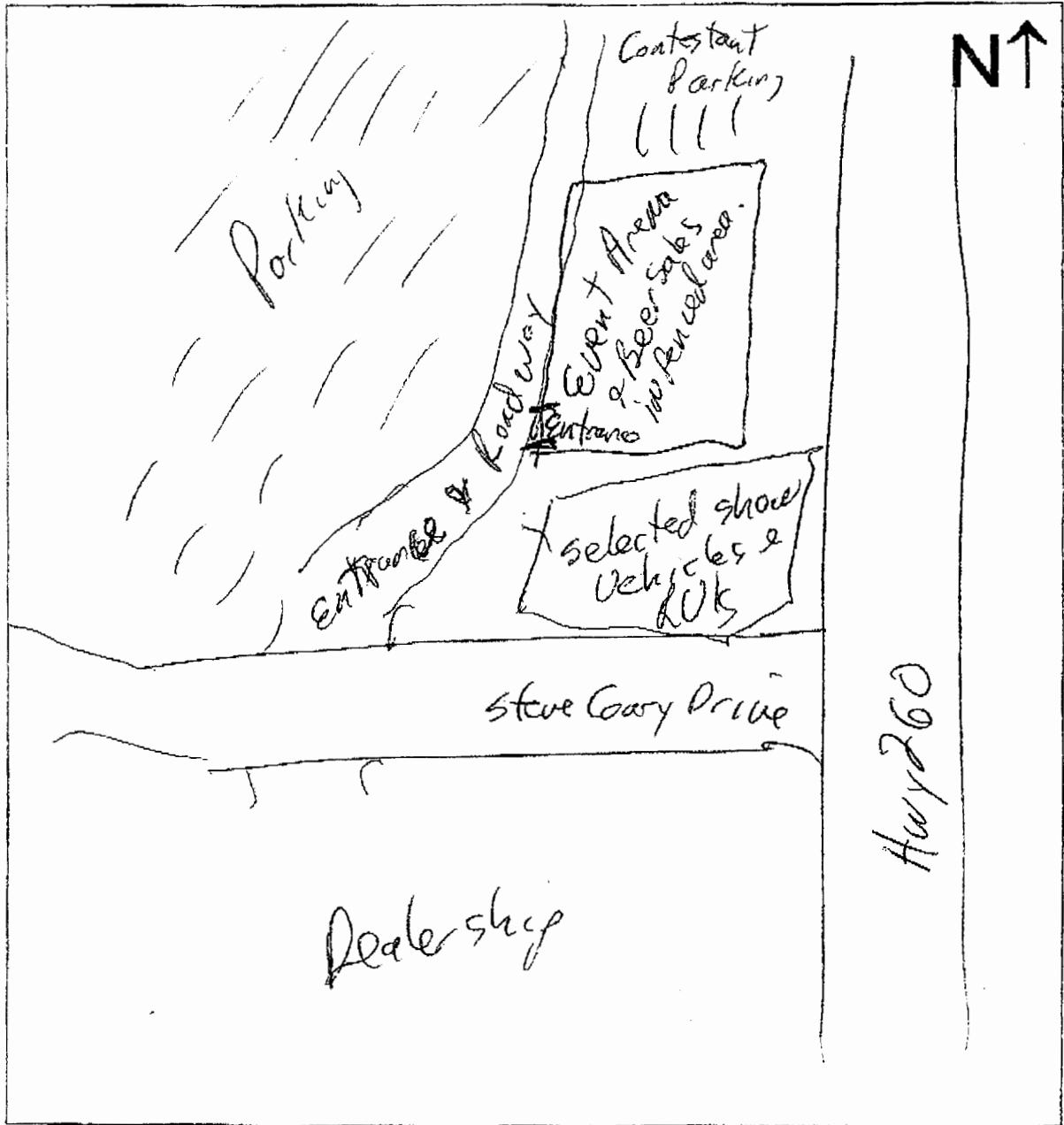
\_\_\_\_\_  
Mayor Tony Gioia

\_\_\_\_\_  
Date



**SPECIAL EVENT LICENSED PREMISES DIAGRAM**  
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)  
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



ATTN: Bob Weir

10. Has the applicant been convicted of a felony in the past five years, or had a liquor license revoked?  
 YES  NO (attach explanation if yes)

11. This organization has been issued a special event license for 2 days this year, including this event  
(not to exceed 10 days per year).

12. Is the organization using the services of a promoter or other person to manage the event?  YES  NO  
If yes, attach a copy of the agreement.

13. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds.  
**THE ORGANIZATION APPLYING MUST RECEIVE 25% OF THE GROSS REVENUES OF THE SPECIAL EVENT.**

Name Camp Verde High School Wrestling Team 100%  
Percentage

Address \_\_\_\_\_

Name \_\_\_\_\_  
Percentage

Address \_\_\_\_\_  
(Attach additional sheet if necessary)

14. Knowledge of Arizona State Liquor Laws Title 4 is important to prevent liquor law violations. If you have any questions regarding the law or this application, please contact the Arizona State Department of Liquor Licenses and Control for assistance.

**NOTE: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.  
"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT PREMISES."**

15. What security and control measures will you take to prevent violations of state liquor laws at this event?  
(List type and number of security/police personnel and type of fencing or control barriers if applicable)

3 # Police  Fencing  
3 # Security personnel  Barriers

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

16. Is there an existing liquor license at the location where the special event is being held?  YES  NO  
If yes, does the existing business agree to suspend their liquor license during the time period, and in the area in which the special event license will be in use?  YES  NO

**(ATTACH COPY OF AGREEMENT)**

AMERICAN Legion Post 93 (928) 567 6154  
Name of Business Phone Number

17. Your licensed premises is that area in which you are authorized to sell, dispense, or serve spirituous liquors under the provisions of your license. The following page is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades or other control measures and security positions.

**THIS SECTION TO BE COMPLETED ONLY BY AN OFFICER, DIRECTOR OR CHAIRPERSON OF THE ORGANIZATION NAMED IN QUESTION #1**

18. I, \_\_\_\_\_ declare that I am an Officer/Director/Chairperson appointing the  
(Print full name)  
applicant listed in Question 6, to apply on behalf of the foregoing organization for a Special Event Liquor License.

X \_\_\_\_\_ (Signature) \_\_\_\_\_ (Title/Position) \_\_\_\_\_ (Date) \_\_\_\_\_ (Phone #)  
State of \_\_\_\_\_ County of \_\_\_\_\_  
The foregoing instrument was acknowledged before me this  
\_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Year

My Commission expires on: \_\_\_\_\_ (Date) \_\_\_\_\_ (Signature of NOTARY PUBLIC)

**THIS SECTION TO BE COMPLETED ONLY BY THE APPLICANT NAMED IN QUESTION #6**

19. KEITH ARNOLD TUCKER declare that I am the APPLICANT filing this application as  
(Print full name)  
listed in Question 6. I have read the application and the contents and all statements are true, correct and complete.

X \_\_\_\_\_ (Signature) State of \_\_\_\_\_ County of \_\_\_\_\_  
The foregoing instrument was acknowledged before me this  
\_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Year

My commission expires on: \_\_\_\_\_ (Date) \_\_\_\_\_ (Signature of NOTARY PUBLIC)

**You must obtain local government approval. City or County MUST recommend event and complete item #20. The local governing body may require additional applications to be completed and submitted 60 days in advance of the event. A dditional licensing fees may also be required before approval may be granted.**

**LOCAL GOVERNING BODY APPROVAL SECTION**

20. I, \_\_\_\_\_ (Government Official) \_\_\_\_\_ (Title) hereby recommend this special event application  
on behalf of \_\_\_\_\_ (City, Town or County) \_\_\_\_\_ (Signature of OFFICIAL) \_\_\_\_\_ (Date)

**FOR DLLC DEPARTMENT USE ONLY**

Department Comment Section:

\_\_\_\_\_  
(Employee) \_\_\_\_\_ (Date)

APPROVED  DISAPPROVED BY: \_\_\_\_\_  
\_\_\_\_\_  
(Title) \_\_\_\_\_ (Date)

**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Type: Regular**

**Meeting Date: 4-18-07**

**Submitting Department: Manager**

**Contact Person: Bill Lee**

**Consent:**  **Regular:**  **Requesting Action:**  **Report Only:**

**Type of Document Needing Approval (Check all that apply):**

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Acceptance/Approval | <input type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Emergency Clause            |
| <input type="checkbox"/> Final Plat                     | <input type="checkbox"/> Grant Submission   | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application       | <input type="checkbox"/> Ordinance          | <input type="checkbox"/> Preliminary Plat            |
| <input type="checkbox"/> Public Hearing                 | <input type="checkbox"/> Resolution         | <input type="checkbox"/> Special Consideration       |
| <input type="checkbox"/> Special/Temp Use Permit        | <input type="checkbox"/> Other:             |  |

**Agenda Text (Be Exact):** Discussion, consideration, and possible approval of an Agreement for Joint Use of Athletic Facilities and Recreational Easement with Chester-Campbell LLC for use of Sunnyside Park.

**Staff Recommendation:** Approve Budgeted/Amount Yes \$ \_\_\_\_\_

\_\_\_\_\_  
Finance Director Review (if item in unbudgeted, under budgeted, or exceeds budgeted amount)

Line Item/Fund:

Purpose of Item and Background Information: The existing agreement expires in May 2007. This agreement will continue the partnership for an additional 3 years through May 2010.

List All Attachments as Follows: Agreement

Type(s) of Presentation: Verbal Only

**Signatures of Submitting Staff:**

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Town Manager/Designee:** \_\_\_\_\_



**AGREEMENT  
FOR  
JOINT USE OF ATHLETIC FACILITIES  
AND  
RECREATIONAL EASEMENT**

This Agreement ("Agreement"), made this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by and between the TOWN OF CAMP VERDE, a municipal corporation of the State of Arizona hereinafter called the TOWN, Chester-Campbell LLC, herein referred to as owners.

WHEREAS, it is in the best interests of the public that a private landowner may grant occasional recreational and educational use of his property, and to encourage such use the law provides for increased proof of negligent conduct for tort liability under ARS 33-1551; and

WHEREAS, the TOWN and the PROPERTY OWNERS agree to a joint use of a portion of the property of the SCHOOL, as indicated on Exhibit A; and

WHEREAS, the construction and joint use of the Facility increases the recreational capabilities available to students and the community as a whole.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions hereinafter contained, it is agreed by and between the TOWN and the OWNERS as follows:

1. **PURPOSE:** This Agreement provides for the joint use of the Facility for the purpose of providing joint athletic facilities in the form of softball fields, soccer fields and baseball fields.
2. **TERM:** This Agreement shall be for a period of three (3) years, renewable by mutual consent for successive three (3) year periods.
3. **FACILITY:** The TOWN will construct or improve the property adding additional Ramada's, picnic tables, extending the parking lot, adding infield material to the softball fields and adding larger backstops.
  - A. Either party may use the Facility during periods of non-use by the other party upon the written consent of the party entitled to the use.
4. **CONSTRUCTION:** The OWNERS agrees to pay for the irrigation water for the facility. The TOWN, contingent upon annual funding appropriated by Town Council, agrees to be responsible for the continuing maintenance of the Facility to a standard equivalent to other similar TOWN maintained athletic facilities, such as Butler Park. Contingent upon annual funding appropriated by the Town Council, the TOWN will prepare the play areas and furnish and supply all expendable materials for the preparation of the play areas. In the event that the Town Council does not appropriate sufficient funding for all purposes specified in this Agreement, the owners may cancel this Agreement upon thirty (30) days written notice to the TOWN. In the event of a termination of Agreement, the TOWN reserves the right to remove all portable facilities, such as bleachers, benches and picnic tables.
5. **USE:** The parties hereto agree that said Facility, shall be used exclusively for the benefit of the SCHOOL during all week days of the SCHOOL calendar year between the hours of 7:00 a.m. and 3:30 p.m. The OWNERS agree that the TOWN shall have unrestricted use of the Facility, for all other periods not reserved for the exclusive use of the SCHOOL under this paragraph. The parties agree that either party may use the Facility during the time of possession of the other party upon the written approval of the party entitled to possession and use.

6. INSURANCE: It is mutually agreed between the parties hereto that each has secured and shall continue in force public liability insurance as shall be deemed necessary for its own protection. Each party shall indemnify and hold harmless the other party from acts of negligence of its agents and employees. Each party shall be required to obtain and maintain insurance in the sum of not less than One Million Dollars covering its activities. This insurance may be comprised of self-insurance retention (SIR) and insurance in an aggregate sum of not less than One Million Dollars, provided that the SIR for either party's insurance policy shall not exceed Twenty-Five Thousand Dollars. The parties shall annually provide to each other a certificate of insurance that the insurance and/or SIR in the stipulated sum is in effect. The in insurance of the TOWN shall name the owners, together with Chester-Newton Charter and Montessori School as additional insured, which insurance shall be primary to any other available insurance for claims arising under this Agreement.
7. FUTURE AMENITIES DEVELOPMENT: Future development of the Facility, such as lights, restrooms, storage and concession facilities, or additional fields or courts for other sports, must have approval of both parties, with all construction costs agreeable to both the TOWN and the OWNERS. The parties will either amend this Agreement accordingly or enter into a separate agreement regarding such future development. All development will have approval of property owners.
8. SEVERABILITY: If any terms, parts, or provisions of this Agreement are for any reason invalid or unenforceable, the remaining terms, parts, or provisions are nevertheless valid and enforceable.
9. NO PARTNERSHIP: Nothing in this Agreement constitutes a partnership or joint venture between the parties, and neither party is the principal or agent of the other.
10. SUCCESSORS AND ASSIGNS: This Agreement is not assignable unless both parties mutually consent otherwise in writing. The requirements of this Agreement are binding upon their heirs, executors, administrators, and assigns of both parties.
11. ARBITRATION: If the parties mutually agree, claims, disputes or other matters in question, may be submitted for arbitration and decided according to the Arizona Uniform Rules of Procedure for Arbitration. Demand for arbitration must be files in writing with the other party to this Agreement.
12. ATTORNEYS FEES AND COSTS: If either party brings an action or proceeding for failure to observe any of the terms or provisions of this Agreement, the prevailing party may recover, as part of the action or proceeding, all litigation, arbitration and collection expenses, including, but not limited to, witness fees, court costs, and reasonable attorney fees.
13. VENUE: The parties must institute and maintain any legal actions or other judicial proceedings arising from the Agreement in a court of competent jurisdiction in Yavapai County, Arizona.
14. SALE OF PROPERTY: In the event the owners decide to sell any or all of the below parcel numbers - parcel #'s 404-02-006B the site of the historic Sunnyside building.; 404-02-007 A the site of Chester Newton School; 404-02-005 the vacant lot; 404-02-097 the Town of Camp Verde will be duly notified at least fifteen (15) calendar days prior to either listing of the property for sale or, if the property is not to be listed, prior to executing a binding contract for the sale of the property.

15. COMPLIANCE WITH LAW: The parties must comply with all federal, state, and local laws and ordinances applicable to performance under this contract, including the Americans with Disabilities Act (ADA). The TOWN will install all improvements on the property shown on Exhibit A in compliance with the ADA and will hold the owners harmless from all claims under the ADA.

TOWN OF CAMP VERDE,  
a municipal corporation

BY: \_\_\_\_\_  
Bill Lee, Town Manager

\_\_\_\_\_  
Betty Chester, Ed. D

ATTEST:

\_\_\_\_\_  
Debbie Barber, Town Clerk

\_\_\_\_\_  
D.G. Campbell Ph. D  
Approved by property owner

\_\_\_\_\_  
William J. Sims III, Town Attorney

**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Type: Regular**

**Meeting Date:4/4/2007**

**Submitting Department:Streets**

**Contact Person:Ron Long**

**Consent:**  **Regular:**  **Requesting Action:**  **Report Only:**

**Type of Document Needing Approval (Check all that apply):**

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> Acceptance/Approval | <input checked="" type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Emergency Clause            |
| <input type="checkbox"/> Final Plat                     | <input type="checkbox"/> Grant Submission              | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application       | <input type="checkbox"/> Ordinance                     | <input type="checkbox"/> Preliminary Plat            |
| <input type="checkbox"/> Public Hearing                 | <input type="checkbox"/> Resolution                    | <input type="checkbox"/> Special Consideration       |
| <input type="checkbox"/> Special/Temp Use Permit        | <input type="checkbox"/> Other:                        |  |

**Agenda Text (Be Exact):** Discussion, consideration and possible award of contract to Carter & Burgess for Project #07-034, Request for Proposal and Statement of Qualifications to Provide Professional Consultant Services for the State Route 260 Access Management Plan.

**Staff Recommendation:** Approve Budgeted/Amount No \$110,434.20

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Finance Director Review (if item in unbudgeted, under budgeted, or exceeds budgeted amount)

Line Item/Fund:20-70-76-6027 (Transportation Enhancement) \$26,000

Purpose of Item and Background Information: We received two RFP's and Statement of Qualifications for this project and after careful consideration, we would like Council to award the contract for the SR 260 Access Management Plan to Carter & Burgess. Their proposal and statement of qualifications demonstrated strong project management, transportation planning and the engineering expertise necessary to complete this project. Carter & Burgess has estimated that the cost proposal will be \$110,434.20. We will pay approximately 24% of this cost in this fiscal years budget from the line item listed above. The remaining 76% will be paid out of next years budget from the same line item.

List All Attachments as Follows:

Contract Documents &  
Carter & Burgess Plan Overview &  
Carter & Burgess Fee Estimate

Type(s) of Presentation: Verbal Only

Special Equipment needed for Presentation:

- |  |   |                                 |
|--|---|---------------------------------|
| <input type="checkbox"/> Laptop Computer*  | <input type="checkbox"/> Overhead Projector   | <input type="checkbox"/> TV-VCR |
| <input type="checkbox"/> Remote Microphone | <input type="checkbox"/> Conference Telephone | <input type="checkbox"/> Other  |

\*Our laptop does NOT support a floppy disk (A-drive). All PowerPoint presentations must be saved to the hard drive or burned to a CD. Please advise any outside presenters of this requirement.

**Please Note:** You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**Signatures of Submitting Staff:**

Name:     *Rm Jmg*     Title:     *Public Works Director/egr.*    

Town Manager/Designee: \_\_\_\_\_

**STAFF HOUR ESTIMATE  
SR 260 ACCESS MANAGEMENT PLAN**

Task	Description	Project Manager	Senior Transportation Planner	Transportation Planner	Traffic Engineer	Transportation Engineer	Land Use Planner	CADD Technician	Graphics Artist	Admin. Asst.	Total Hours
1	Refine Scope of Work	0	0	0	0	0	0	0	0	0	0
2	Assemble Project Advisory Committee	24	24	8	8	4	0	0	0	12	80
2.1	Meetings, Agenda & Meeting Notes	24	24	8	8	4	0	0	0	12	80
3	Data Collection & Review	7	5	22	33	4	12	4	20	0	107
3.1	Prior Existing Studies	2	2	4	4	4	4	4	4	20	20
3.2	Accident Data				8						8
3.2d	Accident Graphic				3				4		7
3.3	Traffic Data			2	4						6
3.3d	Existing Traffic Data Graphic				2				4		2
3.4	Aerial Map			4							4
3.5	Development, Land Ownership & Zoning Info & Data			8							8
3.0.d.1	Technical Memorandum #1 - Data Collection and Review	1	1	4	12		8		4		20
3.0.d.2	Land Ownership, Use & Zoning Map	2	2	4	0		0		8		12
4	Bypass Route Identification	7	4	4	0		0		8		23
4.1	Identify Potential Routes	2							12		12
4.1.d	Map of Potential Routes			4					3		3
4.2	Fatal Flaw Screening of Potential Routes	3	2	2	8				4		13
4.0.d	Technical Memorandum #2 - Bypass Route Identification	2	2	2	12		16		4		23
5	Future Traffic Volumes	4	24	92	0		16	0	4	3	143
5.1	Land Use Analysis	2	2	6			16				26
5.2	Tip Generation			18							18
5.3	Develop Future Background Traffic Estimates			8							8
5.4	Develop Future Build Traffic Estimates			32							32
5.0.d	Technical Memorandum #3 - Future Traffic Volumes	2	6	24	12		12		24		24
6	Access & Bypass Analysis	12	13	20	32	28	12	24	0	0	141
6.1	Develop Access Alternatives	4	4		8	8	6	24			30
6.1.d	Access Alternative Maps	2				12					12
6.2	Assess Bypass/SR 260 Intersection Locations	2	4	4	4	4	2				20
6.3	Traffic Analysis	2	4	4	16	4	2				20
6.4	Access and Bypass Assessment	2	4	4	4	4	2				20
6.5	Select Preferred Access & Bypass Alternative										0
6.0.d	Technical Memorandum #4 - Access & Bypass Analysis	2	1	8	0	0	2	0	24	28	13
7	Public Meeting	15	16	0	0	0	0	0	6	2	83
7.1	Council Workshop	4	4								8
7.2	Public Meeting	4	4								8
7.2.d.1	Mailing List										0
7.2.d.3	Meeting Invitations	1	1						1	4	6
7.2.d.4	Exhibits	1	1						16	1	17
7.2.d.5	Summary of Comments	1	1						1	4	6
7.2.d.6	Comments	2	2								4
7.0.d	Technical Memorandum #5 - Public Process & Comments	2	8	16	24	10	6	0	0	3	70
8	Select Recommended Access & Bypass Alternative	4	4	4	4	4	2				20
8.1	Refine Alternatives	2	2	12	8	4	2				28
8.2	Additional Traffic/Model Analysis	2	1	0	12	2	2				22
9	Develop Design Guidelines	2	0	0	4	8	0	0	0	3	17
9.0.d	Technical Memorandum #7 - Design Guidelines	2	12	8	4	8	4	0	0	3	17
10	Interagency Coordination	10	8	46	0	0	0	0	28	6	46
11	Prepare Report	4	2	30	8	8	0	0	16	3	55
11.0.d.1	Draft Report	2	2	16	0	0	0	0	8	3	31
11.0.d.2	Final Report	4	4								8
11.1	Presentation to Council (1)	5	0	0	18	28	0	60	4	5	116
12	Prepare Striping, Signage & Traffic Control Schematics (Optional Task)	2	0	0	12	12	0	60	0	2	86
12.0.d.1	Cost Estimate	2									2
12.0.d.2	Schematic Plans	1									1
12.0.d.3	Technical Memorandum #8 - Striping, Signage & Traffic Control Schematics	102	113	216	123	123	60	96	80	63	986
<b>Total Hours</b>											

**FEE ESTIMATE  
SR 260 ACCESS MANAGEMENT PLAN**


With Task 12 - Prepare Striping, Signage & Traffic Control Schematics

<b>Direct Labor</b>			
Labor	Hours	Hourly Rate	Fee
Project Manager	102	\$ 172.54	\$ 17,599.23
Senior Transportation Planner	113	\$ 175.99	\$ 19,886.47
Transportation Planner	216	\$ 132.50	\$ 28,620.00
Traffic Engineer	123	\$ 119.25	\$ 14,667.75
Transportation Engineer	123	\$ 103.25	\$ 12,699.75
Land Use Planner	50	\$ 103.25	\$ 5,162.50
CADD Technician	96	\$ 79.65	\$ 7,646.40
Graphics Artist	80	\$ 76.70	\$ 6,136.00
Admin. Asst.	63	\$ 67.85	\$ 4,274.55
<b>Subtotal Direct Labor</b>	<b>966</b>		<b>\$ 116,692.66</b>

<b>Direct Expenses</b>			
Mileage	2000	\$ 0.42	\$ 830.00
Copying	50	\$ 15.00	\$ 750.00
Printing	50	\$ 2.50	\$ 125.00
Deliveries	4	\$ 45.00	\$ 180.00
<b>Subtotal Direct Expenses</b>			<b>\$ 1,885.00</b>

Subconsultants			
United Civil Group (Traffic Counts)			\$ 3,000.00
<b>Subtotal Subconsultants</b>			<b>\$ 3,000.00</b>

Total Proposed Fee \$ 121,577.66

Signature 

Senior Project Manager

April 2, 2007

Date

Carter Burgess

Without Task 12 - Prepare Striping, Signage & Traffic Control Schematics

<b>Direct Labor</b>			
Labor	Hours	Hourly Rate	Fee
Project Manager	97	\$ 172.54	\$ 16,736.53
Senior Transportation Planner	113	\$ 175.99	\$ 19,886.47
Transportation Planner	216	\$ 132.50	\$ 28,620.00
Traffic Engineer	105	\$ 119.25	\$ 12,521.25
Transportation Engineer	95	\$ 103.25	\$ 9,808.75
Land Use Planner	50	\$ 103.25	\$ 5,162.50
CADD Technician	36	\$ 79.65	\$ 2,867.40
Graphics Artist	80	\$ 76.70	\$ 6,136.00
Admin. Asst.	58	\$ 67.85	\$ 3,935.30
<b>Subtotal Direct Labor</b>	<b>850</b>		<b>\$105,674.20</b>

<b>Direct Expenses</b>			
Mileage	2000	\$ 0.42	\$ 830.00
Copying	50	\$ 15.00	\$ 750.00
Printing	0	\$ 2.50	\$ -
Deliveries	4	\$ 45.00	\$ 180.00
<b>Subtotal Direct Expenses</b>			<b>\$ 1,760.00</b>

Subconsultants			
United Civil Group (Traffic Counts)			\$ 3,000.00
<b>Subtotal Subconsultants</b>			<b>\$ 3,000.00</b>

Total Proposed Fee \$110,434.20

April 2, 2007

## **1. PROJECT UNDERSTANDING & APPROACH**

### **(A) INTRODUCTION**

#### **Project Overview**

Several prior studies have been done on SR 260 in relation to the corridor through Camp Verde and into adjoining Cottonwood. These include:

- State Route 260 Access Management Plan, Western Drive to I-17, prepared for ADOT and Yavapai County, November 2001
- State Route 260 Future Corridor Feasibility Study, prepared for ADOT, March 2003.

The section of SR 260 within Camp Verde between I-17 and Cottonwood is by and large fronted by undeveloped parcels, with private ownership and ownership by the US Forest Department. Access is limited to a handful of roadways that mostly serve land uses away from the road. Because development has not yet occurred on the properties along the road, the Town is in an excellent position to put into place a plan to limit access to SR 260, thereby maintaining its mobility as a State Highway, by developing a system of frontage and backage roads to serve future development.

In addition, in order to further increase the roadway networks ability to convey traffic to and from I-17, the Town and ADOT are contemplating construction of a loop road from SR 260 to I-17 at the General Crook Trail Traffic Interchange. This new roadway would cross US Forest Service property.

Within the next few months, the Town will also be initiating a Small Area Transportation Study (SATS). The Camp Verde SATS will define transportation systems throughout the community, so close coordination between the SATS and the SR 260 Access Management Plan will be required.

Yavapai County will also be starting an update to the Verde Valley Transportation Plan, which was last updated in 1998 (with minor modifications for SR 179 in 2002). As part of this Plan, a travel demand model was developed for 2018 future conditions. The update will include refinement of the model for a 2030 horizon year. It is expected to be completed in Fall 2007.

Finally, ADOT plans on constructing certain safety and capacity improvements along SR 260 in 2008. These include adding turn lanes at the Dickison Circle intersection, widening of the west shoulder at Park Verde Drive, realigning the Horseshoe Bend Road intersection, consolidation of access points for Cherry Road, Old State Highway 279 and the Verde Valley Justice Center Road, and flattening of side slopes to improve sight distance at several locations.

#### **Study Area**

The study area will consist of SR 260 from a point about 1000 feet north of the I-17 traffic interchange to the north Town limits, a distance of about 9.5 miles. Within this area, most of the property fronting SR 260 is currently undeveloped. Several existing public roadways access this section of SR 260. They include:



- Wilshire Road
- Dickinson Circle
- Park Verde Road
- Horseshoe Bend Drive
- Newton Lane
- Cherry Creek Road
- Old State Highway 279/Verde Valley Justice Center Road
- Old State Highway 279
- Coury Drive

The topography in the area is rolling with numerous ephemeral washes crossing or paralleling SR 260.

#### **(B) NEED FOR THE ACCESS MANAGEMENT PLAN**

As the area along SR 260 is largely undeveloped, the timing is perfect to develop an access management plan for SR 260. This plan would be created to accommodate the projected growth in the Verde Valley, which is predicted to be over 100% by the year 2018.

The Town's goals of the Access Management Plan include:

1. Locating intersections with the goal of maximizing mobility of the highway while providing a reasonable access to adjacent parcels.
2. Determining locations and configurations of signalized intersections along the corridor.
3. Developing a plan to provide frontage and backage roads to service parcels along and away from the highway.
4. Determining the best location for the loop road between SR 260 and the I-17/General Crook Trail traffic interchange.

The Access Management Plan will need to be accepted by ADOT. ADOT has indicated in the past that they would support full movement intersections at one mile spacing.

#### **(C) DOCUMENTS REVIEWED**

The following documents and programs have been reviewed by Carter & Burgess staff in preparation of this proposal:

- **State Route 260 Future Corridor Feasibility Study:** The purpose of the SR 260 Future Corridor Feasibility study was to identify potential highway corridors that could be further evaluated and ultimately reserved for future roadway improvements that will be needed to connect State Route 260 to the existing I-17 freeway to the south and to SR 89A to the north. This future planning is needed to preserve and dedicate property locations to be used for the future corridors. It is presumed that, over time, the capacity of even the improved SR 260 corridor will be exceeded and its operation will become unacceptable. The timing of operational breakdown will depend on many factors, including actual growth rates, community development and whether potential USFS land trades

occur within the region. The objective of this study was to plan for a freeway type facility with grade separated traffic interchanges strategically located to best serve the community.

- **State Route 260 Access Management Plan:** The purpose of the SR 260 Access Management Plan was to identify long-range access management strategies to preserve the operational integrity of the corridor. It is presumed that, over time, the capacity of even the improved corridor will be exceeded and operation will become unacceptable. The timing of operational breakdown will depend on many factors, including actual growth rates, and whether potential USFS land trades occur within the region. The objective of the study was to plan for the highest level of access control practical within the corridor, ideally a freeway type facility with grade separated traffic interchanges.
- **Verde Valley Transportation Plan (1999)**  
In 1999, the Verde Valley Transportation Study was updated and a 2000 Verde Valley Transit Study was prepared. This document is currently being updated, with completing scheduled for the third quarter of 2007. The new study will include a travel demand model to provide 2030 traffic volumes. It will include widening of SR 260 as well as the proposed bypass.
- **Town of Camp Verde General Plan**  
In 2005, voters approved the 2004 Camp Verde General Plan. The General Plan is the primary tool and blueprint for guiding the Town's future growth and development. In the transportation element, the plan recommends "Designating specific, limited access from Hwy. 260 to designated growth areas" and "Coordinating with ADOT and property owners to provide comprehensive transportation/access plan within growth areas." The transportation element classifies SR 260 as a major arterial.

In addition, Carter & Burgess staff met with Bill Lee and Ron Long to review the corridor and discuss the scope of work.

## **2. SCOPE OF WORK**

The following scope of work has been developed to illustrate our approach to the project. It will also serve as a framework for completion of the final scope of work, which will be developed during contract negotiations.

**Task 1: Refine Scope of Work** – Carter & Burgess' Project Manager shall meet with Town staff prior to award of the contract to review and refine the scope of work. The purpose of this meeting is address and resolve any uncertainties before the contract is signed. This approach will lead to a more clear "meeting of the minds" and will assure that all necessary elements of the project development process are included and understood.

### **Deliverables:**

Final Scope of Work

**Task 2: Assemble Project Advisory Committee** – Working with Town staff, Carter & Burgess will assist in establishing a Project Advisory Committee (PAC) which will include Town staff, elected officials, ADOT staff and other key stakeholders, such as the US Forest Service, Yavapai County, key landowners and business owners. The purpose of

the PAC is to provide guidance through the development of the plan, and to provide technical review of the various technical memoranda developed during the course of the project. To that end, Carter & Burgess will facilitate bi-weekly meetings with the PAC, so that work and progress can be reviewed and any issues or questions developed during the course of the work can be addressed.

**Deliverables:**

Meeting Agenda and Notes

**Task 3: Data Collection and Review** – Carter & Burgess shall collect and review data to provide the baseline analysis including previous studies, traffic analyses, development plans and maps, roadway as-built plans, accident data and traffic counts.

**3.1 Prior Existing Studies** - The Consultant shall obtain and review prior studies to include ADOT, Yavapai County and City of Cottonwood studies and analyses.

**3.2 Accident Data** - Carter & Burgess shall obtain and review accident records for SR 260 within the project limits. ADOT will provide accident records for the past three years.

Carter & Burgess shall produce a graphic showing locations, number and types of accidents.

**3.3 Traffic Data** - Carter & Burgess shall review existing traffic data available from ADOT, the Town and Yavapai County. Carter & Burgess shall conduct new traffic counts to include:

- Collection of AM, PM and mid-day peak period turning movement counts at intersections and driveways along the corridor, where not available from other sources.
- Collection of 48-hour weekday and weekend traffic volumes on SR 260 south of Dickinson Circle, between Newton Lane and Cherry Road and between Cherry Road and Coury Drive. The data collected would include volume, vehicle classification and speed.

AM peak counts will be collected for the 6:00 am to 9:00 am time period. PM peak counts will be conducted for the 3:00 pm to 6:00pm time period. The mid-day count period would be determined after the 24-hour counts are collated. It is assumed that this count will be over a 2-hour period.

Data will be assumed on 15-minute intervals. Vehicles will be classified by passenger vehicles, buses and trucks. Directional and approach counts will summarize data in 15-minute and hourly intervals. Vehicles will be classified according to FHWA classifications.

Carter & Burgess shall prepare summary sheets for each count showing total volumes by movement for each 15-minute interval. The summary will also give the AM and PM peak hour for the intersections and roadway.

Carter & Burgess shall produce graphics showing existing traffic data.

**3.4 Aerial Map** – Carter & Burgess shall obtain a current aerial photo (electronically) from Yavapai County for use in graphics.

**3.5 Development, Land Ownership and Zoning Information and Data** – Carter & Burgess shall meet with Town staff to obtain information about proposed developments within the corridor and status of zoning and land ownership along the corridor. The results of this meeting shall be preparation of an overlay of the aerial map with properties, their ownership, development status and zoning shown.

**Deliverables:**

- Technical Memorandum #1 – Data Collection and Review
- Land Ownership, Use and Zoning Map

**Task 4: Bypass Route Identification** – In this task, Carter & Burgess will identify and preliminarily screen potential routes for the SR 260 bypass, which is meant to allow some SR 260 traffic to travel from SR 260 to I-17.

**4.1 Identify Potential Routes** – Beginning with the State Route 260 Future Corridor Feasibility Study, Carter & Burgess shall identify potential routes for a SR 260 bypass loop between SR 260 and the General Crook Trail Traffic Interchange. Carter & Burgess shall also propose additional alternative routes. The identification shall include a description of the possible locations for the intersection of the loop road with SR 260.

Carter & Burgess shall prepare a map showing the potential routes and their relationship to land parcels and existing and planned developments.

**4.2 Fatal Flaw Screening of Potential Routes** – Carter & Burgess shall conduct a fatal flaw screening of the potential routes to determine if topographical, land use or environmental issues are serious enough to preclude the potential route or to make it so expensive as to be unbuildable.

Carter & Burgess shall carry no more than three alternatives forward for additional analysis.

**Deliverables:**

Technical Memorandum #2 – Bypass Route Identification

**Task 5: Future Traffic Volumes** - In this task, Carter & Burgess shall prepare interim (2015) and build out (2030) traffic volume estimates for SR 260 without the bypass. This will be done using agreed upon development types and rates for adjoining properties. The volumes developed will be used to analyze access needs and the benefits of the SR 260 bypass.

**5.1 Land Use Analysis** – Carter & Burgess shall first develop a logical land massing plan for the adjoining properties. This will be done based on existing constraints such as roadways, topographical features and land ownership. Working with the Town's staff, Carter & Burgess shall prepare a bubble level analysis of potential land uses within the land masses. The analysis will be for the interim scenario and a build-out scenario. The

land uses shall be reasonably balanced between generating and attracting sources, both along the corridor as well as in Camp Verde as a whole. Type of land use and intensity of land use (i.e. square feet of office/retail, number of residential dwelling units shall be documented.

**5.2 Trip Generation** – Carter & Burgess shall estimate trip generation for each land mass using either standard trip rate data from the ITE Trip Generation Manual or using trip tables from the Verde Valley Traffic Demand Model. The trip generation analysis will assume a reasonable internal trip capture rate within the land masses, depending on land use.

**5.3 Develop Future Background Traffic Estimates** – Carter & Burgess shall develop 2015 and 2030 estimates of background traffic along the SR 260 corridor without the bypass alternatives. Background traffic shall be defined as traffic that would exist on SR 260 irrespective of development along the project corridor. Carter & Burgess shall utilize historical traffic data, projected population and employment forecasts and the Verde Valley Traffic Demand Model to develop background traffic estimates.

**5.4 Develop Future Build Traffic Volumes** – Using the data developed in Tasks 4.2 and 4.3, Carter & Burgess shall estimate 2015 and 2030 traffic volumes for the project corridor. At this point, access locations will not be defined. Rather the bubble level analysis zones shall be linked to the corridor and the trips shall be distributed based on attracting and generating uses. This will provide general link demands, for use in analysis of access options and bypass alternatives.

**Deliverables:**

Technical Memorandum #3 – Future Traffic Volumes

**Task 6: Access and Bypass Analysis** – In this task, Carter & Burgess shall provide an analysis of the access needs for the land uses along the corridor, develop several access alternatives and determine the location of the intersection of the bypass with SR 260.

**6.1 Develop Access Alternatives** – Beginning with the access plan presented in the State Route 260 Access Management Plan, Carter & Burgess shall develop up to three access alternatives. The alternatives shall include a combination of:

- At grade intersections with SR 260
- Frontage roads paralleling SR 260
- Backage roads paralleling SR 260
- Connections to existing roads

The access alternatives will take into account the expected traffic that would be generated/attracted by the bubble level land masses, providing capacity on the intersecting streets based on the following criteria (unless otherwise approved by the Town):

Road Classification	ADT/Lane	No. Thru Lanes	2-Way ADT Range	Peak Hr./ADT% (K)
Local	350	2	50 - 1,500	15

Minor Collector	2,500	2	500 - 5,000	12
Major Collector	3,500	2	600 - 8,500	10
Minor Arterial	5,500	4	5,000 - 35,000	8
Major Arterial	7,500	6	30,000 - 60,000	8

The access alternatives shall recognize the Town's desire that SR 260 remain a State Highway. Therefore, the goal of the alternatives shall be to provide reasonable access while maintaining mobility on SR 260.

For each alternative, Carter & Burgess shall list the cross access requirements necessary between adjacent bubble level land masses and how existing roadways would access SR 260. Carter & Burgess shall also examine how non-motorized uses could be accommodated into each alternative. Carter & Burgess shall then prepare maps showing each of the alternatives overlain on an aerial map.

**6.2 Assess Bypass/SR 260 Intersection Locations** – Using the data developed in Task 4 and assuming that SR 260 will have a classification of major arterial, Carter & Burgess shall evaluate future build traffic volumes to determine where the most logical point for the intersection between the bypass and SR 260 should be. This analysis will take into account the daily and peak hour traffic using SR 260 and the location for the intersection will be determined by examining the 2030 background traffic volumes and 2030 full build traffic volumes and determining the locations where the traffic volumes exceed the:

- lower limit threshold identified above for a major arterial.
- median limit threshold identified above for a major arterial.
- upper limit threshold identified above for a major arterial.

For each scenario, Carter & Burgess shall estimate the traffic volumes that would utilize the bypass and determine the appropriate classification for the bypass based on the following criteria (unless otherwise approved by the Town):

Road Classification	ADT/Lane	No. Thru Lanes	2-Way ADT Range	Peak Hr./ADT% (K)
Local	500	2	50 - 1,500	15
Minor Collector	3,000	2	800 - 5,000	12
Major Collector	4,000	2	1,000 - 8,500	10
Minor Arterial	9,000	4	5,000 - 35,000	10
Major Arterial	10,000	4	10,000 - 40,000	10

**6.3 Traffic Analysis** – For each access alternative and bypass alternative, Carter & Burgess shall develop peak hour turning movement volumes at the intersections of the proposed access roads and SR 260.

Based on the turning movement volumes, Carter & Burgess shall determine the most logical intersection geometrics and traffic control. Carter & Burgess shall utilize the computer program Synchro/SimTraffic to model 2030 full build traffic operations on SR 260 for each alternative with current traffic volumes (baseline only), mid-term traffic volumes and long term traffic volumes. The model will provide:

- Level of service for all signalized and unsignalized intersections
- Average travel speeds on the corridor
- Queuing lengths at intersections and driveways
- The need for auxiliary lanes at intersections and driveways

The SimTraffic model shall also be used to present a graphical display of traffic operations to the PAC, developers and the public.

**6.4 Access and Bypass Assessment** – Using the data developed in Tasks 6.1, 6.2 and 6.3, Carter & Burgess will develop a methodology to compare and contrast the various access and bypass alternatives. This methodology will utilize a matrix format, with various characteristics such as degree of access, SR 260 speeds/delay, costs, environmental impacts, right of way and other items, as developed in cooperation with the PAC. Carter & Burgess will also work with the PAC to develop weightings for the various characteristics.

**6.5 Select Preferred Access and Bypass Alternative** – Based on the access and bypass assessment, the preferred access alternative and bypass alternative will be selected.

**Deliverables:**

Technical Memorandum # 4 – Access & Bypass Analysis

**Task 7: Public Meeting** - Carter & Burgess shall conduct two public meetings. A Council workshop will be held once alternatives are developed to present the various alternatives. The second public meeting will be held once the draft report has been prepared. Carter & Burgess shall be responsible for developing a mailing list, preparing meeting invitations, mailing invitations, preparing handouts, exhibits and comment cards for the meeting and summarizing comments received after the meetings. The Town will arrange for meeting space.

**Deliverables:**

Mailing List, Meeting Invitations, Handouts, Exhibits & Comment Cards  
 Technical Memorandum #5 – Public Process and Comments

**Task 8: Select Recommended Access & Bypass Alternative** - Based on comments received at the public meeting, Carter & Burgess shall refine the alternatives and conduct any additional analysis required. Based on a balance between arterial mobility, intersection safety and access, Carter & Burgess shall recommend an access plan and a bypass plan.

**Deliverables:**

Technical Memorandum #6 – Recommended Access and Bypass Alternative

**Task 9: Develop Design Guidelines** - With selection of the recommended access alternative, Carter & Burgess shall prepare a set of design guidelines for SR 260 to include:

- Actions required to implement the plan (i.e. right of way reservation, cross access agreements, traffic control changes, etc.)
- Locations, geometrics and traffic control for new driveways and intersections
- Intersection sight distance requirements
- Provisions for pedestrians and bicyclists
- Auxiliary lane guidelines

**Deliverables:**

Technical Memorandum #7 – Design Guidelines

**Task 10: Prepare Striping and Signage and Traffic Control Schematics** – For both the access alternative and the bypass alternative, Carter & Burgess shall prepare striping, signage and traffic control schematics (11" x 17" sheets at a scale of 1"=50') to show proposed access locations, locations of median breaks, frontage and backage road locations, locations and lengths of auxiliary turning lanes and medians, right of way to be preserved or dedicated, proposed traffic control at intersections, locations of needed shared access easements and proposed striping and signing layouts.

Carter & Burgess shall develop cost estimates for the various improvements associated with implementing the access plan and the bypass. The cost estimate will break the improvements down with sufficient detail to allow the Town to assign costs to City improvements and improvements that would be constructed by developers.

**Deliverables:**

Technical Memorandum #8 – Striping, Signage and Traffic Control Schematics

**Task 11: Interagency Coordination** – As implementation of the access plan and the bypass alternative will require the consent of other agencies, such as ADOT and the US Forest Service, as well as coordination with Yavapai County as they update the Verde Valley Transportation Plan, Carter & Burgess will work with the Town and the PAC to provide up to date information to the various decision makers.

**Task 12: Prepare Report** - Carter & Burgess shall prepare a written report complete with tables and graphics which will document and summarize data collected, discuss the analysis methodology and present the results of the analysis, present the access and bypass alternatives and discuss the advantages, disadvantages and preliminary costs for each, and finally present recommended alternatives. The various technical memorandums prepared for each task will be used as chapters of the report.

The Draft report will be submitted to the PAC for comment. Carter & Burgess will address the comments and recommendations made by the PAC and provide a Final Draft Report to the PAC and Town Council for comments. A Final Report will be submitted that incorporates the PAC and Town Council comments for adoption.

Carter & Burgess shall attend one (1) meeting to present the finding and recommendations of the study to Town Council.



**Deliverables:**

Five (5) bound and one (1) unbound copies of the Draft Report.

Ten (10) bound and one (1) unbound copies of the Final Draft Report, along with an electronic copy (PDF) on CD.

Ten (10) bound and one (1) unbound copies of the Final Report, along with an electronic copy (PDF) on CD.

**3. SCHEDULE**

**CONTRACT DOCUMENTS**

for

**Request for Proposal and Statement of Qualifications  
To Provide Professional Consultant Services for the State Route 260  
Access Management Plan  
Project # 07-034**

**Town Council**

**Tony Gioia, Mayor  
Brenda Hauser, Vice Mayor  
Jackie Baker  
Bob Kovacovich  
Howard Parrish  
Mike Parry  
Ron Smith**

**Public Works Engineer**

**Ron Long**

**Town Manager**

**Bill Lee**



**TOWN OF CAMP VERDE**  
**Request for Proposal and Statement of Qualifications**  
**To Provide Professional Consultant Services for the State Route 260**  
**Access Management Plan**  
**Project #07-034**

The Town of Camp Verde, hereinafter referred to as "Town", will be accepting sealed proposals and statement of qualifications in the Public Works Office located at 395 S. Main St., Camp Verde, AZ 86322 until **2:30 p.m. on Tuesday, February 6<sup>th</sup> 2007** for Professional Consultant Services for the State Route 260 Access Management Plan. Proposals will be opened at **3:00p.m. on Tuesday, February 6<sup>th</sup> 2007 at Public Works, 395 S Main St.**

Questions or additional information may be obtained by contacting the Public Works Engineer at 395 S. Main St., Camp Verde, Arizona 86322, telephone number (928) 567-0534 extension 129, or email at [rlong@cvaz.org](mailto:rlong@cvaz.org).

The contract will be awarded based on the Proposal and the Professional Qualifications of the Consultant and will be most advantageous to the Town. Responsible factors to be considered include but are not limited to, the professional qualifications and expertise of key personnel and team members necessary to perform the work. The award may be made to other than the lowest price proposal.

The Town reserves the right to reject any or all proposals received if the Town determines that such rejection is in the best interest of the public.

## GENERAL TERMS AND CONDITIONS

### PREPARATION:

Proposals shall be submitted in a **sealed envelope** addressed to the **Town of Camp Verde, 395 South Main Street, Camp Verde Arizona 86322, "To Provide Professional Consultant Services for State Route 260 Access Management Plan", Project # 07-034, identified by the material or service description, proposal number, and proposal opening date and time.**

All proposals must be made on the Town's proposal forms and duly signed by an authorized representative of the consultant.

Proposals faxed to the Town of Camp Verde cannot be accepted.

Proposals received after the stipulated proposal opening date and time will be returned unopened to the bidder and will not be considered.

The Town is not responsible for any bidder's errors or omissions.

## **GENERAL SCOPE OF WORK:**

Professional services are requested to develop an Access Management Plan for State Route 260. Though the SR 260 Access Management Plan will be prepared for the Town of Camp Verde to address the Town's goals, ADOT will need to approve the study's outcome. Therefore, this study will require agency coordination and consensus between ADOT and the Town of Camp Verde. The project boundaries are I-17 to the east and the corporate limits of the Town to the west along SR 260.

## **SERVICES:**

The services provided through this agreement will include, but are not limited to the following:

- A detailed scope of work
- Agency coordination between ADOT and the Town of Camp Verde.
- Develop a project advisory committee with key ADOT and Town staff members, including other local entities identified by the Town.
- Gather and review existing and relevant studies, plans and reports.
- Developing and analyzing alternatives.
- Forecast future build-out and traffic growth rates based on development along SR 260.
- Determine roadway facility needs along the SR 260 corridor through an evaluation of existing and future travel demands. This will include an evaluation of existing conditions, future needs and the current ADOT proposed accesses.
- Comprehensive traffic analysis within the study corridor of the historic, current and future traffic conditions.
- Assessment of alternate accesses to SR 260 based on the traffic analysis and input from the Project Advisory Committee.
- The Consultant will prepare displays and information for public involvement. The study's progress and findings will need to be presented to the public committee and Town Council meetings.
- A draft report will be prepared and submitted to the project advisor committee to review and comment on. The consultant will address the comments and recommendations and provide a Final Draft report to the committee and Town Council for comment.
- A Final Report will be submitted that incorporates the committee and Town Council comments for adoption.
- The Consultant will submit the following reports;
  - Five (5) bound copies of the Draft Report and one (1) unbound, reproducible copy.
  - Ten (10) bound copies of the Draft Report and one (1) unbound, reproducible copy and an electronic copy (PDF) of the report on CD.
  - Ten (10) bound copies of the Final Report, one (1) unbound reproducible copy and an electronic copy (PDF) of the report on a CD.

**EVALUATION:**

All things being equal on proposals received, preference may be given to resident bidders and/or companies located within the Town and to commodities produced or manufactured in the Town and/or State of Arizona.

When evaluating proposals, the Town may incorporate known cost factors associated with the proposal in determining the lowest responsive proposal.

The Mayor and Council reserve the right to reject any and all proposals, or any part thereof; or to waive any informality when it is deemed to be in the Town's best interest.

**ACCEPTANCE:**

All proposals submitted to the Town are to remain firm for a minimum period of 60 (sixty) calendar days from the date the proposals are officially opened, unless otherwise specified.

The successful proposal is not officially accepted until such time as the vendor either receives a purchase order or a written Notice to Proceed from the Town.

**DELIVERY:**

The time for delivery must be stated in definite terms and may be a factor in making an award.

**PROPOSAL TABULATION:**

The Town **will not disclose proposal results over the telephone.** Proposal tabulations will be available for review at the Public Works Office and Town Hall. Those bidders who would like a copy of the proposal results may obtain one by sending a stamped self-addressed envelope with their request.

**GOVERNING LAW AND JURISDICTION:**

This agreement shall be governed by and construed in accordance with the laws of the state of Arizona.

**GENERAL:**

The Town of Camp Verde is soliciting proposals for professional consultant services.

**CONDITIONS OF BID:**

A condition of this bid and part of the award criteria will be the bidder's ability to have all work completed no later than August 31, 2007. The anticipated award date for this contract will be February 21, 2007.

Can your firm meet this required completion schedule?    \_\_\_yes        \_\_\_no

If no, what would be the earliest delivery date the Town could expect? \_\_\_\_\_

Would there be any special conditions and/or requirements on the part of the Town of Camp Verde in order to meet the required completion schedule?

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**PROFESSIONAL SERVICES FEE SCHEDULE:**

Consultant fee(s) for Project #07-034, To Provide Professional Consultant Services for the State Route 260 Access Management Plan:

Progress payment will be made for professional services upon receipt of an itemized invoice with supporting documentation for the Town's approval.

**NOTICE TO PROCEED**

Project: #07-034  
Request for Proposal and Statement of Qualifications  
To Provide Professional Consultant Services for the State Route 260 Access Management Plan

Date: 2-21-07

To: \_\_\_\_\_  
\_\_\_\_\_

You are hereby notified that the Contract Time under the above contract will commence on:  
2-22-07.

By that date, you are to start performing your obligations under the Contract Documents. In accordance with the Contract Agreement, the completion date is: August 31, 2007.

You must contact the Public Works Engineer at least 72 hours before starting the work.

TOWN OF CAMP VERDE

By: \_\_\_\_\_  
Ron Long  
Public Works Engineer



## AGREEMENT

This Agreement is made effective as of 2-22-07 by and between the TOWN OF CAMP VERDE, of Camp Verde, Arizona (Camp Verde) and \_\_\_\_\_.

In this Agreement, the party who is contracting to receive services shall be referred to as "Town", and the party who will be providing the services shall be referred to as "Consultant".

The Consultant has a background in consultant services and is willing to provide professional services to the Town based on this background.

The Town desires to have professional services provided by the Consultant.

Therefore, the parties agree as follows:

**1. DESCRIPTION OF SERVICES.** Beginning on or about 2-22-07, the Consultant will provide consultant services to allow CAMP VERDE to plan for an Access Management Plan from I-17 to the east and corporate limits of the Town to the west along State Route 260. This Agreement shall be governed by the scope of work included in the Contract Documents packet dated February 2007, and attached hereto.

**2. PERFORMANCE OF SERVICES.** The manner in which the Services are to be performed and the specific hours to be worked by the Consultant shall be determined by Consultant. The Town will rely on the Consultant to work as many hours as may be reasonably necessary to fulfill Consultant's obligations under this agreement.

**3. PAYMENT.** The Town shall pay a fee to the Consultant for the Services based on the attached Services Fee Schedule, which shall be in effect throughout the life of the Agreement.

**4. TERM/TERMINATION.** This Agreement may be terminated by either party upon 5 days written notice to the other party. In the event of termination of this Agreement the Consultant may immediately cease performance of all work and may take possession of all drawings, or other materials it has prepared, but for which it has not received payment in full. The Town may not subsequently use any drawings or other materials prepared by the Consultant, for which the Town has not paid in full.

**5. RELATIONSHIP OF PARTIES.** It is understood by the parties that the Consultant is an independent consultant with respect to the Town and not an employee of the Town. The Town will not provide office space, office supplies, fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of the Consultant. This Agreement is between Town and Consultant. The Town will look solely to Consultant for redress of any disputes or payment of any liabilities of the Town, and not to the principals, employees or agents of Consultant.

**6. EMPLOYEES.** Consultant's employees, if any, who perform services for the Town under this Agreement shall also be bound by the provisions of this Agreement.

**7. ASSIGNMENT.** Consultant's obligations under this Agreement may not be assigned or transferred to any other person, firm, or corporation without the prior written consent of the Town.

**8. CONFIDENTIALITY.** Consultant recognizes that the Town may have business affairs and other proprietary information (collectively, "the Information") which are valuable, special and unique assets of CAMP VERDE. Consultant agrees to keep such information confidential except as required in the performance of the services.

**9. SERVICE DOCUMENTS.** All documents prepared by Consultant under this agreement, whether printed or electronic, are documents of service with respect to the project. Such documents are protected under United States copyright laws. All documents delivered and paid for under this agreement shall become the exclusive property of the Town of Camp Verde.

**10. RETURN OF RECORDS.** Upon termination of this Agreement, and payment in full by the Town, and at the request of the Town, Consultant shall deliver all records, notes, data, memoranda, models, and equipment of any nature that are in Consultant's possession or under Consultant's control and that are Town's property or related to Town's business, together with all documents contracted to be produced, for which payment has been made.

**11. NOTICES.** All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

To: Town of Camp Verde  
Ron Long, Public Works Engineer  
395 South Main Street  
Camp Verde, AZ 86322

Such address may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

**12. CANCELLATION.** This agreement is subject to the provisions of ARS §38-511.

**13. ENTIRE AGREEMENT.** This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.

**14. AMENDMENT.** This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

**15. SEVERABILITY.** If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

**16. WAIVER OF CONTRACTUAL RIGHT.** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

**17. APPLICABLE LAW.** This Agreement shall be governed by the laws of the State of Arizona. Venue shall be in the Verde Valley Judicial District of Arizona. In the event of any lawsuit between the parties arising out of this Agreement, the non-prevailing party in any such proceeding or action shall pay all of the prevailing party's reasonable attorney's fees and cost incurred with respect thereto, the amount to be fixed by the court without a jury. The parties waive their rights to a jury trial.

Party receiving services:

THE TOWN OF CAMP VERDE

By: \_\_\_\_\_  
for THE TOWN OF CAMP VERDE

Date: \_\_\_\_\_

Party providing services:

\_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

## AMENDED AGENDA



**REGULAR SESSION  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
473 S. Main Street, Room #106  
WEDNESDAY, APRIL 18, 2007  
at 6:30 P.M.**

1. **Call to Order**

*As a reminder, if you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time.*

2. **Roll Call**

3. **Pledge of Allegiance**

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) April 4, 2007 – Special Session
- 2) April 4, 2007 – Regular Session
- 3) April 4, 2007 – Executive Session
- 4) March 28, 2007 – Regular Session

b) **Set Next Meeting, Date and Time:**

- 1) Council Hears Planning & Zoning – April 25, 2007 at 6:30 p.m.
- 2) Regular Session – May 2, 2007 at 6:30 p.m.
- 3) Regular Session – May 16, 2007 at 6:30 p.m.
- 4) Council Hears Planning & Zoning – May 23, 2007 at 6:30 p.m.

c) **Possible acceptance of Ann Nason's resignation from the Library Advisory Commission with appreciation for her service.**

d) **Possible approval of a Special Event Liquor License for the American Legion Post 93 as a fund raiser for the Camp Verde Wrestling Team. The event is scheduled for April 20 & 21, 2007.**

e) **Discussion, consideration, and possible approval of the Agreement for Joint Use of Athletic Facilities and Recreational Easement with Chester-Campbell LLC for Sunnyside Park.**

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

6. **Presentation by ADOT Prescott District Engineer Dallas Hammit regarding the SR 260 improvements and potential development, followed by discussion.**

Councilor Parrish requested items 7 & 8:

7. ~~**Discussion with the Town Manager concerning his performance review.**~~ Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation for legal advice with the attorney; ARS §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider its position and instruct the attorney regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation; and ARS §38-431.03(A)(1) for discussion or consideration of assignment, appointment promotion, demotion,

~~dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.~~

8. ~~Discussion, consideration, and possible assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of the Town Manager.~~
9. **Discussion, consideration, and possible award of contract to Carter & Burgess for Project #07-034, Request for Proposal and Statement of Qualifications to provide professional consultant services for the SR 260 Access Management Plan.** There is \$26,000 budgeted in the Transportation Enhancement line item. The remaining balance will be budgeted in the FY 07-08 Budget.
10. **Discussion, consideration, and possible approval of an Intergovernmental Agreement with the Camp Verde Sanitary District.** Note: Council may voted to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation for legal advice with the attorney and ARS §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiations.
11. **Call to the Public for Items not on the Agenda.**

**There will be no Public Input on the following items:**

12. **Advanced Approvals of Town Expenditures**  
a) **There are no advanced approvals.**
13. **Manager/Staff Report**
14. **Council Informational Reports** Individual members of the Council may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
15. **Adjournment**

Posted by:

*O Jones*

Date/Time:

*4-16-07*

*8:40 a.m.*

*Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.*

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.