

AGENDA



~~COUNCIL HEARS PLANNING & ZONING MATTERS *~~

**SPECIAL SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, June 25, 2008
at 6:30 P.M.**

* There were no Planning & Zoning matters scheduled for this meeting.

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** – *(Please remove your hat.)*

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) Executive Session – June 18, 2008 (taped)
- 2) Special Session – June 18, 2008
- 3) Regular Session – June 18, 2008
- 4) Special Session – June 11, 2008

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

- 1) July 2, 2008 at 6:30 p.m. – Regular Session
- 2) July 9, 2008 at 6:30 p.m. – Work Session
- 3) July 16, 2008 at 6:30 p.m. – Regular Session
- 4) July 23, 2008 at 6:30 p.m. – Council Hears Planning & Zoning

c) **Discussion, consideration and possible approval of Resolution 2008-748. A Resolution of the Mayor and Common Council, of the Town of Camp Verde, Yavapai County, Arizona, adopting and declaring as a public record that certain document filed with the Town Clerk and entitled 'Town of Camp Verde Fiscal Year 2008-2009 Tentative Budget'. (Staff Resource: Lisa Elliott)**

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

6. **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.

- **Councilor German's Liaison Report regarding Camp Verde Sanitary District (District) meetings and possible discussion and/or determination of requests for placement on the District's standard agenda item for Council Updates/Reports.**

Note: Requests may be identified, but no discussion of the item will occur at this time.

7. **Discussion, consideration, and possible approval of Resolution 2008-749, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending Resolution 2001-471, concerning budgeting and accounting procedures relative to the allocation of Town Sales Tax Revenues. (Staff Resource: Lisa Elliott)**

8. **Discussion, consideration, and possible appointment of a member to fill the vacancy on the Camp Verde Trails Commission. This term expires in September 2010.** (Staff Resource: Debbie Barber)
9. **Discussion, consideration, and possible appointment of a Vice Mayor. This term expires in May 2009.**

Councilor Garrison requested item #10:

10. **Discussion, consideration, and possible direction to staff and/or the Mayor regarding, but not limited to the 5-member subcommittee established by Council to work on revisions to the Intergovernmental Agreement (IGA); the current IGA and the revised IGA; shared funding of a Sanitary District Administrator; the last letter from the Town to the Sanitary District regarding a deadline to approve the IGA; the revised IGA that the District sent to their attorney without the involvement of the Town Attorney or the full subcommittee; the proposed election in November 2008; and establishing the scope of duties for the Sanitary District Liaison.**
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. **Adjournment**

Posted by:

J. Jones

Date/Time:

6-20-08

8:45 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
Of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street #106
Wednesday, June 18, 2008
5:30 p.m.**

1. Call to Order

Vice Mayor Hauser called the meeting to order at 5:30 p.m.

2. Roll Call

Vice Mayor Hauser and Councilors Garrison, German, Elmer, Kovacovich, and Smith were present. Mayor Gioia was in Washington D.C.

Also Present:

Town Attorney Bill Sims and Town Manager Michael Scannell were present telephonically. Community Development Director Buckel, Town Clerk Barber, and Deputy Clerk Jones were also present.

Vice Mayor Hauser read the agenda items aloud. Councilor Smith asked if the public could speak first.

Public Input

Clinton Gray asked if the Town Attorney had been to the wood yard. He expressed concerns that the Town was not enforcing their ordinances, noting particularly that the wood yard was operating without a business license.

Joyce Gray said that she had been a wood yard resident for 31 years. She said that the former owners shut down the business in the summer time. She said that the noise and dust were a problem and that she no longer felt comfortable taking a swim. She also said that due to the workers against their fence, they no longer feel safe letting their grandchildren play outside.

John Gray said that he also lived in the wood yard. He said that he was concerned about the fire danger and that he felt the Town and the Fire District were failing to enforce their fire codes. He said that if he or any of his family suffered any harm from a fire, he would hold the Town of Camp Verde and the Camp Verde Fire District wholly responsible.

Theresa Proper – said that she was present for the Zellner family, explaining that their concerns were strictly related to what the Town gave them when giving permission to expand to parcel 69. She explained that they had provided all the information the Town needed to see that they applied for and received appropriate approvals. She said that the Council had two issues to consider, 1) to stand by the legal realm under which they operated and 2) to move the complainants through the proper channels. She said that closing the wood yard would never happen and noted that Clinton Gray has always complained. She said that it was up to the Town to control the hours of operation and the noise and dust. She ended by advising Council that they had hundreds of people who would support their cause and asked that Council not use taxpayer money to fight Clinton Gray's cause.

Howard Parrish said that he lives ¼ mile from the wood yard and the noise interferes with listening to the television. He said it is also noisy when he visits neighbors that live farther away. He said that the noise goes on all the time.

Motion

On a motion by Smith, seconded by Garrison, the Council voted unanimously to hear items 4 & 5 in Executive Session for consultation with the attorney.

The meeting was recessed at 5:44 p.m. and called back to order at 6:29 p.m.

Vice Mayor Hauser announced that Council consulted with the attorney and had given direction to negotiate some issues with California Hotwoods' attorney. She advised that the Town had finally located photos and that there would be a statement published tomorrow regarding this matter. She said that it was Council's ideal to respect the rights of all the property owners that were involved in this issue.

- 3. **Discussion, consideration, and possible direction to staff and/or discussion with the Town Attorney for legal advice concerning restructuring lease amounts for Fain and Main Street Rio Verde Plaza based on fair market lease value and aggregate net return**

Council took no action on this item.

- 4. **Discussion, consideration, and possible direction to staff and/or discussion or consultation with the Town Attorney for legal advice concerning the operation of Canyon Wood Supply owned by California Hotwood, Inc. formerly known as Zellner's Wood Yard, located on Murdock Road.)**

Council took no action on this item.

- 5. **Adjournment**

The meeting was adjourned at 6:32 p.m. following a motion by German and seconded by Garrison.

Deborah Barber, Town Clerk

CERTIFICATION

I HEREBY CERTIFY THAT THE FOREGOING, minutes are a true and accurate accounting of the discussion of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona held on the 18th day of June 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____ 2008

Deborah Barber, Town Clerk

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, JUNE 18, 2008
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**

Vice Mayor Hauser called the meeting to order at 6:32 p.m.

2. **Roll Call**

Vice Mayor Hauser and Councilors Garrison, German, Elmer, Kovacovich, and Smith were present. Mayor Gioia was in Washington D.C.

Also Present:

Street Inspector Marvin Buckel, Deputy Clerk Jones, and Town Clerk Barber

3. **Pledge of Allegiance**

Councilor Garrison led the pledge.

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) June 3, 2008 – Budget Work Session
- 2) May 29, 2008 – Budget Work Session
- 3) May 28, 2008 – Executive Session - taped
- 4) May 28, 2008 – Special Session
- 5) May 28, 2008 – Council Hears Planning & Zoning
- 6) May 27, 2008 – Budget Work Session
- 7) May 22, 2008 – Special Session
- 8) May 21, 2008 – Regular Session
- 9) May 21, 2008 – Special Session
- 10) May 21, 2008 – Executive Session

b) Set Next Meeting, Date and Time:

- 1) June 25, 2008 – Council Hears Planning & Zoning at 6:30 p.m.
- 2) July 2, 2008 – Regular Session at 6:30 p.m.
- 3) July 9, 2008 – Work Session at 6:30 p.m.
- 4) July 16, 2008 – Regular Session at 6:30 p.m.
- 5) July 23, 2008 – Council Hears Planning & Zoning at 6:30 p.m.

c) Possible approval of Proclamation declaring July 21, 2008 through July 27, 2008 as Hunter Education Week.

On a motion by Smith, seconded by German, the Council voted unanimously to approve the Consent Agenda as amended.

Vice Mayor Hauser read the Consent Agenda items.

Kovacovich corrected the May 28th minutes, page 5, 5th paragraph to indicate Town Attorney Sims; May 21st minutes, page 7, #15, add "Elmer" behind "Greg"; and the May 21 Special Session to add 'Barber' to Deborah.

German said that May 21st minutes should reflect that the Manager was to be available to serve on the non-profit funding committee. (A check of the audio of this meeting indicates that the Manager reported that Barber had volunteered during the Department Head meeting to serve on the committee.)

Smith corrected the May 28th minutes to reflect the remainder of Mr. Ritzenthaler's statement during the Call to the Public.

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

Housing Director Matt Morris introduced planning intern Liyu Wang from Shanghai. Ms. Wang said that she appreciated the opportunity to introduce herself. She explained that she is pursuing her Master's degree in environmental planning as ASU. She said that during her studies in China, she discovered that a building's orientation would influence HVAC systems and that caused her to question whether the layout of a city would influence HVAC as well. She advised as she continued to study, she found that social influences must also be considered and this led her to ASU. She explained that the income gap between rich and poor in China is very large, noting that low-income people could not get good homes. She explained some of the efforts that the Chinese government has undertaken to address these issues. She said that she hoped to learn much about affordable housing while she is here so that she can take it back to her native country. Council members thanked her for coming and offered their support.

6. **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.

- **Councilor Garrison's Liaison Report regarding Camp Verde Sanitary District (District) meetings and possible discussion and/or determination of requests for placement on the District's standard agenda item for Council Updates/Reports.**

Note: Requests may be identified, but no discussion of the item will occur at this time.

German reported that he attended the newly elected officials training sponsored by the League. He said that he had a good time and networked with other communities. He said that he stepped in for Norma at the Sewer District meeting. He said that there was really nothing new to report and that he is willing to step in for Norma.

Elmer reported that Little League ended last week and that All Star practices began.

Smith encouraged people to check in on their elderly neighbors during this heat wave to make sure they had plenty of water.

Garrison said that she attended many meetings. She reported that ADOT said that within two years, there would be no funding for new roads unless taxes are raised. Garrison advised that she resigned her position as Camp Verde Sanitary District liaison. She said that this Council had appointed a 5-person committee that included the Manager, Mayor, Al Dupuy, Gregg Freeman, and herself. She said that the direction to the subcommittee was to discuss the amendments to the IGA and bring back information to the Council as a whole. She said that the subcommittee had only one meeting. She learned at the last Board meeting that Freeman and the Mayor had been meeting and that she was taken unaware because the Board Chairman was updating his Board on items she knew nothing about. She said that the Board asked her to define certain things and whether or not the Council had put on the agenda for the Town to pay 30% of their administrator's salary. She responded that she did not know what the Mayor had said, but the last she knew was that this Council had said, too little, too late. She told the Board that they needed to put their request in writing. Garrison provided verbatim minutes of this discussion related to this matter, a copy of which are attached and become a permanent part of this record. Garrison said that Freeman said that the Mayor had instructed him to send their revised IGA to

the Ledbetter law firm and that our attorney did not need to see it. She advised that she asked the Mayor if this were true, and he said that it was not. She said that Gregg Freeman said that it was true. She advised that she felt the Mayor was dealing directly with Greg Freeman and failing to report to our Council. She said that this removed her from her comfort zone because she thought she was speaking for 6 other people. She asked for an agenda item that would be broad enough to discuss this matter pertaining to the IGA, the document that was sent to the Ledbetter Law firm, the 5-member subcommittee, as well as ground rules for the Sanitary District Liaison position.

Hauser said that she attended drought update meeting and the biggest question was trying to determine how to know that you are in a drought. She encouraged everyone to contact the Boys/Girls Club to become a Big Brother/Big Sister.

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

This item was out of order.

8. **Presentation by Priscilla Smith regarding the 'Camp Verde 3 Mile Walk for a Cure' to be held on June 21, 2008.**

Priscilla Smith explained that Team Native Spirit and Team Camp Verde Cavalry worked together to raise money for the Susan G. Koman fund for breast cancer awareness. She said that they surpassed their goal of \$22,000, explaining that each person must raise at least \$2,200 to participate in the 3-day, 60-mile walk. She said that they thought it would be nice to have a smaller walk right here in Camp Verde to raise breast cancer awareness. She advised that walk would be this Saturday at 7:00 a.m., with registration beginning at 6:30. She said that the first 50 people to be there at 6:30 would receive a gift bag.

Team Native Spirit handed out tickets and conducted a raffle. Jones, Garrison, and an audience member won gifts.

Debbie Hughes, member of Team Camp Verde Cavalry spoke about the effort and invited Council members and the public to participate.

9. **Discussion, consideration and possible award of bid for Project 08-048 "Supply and Delivery of Aggregate Base Course" and authorization to execute contract documents.** (Staff Resource: Ron Long)

On a motion by Smith, seconded by German, the Council voted unanimously to award Project 08-048, Supply and Deliver of Aggregate Base Course to Cemex and to authorize execution of the contract documents.

Buckel explained that this was an annual exercise and that in the past, the Town awarded the contract to Yavapai Sand and Rock and to Rinker. He advised that Rinker is now cement only. He advised that Item #4-A should be 6% and will be corrected and that this is funded from the Street Maintenance budget.

There was no public input.

10. **Discussion, consideration, and possible appointment of Council members to various regional, state, county, and local committees & organizations.**

Council members agreed to serve on the following committees:

Committee Assignment

Arizona Town Hall

Arizona Watershed Alliance

Camp Verde Sanitary District Liaison

Cocopai Resource Conservation & Development (RC&D)

Council Liaison to Yavapai-Apache Nation

Library Design Committee

Gioia

Hauser

German

Elmer/Smith

To Be Determined

Deleted

MAT Force (Meth Task Force)	Hauser/Garrison
NACOG Economic Development Regional Council	Garrison
Verde Valley Transportation Organization	Smith
Yavapai County Water Advisory Committee	Hauser/Gioia
Verde Valley Water Users Liaison	Kovacovich/Gioia
Verde Valley Land Preservation Institute	Hauser/Gioia
Yavapai College Regional Skills Center	Gioia
Economic Development Committee Liaisons	Smith/Elmer
Intergovernmental Association	Gioia/All Council
Verde River Basin Partnership	Hauser/Gioia
Verde Watershed Association	Hauser/Gioia
Chamber of Commerce Liaison	Elmer/German
Drought Impact Group	Kovacovich/Smith
Camp Verde Schools Education Foundation	Garrison/Hauser
Verde Valley Natural Resource Committee	Hauser/Gioia
Arizona Art Share	Hauser

Hauser read the agenda item and reported that the Mayor did not mind being reassigned to serve on the committees that he was serving on.

Following a suggestion by Garrison, Council agreed to contact the Yavapai Apache Nation to see whom they would like to have as a liaison.

There was no public input.

11. **Discussion, consideration, and possible support of League of Arizona Cities & Towns Resolution to urge the Legislature to act on behalf of all cities and towns, asking for protection, authorization and full appropriates for funding of the Edward Byrne Memorials Justice Assistance Grant (Byrne/JAG Grant Program). This resolution was submitted to the League by the City of Cottonwood.**

On a motion by German, seconded by Kovacovich, the Council voted unanimously to support in their resolution.

Hauser read the agenda items. Council members discussed the value of these funds and agreed to support Cottonwood.

There was no public input.

11. **Call to Public:**
Tom Neilson reported that the news was reporting that a salve had been discovered that would cure a melanoma within in two weeks.

Howard Parrish said that the Cavalry would be escorting the walkers on Saturday.

There was no other public input.

**MINUTES
SPECIAL SESSION
MAYOR and COMMON COUNCIL
Of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street
Wednesday, June 11, 2008
3:30 p.m.**

1. Call to Order

Mayor Gioia called the meeting to order at 3:30 p.m.

2. Roll Call

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

Also Present: Town Manager Mike Scannell, Library Director Gerard Laurito, Community Development Director Nancy Buckle, Housing Director Matt Morris, Lieutenant Earl Huff, Parks & Recreation Director Lynda Moore, Engineer Ron Long, and Recording Secretary Virginia Jones.

3. Presentation and possible discussion with Program Administrator Ed Bantel, from Arizona Municipal Risk Retention Pool.

Mayor Gioia welcomed Ed Bantel, Program Administrator for Arizona Municipal Risk Retention Pool. Mr. Bantel presented a PowerPoint presentation, a copy of which is attached and becomes a permanent part of the record. Mr. Bantel indicated the Risk Retention Pool is member owned and governed by a Board of Trustees; Camp Verde was the first member to join in 1986. Mr. Bantel reviewed Coverage provided by the Pool and reviewed the necessity of having Certificates of Insurance from all Vendors and Contractors doing business with the Town.

Council took a break at 5:06 p.m.

Mayor Gioia called the meeting back to order at 5:12 p.m.

4. Discussion, consideration, and possible support of League of Arizona Cities & Towns Resolution to urge the State Legislature to enact enabling legislation that would allow local control for each community in Arizona to determine for itself whether or not to require developers to include some affordable housing in new development or redevelopment projects. This resolution was submitted to the League by the City of Sedona.

Housing Director Matt Morris explained the City of Sedona is requesting Council support on the Resolution to urge the State Legislature to give each community the right to choose for itself whether or not to require developers to include some affordable housing in new development or redevelopment project. Morris stated the Housing Commission recommended support of the Resolution and they recognized that the Town may or may not find it in Camp Verde's best interest to adopt inclusionary zoning requirements.

Public Input:

Dave Freeman: Representative for the Housing Commission stated the Commission discussed the Resolution in depth and after much discussion agreed the Resolution would preserve the ability for each municipality to adopt, or not to adopt, inclusionary zoning requirements and if approved the Town would then have the ability to either maintain the 'status quo' or draft an inclusionary zoning program. Freeman stated local control is in the best interest of the Town and the Commission favored supporting the Resolution.

On a motion by Smith, seconded by Hauser, the Council voted unanimously to support the League Resolution urging the State Legislature to enact enabling legislation that would allow local

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

Meeting Date: June 25, 2008

Meeting Type: Regular

Type of Presentation: Visual

REFERENCE DOCUMENT: Fiscal Year 2008-2009 Tentative Budget

AGENDA TITLE: (Be Exact): Discussion, consideration, and possible approval of Resolution 2008-748. A Resolution of the Mayor and Common Council, of the Town of Camp Verde, Yavapai County, Arizona, adopting and declaring as a public record that certain document filed with the Town Clerk and entitled 'Town of Camp Verde Fiscal Year 2008-2009 Tentative Budget'.

PURPOSE AND BACKGROUND INFORMATION: State law requires that on or before the third Monday in July of each fiscal year, the city or town council must adopt a tentative budget. Once this tentative budget has been adopted, the expenditures may not be increased upon final adoption, however, they may be decreased. The tentative budget adoption sets the maximum "limits" for expenditures. The tentative budget must be fully itemized in conformance with forms supplied by the Auditor General and entered upon the council meeting minutes.

After adoption of the tentative budget, the budget forms must be published once a week for at least two consecutive weeks following the adoption. Staff is scheduled to publish the budget forms in the local newspapers on July 2nd and July 9th. A public hearing on the Fiscal Year 2008-2009 Tentative Budget will be held at the Regular Council Meeting on July 16, 2008. The complete budget for citizen review is available at the Camp Verde Community Library and at Town Hall in the Clerk's Office. Final adoption of the budget is scheduled for July 23, 2008.

STAFF RECOMMENDATION(S): (Suggested Motion) Approve Resolution 2008-748 A Resolution of the Mayor and Common Council, of the Town of Camp Verde, Yavapai County, Arizona, adopting and declaring as a public record that certain document filed with the Town Clerk and entitled 'Town of Camp Verde Fiscal Year 2008-2009 Tentative Budget'. adopting and declaring as a public record the "Town of Camp Verde FY 2008-2009 Tentative Budget".

Type of Document Needing Approval: Acceptance/Approval Resolution 2008-748

Finance Director Review

Budgeted/Amount

Comments:

Fund:

Line Item:

Submitting Department: Finance Department

Contact Person: Lisa Elliott

Town Manager/Designee:

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



RESOLUTION 2008-748

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
ADOPTING AND DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT
FILED WITH THE TOWN CLERK AND ENTITLED
"TOWN OF CAMP VERDE FISCAL YEAR 2008-2009 TENTATIVE BUDGET".**

BE IT RESOLVED, by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona:

That certain document entitled "Town of Camp Verde Fiscal Year 2008-2009 Tentative Budget", three (3) copies of which are on file in the office of the Town Clerk, is hereby declared a public record, and said copies are ordered to remain on file with the Town Clerk.

Passed and adopted by a majority vote of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona at the regular meeting of June 25, 2008.

Tony Gioia, Mayor

Attest:

Deborah Barber, Town Clerk

Approved as to form:

Town Attorney

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

Meeting Date: June 25, 2008

Meeting Type: Regular

Type of Presentation: Visual

REFERENCE DOCUMENT: Resolution 2001-471 and FY 2008-2009 Tentative Budget

AGENDA TITLE: (Be Exact): Discussion, consideration, and possible approval of Resolution 2008-749. A Resolution of the Mayor and Common Council, of the Town of Camp Verde, Yavapai County, Arizona, amending Resolution 2001-471, concerning budgeting and accounting procedures with regards to the allocation of Town Sales Tax Revenues.

PURPOSE AND BACKGROUND INFORMATION: The Town of Camp Verde adopted a one percent (1%) sales tax increase on December 1, 1999 to fund M&O expenses and for funding a priority list with parks being designated as the number one priority. On June 27, 2001, Resolution 2001-471 was approved allocating 40% of the one percent (1%) sales tax increase to parks and the remaining 60% to special projects designated in the Capital Budget. Ordinance 04-A273 and Resolution 2004-586, adopted on February 4, 2004, increased the construction contracting activity sales tax rate by one percent (1%) and allocated that one percent (1%) increase to capital improvements. These funding allocations were designated to fund needed services within the Town.

The services provided by the Town of Camp Verde are funded primarily through revenues collected from sales tax. In times of economic hardship, the stipulations set forth above cannot be reasonably met without compromising the integrity of the services provided to the citizens of Camp Verde. Resolution 2008-749 designates the sales tax allocations set forth in Resolution 2001-471 as goals to pursue dependent on the performance of the economy, thus making the quality of services provided to the citizens of Camp Verde our number one priority. Resolution 2008-749 also allocates the one percent (1%) construction contracting activity sales tax as set forth in Resolution 2004-586 as the designated funding for the GADA Loan payment on the Marshal's Facility.

STAFF RECOMMENDATION(S): (Suggested Motion) Approval of Resolution 2008-749. A Resolution of the Mayor and Common Council, of the Town of Camp Verde, Yavapai County, Arizona, amending Resolution 2001-471, concerning budgeting and accounting procedures with regards to the allocation of Town Sales Tax Revenues.

Type of Document Needing Approval: Acceptance/Approval Resolution 2008-749

Finance Director Review
Budgeted/Amount

Comments:

Fund:

Line Item:

Submitting Department: Finance Department

Contact Person: Lisa Elliott

Town Manager/Designee:

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



RESOLUTION 2008-749

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, AMENDING RESOLUTION 2001-471 CONCERNING BUDGETING AND ACCOUNTING PROCEDURES RELATIVE TO THE ALLOCATION OF TOWN SALES TAX REVENUES.

Whereas, the Town of Camp Verde adopted Ordinance 99-A148 on December 1, 1999 adopting a one percent sales tax increase to be used for required M&O (maintenance and operation) expenses and on funding for the priority list, noting that Parks are number one on the priority list, and that we will commit to getting a Capital Improvement Plan as fast as possible, and that the money will be allocated more specifically at that time; and

Whereas, Resolution 2001-471 adopted on June 27, 2001, approving budgeting and accounting guidelines states that one percent (1%) of the sales tax increase, except as provided for in Ordinance 99-A148, as may be needed for required M&O expenses, shall be designated for special projects and allocated at forty percent (40%) for parks for a period of four (4) years, and sixty percent (60%) for special projects designated in the Capital Budget (Capital Improvement Fund). Resolution 2001-471 also states that the minimum balance to maintain the in the General Fund for contingency purposes shall be four (4) months M&O expenditures on an annualized basis; and the minimum amount to be maintained in the HURF Fund for contingency purposes shall be three (3) months expenditures on an annualized basis; and

Whereas, the Town of Camp Verde adopted Ordinance 04-A273 and Resolution 2004-586 on February 4, 2004 increasing the tax rate for construction activities to three percent (3%) and designating one percent (1%) of the sales tax generated from construction contracting activities to be segregated from other tax revenue, placed in a separate account, and used for the purposes of capital improvements; and

Whereas, the Town of Camp Verde, on April 21, 2004, approved the extension of the Parks allocation of the 1% sales tax increase for a period of ten (10) years for the development and acquisition of parks and trailheads; and

Whereas, the Town of Camp Verde, on April 4, 2007, pledged \$135,000 per year of sales tax revenues to the Camp Verde Sanitary District to assist the Sanitary District in obtaining funding needed to complete the sewer expansion projects; and

Whereas, the sales tax basis for which the Town of Camp Verde is dependent upon for revenues fluctuates with the rise and fall of the economy. In times of economic hardship, the stipulations set forth above cannot be reasonably met without compromising the integrity of the services provided to the citizens of Camp Verde. Understanding that the Town of Camp Verde's primary objective is to focus on the services provided to the citizens of Camp Verde;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona that:

- 1) The sales tax revenue allocations set forth in Resolution 2001-471 shall be goals to pursue dependent on the performance of the economy. That maintaining the quality of services provided to the citizens of Camp Verde is our priority.
- 2) The one percent (1%) allocation of the construction contracting activities set forth in Resolution 2004-586 shall be the allocation set forth to fund the payment on the GADA Loan acquired to fund the Marshal's Facility located at 646 S. 1st Street, not an additional allocation to the Capital Improvement Fund.

Passed and adopted by a majority vote of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona at the regular meeting of June 25, 2008.

Tony Gioia, Mayor

Attest:

Approved as to form:

Deborah Barber, Town Clerk

Town Attorney



RESOLUTION 2001-471

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
CONCERNING BUDGETING AND ACCOUNTING PROCEDURES
TO ENSURE THAT PUBLIC MONIES ARE SPENT
AND ACCOUNTED FOR IN A MANNER PROVIDING
ADDITIONAL INFORMATION TO THE PUBLIC**

Whereas, the Town of Camp Verde has adopted a sales tax increase of one percent by ordinance, specifying that this revenue will be used for specific purposes; and

Whereas, the Town of Camp Verde has specified by motion that a special projects fund would be set aside from the additional revenue, and that 40% of this fund will be dedicated to parks; and

Whereas, the Town of Camp Verde has adopted a bed tax by ordinance, specifying that this revenue will be used for economic development; and

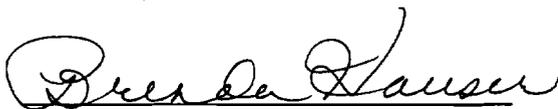
Whereas, the Town of Camp Verde wishes to institute budgeting and accounting procedures to ensure that revenues are spent as designated in a fashion clearly demonstrable to the public;

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde resolve to adopt the following budgeting and accounting guidelines:

1. The Mayor and Common Council, with the advice of the Finance Director, shall determine an amount to be dedicated for special projects within the budget. The amount should be equal to the amount of revenue realized from the one percent sales tax increase, except, as provided for in Ordinance 99-A148, as may be needed for required M&O expenses. The monies designated for special projects shall be segregated into two funds: 40% shall be placed into a fund designated for parks (including new acquisitions and development of new and existing parks) for a period of four (4) years; 60% shall be placed into a fund designated for a list of special projects.
2. Each fund including the General Fund, the HURF fund, the Parks Fund, and the Special Projects Fund shall be budgeted separately clearing showing revenue and line item expenditures. A projected balance summary for each fund will be included within the budget showing the beginning balance, total projected revenue, total projected expenditures, and the projected balance at the end of the budget cycle. Actual figures for each fund shall be provided quarterly to the Mayor Common Council and the public for each fund.

3. Within the General Fund budget, the Council shall clearly designate which expenditures are considered economic development as it relates to the bed tax. A quarterly summary report of actual figures will be provided to the Mayor and Common Council and the public on economic development spending from all Town funds. Should it ever be legal to publicly show the revenue from the bed tax, a new fund shall be created for the bed tax economic development revenue and expenditures, and accounted for in accordance with paragraphs #1 and #2 above.
4. Incorporated within the budget shall be the Capital Budget special projects derived from the most recently adopted Capital Improvements Plan (CIP), which is generally updated on an annual basis. The Capital Budget will be the basis for expenditures from the Special Projects Fund as provided for in Ordinance 99-A148.
5. All expenditures approved by the Mayor and Common Council during the budget year shall clearly designate on the agenda the source of the funding as such: B=Budgeted, G=General Fund, H=HURF Fund, P=Parks Fund, S=Special Projects Fund. Any expenditures that relate to economic development as it relates to the bed tax will also be designated E=Economic Development. Any transfer of monies between funds will clearly designate on the agenda the source and the use of the funds. For expenditures in excess of \$10,000, a current fund balance summary will be included with the agenda item background information for all affected funds.
6. The minimum balance to be maintained in the General Fund for contingency purposes shall be four months M & O expenditures on an annualized basis. The contingency funds shall only be spent in the case of an actual emergency.
7. The minimum balance to be maintained in the HURF Fund for contingency purposes shall be three months HURF expenditures on an annualized basis. The contingency funds shall only be spent in the case of an actual emergency.
8. The amount of \$84,000.00 expended in the 2000/2001 budget year for the Mattress Shop, associated buildings and land shall immediately be transferred from the General Fund to the Special Projects Fund, thereby increasing the General Fund beginning balance for 2001/2002 and decreasing the Special Projects Fund beginning balance for 2001/2002 by that amount.

Passed and adopted by a majority vote of the Common Council at the regular meeting of June 27th, 2001.



Brenda Hauser, Mayor

Attest:


Deborah Barber, Town Clerk

Approved as to form:


Julie Kriegh, Town Attorney

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

Meeting Date: Jul 2, 2008

Meeting Type: Regular Session

Type of Presentation: Verbal Only

REFERENCE DOCUMENT: Letter of interest

AGENDA TITLE: (Be Exact):

Discussion, consideration and possible appointment to the Camp Verde Trails & Pathways Commission for a term expiring September 2010.

PURPOSE AND BACKGROUND INFORMATION:

A vacancy occurred on the Commission when Dee Whitt resigned in February 2008. Staff has been advertising for the position

STAFF RECOMMENDATION(S): (Suggested Motion)

Approve appointment of Elena "Ele" Espinosa to the Camp Verde Trails and Pathways Commission for a term to expire September 2010.

Type of Document Needing Approval:

Finance Director Review

Budgeted/Amount

Yes

Comments:

None

Fund: None

Line Item:

Submitting Department: Clerk's Office

Contact Person: Deborah Barber

Town Manager/Designee:

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

~~10-12-07 No - not at this time~~

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TOWN OF CAMP VERDE
473 S. MAIN STREET SUITE 102
CAMP VERDE, AZ 86322
PHONE: (928)567-6631

06-16-08A10:11 RCVD

COMMISSION/COMMITTEE/BOARD INTEREST FORM

NAME: Elena "Ele" Espinosa

PHYSICAL ADDRESS: 242 W. Hereford Drive

MAILING ADDRESS: PO Box 1364, Camp Verde, AZ 86322

PHONE (HOME): 928.300.8088 (WORK): 928.713.6428 e-mail eepinosa@mwivet.com

**WHICH COMMISSION/COMMITTEE/BOARD ARE YOU INTERESTED IN?
(ONE FORM FOR EACH COMMISSION/COMMITTEE/BOARD)**

- | | | | |
|-------------------------------------|-----------------------------|--------------------------|--|
| <input type="checkbox"/> | ADOT ADVISORY COMMITTEE | <input type="checkbox"/> | EQUESTRIAN ARENA FACILITY COMMITTEE |
| <input type="checkbox"/> | BOARD OF ADJUSTMENTS | <input type="checkbox"/> | LIBRARY ADVISORY COMMISSION |
| <input type="checkbox"/> | BOARD OF APPEALS | <input type="checkbox"/> | PARKS AND RECREATION COMMISSION |
| <input checked="" type="checkbox"/> | TRAILS & PATHWAYS COMMITTEE | <input type="checkbox"/> | PLANNING AND ZONING COMMISSION |
| <input type="checkbox"/> | HOUSING COMMITTEE | <input type="checkbox"/> | TOWN COUNCIL (vacancy in middle of term) |

PLEASE ANSWER THE FOLLOWING QUESTIONS
(Attach additional sheet if necessary)

1. Why do you want to serve on this commission? _____

I would like to be a part of continuing to build trails & pathways throughout our town to allow access for those wishing to park their vehicles and get some exercise, we have a beautiful town. It is very scenic.

2. Tell us about yourself. How long have you lived in the area, your experience, your interest in the community. Any general information you feel pertinent. _____

I've lived in the area for 1 year now. I moved from Chino Valley. I enjoy walking and bike riding and have found it difficult to walk to town from where I live. I've seen other similar country towns build beautiful trail systems.

3. What experience and/or knowledge do you have that makes you uniquely qualified to serve on this commission? _____

I am very self motivated. I have a sincere interest in helping create trails and pathways for our community that would enhance the attractiveness to those visitors passing through and for those of us living here.

4. What do you believe the duties of this commission are and how much time do you expect to spend accomplishing these tasks?

Assist in the development of designated trails.
Assist in choosing contractors, materials, for the projects.
Assist in creating a list of trails to be created + maintained.

5. (Answer only if you are applying for Planning & Zoning Commission) Have you read the Camp Verde General Plan? How does the General Plan relate to decisions you will be making as a commissioner? What do you think of the General Plan as it is now and where do you see it going in the future?

Yes.
I think I like the general plan.
It seems to suit the Town of Camp Verde well in keeping the rural country setting.

SIGNATURE: Elena Espuosa

DATE: ~~9/15/06~~
6-16-08

phoned - everything the same is interested

FOR OFFICE USE ONLY

DATE CONTACTED & INVITED TO APPEAR BEFORE COUNCIL	9-19-06. Sam Long
STAFF CONTACTING INDIVIDUAL	
DATE APPEARED BEFORE COUNCIL	
DATE APPOINTED	

Note: Interest forms will be held for a period of six months and reviewed as openings occur.