

AMENDED AGENDA



**REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, AUGUST 15, 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) August 8, 2007 – Joint Work Session with the Library Advisory Commission
- 2) August 1, 2007 – Regular Session
- 3) July 25, 2007 – Council Hears Planning & Zoning

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

- 1) Council Hears Planning & Zoning – August 22, 2007 at 6:30 p.m.
- 2) Regular Session – September 5, 2007 at 6:30 p.m.
- 3) Regular Session – September 19, 2007 at 6:30 p.m.
- 4) Council Hears P&Z – September 26, 2007 at 6:30 p.m.

c) **Possible approval of the IGA with Yavapai County for the establishment of Unified Emergency Management services, possible appointment of Marshal David R. Smith as the Town's Emergency Management Coordinator, and possible authorization of payment to Yavapai County for \$3,969 as noted in the IGA.**

d) **Possible approval of renewal of a 2-year contract with Thomas K. Kelly, P.C. for prosecution services in an annual amount of \$71,000.**

e) **Possible approval of a Proclamation declaring the month of September as "Grandparent/Elder Recognition Month".**

f) **Possible award of bid for Project #07-040 "Street Striping Improvements 2007 through 2010", and authorization to execute the contract documents.**
This is a budgeted item in HURF.

g) **Possible approval and adoption of the FY 07/08 Final Budget.**

h) **Possible approval to renew the contract with the Verde Lakes Homeowners Association (HOA) for joint use of a 1.21 acre park owned by the HOA.**

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

5.a **DISCUSSION, CONSIDERATION, AND POSSIBLE SUPPORT OF ELAINE BELL'S REQUEST TO ADOT TO CHANGE THE NAME OF THE BRIDGE ON I-17 FROM "VERDE RIVER BRIDGE" TO THE "DAN BELL MEMORIAL BRIDGE" IN HONOR OF HER DECEASED HUSBAND, DAN BELL.**

6. **Discussion, consideration, and possible selection of an audit firm to conduct the FY 2006-2007 year-end audit.** This is a budgeted item in the General Fund.
7. **Call to the Public for Items not on the Agenda.**

There will be no Public Input on the following items:

8. **Advanced Approvals of Town Expenditures**
 - a) **There are no advanced approvals.**
9. **Manager/Staff Report**
10. **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.
11. **Adjournment**

Posted by: U Jones

Date/Time: 8-13-07

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.

Arizona State Board On Geographic And Historic Names



NAME PROPOSAL/NAME CHANGE APPLICATION

Proposed Name: Dan Bell Memorial Bridge

Proposed New Name Application Change Name Change Other

Land ownership:
 Federal State Tribal
 Private Other _____

Administrative Agency:

County: Yavapai

Section: 24 Township: 14N Range: 4 East

Meridian: Gila Elevation: 3115.20 ft/m.

Lat. 34° 35' 12.6" N S Long. 111° 52' 47" W E Mouth End Center
Lat. " " N S Long. " " W F. Heading End

Description #1

Type of feature (lake, stream, mountain etc.): _____

~~A~~ Description of feature (location, length, depth, height, size and/or area covered): _____

Yes No Feature is identified by other names or spellings. Please list: Verde River Bridge

~~A~~ Yes No The feature has been signed, posted, or publicized. If so, when: _____

Please enclose a copy of U.S. Geological Survey Topographical Quad Map and mark feature for reference. For assistance in obtaining copies of appropriate documentation, please contact the Names Board support staff at the Arizona State Library, Archives and Public Records at 602-542-4035. Outside of Phoenix (but within Arizona), dial toll free at 1-800-255-5841.

Yes No Copy of U.S. Geological Survey Map enclosed (7.5' required)

NOTE: Attachments such as maps and photographs cannot be returned. Photocopies will be accepted.

Definition of Name #2

Does the proposed name have a meaning? What is the meaning? Cite the source consulted for the meaning.

~~A~~ enclosed material

Arizona State Board On Geographic And Historic Names
NAME PROPOSAL / NAME CHANGE APPLICATION

History

Please provide a brief history of the feature and its immediate surroundings (add pages if needed). This may include the following: 1 Native American; 2 First Settlers; 3 Historical Background pertinent to the feature; 4 History on how the land is/was used; 5 Natural disasters (floods, fires, etc.); 6 Any significant cultural events. If appropriate, geology, flora and fauna. Cite sources. *Indian*

7
0
Origin of the name: _____

Yes No Further background information on the feature is attached.

Justification of Proposed Name

Describe the usage of the feature. *The Verde River Bridge, along with the Interstate Highway System transports vehicles North + Southbound through the Verde Valley.*

Please state why the proposed name will best serve the public interest (attach additional documentation if necessary) *Please see attached articles* *is still on the Highway's map*
VAUD. for
The Verde River Bridge of Hwy 17 provides the passage of north-south traffic from Phoenix to Flag.

Please list all sources of information used for your research on the background and history relating to the proposed name (maps, books, articles, periodicals, etc.) _____

Arizona State Board On Geographic And Historic Names
NAME PROPOSAL / NAME CHANGE APPLICATION

How long has the proposed name been in use? By whom? (e.g. geologists, nature enthusiasts, local residents, land management agencies, property owner) Proposed name is new.

What type of local support is there for the proposed name (e.g. land owner or manager)? Cite evidence of this support. Please see attached documentation

List all groups and persons who are familiar with the proposed feature and its usage. Please provide names, addresses and telephone numbers (please print) and his/ her association with knowledge of the geographic feature:

Name: Todd Bloom Association: Az Dept. of Transportation
Address: 1073 Finnie Flat Rd. Telephone: (928) 567-9791
Camp Verde, Az 86322 FAX: (928) 567-9301
City: Camp Verde Zip Code : 86322 e-mail: tbloom@azdot.gov

Name: _____ Association: _____

Address: _____ Telephone: () _____

_____ FAX: () _____

City: _____ Zip Code : _____ e-mail: _____

Name: _____ Association: _____

Address: _____ Telephone: () _____

_____ FAX: () _____

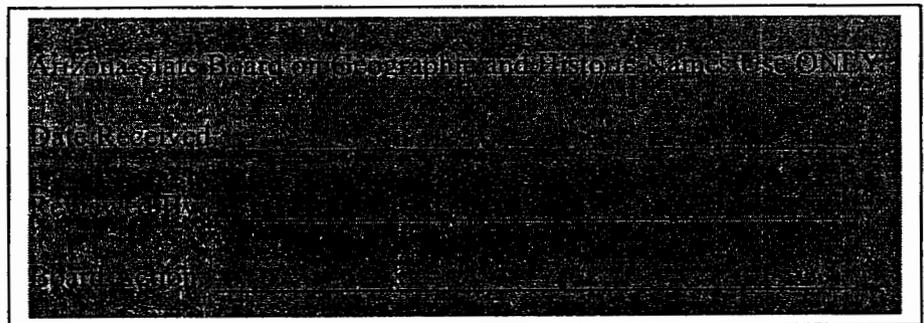
City: _____ Zip Code : _____ e-mail: _____

Arizona State Board On Geographic And Historic Names
NAME PROPOSAL / NAME CHANGE APPLICATION

Application submitted by:
Name: Elaine Bell Affiliation / Agency / Company: _____
Address: 2034 Rustler Trail Telephone: (928) 567-0113
FAX: () _____
City: Camp Verde Zip Code: 86322 e-mail: mabell@commspeed.net
I am aware that all information submitted is considered to be public information (A.R.S. § 38-431.01)
Printed Name: Elaine Bell
Signature: Elaine Bell Date: _____

Return to:
Arizona State Board on Geographic and Historic Names
c/o Arizona State Library, Archives and Public Records
1700 W Washington, Suite 200
Phoenix, AZ 85007

Additional Assistance:
Telephone: 602-542-4035
Toll free (within Arizona, outside Phoenix): 1-800-255-5841
FAX: 602-542-4972
e-mail: aznames@lib.az.us





Arizona Department of Transportation

Office of the Director

206 South Seventeenth Avenue Phoenix, Arizona 85007-3213

Janet Napolitano
Governor

Victor M. Mendez
Director

Richard Travis
Deputy Director

April 3, 2007

Ms. Elaine Bell
2034 Rustler Trail
Camp Verde, AZ 86322

Dear Ms. Bell:

My deepest condolences on the loss of your husband. The Arizona Department of Transportation appreciates the Department of Public Safety and our own maintenance personnel in their efforts to protect the traveling public.

Your request to name the bridge in honor of your husband should be directed to the Arizona State Board on Geographic and Historic Names. The board is charged with the responsibility for determining the most appropriate names for geographic locations in Arizona.

The first step in the process is submitting an official application to the board. I am including a copy of the application for your convenience. Additional information on the process, the board and an electronic copy of the application can be found at www.lib.az.us/about/bghn.cfm. The Web site provides you with all the information regarding the process.

I hope you find this information helpful in your mission to rename the Verde River bridge.

Sincerely,

A handwritten signature in black ink, appearing to read 'Victor M. Mendez', written in a cursive style.

Victor M. Mendez

Enclosure

JOHN MCCAIN
ARIZONA

CHAIRMAN
COMMITTEE ON INDIAN AFFAIRS
COMMITTEE ON ARMED SERVICES
COMMITTEE ON COMMERCE,
SCIENCE, AND TRANSPORTATION

United States Senate

241 RUSSELL SENATE OFFICE BUILDING
WASHINGTON, DC 20510-0303
(202) 224-2235

5353 NORTH 16TH STREET
SUITE 105
PHOENIX, AZ 85016
(602) 952-2410

4703 SOUTH LAKESHORE DRIVE
SUITE 1
TEMPE, AZ 85282
(480) 897-6289

407 WEST CONGRESS STREET
SUITE 103
TUCSON, AZ 85701
(520) 670-6334

TELEPHONE FOR HEARING IMPAIRED
(602) 952-0170

June 4, 2007

Elaine Paula T. Bell
2034 North Rustler Trail
Camp Verde, AZ 86322-7536

Dear Elaine Paula:

I want to take this opportunity to thank you for your letter of May 25, 2007 regarding your desire to rename the Verde River Bridge after your husband.

Your situation is in the jurisdiction of the Governor's Office. Therefore, I have forwarded your letter to Governor Janet Napolitano.

Elaine, I do hope your situation can be resolved favorably.

Sincerely,



John McCain
United States Senator

JM/xgg



ARIZONA STATE BOARD ON GEOGRAPHIC AND HISTORIC NAMES

State Capitol
1938 Addition, Suite 200
1700 W. Washington
Phoenix, Arizona 85007

Chair: Eugene Trobia
Phone: (602) 926-4035
Fax: (602) 256-7984
Email: aznames@lib.az.us

Internet: <http://www.lib.az.us/about/bqhn.htm>

June 26, 2007

Mrs. Elaine Bell
2034 Rustler Trail
Camp Verde, AZ 86322

Dear Mrs. Bell,

Your letter to Governor Napolitano regarding your proposal to change the name of the Verde River Bridge to the Dan Bell Memorial Bridge, in honor of your deceased husband, was forwarded to the Arizona State Board on Geographic and Historic Names. The State Board extends its condolences to you, and will be pleased to review the completed name change application. If you have any questions about completing the application form, please contact Board staff member Julie Hoff at (602) 926-4035. She will be happy to assist you.

Once the Board receives the completed application form, the proposal will be docketed and placed on the Board's meeting agenda for a first review. The Board meets four times a year; the next meeting will be held in late August or early September. Board staff will let you know when a date has been set.

Thank you for your proposal and for your interest in the State Names Board.

Sincerely,

Gene Trobia, Chair

cc: Arizona Governor's Office of Constituent Services

Description of the Feature #1

The Verde River Bridge is located at Milepost 287.93 on Interstate 17. Both Northbound and Southbound bridges are approximately 522 feet long and 45 feet wide. According to the older plans, the center is about 25 feet above ground. This is only an approximate and could be different now due to the silt build up and the reconstruction of the southbound lane at this time.

The bridge was signed in 1961 for the Southbound lane and 1979 for the Northbound lane. (1)

There are two posted signs stating the bridge name located, Northbound: Sign No. NB-10, Sta. 4608+00 +/- and Southbound: Sign No. SB-7, Sta. 4614+50 +/- as built in 1979. (2)

Information Source:

(1) Ms. Janet Doerstling, Engineer for the State of Arizona, Personal Interview, April 24, 2007.

(2) State of Arizona, Arizona Highway Department, Traffic Design Division, Sign Locations Cordes Jct - Flagstaff I-17 - 2(81) page 15 of 48, April 1979

Definition of Name #2

Does the proposed name have a meaning?

Please see enclosed News Release from the Arizona Department of Public Safety. (1)

Dan Bell Memorial Bridge would have meaning to many people, including his family, business associates and friends. Each time that those who knew him, cross the bridge, I would like to think that his name might spark a memory or special meaning for that individual.

Dan's route along I-17 was from the Yavapai County line to the north and south at the intersection of Hiway 260, Camp Verde, AZ. In his many travels he encountered families with small children. After giving assistance that was needed, he turned his attention to the children. Many times it would be dark and cold and they were frightened. Dan kept a supply of Teddy Bears and small blankets to help comfort the children. He often explained what had happened to their parents car, whether it was a flat tire, overheating or another item. Using simple language that the children could understand, made them more relaxed while waiting.

Often times Dan would wait with the occupants of the car, especially ladies alone, until a tow truck arrived or others that may be able to help the stranded motorists. Somehow his smile and words of encouragement seemed to help the most when one does not know what to do. (2)

Information Source:

(1) News Release, Arizona Department of Public Safety, dated May 29, 2006.

(2) A few stories told to Dan's wife, Elaine Bell.



News Release

Arizona Department of Public Safety

POST OFFICE BOX 6638 * PHOENIX, ARIZONA 85005-6638

FOR IMMEDIATE RELEASE

Date: May 29, 2006

Direct Inquiries to:
Det. Tim Mason
Office: (602) 223-2310
Pager: 602-202-2787

ARIZONA DEPARTMENT OF PUBLIC SAFETY

On duty death

On Friday May 26, 2006 at 6:38 pm, Civilian Reserve Dan C. Bell died while on duty on I-17 near mile post 284.2. Dan Bell was assisting a motorist change a tire at the time he died.

Mr. Bell was a Civilian Reserve with DPS and has been since July 8, 2000. A Civilian Reserve is an unpaid employee who donates their time to the Department of Public Safety and the Citizens of Arizona. Civilian Reserves perform many duties within the Department to include assisting stranded motorists. At the time of his death, Mr. Bell was assisting two women change a tire on I-17 near mile post 284.2 which is one mile south of Camp Verde. Mr. Bell had placed the new tire on the motorist's vehicle and began to feel overheated. Mr. Bell informed the motorist he was going to take a break and cool off in his Department vehicle. After several minutes, Mr. Bell exited the vehicle and began to walk back to the stranded motorist and collapsed. Medical personnel were immediately dispatched to the scene.

Two citizens observed Mr. Bell collapse and stopped to assist. These two citizens, who are married, were Doctor Jason Kurtz and Registered Nurse Dawn Kurtz from Flagstaff Arizona. Both administered CPR for several minutes, until the Camp Verde Fire Department arrived. The incredible efforts of the Kurtz's Family and the Camp Verde Fire Department were not enough to save Mr. Bell. Mr. Bell passed away on the side of the roadway after performing a job he truly loved to do, assisting the citizens of Arizona.

The 100 Club Board of Director's has approved a \$10,000 line-of-duty death benefit to the Bell family and will be visiting them today.

Mr. Bell's contribution to the Arizona Department of Public Safety and the Citizens of Arizona is immeasurable. For nearly six years, Mr. Bell has assisted Officers at collisions, crime scenes, and with stranded motorists. His contributions allowed sworn officers more time to concentrate their efforts on DUI enforcement, criminal interdiction, and traffic law enforcement.

Mr. Dan C. Bell was born on July 17, 1940 in Chicago, Illinois. He graduated from Littleton, Colorado High School in 1958 and furthered his education at Colorado State University. Dan married Elaine P. Rhody in Fort Collins, Colorado on February 1, 1960. He is survived by his wife and three children Tana Bryant, Daniel Bell, and Andrea Weber, four grandchildren and two great grandchildren.

Dan had a vast array of life experiences and travels with an expansive employment career. He was employed as a manager with Pacific Vegetable Oil Company overseeing the sales of edible

oils. His work included extensive travels around the world leading him to experience many diverse settings while enjoying rich cultural experiences. Eventually, after many years with Pacific Vegetable Oil Company Dan's career lead him to Brookings, Oregon where he opened Feed Etc, the largest country store in the area, with his wife Elaine. Dan was an officer in the Brookings, Oregon Elks Lodge from 1976 through 1978. His travels took him through Medford, Oregon and Colorado before settling down in Mesa, Arizona in 1993. While living in Mesa he was a civilian assistant for the Mesa Police Department in the DUI Enforcement Program. In 1998, Dan purchased a home in Camp Verde revisiting his love of law by attending courses of study at Pepperdine Law School and becoming certified as a mediator. Dan assisted his wife with Bell and Associates which managed fourteen different home owners associations. Dan had been a Judge Pro Tem in Camp Verde as well as being an Arbitrator for the Better Business Bureau. Dan was also the Code Enforcement Hearing Officer for the City of Camp Verde and the Assistant State Coordinator for the AARP Driver Safety Program. Dan had a passion for the law and most recently had submitted an application and interviewed for the Magistrate position in Clarkdale, Arizona. Dan began his involvement with the Arizona Department of Public Safety Reserves Program on July 8, 2000.

Mr. Dan C. Bell is remembered by family and friends as a caring and genuine man with deep compassion for his fellow man. Dan was a loving family man with unparalleled respect and love for his wife, children and family. Dan dedicated himself with great enthusiasm to serving the public by being involved as a volunteer with the Arizona Department of Public Safety Reserves Program ensuring the safety and well being of countless citizens traveling throughout the state of Arizona. Dan's unwavering commitment to service and his numerous positions in the community demonstrate the moral fabric of a man with a steadfast approach to upholding justice and the fortitude to remain true to his philanthropic principles.

A service will be held Wednesday May 31, 2006 at 10:00 am at Mr. Bell's home in Camp Verde.

Arizona State Board On Geographic And Historic Names
NAME PROPOSAL / NAME CHANGE APPLICATION

History

Please provide a brief history of the feature and its immediate surroundings (add pages if needed). This may include the following: 1 Native American; 2 First Settlers; 3 Historical Background pertinent to the feature; 4 History on how the land is/was used; 5 Natural disasters (floods, fires, etc.); 6 Any significant cultural events. If appropriate, geology, flora and fauna. Cite sources.

Origin of the name: _____

Yes No Further background information on the feature is attached.

Justification of Proposed Name

Describe the usage of the feature The Verde River Bridge / Interstate 17, is one of the highways major features and provides for the passage of North-South traffic from Phoenix to Flagstaff.

Please state why the proposed name will best serve the public interest (attach additional documentation if necessary) _____

Please list all sources of information used for your research on the background and history relating to the proposed name (maps, books, articles, periodicals, etc.) source information is found at the end of each article

enclosed material

History

1- Native American

Much of the history of the ancient Indians that lived in Arizona, specifically the Verde Valley, remains a mystery. It is also a complex history because the Verde Valley is a crossroad between the Northern Colorado plateau and the southwest deserts.

The first known people of Central Arizona were basket makers, hunters, and gatherers. They did not have pottery, metal, cotton or wool and probably did not have any permanent homes or farms. Neither did they have animals in which to carry goods. One of their trademarks was the use of yucca fibers for their sandals and the crude stone tools they left behind. The ancient Indians produced all they needed to survive on in an area in which they lived.

Shortly after A. D. 600 the Hohokam (Pima for "those who have gone") moved northwards from the Phoenix Basin into the valley. They represented the first permanent settlement here and brought with them their skills of farming. Along with growing beans, cotton, corn, and squash, they used canal irrigation for those crops. Their dwellings were one-room family pit houses built on areas above their fields below. These people also had another trait which set them apart from other tribes - they cremated their dead. There is no evidence of Hohokam occupation at Montezuma Castle, but some remains of Hohokam type have been found at Montezuma Well. About A.D. 1070, some of the Hohokam left the valley, going north to the plateau region east of present day Flagstaff, to plant in the moisture-conserving ash fall area created by a series of eruptions of Sunset Crater. By approximately A.D. 1100, the Hohokam culture had ceased here in the valley, but during the years of occupancy their pit houses and villages had become larger, whole communities worked on the canal systems and trade prospered.

The Sinagua (whom the Hopi called "Kan" as Kachina) moved into the valley approximately A.D. 1125 from their forested foothills to the north and east and the plateau above. The Sinagua and the Hohokam were similar in many ways, most notably, their dwellings. They both were made of poles, brush, and mud, but the Sinagua dwellings were dug into the ground, with a small portion of the walls and the roof above the ground level. They also buried their dead in an extended position instead of cremating them as the Hohokam did. They generally lived in small villages until about A.D. 1250 at which time the tribe moved into abandoned pueblos to increase the population and size of the central villages. The larger buildings were built on hilltops and cliffs and made of rock and mud; smaller field houses were constructed near their crops. These groups found adequate water from Montezuma Well, diverted these waters into the existing small canals for irrigation. They found abundant meat, fish, seeds, and herbs to help supplement the vegetables in their daily diet. The Sinagua had one thing that most Indians in Arizona had to travel great distances to obtain - a large deposit of salt. Their mines can still be seen today, southwest of Camp Verde. Montezuma Castle reached its present size in the 1300's, but shortly after 1400 the Castle and the entire Verde Valley were abandoned by the Sinagua. No direct

evidence has been found for their exodus, but a combination of reduced soil fertility, perhaps intervillage strife and lack of resources could be noted. The survivors were probably absorbed into pueblos to the northeast, eventually joining the Hopi and Zuni pueblos.

The ruins and remains of the early people of the valley tell a story of a peaceful race who had plenty of land and resources to meet their daily needs. Many of the ruins suggest a democratic society, with all of the dwellings in the pueblo of equal shape and size. Trade for the valley Indians was made possible by the abundance of salt, a red rock called argillite that they fashioned into stone pendants, beads, and other ornaments, cotton, cloth, and pottery.

The Verde Valley has been home for the Yavapai and Tonto Apache Indians for many centuries. It is not known exactly when these two distinct cultures settled the Verde, but both groups can trace their origins to the Montezuma Well area. Although the Yavapai were not directly connected with the Apache, there have been times that they were referred to as Apaches. The name Yavapai is said to be from enyaleva, 'sun' and pai, 'people'. They were known as the 'People of the Sun'. The Yavapai share cultural traits with the Walapai and Havasupai to the northwest. Yavapai refers to bands or groups of Yuman-speaking people who formerly hunted over a large area of central Arizona. The Yavapai people moved from one area to another in small family groups, often covering twenty to thirty miles a day, depending on food source, water and climatic conditions. Their basic diet consisted of wild meat such as mountain sheep, deer and small animals, ground pinon nuts, often prickly pears, when available, juniper berries, agave and crops of maize. It took large areas of land to feed small numbers of their people.

The Tonto (Dilzhe'e) Apache Indian tribe is related to the other Apache and Navajo tribes to the east, and speak a dialect of Southern Athabaskan. The name Dilzhe'e is a Western Apache name that means HUNTERS in the old language. The Apache were semi-nomadic hunters and gatherers who supplemented their diet of wild foods with domesticated plants such as corn, melons and squash. They were organized into local bands made up of family units. Each band had a territory in which to search for ripening plants and animals necessary for survival. It was their keen understanding of plant cycles and regional animal behavior that allowed them adequate food for all seasons. Clothing was made from hides and other materials gathered in the course of their seasonal travels. They used stone tools, ground their food on stones found at each resting place and shelter was often caves. When caves were not available, they often made shelters of hides, branches or brush. The Yucca leaves were split to form cords to make baskets and mats. The Yavapai and Apache women excelled in their basket making and often used the pitch or mud covered baskets to haul water. This basket was the basis for their trading with other tribes.

Except for an occasional contact with Spaniards in the middle to late 16th and early 17th century, and with the mountain men and trappers in the early 19th century, the Yavapai and Tonto (Dilzhe'e) Apache remained for the most part undisturbed in the Verde Valley by the Anglo-Americans until the 1850's.

When the Spanish explorers entered the valley in approximately 1582, they found small

bands of nomadic Dilzhe'e (Tonto) Apache and Yavapai roaming the valley. Diego Perez de Luxan, a Spanish explorer came upon a Yavapai settlement and wrote that these people lived in huts made of branches. The Yavapai people were unfamiliar with horses and the sight and sound of a horse frightened them. The Spanish explorers were in the valley looking for gold and other precious metals and apparently the Yavapai knew of the mines located near the present day town of Jerome. They had given metal to the explorers as a sign of peace and led them to the mines. This metal was of copper not silver or gold as the explorers had wished for and they soon returned to their settlement, leaving the Yavapai Indians.

There was considerable interest in the mines and metal located in the Verde Valley from 1583 to 1605 but the Yavapai and Tonto Apache Indians had very little contact with the Spanish explorers. When the Mexican-United States boundary was settled in 1821, Americans came to the Southwest. The Indians' territory passed to the United States at the end of the Mexican-American war in 1848. In the 1850's ranchers, miners and homesteaders began to settle in areas of the Verde Valley. With these settlements coming to the valley, the Yavapai and Tonto Apache were being left without a food source. This was a very difficult time for the Indian families as they saw more and more 'Anglo-Americans' coming to the lush green of the Verde Valley.

The United States Government and the Indians did not have much contact prior to 1860. After this time, the settlers and miners had made communities for themselves. Shortly thereafter hostilities broke out between the US military force and the Indians. General Crook completely defeated the two Indian groups in the fall and winter of 1872-1873. Most of the groups were placed on the Rio Verde Indian Reserve, Camp Verde, and remained there until about 1875. They had little to do on the reservation as they had been removed from their hunting and gathering lands; they lost courage and fell captive to the military. The San Carlos Reservation housed the Yavapai and Tonto Apache from 1875 to 1900. After the turn of the century, only about 200 drifted back to the valley of Rio Verde. The Yavapai Apache Nation numbered about 2000 people in 1860. In 1905 due to sickness and tuberculosis which took many lives, the deaths were exceeding births, four to one. Through the legislation known as the Indian Reorganization Act of 1934 the Yavapai and Apache became a recognized Nation with their own constitution in 1936. Many of the men served with distinction in World War II. More recently the Nation opened Cliff Castle Casino in 1995 and it is a significant economic force in the valley today.

Information Obtained From These Sources

Internet information: Arizona Jerome. Retrieved July 10, 2007 from:
<http://www.azjerome.com>

Internet information: Along the Verde River. Retrieved July 12, 2007 from:
<http://www.arizonahandbook.com>

Albert H. Schroeder, Homer F. Hastings (1954, 1985) Montezuma Castle National

Monument Divisions of Publications, National Park Service, U.S. Department of the Interior, Washington, D.C.

Interent information: Tonto Apache. Retrieved July 12, 2007 from:
[http://www.en.wikipedia.org/wiki/Tonto Apache](http://www.en.wikipedia.org/wiki/Tonto_Apache)

"People of the Verde Valley," Plateau Magazine of the Museum of Northern Arizona, (Phoenix, AZ) 1981: Volume Fifty-Three / Number One.

- 1-Pat Stein "The Yavapai and Tonto Apache" article from above magazine
- 2-Peter J. Pilles, Jr. "The Southern Sinagua" article from above magazine

Christopher Cohen, Archaeologist for the Yavapai Apache Nation, Personal Interview, July 31, 2007.

History

2- First Settlers

"During the last thirty-five years of the nineteenth century, an important and well-used, east-west trail crossed the southern part of central Arizona's Verde Valley, linking Winslow, on the Colorado Plateau, with Prescott, in the Central Arizona Highlands, where Fort Whipple was also located. Established in 1864 by Colonel J Francisco Chaves, the Chavez Trail, despite the general rough and rugged terrain through which it passed, enjoyed a relatively even and straight 125 miles from Winslow westward to Prescott.

At the time the trail was initially established, Winslow was known as 'Sunset Crossing'. Leaving Sunset Crossing, the trail followed an old Hopi Indian path, the '*Palatkwapi Trail*', going westward through Chavez Pass, past Stoneman Lake, and down the Mogollon Rim to the Verde Valley. From here it continued by way of Montezuma Well to Camp Verde. It then ascended the Black Hills up and through Copper Canyon to Ash Creek, and went on to the Agua Fria River and Prescott.

While it primarily served the needs of settlers in the immediate region, the trail also provided an important section of a much longer road that extended from Santa Fe, New Mexico, to Los Angeles." (1)

With Santa Fe to the east and the Colorado River towns to the west, the Chavez Trail made it possible for people to travel across the state. When first entering the Verde Valley one would find a strange assortment of landscapes. There would be a desert setting with what seemed to be only cactus and rocks, there would be the views of the Black Hills to the Southwest, perhaps a forest of green and golds high upon a plateau. To these early settlers it was the green of the valley that lay before them, a bountiful water supply, soil rich in nutrients, and plentiful game to hunt. They would build homes and farms, knowing that each man and his family could make a good life.

Fort Whipple was located along the trade route from Santa Fe to the Colorado River. In 1864 Prescott was established. It was from here that two gentlemen decided that the Verde Valley needed more exploration in hopes that a settlement could be established there. They then began to form a group for this purpose. The military leaders at Fort Whipple were against the idea knowing that the valley was susceptible to Indian raids. The Yavapai and Apache Indians were well established in the valley, having many villages and camps along the streams and they could find many hiding places among the canyons and mountains. This was their valley, their hunting ground and their home and it would not be easy for settlers to come to the valley.

Nine hearty souls formed the group and it was evident that they were not going to be discouraged by the Military. In January, 1865, they made their way on foot, with one horse packed with blankets, cooking utensils and sufficient supplies to last for ten days. Their route took three days and followed a road twenty-five miles east of Prescott, then along the Old Chavez Trail to the head of Copper Canyon where they found an Indian

trail into the Verde Valley. The Verde River at this time was only fifty feet wide and approximately two feet deep. It was not difficult to ford the river to make camp on the other side. Two groups of men set out to find a site for their settlement. One group went to the Clear Creek region and the other went to the Beaver Creek tributary. It wasn't long before they decided that the best place was located where the Verde River and Clear Creek merged. Finding it to their liking, they returned in February to settle near what is now Camp Verde. The Military were not wrong in their estimate of Indian danger. Within a matter of months the commandant at Fort Whipple sent a garrison of troops to help protect the new settlement. In the later months of 1865 they established Fort Lincoln on the Verde River and the official Fort Lincoln was established January 1866 . There were thirty-five men of Company A and ninety-four men of Company E from the Arizona Volunteers under the direction of Captain Hiram H. Washburn, that came to Fort Lincoln of the 4th of January 1866.

The group of settlers did not have time to prepare for the influx of soldiers but were glad to have the garrison close at hand. Their supplies were limited but what staples they had were shared. Irrigation ditches were dug, crops planted and harvested by August of that year. Although food was adequate, most of the enlisted men received their discharges that month, leaving only Captain Washburn and five men. Indians were still raiding the store houses, cattle and horses of the settlers and a dispatch to Fort Whipple for help was answered in September. Sixteen men under the direction of Lieutenant Baty were sent to the valley. It wasn't long before Lieutenant Baty was relieved of duty due to being a coward. At that time Lieutenant McNeal and additional men came to the aid of the settlers and realizing the dangers, became a profound help to these early pioneers.

Camp Lincoln was located on the wrong side of the Verde River and the small area was not large enough for the building of the additional facilities needed. By 1870 General Crook and Colonel Grover had selected the present site and named it Camp Verde. There was lumber on Clear Creek, enough to build an adequate garrison. Camp Verde prospered and more men and their families came to the valley.

By 1871 a temporary reservation had been established near Camp Verde, as it was the dividing line between the Yavapai and Apache tribes. The Indians were in dire need, some of which were starving. The white man had taken their hunting grounds to grow food and graze their cattle. Eventually approximately two thousand Apaches surrendered unconditionally by April 1873. During the next two years, the Indians seemed relatively happy, having worked on an irrigation ditch and many acres were planted into melons and other garden produce. Preparations were made to grow corn and barley. This produce and grain were shared with the Indians and their families. By March 1875 the Indians had been ordered by Commissioner Dudley to be removed to the San Carlos Reservation. The military camp was abandoned by the soldiers in 1890.

Settlers soon established their own ranches and many today are designated by the names given them from the early pioneers of the Verde Valley.

Permission was not given by the Camp Verde Historical Society, for the use of the nine men's names who were the first settlers in the valley.

Information Obtained From These Sources:

(1) United States, Arizona State Parks, Historic Trails of Arizona , Map Layout and Design by Tom Jonas, (Phoenix, Arizona, 2004).

2 Bonnie & Ed Peplow, "Introduction of book," Pioneer Stories of Arizona's Verde Valley (Camp Verde, AZ: Verde Valley Pioneers Association, 1954) VIII

History

3- Historical Background pertinent to the feature

THERE ARE ROADS, ROADS AND ROADS

"Roads in this big, comparatively empty land of ours (we refer to Arizona, of course) come in many shapes, sizes and personalities. There are little roads, big roads, narrow roads, wide roads, crooked roads, straight roads, roads easy to travel and roads so rough and tough that when you travel them you wish you had walked or had stayed at home in bed.

In the early days folks needing to move about, whether by covered wagon, by horse or horse-and-buggy, followed the cow trails because it was a recognized fact that a cow was the best road engineer of all in finding the easiest way to get to a water hole from grazing lands far away. If you're afoot and want to climb a steep hill follow a cow trail. Here is engineering at its best!

Roads, however primitive, were created for one purpose: to get you there and back and this they did. As the Automobile Age grew to maturity, roads matured and acquired such fancy names as highways, boulevards, thoroughfares, expressways, and freeways, but they are still roads built to get you there and back, designed and engineered to serve you best with the fast, shiny wheels under you, built to give you comfort, safety and convenience, built to get you from here to there as swiftly as possible and as safely as possible.

We think the unsung hero of this mid-20th Century Age of the Gas Buggy, (and how many millions of people in how many millions of such vehicles are driving our highways this very minute) is the highway engineer, whose genius and skill, inspiration and vision, has created the arteries of travel which we accept as a routine happenstance, that have conquered distance and have knitted us (all of us in this fair land) closer together. The flying machine is with us and it is here to stay. Skyways serve their purpose and we say *bravo* to them! But remember, when our first astronaut returns from the moon with moon dust on his shoes, he'll have to travel a highway to get home and greet his loving family." (1)

Although Interstate-17 has been in use since the late 1950's in the Phoenix area, the history portion for the northern route will begin at McGuireville exit 293 and continues south over Copper Canyon to Arizona 169 (Cherry Road/Prescott). Within this area is the Verde River Bridge located just north of Arizona 279/260 (Cottonwood and Camp Verde exit). Before the interstate system was fully developed in this area, the highway was left as an undivided portion until 1968 when construction was started. It was known as Arizona 79 being designated in 1954. This area presented a problem in construction due to the change of grade from the Verde Valley to AZ 169. The last portion of this section started with land ownership along the proposed north bound highway access control and revised August 9, 1967 and December 30, 1975 with an

aerial photo. January 2, 1976 the Right of Way plan was submitted to the State Highway Department for approval. January 15, 1974 completed the set of plans needed to construct this section of the new Interstate 17. By April 1980 the Northbound Verde River Bridge had been built. The Southbound lane of the Verde River Bridge was approved to be widened September 1987. The most recent reconstruction work on the Southbound lane was completed July 2007. This reconstruction work included the rebuilding of the whole of the bridge, diverting traffic to half of the Northbound lane.

Information Obtained From These Sources:

(1) Raymond Carlson, Editor, "THERE ARE ROADS, ROADS AND ROADS", Arizona Highways June 1969, Vol. XLV No. 6: Copyright page

Internet information: Interstate 17. Retrieved May 18, 2007 from:
<http://www.arizonaroads.com/interstate/i17.html>

Internet information: Arizona @ RockyMountainRoads.com - Interstate 17- Maricopa County (Northbound). Retrieved July 25, 2007 from:
http://www.rockymountainroads.com/i-017_az.html

State of Arizona, State Highway Department, Right of Way Plan of the Cordes Jct. - Flagstaff State Highway Project NO. I-17-2(10) Yavapai County
Plan and Profile of Proposed State Highway, Cordes Junction - Flagstaff Yavapai County I-17 - 2(48)
State of Arizona Department of Transportation Highways Division, Plan and Profile of Proposed State Highway Cordes Junction -
- 17 - 2(98) Flagstaff Yavapai County IR

Todd Bloom, Arizona Department of Transportation, Camp Verde Division, Personal Interview, June 2007.

Ms. Janet Doerstling, Arizona Department of Transportation, State Engineer, Personal Interview, April 24, 2007

Elaine Bell

From: "Nikki Kimbel" <NKimbel@azdot.gov>
To: <mabell@commspeed.net>
Sent: Friday, July 27, 2007 2:19 PM
Subject: FW: Copyright Request

Dear Elaine:

Our Editor, Robert Stieve, gives permission to reproduce the *Roads, Roads, Roads* story. Maybe one of these days when I'm driving to Flagstaff I'll see a sign that says "Dan Bell Memorial Bridge."

Best of luck to you.

Nikki Kimbel
Arizona Highways Magazine
Editorial Department
2039 W. Lewis Ave. - MD 044R
Phoenix, AZ 85009
Phone: 602-712-2041
Fax: 602-254-4505

-----Original Message-----

From: Robert A. Stieve
Sent: Friday, July 27, 2007 2:14 PM
To: Nikki Kimbel
Subject: Re: Copyright Request
Importance: High

Yes. Of course. Thanks Nik.

On 7/27/07 1:42 PM, "Nikki Kimbel" <NKimbel@azdot.gov> wrote:

Robert --

Do you give Ms. Bell permission to reproduce "There Are Roads, Roads, and Roads" written by Raymond Carlson?

Thanks,

--Nikki .

-----Original Message-----

From: Elaine Bell [<mailto:mabell@commspeed.net>]
Sent: Friday, July 27, 2007 1:40 PM
To: Nikki Kimbel
Subject: Verde River Bridge Renaming

Thank you Niki for your time in working with me to gather permission to reprint the article "There Are Roads, Roads, and Roads" written by Raymond Carlson, Editor, June 1969, Arizona Highways Magazine.

My husband, Dan Bell was a Civilian Reserve Officer with the Arizona Department of Public Safety. He passed away while on duty, May 26, 2006.

I would like to honor him by renaming the Verde River Bridge (I-17) to Dan Bell Memorial Bridge. Director Mendez, ADOT sent me an application for the name change. It will be submitted to the Arizona State Board On Geographic and Historic Names, by August 12, 2007. One of the questions in the application is to give the historical background pertinent to the feature.

I found the above mentioned article and would like permission to copy the article, using quotes and giving Mr. Carlson credit through footnotes at the end of the application. I will also be adding information from other sources that will be in my own words with reference to the sources of information used.

I would like to have your permission to copy the four paragraphs of Mr. Carlson's work.

Thank you, I remain,

Sincerely,

Elaine Bell
2034 Rustler Trail
Camp Verde, AZ 86322
e-mail: mabell@commspeed.net

Confidentiality and Nondisclosure Notice: This email transmission and any attachments are intended for use by the person(s)/entity(ies) named above and may contain confidential/privileged information. Any unauthorized use, disclosure or distribution is strictly prohibited. If you are not the intended recipient, please contact the sender by email, and delete or destroy all copies plus attachments.

7/27/2007

Geology, Flora, Fauna

Geology of the Verde Valley

"Volcanoes erupting on a primeval ocean floor, tropical coral seas, sanddunes blowing along the coastline of an ancient supercontinent, and a volcano spewing lava beneath a cliff of red sandstone - these are some of the colorful scenes that geologists have reconstructed from the rocks contained within the Verde Valley. Given the incredible forces of erosion in this area, it is astonishing that we are able to recall anything at all from our early heritage. And, yet, each succeeding generation of earth scientists has been able to bring back more of the ancient landscapes of the Verde Valley. The rock record is the ultimate time machine that reveals to us the beginnings of all life.

In the beginning, it was the economic rewards contained within the rocks of the Verde Valley that drew our attention to them. Increasingly, in the future, it may be the *intellectual* and *spiritual* rewards that the rocks can give which will satisfy our needs."

(1)

Elaine's note: From reading the listed book about the geology of the Verde Valley, I admit that I do not understand the terms used, the different rock formations and how they came to be 1.82 billion years ago. It was far advanced to my understanding and being able to put it into my own words.

(1) Wayne Ranney, The Verde Valley A Geological History Museum of Northern Arizona, (Flagstaff, AZ: Land O' Sun Printers) pg 31, Conclusion

Flora found in the Verde Valley

Flora specifically means flowers, but it may also suggest plants, such as cactus, shrubs, and trees. For the flora of the valley, I will list only the native plants and a few that are so common, we might call them weeds.

Native Trees

Cypress Family: One-seed Juniper (typically having two or more trunks originating from ground level) found on hillsides and dry mesas.

Utah Juniper (typically having only one trunk) found on hillsides and dry mesas.

Pea Family: Velvet/Common Mesquite found on flat dry areas and sometimes near rivers. A good food source (dried beans) for wildlife, birds, and humans. Blue Palo Verde found on hot dry areas in the Verde Valley. Catclaw Acacia is also important to wildlife and their habitat in the valley.

Maple Family: Bigtooth Maple found on steep hillsides along creeks and Verde River. Box Elder can be found around water's edge and the sap can be made into syrup.

Beech Family: Arizona White Oak can be found in canyons and foothills around the valley. The acorns take two years to mature and are a good food source for animals. Emory Oak is also known by the names of Live and Black Oaks. This tree is considered an evergreen. Good food source for humans and animals. Palmer (Dunn) Oak is considered a shrubby oak as it grows to about 15 feet whereas Emory and White Oaks grow to about 50 feet. This oak can be found in washes around the valley.

Planetree Family: Arizona Sycamore has a delightful aroma and can be found at riversides, and creeks. The bark is typically white in color with darker areas that will shed during the year.

Willow Family: Freemont Cottonwood is found in all areas of the Verde Valley and is known as "just a plain old Cottonwood" by residents. The native trees shed a cotton type seed and like to have their roots near water. Goodding Willow is Arizona's largest willow and is an important wildlife habitat and nesting for the endangered Southwestern Willow Flycatcher.

Birch Family: Arizona Alder generally will grow to less than 50 feet. It is found near creeks and rivers.

Elm Family: Netleaf Hackberry is a good bird habitat, eating the berries and nesting among the branches. It is found along the Verde River.

Rose Family: Common Chokecherry will grow to less than 30 feet, fruit is bitter, the pits are toxic but eaten by wildlife.

Magnolia Family: Desert Willow has one of the most beautiful flowers with colors that are purple and white with yellow centers. Height to about 15 feet, found along river banks.

Bushes and Shrubs of the Verde Valley

Rose Family: Cliffrose is found on dry, rocky outcroppings and slopes. It has large white flower petals with yellow centers and is quite common in the valley.

Caltrop Family: Creosote Bush is an extremely long lived plant and some found here are estimated to be about 11,000 years old. Leaves are naturally "varnished" and conserve water. Roots emit repellents and grow in groves.

Forget-Me-Not or Borage Family: Shrubby Coldenia is found often in the valley. It is a small, 8" high bush with dome shape and thick leaves that have fine hairs.

Goosefoot Family: Four-wing Saltbush is found in all areas of the valley. The bush is usually under 6 feet and provides wildlife habitat. It is salt tolerant and an excellent erosion inhibitor.
Winter-fat is found abundantly in the valley and is a good winter food source for deer and sheep.

Pea Family: Feather Dalea is also known by Feather Plume and Pea Bush. Generally they grow to less than 16 feet, found in arid areas and rocky slopes.

Sunflower Family: Desert Broom is the "mini" version of the Broom Snakeweed. Both are found in over-grazed areas of the valley.

Buckthorn Family: Graythorn is found at rivers edge, desert, and grasslands. Good habitat for birds.

Cactus of the Verde Valley

Cactus Family: Plateau Cholla is found in dry sandy soils, flower color variations from yellow, orange and red.

Fendler Hedgehog Cactus prefers to grow in rocky slopes but may be found in some flat areas. It grows to less than 1 foot and has a magenta bloom.

Desert Prickly Pear is native to all Verde Valley locations and has edible fruit.

Desert Christmas Cactus has a greenish-yellow bloom and red fruit. Can be found in washes and slopes of dry hills.

Agave Family: Soaptree Yucca is found in grasslands and desert areas, roots can be used for soap, flowers are edible.

Banana Yucca may be known by Blue or Broadleaf Yucca also. It grows in all areas of the valley. Typically it has sharp points of leaf ends, curled fibers and edible fruits.

Century Plant This plant gets its name from the fact that it only blooms once in its lifetime and then dies. The average life span is 25 years. The early Indians used the plant for fiber, needles, food and medicine.

Flowers of the Verde Valley

The Morning Glory is not a native of the valley, but found everywhere and is considered a weed. It has white blooms and will wrap itself around whatever is near to it. It is often hard to control.

The most prevalent flower family in the valley is the Sunflower, having both yellow and white blooms and many varieties.

Sunflower Family: Fleabane grows to less than 1 foot, white to light purple flowers, and can be found along roadsides and cleared areas.

Blanket Flower yellow "ray" petals with dark red centers, can be found along roadway and dry areas.

Goldenrod will reach about 48" and has a yellow flower, located along roadsides.

Sunflower seems to grow just about anywhere along roads and cleared areas. It will reach to 6 feet and yellow in color; is an annual.

Camphorweed is not a native, but can be found everywhere in the valley, especially after our monsoon rains. The crushed leaves have a camphor smell.

Blackfoot Daisy or better known as Desert Daisy is a white flower with yellow center that grows to about 20". Can be found on dry sunny slopes.

Machaeranthera grows to about 3-4 feet and can be found on roadsides and washes. Blue ray flowers with yellow centers.

Nightshade/potato Family: Jimsonweed This plant may be beautiful but is 100% toxic! White flowers and grows to about 48" in washes and along roadsides.

Cleome Family: Yellow Bee Plant, Spiderflower or Yellow Spiderwort is an annual in the valley, found along the Verde River.

Mustard Family: London Rocket could be considered a weed by many of the valley's residents. It grows to about 3 feet, yellow blooms and will grow almost anywhere there is moisture.
Evening-sented Stock likes alkaline soil near water. Purple in color.

Geranium Family: Filaree grows to less than 1 foot, color of pinkish to purple and is an annual. Is found almost everywhere in the valley and seeds can become a nuisance.

Poppy Family: Mexican Gold or Desert Gold Poppy is an annual found along roadsides in sandy soil.

Phlox Family: Spreading Phlox is a perennial that grows to less than 8". Can be found on dry hillsides and has a pink to white flower.

Mallow Family: Globe Mallow or Desert Mallow can be found everywhere in the Verde Valley. Different species have different colors, but the most common is orange, salmon pink and red. Will grow to 20".

Snapdragon/Figwort Family: Eatoni Penstemon is a perennial that will grow to about 2 feet, likes dry hillsides and crimson red in color.

Information Obtained From These Sources:

Landscaping With Native Arizona Plants, Natural Vegetation Committee, Arizona Chapter, Soil Conservation Society of America. (Tucson, Arizona: The University of Arizona Press, 1982) 25-154

Anne Orth Epple, A Field Guide to the Plants of Arizona, (Helena, Montana: Falcon Publishing Co, 1995) 10-301

Fauna found in the Verde Valley

Bobcats are found in woodlands, desert scrubland and broken country with rocky outcroppings. They can weigh from 15-40 pounds, females raising 2-3 kittens per year. Food sources are rabbits, mice, ground squirrels, birds and remains of dead animals. Predators are the coyote here in the valley.

Cottontail Rabbit/Desert Cottontail are found just about everywhere in the Verde Valley, with shrub land being their favorite home land. They can weigh 2-3 pounds and 12-15" long. Females can raise 2 or more litters per year. Food sources are grasses, cacti, shrubs and bark with water being obtained from food. Predators are coyote, bobcat and some snakes prey on the young.

Coyotes are found in woodlands, grasslands and desert areas of the valley. A coyote can mark a territory with a strong musky scent that resembles a skunk's scent. They can weigh from 18-40 pounds. Both adults feed the young of which may consist of 5-10 pups. Food sources are mice, squirrels, rabbits and other small mammals, birds, snakes and remains of dead animals. Predators are the Great Horned Owl, wolf, mountain lions.

Jackrabbits are also found in abundance in the valley, preferring open land. They can weigh 5-8 pounds with ears 6-7" long. Females will usually have 3-4 litters per year and 2 young per litter. Food sources are mesquite leaves and beans, bugs, twigs and bark and grasses. Predators are the coyote, bobcat, hawk and snake.

Javelina have been found many times in the valley and there are hunting seasons in January for them (bow and arrow). They can weigh 35-60 pounds with females giving birth to 1-4 young and up to 2 litters per year. Food sources are flowers, fruits, nuts, cacti, garden bulbs, roots, grubs and reptiles. Predators are the coyote and eagle preying on the young.

Pocket Gopher is a menace to farmers, home owners and land owners in the valley. They require loose soil (found along the rivers) and abundant plant life. Female has 1 litter a year with 3-6 young. They dig tunnels leaving the dirt mounded up at an entrance and they rarely see the light of day. The food eaten is usually roots, tubers, bulbs and corms. They do not hibernate but are continually active, looking for food.

Porcupine's habitat could be almost anywhere but the main requirement is wooded vegetation, found along the Verde River. They can weigh from 10-28 pounds. Females giving birth to 1 pup per year. Food sources are clover, grass, seeds, corn, leaves and evergreen needles, aquatic plants, acorns, bark and twigs. Predator is the Great Horned Owl.

Raccoons can be found in wooded areas near a meadow, rivers and ponds. They can weigh 15-40 pounds. Females give birth to 2-7 young, once per year. A good food source is the local garbage can but also incorporate nuts, berries, insects, crayfish, garden vegetables, rodents and remains of dead animals into their diets. Two to 7 young are born once a year. Predators are coyote, fox, bobcat, Great Horned Owl and

the domestic dog.

The Striped Skunk is another animal found in abundance in the valley anywhere from rocky areas to ravines near water. They can weigh 3-10 pounds; females raising 5-9 kits. They dine on mice, insects, fruit, eggs and garbage. Predators are bobcat, coyote and Great Horned Owl.

Red-winged Blackbird's habitat is wetlands and grasslands, both of which there is in abundant supply in the valley. Food source is seeds and insects. Females will have 2-3 broods a year with 3-5 eggs each. Males are black with bright red and gold wing patches, females are streaked brown and white.

Sandhill Crane is most often found in the wetlands near marsh and rivers. They are ground feeders, eating insects, small mammals, reptiles, seeds and waste grain. Females will have only 1 brood a year with 2 eggs. The Sandhill Crane is gray with a dark red cap on its head and red eyes. It has a very long neck, beak and legs. It forages for food within a home range of 3-35 square miles.

Mourning Dove is abundant in the valley. Their habitat is open wooded areas, marshes, orchards, roadsides, farmland and grassland. Females will have 2-3 broods a year averaging 2 eggs each. The dove is grayish brown with light pinkish brown head, chest and undersides. It has a light blue ring around the eyes, black bill, red legs and long pointed tail edged in white.

Cooper's Hawk or the better known name in the valley is Chicken Hawk. The nest is usually found from 20-50' above ground in the crotch of a tree. Adults often return to the same nest each year. Females will have 1 brood a year with 3-5 eggs; females tend to the eggs and the males tend to the young until they leave the nest. Their food consists of birds, squirrels, and small mammals. The Cooper's Hawk is grayish blue with white undersides and reddish bars. It has a black-capped head and three black tail stripes.

Another hawk found in the valley is the Red-tailed Hawk known by its high-pitched scream. They are powerful birds of prey and their eyesight is many times greater than a humans. Their food is small mammals, rabbits, snakes, birds and insects. Females have 1 brood a year, 1-4 eggs, both males and females tend to the young. Red-tailed Hawks appear in a variety of colors from buff to brown, with a patterned, streaked underside that is faintly rusty red with bright reddish tail.

Anna's Hummingbird is one of North America's largest hummingbird species. They are found through out the state and many will remain in the valley over winter months. Their food is flower nectar, sap and insects, although many homeowners provide a sugar-water solution for them. The male seems to be very territorial in nature and amusing to watch. Females will have 2 broods a year and 1-2 eggs. The male is mostly green with a ruby-red crown, chin and throat. The female is green with gray undersides. Amazing that they can beat their wings 45 times per second and is the only bird that can fly backwards.

Mallard Duck not only finds their home in the valley but is the most abundant and widespread water fowl found world wide. Its habitat is lakes, ponds, rivers and swamps. They eat aquatic plants and insects, grasses, seeds and grains. Females have 1 brood a year with 6-15 eggs. The male Mallard is gray with a distinct green head, thin white collar, rust-colored chest, yellow bill and orange legs. The female is drab, mottled brown with a dull orange bill.

Great Horned Owl can catch about 1,000 mice a year. Its diet is the most diverse of all North American owls. It also has the strongest talons of all owl species. It has a nickname of tiger with wings, because it can kill mammals as large as skunks and porcupines. They live in open wooded areas. Females have 1 brood a year with 1-5 eggs. They rely on a keen sense of hearing and sight to find prey.

American Robin has a peculiar trait in that it will sit by an ant hill and allow ants to crawl all over its body. This is to rid itself of lice and other parasites. Habitat is wooded area and water ways. Females have 2 broods a year with 3-5 eggs. They will move around Arizona in the winter. Males have a slate-gray back, rust red chests and white speckled throats. Females are gray-brown with pale orange chests.

Information Obtained From These Sources:

George Olin, Dale Stuart King, ed Animals of the Southwest Deserts (Globe, Arizona: Southwestern Monuments Association, 1954) 34, 66, 80.

Ann E. McCarthy, David A. Frederick, Arizona Game and Fish Department, ed., Critters of Arizona , (Cambridge, Minnesota: Adventure Publications, 2002) 19-99

Permission to use information obtained from the publication "Critters of Arizona" given by Monica Ahlman, Adventure Publication, August 8, 2007

Elaine Bell

From: "Monica Ahlman" <monica@adventurepublications.net>
To: "Elaine Bell" <mabell@commspeed.net>
Sent: Wednesday, August 08, 2007 2:00 PM
Subject: Re: permission to use information

Hi Elaine-

You are certainly welcome to use the information, especially since you will be crediting the source. Good luck on your endeavor!

Monica

----- Original Message -----

From: Elaine Bell
To: Monica@adventurepublications.net
Sent: Wednesday, August 08, 2007 11:43 AM
Subject: permission to use information

Good Morning Monica, I have a favor to ask of you. I am working on a project that would rename a bridge on Interstate 17 in Arizona. I have an application from the Arizona State Board on Geographic and Historic Names.

The reason I would like to name the Verde River Bridge, Dan Bell Memorial Bridge is to honor my husband who passed away May 26, 2006. He was a Civilian Reserve Office with the Department of Public Safety (highway patrolman) and died along side of the road.

One of the questions on the application is to list Flora, Fauna and Geology of the area. Our Camp Verde library gave me a copy of "Critters of Arizona" and I would like to have your permission to use the information about some of these animals found in the valley. I will not be using any of the pictures, only information on habitat etc.

I will give Adventure Publications credit as I have to list all sources used for the research and your printed permission to use it.

Thank you Monica for your consideration,

Sincerely,

Elaine Bell e-mail: mabell@commspeed.net
928-567-0113

Justification of Proposed Name

Please state why the proposed name will best serve the public interest.

Enclosed please find Dan Bell's Memorial, his biographical story and newspaper articles.

Dan Bell Memorial Bridge will bring back memories for some motorists because of the help he gave them while stranded on the side of the road, the gift of a teddy bear or small quilt to comfort a child, perhaps a story or help he gave while having coffee with the boys at the coffee shop, the knowledge he gave so freely to those less fortunate. or it might be the thought and love of his family to be able to give him a tribute.

Daniel Carroll Bell was born on July 17, 1940 in Chicago, IL. He graduated from Littleton, Colorado High School in 1958 and furthered his education at Colorado State University. Dan married Elaine P. Rhody in Fort Collins, Colorado on February 1, 1960. His wife and three children, Tana Bryant, Daniel Bell and Andrea Weber, four grandchildren and two great granddaughters survive him.

Dan had a vast array of life experiences and travels with an expansive employment career. After many years of farming in Colorado, he was employed as a manager of Pacific Vegetable Oil Company overseeing the sales of edible oils. Dan's work included extensive travels around the world leading him to experience many diverse settings while enjoying rich cultural experiences. Eventually, after many years with Pacific Vegetable Oil company, Dan's career lead him to Brookings, Oregon where he opened Feed Etc, the largest country store in the area, with his wife Elaine. He was an officer in the Brookings, Oregon Elks Lodge from 1976 through 1978. His travels took him through Medford, Oregon and Colorado before settling down in Mesa, Arizona in 1993. While living in Mesa, Dan was a civilian assistant for the Mesa Police Department in the DUI Enforcement Program. In 1998 Dan and his wife purchased a home in Camp Verde. He revisited his love of law by attending courses of study at Pepperdine Law School and becoming certified as a mediator. Dan assisted Elaine with Bell & Associates, which managed fourteen different homeowner associations. Dan was also a Judge Pro Tem in Camp Verde as well

as being an Arbitrator for the Better Business Bureau. Dan was the Code Enforcement Hearing Officer for the City of Camp Verde and the Assistant State Coordinator for the AARP Driver Safety Program. Due to his passion for the law he recently submitted an application and interviewed for the Magistrate position in Clarkdale, Arizona. Dan began his involvement with the Arizona Department of Public Safety Reserves Program on July 8, 2000.

Dan C. Bell is remembered by family and friends as a caring and genuine person, with deep compassion for his fellow man. He was a loving family man with unparalleled respect and love for his wife, children and family. Dan dedicated himself with great enthusiasm to serving the public and being involved as a volunteer with the Arizona Department of Public Safety Reserves Program ensuring the safety and well being of countless citizens traveling throughout the state of Arizona. Dan's unwavering commitment to service and his numerous positions in the community demonstrate the moral fabric of a man with a steadfast approach to upholding justice and the fortitude to remain true to his philanthropic principles.

AGENDA



**REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, AUGUST 15, 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) August 8, 2007 – Joint Work Session with the Library Advisory Commission
- 2) August 1, 2007 – Regular Session
- 3) July 25, 2007 – Council Hears Planning & Zoning

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

- 1) Council Hears Planning & Zoning – August 22, 2007 at 6:30 p.m.
- 2) Regular Session – September 5, 2007 at 6:30 p.m.
- 3) Regular Session – September 19, 2007 at 6:30 p.m.
- 4) Council Hears P&Z – September 26, 2007 at 6:30 p.m.

c) **Possible approval of the IGA with Yavapai County for the establishment of Unified Emergency Management services, possible appointment of Marshal David R. Smith as the Town's Emergency Management Coordinator, and possible authorization of payment to Yavapai County for \$3,969 as noted in the IGA.**

d) **Possible approval of renewal of a 2-year contract with Thomas K. Kelly, P.C. for prosecution services in an annual amount of \$71,000.**

e) **Possible approval of a Proclamation declaring the month of September as "Grandparent/Elder Recognition Month".**

f) **Possible award of bid for Project #07-040 "Street Striping Improvements 2007 through 2010", and authorization to execute the contract documents. This is a budgeted item in HURF.**

g) **Possible approval and adoption of the FY 07/08 Final Budget.**

h) **Possible approval to renew the contract with the Verde Lakes Homeowners Association (HOA) for joint use of a 1.21 acre park owned by the HOA.**

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

6. **Discussion, consideration, and possible selection of an audit firm to conduct the FY 2006-2007 year-end audit.** This is a budgeted item in the General Fund.

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

There will be no Public Input on the following items:

8. **Advanced Approvals of Town Expenditures**
 - a) **There are no advanced approvals.**
9. **Manager/Staff Report**
10. **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.
11. **Adjournment**

Posted by:



Date/Time:

8-10-07

8:12 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
JOINT WORK SESSION
MAYOR and COMMON COUNCIL
and the
LIBRARY ADVISORY COMMISSION
of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room 106**

**WEDNESDAY, AUGUST 8, 2007
6:30 P.M.**

Minutes are a summary of the discussion. They are not verbatim.

1. **Call to Order**

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

2. **Roll Call**

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

Also Present:

Library Advisory Commission Members: Tom Nielson, Roger Doering, Maureen Pastine, Jim Long, and Joe Chatley

LAC Chair Lisa Mina arrived at 6:36 p.m. and LAC Member Karen Heuman arrived at 6:38 p.m.

Staff Members: Interim Town Manager Dave Smith, Library Director Laurito, and Town Clerk Barber

3. **Pledge of Allegiance**

Councilor Parry led the pledge.

4. **Strategic planning for a new library. Discussion may include, but not be limited to topics such as a new location for the library, costs, and funding options.**

Director Laurito presented information based on the Wisconsin Library Standards to determine the size of the library that is needed to sustain library services for the next 20 years.

Chair Mina advised that the Library Advisory Commission considered 9 different sites and voted unanimously to recommend that the new library be constructed somewhere on Town Hall property. She noted that there was a strong favor of the corner of Fain and Main Street. Mina covered in detail the criteria that the LAC used in determining the site. She said that they were not in favor of locating Town offices in the new library building. She also covered in detail the FEMA map details and the flood insurance study, noting that Camp Verde was established with data history back to 1891. She said that the floodway is determined on data where water has actually flowed. Mina explained that she looked into the data on the Black Bridge site only and noted that there were floods in several years beginning in 1920 up to 1982. She advised that the Town had to ask for \$120,000 in 1972 to repair the road that had been damaged by flood waters. She advised that as a Commission, they did not find it prudent to recommend spending money in a place where flooding can occur.

The LAC and Council discussed insurance rates, noting that if the building is raised to 3 feet 2 inches, the rate would be \$10,000 for \$500,000 of coverage, substantially less than what will be needed to cover the building and the books. LAC members noted that in two years, the \$10,000 could fund a staff position so that the library could have longer hours.

The Council and LAC spoke in great detail about the cost of flood insurance, and if in fact, the area is actually located in the floodway.

The Mayor noted that he liked to have open discussion involving the public and that is what work sessions are for. The Mayor then permitted comments from the public at random and in response to statements made by Council and LAC members. Thus, the names of the public who spoke and their related comments cannot all be identified for this record.

The following persons spoke on behalf of the current location, questioned the validity of the floodway designation, and explained and defended the petition effort that collected 800 signatures: Jim Ash, Charlie German, Linda German, Linda Harkness, and Howard Parrish.

Gwen Gunnell expressed her doubts that FEMA would change or amend its flood data and designations due to recent flooding across the country. She said that the government could not afford the liability that would arise from the change. She also noted that she had served on the Town Site Planning Committee and they had selected this area for the library location.

Jackie Baker spoke to the Town site location and said that the reason that Town offices were in the original plan was so that the library could be built now at the size it was needed and Town offices would be relocated as soon as there was money to build a new Town Hall. She said that if we build a library that is too small now, which is likely what we can afford to do, it might take years to fund expansion because there are so many other things that we need to take care of now. She noted that the library was the number one priority until things became so bad at the Marshal's Office and it became apparent that that building had to be done first. She thanked the LAC for their studious work.

Linda Harkness questioned Chair Mina's educational credentials with regard to civil engineering and explained how the building could be constructed in the current location, noting that she was working with a civil engineer that is experienced in this particular area.

Members then discussed the attributes of metal buildings. Smith discussed lease/purchase programs that might be an option so that construction could begin as soon as possible. He explained that the builders will build the structure to your specifications and will carry the note. Jim Ash asked for additional information on this concept.

During the discussion, Maureen Pastine noted her experience in fund raising activities and the Mayor said that the Council would have no objection to the LAC forming a subcommittee or a task force to begin fund raising activities, noting that money could be raised without a specific site. Pastine said that a site must be selected and Town funds committed before we can apply for grant funding.

After a lengthy discourse between Council, the LAC, and the public that were in attendance, the Mayor summarized that the Council needed a lot more information before making a decision and that it would be better to wait on the information that Linda Harkness was working on. He asked if anyone had any questions regarding the information presented at the meeting.

Staff direction:

Chair Mina requested detailed information on items such as flood information, documentation on the process of changing or amending FEMA designations, the maps that came from the USACE manuscripts, where the water was and its source during the flood events that are recorded in the FEMA study. She said she felt that the meeting's discussion had centered on sentiments and she questioned Council's hesitation on accepting the LAC recommendation. She warned of decisions based on sentimental reasons. She noted that two Library Advisory Commissions and a Council held numerous public meetings and came up with the decision to locate the library on

the Town site. She said that decisions are hard and they hurt, but when you speak about fiscal responsibility, there is no question about what needs to be done. She also asked Council what they were prepared to spend on the studies that are needed to answer these questions. She said that we needed to check with County Flood Control to determine what they will require for the current location and if they would permit it at all.

Mayor Gioia asked staff to research these questions and to bring back answers.

Amber Polo noted that the money to pay the \$100,000 for the architect came from donated funds, not the Town's funds and asked for an accounting of the fund balance. Director Laurito advised that there was \$178,082.82 remaining in the Mary Lyon's fund.

Linda Harkness asked for one or two other sites in the Town to compare with the current location. Discussion then took place on how much it would take to build the library on the Town site area including asbestos abatement and demolition. Staff was instructed to research these costs as well.

5. **Adjournment**

Mayor Gioia thanked everyone for being so positive and for a very constructive meeting. He adjourned the meeting at 9:09 p.m.

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 Work Session of the Town Council of Camp Verde, Arizona held on the 9th day of August 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____ 2007

Deborah Barber, Town Clerk

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, AUGUST 1, 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**
Mayor Gioia called the meeting to order at 6:30 p.m.
2. **Roll Call**
Mayor Gioia, Councilors Smith, Garrison, Kovacovich, Elmer, and Parry were present. Vice Mayor Hauser was absent.

Also Present:
Interim Town Manager Dave Smith, Town Attorney William Sims, Housing Director Matt Morris, Parks & Recreation Director Lynda Moore, and Recording Secretary Virginia Jones
3. **Pledge of Allegiance**
Councilor Smith 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) July 18, 2007 – Regular Session
 - b) **Set Next Meeting, Date and Time:**
 - 1) Joint Work Session with the Library Advisory Commission – August 8, 2007 at 6:30 p.m.
 - 2) Regular Session – August 15, 2007 at 6:30 p.m.
 - 3) Council Hears Planning & Zoning – August 22, 2007 at 6:30 p.m.
 - c) **Possible appointment of P&Z Commission member Bob Burnside as liaison to the Design Review Board for a 6-month term, as recommended by the Planning & Zoning Commission.**

On a motion by Smith, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented.
5. **Call to the Public for Items not on the Agenda.**
Jim Ellington invited Council to visit the Farmer's Market on Saturdays. He stated he has been there several times and noticed that there have always been several motor homes present. He said that the Farmer's Market is a huge success, drawing tourists off I-17. Ellington also shared an experience that he had when he signed his two grandsons up for swimming lessons. He explained that one of his youngest had a near-drowning experience two years ago and was afraid of the water. He explained that he spoke with Debbie Miller, the Pool Manager. Miller had one of the lifeguards work with his grandson and helped him to overcome his fear. He noted that while Miller and the lifeguard were attending to his grandson, the other lifeguards covered the pool. Ellington said that all the lifeguards showed compassion, love, and care for the children, and he presented a check for \$50.00 to be used for an appreciation party for the lifeguards.

6. **Presentation of a \$1,000 check to the Camp Verde Marshal's Office by Diane Joens and Stewards of Public Lands to monitor, educate, and enforcement of laws aimed at stopping illegal dumping on public land.**

Diane Joens presented a check for \$1,000 to the Town to assist with enforcement of illegal dumping.

Joens presented a brief summary of the Stewards of Public Lands history and explained that they received a grant from Yavapai County that will go to Verde Valley law enforcement offices to help enforce the laws against dumping on public lands. Joens thanked all of the volunteers and the local businesses that help to make clean up possible.

Kathy Davis, a member of the Stewards of Public Lands, said her experiences working with the Stewards have been inspirational with very visible results.

Charles Mackey said that he joined the Stewards a year after they started and then he shared his first clean-up experience at Copper Canyon when it was snowing. He stated the Stewards are making a difference.

Debbie LaFrance stated that the work that the Stewards do is very important and thanked the Town of Camp Verde and other partners like Marvin Buckel, Jodie Allen, and the Switzers who have been extremely helpful.

7. **Presentation by The Osborne Group on the Health Information Exchange.**

Kevin Logan and Casey Osborne from the Osborne Group gave a presentation explaining that Governor Napolitano, through an executive order, requested a strategy to achieve 100% electronic health data exchange among all of the players, including healthcare providers, consumers, researchers, and government agencies. Osborne advised that their company is based in Cottonwood. Osborne explained that the Governor's vision of the exchange would bring everyone involved to the table. The Health Information Exchange will create new training requirements, improve the level of care, as well as improve the workforce by creating new jobs.

Mayor Gioia thanked Logan and Osborne and requested that they include the need for pediatric services in Camp Verde.

8. **Discussion, consideration, and possible appointment to Housing Commission for the term expiring in September 2009.**

A motion by Smith, seconded by Kovacovich, to appoint Jackie Baker to the Housing Commission failed with a 3-3 vote, with Gioia, Garrison, and Parry voting 'no'.

A motion by Gioia, seconded by Kovacovich, to appoint Kathy Davis to the Housing Commission also failed with a 3-3 vote, with Smith, Kovacovich, and Elmer voting 'no'.

Kathy Davis gave a presentation outlining her work history and her involvement in the Arizona State Parks system working with State housing. She advised that she attended the public meeting with the Drachman Institute and noted that Camp Verde has made excellent efforts, despite the lack of economic development. She informed Council that she will bring a hands-on approach to the Commission, has the ability to gather and analyze data, is great at problem solving, has management skills, and is very organized. She also spoke about her technical writing experience. In response to Council questions, Davis explained that she knew she would have to give a minimum of 10 or more hours a month to the Commission and is willing to devote the necessary time.

Jackie Baker explained that she spent the past 8 years, while serving on Council, supporting and working on housing issues that are facing Camp Verde and the entire country. Baker noted the importance of working with the other communities and thanked Council for their

consideration.

Public Input:

Paul Clawson, noting that he worked for the Park Service in the past, stated he has never heard a negative word about Kathy Davis. He said that Kathy came to work soon after he left, but that he spoke to his former co-workers and they had positive things to say about Kathy. Clawson encouraged Council to appoint Davis, stating she would be an outstanding member of the Commission.

9. **Discussion and review of the IGA with the Camp Verde Unified School District for the Camp Verde Heritage Pool facility and property use, and possible acceptance or modification of the District's offer to maintain the current annual financial contribution of \$12,800 and to continue insurance coverage for the next 3 years, with the next review of the IGA to take place in the year 2010.**

Council directed the Town Manager and Attorney to work with the School District to develop a new IGA that includes at least a 53% increase in annual financial contributions for next fiscal year.

Dave Smith explained that the IGA with the school is for the pool and should have been reviewed every three years, noting that the last IGA from the year 2000 has not been reviewed. Smith explained the property belongs to the School District and that we share expenses for the pool. He advised that the School District has already approved their budget for this fiscal year and therefore, could not increase their annual financial contribution.

Council voiced concerns about the division of the responsibility, stating that the School District budget is larger than the Town's budget and that the Town has used CIP funds for a solar heater and blanket to cut down on operation costs.

There was no public input.

10. **Update and discussion of the plans for Black Bridge Park as requested by Council.** Council directed Moore to work with the Engineer on the location of the bathroom and the incline and to work with the Sanitary District to determine the possibility of hooking up to the sewer system.

Parks & Recreation Director Lynda Moore presented a conceptual drawing of the Black Bridge Park. Moore. She explained that according to the State Park guidelines, the Town must stay within the scope of work that was applied for in the grant application, and one of the amenities that were to be provided was a boat dock. She discussed the problems associated with a dock and the permits that were needed and she advised that she intended to ask State Parks for an amendment. She said that she hoped to schedule an on-site meeting in the near future.

Council discussed the location of the restroom and the advantages of hooking up to the Sewer District, rather than using a septic system.

11. **Discussion, consideration, and possible support of resolutions submitted by communities throughout Arizona for consideration at the League of Arizona Cities and Towns Resolution Committee meeting on Tuesday, August 28, 2007 at 1:30 p.m. at the Fairmont Scottsdale Princess Resort located at 7575 E. Princess Drive, Scottsdale, Arizona.**

Council reviewed the 25 proposed resolutions from communities throughout the State that were submitted to the League for consideration. Council agreed to support all of them. Resolution number 20 was discussed in detail when Council Member Garrison stated she was opposed to exempting court buildings, facilities, and courtrooms from gun storage locker requirements as

prescribed by law and place court building, facilities and courtrooms under the same exemption enjoyed by licensed liquor establishments. Parry and Garrison did not support the resolution.

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

Paul Clawson stated that he was shocked when he first heard the Town had lost over \$19,000 at the Crawdad Festival; however, he felt it was a good investment for the Town. He requested that Council consider an events coordinator to help alleviate the many hats that Moore presently wears and asked the Council not to cut any of the events.

Michael Snell addressed the Council and presented a letter regarding his experience with local law enforcement officials and requested dismissal of his case in court. Mr. Snell advised Council that he would be filing a Civil Rights Lawsuit against the Town.

There will be no Public Input on the following items:

13. **Advanced Approvals of Town Expenditures**

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

There were no advanced approvals.

14. **Manager/Staff Report**

Marshal Smith advised that two new deputies, Samantha Kuntz and Larry Ellis would be starting to work on August 6th. Kuntz will be heading to the academy and Ellis is certified.

15. **Council Informational Reports**

Mike Parry stated that he attended the Chamber of Commerce meeting and they discussed the Special Events and doing the promotions.

Greg Elmer said that he also attended the Chamber of Commerce meeting and they had many good ideas, very high energy level, and are committed to supporting the events.

Norma Garrison advised that she has almost completed the book left by Lance Decker and that she spent a lot of time looking for an IGA with the School for the Skate Park.

Mayor Gioia stated he spent over two hours with the Osborne group and he had requested the presentation with Council. He reported on Verde River Basin partnership meeting and noted that Title 2 committed everything but the funding. He advised that he met with Interim Manager Smith and representatives from AFSCME who will be coming to Council for consideration of forming a union.

16. **Adjournment**

On a motion by Garrison, seconded by Parry, the meeting was adjourned at 8:52 p.m.

Virginia Jones, 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 1st day of August 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

**MINUTES
COUNCIL HEARS PLANNING & ZONING
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, JULY 25, 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 Smith, Garrison, Kovacovich, Elmer and Parry were present.

Also Present: Interim Town Manager Dave Smith, Town Attorney Bill Sims (*by telephone conference*), Community Development Director Nancy Buckel, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Garrison.

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) July 11, 2007 – Special Session
- 2) July 11, 2007 – Joint Work Session

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

- 1) Regular Session – August 1, 2007 at 6:30 p.m.
- 2) Work Session – August 8, 2007 at 6:30 p.m.
- 3) Regular Session – August 15, 2007 at 6:30 p.m.
- 4) Council Hears Planning & Zoning – August 22, 2007 at 6:30 p.m.

c) **Possible acceptance of Quarterly Reports from the Planning & Zoning Commission, Design Review Board, Board of Adjustments, and Trails & Pathways Commission.**

On a motion by Hauser, seconded by Kovacovich, the Consent Agenda was unanimously approved, with Item c) pulled for discussion.

Kovacovich pointed out that the motion to adjourn the Work Session held on July 11, 2007 reflected a second made by "Baker"; a typographical error which should be corrected. Garrison requested that Item 4.c) be pulled for discussion.

4.c) **Possible acceptance of Quarterly Reports from the Planning & Zoning Commission, Design Review Board, Board of Adjustments, and Trails & Pathways Commission.**

On a motion made by Parry, seconded by Hauser, the Council unanimously approved the Quarterly Reports from the Planning & Zoning Commission, Design Review Board, Board of Adjustments, and Trails & Pathways Commission.

Staff was directed to arrange a procedure where one representative from each Commission will come before the Council at a Work Session each quarter, as a group, for the Council to receive their Quarterly Reports and to be able to have dialog with them.

Garrison and Smith each suggested that a system be implemented whereby a representative

from each Commission would come to the Council meeting and verbally give the Quarterly Report, rather than submitting written reports. Garrison questioned a reference in the Design Review Quarterly Report regarding a request to the developer to connect to the Basha's parking lot, which Garrison believes would be a good safety measure and wondered whether that had been made known to Mr. Basha. Community Development Director Buckel said she had discussed safety issues with Town Engineer Ron Long, and a procedure has been put in place to address such issues during the process in the future, and even before Design Review; Long is pushing for a turn lane along the frontage of Finney Flat. Buckel added that a private property owner has the right to refuse access, or trespass, on his property. Gioia also expressed a concern regarding whether the building designs as agreed upon by the Council and the community, in particular the roofline on one project, are being adhered to.

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

There was no public input.

6. **Public Hearing, discussion, consideration, and possible approval of Resolution 2007-730, a Resolution of the Common Council of the Town of Camp Verde, Arizona approving Use Permit 2007-02 to allow Verde Lakes Water Company to use a portion of parcel 404-13-451H measuring approximately 187' X 182' and zoned R1-10 for a business office and storage facility. The property is located at 2867 Verde Lakes Drive. This Use Permit will only expire when the use is no longer active on this parcel.**

On a motion by Gioia, seconded by Hauser, the Council voted unanimously to continue this item as requested.

STAFF PRESENTATION

Community Development Director Buckel referred to the discussion held last week with the Town Attorney and the direction to staff regarding amending the Use Permit language in Section 108, a draft is being developed to present to the P&Z Commission. Since the amendment would affect the subject Use Permit request, the applicant has no problem with continuing this item until the new language comes forward for adoption; Buckel requested that the Council continue this item accordingly.

The members discussed an opinion expressed that zoning should be amended instead of granting a Use Permit where significant construction will take place. Buckel said that, as had been discussed with the Town Attorney, the Use Permit procedure is a very common practice in many communities, also confirmed by her research. Attorney Sims reiterated his opinion that the Use Permit procedure provides greater flexibility and control, although either approach can be followed. Gioia reminded Council that staff had been given direction last week, as agreed to by Council, and staff is following through on that direction.

7. **Public Hearing, discussion, consideration, and possible approval of Resolution 2007-732, a Resolution of the Common Council of the Town of Camp Verde, Arizona approving Use Permit 2007-04 to allow the continued use of an off-premise sign advertising Trails End RV Park displayed on parcel 403-22-026S owned by Henry Shill. The property is located along SR 260. off-premise sign Use Permits expire in three years.**

On a motion by Hauser, seconded by Parry, the Council unanimously approved Resolution 2007-732, a Resolution of the Common Council of the Town of Camp Verde, Arizona approving Use Permit 2007-04 to allow the continued use of an off-premise sign advertising Trails End RV Park displayed on parcel 403-22-026S owned by Henry Shill.

STAFF PRESENTATION

Buckel said that the application comes from the new owner of Trails End RV Park, David Mann, who is represented by Young Ho Kim. The sign is in good repair, is on commercially zoned property and has a current ADOT permit for the display along a State route. The required

neighborhood meeting was held, letters sent to neighbors, and no comments have been received opposing the subject application.

PUBLIC HEARING OPEN

Applicant's Statement

Young Ho Kim explained that the sign greatly helps the RV Park business, and said the new owner would like to continue the Use Permit for three more years.

COMMENT FROM OTHER PERSONS

There was no comment from other persons.

APPLICANT'S REBUTTAL

No rebuttal was necessary.

PUBLIC HEARING CLOSED

Council Discussion

Buckel confirmed that the request involves the existing sign. The Council briefly discussed with Buckel the number of off-premise signs that are allowed on vacant property. Buckel believes that the Code just deals with the size of the property and that the signs cannot exceed the size allowed for that property; in addition, the number of signs allocated decreases in relation to subsequent construction. Gioia wished the new owner well, adding that the Town appreciates the business bringing in tourists.

8. **Public Hearing, discussion, consideration and possible approval of Resolution 2007-733, a Resolution of the Common Council of the Town of Camp Verde, Arizona approving Use Permit 2007-05, amending Use Permit 2001-01, for parcels 403-17-001A, -001G and -003 to allow the addition of 30 more ranchers, the construction of three additional residential structures and granting a time extension NOT TO EXCEED 3 YEARS, on removing the manufactured home structure housing the Health Clinic as required in an amendment approved by Resolution 2002-541 for Rainbow Acres, a ranch style community for adults with developmental disabilities located at 2120 W. Reservation Loop Road.**

On a motion by Smith, seconded by Kovacovich, the Council unanimously approved Resolution 2007-733, a Resolution of the Common Council of the Town of Camp Verde, Arizona approving Use Permit 2007-05, amending Use Permit 2001-01, for parcels 403-17-001A, -001G and -003 to allow the addition of 30 more ranchers, the construction of three additional residential structures and granting a time extension NOT TO EXCEED 3 YEARS, on removing the manufactured home structure housing the Health Clinic as required in an amendment approved by Resolution 2002-541 for Rainbow Acres, a ranch style community for adults with developmental disabilities located at 2120 W. Reservation Loop Road.

STAFF PRESENTATION

Buckel said that the original Use Permit was granted for a period of 15 years; this will be the second amendment. The purpose is to provide more housing for the Ranchers, one an assisted care facility, and the others will be apartments for independent living. In addition, a large Community Center is being constructed, and the applicants are requesting an extension of time within which to move the Health Clinic into the Community Center when it is completed, after which the manufactured home structure will be removed. Buckel said the time frame of not to exceed 3 years has not been discussed with the applicant. There have never been any complaints about the operation and maintenance of the Ranch, and the construction has consistently been of high quality.

PUBLIC HEARING OPEN

Applicant's Statement

Steve Ricci, Director of Buildings and Grounds at Rainbow Acres, said there was not much he could add to Buckel's presentation. In discussing further development of the Ranch, the decision

to add apartments for independent living was based on wanting to provide another level for people who could be much more independent. Ricci said the three-year time limit sounded reasonable to him, adding that they are hoping to begin construction on the Community Center within the next three months or so.

COMMENT FROM OTHER PERSONS

There was no comment from other persons.

APPLICANT'S REBUTTAL

No rebuttal was necessary.

PUBLIC HEARING CLOSED

Council Discussion

There was no discussion; Gioia thanked everyone involved in Rainbow Acres, from those who were responsible for its formation and development to the Ranchers themselves, commenting that it is a wonderful service and wonderful organization.

9. **Public Hearing, discussion, consideration, and possible approval of Ordinance 2007-A343, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending Section 109 of the Zoning Ordinance, removing language concerning farm animals under permitted uses and adding language that refers to Section 108, Livestock Regulations.**

On a motion by Kovacovich, seconded by Smith, the Council unanimously approved Ordinance 2007-A343, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending Section 109 of the Zoning Ordinance, removing language concerning farm animals under permitted uses and adding language that refers to Section 108, Livestock Regulations.

STAFF PRESENTATION

Buckel explained that this item is intended to deal with the inconsistencies in the Zoning Ordinance pertaining to livestock regulations and requirements in the Town Zoning districts. The current outstanding inconsistencies are between Sections 108 and 109, and occurred when the Town attempted in 1998 to revise sections of the County-adopted Code in order to create a more rural community where people could have livestock on smaller properties. Gioia stressed for the public that this item is not to decide the outcome of one particular issue in the one particular neighborhood, but is the step before any decision is made; it is basically only enabling legislation in order to move on to the next step which will not be at this meeting. Buckel confirmed that there will be no zoning issues addressed at this meeting.

Buckel reviewed in detail the changes made in Section 109 to correct the inconsistencies by deleting obsolete and conflicting language and referring to Section 108 for specific provisions regarding livestock regulations. Buckel explained that the changes basically provide that farm animals are allowed in residential areas, but the specific regulations are spelled out in Section 108.

PUBLIC HEARING OPEN

There was no public input.

PUBLIC HEARING CLOSED

Council Discussion

There was no further discussion or comments from Council.

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

John McReynolds, a member of the Housing Commission, recommended that the Council strongly consider appointing Jackie Baker to the Housing Commission

11. **Advanced Approvals of Town Expenditures**

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

There were no advanced approvals.

12. **Manager/Staff Report**

Buckel announced that the new Building Official, Richard Feldman, has started this week; he came over from Flagstaff with many years of experience, and will be supervising all the building departments.

13. **Council Informational Reports**

Elmer said the Chamber of Commerce meeting will be held tomorrow morning at 7:30 a.m. and encouraged everyone to attend; it will be held in the Chamber meeting room.

Hauser reported that MatForce met today, and said she will be working on recruiting persons from the school areas into the Steering Committee; she will talk to Joe Perez regarding this.

Smith said that July 28th is designated as National Day of the Cowboy. He reported on his attendance at the Verde Valley Transportation & Planning Organization, described the make-up of the organization, and reviewed the extensive list of transportation-related construction projects and plans throughout the Verde Valley. Smith described efforts to coordinate a wide public transportation loop throughout the Verde Valley, and the recommendation that Towns and Cities work with developers to set aside land for Park-and-Ride accommodations.

Garrison gave an update on her work on getting information in connection with the proposed policy for Town donations; the status of the cameras for the Skateboard Park and the swimming pool areas, including work on enabling parents to access a website, download it and see what the cameras are viewing. Garrison will report further at the next meeting.

Kovacovich reported on the dedication for the Sanitary District, a great day to see it finally underway; hopefully it will help bring economic development.

Gioia also commented on Cowboy Day, with the information that Sedona is holding a parade on that event Saturday. Gioia also reported on the ground-breaking event for the Sanitary District and its importance to the community, and described the analogy he used in his speech to basically illustrate protecting our environment and enhancing where we live.

14. **Adjournment**

On a motion by Hauser, seconded by Kovacovich, the meeting was adjourned at 7:31 p.m.

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 25th day of July 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

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

Meeting Type: Regular

Meeting Date: 8-15-07

Submitting Department: Manager

Contact Person: David R. Smith

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

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

- | | | |
|---|---|---|
| <input 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 checked="" 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 the IGA for the establishment of Unified Emergency Mangement with Yavapai County, appointment of Marshal David R. Smith as the Town's Emergency Management Coordinator, and authorization of payment in the amount of \$3,969.

Staff Recommendation: Approve Budgeted/Amount Yes \$\$3,969

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

Line Item/Fund:

Purpose of Item and Background Information: This IGA is a renewal of an annual agreement with Yavapai County for emergency management services.

List All Attachments as Follows: IGA

Name: David R. Smith **Title:** Interim Town Manager

**INTERGOVERNMENTAL AGREEMENT FOR THE ESTABLISHMENT OF
UNIFIED EMERGENCY MANAGEMENT**

THIS AGREEMENT, made and entered into this _____ day of _____ 2007, by and between YAVAPAI COUNTY, a political subdivision of the State of Arizona, hereinafter called "County" and the TOWN OF CAMP VERDE, a municipal corporation of the State of Arizona, hereinafter called "Town" as follows:

WHEREAS the County has established an Office of Emergency Management and;

WHEREAS the County has the capability to manage a unified emergency management organization and;

WHEREAS the parties are empowered to enter into this agreement pursuant to ARS " 11-952, 26-307, and 26-308.

NOW, THEREFORE, in consideration of the covenants contained herein, and for other good and valuable consideration, the receipt and the sufficiency of which is hereby acknowledged by each party to the other, it is hereby agreed as follows:

1. The County and the Town shall establish a unified emergency management organization for the purpose of preparing plans for the preservation and safety of life and property and making provisions for the execution of these plans in the event of enemy attack upon the United States of America and/or in the event of any peacetime natural, technological, or manmade emergency or disaster within the County or Town. See Attachment A for list of definitions. See Attachment B for a comprehensive list of services provided.
2. The unified emergency management organization is hereby designated as the Yavapai County Joint Office of Emergency Management.
3. The County will perform the following services with the Town:
 - a. Include emergency operations of the Town in the County Disaster Response Plan (DRP) covering emergencies and disasters;
 - b. Aid and advise the Town with regards to training of employees that may be responsible for emergency management duties;
 - c. Review the Town Emergency Operations Plan for completeness, compatibility and compliance with the National Incident Management System (NIMS) and County and State Emergency Operations Plans and provide suggestions for improvement, if necessary.

- d. Provide assistance to the Town to develop/update emergency management plans, procedures, and programs in each of the following areas, such list not to be exclusive: Continuity of Government, Direction and Control, Law and Order, Fire Services, Emergency Evacuation, Shelter, Public Services, Recovery, Mitigation, Persons with Special Needs, Radiological Safety, Warning and Public Information, Transportation, Communications, Mass Care and Mortuary Services. The above plans and programs will be coordinated with and approved by the various Town departments effected by said plans and programs;
 - e. Assist the Town with developing and/or updating a current inventory of all equipment and supplies available in the Town for use in the event of any disaster;
 - f. Provide a current inventory of all equipment and supplies available in the County to assist the Town in the event of any disaster;
 - g. Provide technical assistance in obtaining Federal or State funds which may become available to the Town for emergency services purposes, and in the acquisition of surplus or other property for emergency services purposes by the Town;
 - h. Complete and submit all report requirements emanating from State or Federal Government Agencies;
 - i. In the event of disaster confined to the Town, provide emergency assistance as requested, within the limits of the ability of the County to so provide, and coordinate assistance furnished by other agencies in accordance with mutual aid agreements, State and/or Federal laws.
4. That the Town shall:
- a. By this agreement become a member of the Yavapai County Joint Office of Emergency Management;
 - b. Appoint an Emergency Management Coordinator who shall be responsible for the organization, administration, and operations of local emergency management, subject to the direction and control of the chief executive officer or governing body. Upon request by Town officials, the county will provide assistance with emergency management under normal and/or emergency or disaster conditions.
 - c. Accept joint responsibility to maintain and keep current the Yavapai County Disaster Response Plan and Guides as it relates to the Town;
 - d. Accept responsibility to maintain and keep current the Town Disaster Response Plan and Guides;

- e. In relation to emergency management issues, delegate to the County such lawful authority and responsibility as shall be deemed necessary by the Town;
 - f. Budget and contribute to the County for the fiscal year commencing July 1, 2007 and ending June 30, 2008, the sum of \$3,969.00.
5. It is hereby mutually agreed:
- a. The Yavapai County Office of Emergency Management will include representation of all signatory parties;
 - b. The Yavapai County Office of Emergency Management shall be comprised of a County Director appointed by the Yavapai County Board of Supervisors, and other personnel as deemed necessary by the County Board of Supervisors;
 - c. The County Emergency Management Director who is and shall be appointed by the Yavapai County Board of Supervisors, shall act as the Director of the Yavapai County Joint Office of Emergency Management;
 - d. The term of this agreement is for one year commencing July 1, 2007, and may be extended from year to year by mutual agreement of the parties prior to June 30 of the term, stating the compensation to be paid for service during such extended term and other charges;
 - e. Pursuant to ARS ' 38-511, the parties may cancel this agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the agreement on behalf of that party is, at any time while the agreement or any extension of the agreement is in effect, an employee or agent of any other party to the agreement in any capacity or a consultant to any other party of the agreement with respect to the subject matter of the agreement. In the foregoing event, that party may further elect to recoup any fee or commission paid or due to any person significantly involved in initiating, negotiating, securing, drafting, or creating this agreement on behalf of that party from any other party to the agreement arising as a result of this agreement.

YAVAPAI COUNTY

A political subdivision of the State of Arizona

By: _____ Date: _____
A.G. "CHIP" DAVIS
Chairman, Board of Supervisors

ATTEST:

_____ Date: _____
JULIE AYERS
County Clerk

Pursuant to ARS ' 11-952(D), the undersigned Deputy County Attorney has determined that this agreement is in proper form and within the powers and authority granted under the laws of the State of Arizona to Yavapai County.

_____ Date: _____
DAVID S. HUNT
Deputy County Attorney

TOWN OF CAMP VERDE

A municipal corporation of the State of Arizona

By: _____ Date: _____
TONY GIOIA
Mayor

ATTEST:

_____ Date: _____
DEBORAH BARBER
Town Clerk

Pursuant to ARS ' 11-952 (D), the undersigned Town Attorney has determined that this agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona to the Town of Camp Verde.

_____ Date: _____
WILLIAM J. SIMS, III
Town Attorney

Attachment A

LIST OF DEFINITIONS

"EMERGENCY," as defined in ARS ' 26-301, means the existence of conditions of disaster or of extreme peril to the safety of persons or property within the territorial limits of the county, city, or town, which conditions are, or are likely to be, beyond the control of the services, personnel, equipment, and facilities of such political subdivision as determined by its governing body and which require the combined efforts of other political subdivisions.

"DISASTER," as defined in Section 102, Public Law 93-288, means any hurricane, tornado, storm, flood, high-water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosion, or other catastrophe in any part of the United States which, in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance to state and local governments under the Disaster Relief Act of 1974.

Attachment B

Yavapai County

EMERGENCY MANAGEMENT / HOMELAND SECURITY

Services provided by County Emergency Management/Homeland Security under the IGA for the establishment of unified Emergency Management:

SERVICES:

- Disaster participation, coordination, resource augmentation
- Real Time Hazard Alert/notifications/bulletins
- Risk/Hazard Analysis
- Disaster Response Plan development and maintenance
- Staff Training
- Provide emergency alternative communications capability
- EOC Design/Configuration assistance;
- Public Education Program development and implementation assistance
- Freedom Corps Training
- Special Studies/Projects
- Resource Manual development assistance
- Damage Assessments
- EPA/LEPC Representation
- Emergency Management Training
- Homeland Security Grant Participation
- Liaison to State and Federal Resources
- Exercise Development/Training/Implementation/Evaluation
- Emergency/Disaster Response & Recovery/Guidance /Assistance/Participation
- Hazard mitigation analyses and plan development.
- Provide video's, brochures, booklets, pamphlets, checklists or other information in support of local Emergency Management issues or initiatives.

RATE: \$.43 per person, per year based on the latest census.

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

Meeting Type: Regular

Meeting Date: August 15, 2007

Consent: **Executive Session/Confidential:** Type(s) of Presentation: Verbal Only

AGENDA TITLE: Discussion, consideration and possible renewal of a 2-year contract with Thomas K. Kelly, P.C. Attorneys at Law for prosecution services in the amount of \$71,000 annually with a possible review for future prosecutorial services to begin in March 2009. This is a FY 07/08 budgeted item from the General Fund.

PURPOSE AND BACKGROUND INFORMATION: Thomas Kelly has provided prosecution services for the town for a number of years. Mr. Kelly offered to continue the contract for another 2 years with an annual rate increase from \$65,000 to \$71,000 Mr. Kelly has graciously extended his contract (ending June 30, 2007) to September 1, 2007 so the Town could research Mr. Kelly's offer.

STAFF RECOMMENDATION(S): Recommend approval of the 2-year contract with the re-evaluation of prosecutorial services to being in March 2009. This will provide ample time to research prosecutorial services for the FY 09/10 budget and before the approved contract expires.

LIST ALL ATTACHMENTS: Thomas Kelly's Contract

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: | <input type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount Yes, \$71,000

Comments: Approved verbally by Dane Bullard

Fund: General Fund

Line Item: 01-50-55-6601

Submitting Department: Administration

Contact Person: David R. Smith

Town Manager/Designee: _____



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

AGREEMENT FOR CONTRACTOR SERVICES

PARTIES:

The TOWN OF CAMP VERDE, a municipal body (hereinafter referred to as "the TOWN"); and

Thomas K. Kelly, P.C., Attorney at Law, with a business address of 425 E. Gurley Street, Prescott, Arizona 86301, as an independent contractor (hereinafter referred to as "CONTRACTOR").

AGREEMENT

The TOWN desires to retain CONTRACTOR, and CONTRACTOR desires to provide services to TOWN, in his/her capacity as an independent contractor, upon the terms and conditions set forth in this Agreement for Contractor Services ("Agreement").

II

CONTRACTOR shall provide those services set forth herein and under the following terms and conditions included herein.

III

The term of this Agreement shall commence on July 1, 2007 and shall continue for twenty-four (24) months unless earlier terminated by either party. The TOWN may terminate this Agreement with or without cause immediately due to ethical standards imposed upon CONTRACTOR as a licensed attorney in the state of Arizona, upon giving written notice to the CONTRACTOR. CONTRACTOR or TOWN has the right to terminate this Agreement with or without cause by giving sixty (60) days' written notice. If this Agreement is terminated, the TOWN shall have no further obligation other than payment for services already rendered and for expenses previously incurred.

IV

The TOWN agrees to pay CONTRACTOR, as consideration for performance of prosecutorial services on a monthly bases through a flat fee system. CONTRACTOR shall be paid Five- Thousand, Nine-Hundred, Sixteen Dollars and sixty seven cents {\$5,916.67} per month (\$71,000 annually) in professional fees and costs. No further payment will be made for routine facsimile, telephone, postage, copy, or travel costs. Extraordinary costs shall be submitted for approval and reimbursement to CONTRACTOR through the Town Attorney if any one particular case requires over 14 hours of attorney/paralegal work, the TOWN will compensate CONTRACTOR at One Hundred Dollars (\$100) an hour for attorney time and Fifty Dollars (\$50) an hour for paralegal time for each hour billed in excess of 14 hours on that case.

V

For all purposes under the terms of this Agreement, CONTRACTOR shall be an independent contractor, and not an employee of the TOWN. The TOWN shall provide no employee benefits, including, but not limited to Worker's Compensation coverage, regularly afforded to staff, administrative or professional employees. In performance of services hereunder, CONTRACTOR shall determine his/her necessary hours of work. CONTRACTOR shall provide whatever employees, tools, equipment, vehicles, and supplies CONTRACTOR may determine to be necessary in performance of services hereunder.

VI

The conduct and control of work under this Agreement lies solely with CONTRACTOR, and the TOWN is interested only in final results to be achieved. The TOWN shall be permitted to retain other CONTRACTORS performing the same or similar tasks, and CONTRACTOR shall be permitted to provide services to other parties, consistent with CONTRACTOR'S obligation to complete the services

undertaken pursuant to the terms of this Agreement and consistent with CONTRACTOR'S ethical obligations.

VII

If CONTRACTOR is unable to handle prosecution of a case due to a conflict of interest or other good cause shown, the case shall be handled through a qualified, licensed attorney in good standing with the State Bar of Arizona, acting as the outside conflict prosecutor.

VIII

CONTRACTOR shall provide quarterly written reports concerning the performance of services under this Agreement and meet with the Town staff to review the quarterly reports. Also, upon expiration or other termination of this Agreement, CONTRACTOR shall provide a written report to the TOWN summarizing the results of the services performed hereunder and the state of the prosecutorial operations.

IX

All reports and other work products produced by CONTRACTOR, as a part of the services rendered under this Agreement shall be provided to and be the sole property of the TOWN. CONTRACTOR shall not release such work product or other information obtained or produced pursuant to this Agreement without the prior written consent of the TOWN.

X

The parties agree to comply with Arizona Executive Order 99-4, prohibiting discrimination in employment by government contractors, to the extent applicable to this Agreement.

XI

The parties agree that this Agreement may be cancelled for conflict of interest in accordance with ARS§38-511.

XII

CONTRACTOR agrees to attend all Town Council meetings at the request of the Town Council or staff as related to the prosecution services for the TOWN and the terms and conditions of this Agreement.

XIII

CONTRACTOR agrees to provide on-going training with the Town Marshal's office, and to coordinate necessary training with any other governmental entities, necessary for the continued cooperation and communication between TOWN prosecution services and law enforcement services, as deemed necessary by the TOWN, Town Attorney or CONTRACTOR.

XIV

All books, accounts, reports, files and other records relating to this Agreement shall be maintained and shall be subject at an reasonable times to inspection and audit by the TOWN for five (5) years after completion of this Agreement. Such records shall be produced by a place designated by the TOWN, upon reasonable notice to the CONTRACTOR.

IN WITNESS HEREOF, the parties have executed this Agreement on the respective date under each signature.

TOWN OF CAMP VERDE

Tony Gioia, Mayor

Date: _____

ATTEST:

Deborah Barber, Town Clerk

Date: _____

Thomas K. Kelly, P. C.
Town Prosecutor

By: Thomas K. Kelly

Date: _____

APPROVED AS TO FORM:

Town Attorney

Date: _____

Proclamation

WHEREAS: September 2007 has been designated as Grandparent/Elder Recognition Month by the Light Heart Foundation; and

WHEREAS: the mission of the Light Heart Foundation is to increase visitation and promote community awareness as to the needs of the elderly living in assisted living, retirement and convalescent communities; and

WHEREAS: in times past, villages were made up of extended family communities and the elderly were the storytellers to the young so that history was not lost; and

WHEREAS: these villages have disappeared along with reverence for wisdom that the elders possessed. Our mobile society has now created unnatural age segregation which has isolated generations from each other; and

WHEREAS: we recognize that communities are strengthened when intergenerational relationships are encouraged and supported and that social progress is stimulated when the strengths of one generation can help meet the needs of another. Dynamic exchange between youth and elders leads to a thriving community.

NOW THEREFORE, I, the Mayor of Camp Verde hereby proclaim September 2007 as Grandparent/Elder Recognition Month in the Verde Valley and urge citizens of all ages to visit the elderly in community facilities to let them know that we care, that we remember that they fought for our country and built our communities.

IN TESTIMONY WHEREOF, I have hereunto set my hands and caused to be affixed the Great Seal of Camp Verde this _____ day of _____ 2007.

Tony Gioia
Mayor of Camp Verde

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

Meeting Type: Regular

Meeting Date: 8/15/2007

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 bid for Project # 07-040 "Street Striping Improvements- 2007 through 2010, and authorization to execute the contract documents.

Staff Recommendation: Approve Budgeted/Amount Yes \$28,000

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

Line Item/Fund: 20-70-76-8408

Purpose of Item and Background Information: This is a three-year project consisting of the application of white and yellow street striping of approximately 200,000 linear ft to various roadways in the Town. Staff recommends awarding the bid to Traffic Safety, Inc. since they were the lowest and only bidder. In addition, they have done a very good job for us in the past years.

List All Attachments as Follows: Bid documents & bid contract

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: Ron Long 7/30/07 Title: Public Works Engineer/Director

Town of Camp Verde

Street Striping Improvements- 2007 thru 2010

Project # 07-040

Tabulation of Bids Received Wednesday, July 11th 2007, 3:00 P.M.

BIDDER

CITY/STATE

TOTAL BID
AMOUNT

1.	Traffic Safety, Inc.	Prescott Valley, AZ	
2.			
3.		4" White	- \$.07 per linear
4.		4" Double Yellow	- \$.14 per linear
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

PROJECT BID PICK UP
PROJECT # 07-040
Town of Camp Verde
Street Striping Improvements- 2007 thru 2010

FILL IN ALL INFORMATION:

(Get business card when possible)

Page 1 of _____

Road Markings, Inc.
 Company Name

Traffic Safety, Inc.
 Company Name

1850 E Encanto Dr.
 Contact Person

Russ Hardy
 Contact Person

Tempe AZ 85281
 Mailing Address

8901 E. Laredo Dr.
 Mailing Address

480-966-4340
 City State Zipcode

Prescott Valley AZ 86314
 City State Zipcode

480-966-3851
 Phone # & Area Code

928-775-0813
 Phone # & Area Code

Fax #

928-772-8570
 Phone # & Area Code

Fax #

Precision Striping
 Company Name

Central AZ Plan Exchange
 Company Name

11486 E. Carol Way
 Contact Person

905 Cove Parkway, Ste 103
 Contact Person

Scottsdale AZ 85259
 Mailing Address

Coltonwood AZ 86326
 Mailing Address

480-860-1190
 City State Zipcode

928-646-9070
 City State Zipcode

Phone # & Area Code

928-646-9070
 Phone # & Area Code

Fax #

Fax #

PMI
 Company Name

F.W. Dodge Report
 Company Name

PO Box 50340
 Contact Person

3110 N. Central Ave #155
 Contact Person

Phoenix AZ 85076-0340
 Mailing Address

Phoenix AZ 85012
 Mailing Address

Phone # & Area Code

602-274-2155
 City State Zipcode

Fax #

602-631-3075
 Phone # & Area Code

Fax #

Reed Construction Data
Company Name

Contact Person
6909 E. Greenway Parkway Ste 295
Mailing Address
Scottsdale AZ 85254
City State Zipcode
480-609-4550
Phone # & Area Code
480-609-4512
Fax #

LDB General Contractor
Company Name

Contact Person
3650 Southpointe Cir Ste 107
Mailing Address
Laughlin NV 89029
City State Zipcode
702-298-1754
Phone # & Area Code
702-298-0953
Fax #

~~Integrated Digital Tech LLC
Company Name~~

~~Contact Person
PO BOX 43083
Mailing Address
TUCSON AZ 85733-3083
City State Zipcode
520-319-0988
Phone # & Area Code
520-319-1430
Fax #~~

NOTES:

IDT Contractors Plan Room
Company Name

Att: Rague
Contact Person
P.O. Box 13080
Mailing Address
Tucson AZ 85760
City State Zipcode
570-319-0988 ext 1
Phone # & Area Code
520-319-1430
Fax #

Central AZ Plan Exchange
Company Name

Gladys
Contact Person
403 N. Arizona Ave
Mailing Address
Prescott AZ 86301
City State Zipcode
928-445-7101
Phone # & Area Code
gladyscape@cableone.net
Fax # email

Company Name

Contact Person

Mailing Address

City State Zipcode

Phone # & Area Code

Fax #



CONTRACT

THIS AGREEMENT made and entered into this _____ day of _____, 2007, by and between the **TOWN OF CAMP VERDE**, State of Arizona, acting by and through its Mayor and Common Council, party of the first part, hereinafter designated the **OWNER**, and, _____, party of the second part, hereinafter designated the **CONTRACTOR**.

WITNESSETH: That the said Contractor, by these presents does covenant, contract and agree with the said Owner, for and in consideration for the payments made, as provided for in the Specification and in the Proposal, to the Contractor by the said Owner at his proper cost and expense to do all the work and furnish all materials, tools, labor, and all appliances and appurtenances called for by this agreement free from all claims, liens, and charges whatsoever, in the manner and under the conditions hereinafter specified, that are necessary for **STREET STRIPING IMPROVMENTS – 2007 through 2010, PROJECT NUMBER 07-040**. The work done and materials and equipment furnished shall be strictly pursuant to and in conformity with the Specifications and Plans. The drawings or prints and other information furnished by the Contractor in accordance with the Specifications, are made a part of this agreement. The said Specifications and Plans prepared by the Street Superintendent, or his designated representative, are intended to be complimentary. Any work appearing in or upon the one and not mentioned in the others shall be executed according to the true intent and meaning of said Specifications and Plans, drawings or prints, the same as though the said work was contained and described in all. The undersigned has, or will obtain, a **Camp Verde business license** prior to execution of the contract, and further, will ensure all subcontractors have a Camp Verde business license before beginning any work.

The "Call for Bids", "Special Conditions", "Specifications", "Proposals", "Plans", and "Addenda" and any other attachment in the Town's official contract documents are hereby understood to be a part of this contract.

It is further covenanted and agreed that the work shall be executed under the direction and supervision of the Street Superintendent or his properly authorized agents, on whose inspection all work shall be accepted or rejected. The said Street Superintendent shall have full power to reject or condemn all materials furnished or work performed under this Contract, which do not conform to the terms and conditions herein expressed.

In the event said Street Superintendent exercises his right to reject work and the deficiency is not corrected, a notice of noncompliance shall be issued to the contractor. Payment may be withheld because of defective work not remedied. All claims or disputes arising out of this Contract or the breach of it may be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association.

This Contract is subject to cancellation pursuant to A.R.S. §38-511.

In return for the performance of this Contract by the Contractor, the Town agrees to pay the amount **PER THE PROPOSAL (including all applicable taxes)** through a payment schedule as described in the Contract documents and as may be modified and executed by change orders and by final quantities.

IN WITNESS WHEREOF, three (3) identical counterparts of this Contract, each of which shall for all purposes be deemed as original thereof, have been duly executed by the parties named, on the date and year first herein written.

Town of Camp Verde:

Contractor:

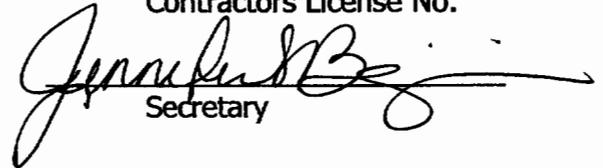
By: _____
Mayor

By: _____
President/Owner

APPROVED AS TO FORM:

Town Attorney

114646 - AF
Contractors License No.


Secretary

ATTEST:

The Mayor and Council approved this contract for execution at their regular session of _____.

Town Clerk

The contract was reviewed and delivered, as signed by the Town, to the Contractor on _____, 2007 by _____.

TOWN OF CAMP VERDE
Council Agenda Action Form

Meeting Type: Regular

Meeting Date: August 15, 2007

Consent: **Executive Session/Confidential:** Type(s) of Presentation: Visual

AGENDA TITLE: (Be Exact): Possible approval of the FY 07/08 Final Budget.

PURPOSE AND BACKGROUND INFORMATION: The Tentative Budget has already been approved by Council and then advertised for the required length of time. There have not been any changes between the tentative and final budgets. Adoption of the final budget is the last step in the budget process.

STAFF RECOMMENDATION(S): Approve

LIST ALL ATTACHMENTS: copy of final budget.

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 checked="" type="checkbox"/> Public Hearing | <input type="checkbox"/> Resolution | <input type="checkbox"/> Special Consideration |
| <input type="checkbox"/> Special/Temp Use Permit | <input type="checkbox"/> Other: | <input type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount N/A \$NA

Comments: N/A

Fund:

Line Item/:

Submitting Department: Finance

Contact Person: Dane Bullard

Town Manager/Designee: _____

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

TOWN OF CAMP VERDE
Council Agenda Action Form

Meeting Type: Regular

Meeting Date: August 15, 2007

Consent: **Executive Session/Confidential:** Type(s) of Presentation: Visual

AGENDA TITLE: (Be Exact): Possible approval to renew an IGA with Verde Lakes Homeowners Association for joint use of a 1.21 acre park owned by the association.

PURPOSE AND BACKGROUND INFORMATION: Verde Lakes Homeowners owns a 1.21 acre parcel of property that is used as a park. The Town and Association have been in a two year IGA on the park. We are just completing the installation of new playground equipment. This park is open to the residents as well as the general community. Our Five-Year Plan outlines that we want to continue to add small neighborhood parks to our community, and at the present time this is the only park available in that area.

STAFF RECOMMENDATION(S): Approve

LIST ALL ATTACHMENTS: Agreement for Joint Use of Athletic Facilities and Recreational Easement

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: | <input type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount N/A \$

Comments:

Fund:

Line Item/:

Submitting Department: Parks & Recreation

Contact Person: Lynda Moore

Town Manager/Designee: _____

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

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

This Agreement ("Agreement"), made this ____ day of _____, 2007, by and between the TOWN OF CAMP VERDE, a municipal corporation of the State of Arizona hereinafter called the "TOWN," Verde Lakes Property Owners Association, herein referred to as "OWNERS."

WHEREAS, it is in the best interests of the public that Verde Lakes Property Owners Association may grant occasional recreational and educational use of its property, and to encourage such use the law requires showing willful, malicious or grossly negligent conduct for tort liability under *ARS 33-1551*; and

WHEREAS, the TOWN and the OWNERS agree to a joint use of a portion of the property ("Site") owned by the OWNERS, as indicated on Exhibit A; and

WHEREAS, the recreational improvements located on the site increases the recreational capabilities available to residents 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 recreation facilities in the form of playground equipment, recreational facilities and picnic areas.
2. **TERM:** This Agreement shall be for a period of two (2) years, renewable by mutual consent for successive two (2) year periods.
3. **CONSTRUCTION:** The OWNERS agrees to pay for the 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 park facilities, such as Butler Park. 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.
4. **USE:** The parties hereto agree that said Facility shall be used for residential and community use between the hours of 6:00 a.m. and 10:00 p.m.
5. **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 the negligent acts or omissions 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 insurance of the TOWN shall name the OWNERS and their officers, agents, and employees as additional insureds. The insurance of the OWNERS shall name the TOWN and its officers, agents, and employees as additional insureds.

6. **FUTURE AMENITIES/DEVELOPMENT:** Future development of the Facility, such as basketball court, fencing and turf, 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 the OWNERS.
7. **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.
8. **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.
9. **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.
10. **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 filed in writing with the other party to this Agreement.
11. **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.
12. **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.
13. **SALE OF PROPERTY:** In the event the OWNERS decide to sell any or all of Parcel # 404-13-451H, the site of the Verde Lakes Property Association Park, the TOWN will be duly notified at least fifteen (15) calendar days prior to either listing of the Parcel for sale or, if the Parcel is not to be listed, prior to executing a binding contract for the sale of the Parcel.
14. **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 Site shown on Exhibit B in compliance with the ADA and will hold the OWNERS harmless from all claims under the ADA.

**TOWN OF CAMP VERDE,
a municipal corporation**

**VERDE LAKES PROPERTY OWNERS
ASSOCIATION, an Arizona nonprofit
corporation**

By _____
Dave Smith, Interim Town Manager

By _____
Shirley Brinkman,

ATTEST:

Debbie Barber, Town Clerk

APPROVED AS TO FORM:

William J. Sims III, Town Attorney

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

Meeting Type: Regular

Meeting Date:8/15/07

Consent: **Executive Session/Confidential:** Type(s) of Presentation: Visual

AGENDA TITLE: (Be Exact):Discussion and possible selection of audit firm to conduct the fiscal year 2006-2007 year end audit.

PURPOSE AND BACKGROUND INFORMATION: Council directed staff to obtain proposals from four audit firms for the 2006-2007 fiscal year audit. As of the date of agenda item submission, August 7, 2007, two of these firms have responded, namely Colby & Powell, PLC and L Lumbard & Associates, P.L.L.C. The other two firms, Eide Bailly and Heinfeld, Meech & Co., P.C. have both stated that they will be submitting proposals. These proposals will be copied to Council upon receipt under separate cover. Representatives from each audit firm have been invited to give a brief presentation at the August 15th meeting.

STAFF RECOMMENDATION(S): None

LIST ALL ATTACHMENTS: Copies of Colby & Powell, PLC and L Lumbard & Associates, P.L.L.C. proposals.

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: | <input type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount Yes \$25,000

Comments:

Fund: 01-50-53

Line Item/:6092

Submitting Department:Finance

Contact Person:Dane Bullard, Finance Director

Town Manager/Designee:_____

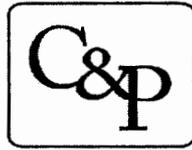
Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**AUDIT PROPOSAL FOR THE
TOWN OF CAMP VERDE, ARIZONA**

**FOR THE YEAR ENDING
JUNE 30, 2007**

Prepared by:

Colby & Powell, PLC
1535 W. Harvard Ave., Ste. 101
Gilbert, AZ 85233
(480) 635-3200



COLBY &
POWELL, PLC

CERTIFIED PUBLIC ACCOUNTANTS

1535 W. Harvard Avenue, Suite 101 · Gilbert, Arizona 85233

Tel: (480) 635-3200 · Fax: (480) 635-3201

July 24, 2007

Town of Camp Verde
ATTN: Dane Bullard
395 South Main Street
Camp Verde, AZ 86322

We appreciate the opportunity to submit our proposal for the Town of Camp Verde's financial and compliance audits for the year ending June 30, 2007. This offer is to perform financial and compliance audits in accordance with generally accepted auditing standards; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, reporting under GASB 34; and the Single Audit Act Amendments of 1996 and the provisions of the U.S. Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Nonprofit Organizations*.

Our experience in the field of governmental auditing and nonprofit organizations include audits of municipalities and other governmental entities throughout the state of Arizona. We have employed a continuing professional education training program which provides updates to firm employees about current changes in auditing and accounting requirements. We are qualified to perform this service and to make your audit a beneficial experience.

Attached is additional information we hope you will find useful in evaluating this proposal and our firm. Should you have any questions concerning this proposal or require additional information, please call.

Sincerely,

A handwritten signature in black ink, appearing to read 'Scott J. Graff'.

Scott J. Graff, CPA

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I. THE FIRM OF COLBY AND POWELL, PLC

We appreciate the opportunity to submit our qualifications to serve the Town of Camp Verde. This document aims to provide the Town with relevant information about our firm and about some areas of our practice that we believe would be particularly relevant to the Town. As we move forward, we will attempt to develop a more focused understanding of the ways in which our expertise can best be applied to meet the Town of Camp Verde's audit needs.

PROFILE

Colby and Powell, PLC is located in Gilbert, Arizona, and is owned by Scott T. Powell, James S. Usevitch, and Scott J. Graff, with Mr. Powell as the managing partner. Scott J. Graff will be the partner in charge of your audit.

Our Firm is an equal opportunity employer as determined by the State of Arizona and consists of three partners, one audit manager, two senior auditors, two staff auditors, three para-professional accountants, and one receptionist for a total staff of twelve.

David M. Colby first established the firm in 1982 and since then we have continued to provide our audit clients with audits that are accepted by all funding sources and regulatory agencies. Colby and Powell, PLC has helped audit clients improve their accounting systems and internal controls through helpful suggestions made through observations during the course of the audit. These suggestions are provided to management and the governing body through the use of an annual management letter.

COMMITMENT TO QUALITY

The single most important factor in our firm's success over the past twenty-five years has been our commitment to the highest standards of quality and professionalism. Providing quality service to our clients is our primary objective, and we have developed review procedures and communications that ensure the highest standards of performance.

Our Firm has been dedicated to maintaining the highest level of education through continuing professional education courses. These courses are required of all our audit staff. Colby and Powell, PLC has met all continuing education requirements as provided by *Governmental Auditing Standards*.

Colby and Powell, PLC has triennial peer reviews required by the American Institute of Certified Public Accountants. The peer review program is dedicated to ensuring that participating firms have quality control systems in place over their accounting and auditing practices. This program also includes a review of our governmental clients that have single audit requirements. We were pleased to receive an unqualified opinion on our latest peer review.

II. SPECIALIZED GOVERNMENTAL AND NON PROFIT AUDITING

During the past 25 years, the firm's partners have developed a special emphasis in governmental and non-profit accounting and auditing. Since 1978, the firm or its principals have performed hundreds of audits for councils of governments, municipalities, and non-profit organizations receiving federal and state government grants. In recent years, these entities have been subject to the Single Audit Act, OMB Circular A-133, and GASB 34. Performing these audits requires the firm to develop training programs to keep partners and staff knowledgeable about current audit requirements for governmental and non-profit accounting and auditing.

III. AUDIT AND OTHER SPECIALIZED SERVICES

While the range of services provided by most accounting firms has expanded significantly, audits continue to be the dominant component of our practice. In the course of carrying out an audit, the auditing firm should generate information and develop insights that will result in improved controls and safeguards leading to greater efficiencies and clear, concise, and understandable financial reporting that is respected by the financial community. Our professionals have the experience and the training to provide these helpful insights and to ensure a quality audit.

HIGHEST QUALITY AUDIT SERVICES

Our audit will be conducted in accordance with generally accepted auditing standards and governmental auditing standards and will include tests of your accounting records and other procedures we consider necessary to express an unqualified opinion on the financial statements.

If, for any reason, we are unable to render an unqualified opinion, we will discuss the reasons with you and the alternative report that would be issued.

Our goal will be to perform our work with as little interruption to your daily work as possible. One important aspect of our audit will be interviewing management and key office personnel. We will schedule these at your convenience and, whenever possible, written questionnaires will be used.

We will present the financial statements, our audit report, and our letter of recommendations to the Town Council and answer any questions they may have.

AUDIT APPROACH

Our audit approach is based upon a risk-oriented perspective and entails—

- Obtaining an understanding of your policies, procedures, and objectives.
- Evaluating systems, processes, and people that control and process transactions or monitor and evaluate risk.
- Testing the ability of your systems to process and report transactions accurately.
- Reporting the results of our testing to management and the Council.

We will make every effort to use schedules already prepared for internal purposes to eliminate unnecessary duplication of effort between our staff and yours.

We will schedule the audit as soon as the proposal is accepted. We expect to complete the audit within 90 days of a signed engagement letter.

IV. ESTIMATED FEES

Our fee for these services will be:

Total fee for the year ended June 30, 2006	<u>\$ 19,500</u>
--	------------------

The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

V. PARTNER AND STAFF RESUMES

Scott Graff, CPA (Partner)

Scott is a 1997 accounting graduate of Southern Utah University. Scott has 9 years of experience in performing compilations, reviews, and audits for non profit, for profit, and governmental entities. Scott has directly managed audits, reviews, and compilations which require an extensive knowledge of the flow of information through accounting systems and has made suggestions for improvements to each entity's financial management systems through management letters and hands on training.

Matt Bingham (Audit Manager)

Matt is a 2004 accounting graduate of Arizona State University's W.P. Carey School of Business. Matt joined the firm in July 2004 and has performed and assisted with a variety of governmental, non profit, and for-profit audit and review engagements since joining the firm. Prior to joining Colby & Powell, PLC, Matt worked as an accountant for the Town of Guadalupe. Matt has a strong knowledge of various accounting programs and databases.

Mark Hagedorn (Senior Auditor)

Mark is a December 2005 accounting graduate of Brigham Young University-Idaho. Mark joined the firm in May 2006. Mark has assisted in audits for governmental and non profit organizations and has knowledge of accounting software programs.

VI. EXPERIENCE

Our recent audit experience has included financial audits of the following entities in Arizona:

Municipalities

Town of Pima	Town of Kearny
Town of Miami	City of Benson
Town of Patagonia	Town of Duncan
Town of Quartzsite	Town of Superior
Town of Mammoth	Town of Guadalupe
City of Holbrook	Town of Thatcher

Councils of Governments/Authority

Northern Arizona Council of Governments
Inter Tribal Council of Arizona
Western Arizona Council of Governments

TOWN OF CAMP VERDE

AUDIT PROPOSAL

**For the Fiscal Year Ending
June 30, 2007**

July 31, 2007

**Lumbard & Associates, P.L.L.C.
4143 North 12th Street, Suite 100
Phoenix, Arizona 85014
Office (602) 274-9966
Fax (602) 265-0021**

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 **LUMBAR & ASSOCIATES, P.L.L.C.**
A Certified Public Accounting Firm

Lisa B. Lumbard, C.P.A., C.G.F.M.

Neil Broadstock, C.P.A.

Rosendo L. Portillo

A. Jake Litwiller

Jessica M. Castro

Stephanie M. Canez

July 31, 2007

Dane Bullard, Finance Director
Town of Camp Verde
395 S. Main Street
Camp Verde, Arizona 86322

Re: Request for Audit Proposal

Dear Mr. Bullard:

Please accept the following proposal for the performance of a Single Audit of the Town of Camp Verde for the fiscal year ending June 30, 2007.

Summary of Services

Our audit will be performed in accordance with the latest revisions of generally accepted auditing standards, *Government Auditing Standards (GAS)*, as promulgated by the Comptroller General of the United States and the Single Audit Act of 1984 (Public Law 98-502). Reports will be issued in accordance with the latest applicable AICPA's Statements of Auditing Standards.

The audit reports will include:

1. The financial statements of the Town of Camp Verde and an independent auditors' opinion on these statements.
2. A supplementary schedule of the Town's expenditures of Federal awards for each Federal financial assistance program, and an independent auditors' opinion on this schedule.
3. A report on compliance and on internal control over financial reporting based on an audit of financial statements performed in accordance with *Government Auditing Standards*.
4. A report on compliance with requirements applicable to the CDBG major program and internal control over compliance in accordance with OMB Circular A-133.
5. A schedule of Conditions and Questioned Costs for reportable instances of noncompliance with applicable requirements and weaknesses in internal controls (as applicable).
6. A corrective action plan (if applicable) prepared by the Town's management and addressing each audit finding included in the current year auditors' reports. The corrective action plan shall provide the name(s) of the contract person(s) responsible for corrective action, the corrective action planned and the anticipated completion date.
7. A report on fraud, abuse, or illegal acts or indications of such acts (if appropriate).

American Institute of
Certified Public
Accountants

Government Finance
Officers Association

Arizona Finance
Officers Association

Arizona Society of
Certified Public
Accountants

Association of
Government
Accountants

Town of Camp Verde
July 31, 2007

Time Period

Upon awarding of the audit contract, a pre-audit package will be sent to the Town of Camp Verde. The Town of Camp Verde is requested to send to the auditor, the year end adjusted trial balance by fund and the basic financial statements preliminary draft prepared by the Town's finance department from the computerized accounting system in accordance with GASB 34 requirements. The Town of Camp Verde is also requested to provide the confirmation requests to the auditor prior to the start of field work so that completeness of the requests can be tested. Upon receipt of the requested information, a mutually agreed upon start date for the field work will be scheduled.

Firm Representatives

The person authorized to represent the firm is Lisa B. Lumbard, C.P.A., C.G.F.M., 4143 North 12th Street, Suite 100, Phoenix, Arizona 85014, (602) 274-9966.

We will perform the audit for the fee specified in Appendix C.

We look forward to focusing our experience and talents on your audit and internal control needs and thereby contribute to the Town's continued success. Thank you for the opportunity to submit this proposal. If you have any questions, please feel free to call our office.

Respectfully,



Lisa B. Lumbard, C.P.A., C.G.F.M.
For the Firm

APPENDIX A

**FIRM PROFILE
AND QUALIFICATIONS**

FIRM PROFILE AND QUALIFICATIONS

The Firm was founded on January 1, 1993, as a spin-off from a long established Phoenix based C.P.A. Firm. The Firm serves clients throughout Arizona from its Phoenix office. The professional staff consists of Lisa B. Lumbard, C.P.A., C.G.F.M., principal, Neil Broadstock, C.P.A., audit/accounting senior, Rosendo L. Portillo, audit/accounting senior, Blanca Sanchez, C.P.A., contracted senior/reviewer, Andan Litwiller, accounting junior, with Jessica Castro and Stephanie Canez support staff. The Firm reserves the right to hire additional qualified professional staff as needed to maintain quality standards and timely completion of projects. The Firm specializes in meeting the auditing, special reporting and management consulting needs of not-for-profit organizations, charter schools, governmental agencies, governmental entities, municipalities, and governmental owned enterprises.

Affirmation of Auditors' Qualifications

1. Lisa B. Lumbard, Neil Broadstock and Blanca Sanchez are properly licensed to practice as a C.P.A. within the State of Arizona.
2. Lisa B. Lumbard is licensed as a Certified Government Financial Manager by the Association of Government Accountants.
3. All auditors of the Firm meet the independence requirements of Government Auditing Standards (GAS).
4. The Firm has no record of substandard audit work.
5. The Firm has not been the object of any disciplinary action.
6. The Firm's policy requires an external quality control review at least every three (3) years in accordance with GAS. The Firm's most recent external quality review was completed by Suzanne Heidenreich, CPA who issued an unqualified (clean) opinion.
7. The Firm carries \$1,000,000 of liability insurance coverage.
8. The Firm is an equal opportunity employer.
9. The Firm is a small, woman owned business enterprise as recommended for utilization in OMB Circular A-102 Common Rule and OMB Circular A-110 for all recipients of federal funds.

Statement of Principal's and Firm's Expertise

Lisa B. Lumbard, C.P.A., C.G.F.M., has been in public accounting for 28 years and has been involved in audits of Arizona governmental entities, school districts, municipalities and not-for-profit organizations since the passing of the Single Audit Act in 1984. The Firm is experienced in meeting the unique auditing and reporting needs of recipients of HUD, Rural Development (formerly FmHA), EPA, CDBG, Arizona Department of Education pass-through grants and other Federal funding. Her experience, extensive specialized continuing education and commitment to client service provides assurance that your audit, fraud investigation, fund accounting or consulting services will be performed in accordance with the Firm's high standards of quality.

FIRM PROFILE AND QUALIFICATIONS

Statement of Firm's Expertise (Continued)

In accordance with the Firm's policy and *Government Auditing Standards*, issued by the Comptroller General of the United States, all staff members are required to meet the continuing education requirements including at least 24 of the 80 hours every two years in subjects directly related to the government environment and to government auditing. Because the Firm specializes in governmental and non-profit audits, the majority of the hours are in related topics.

Lisa B. Lombard, the Firm's founder, maintains involvement in the audit so that she can gain an understanding of the unique characteristics and intricacies of your particular operation. This increases the value of the review procedures performed.

Lisa B. Lombard, C.P.A., C.G.F.M., is an active member on the Arizona State Society of C.P.A.s, Governmental and Not-for-Profit Conference Committees and brings the benefit of this involvement to your audit.

Auditor's Capability to Audit Computerized Systems

To facilitate the audit process and report preparation, the Firm employs the use of microcomputers and audit software designed specifically to comply with the Government Finance Officers Association (G.F.O.A.), the Auditor General's, State Board for Charter Schools and the American Institute of Certified Public Accountant's reporting requirements. The audit software is also utilized to prepare reports for analytical review.

The Firm's computer system can accept electronic, ASCII, data-or-text files on either 100 Megabyte Iomega zip disks, CD's, USB Flash Drives or on 1.44 megabyte 3.5" diskettes, each requiring IBM-compatible formats.

The Firm is experienced in working with a variety of fund accounting programs normally utilized by governmental agencies and not-for-profit organizations including, but not limited to, **American Fundware, Caselle, Cougar Mountain, MIP, SAP, Cyma, QuickBooks Pro, QuickBooks Enterprise, Great Plains** and **Fund Balance** programs.

Firm's Ability to Provide Management Advisory Services

The Firm mission states that we will provide a full range of services to enable our clients to reach their own goals of efficient, effective operation and excellence in financial reporting. As a result, we have provided our clients with Management Advisory Services including alleviation of weaknesses uncovered during an audit, implementation of recommended procedures, job applicant screening, payroll tax penalty abatement, establishment of sound internal controls, special reviews and reports, fraud investigation, computerizing accounting procedures, streamlining operations, grant compliance, not-for-profit I.R.S. application preparation, pre-audit check-up services, technical training and general management consulting as permitted under independence standards in the *Government Auditing Standards* latest revision.

FIRM PROFILE AND QUALIFICATIONS

Firm Confidentiality Policy

All employees are required to sign an acknowledgement of the Firm's strict confidentiality policy regarding client information. When practical, compliance testing work papers reference program participant assigned case numbers or initials instead of full names. After the record retention period required by OMB Circular A-133 has expired, audit documents are professionally shredded on our premises to further protect client confidentiality.

The Firm policy also requires that we obtain permission from client management prior to release of information to any third parties. However, Information Returns of Tax Exempt Organizations (Form 990) are posted by the IRS on a public access website and financial statements of publicly funded organizations and governments may be made available to the public by other agencies.

Firm Philosophy

We have a **positive** and **protective** attitude toward our audit clients. We feel that our primary purpose in performing an audit or providing consulting services is to protect the client to the best of our ability from potential loss of funds through (1) grant and support cuts from funding sources because of non-compliance, (2) misappropriation or embezzlement because of weak controls, and (3) loss of fixed assets from inadequate insurance coverage and lax controls. The best way for us to accomplish this goal is by fully informing the client of weaknesses that come to our attention during the course of the audit, and providing the client with recommendations for appropriate corrective actions.

REFERENCES

GOVERNMENTAL

Lee Maness, City Manager, City of San Luis, (928) 627-2027

Alex Ruiz, Former City Manager, City of San Luis, (928) 257-9265

Mark Johnson, Finance Director, Town of Guadalupe, (480) 730-3080

Ruth Mota, former Business Manager, Sacaton Public School District No. 18, (602) 263-8002

Henry Valenzuela, Former Jury Systems Analyst, Maricopa County; Tribal Council, Pascua Yaqui Tribe, (602) 506-7544

NOT-FOR-PROFIT

Marco (Tony) Antonio Reyes, Executive Director, Comite de Bien Estar, Inc., (928) 627-8559

R. Trent Reynolds, C.P.A., C.G.F.M., Jewish Federation of Phoenix, (480) 634-4900

Ruben Ruiz, Finance, Community Services of Arizona, Inc., (480) 899-8717 x 221

Mercedes Kee, Business Manager, Valley Vocational Services, dba Crossroads Middle School, (602) 957-1234

Lynn Baker, former Executive Director, Lutheran Social Ministry of the Southwest, (520) 748-2300

Emma Torres, Executive Director, Campesinos Sin Fronteras, (928) 627-6677

Harry Garewal, Executive Director, Arizona Hispanic Chamber of Commerce, (602) 279-1800

Nancy Smith, President, Great Arizona Puppet Theater, Inc., (602) 262-2050

Cindy M. McMannon, Finance Director, Arizona Interscholastic Association, Inc., (602) 385-3810 x 212

Paula West, Executive Director, Phoenix Sister Cities Commission, (602) 495-5334

AnnMarie Short, Co-director, Stepping Stones Academy, (623) 465-4910

TRIBAL ENTITY

Llyn Fulmer, Manager, Gila River Sand & Gravel Corporation, (520) 418-210-2106

MUNICIPAL MAGISTRATE COURT REFERENCES

Hon. Rosendo Morales, Magistrate, City of San Luis, 23222 First Street, San Luis, AZ 85349, (928) 627-2020

Hon. Nellie Soto, Magistrate (Retired) Marilyn Trujillo, Court Administrator, Town of Guadalupe, 9241 S. Avenida del Yaqui, Guadalupe, AZ 85283, (480) 505-5382

**HIGHLIGHTS OF CURRENT AND PRIOR AUDITS
FINANCIAL AND COMPLIANCE AUDITS INCLUDING SINGLE AUDIT ACT**

Not-for-Profit Corporations

		<u>Total Assets</u>
Comite de Bienestar, Inc.**	1993 thru 2006	\$ 6,583,916
Community Support Services	1992 thru 1996	Closed
Community Services of Arizona, Inc.**	2001 thru 2006	\$ 71,145,911
Spring Valley Manor, Inc.**	2001 thru 2006	\$ 1,075,072
Lutheran Social Ministry of the Southwest	1995 thru 2006	\$ 2,404,582
Prescott Frontier Days	2001	\$ 381,540
Jewish Family & Children's Services	2005	\$ 7,265,779
Maricopa Health Foundation	2004	N/A
Phoenix Sister Cities Commission	2004 thru 2006	\$ 170,582
Regional Center for Border Health, Inc.	2004	\$ 1,420,861
META Services, Inc.	2004 thru 2006	\$ 1,685,522
Calvary Community Church	2004 and 2005	Confidential
Arizona Interscholastic Association, Inc.	2004 thru 2006	\$ 3,873,230

Political Subdivisions

		<u>Population (2000)</u>
City of Phoenix – Fillmore Gardens & Sunnyslope Manor	2004	N/A
Town of Guadalupe**	2000 thru 2002	5,228
City of Surprise**	1993 thru 1998	30,848
City of San Luis**	1990-1993 and 1997-2006	15,322
Maricopa Domestic Water Improvement District	1998 – 2000	N/A
Town of Quartzsite**	1996 thru 2001	3,354
Congress Domestic Water Improvement District	2001 thru 2005	N/A
City of Coolidge (CAFR)*	1990	7,786
Town of Camp Verde	1990 thru 1993	9,451
Town of Cave Creek (CAFR)*	1990 thru 1991	3,728
Town of Jerome	1988-1989 and 1995-1997	329
Town of Miami	1993 thru 1998	1,936
City of Bullhead City (CAFR)*	1990	33,769
Town of Clarkdale	1991 thru 1995	3,422
Camp Verde Sanitary District	1991 thru 1999	9,451
Lake Havasu City (CAFR)*	1992	41,938
Northern Arizona Council of Governments	1992	N/A
Western Arizona Council of Governments	1992	N/A
Mohave County (As Joint Venture)	1995 and 1996	120,325

Schools – District and Charter

		<u>Federal Programs</u>
Edu-Prize School	2003 thru 2006	\$ 113,914
Terra Nova Charter School	2002	N/A
Arete Charter School	1999 thru 2001	Closed
Red Mesa Unified School District (Indian Reservation)	1990 thru 1991	\$ 2,326,814
Somerton Elementary School District	1990 thru 1991	\$ 1,975,912
Sacaton Elementary School District (Indian Reservation)	1989 thru 2001	\$ 2,296,096
Balsz Elementary School District	1990	\$ 6,001,535
Cochise Elementary School District	1992 and 1995	\$ 9,339
Seligman Unified School District (Partial Reservation)	1994 thru 1996	\$ 20,940
Skyview School	2000 thru 2002	\$ 18,286
PACE Preparatory Academy	2000 thru 2001	\$ 176,553
Stepping Stones Academy	2002	N/A
Crossroads Middle School	2002 and 2003	\$ 182,350
Career Success Schools	2003 and 2004	\$ 333,326

**HIGHLIGHTS OF CURRENT AND PRIOR AUDITS
FINANCIAL AND COMPLIANCE AUDITS INCLUDING SINGLE AUDIT ACTS
(CONTINUED)**

<u>Native American Owned Enterprises</u>		<u>Total Assets</u>
Gila River Sand & Gravel	2003 thru 2006	Confidential
Audit of Tenant-Firebird International Raceway for Sun Valley Marina (a Tribal Corp.)	2001	Confidential
<u>For Profit Corporations</u>		<u>Total Assets</u>
Tuff Turf, Inc.	2003 and 2004	Confidential
Avidity Health Care Solutions, Inc.	1996 thru 2003	Confidential
Union Court, L.L.C. (Apartments)***	2001 thru 2006	\$18,805,505
Metro/Mesa, L.L.C. (Apartments)***	2001 thru 2006	\$29,702,585
Edgewater, L.L.C. (Apartments)***	2001 thru 2006	\$ 7,924,297
United Mortgage Express, Corp.**	1995	Closed
<u>Compliance Monitoring</u>		
City of Phoenix – Valley of the Sun United Way	Workforce Connection	2006
City of Phoenix – Arizona Call-A-Teen Youth Resources	Workforce Connection	2006
City of Phoenix – Arizona Women’s Education & Employment	Workforce Connection	2006
City of Phoenix – Friendly House	Workforce Connection	2006
City of Phoenix – Goodwill Industries	Workforce Connection	2006

HIGHLIGHTS OF CURRENT AND PRIOR NON-AUDIT SERVICES

Non-audit Services Summary Description

Special Reports, Internal Control and/or Computer Consulting/Fraud Investigation, Training Classes, Fund Accounting Assistance, Management Advisory Services, Management and Accounting Staff Screening, Independent Review Reporting, Bond Issuance assistance.

City of San Luis	Arizona Hispanic Chamber of Commerce
City of Surprise	Area Agency on Aging
Yuma Private Industry Council	Town of Cave Creek
Comite de Bienestar, Inc.	Great Arizona Puppet Theater, Inc.
Allstar Movers, Inc.	Tuff Turf, Inc.
Stepping Stones Academy	Pointe Educational Services, Inc.
City of Somerton	Town of Jerome
Prescott Frontier Days, Inc. - Community Service Foundation	

* Municipalities received Certificates of Excellence in Financial Reporting from G.F.O.A.

**United States Department of Housing and Urban Development Program (HUD) Audits - Financial and Compliance.

***Low to moderate income housing project

LISA B. LUMBARD, C.P.A., C.G.F.M.

EDUCATION / CERTIFICATION

- B.S. Degree in Accounting - Arizona State University
- Certified Public Accountant - State of Arizona
- Certified Government Financial Manager

CONTINUING EDUCATION HIGHLIGHTS

- Governmental Auditing - Level 1 & 2 - A.I.C.P.A.
- Uniform System of Financial Records Workshop - AASBO
- Governmental Financial Reporting Seminar - G.F.O.A.
- Professional Ethics - A.I.C.P.A.
- Government/Non-Profit Single Audit Updated
- Governmental Accounting - Arizona Society of C.P.A.s
- Preparing your Firm for Quality Review - A.S.C.P.A.
- Governmental Finance Institute - Arizona Finance Officers Association
- Not-for-Profit Accounting and Auditing Update - William V. Allen, Jr., C.P.A.
- Governmental Accounting Conference ASCPA (Annually)
- Governmental Reporting and CAFR Preparation - Assoc. of Government Accountants
- The Law of Exempt Organizations
- Workpaper Techniques for Government and Nonprofit Organizations - AICPA
- Not-for-Profit Accounting Conference - ASCPA (Annually)
- GASB 34 - GFOA (Annually - 2000, 2001 and 2002)

PROFESSIONAL

- American Institute of Certified Public Accountants
- Arizona Society of Certified Public Accountants
- Member of Annual Governmental Accounting and Not-for-Profit Accounting Conference Committees
- Governmental Finance Officers Association
- Arizona Finance Officers Association
- Association of Government Accountants
- Thunderbird Kiwanis Community Welfare Foundation Trustee/Club Past President
- S.W.I.H.A.A. Seminar Presenter, January 1996
- Implementing Sound Financial Policies and Procedures - Seminar Presenter
- Protecting You and Your Not-for-Profit Organization - Seminar Sponsor/Presenter
- Not-for-Profit and Governmental Update - Seminar Sponsor/Presenter

EXPERIENCE

Principal/Managing Member
Lumbard & Associates, P.L.L.C., Phoenix, Arizona 1/93 - Present

Founder and manager of quality oriented Firm specializing in meeting the special needs of municipalities, charter schools, other governmental and quasi-governmental entities, not-for-profit organizations and tribal enterprise corporations. Services provided include performance of Single Audits, program audits, agreed upon procedures, special reports, internal control analysis, fund accounting consulting, preparation of accounting and management job descriptions, personnel screening, legal support services, fraud investigation, management consulting services and training seminars.

LISA B. LUMBARD, C.P.A., C.G.F.M. (CONTINUED)

EXPERIENCE (CONTINUED)

Audit Supervisor

R.C. Denen, C.P.A., Phoenix, Arizona

6/90 - 12/92

Specializing in A-128 and A-133 Audits for small municipalities, school districts, and certain non-profit organizations. Responsible for all aspects of assigned audits from the planning phase through Comprehensive Annual Financial Report, U.S.F.R. or Expenditure Limitation Reports. Additional responsibilities included, Firm development, staff supervision and training, establishment of Firm quality, management policies, preparation for peer quality reviews and CAFR reviews for Certificate applicants.

Staff Accountant for C.P.A. Firm

Christensen & Company, Tempe, Arizona

5/86 - 5/88

Monthly and quarterly client accounting through financial statements; payroll tax reports; tax return preparation including corporate, partnership, and individual; assisted with Internal Revenue Service audits, including heavy auditor and client contact.

Staff Accountant/Head of Bookkeeping Department

R.C. Denen, C.P.A., Ltd., Phoenix, Arizona

1/80 - 5/86

In charge of computer operations; monthly bookkeeping and accounting for clients through compiled or reviewed financial statements; tax return preparation, including corporate, partnership and individual; performed small audits and assisted on large audits of private enterprises, municipalities, and government agencies; and assisted in Firm development and internal control.

Bookkeeper

James H. Liem, C.P.A., Ltd., Phoenix, Arizona

6/77 - 10/79

Bookkeeping for clients through monthly financial statements; preparation of monthly sales tax reports and quarterly payroll tax reports; and periodic insurance claims and monthly billing for the Firm.

NEIL BROADSTOCK, C.P.A.

EDUCATION/CERTIFICATION

- Certified Public Accountant – State of Arizona
- Bachelor of Science in Accounting, Bradley University

PROFESSIONAL

- Member of American Institute of Certified Public Accountants
- Arizona Society of Certified Public Accountants

CONTINUING EDUCATION HIGHLIGHTS

- Government Accounting and Auditing Updates – AICPA
- Professional Ethics for Arizona CPA's – Professional Automated Self Study
- Fraud: Catching the Crooks who Cook the Books – Surgent McCoy
- Accounting and Auditing Updates – Professional Automated Self Study
- 2005 FASB Review for Industry – Professional Automated Self Study
- GAAP & Accounting Updates 2005 – Honeywell
- IASB vs US GAAP – Honeywell

EXPERIENCE

Audit/Accounting Senior
Lumbard & Associates, P.L.L.C.

4/06 - Present

Prepare Form 990 returns and other governmental special reports for not-for-profit and governmental entities. Involved in audits under Government Auditing Standards of charter schools, municipalities, governmental agencies, not-for-profit corporations, and compliance monitoring under governmental contracts. Responsible for all phases through preparation of Single Audit reports and financial statements in accordance with Governmental Generally Accepted Accounting Principles. Provides fund accounting and internal control consulting services.

Senior Accountant
Honeywell International

8/04 - 4/06

Revenue recognition compliance – SAB 101 and other GAAP; document and communicate with contracts Administration judgments on revenue recognition; month end close process, journal entries, account reconciliation, and variance analysis; resolve inter-company disputes with UK, Australia, Canada, Singapore, China, and Phoenix offices; work with Global Cash & Treasury Services and Contracts Administration on aged receivables; lead implementation on Accounts Receivable conversion to SAP for Engines, Systems, and Accessories (Tempe, Tucson, South Bend and Rocky Mountain locations).

Senior Accountant
Giant Industries, Inc.

04/01 - 07-04

Responsible for month end close process, preparing journal entries and loading data from JD Edwards to our reporting software – Hyperion Enterprise; administrator for Hyperion Enterprise, work closely with outside auditors and various banks, achievements include conversion of previous general ledger system (in-house designed VAX program) to JD Edwards; in the process, set up a new ledger system in Hyperion for reporting purposes, responsible for designing and maintaining reports in Hyperion Enterprise for various Strategic Business Units (SBUs) - Retail, Refining, Phoenix Fuel, and Corporate; work closely with the SBUs to prepare consolidated financial statements for executive management.

NEIL BROADSTOCK, C.P.A. (CONTINUED)

EXPERIENCE (CONTINUED)

Accounting Manager
Continental Promotions Group, Inc

1/01 - 4/01

Responsible for month end close process of Corporate and Subsidiaries (Allegheny Marketing and CPI – Ireland), converted CPI from Quick Books to Corporate software package – SBT Executive Series; reviewed current Fixed Asset processes and drafted a proposal to improve the process that was subsequently approved and implemented successfully; primary contact for year end tax review by outside CPAs. Prepared all the necessary schedules and supporting documentation for all Companies.

Senior Accountant
Healthcare Delivery Systems

12/98 - 1/01

Responsible for month end close process in order to meet 3rd day (preliminary) and 8th day (final) deadlines for HDS financial reporting to Corporate Headquarters at McKesson HBOC; timely reconciliation of general ledger accounts; supervision of accounts payable and fixed asset staff. Also involved in areas of payroll and accounts receivable; many special projects achievements including conversion of data into new Lawson software system for the general ledger, accounts payable, and fixed asset modules. Also a separate accounting system set up for additional new program for HDS in Lawson Software system; responsible for writing user defined Lawson reports for HDS.

Financial Accountant
ILX Resorts

2/98 - 12/98

Prepared month end closing entries for multiple companies; prepared month end financial statements for internal purposes and involved in preparation of quarterly financial statements for SEC reporting; reconciled various general ledger accounts; developed procedures to be implemented at the corporate headquarters and at the various resorts owned by ILX.

Auditor
Eide Helmeke

12/95-12/98

Auditor for regional CPA firm serving non-profit entities throughout Phoenix metropolitan area. Clients also included for profit entities such as dealerships, golf courses, construction companies, and other local businesses.

Auditor/Tax Accountant
Gorenz and Associates

8/94 - 8/95

Involved in preparation of tax returns for individuals, partnerships, and corporations. Also served as staff auditor for audits of school districts, auto dealerships, and other local businesses.

ROSENDO PORTILLO

EDUCATION / CERTIFICATION

- Degree in Accounting- Instituto Debe Y Haber

CONTINUING EDUCATION HIGHLIGHTS

- Real Estate Law Seminar
- Single Audit Act - State of Arizona/IRS
- Migrant Headstart Financial Reporting - Department of Labor
- Indirect Cost Proposal Preparation - Department of Labor
- Not-for-Profit and Governmental Update - Lumbard, C.P.A., C.G.F.M.
- Governmental Accounting - A.F.O.A.
- AFOA 38th Annual Conference - A.F.O.A.
- Auditing & Accounting - Caseware
- Basic Governmental Accounting - A.F.O.A.
- Government Accounting Standards - Lumbard & Associates, PLLC / AICPA
- Accounting & Auditing - William V. Allen, Jr., C.P.A.
- Governmental Accounting Conference - Arizona Society of C.P.A.'s (Annually)
- Low Income Housing Tax Credit - Arizona Department of Housing
- Update Education on Issues for C.P.A. Firms - Arizona Department of Education
- 11th Annual Professional Development - A.G.A.

PROFESSIONAL

- Institute of Management Accountants
- Arizona Finance Officer's Association

EXPERIENCE

Audit/Accounting Senior
Lumbard & Associates, P.L.L.C.

5/01 - Present

Prepare Form 990 returns and other governmental special reports for not-for-profit and governmental entities. Involved in OMB Circular A-133 Single audit of school districts, charter schools, municipalities, governmental agencies, not-for-profit and tribal enterprise corporations. Responsible for all phases through preparation of Single Audit reports and financial statements in accordance with Governmental Generally Accepted Accounting Principles. Provides fund accounting and internal control consulting services. Audited and prepared financial statements for 401(k) retirement plan.

Full Charge Accountant
Pegasus Construction, Inc.

6/99 - 4/01

Preparation of monthly financial statements; balance sheet, income statements, journal entries, general ledger analysis, payroll taxes & quarterly reports, payroll, job costing, bank reconciliations, sales tax reports, Arizona Corporation Commission reports.

ROSENDO PORTILLO (CONTINUED)

EXPERIENCE (CONTINUED)

Full Charge Accountant
Arizona Bridge to Independent Living 7/98 - 6/99

Preparation of monthly financial statements; balance sheet, income statement, supervise payroll preparation, accounts receivable accounts payable, journal entries, general ledger analysis, payroll taxes & quarterly reports, process annual closing of books and external audit.

Head Accountant
Chicanos Por La Causa, Inc. 7/97 - 6/98

Monthly financial statement preparation; balance sheet & income statement journal entries, prepared & reviewed budgets by cost centers, general ledger analysis by funding sources or by contracts, preparation of IRS form 990, fiscal year closing of books.

Accountant
JMS Construction Company 12/93 - 6/97

Payroll preparation, sales tax reports, quarterly payroll reports, job cost, bank reconciliations, accounts payable and receivable, trial balance, getting accounting books ready for CPA's audit, general ledger analysis.

Technical Assistance Specialist
National Council of La Raza (NCLR) 1990 - 1993

Provide technical assistance to non-profits organizations affiliates of NCLR, such as accounting software installation, budget allocations, lotus 123 training, and 990 tax return preparations.

Budget Manager
Chicanos Por La Causa, Inc. 1982 - 1990

Monitored revenue and expenses by contract, prepared financial statements for the Board of Directors, supervised the payroll department, preparation of IRS form 990 tax return, preparation of Indirect Cost proposal, prepared accounting records for single audit act review, monitor cash flow and investments, budget preparation of some cost centers. Held several positions, provided eight years of service.

APPENDIX B

AUDIT WORK PLAN

ANDAN JAKE LITWILLER

EDUCATION / CERTIFICATION

- Bachelors in Accountancy – Arizona State University West, Cum Laude
- Glendale Community College

CONTINUING EDUCATION HIGHLIGHTS

- Government Accounting Standards - Lumbard & Associates, PLLC / AICPA
- Governmental Accounting & Auditing Update (2004-2005) - AICPA
- Applying A-133 to Non-profit and Governmental Organizations - AICPA

EXPERIENCE

Audit/Accounting Junior
Lumbard & Associates, P.L.L.C. 2/07 - Present

Prepare Form 990 returns and other governmental special reports for not-for-profit and governmental entities. Involved in OMB Circular A-133 Single audits of charter schools, municipalities, governmental agencies and not-for-profit corporations.

Plumber
Riggs Plumbing 8/04 - 11/05

Installation of plumbing for new housing developments. Repaired broken or leaky plumbing. Performed quality checks to ensure plumbing was installed properly.

Account Manager
Discover Financial 1/03-10/03

Sold balance transfers and products to cardmembers. Persuaded customers to re-open their cancelled accounts. Convinced upset cardmembers to retain their account.

Bill Collector
ER Solutions
9/01-9-02

Collected past due cell phone bills. Negotiated payment terms with disgruntled customers. Performed skip tracing to locate debtors.

Marine Aerial Navigator
United States Marine Corps
1/99-1-01

Tutored Marines on various subjects of Marine Corps knowledge. Led and followed in various tasks requiring teamwork. Completed Naval Aircrewman Candidate School with the highest scores in the class. Earned an award for the top grade at Marine Aerial Navigation School. Received an honorable discharge.

AUDIT WORK PLAN

Initiation of the Audit Process

Upon acceptance of our proposal, a preaudit package will be sent to the Town of Camp Verde. The package will include a letter listing the documents which we will need to inspect at the start of the field work, the documents which we will need copies for our workpaper files and the standard appropriate confirmation request letters which need to be generated and signed by the Town of Camp Verde. We ask that the Town of Camp Verde send us copies of all budgets and revisions thereto, as well as a copy of the fiscal year end financial statements and trial balance. This procedure permits the Firm to begin the preliminary analytical review phase and allows us to be more efficient in the performance of the field work, thereby reducing on-site time at the Town's Office.

Sample sizes and extent to which statistical sampling is to be used in the engagement

Statistical sampling will be utilized to test the established internal controls to determine the level of reliance which can be placed upon these controls. Sample sizes will be sufficient to support reliance upon the controls with a minimum of ten test items per category. Categories of transactions in which reliance upon controls is placed at less than a high level will be tested with larger sample sizes. Sample size for general cash disbursements will be established at a minimum of 25 checks.

If significant exceptions are noted during testing, sample sizes will be appropriately increased until sufficient competent evidence has been obtained to afford a reasonable basis for our opinion.

Extent of use of EDP software in the engagement

We have purchased the same accounting software used by the Town of Camp Verde. The Town of Camp Verde will provide us with a back-up of the Town's computerized accounting transactions on disk. We will utilize our computer program to facilitate various audit procedures, including, but not limited to posting audit adjustments and accruals, budget - actual comparisons and significant variance reports, prior and current year comparison and combining financial statements.

Client communication during audit

We will discuss any weaknesses noted during the course of the audit with the Business Manager and other appropriate personnel prior to leaving the field. This allows the Town's personnel to clarify issues prior to our drafting of the preliminary report. After completion of the preliminary report draft, we will return to the field and review the report, material weakness findings, (if applicable) and the management letter in detail with the business manager. Any corrective actions taken by the Town of Camp Verde subsequent to the completion of the field work can then be added to the audit report.

Type and extent of analytical procedures to be used.

Analytical procedures will be utilized in the planning stage for assisting in the planning of the nature, timing and extent of other audit procedures and determining areas requiring special investigations. Additionally, analytical procedures may also be applied during the audit as substantive tests to provide evidence as to the reasonableness of specific revenue and expenditure account balances. Analytical procedures will also be performed during the final review of the audited figures. Analytical procedures will involve comparisons of financial data for the current year to that of prior years, budgets and the Town's averages.

AUDIT WORK PLAN (CONTINUED)

Gaining and documenting an understanding of the internal control structure

An initial understanding of the control environment and accounting system will be obtained during the planning conference with management and other appropriate Town personnel. The results of the conference will be documented on a standardized governmental control procedures questionnaire form.

An understanding of the control procedures will be obtained in conferences with the appropriate personnel and documented in flowcharts and internal control questionnaire audit program forms. Separate flowcharts will be prepared for cash receipts, cash disbursements, payroll, fee for service grantor contracts and any other procedures as deemed appropriate based upon the unique operations of the Town.

Determining laws and regulations that will be subject to audit test work

Our audit is not designed to test the Town of Camp Verde's compliance with all laws applicable to quasi-governmental entities, but will advise you of any areas of non-compliance which may come to our attention during the course of the audit.

Internal control and compliance weaknesses which impact or could impact the financial statements of the Town will be reported as findings within the audit report. Weaknesses which did not directly effect the financial statements, will be reported in a separate letter to management and the Governing Board.

Approach to be taken in drawing audit samples for purpose of tests of compliance

Audit and test work will be performed in accordance with *Generally Accepted Auditing Standards* and, if applicable the Single Audit Act of 1984 as amended in 1996. The extent of substantive testing will be determined by the confidence level assigned after the tests of controls. Expenditures of grant funds that are selected in the disbursements test sample, will also be tested for compliance.

Staffing and Supervision

The audit field work will be performed by a team of the Principal as Audit Manager, the Audit Senior, Audit Junior and additional staff if necessary so that the time constraints and reporting deadline requirements specified in the Request for Proposal can be met. Initial review procedures will be performed by a Senior, other than the assigned project Senior and final reviews will be performed by the Principal.

It is the firms policy to provide supervision in all phases of the audit process including planning, field work and report preparation. Performance of specific audit programs (i.e.: cash, long-term debt, fixed assets, etc.) is rotated annually among the field auditors. Our experience indicates that this method provides the greatest assurance of maintaining audit quality and objectivity.

AUDIT WORK PLAN (CONTINUED)

Town of Camp Verde's Participation (Continued)

The Town of Camp Verde's staff will be requested to provide the auditor with the following schedules:

- 1) Schedule of Expenditures of Federal Awards
- 2) Employee's compensated absences activity for the audit period (in dollars) as follows:
Vested compensated absences owed at the beginning of the fiscal year
Plus: Amount earned by employees during the fiscal year
Less: Amount paid to employees during the fiscal year
Equaling: Vested compensated absences owed at the end of the fiscal year
- 3) A listing of fixed assets acquired or disposed of during the fiscal year at historical cost.
- 4) Updated depreciation schedules for enterprise and governmental fund capital assets
- 5) An accounts payable listing or computer print-out by vendor, of all outstanding payables as of the fiscal year end including expenditure category coding.
- 6) A detail listing, by customer of all outstanding invoices and rents receivable as of the fiscal year end.
- 7) Schedule of debt service requirements under long-term debt agreements

We understand that your employees will perform the following procedures for the audit:

- Provide the documents requested in the preaudit package letter.
- Document internal control procedures for our review and consideration.
- Assist us in tracking down any exceptions noted in the returned confirmation letters.
- Pull all invoices selected in our test selection, and subsequently refile those invoices.
- Pull all other items selected in our test selections and subsequently refile those items.
- Perform detailed account analysis as directed by our staff.
- Provide the fiscal year end working trial balance, general ledger detail and basic financial statements, a supplementary schedule of functional expenses and a schedule of program revenues and expenses.
- Provide support for HURF expenditures.

Additionally, the Town's staff will be requested to complete the confirmation requests. A word-processing disk of standard confirmations will be provided to the Town to make this function as quick and easy as possible.

AUDITABLE CONDITION DESCRIPTION

The following listing has been developed to assist the Town of Camp Verde in preparing for the audit process. In order for an entity's records to be deemed in auditable conditions, they must include at a minimum, the following items:

1. A complete trial balance which includes:
 - All transactions of the entity and component units
 - All funds in balance (debits equal credits)
 - All accounts with proper balances ie: bank accounts not shown with negative balances unless they are actually overdrawn, payroll taxes with credit balances unless they are actually over paid, expenses with debit balances and all revenues with credit balances
 - All fixed asset acquisitions and disposals during the year properly reported
 - All new long term debt, including capital leases entered into during the year and debt retirements properly reported in the appropriate funds
 - Accounts payable general ledger account balances in all applicable funds that agrees with subsidiary listing of unpaid bills
 - Notes and accounts receivable general ledger balances at year end that agree with subsidiary listings
 - All fixed assets properly capitalized and accumulated depreciation recorded up to date that agrees with subsidiary accumulated depreciation schedules.
 - Beginning net asset balances that agree with prior year audited ending net asset balances
 - All prior year audit accruals and adjustments must be posted and reflected in current year balance sheet account balances
 - All cash in bank accounts agree with bank reconciliations
 - All cash on hand agrees with cash count of drawers or petty cash boxes
 - Accruals for interest payable, interest receivable, accrued payroll and related taxes, grants and intergovernmental receivable posted and supported by calculation workpapers
 - Grant revenues match grant expenditures within the same separately identifiable funds or department
2. Preliminary computer generated statement of net assets, statement of activities, balance sheet of governmental funds, statement of revenues, expenditures, and changes in fund balances for governmental funds, budget and actual report for general fund and each special revenue fund to be separately disclosed in the financial statements and basic statements for each enterprise fund to be separately disclosed in the financial statements.
3. Compensated absences schedule listed by individual and in dollars payable (not hours).
4. Subsidiary listing of all other known accounts receivable from other governments ie: grants for which reimbursements have been filed, but not collected by year end; other revenues subject to accrual.
5. General ledger detail by account for the entire year.
6. Balances "due to other funds" must agree with "due from other funds".
7. Listing of all fixed assets subtotaled by type, i.e., land, equipment, buildings and improvements, furniture and fixtures, including physical description, purchase price or fair market value on date of acquisition, source of funding, date acquired, serial and model number, location and estimated useful life.
8. Calculation supporting reported gains or losses on asset disposals.

If the Town of Camp Verde account balances significantly disagree with the subsidiary schedules and confirmation responses, additional procedures **not** included in the scope of an audit will be needed. The Town of Camp Verde will notify the Auditor as to how they would like to handle the work; have the Town staff research and correct, hire a qualified temporary person, or have the audit firm recommend other qualified accounting firms, or have the audit firm perform the additional procedures to the extent permitted under G.A.S. independence standards.

**TOWN OF CAMP VERDE
PRELIMINARY AUDIT HOURS PLAN
FOR THE FISCAL YEAR ENDING JUNE 30, 2007**

Audit Steps	Estimated Hours			Support Staff
	Principal	Auditor 1	Auditor 2	
1. Preliminary Planning				
Preliminary planning	2	2		2
Issue preaudit letter, mail confirmations		1		2
Determine audit risk and document	1	1		
Complete audit planning program	1			
Prepare and maintain confirmation control				1
Entrance conference with Management	1	1		
Document fraud risk per SAS 99 & 112	2	4	4	
2. Document understanding of Internal Controls*				
Internal control questionnaires		1	1	
Prepare flowcharts/update flowcharts		2	2	1
3. Convert Organization Financial Data*				
Set up leadsheets and workpapers		2		
Convert data for use in audit software		2		
4. Prepare or update permanent file*				
Review of contract copies and create summaries	1	2		
Purchasing, payroll policies			1	
Organization chart			1	
Other agency policies		2		
5. Related Entity Reporting Determination				
Complete entity determination checklists		0		
Obtain and review information required for disclosure		0		
6. Perform preliminary analytical procedures				
Discuss significant prior/current year variances w/mgmt		1		
Budget and actual comparison where applicable		1		
7. Modify audit program based on 2, 3, 4, 5 and 6 above, assess audit risk				
Complete planning documents/Reassess risk	1			
Complete materiality worksheet at fund level		1		
8. Accounts Payable and Disbursements				
Test for compliance with agency policy				2
OMB A-110 procurement requirements				1
Allowability and documentation compliance				1
Test reasonableness and consistency of functional allocation of direct costs and indirect costs				2
Adequacy of segregation of duties				1
Test adequacy of reported accounts payable				1
9. Payroll				
Test internal controls and compliance with Agency policy		2		
Reasonableness of related accruals		1		
Consistency of IRS reporting of gross wages		1		
Allocation of salary costs to programs		1		

* Initial year will require more time than subsequent years.

**TOWN OF CAMP VERDE
PRELIMINARY AUDIT HOURS PLAN
FOR THE FISCAL YEAR ENDING JUNE 30, 2007**

Audit Steps	Estimated Hours			Support Staff
	Principal	Auditor 1	Auditor 2	
10. Cash and Cash Equivalents				
Confirm and verify reconciliation with banks and financial institutions		4		
Verify cash in all drawers and agreement to general ledger		1		
Verify any restrictions and compensating balance requirements		1		
Confirm authorized signatories		1		
Verify risk classifications of cash equivalents		1		
11. Investments				
Verify reasonableness of values reported as investments		0		
12. Notes/Loans Receivable				
Verify reasonableness of valuation and adequacy of disclosures		4		
13. Receivables and Revenues - Governmental Funds				
Confirm revenues with Federal, State, other grantors		4		
Test cut-off and receivable accruals		2		
Verify proper reporting of grant matches, where applicable		2		
14. Receivables and Revenues - Other Financing Sources				
Confirm other significant unrestricted revenues			2	
Performance of analytical procedures and other tests of interest and investment gains & losses			2	
15. Legal and Insurance				
Review legal and insurance confirmations		1		
Identify subsequent events requiring disclosure (if any)		1		
16. Deferred revenues				
Test adequacy of controls and amounts reported		2		
17. Capital assets				
Test existence, valuation completeness, ownership, source of funding and adequacy of insurance			4	
Determine reasonableness of depreciation reported			2	
18. Analyze net assets classifications;				
Inspect support for reporting of net assets as:				
invested in capital assets, net of related debt		1		
restricted and unrestricted		1		
19. Long-term debt				
Confirm principal balance remaining and interest paid during the year on all significant debt		2		
Review summary of debt agreements		2		
Prepare amortization schedules as needed		0		
Summary of activity and future debt service requirements		1		
Verify existence and valuation of collateral where applicable		1		
Operating leases		1		
20. Review summary of Board Meeting Minutes				
Identify material transactions and summarize		2		
Identify policy changes		2		
Search for contingent liabilities		2		

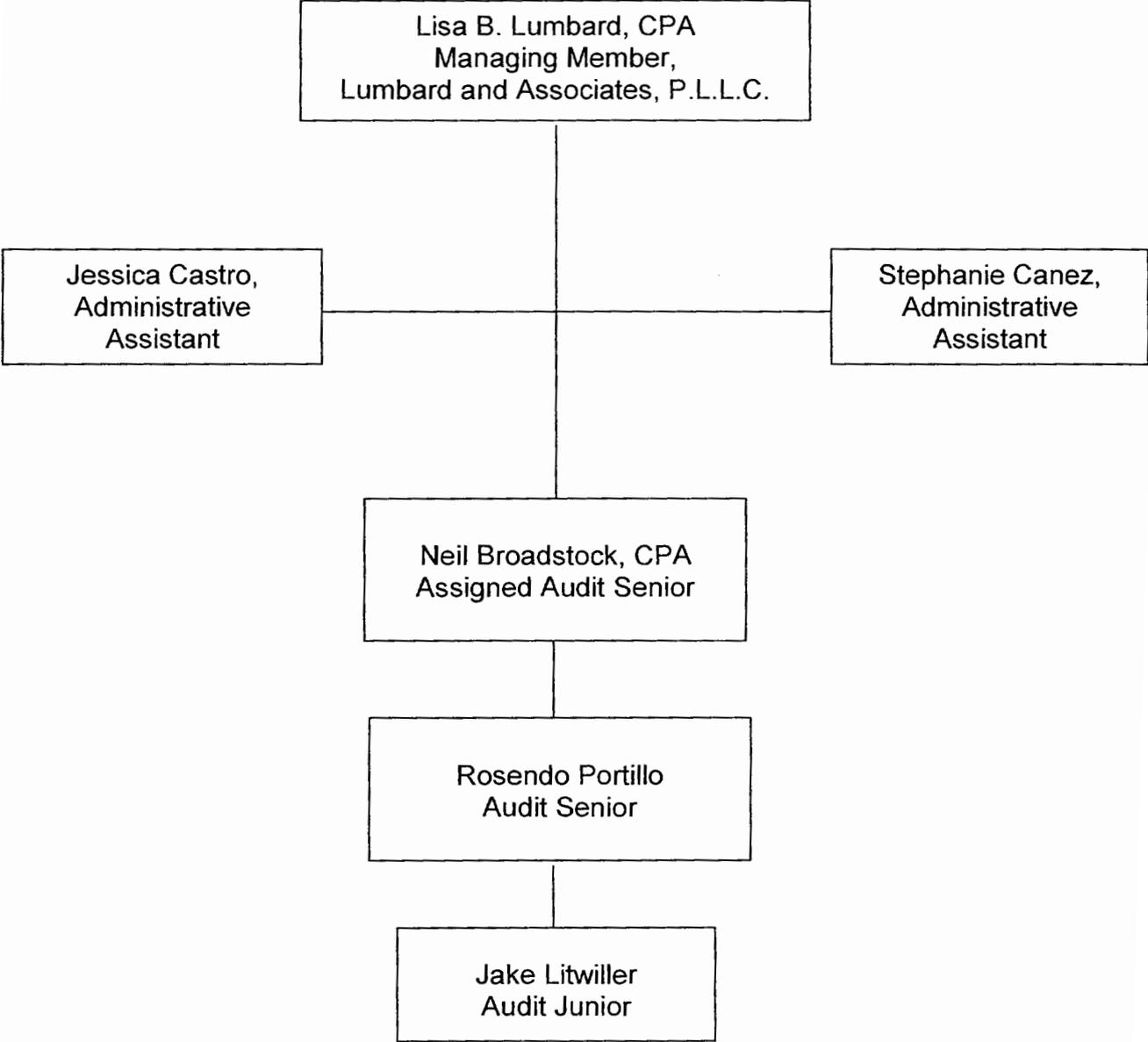
**TOWN OF CAMP VERDE
PRELIMINARY AUDIT HOURS PLAN
FOR THE FISCAL YEAR ENDING JUNE 30, 2007**

Audit Steps	Estimated Hours			
	Principal	Auditor 1	Auditor 2	Support Staff
21. Federal funds Compliance - OMB A-133				
Review significant grant agreement contracts*		2		
Complete Single Audit major program spread sheets & check lists		2		
Test adequacy of controls over compliance over certain provisions of laws, regulations, contracts and grants		2		
Test controls over financial reporting		1		
Select programs for compliance testing per Gov't Audit Standards		1		
22. Schedule of Expenditures of Federal Awards				
Verify completeness based upon test of federal awards and expenses			1	
Verify accuracy of CFDA numbers based upon confirmation responses				0.5
23. Highway Users Fund				
Compliance testing per Auditor General requirements	0.5		4	
Draft report and opinion letter	0.5		2	
24. Magistrate court				
Test adequacy of controls over cash receipts			2	
Test appropriateness of accounts receivable reporting			1	
25. Exit conference				
Discuss reportable conditions with management and Finance Director at completion of field work	1	2		
Obtain and Review Management representation letter		0.5		
26. Financial Reporting Package*				
Review Financial Statements and update notes	1	4	4	
Review schedules prepared by the Organizations		2	2	
Prepare GASB 34 reconciliation schedules		2	2	
Draft Independent auditor's opinion letter		1		0.5
Review Management Discussion and Analysis for consistency with financial statement reporting			3	
Review required supplementary information per GASB 34			3	
27. Draft compliance reports required by Government Auditing Standards				
Reports on compliance and internal controls		1		
Reportable conditions and Schedule of findings, as applicable	1	2	1	0.5
28. Expenditure Limitation Report				
Preparation and review of AELR	1	4		1
29. Single Audit Data Collection Form				
Preparation, review and electronic submission	1	1		1
30. Supervision and Review				
Workpapers - Financial and Compliance	2	4		
Report modifications		1		
File clean-up		1	1	
Complete Governmental financial statement disclosure check list			4	
Post-audit analytical review	1	1		
Clerical check and footing all statements and schedules			1	
Reportable condition disclosures	1			
Technical review of report	4			

**TOWN OF CAMP VERDE
PRELIMINARY AUDIT HOURS PLAN
FOR THE FISCAL YEAR ENDING JUNE 30, 2007**

Audit Steps	Estimated Hours			
	Principal	Auditor 1	Auditor 2	Support Staff
31. Preliminary Draft				
Confer with Organization to review draft, reportable conditions and management responses	1	1		1
32. Final review and signing of reports				
Type, copy, assemble and bind reports in final form	1			2
Transmittal letters		0.5		1
Letter to management of reportable conditions	0.5			
33. Present to Board of Directors	1	1		
34. Travel	8	4	4	
TOTAL AUDIT HOURS	34.5	108	62	13.5

**ORGANIZATIONAL CHART
OF PERSONNEL TO BE ASSIGNED TO THE PROJECT**



APPENDIX C

**SINGLE AUDIT
SERVICES BID PRICE**

AUDIT SERVICES BID PRICE

Town of Camp Verde

The undersigned proposes to furnish the audit services listed in this proposal for the Town of Camp Verde for a total fee, including out-of-pocket costs, for the fiscal year ending June 30, 2007 as follows:

	<u>2007</u>
Audit Hours 218 hours	\$ 17,330
Out of Pocket Costs	<u>1,170</u>
Total	<u>\$ 18,500</u>

The time budget and fee quote has been prepared based upon the performance of a Single Audit to include one CDBG major program. If it is determined that additional programs require testing as majors under OMB A-133, management will be advised and an estimate of additional costs will be provided.

Terms

In accordance with FIRM policy, a retainer of \$1,800 will be received and cleared before audit work will commence. The retainer will be applied to the final billing on the project. If unforeseeable items are encountered during the course of the audit that will require additional testing, the Town of Camp Verde will be consulted before additional costs are incurred. Such items may include lack of documentation to support prior audit ending balance sheet account balances, lack of depreciation schedule and updated fixed asset listing, unreconciled beginning net asset account balances, lack of long term debt amortization schedules, and grantor confirmation responses that significantly disagree with the Town's accounting records.

Additional financial services available from the firm can be provided **upon request** at the following **discounted** hourly rates:

Legal Support Services	Call for Quote
Consulting and Management Advisory Services - Principal	\$ 125.00
Professional Staff	\$ 95.00
Administrative Support	\$ 50.00
Out-of-pocket costs	at cost

The above fee quote and rates represent a valid offer for thirty days after the signature date below.

LUMBARD & ASSOCIATES, P.L.L.C.
4143 North 12th Street, Suite 100
Phoenix, Arizona 85014
Phone (602) 274-9966
Fax (602) 265-0021

Lisa B. Lombard
AUTHORIZED SIGNATURE
Managing Member
TITLE
July 31, 2007
DATE