

**AMENDED
AGENDA
#2**



**REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, SEPTEMBER 19, 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) September 8, 2007 – Executive Session (taped)
- 2) September 5, 2007 – Regular Session

b) Set Next Meeting, Date and Time:

- 1) Council Hears P&Z – September 26, 2007 at 6:30 p.m.
- 2) Regular Session – October 3, 2007 at 6:30 p.m.
- 3) Work Session – October 10, 2007 at 6:30 p.m. (Council will hear the Commissions' Quarterly Reports)
- 4) Regular Session – October 17, 2007 at 6:30 p.m.
- 5) Council Hears P&Z – October 24, 2007 at 6:30 p.m.

c) Possible award of bid Project 07-041, 2007 Chip Seal Pavement Preservation Project, AND AUTHORIZATION TO EXECUTE CONTRACT DOCUMENTS. This is a budgeted item in HURF

d) Possible approval of a Proclamation declaring September as Library Card Sign-Up Month in Camp Verde.

e) Possible approval of Intergovernmental Agreement with Yavapai County Library District for library services. Yavapai County will pay the Town \$76,875 for library services, materials, and automation.

f) Possible approval of the October 1, 2007 quarterly payment in the amount of \$33,750 to the Chamber of Commerce. This is a budgeted item in the General Fund.

g) Possible acceptance of Rob Witt's resignation from the P&Z Commission and possible presentation of Certificate of Appreciation, with direction to staff to begin advertising to fill the vacancy.

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

5a. **DISCUSSION, CONSIDERATION AND POSSIBLE APPROVAL OF ORDINANCE 2007-A346, AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, AMENDING CHAPTER 3, SECTION 3-1-2, SECTION 3-1-3, ARTICLE 3-2, SECTION 3-2-3 OF THE TOWN CODE, PROVIDING THAT THE FINANCE DIRECTOR SHALL BE APPOINTED BY THE TOWN MANAGER AND DECLARING AN EMERGENCY.**

6. **Discussion, consideration, and possible approval of a two-year contract with Judge Michael Bluff for Magistrate services.**
7. **Report, discussion, consideration, and possible approval of proposed step increases for two employees and reallocation of budgeted expenses between the Magistrate's General Fund and Restricted Fund accounts.**

Councilor Garrison asked for items 8 & 9:

8. **Presentation, clarification, discussion, consideration, and possible direction to staff concerning the Intergovernmental Agreement with the Camp Verde Sanitary District signed on May 17, 2007.** This item will include presentation from staff and the Town Attorney on the background of the IGA, its content and intent, including, but not limited to the implementation to date.
9. **Discussion, consideration, and possible direction to staff and/ or approval of the draft operating agreement between the Town and the Camp Verde Sanitary District as required in the IGA.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice and §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiation.

Councilor Smith requested item #10:

10. **Discussion, consideration, and possible determination and/or direction to staff concerning efforts to honor past and current veterans.**

Mayor Gioia requested items 11 & 12:

11. **Discussion, consideration, and possible support of reviving the Verde Valley Recycling Coalition, authorization to participate in the Coalition, if revived, and possible appointment of a representative to attend meetings.**
12. **Discussion, consideration, and possible support of the Mayor writing a letter regarding the preservation of the flows to the Verde River which he will hand carry to our Congressional and Senate representatives in Washington D.C.**
13. **Call to the Public for Items not on the Agenda.**

There will be no Public Input on the following items:

14. **Advanced Approvals of Town Expenditures**
 - a) **There are no advanced approvals.**
15. **Manager/Staff Report**
16. **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.
17. **Adjournment**

Posted by: Suzanne McNamee

Date/Time: 9-18-07 4:30 PM

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.



ORDINANCE 2007-A346

**AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE,
YAVAPAI COUNTY, ARIZONA,
AMENDING CHAPTER 3, SECTION 3-1-2, SECTION 3-1-3, ARTICLE 3-2, AND SECTION 3-2-3 OF THE
TOWN CODE, PROVIDING THAT THE FINANCE DIRECTOR SHALL BE APPOINTED BY THE TOWN
MANAGER AND DECLARING AN EMERGENCY**

Be it enacted by the Mayor and Common Council of the Town of Camp Verde that the following articles and sections of the Town Code are hereby amended to read as follows:

Section 3-1-2 Dual Positions

The provisions below distinguish between ~~three (3)~~ TWO (2) positions that are appointed and reviewed by the Council (Town Manager, Town Attorney, and ~~Finance Director~~), and other department heads that are under review and control of the Town Manager, who may terminate them for cause, but who do not have the severance offer of Section 3-1-3.B. In the event that a person has a dual position, such as Town Manager/Community Development Director, he or she will have the review and termination rights associated with the higher-level position, but in the event the job title is simply severed, without termination of the individual, such personnel action will not have rights under 3-1-3.B.

Section 3-1-3 Removal Provisions

A. Removal for Cause. The Town Manager, AND THE Town Attorney, and ~~Finance Director~~ will be reviewed by the Town Council using procedures that may be adopted by motion of the Council, and may be removed from their positions for cause. All other department heads and classified employees report to the Town Manager and may be removed for cause. "Removal for cause" includes failure to receive satisfactory performance reviews, violation of adopted work rules in the Personnel Handbook, violation of drug policies, conviction of a criminal offense involving moral turpitude, loss of any professional license or other qualification necessary for the position, and failure to fulfill tasks assigned by the job description.

B. Termination Other than For Cause. The Town Manager, Town Attorney (if employed by the Town), and ~~Finance Director~~, may be removed by the Council other than for cause, by offering severance pay of six (6) months' salary, conditioned on the employee and Town signing a mutual release for any employment claims, and including

other terms mutually agreeable, as may be authorized by ARS §9-239.C, as may be amended.

Article 3-2

OFFICERS

Pursuant to ARS §9-237, as may be amended, in addition to the common Council, the officers of the Town include the Town Clerk, Town Marshal, Director of Public Works/Town Engineer, and other officers (department heads) deemed necessary by the common Council, who shall be appointed as provided by ordinance of the Town. Other officers include the Town Manager, Finance Director, Community Development Director, Library Director, Magistrate, Parks and Recreation Director, Housing Department Administrator and Street Superintendent. In the temporary absence of the Town Manager, OR THE Town Attorney ~~or Finance Director~~, the officer shall appoint a temporary replacement in consultation with the Mayor and Vice-Mayor. In the temporary absence of an officer other than the Town Manager, OR Town Attorney ~~and Finance Director~~, the officer shall appoint a temporary replacement in consultation with the Town Manager.

3-2-3 Finance Director

A. **Office Established.** The office of the Finance Director is hereby established. The Finance Director shall be appointed by ~~the majority vote of the Council~~ THE TOWN MANAGER on the basis of ability, and ~~shall hold office pursuant to Sections 3-1-3.A and 3-1-3B.~~

Whereas it is deemed necessary to fill the position of Finance Director immediately an emergency is declared to exist and this ordinance shall be effective immediately after adoption.

PASSED AND ADOPTED in open meeting by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, on the 26th day of September 2007.

Tony Gioia, Mayor

Approved as to form: _____
Town Attorney

Attest:

Date:

Deborah Barber, Town Clerk

AGENDA



**REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
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b) **Set Next Meeting, Date and Time:**

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7. **Report, discussion, consideration, and possible approval of proposed step increases for two employees and reallocation of budgeted expenses between the Magistrate's General Fund and Restricted Fund accounts.**

Councilor Garrison asked for items 8 & 9:

8. **Presentation, clarification, discussion, consideration, and possible direction to staff concerning the Intergovernmental Agreement with the Camp Verde Sanitary District signed on May 17, 2007.** This item will include presentation from staff and the Town Attorney on the background of the IGA, its content and intent, including, but not limited to the implementation to date.
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Councilor Smith requested item #10:

10. **Discussion, consideration, and possible determination and/or direction to staff concerning efforts to honor past and current veterans.**

Mayor Gioia requested items 11 & 12:

11. **Discussion, consideration, and possible support of reviving the Verde Valley Recycling Coalition, authorization to participate in the Coalition, if revived, and possible appointment of a representative to attend meetings.**
12. **Discussion, consideration, and possible support of the Mayor writing a letter regarding the preservation of the flows to the Verde River which he will hand carry to our Congressional and Senate representatives in Washington D.C.**
13. **Call to the Public for Items not on the Agenda.**

There will be no Public Input on the following items:

14. **Advanced Approvals of Town Expenditures**
a) **There are no advanced approvals.**
15. **Manager/Staff Report**
16. **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.
17. **Adjournment**

Posted by: *V Jones*

Date/Time: *9-14-07* *9:00 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.

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**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, SEPTEMBER 5, 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, Kovacovich, Garrison, Elmer and Parry were present.

Also Present: Interim Town Manager Dave Smith, Town Attorney Brad Woodford, Finance Director Dane Bullard, Community Development Director Nancy Buckel, Parks & Recreation Director Lynda Moore, Library Director Gerry Laurito, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Parry.

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 15, 2007 – Regular Session

b) Set Next Meeting, Date and Time:

1) Executive Session regarding Manager Interviews – September 8, 2007 at 10:00 a.m.

2) Regular Session – September 19, 2007 at 6:30 p.m.

3) Council Hears P&Z – September 26, 2007 at 6:30 p.m.

c) Possible approval of the amended Exhibit A 2007 Planning & Zoning Fees as established by Resolution 2007-718, amending fees for Design Review, adding fees for Director Review. This amendment establishes reduced fees for the Director's review of sign permits.

d) Possible approval of the Intergovernmental Agreements with the Camp Verde Unified School District for the Recycling Facility and the Skateboard Park.

e) Possible approval of Intergovernmental Agreement with Arizona Department of Transportation for Safe Routes to School Program Grant for safety improvements, enforcement, and education to positively impact student bicycle and pedestrian routes to school and the students, parents, district staff and community members utilizing said routes.

On a motion by Hauser, seconded by Kovacovich, the Consent Agenda was unanimously approved, with Items 4.c) and d) pulled.

Mayor Gioia requested that Item 4.d) be pulled for discussion and Garrison requested that Item 4.c) be pulled as well.

c) Possible approval of the amended Exhibit A 2007 Planning & Zoning Fees as established by Resolution 2007-718, amending fees for Design Review, adding fees for Director review.

d) Possible approval of the Intergovernmental Agreements with the Camp Verde Unified School District for the Recycling Facility and the Skateboard Park.

On a motion by Hauser, seconded by Parry, Items 4.c) and d) were unanimously approved,

including the changes to Item 4.d) outlined by Attorney Woodford.

Community Development Director explained that staff is requesting the amendment to the Planning & Zoning fees to be able to charge a lesser charge for Design Review by the Director when certain criteria are met depending upon the project, as provided by the ordinance. Buckel said that staff feels such a reduction in the fee would be more fair to the applicant since the issue would not be subject to hearing by the Design Review Board.

Attorney Woodford pointed out the changes he had incorporated in the two agreements regarding liability and indemnity provisions as well as minor clerical corrections.

5. **Call to the Public for Items not on the Agenda.**
(Comments by the following individuals are summarized.)

Jackie Baker said she has become aware of countless rumors questioning the legal status of Councilor Parry's residence; the Arizona Constitution and the ARS both require that Parry be a resident of Camp Verde. Baker is requesting that Parry provide proof that he does reside in Camp Verde in order to put the rumors to rest.

Nancy Floyd voiced her complaint about what she considers to be violations of the Open Meeting Law, particularly in instances where public attendance has exceeded the capacity of the Council Chamber and public access has therefore been denied. Ms. Floyd requested documentation outlining the new procedures that have purportedly been put in place; she said she plans to submit that information to the Attorney General to review whether those procedures follow the Open Meeting Law. If such documentation does not exist she would request an Agenda item for discussion.

There was no further public input.

6. **Discussion, consideration, and possible appointment to the following Boards/ Commissions:**

On a motion by Gioia, seconded by Smith, the Council unanimously appointed **John Reddell** and **C. A. McDonald** to the **Board of Adjustment** for terms expiring September 2010.

On a motion by Gioia, seconded by Smith, the Council unanimously appointed **Joseph Chatley** and **Lisa Mina** to the **Library Advisory Commission** for terms expiring September 2010.

On a motion by Hauser, seconded by Parry, the Council unanimously appointed **Kathy Davis** to the **Housing Commission** for the term expiring September 2010.

On a motion by Gioia, seconded by Hauser, the Council unanimously appointed **Lucille Clawson** and **Robin Whatley** to the **Parks & Recreation Commission** for terms expiring September 2010.

On a motion by Hauser, seconded by Parry, the Council by a vote of 4-3 appointed **Bob Burnside** and **Howard Parrish** to the **Planning & Zoning Commission**, with 'no' votes by Smith, Kovacovich and Elmer.

On a motion by Smith, seconded by Parry, the Council unanimously appointed **Will Hill**, **Perry Haddon**, and **Bea Richmond** to the **Trails & Pathways Commission**.

On a motion by Smith, seconded by Parry, the Council voted unanimously to amend the original motion to include the appointment of **Dee Whitt** to the **Trails & Pathways Commission**.

On a motion by Hauser, seconded by Smith, the Council voted unanimously to amend the original motion to clarify that **Perry Haddon's** appointment to the **Trails & Pathways Commission** is for the term expiring September 2008.

PUBLIC INPUT

Jackie Baker announced that she was withdrawing her name from consideration for appointment to the Housing Commission.

There was no further public input.

7. **Presentation by Kate Blevins of Sedona Recycles followed by discussion, consideration, and possible approval of the renewal agreement for contracted services with Sedona Recycles.**

On a motion by Hauser, seconded by Kovacovich, the Council unanimously approved the renewal agreement for contracted services with Sedona Recycles, as amended.

Staff was directed to write a letter to Waste Management to express appreciation for their participation in the recycling operation.

Kate Blevins gave a detailed presentation on the background and operation of Sedona Recycles, an entity that has been in existence for 17 years and provides employment for developmentally challenged individuals. Ms. Blevins requested that the Council consider appointing an elected official to attend meetings of the Verde Valley Recycling Coalition that has fallen off in numbers, in order to strengthen its position in applying for grants and setting goals. During the discussion it was pointed out that Waste Management regularly brings recycling material to Sedona Recycles at no charge. Attorney Woodford outlined amendments to the proposed agreement that he had recommended, including clarification of the responsibility for taking the recycled materials.

There was no public input.

8. **Discussion, consideration, and possible selection of an audit firm to conduct the FY 2006-2007 year-end audit.**

On a motion by Hauser, seconded by Elmer, the Council voted unanimously to appoint the firm of Lisa Lumbar & Associates to conduct the FY 2006-07 year-end audit, including CAFR, in the amount of \$23,840.

Finance Director Bullard said that in response to Council direction, new quotes to include the CAFR cost were requested from the audit firms being considered, and two bids were received, one from Lisa Lumbar & Associates in the amount of \$23,840, and the other from Heinfeld & Meech for \$25,500. A brief discussion followed regarding the benefit as well as the initial extensive research required by staff by adding the CAFR requirement.

There was no public input.

9. **Public Hearing, discussion, consideration, and possible approval of Ordinance 2007-A340 an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 108 I of the Zoning Ordinance amending the language to include circumstances a Use Permit may be granted and adding the criteria under which limitations may be placed on the Use Permit.**

On a motion by Kovacovich, seconded by Hauser, the Council unanimously approved Ordinance 2007-A340. an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 108 I of the Zoning Ordinance amending the language to include circumstances a Use Permit may be granted and adding the criteria under which limitations may be placed on the Use Permit.

STAFF PRESENTATION

Buckel explained that the proposed amendment was drafted, working with the Town Attorney, in response to Council direction. The Planning & Zoning Commission held a public hearing on August 9, 2007, and is recommending approval of the amendment after consideration of the issues of why use permits should be used, reason for removal of the time limit, citizen participation in the process, and flexibility to impose certain restrictions on proposed activities.

PUBLIC INPUT

Jack Blum on behalf of the Fire District said he wanted to thank everyone involved in processing the proposed amendment so quickly.

There was no further public input.

10. **Public Hearing, discussion, consideration, and possible approval of Ordinance 2007-A345, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 109 of the Zoning Ordinance adding language for the allowance of locating government facilities and facilities required for the provision of utilities and public services in residential zoning districts through a Use Permit.**

On a motion by Kovacovich, seconded by Garrison, the Council unanimously approved Ordinance 2007-A345, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 109 of the Zoning Ordinance adding language for the allowance of locating government facilities and facilities required for the provision of utilities and public services in residential zoning districts through a Use Permit.

STAFF PRESENTATION

Buckel said that this item was a continuation of the previous item and will correspond with those changes to Section 108; Planning & Zoning has recommended approval of these changes as well.

There was no public input.

11. **Discussion, consideration, and possible selection and/or prioritization of Camp Verde projects to be included in the 2007-2008 NACOG Comprehensive Economic Development Strategy (CEDs) Goals and Priorities List.**

On a motion by Gioia, seconded by Hauser, the Council unanimously approved amendments to Camp Verde's Priorities List as stated and discussed, for presentation to NACOG.

The members discussed the Priorities List that was included in the agenda packets and agreed upon several upgrades in priorities, including adding categories for **Library Construction** and **Assistance on Domestic Violence Prevention**.

There was no public input.

12. **Discussion, consideration, and possible determination of whether the Mayor or the Mayor and Council will complete Marshal David Smith's annual performance review that was due in August 2007.**

On a motion by Parry, seconded by Hauser, the Council unanimously determined that the Mayor and one appointed Council member, Ron Smith, will complete Marshal David Smith's annual performance review that was due in August 2007.

There was no public input.

13. **Discussion, consideration, and possible direction to staff concerning the possible purchase of property located on First Street in Camp Verde**

Staff was directed to discuss the particulars of the proposed sale of property, including researching the issue of Brown Fields, or hazardous materials on the property.

Councilor Elmer said that he understood that Bob Blevins, who owns the subject property, is interested in selling it, and suggested that the Town might want to consider purchasing it since it adjoins property already owned by the Town. **Bob Blevins** was invited to address the Council and he explained that he had owned the parcel for over 60 years and was considering putting it on the market; the parcel consists of 3-plus acres. Mr. Blevins said he did not have a selling price in mind yet.

The Council discussion included the strong preference to preserve historical structures for the Town.

PUBLIC INPUT

Lisa Mina said she thought the parcel could be another possible Library site.

Kate Blevins said she had always looked at the property as a potential Park, and agreed on the idea of the Library as well. She suggested looking at the purchase price in a creative way, breaking the parcel down to the cost per square foot.

Debbie Barber reminded the Council that she, Nancy and Wendy had actually used the property as the model for their affordable housing project and being able to use grant money to clean up and use the property.

Jerry McElhaney (sp.) thought it would be a great opportunity for the Town.

There was no further public input.

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

Shirley Brinkman commented on how pleased she was with the improved Verde Lakes Park; the children are really using and enjoying it.

15. **Advanced Approvals of Town Expenditures**

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

There were no advanced approvals.

16. **Manager/Staff Report**

Interim Manager Smith said he felt the League Conference was very good, and especially was interested in the Economic Development segment.

17. **Council Informational Reports**

Parry commented on a very good League Conference, and recommended that formation of the Youth Commission be encouraged and supported.

Hauser displayed the plaque that was presented for sponsoring the football game; she felt Dr. Crow gave a good speech; the Stewards of Public Lands are planning another clean-up day.

Smith reported on his attendance at the Governor's Rural Economic Development conference; he brought back possible funding in the amount of approximately \$20,000, and the conference on community leadership was great. Smith described efforts to have wood product industries take steps to help clean up forests. Also, one of the communities uses a mobile visitors' center for placement at community events.

Garrison commented on her previous request to have this item moved closer to the top of the agenda; she brought out a video and other literature that she has collected to be available to the public in the Clerk's Office. Garrison strongly recommended that copies of the material she received at the class on Leadership, Ethics and Politics be included in all the packets that go out to Commissions and Committees as well as Council members. Garrison requested agenda items

to address the cameras at the Skateboard Park, and for discussion of the IGA and operation agreement with the Sanitary District, as well as to address the issue raised by Nancy Floyd.

Kovacovich reported on his attendance at the Local Drought Impact Group meeting, and thanked Scottsdale and the League for a great conference.

Gioia said that he was at the League conference and he and Parry went to the State Housing presentation; the State will offer to send a team for housing into the community, evaluate the need and that might possibly result in some money. Gioia reported on the success of the Camp Verde resolutions submitted to the League, and outlined developments in the water issues including efforts to save the Verde River; he will be going to Washington to talk with Representatives on that issue. Gioia also reviewed the problem of the impact on the headwaters from the Chino Valley and Prescott pumping;

18. **Adjournment**

On a motion by Hauser, seconded by Kovacovich, the meeting was adjourned at 8:13 p.m.

Tony Gioia, Mayor

Margaret Harper, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on the 5th day of September 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:September 19, 2007

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

AGENDA TITLE: (Be Exact):Discussion, consideration and possible award of bid, Project 07-041, Chip Seal Pavement Preservation Project 2007.

PURPOSE AND BACKGROUND INFORMATION: Bid opening was on September 14, 2007

STAFF RECOMMENDATION(S): Approve

LIST ALL ATTACHMENTS: Copies of contracts.

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 \$NA

Comments:N/A

Fund:

Line Item/:

Submitting Department:Street

Contact Person:Ron Long

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: 9/19/2007

Submitting Department: Library

Contact Person: Gerard Laurito

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 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 checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Special Consideration |
| <input type="checkbox"/> Special/Temp Use Permit | <input type="checkbox"/> Other: | |

Agenda Text (Be Exact): Proclamation of September as Library Card Sign-up Month for 2007

Staff Recommendation: Approve Budgeted/Amount N/A \$ _____

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

Line Item/Fund:

Purpose of Item and Background Information: This proclamation should increase usage of the Camp Verde Library

List All Attachments as Follows: 1 copy of the proclamation

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: Gerard P. Laurito **Title:** LIBRARY DIRECTOR

Town Manager/Designee: _____



TOWN OF CAMP VERDE
Camp Verde, Arizona

PROCLAMATION

Library Card Sign-up Month 2007

Whereas, the smartest card is a library card;

Whereas, a library card opens up a world of opportunity for people of all ages;

Whereas, a library card is a ticket to quality family time, with something for everyone;

Whereas, a library card provides access to a goldmine of books, magazines, CDs, videos, computers, the Internet and more;

Whereas, libraries transform communities;

Whereas, children who have library cards and use the library perform better in school;

Whereas, be it resolved that We the Common Council of the Town of Camp Verde Yavapai County Arizona proclaim September, Library Card Sign-Up Month in Camp Verde, Arizona and encourage everyone to sign up for the smartest card. Get It. Use It. @ your library®.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the Town of Camp Verde, Arizona, this 19th day of September 2007.

Tony Gioia, Mayor

ATTEST:

Deborah Barber, Town Clerk

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

Meeting Type: Regular

Meeting Date: 9/12¹⁹/2007

Submitting Department: Library

Contact Person: Gerard Laurito

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): An IGA between Yavapai County & the Town of Camp Verde for library services and support of those services

Staff Recommendation: Approve Budgeted/Amount Yes \$ _____

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

Line Item/Fund:

Purpose of Item and Background Information: The Town and the County have been working under this agreement for many years to provide library services beneficial to both parties. The agreement represents \$76,875.00 in additional revenue for the town.

List All Attachments as Follows: 1 copy of the agreement

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: Gerard P. Laurito **Title:** LIBRARY DIRECTOR

Town Manager/Designee: _____

YAVAPAI COUNTY LIBRARY DISTRICT
LIBRARY SERVICE AGREEMENT

This agreement is entered into between the **YAVAPAI COUNTY LIBRARY DISTRICT**, hereinafter referred to as the "District," and the **Town of Camp Verde**, hereinafter referred to as the "Town," and shall be for a period commencing July 1, 2007 to June 30, 2008.

WHEREAS, the Yavapai County Board of Supervisors has established a County Library District, pursuant to A.R.S. 48-3901, on June 1, 1987; and

WHEREAS, the District has an agreement with the Department of Library, Archives and Public Records of the State of Arizona, hereinafter referred to as the "State Library," to provide library services within Yavapai County and the State of Arizona; and

WHEREAS, the District and the Town recognize the need to cooperate in the provision of library services to the citizens of the District; and

WHEREAS, the Town has taken action and officially notified the District that it desires to be a part of the District, and therefore is entitled to the benefits of the District; and

WHEREAS, the Town operates and maintains a library and the District desires to contract with the Town for library services for the benefit of the citizens of the District; and

NOW THEREFORE, IT IS AGREED by and between the District and the Town as follows:

1. All citizens of the District shall have full use of the library facilities and services.
2. The Town and the District shall cooperate in planning and implementing resource sharing activities acceptable to the District and the Town.
3. All library materials purchased with District funds are the property of the Town.
4. It is understood by both parties that officials, employees and agents of the District remain the sole responsibility of the District. It is further understood that the officials, employees and agents of the Town remain the sole responsibility of the Town.

5. Except as expressly specified in this agreement, the District shall save, hold harmless and indemnify the Town and the Town's officials, employees and agents against all expenses, liabilities and claims of every kind arising from any intentional or negligent act or omission by the District or the District's officials, employees and agents.
6. Except as expressly specified in this agreement, the Town shall save, hold harmless and indemnify the District and the District officials, employees and agents against all expenses, liabilities and claims of every kind arising from any intentional or negligent act or omission by the Town or the Town's officials, employees and agents.
7. The Town agrees to the following conditions:
 - A. Required monthly statistics are maintained and submitted to the District within five **(5)** calendar days of the month's end.
 - B. The annual Arizona Public Library Data Report is submitted to the District as required by the State Library.
 - C. District funds are used specifically and solely for library materials, services and operating expenses. District funds may not be accumulated from year to year. An annual written accounting shall be made to the District describing the manner and use of District funds as required by the District.
 - D. The Town is responsible for all terms and conditions of this agreement. District funds may not be transferred to any other agency without prior written agreement with the District.
 - E. Resource sharing is supported by participating in interlibrary loan services as a borrower and lender of library materials.
8. The District will provide the following benefits and support services to the library:
 - A. Professional assistance and consultation services.
 - B. Continuing education opportunities for staff and volunteers.
 - C. Coordination of county-wide library services.

9. The Town and the District acknowledge that the services to be performed by the Town have a value to the District and to the Town. In consideration of that value, the District agrees to provide financial resources for the operation of the Camp Verde Community Library as follows:
 - To pay the Town the amount of **\$76,875.00** in two (2) equal installments of **\$38,437.50** (November and May): **\$52,875.00** for library services, **\$20,000.00** for library materials, and **\$4,000.00** for automation.
10. This agreement may be renewed from year to year by mutual agreement of the parties and stipulation as to the consideration to be paid as between the parties.
11. This agreement contains the entire agreement of the parties with respect to the subject matter hereof and, it may be amended, modified or waived only by an instrument in writing signed by both parties.
12. Pursuant to A.R.S. Section 38-511, the Town 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 the Town 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, the Town further elects 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 the Town from any other party to the agreement arising as a result of this agreement.
13. The parties shall comply with Executive Order #99-4 (dated January 29, 1998) concerning non-discrimination in employment.
14. The parties agree that it is their intention that this Agreement be effective on and from July 1, 2007, even if the date varies from the dates of actual signature.

IN WITNESS THEREOF, the parties hereto have caused this agreement to be executed by their duly authorized officials on the aforementioned date.

TOWN OF CAMP VERDE

YAVAPAI COUNTY LIBRARY DISTRICT

Mayor

Chairman, Board of Directors

ATTEST:

ATTEST:

Town Clerk

Clerk of the Board

Date

Date

Pursuant to A.R.S. Section 11-952(B)&(D), the foregoing agreement has been reviewed by the undersigned attorney for the Town, who has determined that the agreement is in proper form and is within the powers and authority granted under the laws of the State to the Town.

Town Attorney

Pursuant to A.R.S. Section 11-952(B)&(D), the foregoing agreement has been reviewed by the undersigned attorney for the Yavapai County Library District, who has determined that the agreement is in proper form and is within the powers and authority granted under the laws of the State to Yavapai County.

Deputy County Attorney

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

Meeting Type: Regular

Meeting Date: September 19, 2007

Submitting Department: Manager

Contact Person: Dave 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 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 checked="" type="checkbox"/> Other: | |

Agenda Text (Be Exact): Possible approval of the October 1, 2007 second quarterly payment in the amount of \$33,750 to the Chamber of Commerce. This is a budgeted item in the General Fund.

Staff Recommendation: Approve Budgeted/Amount Yes \$ _____

Purpose of Item and Background Information: The Chamber contract requires quarterly payments to be made on July 1, 2007, October 1, 2007, January 1, 2008 and April 1, 2008. This is a budgeted item. The Town Code requires Council approval on all expenditures over \$10,000. The Chamber plans to present their quarterly report at the first meeting in October.

List All Attachments as Follows: None

Type(s) of Presentation: Verbal Only

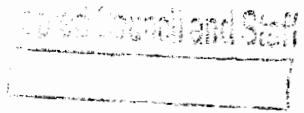
Submitting Staff:

Name: Dave Smith **Title:** Interim Manager/Marshal

From the Desk of

Robert Witt

PO Box 1773
Camp Verde, AZ 86322
928-202-1000



September 11, 2007

09-11-07 P03:15 ROVD

Honorable Mayor Tony Gioia and
Camp Verde Town Council Members

RE: Resignation from P&Z

Honorable Council Members,

It is with mixed emotions that I submit my resignation at this time. I have greatly enjoyed the opportunity to serve the town council and my community on the planning and zoning commission.

The current commission is made up of fine individuals with strong opinions and I have great confidence in their ability to accomplish their Job.

Best wishes and may God Bless our community.

Sincerely,

Rob Witt

This certificate is awarded to

Robert Witt

*In recognition of his valuable service to the Town for his time
serving as Planning & Zoning Commissioner.*



TOWN OF CAMP VERDE

A handwritten signature in cursive script, appearing to read "Tony Gioia".

Mayor Tony Gioia

9.12.07

Date

TOWN OF CAMP VERDE

Council Agenda Action Form

Meeting Type: Regular Meeting

Meeting Date: September 19, 2007

Submitting Department: Magistrate

Contact Person: Michael Bluff

Consent:

Regular:

Requesting Action:

Report Only:

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

Public Hearing

Resolution

Ordinance

Agreement/Contract

Emergency Clause

Acceptance/Approval

Special Consideration

Intergovernmental Agreement

Preliminary Plat

Grant Submission

Liquor/Bingo License Application

Final Plat

Special Event Permit

Special/Temp Use Permit

Other:

Agenda Text (be exact): Consideration, discussion and possible approval of new two (2) year Agreement for Magistrate services between the Town and Michael Bluff.

Staff Recommendation: Approve

Budgeted/Amount: Yes \$ _____

Finance Director Review (if item is unbudgeted, under budgeted, or exceeds budgeted amt)

Line Item/Fund: _____

Purpose of Item and Background Information:

The existing two (2) year employment contract for Magistrate services between the Town and Michael Bluff is set to expire on October 5, 2007. The Magistrate wishes to continue the employment contract for an additional two (2) year term under the same conditions as set forth in the existing agreement, provided adequate provisions can be made for him to apply for the new Yavapai County Superior Court Division 7 position recently approved by the Governor. In addition, Mr. Bluff wishes to be able to become a candidate for that Division in the next general election, scheduled for September of 2008. The proposed Agreement included as part of this Agenda item includes new language drafted jointly by the Town attorney and Mr. Bluff to accomplish these objectives.

As an alternative to approving this new employment contract, the Town may wish to advertise for a new Town Magistrate at this time. In that case, Mr. Bluff is willing to continue to provide Magistrate services past October 5, 2007 under the same terms and conditions as the current agreement until such time as his replacement is appointed by the Council, or he is appointed/elected to another judicial position, whichever is sooner.

The current salary of the Magistrate is \$57,297.50.

List All Attachments as Follows: New Agreement for Magistrate services

Type(s) of Presentation: Verbal Only

Special Equipment needed for Presentation:

- Laptop Computer* Overhead Projector
 Remote Microphone

* 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: 

Title: MAGISTRATE

Town Manager/Designee: _____

AGREEMENT

THIS AGREEMENT is entered into the date below signed by and between Michael Bluff (“**Magistrate**”) and the Town of Camp Verde (“**Town**”).

I.

The Town and Magistrate desire to enter into a contract for employment by the Town of Magistrate in the part time position of Presiding Magistrate.

II.

This Agreement is based on the Arizona Constitution’s requirement of separation of powers and the necessity of judicial independence to preserve and protect that separation. This Agreement shall set forth the parameters, guidelines, duties and rules of conduct, and compensation during the term of this Agreement. It is agreed as follows:

1. Term. This Agreement shall be effective from the 5th day of October, 2007 through the 4th day of October, 2009.

2. Compensation. Magistrate shall be paid the annual sum of \$ _____ in twenty-six (26) bi-weekly installments for the period of employment. The Magistrate shall perform all duties as set forth in Section 5-2-2 of the Town Code as well as any other duties required by law or the Judicial Code of Conduct or by the Presiding Superior Court Judge of Yavapai County. The Magistrate shall be responsible for all payroll withholdings as required by law. The Town will withhold such amounts on behalf of the Magistrate as requested by him, in writing. A cost of living increase of two and one-half percent (2.5%) shall be added upon the first annual anniversary of this Agreement. The Magistrate shall not be entitled to any other employee benefits, except an amount equal to the Town’s retirement program contribution on the same basis as other employees of the Town.

3. Duties. The Magistrate shall perform all duties as set forth in Section 5-2-2 of the Town Code as well as any other duties required by law or the Judicial Code of Conduct or by the Presiding Superior Court Judge of Yavapai County. The Magistrate shall assist in the preparation of the budget for the municipal court and shall report to the Town Council regarding the state of the municipal court upon request. Magistrate shall perform the duties of Presiding Town Court Magistrate pursuant to all laws, ordinances and rules of the State of Arizona, Town of Camp Verde and Arizona Supreme Court. He shall devote such time as necessary to cause the Town Court to function in a proper manner and may use assistant magistrates within the constraints of the approved budget of the Town Court.

4. Conditions of Employment.

a. Magistrate shall preside as Presiding Magistrate over the Town of Camp Verde Municipal Court System and other assistant magistrates of the Camp Verde Municipal Court whether full time or part time.

- b. Magistrate shall at all times insure that his conduct as Magistrate of the Town Court of the Town of Camp Verde does not violate Administrative Orders Revised No. 93-3 and Revised No. 90-03 of the Supreme Court of Arizona, the Code of Judicial Conduct, Rule 45 of the Rules of Arizona Supreme Court, and any other rule or law governing the conduct of magistrates during the term of this Agreement.
- c. Magistrate shall not during his term of employment commit any act which would be grounds for dismissal pursuant to the Personnel Rules and Regulations of the Town of Camp Verde.
- d. Magistrate shall conduct a citizen/customer attitude survey and staff performance evaluation of the Camp Verde Court, to be submitted for review by the Town Council no later than June 15, 2008.

5. Training and Support. The Town will pay all necessary dues, membership fees, publication/subscription fees for legal materials and other required supporting materials, subject to proper budgetary authority. The Magistrate shall be allowed to attend, at Town expense, subject to property budgetary approval, any conferences, training sessions, or seminars that are related to the functioning of the Town Court, criminal law, or criminal procedure. The Town shall provide suitable municipal court facilities and staff.

6. Termination.

- a. For Cause. During the term of this Agreement, the Magistrate may be removed from office for violation of this Agreement by the Town Council. Notice of removal from office shall be delivered in writing to the Magistrate and Magistrate shall have the right to request a hearing before the Town Council. Any such request for hearing and any hearing shall be in accordance with Section 1401 C of the Personnel Manual of the Town, except that said hearing shall be before the Town Council and not the Personnel Board.
- b. By Magistrate. The Town acknowledges that the Magistrate will be applying for a position on the Yavapai County Superior Court bench. If the Magistrate is appointed to such a position, the Magistrate shall give the Town notice of such appointment and the Magistrate shall assist the Town in transitioning the responsibilities and obligations under this Agreement to a temporary magistrate (“**Interim Magistrate**”). The Town agrees that following the appointment of the Magistrate to the Yavapai County Superior Court bench and upon the transfer of the responsibilities and obligations under this Agreement to the Interim Magistrate, this Agreement shall terminate. If the Magistrate is not appointed to a position on the Yavapai County Superior Court bench upon the Magistrate’s first application, the Town acknowledges that the Magistrate may re-apply at a later date and that this provision shall be applicable.

DATED this ____ day of _____, 2007.

TOWN OF CAMP VERDE

Tony Gioia, Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:

Town Attorney

MAGISTRATE

Michael Bluff

TOWN OF CAMP VERDE

Council Agenda Action Form

Meeting Type: Regular Meeting

Meeting Date: September 19, 2007

Submitting Department: Magistrate

Contact Person: Michael Bluff

Consent:

Regular:

Requesting Action:

Report Only:

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

Public Hearing

Resolution

Ordinance

Agreement/Contract

Emergency Clause

Acceptance/Approval

Special Consideration

Intergovernmental Agreement

Preliminary Plat

Grant Submission

Liquor/Bingo License Application

Final Plat

Special Event Permit

Special/Temp Use Permit

Other:

Agenda Text (be exact): Report to Council regarding proposed Step Increases for two employees and reallocation of budgeted expenses between the Magistrate's General Fund and Restricted Fund accounts.

Staff Recommendation: N/A **Budgeted/Amount:** Yes \$ _____

Finance Director Review (if item is unbudgeted, under budgeted, or exceeds budgeted amt)

Line Item/Fund: _____

Purpose of Item and Background Information:

Background Information:

The Magistrate's budget includes revenue and expenses which are part of the Town's General Fund. Revenues are generated by the collection of fines and fees assessed in criminal and civil traffic cases. Expenses are those costs normally associated with the day to day operation of the Court, i.e., salaries and associated payroll burden, employee benefits, office equipment & supplies, court appointed attorneys, etc. Excess revenues from these accounts goes into the Town's general fund and is used to subsidize other Town expenses.

The Magistrate's budget also includes revenue and expenses which are collected into three restricted accounts; namely, Local JCEF, Fill the Gap & Court Enhancement. These restricted or "special" accounts are established pursuant to specific state statutes or local ordinances. Revenues are generated by collecting surcharges on fines (currently 84%) or by flat fees assessed on each charge. Expenditures from these accounts are limited to specifically authorized uses such as improving the technological, operational or security capabilities of the court, or improving collections and case processing and are authorized only with the approval of the Town Magistrate or the Arizona Office of the Courts (AOC).

A summary of budgeted Revenue and Expenses for the last three years is shown in Attachment "A". A summary of actual Revenue and Expenses is shown in Attachment "B".

Purpose of Report:

The Magistrate is required to follow the Town's budgeting process and is specifically authorized by Section 5-2-2 of the Town Code to "supervise and administer, including hiring, promotion, and termination of court employees consistent with the requirements of the Town Code, Personnel Rules and adopted budget". This gives the Magistrate flexibility to administer the operation of the Court within reasonable overall budget limitations.

As part of the fiscal year 07/08 budget process recently completed, the Council included a one step merit increase for all town employees. The Magistrate is proposing to promote two employees by increasing their Step Increase by more than one step. Consequently, the acting Town Manager advised that the Council should be informed of this proposed action and given an opportunity to discuss this proposal with the Magistrate before he signed the employee's Personnel Action Forms.

Budget Impact:

The Step Increases proposed by the Magistrate will increase the salary and payroll burden (22%) line items in the General Fund account by \$7,709. In order to offset this cost, the Magistrate will remove approximately \$32,231 from these same accounts and include that amount as an expense item in the restricted or "special" accounts. In other words, budgeted Expenses in the Magistrate's general fund budget will go down while the budgeted Expenses in the restricted account will increase by the same amount. This will not adversely effect the net revenues which now go to pay other Town expenses.

The Step Increases proposed by the Magistrate is based on merit and the work product produced by these two employees. The two employees will receive an additional \$0.76/hour (5%) and \$1.73/hour (10%) raise respectively.

List All Attachments as Follows:

A 4 B

Type(s) of Presentation: Verbal Only

Special Equipment needed for Presentation:

- Laptop Computer* Overhead Projector
- Remote Microphone

* 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: MICHAEL BLUFF

Title: MAGISTRATE

Town Manager/Designee: _____

ATTACHMENT "A"
BUDGETED REVENUE AND EXPENSES

<u>General Fund</u>	<u>FYE 04/05</u>	<u>FYE 05/06</u>	<u>FYE 06/07</u>	<u>FYE 07/08</u>
Fines/Fees/Forfeit.	\$320,000	\$320,000	\$472,925	\$450,000
Expenditures	<u>(331,303)</u>	<u>(364,726)</u>	<u>(456,021)</u>	<u>(438,202)</u>
Net	(\$ 11,303)	(\$ 44,726)	\$ 16,904	11,798

<u>Restricted Funds</u>	<u>FYE 04/05</u>	<u>FYE 05/06</u>	<u>FYE 06/07</u>	<u>FYE 07/08</u>
Local JCEF	\$ 0	7,500	8,200	5,800
Fill the Gap	0	3,400	3,400	4,500
Court Enhance	<u>0</u>	<u>30,000</u>	<u>36,000</u>	<u>30,500</u>
	\$ 0	\$40,900	\$ 47,600	40,800
Expenditures	<u>(0)</u>	<u>(19,000)</u>	<u>(35,000)</u>	<u>(40,800)</u>
Net	\$ 0	\$ 21,900	\$ 12,600	\$ 0

ATTACHMENT "B"
ACTUAL REVENUE AND EXPENSES

<u>General Fund</u>	<u>FYE 04/05</u>	<u>FYE 05/06</u>	<u>FYE 06/07</u>
Fines/Fees/Forfeitures	\$354,142	\$424,652	\$440,945
Expenditures	<u>(337,193)</u>	<u>(376,683)</u>	<u>(438,208)</u>
Net	\$ 16,949	\$ 47,969	\$ 2,737

<u>Restricted Funds</u>	<u>FYE 04/05</u>	<u>FYE 05/06</u>	<u>FYE 06/07</u>
Local JCEF	7,544	6,966	5,646
Fill the Gap	2,960	4,842	5,700
Court Enhancement	<u>32,128</u>	<u>34,076</u>	<u>31,123</u>
	\$ 42,632	\$ 45,884	\$ 42,469
Expenditures	<u>(17,113)</u>	<u>(23,225)</u>	<u>(6,219)</u>
Net	\$ 25,519	\$ 22,659	\$ 36,250

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

Meeting Type: Regular

Meeting Date: September 19, 2007

Submitting Department: Council

Contact Person: Norma Garrison

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 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 checked="" type="checkbox"/> Other: | |

Agenda Text (Be Exact): Presentation, clarification, discussion, consideration, and possible direction to staff regarding the IGA with the Sanitary District. This item will include presentation from staff and the Town Attorney on the background, content and intent, including, but not limited to the implementation to date.

Council Recommendation: Direct Staff to ensure that the terms of the IGA are followed and that the Town's interests are protected.

Purpose of Item and Background Information: There has been a lot of confusion and questions with regard to this IGA. I am requesting clarification and assurance that the terms of the IGA are being implemented and followed and I would like to understand how the amounts of land needed were determined.

List All Attachments as Follows: _____

Type(s) of Presentation: Verbal Only

Name: Norma Garrison Title: Council Member

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

Meeting Type: Regular

Meeting Date: September 19, 2007

Submitting Department: Council

Contact Person: Norma Garrison

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 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 checked="" type="checkbox"/> Other: | |

Agenda Text (Be Exact): Discussion, consideration, and possible direction to staff concerning the draft operating agreement between the Town and the Camp Verde Sanitary District as required in the IGA. This operating agreement is to define the Town's and District's responsibilities, define liability, authority, line of supervision and accountability through the November 2008 election. This item will include discussion and definition of responsibility and liability for employees, operation, and maintenance of plant and collection system and administrative billing functions, to include the coordination of these functions within the parameters of the IGA.

Council Recommendation: Direct Staff to ensure that the terms of the IGA are followed and that the Town's interests are protected.

Purpose of Item and Background Information: There has been a lot of confusion and questions with regard to the operating Agreement that is required by the IGA. I am requesting clarification and assurance that the terms of the IGA are being implemented and followed.

List All Attachments as Follows: _____

Type(s) of Presentation: Verbal Only

Name: Norma Garrison Title: Council Member

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

Meeting Type: Regular

Meeting Date: September 19, 2007

Submitting Department: Council

Contact Person: Mayor Gioia

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 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 checked="" type="checkbox"/> Other: | |

Agenda Text (Be Exact): Discussion, consideration, and possible support of reviving the Verde Valley Recycling Coalition, authorization to participate in the Coalition, if revived, and possible appointment of a representative to attend meetings.

Council Recommendation: Approve

Budgeted/Amount No \$ _____

Purpose of Item and Background Information: Sedona Recycles has submitted a request to all Verde Valley governmental agencies requesting support for reviving the Verde Valley Recycling Coalition. They are requesting a representative from Council or staff to participate in planning meetings.

List All Attachments as Follows: Request from Kate Blevins.

Type(s) of Presentation: Verbal Only

Name: Tony Gioia

Title: Mayor

Copied Council and Staff *DAB*

9-5-07

CJB

cjbrown

From: Chris Moran [Chris.Moran@co.yavapai.az.us]
Sent: Wednesday, September 05, 2007 11:10 AM
To: Al Palmieri; Carol Brown; Chip Davis; Chris Moran; David Smith; Deborah Barber, DeShannan Young; Diane Joens; Doug Von Gausig; Eric Levitt; Gayle Mabery; Jamie Fullmer; John Bob Bouwman; Kim Secakuku; Marianne Jimenez; Pat Sullivan; Tony Gioia; Walt Good
Cc: DeShannan Young; Chip Davis; Sedona Recycles
Subject: Letter from Kate Blevins with Sedona Recycles, Incl.
Attachments: letter (24.6 KB)

Attention:

Kate Blevins with Sedona Recycles, Inc. asked that this office forward the attached letter for your information and attention.

Thank you.

Chris Moran on behalf of Supervisor A.G. "Chip" Davis
Administrative Assistant II
Board of Supervisors, District 3
928-639-8110; 928-649-6226
chris.moran@co.yavapai.az.us

To all Intergovernmental Agency attendees:

Now is a good time to revive the Verde Valley Recycling Coalition, which was initially formed in 1999 to unite all the communities in the Verde Valley to synchronize drop off recycling opportunities for all residents.

Seven years later and with much success it is time to pull our community resources together and partner up and reach for higher recycling opportunities for the environment and the Verde Valley economy.

Arizona Department of Environmental Quality presenter Laura Newman described the grants available each fiscal year. Sedona Recycles has been awarded the following grants:

- 1995 Building grant \$75,000.00.
- 2000 Waste Reduction Initiative through Education \$50,500.00
- 2001/2002 Equipment grant for Roll Offs \$60,000.00.
- 2003 Baler grant \$65,000.00.

The Verde Valley Recycling Coalition and Sedona Recycles, Inc. request your community's participation by an appointed staff (public works or parks and recreation) or elected official to attend Verde Valley Recycling Coalition meetings to establish:

- Initiate a plan and set goals to expand recycling throughout the Verde Valley.
- Recycling more creates jobs, which will support economic development.
- Applying for grants with a regional plan in place using partnerships for strength in numbers.
- Providing workshops and presentations of successful programs from other areas of the country.
- Planning and building a material recycling facility to serve the Verde Valley plus a composting facility

Some very important issues that need to be addressed by the Verde Valley Recycling Coalition are:

- Transfer Station for Sedona.
- Household Hazardous Waste Facility for Yavapai County.
- Composting Facility in Camp Verde.
- Material Recycling Facility in Camp Verde.
- Glass crushing for landscape material and fill material in Yavapai County.

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

Meeting Type: Regular

Meeting Date: September 19, 2007

Submitting Department: Council

Contact Person: Mayor Gioia

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 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 checked="" type="checkbox"/> Other: | |

Agenda Text (Be Exact): Discussion, consideration, and possible support of the Mayor writing a letter regarding the preservation of the flows to the Verde River which he will hand carry to our Congressional and Senate representatives in Washington D.C.

Council Recommendation: Approve

Budgeted/Amount N/A \$ _____

Purpose of Item and Background Information: I plan to prepare a letter that describes the virtues of the Verde River and the great meaning it has in the hearts of our community. I will also ask for their support in insuring the continued flows of the Verde River. I will then hand carry this letter to congressional and senate representatives when I visit Washington D.C.

List All Attachments as Follows: None

Type(s) of Presentation: Verbal Only

Name: Tony Gioia

Title: Mayor