



It's in your hands ~ "Build a stronger community – shop locally"

**AGENDA
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, OCTOBER 20, 2010
at 6:30 P.M.**

1. **Call to Order**
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 22, 2010 – Council Hears Planning & Zoning Matters
 - 2) September 22, 2010 – Work Session
 - 3) September 15, 2010 – Regular Session
 - b) **Set Next Meeting, Date and Time:**
 - 1) October 27, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters
 - 2) November 3, 2010 at 6:30 p.m. – Regular Session
 - 3) November 17, 2010 at 6:30 p.m. – Combined Regular Session & Council Hears P&Z Matters
 - 4) November 24, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters – **CANCELLED**
 - c) **Possible approval of and authorization for the Mayor to sign a letter to Governor Brewer that supports Executive Order 2010-12 that establishes the Arizona Commerce Authority.** Staff Resource: Mayor Burnside
 - d) **Possible approval of Resolution 2010-819, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona approving an Intergovernmental Agreement with Yavapai County Development Services Department for building safety support services.** This is a budgeted item. Staff Resource: Mike Jenkins
5. **Special Announcements & Presentations**
 - **Proclamation declaring October 2010 as Community Planning Month**
 - **Welcome to the new businesses that registered during the month of September**
 - ❖ **McElhaney Studio Atelier, 396 E. Main Street, Camp Verde, AZ**
 - ❖ **Days Inn & Suites, 1640 W. SR 260, Camp Verde, AZ**
 - ❖ **Rob Love Electric Inc., Clarkdale, AZ**
 - ❖ **Benson Security Systems Inc., Gilbert, AZ**
 - ❖ **Arizona Fire Sprinklers LLC, 606 S. Park Circle, Camp Verde, AZ**
 - ❖ **TACK Plumbing Inc., Cottonwood, AZ**
 - ❖ **Camp Verde Electric, 246 Salt Mine Road, Camp Verde, AZ**
 - ❖ **Connection Concepts LLC, 884 S. Peach Lane, Camp Verde, AZ**
 - ❖ **Dos Tortugas LLC, 3300 Sierra Lane, Camp Verde, AZ**
 - ❖ **Kenson Construction Company Inc., Prescott, AZ**
 - ❖ **Robinson Golf Cars, 120 SR 260, Camp Verde, AZ**
 - ❖ **Deals Plus LLC, 873 Howards Rd., #22, Camp Verde, AZ.**
6. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping

locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

7. **Call to the Public for Items not on the Agenda.**
8. **Presentation by Verde Valley Regional Economic Organization, Inc., followed by discussion, consideration, and possible approval of Resolution 2010-823, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, recognizing the Verde Valley Regional Economic Organization, Inc. (VVREO) as a regional collaborative, building sustainable economic prosperity while providing comprehensive economic development expertise, marketing and outreach, on behalf of the entire Verde Valley. Staff Resource: Russ Martin**
9. **Quarterly reports/presentations to include possible discussion of the reports from the following:**
 - **Board of Adjustments**
 - **Planning and Zoning Commission**
 - **Camp Verde Chamber of Commerce**
 - **Update on Fort Verde State Park**
10. **Call to the Public for Items not on the Agenda.**
11. **Advanced Approvals of Town Expenditures.** There are no advanced approvals.
12. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and 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.
13. **Adjournment**

Posted by:

Virginia Jones

Date/Time: *10-14-2010*

8:20 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.

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**MINUTES
COUNCIL HEARS PLANNING & ZONING MATTERS
MAYOR AND COUNCIL
COUNCIL CHAMBERS
WEDNESDAY, SEPTEMBER 22, 2010
6:30 P.M.**

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

1. Call to Order

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

2. Roll Call

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

Also Present: Town Manager Russ Martin, Public Works Director Ron Long, Acting Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, Town Clerk Debbie Barber, and Recording Secretary Margaret.

3. Pledge of Allegiance

The Pledge was led by Roulette.

4. Consent Agenda – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

a) Approval of the Minutes:

1) There are no minutes for approval

b) Set Next Meeting, Date and Time:

1) October 6, 2010 at 6:30 p.m. – Regular Session

2) October 20, 2010 at 6:30 p.m. – Regular Session

3) October 27, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters

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

5. Special Announcements & Presentations

There were no special announcements or presentations.

6. Council Informational Reports.

German reported on her attendance at the Chamber Board meeting and outlined information regarding an increase in activity at the Visitors Center this year, and the invitation for the Visitors Center/Chamber of Commerce to attend the Arizona State Fair "Celebrate Arizona Day" on Saturday, October 30, the only Verde Valley Chamber to receive an invitation. They have also been invited to the "Discover Arizona" Trade Show scheduled for November 13 in Mesa. German reminded everyone about the showing of "The Kingdom of the Spiders" on September 27 at the Soccer Field. The Destination Driver conference hosted by Cliff Castle Casino was a success; Jerome State Park is opening October 14; Montezuma Castle will be celebrating its 50-year Anniversary on September 27 and Barry Goldwater, Jr. will be the guest speaker. His father, Senator Barry Goldwater, was the speaker when it opened 50 years ago. Tuzigoot Museum is being renovated. German noted that she attended the second Superintendents meeting, another good and lively one, and reviewed the activities planned for the upcoming Homecoming Week for the high school.

Baker said that, together with Ron Long, she attended the Verde Valley Transportation meeting, and noted the reduction in transportation budget funding reported by the County. Baker commented on the van being obtained for transportation in the Beaver Creek area, as well as the transportation facilities provided by the Clarkdale and Cornville areas. Baker said she hoped that Camp Verde would get to the point where

transportation can somehow be provided for its citizens as well.

Burnside reported that he attended an intergovernmental meeting with the Town Manager; it was very interesting, listening to other community representatives presenting their ideas. Burnside said that Russ Martin needs someone to accompany him to make a presentation this Saturday to County representatives on "Why We Need to Keep Our State Parks open," including not only Camp Verde, but all the State Parks in Arizona.

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

(Comments from the following individual are summarized.)

Howard Parrish noted that the Camp Verde Cavalry was also at the dedication of Montezuma Castle 50 years ago and had even been invited by Barry Goldwater to ride down Pennsylvania Avenue if he were elected President; which unfortunately did not happen. Parrish said the Cavalry would be pleased to participate in the September 27 Anniversary event. (*German will follow up on that suggestion.*)

Parrish reviewed the 50-year history of annually selecting a Colonel's Daughter, and urged everyone to come out and cheer on the contestants this coming Sunday at 2:00 p.m. at the Fort.

There was no further public input.

8. **Discussion, consideration, and possible selection of the firm to provide Professional Auditing Services and approval of the agreement to include authorization for the Mayor to execute contract documents.** This is a budgeted item in the General Fund. Staff Resource: Lisa Elliott
On a motion by Baker, seconded by German, the Council unanimously accepted the bid from Colby & Powell, PLC to conduct the subject audit.

Martin referred to the presentation that the Council heard earlier this evening, noting that both bids were under the budgeted amount. On a per-hour basis the first was cheaper than the second; Martin said he did not feel comfortable making a recommendation. If Council preferred, staff could go back to the bidders for further information. During the Council discussion there was some concern expressed regarding whether the one firm had included the single audit, and agreement that the price per hour would compensate for that.

9. **Public Hearing, discussion, consideration, and possible approval of Resolution 2010-816, a Resolution of the Common Council of the Town of Camp Verde, Arizona, approving Use Permit 2010-01, amending Use Permit 2007-733 for parcels 403-17-001M, 403-17-001L, & 403-17-001K to allow for the continued operation of a Ranch Style Community for 170 adults with developmental disabilities with the following additional uses: the 1986 Hyde Park Manufactured Home to remain on the property as a "Health Clinic", to allow an equestrian center to be placed on parcel 403-17-001K, to allow for a charter school to be located in existing buildings, all of the current and proposed uses to continue with no time limit. Any changes to these uses must come before the Planning and Zoning Commission and the Town Council for approval. Rainbow Acres is located at 2120 W. Reservation Loop Road.**

On a motion by Garrison, seconded by Roulette, the Council unanimously approved Resolution 2010-816, a Use Permit 2010-01, for the operation of a ranch style community for 170 adults with developmental disabilities with the following uses: The 1986 Hyde Park manufactured home to remain on the property as a "Health Clinic"; to allow an Equestrian Center to be placed on parcel 403-170001K, and to allow for a Charter School to be located in existing buildings; buildings must meet any current building code requirements; all of the current and proposed uses to continue with no time limit; any future additional or change in uses must come before the Planning & Zoning Commission and Town Council for approval.

STAFF PRESENTATION

Asst. Planner Owens reviewed in detail the background information and history of the manufactured home identified as the "Health Clinic" that is being requested to be allowed to remain permanently; Owens noted that the main concern is that the manufactured home is not built to commercial standards. The current permit allowing the structure to remain in place will expire this year, and Rainbow Acres is requesting that it be allowed to remain permanently. Owens also detailed the additional uses requested to allow construction of an equestrian center and corrals in connection with creating a Total Equine Training program for the ranch residents ("Ranchers"), with construction to be accomplished in two phases. Owens described the planned Charter School for ages 14 to 22 to complete grades 9 through 12, the special emphasis of which will be to enable youth with developmental disabilities in the Verde Valley to complete Arizona secondary educational requirements and explore vocational opportunities, with special emphasis to empower the Ranchers to live to their fullest potential with dignity and purpose. An application for the Charter School will be submitted to the Arizona Charter School Board on July 1, 2011. The earliest classes would open in August 2012, and would include students from off campus.

Two neighbors attended the required meeting held on July 15, 2010, and neither had any questions. No responses have been received following the letters sent to adjacent property owners within 300 feet of the subject parcels. The only agency responses received consisted of the Building Official's requirement that any change of use or expansion of the existing manufactured home or new structures will require building permits and would need to meet current building codes at the time of such change of use. Yavapai County Environmental Services commented on the possible need for a form of sanitary sewage disposal, if restrooms are planned for the new barn, or new buildings constructed as part of the charter school.

The Planning & Zoning Commission has recommended approval of Use Permit 2010-01 as requested, and with no time limit. Owens noted that in the last 15 years, the applicant has had no reports or complaints regarding the property since the first Use Permit was granted.

PUBLIC HEARING OPEN

Applicant's Statement

Steve Ricci pointed out that the Health Clinic building has been used in its current capacity for some time, is in a great location, and the large front deck is used as a gathering place for the people. Along with the applicant's statement, Owens projected onto a screen a photograph of the structure.

COMMENT FROM OTHER PERSONS

There were no comments from other persons.

APPLICANT'S REBUTTAL

No rebuttal was necessary

PUBLIC HEARING CLOSED

Council Discussion

The Council briefly discussed with Owens the difference between residential and commercial construction standards. Mr. Ricci confirmed the planned continued use of the subject manufactured home as an administrative and medical records office. Based on the history of working with Rainbow Acres, staff believes that should the manufactured home need to be replaced, the facility would be more than willing to do so with a site-built unit. Under the Use Permit, the Town would continue to have jurisdiction over any such removal or replacement. The Council also discussed with Mr. Ricci, with input from Mr. Kowalski, the necessity and requirements for approval from the State Charter School Board for the planned Charter School; they expressed confidence that the Board would approve the Rainbow Acres application.

10. **Discussion, consideration, and possible approval and authorization for the Mayor to sign a Letter of Agreement that allows for an annual extension of time to acquire entitlements for a Use Permit for**

the R.V. Park developed by owner Dugan L. McDonald, Cherry Creek Trail, LLC, appearance standards and all building permits under Phase One of the Ringo Rio Project as originally approved by the Council in a Development and Grading Agreement on September 24, 2008 (Effective Date). The original agreement was entered into pursuant to Resolution 2008-755. Staff Resource: Mike Jenkins

On a motion by German, seconded by Baker, the Council unanimously approved an annual (One Year) extension of time, that will begin on September 24, 2010 and expire on September 24, 2011, as requested by Dugan McDonald (Owner of Cherry Creek Trail, LLC) through a LETTER OF AGREEMENT to acquire the entitlements, including but not limited to receiving approvals for a Use Permit for the R.V. Park, Appearance Standards and all Building Permits, during Phase One of the Ringo Rio Project as allowed under the original Development and Grading Agreement by and between the Town of Camp Verde and Mr. McDonald with the following conditions to be included in the LETTER OF AGREEMENT:

- That Mr. McDonald is financially responsible to pay for all Town Attorney and Staff review costs to accomplish the annual (One Year) extension of time to acquire entitlements;
- That the Engineer for the Developer (Engineer of Record) shall prepare a revised Engineer's Cost Estimate for the remediation of the project as based on the current conditions that would consider the method of excavation being utilized at this time. This Cost Estimate is to be reviewed and approved by the Town Engineer in writing prior to the Town accepting any revised or additional bonds from the developer.
- That if any extensions of time are requested by the Developer for the current grading permit for the Ringo Rio Project, those extensions will duplicate the expiration dates of the Council approved annual extensions of time for the Developer to acquire his entitlements to include but not be limited to the approval of a Use Permit for the R.V. Park, Appearance Standards Approval and all Building permits.

Acting Community Development Director Mike Jenkins reviewed the purpose and background information regarding the subject project and the listed entitlements, including a Use Permit for the R.V. Park, that were to be acquired by the Developer by the end of the two-year period pursuant to the original agreement. On August 25, 2010 the Developer submitted to staff the Use Permit application, which is being reviewed by staff to insure that a complete submittal has been presented. The expiration of the two-year period occurs on September 24, 2010, and the Developer is requesting an annual Extension of Time to acquire the subject entitlements. The Town Engineer and Community Development Director have been making regular inspections of the progress of the rough grading, and have determined that the project is proceeding within a reasonable rate of performance under the requirement of the Development and Grading Agreement. The Development Agreement provides for annual extensions of the two-year estimated period of time for the rough grading to be completed at the sole discretion of the Council, the general terms of which Jenkins reviewed in further detail.

Dugan McDonald, Developer, acknowledged that there are issues with the Development Agreement in question, but that it was important not to lose sight of the project and get caught up in small details that can be worked out.

Commencing the Council discussion, Town Engineer Long said he had nothing further to add; Martin said if the Council wants to go through the options in the agreement at some point to let him know. The members discussed in detail with Long and Mr. McDonald the progress of the grading plan submitted in connection with the project. Long confirmed that the grading plan is being adhered to throughout the operations.

Garrison commented that she had been one of two sitting on Council at the time of approval of the project in 2008, and a main concern was that the Developer would be functioning in accordance with the Town Codes. **Garrison requested for the record** that Mr. McDonald again assure the Council that the R.V. Park (as he originally promised to Council in 2008, with the plan illustrated in color, a copy of which Garrison displayed)

would really happen as presented. Mr. McDonald reiterated that it would happen; funding has been dedicated and progress is being made. German said she was concerned about the possibility of succeeding extensions of time being requested; Jenkins said that once this extension is granted, the Developer will be dealing with staff for the following year, although it may be necessary to request one additional extension; however, it will not be continued ad infinitum. German also questioned the sufficiency of the existing \$30,000 bond. Mr. McDonald and Long both expressed confidence that based on the grading operations to date, the Developer initially runs a risk for greater harm than for the Town, and for that reason it was believed that the surety was sufficient at this time. McDonald also confirmed that the entity he is working with on the grading also has financial liability in connection with the operation. Long pointed out that the numbers reported for the grading material being moved appear to be in agreement between the Developer and the Town, and the Developer has been fully cooperative with the Town throughout the progress to date.

Burnside strongly recommended to McDonald that an amendment to the original agreement be made to properly address the issue of a Certificate of Completion; under the existing terms of the agreement it would not be possible to obtain a Temporary Certificate of Occupancy while another phase of the project is still under construction. Burnside also expressed disappointment and objection to not having been provided with certain documentation in connection with the project and the request for the extension which would include the grading permit, the entitlements and the SEC requirements. Burnside suggested that a motion extend the time for 90 days to allow the Developer and staff to collect and organize the necessary documents. After further discussion, with input from McDonald and Jenkins, the Council was advised that all of the documents have been provided and available for review throughout. McDonald acknowledged that there are conflicts existing in the agreement language, but commented that the intent of the development agreement is clear and has been adhered to. Burnside requested that in the future, staff provide more information or a complete checklist for Council to review in connection with this type of request.

McDonald requested clarification of the issues discussed, such as an amendment to the Development Agreement and continuing the grading project. It was confirmed that only the extension of the grading permit is at issue, and it was only a recommendation that the Developer work with the Town Manager on the Agreement at a later time.

Prior to making her motion, German commented that the Council trusts staff to do the work; staff is doing a fine job and they have the situation well in hand, and would inform the Council of anything that is out of line.

During a discussion of the motion, Burnside suggested an amendment to the motion based on concern regarding a possible lack of provision for an extension of time for the Developer's grading permit. Jenkins said he has received confirmation from the Permit Technician that with the Town Engineer continuing to provide periodic inspection reports to the Permit Technician, the grading permit will be automatically extended for a one-year period in compliance with the Building Code. Burnside then withdrew his request for an amendment.

11. Call to the Public for Items not on the Agenda.

There was no public input.

12. Advanced Approvals of Town Expenditures.

There were no advanced approvals.

13. Manager/Staff Report

Martin referred to the proposed presentation to the County this coming Saturday regarding the State Parks; Councilor Roulette volunteered to accompany him for that event.

14. **Adjournment**

On a motion by Garrison, seconded by Baker, the meeting was adjourned at 7:56 p.m.

Bob Burnside, Mayor

Margaret Harper, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on the 22nd day of September 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2010.

Debbie Barber, Town Clerk

40.2

**MINUTES
WORK SESSION
MAYOR and COMMON COUNCIL
of the TOWN OF CAMP VERDE
COUNCIL CHAMBERS - 473 S. Main Street, #106
WEDNESDAY, SEPTEMBER 22, 2010
5:00 p.m.**

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

1. Call to Order

Mayor Burnside called the meeting to order at 5:00 p.m.

2. Roll Call

Mayor Burnside, Vice Mayor Kovacovich, and Councilors Baker, Garrison, and German were present. Councilor Whatley was absent. Councilor Roulette arrived at 5:01 p.m.

Also Present:

Town Manager Russ Martin, Senior Accountant Lisa Elliott, and Town Clerk Deborah Barber

3. Pledge of Allegiance

Councilor Baker led the pledge of allegiance.

4. Council will interview the independent public accounting firms of Colby & Powell, PLC and Walker & Armstrong, LLP relative to their experience and qualifications in providing audit services to the Town. The Town's Financial Consultant recommended these two firms following a sealed bid process for Professional Audit Services. During the Council Hears Planning & Zoning Matters scheduled at 6:30 p.m., Council may choose to select one of these firms to provide audit services.

Senior Accountant Lisa Elliott explained that representatives from the firms of Colby & Powell and Walker & Armstrong were present to meet with Council to hear presentations and answer questions relative to audit services.

Scott Graff, Audit Partner of Colby & Powell, introduced himself advising that he is from the small town of Boulder, Nevada and that he now lives in Mesa, AZ. He advised that his firm performs many audits for small communities like Camp Verde. The firm began in 1978 with a focus toward municipalities and a tax practice. The firm also audits non-profit and for-profit agencies, as well as home owner associations. He explained that the firm's primary experience is in government accounting. He advised that they take into account the difficulties that small communities face, such as preparation of the financial statements. He explained that his firm has a very good relationship with Walker & Armstrong. He said that either firm will provide Council with the experience that they need. Graff said they have 13 employees and 3 partners, which means that he must do a lot of work. He explained that he serves the Audit Manager role during the audit. He said that he will be present during the planning stages, field work, and review of the audit. He explained that they have a very good staff and described the various managers as having CPAs. The firm has three objectives – 1) planning phase with details and good financial statements, 2) providing good feedback; and 3) striving not to over burden staff. The audit should be a good experience for everyone. He reviewed the training provided to the firm's staff. He stated again that Council had two good choices.

Burnside asked about the peer review process. Graff explained that this process has been going on about 20 years and that it upholds standards.

Baker noticed the 228 hour estimate that appears to be standard. She asked if that was common for small communities, noting that our consultant thought more time would be required. Graff explained that the time estimate is based on experience with other communities. He advised that he reviewed the Town's prior audits and noted that there

were no utilities involved. He stated that he believed they would be able to complete the project within the estimated timeline.

The Mayor and Council thanked Mr. Graff for his presentation.

Steve Tait, Managing Partner of Walker & Armstrong introduced himself. He advised that he played football in Camp Verde when he was young and that his home town is Fredonia, Arizona. Walker & Armstrong has been a firm for 30 years, with Tate taking over about 13 years ago. He described the staffing in his firm and the type of audits provided. Tait explained that he managed the tax practice segment of the firm. He explained that quality is critical to this firm and that they are dedicated to ensuring accuracy, noting their duty to the Council. He explained that communication is critical and clear throughout the audit process. He explained that they meet with the audit liaison to determine how and when the work will be done. Tait advised that the audit process is a necessary intrusion on staff and the firm's staff is always mindful of that. He explained they were comfortable with working with the Town's 4-10 hour day work schedule. He said that it was important to stand clear and strong in their independence so that Council could learn to rely on them with any issues that might arise. He also spoke highly of Colby & Powell.

Randy Ottaway, a partner with Walker & Armstrong, advised that he has been performing governmental audits for 20 years and that they were currently working for 28 governmental entities. He praised Council for their efforts in performing a CAFR along with the audit. He noted that he was also a peer reviewer. He said the hours quoted are sufficient to complete the audit and meeting the December deadline for the CAFR. He described the training requirements and opportunities for their firm's staff. He described the research tools available for their accountants. He noted the RFP required certain timelines and they appreciate the Town's organized approach. He explained that the entrance conference opens a dialog that begins the engagement at the right point. He advised that they would remain objective and independent throughout the audit process and never forget that they answer to the Council and the citizens. He advised that they will look at supporting documentation, ratio and comparative analyses to determine the level of weakness. He advised that they will also conduct an exit conference with management.

Garrison noted that the Town had a situation with the audit several years ago. She said that she was told that auditors do not like to give bad news. Ottaway assured her that their firm would definitely advise Council. He explained that partners are required to review all communication, noting that in some circumstances, information must be brought to Council immediately. He explained the requirements of the accounting standards.

Burnside asked about the difference between a practicing CPA and a CPA. Ottaway explained that there is no difference. Burnside asked about the number of bids sent out by the firm and how many bids they were awarded. Ottaway said that the number that the Mayor was referring to was the Town's bid number, not the firm's bid number.

Baker asked for clarification as to a single audit. Ottaway explained that the Town has not exceeded a certain dollar amount in federal funds that would trigger the requirement for a single audit. He explained that single audits are individual audits are conducted for each federal fund. The standard audit allows the auditors to determine which programs to audit. He explained that this involves looking at compliance-related programs, i.e. Davis-Bacon Act, in addition to the financial items.

German asked if there was always a discrepancy in every audit that they performed. Ottaway said that they have issued good reports.

Garrison asked how easy it was to slip loans through an audit, noting recent news. Ottaway the audit process includes understanding and evaluation the organizational relationships and that loans to Council or staff would be a red flag.

5. **Adjournment**

On a motion by Roulette, seconded by Baker, the meeting was adjourned at 5:46 p.m.

Bob Burnside, Mayor

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 22nd day of September 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2010.

Deborah Barber, Town Clerk

H/2.3

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS
WEDNESDAY, SEPTEMBER 15, 2010
6:30 P.M.**

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

1. Call to Order

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

2. Roll Call

Mayor Burnside, Vice Mayor Kovacovich, Councilors Whatley, Baker, Roulette, and German were present; Councilor Garrison arrived at 6:34 p.m.

Also Present: Town Manager Russ Martin, Town Magistrate Harry Cipriano, Library Director Gerry Laurito, Sr. Acct. Lisa Elliott, Town Clerk Debbie Barber, and Recording Secretary Margaret.

3. Pledge of Allegiance

The Pledge was led by Whatley.

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) Regular Session – September 1, 2010
- 2) Joint Work Session – September 1, 2010
- 3) Council/Manager Retreat – August 25, 2010

b) Set Next Meeting, Date and Time:

- 1) September 22, 2010 at 5:00 p.m. – Work Session for Presentation for Audit Services
- 2) September 22, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters
- 3) October 6, 2010 at 6:30 p.m. – Regular Session
- 4) October 20, 2010 at 6:30 p.m. – Regular Session
- 5) October 27, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c) Possible appointment of C. Kenneth Ray, Esq. as Assistant Magistrate for the Camp Verde Municipal Court for a two-year period, effective September 16, 2010 and setting the weekly pay rate at \$33.33 (\$1,733.16 annually) to handle the Friday in-custody initial appearances. This is a budgeted item. Staff Resource: Presiding Magistrate Cipriano

d) Possible authorization for the Mayor to sign the Membership Agreement with the National Joint Powers Alliance Service Corporation. The agreement permits participating governmental and municipal agencies to reduce the cost of purchased goods. There is no cost associated with this agreement. Staff Resource: Lisa Elliott

e) Possible approval of an Agreement for Contracted Services and Municipal Lease between the Town of Camp Verde and the Chamber of Commerce. The Town has budgeted and will pay \$55,000 for FY 2010/11 for the operation of the Visitor's Center and \$25,000 to be used for tourism in promoting and marketing Camp Verde as a destination. Staff Resource: Russ Martin

On a motion by Baker, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented.

5. Special Announcements & Presentations

- **Presentation of a Plaque that was presented to the Town of Camp Verde by the United States 2010 Census in appreciation of the Town's assistance with the census count.** Staff Resource: Debbie Barber
- **Welcome to the new businesses that registered during the month of August 2010:**
 - ❖ All West Fire Protection, Prescott, AZ
 - ❖ Mostert Cranes & Equipment, Inc., Dewey, AZ
 - ❖ Central Basin Builders Inc., Lake Montezuma, AZ

- ❖ Stanley Steel Structures, LLC, Cottonwood, AZ
- ❖ Old World Guns, LLC, 567 S. Main Street, Camp Verde, AZ
- ❖ Piper's Plumbing, Inc., Cottonwood, AZ
- ❖ MSP Drywall, LLC, Phoenix, AZ
- ❖ Verde Cellars, LLC, 212 Finnie Flat Road, Camp Verde, AZ
- ❖ Coconino Fence Co., Inc. Flagstaff, AZ
- ❖ Hatch Plumbing, Inc., Flagstaff, AZ
- ❖ Signs 928, LLC, Cottonwood, AZ

Mayor Burnside announced the name of each new business, welcoming each one individually; he also assured everyone that the business featuring the Kokopelli is only making an adjustment to the landmark, and not leaving. The AM-PM place will be open soon, and Day's Inn is now open.

Town Clerk Barber displayed the plaque presented to the Town for its partnership with the Census Bureau and activities to increase the Census count in the Town of Camp Verde; Barber outlined the methods used, and cited the resulting increases in percentages for Camp Verde while there were decreases in Yavapai County and the State overall.

6. **Council Informational Reports.**

Whatley reported that she enjoyed attending the ice cream Welcome event at the Farmer's Market for the new Town Manager and his family.

Kovacovich thanked all the members of the community who participated in the Welcome event this weekend.

Garrison said that her vacation days have now officially ended.

Baker expressed her renewed gratitude for the smiling, positive attitudes of the members of the community of Camp Verde, and also commented on enjoying the ice cream social.

Roulette reported on his attendance at the Sanitary District Board meeting; there was nothing new to report.

German also thanked all those who turned out to greet the new Town Manager and his family, as well as all of the community that showed up to support the 9/11 event beautifully presented by the American Legion Auxiliary to stress that We Can't Forget.

Burnside reminded everyone about September 27, Tom Sawyer's Day at the Fort, and also commented on how well the ice cream social was received. Burnside reiterated that anyone can call members of the Council with concerns, and those concerns will be directed to the proper channel to address. Burnside said that he and the Town Manager will be looking into the concern about the work done on the new power line at Copper Canyon that destroyed the scenery, and will report back to the public. Burnside read from the announcement by the Yavapai County Health Services on the finding that the West Nile Virus is now present in Camp Verde, including the measures to be taken for protection from the virus.

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

(Comments from the following individual are summarized.)

Howard Parrish announced that judging to select the Colonel's Daughter will be held on Sunday, September 26 at 2:00 p.m.; there are currently seven girls competing for the honor.

There was no further public input.

8. **Discussion, consideration and possible recommendation for approval of a liquor license application submitted**

by the Clear Creek Village Store located at 4483 E. SR 260 in Camp Verde. Staff Resource: Debbie Barber
On a motion by Garrison, seconded by Kovacovich, the Council unanimously recommended approval of a liquor license application submitted by the Clear Creek Village Store located at 4483 E. Highway 260, Space 32, in Camp Verde.

Barber said that the notice of the liquor license application was posted for the mandatory time, and no comments have been received. Barber added that the owner is present to answer any questions the Council might have.

Terri Spriggs, a native Arizonan and the new owner of the Clear Creek Village Store, said that renovations are being made to the store, and she believes it will be of benefit to the community; a Grand Opening is being planned.

There was no public input.

9. **Discussion, consideration and possible recommendation for approval of a liquor license application submitted by Camp Verde Feed & Country Store located at 584 S. Main Street in Camp Verde.** Staff Resource: Debbie Barber
On a motion by Baker, seconded by Roulette, the Council unanimously recommended approval of a liquor license application for Camp Verde Feed & Country Store at 584 S. Main Street in Camp Verde.

Barber confirmed that the required period for posting the subject application has been met; no comments have been received.

There was no public input.

10. **Discussion, consideration, and possible authorization for the Mayor to execute the purchase agreement with Tyler Technologies to purchase the INCODE software system at an estimated cost of \$200,324.00, which can be financed for a period of 3 to 5 years.** This is a budgeted item. Staff Resource: Lisa Elliott
On a motion by German, seconded by Baker, the Council unanimously authorized the Mayor to execute the purchase agreement with Tyler Technologies to purchase the INCODE software system.

Sr. Acct. Lisa Elliott explained that for the past few years, staff has been researching software systems to replace the existing out-of-date and faulty accounting system in use by the Town of Camp Verde, with the goal of being able to link in and help all the departments receive financial information independently. The search was narrowed down to two systems, and the INCODE software system was selected. Implementation has been delayed pending the upgrading of the computer infrastructure which has now been completed to the point where it can support the software package. The proposed agreement has been reviewed and approved by the Town Attorney. The agreement provides that the company will perform the conversion of the Town information to the new system, install it, thoroughly train the staff and provide guidance through the entire project. The company has offered to finance the project; however, purchasing the system outright would save a considerable amount in the financing interest charged; very little interest is being earned on the funds on hand. If an outright purchase is preferred, a budget reallocation would have to be made and brought back to Council for approval at a future meeting.

The members discussed the possibility of an outright purchase, using funds on hand, and how that would affect the financial status of the Town for next year, in light of the current economy. Town Manager Martin confirmed that the Town is already obligated to move forward on the agreement and fund the purchase one way or the other; the money would come from the reserve funds which are more than adequate to handle the purchase. The amount of \$200,324 is conservatively estimated to be at or below that figure. Elliott confirmed that repayment back to itself for the Town's outright purchase would be similar to the inter-fund loan agreement used for purchase of the Park. An arrangement could be made that would provide for the funds to be paid back to the Capital Improvement Project fund for future projects. Martin added that a paper trail to track the funds would be included in the purchase package. Elliott explained that the payment amount of approximately \$68,000 is built into the budget; if an outright purchase is decided upon, the funding would have to be reduced in another area, such as the Capital Improvement Fund. Martin said it is simply a matter of allocating the remaining difference in the purchase price from the reserve account. Burnside requested that Martin check on the difference between the absolute cost stated in the agreement and the estimated hours to implement the system comprising the estimated total of \$200,234. Martin noted that the decision on purchasing the system outright or making payments can be made later; approval of the agreement is the first step in getting started on that direction.

11. **Discussion, consideration, and possible direction to staff relative to developing programs for the Library that pay for themselves (i.e. scrapbooking classes and children's activities).** Staff Resource: Gerry Laurito
Staff was directed to continue with the funds budgeted for this year, and to work on a strategy to develop sustainable programs for next year, considering all possible programs fairly without any discrimination.

Library Director Gerry Laurito said that he is responding to some indications during budget discussions that Council was interested in trying to recoup costs for Library programs now and in the future. Laurito said that he is requesting some clarification on the issue, such as which programs to include, children or adults, or both, and what percentage of costs to recover, whether total or partial. Future programs are being planned at little or no cost, and inquiries are being made on partnerships, or sponsors to defray the costs. Laurito added that he is seeking direction from the Council on how to proceed.

During the Council discussion, German said she understood that the subject programs had been budgeted for this fiscal year, and that would suggest that perhaps the intent was to begin working on a strategy toward developing self-supporting programs; to be fair all programs will have to be considered, one or two cannot be singled out. Suggestions were made for Laurito to work on that strategy this year, and report back to Council for further direction for the next fiscal year.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Sara Malanca, one of the instructors for the Scrapbooking Class at the Library, described the size of the classes, the majority being senior citizens, the hours spent by the instructors, and the cost allocated by the Town which amounts to two-tenths of one percent of the entire Library budget. There has always been a willingness on the part of the participants to cover a portion of the costs. Because of the comments regarding recouping costs for programs, Ms. Malanca feels that the scrapbooking program is being singled out and discriminated against. The instructors are working with the Town Manager to resolve a scheduling problem, and are hoping for the best.

Karen Myers, the other instructor, said that the Scrapbooking program has been very successful, one that the Library takes pride in. Ms. Myers said that she and Ms. Malanca are standing up for what they feel is the right thing to do; the program is a positive thing for the community. She said her groups are working on trying to come up with money, but believes that if they are to be charged, then all the other programs should also be charged, in all fairness.

Brenda Hauser displayed her scrapbook that she has been working on for four years, pointing out that the money is already in the budget. There is a large inventory of donated material that is already on hand in the Library. Ms. Hauser suggested that, as in the farming business, time should not be wasted in fixing things that are no broken.

There was no further public input.

Burnside commented that the Council had been discussing sustainable programs during the budget talks; next fiscal year promises to be a very difficult one. Any and all of the programs are to be considered; they are services that the community receives from tax dollars, but there is a limit. German hoped that Council could agree to direct staff to continue with what has been budgeted for this year, but work with all community groups to come up with a fair resolution.

12. **Call to the Public for Items not on the Agenda.**
Barber announced the presence of an honored guest tonight, Roberta Pavatea, who is running for Tribal Chairperson; she wanted to visit to observe the Council meeting.
13. **Advanced Approvals of Town Expenditures.**
There were no advanced approvals.
14. **Manager/Staff Report**
Martin commented that he had no further report, except to let the community know that he and his family had a good time

at the Welcome event; that was followed up with a visit to the American Legion and appreciated the lunch that was offered. He said he is looking forward to sharing the Town's great museum with his father when he visits.

15. **Adjournment**

On a motion by Baker, seconded by Garrison, the meeting was adjourned at 7:25 p.m.

Bob Burnside, Mayor

Margaret Harper, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on the 15th day of September 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2010.

Debbie Barber, Town Clerk

4.c



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: October 6, 2010

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Reference Document: Letter of Support

Agenda Title (be exact):

Possible approval of and authorization for the Mayor to sign a letter to Governor Brewer that supports Executive Order 2010-12 that establishes the Arizona Commerce Authority.

Purpose and Background Information:

The Arizona Commerce Authority will focus on attraction, retention, and retention of businesses in the State of Arizona. This letter also supports NACOG as the administrative vehicle for delivering economic development outcomes in Northern Arizona.

Recommendation (Suggested Motion):

Move to approve the letter and authorize the Mayor to sign on behalf of the Council.

Finance Review: **Budgeted** **Unbudgeted** **N/A**

Finance Director Comments/Fund: N/A

Attorney Review: **Yes** **No** **N/A**

Attorney Comments: Attorney comments are incorporated into the document.

Submitting Department: Council

Contact Person: Mayor Burnside

Action Report prepared by: D. Barber



TOWN OF CAMP VERDE

◆ 473 S. Main Street ◆ Camp Verde, Arizona 86322 ◆ (928) 567-6631 FAX 567-9061

www.cvaz.org

towncouncil@cvaz.org

September 9, 2010

The Honorable Janice Brewer
Governor of Arizona
1700 West Washington, 9th Floor
Phoenix, AZ 85007

Dear Governor Brewer,

The Town of Camp Verde fully supports your Executive Order 2010-12, which establishes the Arizona Commerce Authority. The Town of Camp Verde agrees that Arizona's fiscal crisis has magnified the need for a more directed, credible and effective economic development delivery system.

While the plan to transition from the Arizona Department of Commerce to a public-private partnership with the Arizona Commerce Authority will likely be met with some resistance from certain interests, Town of Camp Verde believes it makes sense to establish an agency that will focus primarily on attraction, expansion and retention of businesses in Arizona. The Town of Camp Verde further supports the concept of coordinated efforts by key partners such as the state's universities, regional economic development groups and Arizona's Councils of Governments (COGs).

If provided sufficient funding to do so, the Northern Arizona Council of Governments (NACOG) is the ideal administrative vehicle for delivering positive economic development outcomes in northern Arizona for the following reasons:

- ✓ NACOG's membership is comprised of the 22 cities/towns and 4 counties in northeastern Arizona. The elected officials from these local governments rightfully make the regional policy decisions because they are the ones attuned to local economic development needs and opportunities.
- ✓ NACOG is the federally designated Economic Development District for Apache, Coconino, Navajo and Yavapai Counties and has a demonstrated successful track record and an experienced professional staff with proper training and years of expertise in the field.
- ✓ NACOG's existing federal funding sources could possibly be used to match state funds to expand and enhance local economic development planning and project implementation.
- ✓ NACOG currently administers many federal and state programs, which are directly related and depend on successful economic development efforts such as: workforce development, housing and transportation.
- ✓ NACOG currently maintains a federally recognized and approved Comprehensive Economic Development Strategy, which includes an established list of ranked and locally approved economic development projects in the district.



- ✓ NACOG currently maintains a private sector driven Economic Development Council that meets regularly and develops ongoing policies and strategies for the district.

Thank you for your efforts to implement a broader economic development view and help secure an expedited economic recovery in rural Arizona as well as urban Arizona.

Sincerely,

Mayor Bob Burnside
Town of Camp Verde

Cc: Donald E. Cardon, Director, Arizona Department of Commerce
1700 E. Washington, Suite 600, Phoenix, AZ 85007

Executive Order 2010 – 12

Establishing the Arizona Commerce Authority

WHEREAS, Arizona seeks to align the diverse assets and opportunities within the State with private-sector leadership and innovation necessary to compete economically at the highest level in both domestic and international markets; and

WHEREAS, the competitive nature of these markets requires the State's absolute resolve, focus and collaboration with private sector partners if it is to achieve substantial growth in and diversification of its economy, and ultimately advance the quality of life for all Arizonans; and

WHEREAS, Arizona's fiscal crisis has magnified the need for a more directed, credible and effective economic development delivery system; and

WHEREAS, private sector leadership, ingenuity, innovation and engagement should be fundamental components of the State's economic development strategy and overall objectives; and

WHEREAS, a healthy economy relies on skilled workers, and Arizona's higher education system is essential to ensuring the State has a skilled workforce and to the development of the State's future business leaders.

WHEREAS, it is critical for a state economic development organization to operate with limited political influence, but maintain accountability for results; and

WHEREAS, the Arizona Department of Commerce (Department) is statutorily charged with leading the State's business development efforts, but its focus on economic progress has been diluted through numerous other statutory and executive mandates and limited funding; and

WHEREAS, Governor Brewer created the Governor's Commerce Advisory Council (Council) to recommend a new statewide economic development delivery structure to advance Arizona's global competitiveness; and

WHEREAS, the Council recommended numerous changes to strengthen the Department's flexibility and leadership capacity, including the establishment of a quasi-public state authority to serve as a focused and accountable 21st century economic development; and

WHEREAS, Governor Brewer is working with Legislative leadership to advance these recommendations through a complete reinvention of the Department designed to effect key economic advancements with the understanding that immediate changes are critical to heighten the Department's ability to prioritize job creation and new investment at this crucial point in our State's history.

NOW, THEREFORE, I, Janice K. Brewer, Governor of the State of Arizona, by virtue of the authority vested in me by the Constitution and Laws of this State do hereby order and direct as follows:

1. The Department shall prioritize the following responsibilities:
 - a) Job creation and expansion of capital investment through business attraction, expansion and retention, including business incubation and entrepreneurship; and
 - b) Create, monitor and execute a comprehensive economic development and workforce strategy; and
 - c) Manage and administer economic development and workforce programs; and
 - d) Provide statewide marketing leadership; and
 - e) Utilize all means necessary, prudent and practical to integrate private sector-based innovation, flexibility, focus and responsiveness; and
 - f) Advance public policy to meet these objectives.
2. The Arizona Commerce Authority Board of Directors is established to provide private-sector leadership and support for the role of the Department in growing and diversifying Arizona's economy, creating quality jobs, and supporting and attracting businesses in targeted, high growth clusters, with a focus on base industries throughout Arizona.
3. The Board shall advise the Department on implementation of strategies for the economic development priorities listed above.
4. Board members shall be appointed by and serve at the pleasure of the Governor. Board members shall serve without compensation.
5. The Governor shall be the chairperson of the Board.
6. The Governor shall establish an Executive Committee and may form other subcommittees as necessary. The Governor shall serve as the chairperson of the Executive Committee.
7. The remaining members of the Board shall be comprised of business and community leaders who shall be geographically representative of the State and shall include representation from the following areas:
 - a) Science/Technology; Aerospace/Defense; Renewable Energy
 - b) Global Investment, Finance, and Private Equity
 - c) Entrepreneurship
 - d) Growth, Development and Infrastructure
 - e) The Arizona Aerospace and Defense Commission
 - f) The Governor's Council on Small Business

8. Ex-officio members of the Board shall include:
 - a) The President of the Arizona State Senate
 - b) The Speaker of the Arizona State House of Representatives
 - c) The President of Arizona State University
 - d) The President of Northern Arizona University
 - e) The President of the University of Arizona
 - f) The President of the Arizona Board of Regents
 - g) One President from the Arizona Community College Presidents' Council
 - h) The Chairperson of the Governor's Council on Workforce Policy

9. The following individuals shall serve as technical advisors to the Board to enhance collaboration among state agencies to meet infrastructure needs and facilitate growth opportunities statewide:
 - a) Director of the Arizona Department of Environmental Quality
 - b) Arizona State Land Commissioner
 - c) Director of the Arizona Department of Revenue
 - d) Director of the Arizona Office of Tourism
 - e) Director of the Arizona Department of Transportation
 - f) Director of the Arizona Department of Water Resources

10. Representatives from other state agencies may be utilized as key partners to maximize economic development opportunities by leveraging their access to key strategic assets and planning processes.

11. Board member terms shall be staggered. After the members' first term, the Board of Directors will provide to the Governor a list of at least three recommended names to fill any vacant position. The Governor shall select from the list of recommended names.



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Arizona.

Janice K. Brewer
GOVERNOR

DONE at the Capitol in Phoenix this 29th day of June in the Year Two Thousand Ten and of the Independence of the United States of America the Two Hundred and Thirty-Fourth.

ATTEST:

Ken Blumenthal

SECRETARY OF STATE

H. d



TOWN OF CAMP VERDE Agenda Action Form

Meeting Date: October 6, 2010

Consent Agenda Regular Business

Meeting Type: Regular Session

Reference Document: Resolution 2010-819

Agenda Title:

Discussion, consideration and possible approval of Resolution 2010-819 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving an Intergovernmental Agreement with the Yavapai County Development Services Department for Building Safety Support Services.

Purpose and Background Information:

Due to limited resources and the desire to maintain and provide an optimum level of service to the citizens of Camp Verde, Council approved Resolution 2009-784 on September 15, 2009 adopting an Intergovernmental Agreement (IGA) by and between the Town of Camp Verde and Yavapai County for building support services to include but not limited to plan review, building official and inspection support services. Staff is now recommending that Council renew the IGA in order to continue providing the same level of service to citizens as resources continue to be limited and the support provided by the County Building Official Jack Judd and his staff at the Development Services Department has been significantly beneficial to staff and citizens, specifically during the absence of staff during vacation, illness, etc.

The following revisions were recommended by Deputy County Attorney David Hunt and Town Attorney Bill Sims and include:

- 1.) Specify that the initial term of the IGA will run through June 30, 2011 with up to five (5) successive one-year renewals (**See Draft IGA: Part 3. Term of Agreement, Section 3.2 Initial Term Automatic Renewal**), as recommended Deputy County Attorney Hunt who cites that a fiscal-year basis for renewal is preferential from a contract-administration standpoint, and
- 2.) Add language under provisions of Arizona Revised Statutes relevant to verification of employment eligibility of contracted employees, due to statutory changes concerning immigration law compliance (**See Draft IGA: Part 4. Miscellaneous, Section 4.1, "Contractor Immigration Warranty", A-G**), as recommended by Town Attorney Sims.

Please find attached for your review, the draft IGA, with the recommended revisions, approved as to form by Town Attorney Sims; relative statutes (A.R.S. § 41-4401 and § 23-214 (A) (hereinafter "Contractor Immigration Warranty")); and the proposed fee schedule (Exhibit A), with no changes, as provided by Yavapai County Development Services. Excluding the above recommended changes, no additional revisions have been recommended to Council for approval. This is a budgeted item under the Building Department Consulting Services line item (01-20-51-7100) wherein Council has allotted \$10,000.00 for Fiscal Year 2010-2011.

Recommendation:

Move to approve Resolution 2010-819 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving an Intergovernmental Agreement with the Yavapai County Development Services Department for Building Safety Support Services to include the following revisions: 1.) Change language in **Part 3. Term of Agreement, Section 3.2 Initial Term Automatic Renewal**, to specify that the initial term will run through June 30, 2011 with up to five (5) successive one-year terms; and 2.) Add language relevant to verification of employment eligibility of contracted employees in **Part 4. Miscellaneous, Section 4.1, "Contractor Immigration Warranty", A-G**, as recommended by Town Attorney Sims.

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund: N/A

Attorney Review: Yes No N/A

Attorney Comments: Provided in the 'Purpose and Background Information' section above.

Submitting Department: Building

Contact Person: Mike Jenkins/Becky Oium

Action Report prepared by: Becky Oium



RESOLUTION 2010-819

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF
CAMP VERDE, ARIZONA, APPROVING AN INTERGOVERNMENTAL
AGREEMENT WITH THE YAVAPAI COUNTY DEVELOPMENT SERVICES
DEPARTMENT FOR BUILDING SAFETY SUPPORT SERVICES**

WHEREAS, the County, through its Development Services Department, provides services related to Building Safety Support Services as needed, in the unincorporated areas of Yavapai County including the areas surrounding the corporate boundaries of the Town; and

WHEREAS, the Town wishes to enter into an agreement whereby the County will provide certain Building Safety Support Services as needed, for the benefit of the Town and its residents.

**NOW THEREFORE, THE MAYOR AND COMMON COUNCIL OF THE TOWN OF
CAMP VERDE, ARIZONA, DO HEREBY RESOLVE AS FOLLOWS:**

Pursuant to ARS §11-952, the Town shall enter into the Intergovernmental Agreement with the Yavapai County Development Service Department for joint or cooperative action to provide Building Safety Support Services, under the terms and conditions set forth in the Intergovernmental Agreement, and the Mayor is authorized to execute the agreement on behalf of the Town.

**PASSED AND ADOPTED BY THE MAYOR AND COMMON COUNCIL OF THE
TOWN OF CAMP VERDE, ARIZONA, this 26th day of October, 2010.**

Bob Burnside, Mayor

Date: _____

Attest: _____
Deborah Barber, Town Clerk

APPROVED AS TO FORM:



Bill Sims, Town Attorney

**INTERGOVERNMENTAL AGREEMENT
TOWN OF CAMP VERDE/YAVAPAI COUNTY**

Building Safety Support Services

THIS AGREEMENT is entered into this 26th day of October, 2010, by and between Yavapai County, a political subdivision of the State of Arizona (hereinafter the "County"), and the Town of Camp Verde, a municipal corporation of Arizona (hereinafter the "Town")

WHEREAS, the County, through its Development Services Department, provides services related to Building Safety Support as needed, in the unincorporated areas of Yavapai County including the areas surrounding the corporate boundaries of the Town; and

WHEREAS, the Town wishes to enter into an agreement whereby the County will provide certain Building Safety Support Services as needed, for the benefit of the Town and its residents; and

WHEREAS, the parties are authorized pursuant to A.R.S. §11-952, to enter into agreements for joint or cooperative action.

NOW, THEREFORE, the parties agree as follows:

1. County Services Provided. For the Town Building Department on an as needed basis, the County, through its Development Services Department agrees to provide the following services (the "County Services Provided").

- 1.1 Residential and commercial building inspections within five (5) business days of request, on average, for inspection, based on Town codes.
- 1.2 Residential plan review within fifteen (15) business days, on average, of submittal of complete plans in proper format, based on Town codes.
- 1.3 Involvement of a Senior Plans Examiner or Chief Building Official in pre-application meetings, but the Town will not have the right to request such attendance more than two (2) times per month.
- 1.4 Involvement of a County plan reviewer on large commercial projects, as needed.
- 1.5 The Yavapai County Building Official will be available, at reasonable and mutually agreed times to provide 'advice and consult' services, including written determinations based on interpretations of the adopted Building Codes, to the Town Building Department in the absence of the Town Building Official, as provided for by Town Code Chapter 7, Article 7-4.

2. Payment for Services. In consideration for the County/Town agreement to provide the County Services Provided, the Town agrees to pay the fees for the County Services Provided per the County schedule, as revised from time to time and attached hereto as Exhibit A (County). Payment shall be made monthly by the Town within 15 calendar days from receipt of a statement of County Services Provided.

3. Term of Agreement.

- 3.1 Initial Term Automatic Renewal. The initial term of this agreement shall commence on the 20th day of October, 2010, and shall terminate on June 30, 2011. It shall thereafter be deemed automatically renewed for up to five (5) successive one-year terms unless written notice of intent not to renew is given by either party to the other party no less than one

hundred twenty (120) calendar days prior to the expiration of the then-current initial or renewal term.

- 3.2 Cancellation. Either party may cancel this Agreement for any reason with sixty (60) calendar days advance notice in writing.
- 3.3 Termination for Breach. In the event of a breach of any term or condition of this Agreement by either Party, the Party claiming breach shall provide written notice to the other Party said notice setting forth the factual basis for the determination that a breach has occurred. If the breach is not remedied within fifteen (15) calendar days of receipt of notice, the Party claiming breach may terminate this Agreement without further notice.

4. **Miscellaneous.**

4.1 Contractor Immigration Warranty

- A. Under the provisions of A.R.S. § 41-4401, each party hereby warrants to the other that each party and all of its subcontractors (if any) will comply with, and are contractually obligated to comply with, all Federal Immigration laws and regulation that relate to their employees and A.R.S. § 23-214 (A) (hereinafter “Contractor Immigration Warranty”)
- B. A Breach of the Contractor Immigration Warranty shall constitute a material breach of this Agreement and shall subject the breaching party to penalties up to and including termination of this Agreement at the sole discretion of the non-breaching party.
- C. Each party retains the legal right to inspect the papers of any contractor or subcontractor employee of the other party who works on this Agreement to ensure that the contractor or subcontractor is complying with the Contractor Immigration Warranty. Each party agrees to assist the other party in regard to any such inspections.
- D. Each party may, at its sole discretion, conduct random verification of the employment records of the other party and any of its subcontractors to ensure compliance with Contractor’s Immigration Warranty. Each party agrees to assist the other party in regard to any random verifications performed.
- E. A party will not be considered in materially breach of this Agreement or the Contractor Immigration Warranty if the party establishes that it has complied with the employment verification provision prescribed by sections 274A ad 274B of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. § 23-214, Subsection A.
- F. The foregoing provisions of subparagraphs A-E of this article must be included in any contract that a party enters into with any and all its subcontractors who provide service under this Agreement or any subcontract.
- G. Pursuant to A.R.S. §§ 35-391.06 and 35-393.06, each party certifies that it does not have a scrutinized business operation as defined in A.R.S. §§ 35-391 and 35-393 in either Sudan or Iran.

- 4.2 Indemnification and Insurance. To the extent permitted by law, each Party shall save, hold harmless and indemnify the other Party, its officers, employees or agents for any liability created in connection with performance under this Agreement. Both parties shall obtain and maintain general liability insurance in such amounts as may be required to

protect itself and the other Party from claims, damages or other losses arising out of performance under this Agreement.

- 4.3 Severability. The invalidity of any provision of this Agreement as determined by a Court of competent jurisdiction, shall in no way effect the validity of *any* other provision hereof, so long as the original intent of the parties is not defeated thereby.
- 4.4 Applicable Law. The terms and conditions of this agreement shall be construed and governed in accordance with the laws of the State of Arizona. Venue is proper in Yavapai County Superior Court.
- 4.5 Disputes; Trial by Court. The Parties expressly covenant and agree that in the event of a dispute arising from this Agreement, each of the parties hereto waives any right to a trial by jury. In the event of litigation, the parties hereby agree to submit to a trial before the Court.
- 4.6 Disputes; Attorney Fees. The Parties expressly covenant and agree that in the event of litigation arising from this Agreement, neither party shall be entitle to an award of attorneys' fees, either pursuant to the Agreement, pursuant to ARS Section 12-341.01(A) and (B), or pursuant to any other state or federal statute.
- 4.7 Entire Agreement. This Intergovernmental Agreement contains the entire agreement of the parties with respect to the subject matter hereof, and it may only be amended, modified or waived by written instrument signed by the authorized agents of the parties hereto.
- 4.8 Notices. Notices relating to this Intergovernmental Agreement shall be deemed to have been duly delivered upon personal delivery, or as of the second business day after mailing by United States mail, postage prepaid, addressed as follows:

Town: Town of Camp Verde
 Town Manager
 473 S. Main St., Suite 102
 Camp Verde, AZ 86322

County: Yavapai County
 County Administrator
 1015 Fair Street
 Prescott, AZ 86305

With copy to: Yavapai County
 Development Services Director
 Marina Street Annex
 500 South Marina Street
 Prescott, AZ 86303

These addresses may be changed by either party by giving notice in writing. Such changes shall be deemed to have been effectively noticed five (5) calendar days after being mailed to each party by the party changing the address.

- 4.9 Recording. This Agreement shall be recorded by the County in the Office of the Yavapai County Recorder upon its proper approval and execution by the authorized representatives of both parties, pursuant to ARS §11-952(G).

4.10 Conflict of Interest. This Agreement is subject to the ARS §38-511 pertaining to conflicts of interest, the pertinent provisions of which *are* incorporated by reference herein.

APPROVALS

Yavapai County, a political subdivision of the State of Arizona

Town of Camp Verde, a municipal corporation of Arizona

Thomas Thurman, Chair of the Board of Supervisors

Bob Burnside, Mayor

Date

Date

Attest:

Attest:

Julie Ayers, Clerk of the Board

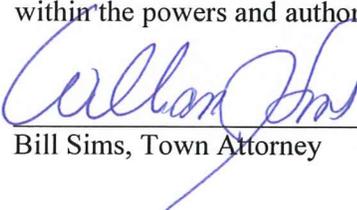
Debbie Barber, Town Clerk

DETERMINATIONS OF COUNSEL

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

David S. Hunt, Deputy County Attorney

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



Bill Sims, Town Attorney

Exhibit A

THE YAVAPAI COUNTY BOARD OF SUPERVISORS DOES HEREBY RESOLVE THAT THESE FEES ARE NECESSARY AND JUSTIFIED FOR THE ENFORCEMENT AND ADMINISTRATION OF THE MODEL CODES AND ORDINANCES GOVERNING GRADING AND CONSTRUCTION WITHIN THIS COUNTY AS PROVIDED BY ARS 11-251.08.

VALUATION & FEE SCHEDULE

TOTAL VALUATION	FEE
\$1.00 to \$500.00	\$30.00
\$501.00 to \$2,000.00	\$30.00 for the first \$500.00 plus \$2.75 for each additional \$100.00, or fraction thereof, to and including \$2,000.00.
\$2,001.00 to \$25,000.00	\$62.25 for the first \$2,000.00 plus \$12.50 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00.
\$25,001.00 to \$50,000.00	\$349.75 for the first \$25,000.00 plus \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$574.75 for the first \$50,000.00 plus \$6.25 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00.
\$100,001.00 to \$500,000.00	\$887.25 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00.
\$500,001.00 to \$1,000,000.00	\$2,887.25 for the first \$500,000.00 plus \$4.25 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,012.25 for the first \$1,000,000.00 plus \$2.75 for each additional \$1,000.00, or fraction thereof.
Other Inspections and Fees:	
1. Inspections outside of normal business hours (minimum charge – two hours)	\$ 50.00 per hour*
2. Re-inspection fees assessed under provisions of Adopted Codes.....	\$100.00 per hour*
3. Inspections for which no fee is specifically indicated; site investigation, courtesy, special inspections (minimum charge – one hour)	\$ 50.00 per hour*
1. Additional plan review required by changes, additions or revisions to plans (minimum charge – one hour)	\$ 50.00 per hour*
2. Use of outside consultants for plan review, building inspection, or both.....	Actual Costs**
6. Fee for Permit Extension.....	\$ 25.00
7. Fee for Temporary Certificate of Occupancy.....	\$300.00 Residential \$500.00 Commercial
*Or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.	
**Actual costs include administrative and overhead costs.	

41-4401. Government procurement; e-verify requirement; definitions

- A. After September 30, 2008, a government entity shall not award a contract to any contractor or subcontractor that fails to comply with section 23-214, subsection A. Every government entity shall ensure that every government entity contractor and subcontractor complies with the federal immigration laws and regulations that relate to their employees and section 23-214, subsection A. Every government entity shall require that every government entity contract include all of the following provisions:
1. That each contractor and subcontractor warrants their compliance with all federal immigration laws and regulations that relate to their employees and their compliance with section 23-214, subsection A.
 2. That a breach of a warranty under paragraph 1 shall be deemed a material breach of the contract that is subject to penalties up to and including termination of the contract.
 3. That the government entity retains the legal right to inspect the papers of any contractor or subcontractor employee who works on the contract to ensure that the contractor or subcontractor is complying with the warranty under paragraph 1.
- B. Every government entity that enters into a contract shall establish procedures to conduct random verification of the employment records of government entity contractors and subcontractors to ensure that the contractors and subcontractors are complying with their warranties.
- C. A government entity shall not deem a government entity contractor or subcontractor in material breach of a contract if the contractor or subcontractor establishes that it has complied with the employment verification provisions prescribed by sections 274a and 274b of the federal immigration and nationality act and the e-verify requirements prescribed by section 23-214, subsection A.
- D. For the purposes of this section:
1. "Contract" means all types of government entity agreements, regardless of what they may be called, for the procurement of services in this state.
 2. "Contractor" means any person who has a contract with a government entity.
 3. "E-verify program" means the employment verification pilot program as jointly administered by the United States department of homeland security and the social security administration or any of its successor programs.
 4. "Government entity" means this state and any political subdivision of this state that receives and uses tax revenues.
 5. "Services" means the furnishing of labor, time or effort in this state by a contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility or improvement of real property.
 6. "Subcontractor" means a person who contracts to perform work or render service to a contractor or to another subcontractor as a part of a contract with a government entity.

ARS TITLE PAGE NEXT DOCUMENT PREVIOUS DOCUMENT

23-214. Verification of employment eligibility; e-verify program; economic development incentives; list of registered employers

→ A. After December 31, 2007, every employer, after hiring an employee, shall verify the employment eligibility of the employee through the e-verify program and shall keep a record of the verification for the duration of the employee's employment or at least three years, whichever is longer.

B. In addition to any other requirement for an employer to receive an economic development incentive from a government entity, the employer shall register with and participate in the e-verify program. Before receiving the economic development incentive, the employer shall provide proof to the government entity that the employer is registered with and is participating in the e-verify program. If the government entity determines that the employer is not complying with this subsection, the government entity shall notify the employer by certified mail of the government entity's determination of noncompliance and the employer's right to appeal the determination. On a final determination of noncompliance, the employer shall repay all monies received as an economic development incentive to the government entity within thirty days of the final determination. For the purposes of this subsection:

1. "Economic development incentive" means any grant, loan or performance-based incentive from any government entity that is awarded after September 30, 2008. Economic development incentive does not include any tax provision under title 42 or 43.

2. "Government entity" means this state and any political subdivision of this state that receives and uses tax revenues.

C. Every three months the attorney general shall request from the United States department of homeland security a list of employers from this state that are registered with the e-verify program. On receipt of the list of employers, the attorney general shall make the list available on the attorney general's website.



**OCTOBER 2010
COMMUNITY PLANNING MONTH
PROCLAMATION**

WHEREAS, change is constant and affects all cities, towns, suburbs, counties, rural areas, and other places; and

WHEREAS, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

WHEREAS, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the month of October is designated as National Community Planning Month throughout the United States of America and its territories, and

WHEREAS, The American Planning Association and its professional institute, the American Institute of Certified Planners; endorse National Community Planning Month as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of our settlements and environment; and

WHEREAS, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of planning commissions and other citizen planners who have contributed their time and expertise to the improvement of the *Town of Camp Verde*; and

WHEREAS, we recognize the many valuable contributions made by professional community and regional planners of the *Town of Camp Verde* and extend our heartfelt thanks for the continued commitment to public service by these professionals;

NOW, THEREFORE, BE IT RESOLVED THAT, the month of October 2010 is hereby designated as **Community Planning Month** in the *Town of Camp Verde* in conjunction with the celebration of National Community Planning Month.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Official Seal of Camp Verde on this 20th day of October 2010.

Bob Burnside, Mayor
Town of Camp Verde

Attest:

Deborah Barber, Town Clerk



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: October 20, 2010

Meeting Type: Regular Session

Consent Agenda – Special Announcements **Regular Business**

Reference Document: New Business License list for the month ending July 2010

Agenda Title (be exact):

Welcome to the new businesses that registered during the month of July:

- ❖ **McElhaney Studio Atelier, 396 E. Main Street, Camp Verde, AZ**
- ❖ **Days Inn & Suites, 1640 W. SR 260, Camp Verde, AZ**
- ❖ **Rob Love Electric Inc., Clarkdale, AZ**
- ❖ **Benson Security Systems Inc., Gilbert, AZ**
- ❖ **Arizona Fire Sprinklers LLC, 606 S. Park Circle, Camp Verde, AZ**
- ❖ **TACK Plumbing Inc., Cottonwood, AZ**
- ❖ **Camp Verde Electric, 246 Salt Mine Road, Camp Verde, AZ**
- ❖ **Connection Concepts LLC, 884 S. Peach Lane, Camp Verde, AZ**
- ❖ **Dos Tortugas LLC, 3300 Sierra Lane, Camp Verde, AZ**
- ❖ **Kenson Construction Company Inc., Prescott, AZ**
- ❖ **Robinson Golf Cars, 120 SR 260, Camp Verde, AZ**
- ❖ **Deals Plus LLC, 873 Howards Rd., #22, Camp Verde, AZ.**

Purpose and Background Information:

These are the businesses that opened during the month of September. A complete report is attached.

Recommendation (Suggested Motion):

Welcome the new businesses.

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund: N/A

Attorney Review: Yes No N/A

Attorney Comments: N/A

Submitting Department: Clerk's Office

Contact Person: Debbie Barber, Town Clerk

Action Report prepared by: D. Barber



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: October 20, 2010

Meeting Type: Regular Session

Consent Agenda Regular Business

Agenda Title:

PRESENTATION BY A VERDE VALLEY REGIONAL ECONOMIC ORGANIZATION, INC. (VVREO) REPRESENTATIVE FOLLOWED BY DISCUSSION, CONSIDERATION AND POSSIBLE APPROVAL OF RESOLUTION 2010-823, A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, RECOGNIZING THE VERDE VALLEY REGIONAL ECONOMIC ORGANIZATION, INC. (VVREO) AS A REGIONAL COLLABORATIVE, BUILDING SUSTAINABLE ECONOMIC PROSPERITY WHILE PROVIDING COMPREHENSIVE ECONOMIC DEVELOPMENT EXPERTISE, MARKETING AND OUTREACH, ON BEHALF OF THE ENTIRE VERDE VALLEY.

Staff Resource: Russ Martin

Purpose and Background Information:

The presentation and corresponding resolution demonstrate a desire by our Town to join the other Verde Valley cities and towns in affording VVREO the opportunity to provide a regional voice and be advocates on behalf of Verde Valley economic development. VVREO will seek to sustain economic prosperity while providing economic development for local area.

Recommendation:

APPROVE RESOLUTION 2010-823, A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, RECOGNIZING THE VERDE VALLEY REGIONAL ECONOMIC ORGANIZATION, INC. (VVREO) AS A REGIONAL COLLABORATIVE, BUILDING SUSTAINABLE ECONOMIC PROSPERITY WHILE PROVIDING COMPREHENSIVE ECONOMIC DEVELOPMENT EXPERTISE, MARKETING AND OUTREACH, ON BEHALF OF THE ENTIRE VERDE VALLEY.

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments: N/A

Attorney Review: Yes No N/A

Attorney Comments: N/A

Submitting Department: Administration
Action Report prepared by: C. Brown

Contact Person: Russ Martin

TOWN OF CAMP VERDE



Resolution 2010-823

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, RECOGNIZING THE VERDE VALLEY REGIONAL ECONOMIC ORGANIZATION, INC. (VVREO) AS A REGIONAL COLLABORATIVE, BUILDING SUSTAINABLE ECONOMIC PROSPERITY WHILE PROVIDING COMPREHENSIVE ECONOMIC DEVELOPMENT EXPERTISE, MARKETING AND OUTREACH, ON BEHALF OF THE ENTIRE VERDE VALLEY.

WHEREAS, VVREO evaluates and assists in the development of new business projects; identifies and promotes programs for entrepreneurial education and workforce development; identifies key people for responses to business inquiries; advocates on behalf of Verde Valley economic development; utilizes VVREO's relationships to support economic development; develops and implements a media plan including both marketing and public relations functions; and identifies and creates a financial resource program and/or opportunities for business attraction, expansion, and retention in the Verde Valley; and

WHEREAS, in response to the desire to support the vision, mission, and goals of VVREO, the Camp Verde Town Council, desires to recognize the critical importance of VVREO to the sustainable economic health of the Verde Valley; and

WHEREAS, this recognition is provided in hopes VVREO will create high-quality jobs in the Verde Valley while promoting economic recovery; encouraging investments needed to improve economic vitality; and collaborating across social and political boundaries to provide sustainable economic opportunity and wealth creation for all residents and businesses within the Verde Valley;

NOW, THEREFORE, THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE RESOLVE AS FOLLOWS: to recognize the Verde Valley Regional Economic Organization [VVREO] as a regional Economic Development Collaborative for the Verde Valley building sustainable economic prosperity.

Resolution 2010-823

Page 1 of 2

PASSED AND APPROVED by the Mayor and Common Council of the Town of Camp Verde, Arizona, this 20th day of October, 2010.

Bob Burnside, Mayor

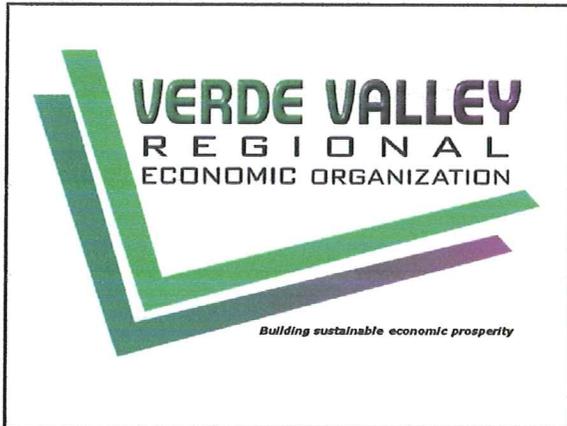
Date

ATTEST:

Deborah Barber, Town Clerk

APPROVED AS TO FORM:

Bill Sims, Town Attorney



Why we are here

- To introduce WVREO
- To present WVREO's vision, mission and core values
- To tell you about WVREO's board of directors
- To review WVREO's current projects
- To highlight WVREO's goals for 2010-2012
- To ask for official recognition as the regional economic development organization for the Verde Valley

WVREO Vision and Mission

Verde Valley Regional Economic Organization is a regional collaborative building sustainable economic prosperity.

Verde Valley Regional Economic Organization provides comprehensive economic development expertise, tools, marketing and outreach.

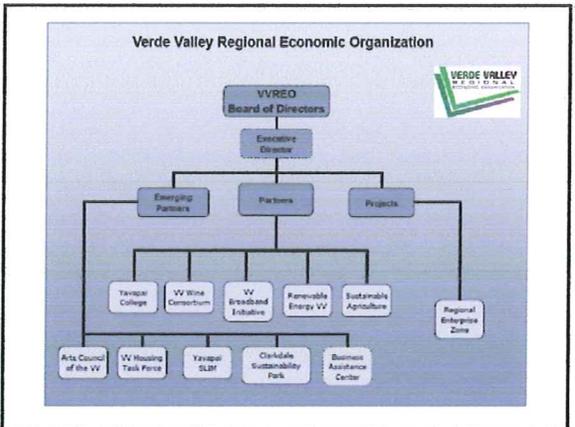
Core Values

- Regional Economic Wealth Development
- Stewardship
- Sense of Place
- Quality of Life
- Infrastructure

WVREO Board of Directors

Robyn Prud'homme-Bauer, Alcora Bath & Kitchen, Clarkdale **Chair**
Lita Cox, Interior Focus, Cottonwood-Sedona **Vice Chair**
Tom Schumacher, Yavapai College, Verde Campus, Clarkdale **Secretary**

Directors:
Sherry Bailey, Town of Clarkdale
Margie Beach, Cottonwood, Verde Village
Ron Epperson, Intellectual Energy LLC, Sedona
Wayne Ferguson, APS, Cottonwood
Jodie Filardo, City of Sedona
Andy Groseta, Groseta Ranches LLC, Cottonwood
Bill Jump, Out of Africa, Camp Verde
Tommy Piccoli, Clarkdale Metals, Clarkdale
Tom Pitts, Belgian Jennie's, Jerome
Casey Rooney, City of Cottonwood
Tracie Schmilikowsky, Camp Verde Chamber of Commerce, Camp Verde
Sheri Lee, Arizona Department of Commerce, ex-officio member



Goals 2010-2012

- Identify and create a financial resource program and/or opportunities for business attraction, expansion, and retention in the Verde Valley
- Collaborate on the creation of a business assistance and data resource center
- Develop and implement a media communications plan to include both marketing and public relations functions
- Identify and promote programs for entrepreneurial education and workforce development
- Evaluate and assist in development of new business projects
- Identify key people for resource teams to respond to regional business inquiries
- Develop a plan to utilize the organization's relationships to form of a resource network to support economic development in the Verde Valley



A Call to Action

VVREO - The RESULT

Each of our individual communities will have much greater economic strength working together as a region.

The combining of our resources will improve the economy of the entire region.

ARIZONA



Resolution of Recognition

VVREO

A resolution from the Camp Verde Town Council recognizing Verde Valley Regional Economic Organization as the regional economic development organization for the Verde Valley

ARIZONA



**VERDE VALLEY
REGIONAL
ECONOMIC ORGANIZATION**

Building sustainable economic prosperity

**QUARTERLY REPORT
Board of Adjustments
July – Sept. 2010**

REGULARLY SCHEDULED MEETINGS: 3

July 13, 2010 - Regular Session

- Minutes of April 13, 2010 were approved
There was an introduction of new Board Member Murray J. Lichty
- Discussion of Use Permits their purpose and function

August 10, 2010 - Regular Session

CANCELLED, NO BUSINESS BEFORE BOARD

September 14, 2010 - Regular Session

CANCELLED, NO BUSINESS BEFORE BOARD

SPECIAL SESSION MEETINGS: 0

WORK SESSIONS: 0

THE FOLLOWING APPLICATIONS WERE APPROVED:

No Applications were approved.

THE FOLLOWING APPLICATIONS WERE DENIED:

There were no applications denied.

THE FOLLOWING APPEALS WERE DENIED:

There were no appeals denied.

THE FOLLOWING ITEMS WERE DISCUSSED BY BOARD:

There were discussion of Use Permits, their purpose and function.

THE FOLLOWING ITEMS WERE DISCUSSED IN WORK SESSIONS:

There were no items discussed in work sessions.

THE FOLLOWING PRESENTATIONS WERE HEARD BY THE BOARD:

There were no presentations heard by the board.



Chairman Al Roddan

**QUARTERLY REPORT
Planning and Zoning Commission
July – Sept. 2010**

REGULARLY SCHEDULED MEETINGS: 2

JOINT WORK SESSIONS: 0

SPECIAL SESSIONS: 1

THURSDAY July 1, 2010 – SPECIAL SESSION

Roll Call

Vice Chairperson Hisrich, Commissioners Hough, Freeman, Parrish and Norton were present; Chairperson Butner and Commissioner Buchanan were absent.

Also Present: Acting Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, and Recording Secretary Margaret Harper.

THURSDAY August 5, 2010, 2010 – REGULAR SESSION

Roll Call

Chairperson Butner, Vice Chairperson Hisrich, Commissioners Hough and Buchanan were present; Commissioner Freeman arrived at 6:32 p.m.; Commissioners Parrish and Norton were absent.

Also Present: Acting Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, and Recording Secretary Margaret Harper.

THURSDAY September 2, 2010 – REGULAR SESSION

Roll Call

Chairperson Butner, Commissioners Hough, Buchanan, Parrish, Freeman and Norton were present; Vice Chairperson Hisrich was absent.

Also Present: Town Manager Russ Martin, Acting Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, and Recording Secretary Margaret Harper.

THE FOLLOWING RECOMMENDATIONS WERE MADE TO COUNCIL:

September 2, 2010

6. **Public Hearing & Discussion and Possible recommendation on UP 2010-01, a Use Permit 2010-01, for Rainbow Acres to add the following activities on parcel 403-17-001M, 403-17-001L & 403-17-001K: Allow the manufactured unit on the property to remain for the use of the Health and Wellness Program. Equestrian Center and Corrals for “Total Equine Training.”**

Charter School for alternative education for 30-60 students, ages 14-22yrs, 9-12 grades. Rainbow Acres is requesting a Use Permit with no time limit. This is a Ranch Style Community for adults with developmental disabilities located at 2120 W. Reservation Loop Rd.

On a motion by Hough, seconded by Buchanan, the Commission unanimously recommended approval of Use Permit 2010-01, for Rainbow Acres to add the following activities on parcel 403-17-001M, 403-17-001L and 403-17-001K: To allow the manufactured unit on the property to remain for the use of the Health and Wellness Program, Equestrian Center and Corrals for "Total Equine Training," Charter School for alternative education for 30-60 students, ages 14-22 years, 9-12 grades; the Use Permit to have no time limit on it; the property is located at 2120 W. Reservation Loop Road.

THE FOLLOWING PRESENTATIONS WERE HEARD BY THE COMMISSION:

There were no presentation heard by the P & Z Commission

THE FOLLOWING ITEMS WERE TABLED, POSTPONED OR CONTINUED BY THE COMMISSION:

There were no items tables, postponed or continued by the P & Z Commission.

THE FOLLOWING ITEMS WERE DISCUSSED BY THE COMMISSION: TRAINING:

July 1, 2010

6. Presentation and Discussion on procedures and duties of the Board of Adjustments & Appeals.

Asst. Planner Jenna Owens gave a Power Point presentation on the procedures and duties of the Board of Adjustments & Appeals as part of a continuing effort to acquaint the P&Z Commission with that Board's responsibilities and powers. The presentation reviewed the establishment of the Board and the membership. The procedures, functions and the powers and duties of the Board, as well as the limitation of powers, were outlined in detail. In contrast to the P&Z Commission that only makes recommendations to Council, it was noted that decisions of the Board were final, and any appeal or complaint regarding such decisions may only be brought to the Superior Court for determination. Throughout the presentation, Owens cited examples and past staff experience to demonstrate and further clarify how the Board must properly discharge its duties and responsibilities.

Following the presentation, the members initiated a discussion with Owens and Acting Community Development Director Jenkins on the points covered in the presentation. Also discussed were the issues of addressing existing non-conforming structures, requests to allow temporary additional structures based on family hardships, and past lot splits creating non-conforming lots and construction problems for future buyers. The issue of the need to monitor temporary uses or conditions imposed was also addressed.

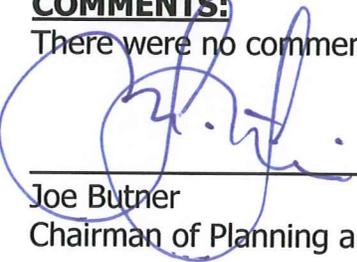
August 5, 2010

6. Presentation and Discussion on Non-Conforming Uses, Section 105 of the Planning & Zoning Ordinance.

Asst. Planner Janna Owens gave a Power Point presentation on Section 105 of the Planning & Zoning Ordinance which defines and regulates non-conforming uses and structures. Owens explained that the presentation was intended to be a refresher review of the subject in light of the increased remodeling activities now taking place throughout the Town giving rise to the discovery of existing non-conforming uses and structures. Owens outlined the change in the Town's Land Use ordinances that created non-conforming uses on parcels that formerly had been legal conforming uses. During the presentation, including input from Jenkins, Owens pointed out some of the conflicts in Section 105, and cited examples that make precise interpretation difficult, commenting that those are some of the reasons for the current Code rewrite project. The presentation included a detailed review and discussion with the members on addressing the various elements relating to non-conforming uses and structures, including determination of abandonment; allowed restoration of a structure; expansion change or transfer of use of property; Town policy regarding monitoring of non-conforming uses and activities, as well as methods to verify an existing non-conforming use. Also reviewed was the issue of concern for public safety, health and welfare. The members also discussed with staff the appeal process in the event of a dispute over a decision of the Community Development Director or Civil Enforcement Hearing Officer, pursuant to the existing Code.

COMMENTS:

There were no comments.



Joe Butner

Chairman of Planning and Zoning Commission

Camp Verde Visitor Center
1st Qtr for FY11
By
Camp Verde Chamber of Commerce

Visitor Count July – Sept 2010

- July 2010 – 544
- August 2010 - 545
- September 2010 – 660
 - Quarter total = 1,749 (10% over same period last year)
 - Local - 109
 - Arizona - 659
 - U.S.A. - 704
 - International – 277
- July-Sept 09 = 1,588 visitors
- The average stay in Camp Verde – 4.16 nights (107 responses = 445 nights)

Visitor Comments

- Great people!
- Very nice tourist center
- Beautiful little town
- Very interesting
- Thank you for your services!
- Nice area, hope to stay the winter
- Iphone app info would be nice
- Friendliest tourist information in AZ
- Great adventure place
- Great scenery
- Great info center
- Very welcoming & helpful
- Looking for fresh produce
- Thank you for being here and being open

FY10 Regional Campaign

- 55+ Campaign
 - targeted 14 different senior communities
 - reaching 47,493 restricted age homes
- During FY10 SVVTC added Conventional Home Parks, like Sun City for example. These communities feature substantially more homes than regular sized mobile home/RV parks hence the higher reach with fewer parks (but also much higher advertising costs!)
- Key contacts of the management offices also received
 - SVVTC lure brochures for their rack displays
 - as well as sample tote bags for their own personal use

FY10 Regional Campaign-Cont'd

- Phoenix Pre/Post Convention Program
- SVVTC distributed
 - a total of 792 mail-pieces - with 10 mailings
 - reaching a total of 221 individual meeting planners
 - with conventions SEP 2009 till June 2010
 - representing a total of 252,811 attendees

FY10 Regional Campaign-Cont'd

- Regional Website
- **Domains:** SedonaVerdeValley.org and Sedona-VerdeValley.com
- **Purpose of Site:** to provide helpful and accurate destination information for visitors about the Sedona Verde Valley region, its attractions, activities, events and visitor services.

FY10 Regional Campaign-Cont'd

- Unique Visitors
- Jul09-Jun10: 57,826

- Page Views
- Jul09-Jun10: 186,189

Thank You!

FORT VERDE STATE PARK

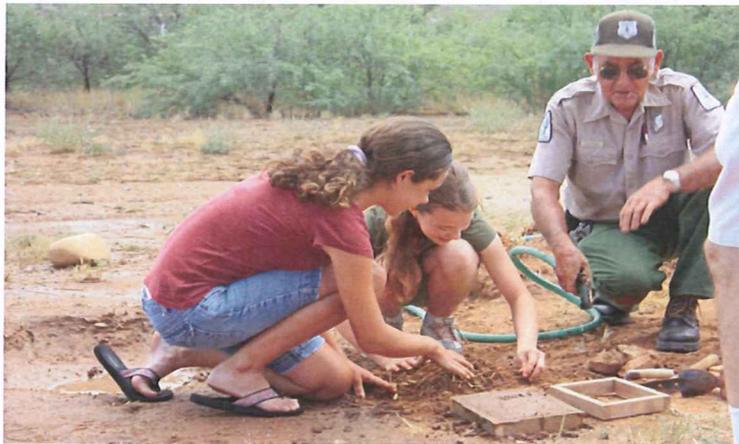
(Quarterly Report – October 2010)

Volunteers:

The volunteer program is working successfully. Currently there are enough volunteers serving their time to help keep the Fort running smoothly. However, State Parks will be holding another volunteer recruitment on October 16th as part of a regular recruitment process (2 or 3 times per year) to guarantee the continued success of Fort operations.

Events:

On July 19th the Fort hosted a “Christmas in July” event; the first of its kind. The event offered a Victorian ornament making workshop followed by an adobe brick making workshop and a Vintage Baseball presentation.



(Adobe brick making workshop)

On August 10th, the Fort partnered with the Marshal’s Office for National Night Out. The Fort hosted a flag raising and lowering ceremony and opened the museum to the public free of charge during the event.

Tom Sawyer Day was held on September 25th this year. Approximately 40 volunteers attended and worked on the annual “paint the fence” project.

Colonel’s Daughter Contest was held on September 26th and approximately 80 people attended to witness the judging of the contestants.

Maintenance/Special Projects:

Special Projects/Maintenance Volunteer Coordinator George Dvorak and other volunteers recently installed new irrigation lines in front of the administration building and extended the bubbler system to 3 trees.

In addition, the interior ceiling of the administrative building was painted, grounds were groomed, sprinklers were repaired, a gate was rebuilt and the fence was prepared for the Tom Sawyer Day's event. Mr. Dvorak is currently working on signs and easels to post interpretive signage.

Additional information:

- APS is in the beginning stages of addressing stabilization issues in regards to the Fort's historic buildings; apparently there are remaining Heritage Funds allocated to cover any costs of repairs to the buildings.
- The demonstration garden has produced green peppers, maize, jalapenos, artichokes, zucchini and butternut squash. A special thanks to those volunteering to provide garden maintenance.

Attendance:

Fort Verde saw a decrease in attendance in comparison to last year's records for the months of July through September. The comparison is as follows:

July 2009:

Attendance: 977

Revenue: \$2,580.00

**Publications/Gift Shop Revenue: \$1,250.95
\$951.36**

July 2010:

Attendance: 719

Revenue: \$2,469.00

Publications/Gift Shop Revenue:

August 2009:

Attendance: 923

Revenue: \$2,471.20

**Publications/Gift Shop Revenue: \$1,268.08
\$1,052.12**

August 2010:

Attendance: 751

Revenue: \$2,503.02

Publications/Gift Shop Revenue:

September 2009 :

Attendance: 993

Revenue: \$2,364.00

**Publications/Gift Shop Revenue: \$946.90
\$1,072.34**

September 2010:

Attendance: 861

Revenue: \$2,790.60

Publications/Gift Shop Revenue:

Volunteer Hours:

July – 602 hours/ 32 volunteers

August – 495 hours/24 volunteers

September – 351 hours/18 volunteers