AGENDA

REGULAR SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, OCTOBER 19, 2005
at 6:30 P.M.

1. **Call to Order**

> *As a reminder, if you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time to minimize disruption of tonight's meeting.*

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) October 12, 2005 – Special Session
     2) October 10, 2005 – Special Session
     3) October 5, 2005 – Regular Session
     4) September 28, 2005 – Council Hears P&Z
     5) September 28, 2005 – Special Session
   - **b) Set Next Meeting, Date and Time:**
     1) Council Hears Planning & Zoning – Regular Session – October 26, 2005 at 6:30 p.m.
     2) Regular Session – November 2, 2005 at 6:30 p.m.
     3) Work Session – November 9, 2005 at 3:00 p.m.
     4) Regular Session/Council Hears P&Z – November 16, 2005 at 6:30 p.m.
     5) Council Hears P&Z – November 23, 2005 at 6:30 p.m. – **CANCELLED**
   - **c) Possible approval of Chamber of Commerce request for 2nd quarter drawdown of $11,250.**

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

6. **Presentation by Stew Waller and Jim Willson, P.E. of Arizona Cement Association on pervious concrete.**

7. **Discussion, consideration, and possible appointment to the Trails & Pathways Committee for a term that expires September 2007.**

8. **Discussion, consideration, and possible approval for the Camp Verde Historical Society to install a security system.**

9. **Discussion, consideration, and possible award of bid for a Facilities Management System for $15,106.55.** This is a budgeted item in the CIP

10. **Discussion, consideration, and possible approval of TischlerBise, Inc contracts for impact fee preparation and related activities for both the water system capacity fee and development impact fee.** (This is an unbudgeted item)

11. **Discussion, consideration, and possible of NF Planning and Development contract (NFPD) to continue assisting the Town in planning and development, not to exceed $12,000.** (This is a budgeted item)

12. **Discussion, consideration, and possible direction to staff on how to proceed with the disposition of the five acres in the Verde Cliffs Subdivision donated to the Town by Scott Simonton.**

13. **Discussion, consideration, and possible approval of Resolution 2005-663, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, authorizing an application to the Greater Arizona Development Authority for technical assistance pursuant to Title 41, Chapter 10, Article 8, Arizona Revised Statues.** (This is an unbudgeted item from the General Fund and requires $50,000 matching funds)

14. **Discussion, consideration, and possible approval of Resolution 2005-659, a Resolution of the Common Council of the Town of Camp Verde, Yavapai County, Arizona approving the abandonment of Pinto Circle in the Verde River Meadows subdivision as a public roadway.**

15. **Discussion, consideration, and possible review of changes to the Town Code.**

There will be no Public Input on the following items:

16. **Advanced Approvals of Town Expenditures**

17. **Manager/Staff Report**

18. **Council Informational Reports** Individual members of the Council may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.

19. **Adjournment**

Posted by: C. Jones Date/Time: 10-13-05 3:50 p.m.

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

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

MINUTES
SPECIAL SESSION
MAYOR and COMMON COUNCIL
Of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, October 12, 2005
3:00 p.m.

Minutes are a summary of the actions taken. They are not verbatim.
Input is placed after Council motion 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 3:00 p.m.

2. **Roll Call**
Mayor Gioia, Vice-Mayor Baker, Councilors Hauser, Smith, Kovacovich, and Parrish were present; Councilor Teague was absent.

Also Present: Town Manager Bill Lee, Finance Director Dane Bullard, P&Z Commissioner Rob Witt, Developer Rick Rosenzweig; and Recording Secretary Margaret Harper.

3. **Discussion, consideration and possible direction on Council's recommendations for the proposed Arizona Department of Transportation Highway 260 plan.**

Staff was directed to submit a letter to ADOT suggesting that we appreciate the fact that they considered public input, that we have met as a group and would like ADOT to consider these changes that we have put forth today, and also let them know that we are going to be working with the SATS Program that ADOT is very familiar with, that we will be looking to help to facilitate those backage roads that are going to be drawn and designed into this into the future. It is our intentions to work with ADOT as a joint effort to make sure that that road stays safe and that the road stays usable. Also, we should emphasize that we are dedicated to having them planned and built; and be strong about the fact that we have a desire to work with developers and support their developments. Also reiterate that this is strongly our economic concern as well.

Town Manager Lee referred to the map displayed on one wall that indicates the accesses proposed by ADOT as a result of public meetings and negotiations, and suggested that the members step down to study the map to begin their discussion. There was a round-table discussion among the members identifying and discussing the locations of the accesses shown on the map and suggesting changes. After the members resumed their seats, Lee prefaced the ensuing discussion with a comment that ADOT has come a long way from where they first stood on the project; he said the ADOT is now agreeing to more full accesses, and that over time there may be additional lighted intersections. With detailed input from P&Z Commissioner Rob Witt and Rick Rosenzweig, developer, the members further discussed and ultimately arrived at a consensus of the recommendations of the Town of Camp Verde for the proposed ADOT Highway 260 Plan. Those recommendations are marked on a map that will be included with the letter

summarizing the position of the Town. It was agreed that the letter would be directed to ADOT as an official document from the Council to show unanimous support, and suggested that each Council member also submit the letter separately as an individual citizen.

Prior to the Council addressing Items 4 and 5, Town Manager Lee requested that a portion of each be held in open session, to allow the Finance Director and the Town Manager to give an overview, particularly for the benefit of the new Council members, of what has transpired during the past year and what they have accomplished.

A recess was called at 5:01 p.m.; the meeting was called back to order at 5:07 p.m.

4. **Discussion concerning the Council's summary reviews of the performance of the Finance/Personnel Director.**

   On a motion by Smith, seconded by Baker, the Council voted unanimously to go into Executive Session for discussion regarding both Item 4 and Item 5, after each item was introduced separately.

   There was no action taken.

   Open Session Portions of Items 4 and 5:
   Finance Director Dane Bullard distributed copies of an outline of what his department has been doing over the past year, and reviewed those accomplishments; his presentation was followed by positive comments from the members.

   Town Manager Bill Lee, commenting that he works with seven departments as well as with the Finance Director, said that he had been handling projects and duties based on his understanding of direction from Council regarding their top priorities which were ranked Nos. 1 through 7. Following his presentation, Lee added that it has been his pleasure to work with the Town of Camp Verde for the last eight years, and as Town Manager for the last two years, thanking the Council for that opportunity, and hoping to continue in that capacity. Mayor Gioia requested the copy of the long outline of projects and accomplishments, including what the various departments are working on, that Lee had reviewed.

5. **Discussion concerning the Council's summary reviews of the performance of the Town Manager.**

   There was no action taken.

6. **Adjournment.**
   The meeting was adjourned at 8:15 p.m.

_____
Tony Gioia, Mayor

_____
Margaret Harper, Recording Secretary

CERTIFICATION:

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on the 12th day of October, 2005. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2005

_____

Deborah Barber, Town Clerk

MINUTES
SPECIAL SESSION
MAYOR and
COMMON COUNCIL
of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, OCTOBER 10, 2005
5:30 P.M.

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

1. **Call to Order**
Mayor Gioia called the meeting to order at 5:30 p.m.

2. **Roll Call**
Mayor Gioia, Councilors, Kovacovich, Smith, Teague and Parrish were present. Vice Mayor Baker and Councilor Hauser were absent.

Also Present: Recording Secretary Virginia Jones.

Mayor Gioia led the Council in the Pledge of Allegiance.

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

On a motion by Teague, seconded by Kovacovich, Council voted unanimously to go into Executive Session.

No Action was taken on this item.

4. **Adjournment**

On a motion by Teague, seconded by Parrish, Special Session was adjourned at 6:13 p.m.

_____
Tony Gioia, Mayor

_____
Virginia Jones, Recording Secretary

CERTIFICATION:
I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session meeting of the Town Council of Camp Verde, Arizona, held on the 6th day of October, 2005. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2005

_____
Virginia Jones, Deputy Clerk

MINUTES
REGULAR SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, OCTOBER 5, 2005
at 6:30 P.M.

Minutes are a summary of the actions taken. They are not verbatim.
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Public input, where appropriate, is heard prior to the motion.

1. **Call to Order**
The meeting was called to order at 6:31 p.m.

2. **Roll Call**
Mayor Gioia, Vice-Mayor Baker, Councilors Smith, Kovacovich, Parrish and Teague were present; Councilor Hauser was out of town.

Also Present: Town Manager Bill Lee, Town Attorney Brad Woodford, Finance Director Dane Bullard, Special Projects Administrator Wendy Escoffier, Deputy Clerk Virginia Jones, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**
The Pledge was led by Mayor Gioia.

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:**
There are no minutes for approval

b) **Set Next Meeting, Date and Time:**
1) Special Session – October 12, 2005 at 3:00 p.m.
2) Regular Session – October 19, 2005 at 6:30 p.m.
3) Council Hears Planning & Zoning – Regular Session – October 26, 2005 at 6:30 p.m.

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

Manager Lee requested the addition of an item for the October 12th meeting to discuss recent findings with ADOT, and a Special Session on October 26th at 3:00 p.m. to meet with the Yavapai-Apache Nation consultants regarding work on the master plan for sewer services. After discussion it was decided to schedule that meeting for the Work Session planned for the second week in November.

5. **Call to the Public for Items not on the Agenda**
Henry Shill requested that the Council schedule an agenda item on the Wngfield Mesa Road and the Forest Service 503 project. He believes that the Town should be responsible for the improvements instead of the homeowners.

Councilor Baker presented to Ron Smith a Special Award for his special dress in honor of Fort Verde Days; the Award was created by Fashion Director Virginia Jones and Fashion Specialist Wendy Escoffier. Smith graciously acknowledged the recognition.

6. **Discussion, consideration, and possible direction to staff to sign a change order to strengthen the stability of the walls of the new Marshal's facility so the building meets current International Building Codes.**
On a motion by Teague, seconded by Kovacovich, the Council voted unanimously to continue Item 6 as discussed.

Lee suggested that the item be postponed until next week, that the company working on the cost estimate has not yet submitted those amounts. Gioia added that he has contacted an engineer who will review the plans and perhaps come up with more suggestions, at no cost.

7. **Discussion, consideration, and possible approval of a two-year contract appointing Michael Bluff as Magistrate.**
On a motion by Gioia, seconded by Kovacovich, the Council unanimously approved a two-year contract appointing Michael Bluff as Magistrate.

Attorney Woodford explained that under the revised contract the only benefit the Town will provide, other than the salary, is the Town's contribution to the State Retirement system for the Magistrate. There will be no health benefits; this Magistrate will take whatever time necessary to run the Court within the budget. In the case of illness or other cause for absence, the Assistant Magistrate will fill in, within the budget. Michael Bluff confirmed that he was waiving any health benefits as discussed. Woodruff requested clarification of the contract starting date; the contract commences as of October 5, 2005 and expires October 4, 2007.

There was no public input.

8. **Discussion, consideration, and possible appointment of Harry Cipriano and Duane Wyles as Assistant Magistrates under the direction of the presiding Magistrate for a 3-year term.**
On a motion by Teague, seconded by Parrish, the Council unanimously approved the appointment of Harry Cipriano and Duane Wyles as Assistant Magistrates under the direction of the Presiding Magistrate for a 3-year term.

Michael Bluff explained that he had requested establishing the staggered 3-year terms in order to permit continuous coverage of the court schedule in the absence of the presiding Magistrate position, and recommended appointment of the two subject individuals as Assistant Magistrates.

There was no public input.

9. **Discussion, consideration, and possible approval to transfer the obligation for the Storm Drain Management expenditure budget line item from HURF to the General Fund.**
On a motion by Teague, seconded by Baker, the Council unanimously approved the transfer of the obligation for the Storm Drain Management expenditure budget line item from HURF to the General Fund.

The Council briefly discussed with Finance Director Bullard the request from staff to transfer the line item from HURF to the General Fund. Dane explained that the amount budgeted for Storm Drain Management can only be paid from the General Fund, not from HURF funds; approximately $12,000 remain.

There was no public input.

10. **Discussion, consideration and possible approval of additional work request for RBF Consulting for conceptual Storm water system mapping and conceptual storm water system exhibit in the amount of $4,150.**

Staff was directed to review with the proposing consultant the three items of concern on the contract.

Special Projects Administrator Escoffier explained that the additional work request is in connection with finishing a map proposed by RBF as part of the Storm Water Management Plan that will enable Town staff to monitor for dry-weather flows and illegal dumping in washes and

inlets along the street system. The Council discussed some of the details in the proposed contract, in particular questioning the use of "conceptual locations" in reference to the mapping, a statement that no level of accuracy was guaranteed, plus concern that the contract appears to provide for possible additional costs, which was unacceptable. It was also suggested that Escoffier ask the consultants how much of the County's Flood Control information they will be utilizing.

There was no public input.

11. **Discussion, consideration, and possible direction to staff concerning Dial-A-Ride/Transit Service.**
Staff was directed to do some research as to a voucher system, additional research with NACOG on transfer of funds, senior service, and apply for the LTAF II funds.

Lee said that the Council had previously decided to not apply for the LTAF II funds and try to move forward on the program. However, staff has now found that the vehicle received from Infinia is eligible and can be made to be handicapped-accessible. Lee suggested that possible funds might become available to the Town once a service is up and running, and questioned whether the funding received from NACOG might have to be returned if not. It was confirmed that the amount of approximately $50,000 is on hand, which could finance a part-time operation for around five months. The Council discussed several options for being able to maintain the service, including funding possibilities and implementing a voucher system. The members were reminded of the past history involving discussions with the Cottonwood CATS program and the Yavapai-Apache Nation as well as Yavapai County.

There was no public input.

12. **Discussion, consideration, and possible direction to staff on the purchase of a new or used vehicle for the administration department.**
Staff was directed to review the issue further, go out to bid for comparison with what is available through State Procurement, and bring back information to Council for a decision.

Lee advised the Council that the Planning & Zoning Department has $13,000 available in the budget, Administration has $10,000. Director Wright has done research with State Procurement and a Ford Taurus could be purchased for approximately $13,000. The additional $3,000 would need to come out of the Contingency fund. The pros and cons of purchasing a new versus used vehicle, as well as size, dependability and fuel efficiency were discussed at length.

There was no public input.

13. **Discussion, consideration, and possible direction to staff to write to the USFS as it relates to the proposed sale of a portion of the 213 acres of National Forest Service property along Highway 260.**
Staff was directed to discuss with Ken Anderson and Judy Adams the very specifics of questions raised about Howard Road in particular, the length of the agreement and what it means to this sale of land, protection of accesses points to the property to the south off of Howard Road, as well as Hwy 260, Murdock, Quarter Horse and MacDonald.

Lee reviewed the background of the special legislation allowing the Forest Service (FS) to sell off six different sites within the State of Arizona, and use those funds to build new facilities for the FS staff. Of the 213 acres along 260 the FS proposes to offer approximately 175 of those acres. Part of the 213 parcel is encompassed with an easement by ADOT, and the FS does not intend to sell the site they are going to build on, as well as other property that lies along the river on both sides of 260. Lee also reviewed the history beginning in 1997 when the Town submitted to the FS a Town Site Act application to acquire the same property, which had been recommended by the FS at that time. After promoting legislation to help the FS and in the interest of preserving

the land for public use, the Town subsequently learned that the FS had then decided to sell the property to the highest bidder, which could also permit commercial use, contrary to what the Town had originally been led to believe.

A detailed and lengthy discussion of the history and possible uses of the property, plus suggestions for the proposed sale followed, including several motions setting forth specific recommendations, all of which failed by a tie vote, or for lack of a second. It was subsequently decided that staff should further discuss the issue with the FS and directed staff accordingly.

PUBLIC INPUT

Steve Ayres, of Camp Verde, advised the Council that when the FS sells property the money goes into a fund for a number of projects. The sale of a 21-acre site in Sedona has been consummated for $8.4 million. The FS will try to maximize whatever it can make on a sale, and not all of the proceeds end up being spent on one project.

Robb Witt discussed with the members how commercial property is generally valued, primarily based on the stage of development including available infrastructure.

There was no further public input.

A recess was called at 8:22 p.m.; the meeting was called back to order at 8:30 p.m.

14. **Update on SLIF Grant and discussion, consideration, and possible authorization and direction to staff to enter into contract to hire an archaeological consulting firm to do research for the Black Bridge River Front Park. The contract amount should not exceed $3,000.**

On a motion by Teague, seconded by Kovacovich, the Council voted unanimously to direct staff to enter into a contract to hire an archaeological consulting firm to do research for the Black Bridge River Front Park; the contract amount should not exceed $3,000.

Lee reminded the Council that a little over a year ago the Town had applied for a SLIF grant to acquire 4.4 acres of land next to the Marshal's Office, and were given a generous donation of about 6.6 acres on the river bank by the Babbitt family if the grant were to be successful. The grant has been awarded with a requirement that an archaeological research be done involving one of the historical concrete abutments in the donated portion; that research promises to be simple, and should be done for less than $3,000, which would be in addition to the $86,000 that the Council already has committed to and could be taken out of the Park Contingency fund. There was some discussion regarding the matching funds required from the Town and confirmation that a good portion of it consisted of in-kind donations and included the value of the Babbitt land donation.

There was no public input.

15. **Discussion, consideration and possible approval of NF Planning and Development (NFPD) contract to continue assisting the Town in planning and development.**

Staff was directed to bring back a new scope from Dave Fackler within the amount of funds that the Town has available as budgeted.

Lee said that the item had been brought before the Council a couple of times, and his understanding was that the direction was for staff to research with Commerce regarding available funding that might eliminate any further cost to finish up the redevelopment district as designed by Dave Fackler and Steve Nielsen. Information from two individuals at Commerce was that they were unaware of any possible funding; however, they would be willing to try to get help from ASU or UofA students for the project. Lee said that it would be preferable to finish it up with Fackler and Nielsen with about three or four months left, have a plan in place, and be able to take advantage of some of the incentives and programs that would then be available.

A lengthy discussion with Lee followed, with the members expressing their recollection of the Council's direction regarding contacting Commerce, primarily for people that would help, not necessarily funds for everything, questioning the work done by the NFPD individuals, just what has been done, and where the project is going, and pointing out complaints from the business people in town on the process. Lee reviewed the efforts he has made to work with the redevelopment committee in explaining the need for the plan and that the available tools were necessary to the success of the project; he has arranged a meeting with the group to further explain the tools that will assist both the merchants and the homeowners in the district. Lee emphasized the vast knowledge and years of experience that Fackler and Nielsen have to offer, urging the Council to continue to move forward with him to finish the planning project, and reminded the members of the work done by Fackler on the successful annexation project and other development agreements. The Council asked Lee to address the issue of the work continuing and reimbursement payments being made past the expiration of the 2004 contract, apparently without direction from Council, as well as what appeared to be outside of the intent of the contract. There was also comment that the subject proposed contract would have the effect of adding a consultant to the Town Manager's staff, without Council direction. The apparent conflict between the understanding of the Town Manager and the Council members regarding how the assistance from NFPD is being authorized and utilized was also discussed in detail. During the discussion Finance Director Bullard assured the Council that he would be more diligent in notifying them of contracts as they become due for either termination or renewal. There was a general consensus among the Council members that staff bring back a new scope of work to be done by Dave Fackler that would be within the amount that the Town has budgeted. It was suggested that the Manager be given less discretion; in the alternative it was agreed that he would in the future keep the Council better informed.

There was no public input.

16. **Discussion, consideration, possible direction to staff regarding Ordinance 2003-A261 regarding residence requirement for Commission/Committee Members and how it pertains to the Trails and Pathways Committee.**

Staff was directed to bring back to Council for consideration the application of Richard Kimball for appointment to the Trails & Pathways Committee.

The Council discussed the proposal to open up residence requirements for some of the people residing outside of Camp Verde, and the understanding that both Cottonwood and Sedona have non-residents on some of their boards and commissions and their input is encouraged. During the discussion that included objection to opening up the requirements, it was suggested that there is now Regional Planning, and non-residents could participate in that arena for the Verde Valley, which would help all the communities in that area. The provisions of the subject ordinance were reviewed, and Attorney Woodford confirmed that the ordinance already gives Council authority to make exceptions to the residence requirements, if so desired, except for those boards and commissions that are specifically restricted to residents. The application of Richard Kimball, a non-resident, to serve on the Trails & Pathways Committee and his qualifications were also discussed.

PUBLIC INPUT

Rob Witt suggested that since some people do have special contributions to make but live outside of Camp Verde, perhaps appointments limiting time to serve could be made and a new category called "at-large member" be created, without any voting privilege.

There was no further public input.

17. **Discussion, consideration, possible direction to staff regarding advantages and disadvantages of increased sales tax in the amount of one half cent, in lieu of an impact fee.**

Staff was directed as follows: The Finance Department and Community Development to get together and work on a study comparing the two means of financing, enumerating the pros and cons of each method, and bring back to Council for discussion following attendance at the seminar on impact fees.

Mayor Gioia said he had discussed with Councilor Parrish perhaps delaying this item since a number of the Councilors are going to be attending a seminar on impact fees and improvement districts and should have more information for discussion at a later date. Parrish suggested that the Finance Director might have some figures he could offer at this meeting.

Finance Director Bullard said that some preliminary work has been done, but suggested that staff continue to do some study while the item is being held in abeyance.

18. **Advanced Approvals of Town Expenditures**
There were no advanced approvals.

19. **Manager/Staff Report**
a) Update by Town Manager regarding 'Comments to Council' on the web page and how to send an attachment.
Lee said that the current system for someone to send information is to simply copy and paste, as long as it is 1,000 words or less; the recently developed system is a new e-mail account, towncouncil@cvaz.org, by which an attachment or pictures can be included as part of the correspondence.

Lee said that at the Special Session scheduled for October 12th the ADOT plan that was presented to the representatives of the Verde Valley on the 260 issue will be included; Lee briefly reviewed the maps that he had placed on display showing that plan that is based on what ADOT believes is a consensus of public input, although ADOT has not confirmed that it is the final plan. Mayor Gioia added his commendation to both Lee and Rob Witt for their work on the plan which appears to be what the community has been working toward, and particularly thanked the community for their input and participation in the process.

20. **Council Informational Reports**
Councilor Teague also thanked Witt and Lee for their work on the 260 issue.

Councilor Parrish thanked those who attended the Colonel's Daughter contest Sunday, saying that those who did not attend missed a good show. He also announced that the Mail Trail is almost finished; volunteers are wanted for the work remaining.

Mayor Gioia said that the Ford dealership project is moving forward and will be a great economic addition to Camp Verde; the Agriculture Extension has been donated five acres near the County facility on 260. There are some other discussions and possible changes to the plan for the Regional Park.

Councilor Kovacovich brought up the new web page that will allow the public to mail comments to Council without having to attend the recent lengthy meetings.

Councilor Smith invited the public to enjoy Fort Verde Days, one of the Town's opportunities to relive the past.

21. **Adjournment**
On a motion by Teague, seconded by Baker, the meeting was adjourned at 10:10 p.m.

_____
Tony Gioia, Mayor

_____
Margaret Harper, Recording Secretary

CERTIFICATION:
I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the regular meeting of the Town Council of Camp Verde, Arizona, held on the 5th day of October, 2005. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2005

_____
Deborah Barber, Town Clerk

MINUTES
COUNCIL HEARS PLANNING & ZONING
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, SEPTEMBER 28, 2005
at 6:30 P.M.

Minutes are a summary of the actions taken. They are not verbatim.
Input is placed after Council motion 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 6:31 p.m.

2. **Roll Call**
Mayor Gioia, Vice-Mayor Baker, Councilors Smith, Hauser, Kovacovich, Parrish and Teague were present.

Also Present: Town Manager Lee, Finance Director Bullard, Community Development Director Wright, Asst. Parks & Rec Director Moore; Sr. Planner Nancy Buckel, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**
The Pledge was led by Baker.

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

a) Approval of the Minutes:
1) Work Session – September 14, 2005
2) Regular Session – September 7, 2005
3) Executive Session – September 7, 2005
4) Special Session – September 7, 2005
5) Special Session – September 1 & 2, 2005

b) Set Next Meeting, Date and Time:
1) Regular Session – October 5, 2005 at 6:30 p.m.
2) Work Session – October 12, 2005 at 3:00 p.m.
3) Regular Session – October 19, 2005 at 6:30 p.m.
4) Council Hears Planning & Zoning – October 26, 2005 at 6:30 p.m.

c) Possible approval of the Casa Verde Consulting Agreement in an amount not to exceed $23,500 for professional services related to the development of a design review ordinance. This is an unbudgeted item from the General Fund.

d) Possible approval of Resolution 2005-652, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, designating the National Incident Management System (NIMS) as the basis for all incident management in the Town of Camp Verde.

On a motion by Baker, seconded by Kovacovich, the Council unanimously approved the Consent Agenda, pulling Item 4c) and making the changes as noted.

Mayor Gioia requested corrections to the Minutes of September 14, 2005, as follows: Page 1, Item 5, add that, " Mayor Gioia repeated his point several times that this discussion was a discussion of lack of action on this item by the Planning & Zoning Director, not a particular violation." Also, on Page 5, third line from the bottom of the third paragraph, change "....that he has gone from direction **to** Council....." to, "....that he has gone from direction **from** Council..."

Mayor Gioia also requested that Item 4c) be pulled for further discussion.

4c) Possible approval of the Casa Verde Consulting Agreement in an amount not to exceed $23,500 for professional services related to the development of a design review ordinance.

On a motion by Baker, seconded by Teague, the Council unanimously approved the Casa Verde Consulting Agreement in an amount not to exceed $23,500 for professional services related to the development of a design review ordinance.

Mayor Gioia questioned why the scope of work went from the estimated $16,000 to $23,500 which is now the amount indicated in the proposed contract.

Mike Gardner, of Casa Verde Consulting, explained that the cap set forth in the contract of $23,500 would not be exceeded, regardless of the amount of work done on the project. It is still an hourly project and could come in anywhere between the base and the maximum amount of the contract. Mr. Gardner listed several ways that could be done to save time and expedite the process, but even though the estimated range could possibly go above the $23,500, that amount is firm. The Council discussed with Mr. Gardner the importance of input from the community during the development of the ordnance; he assured the Council that a lot of public participation is a strong part of the scope of the tasks.

Mayor Gioia announced that pursuant to staff's request Item 16, Advanced Approvals, is moved up for discussion at this time, 6:39 p.m.

5. **Call to the Public for Items not on the Agenda.**
There was no public input.

6. **Discussion, consideration, and possible appointment of members to the following commissions/committees:**
   a. **Planning & Zoning – 2 members for 3-yr terms**

A motion by Gioia, seconded by Hauser, to approve Rob Witt and Chondra Tenley as Planning & Zoning Commissioners failed by a 2-5 vote; with 'no' votes by Teague, Parrish, Baker, Smith and Kovacovich.

On a motion by Baker, seconded by Kovacovich, the Council voted unanimously to reappoint Rob Witt and Robert Foreman to the Planning & Zoning Commission.

The Council first addressed appointments to the Planning & Zoning Commission, with Mayor Gioia reminding the members that Chondra Tenley, who was unable to attend, has addressed the Council on a number of issues and supported the Council on some of them; Mayor Gioia relayed to the Council her earnest desire to assist in Planning & Zoning matters, that she is retired and has whatever time it takes to do the job right for the Council. Ron Smith recommended the reappointments of Rob Witt and Robert Foreman, and commended both for the jobs they are doing on the Commission and their varied experience; Baker echoed what Smith had said, adding that she appreciated the interest shown by Ms. Tenley, and suggesting that she might be interested in other boards or commissions that have openings. Mayor Gioia pointed out that Ms. Tenley in the past has stressed the importance of the Council representing the people in making their decisions, and would like to see her on the P&Z Commission.

PUBLIC INPUT

Bob Womack, a member of the Planning & Zoning Commission, said that although he and Robert Foreman do not often agree, they disagree with vigor and careful detail, and usually come to a consensus and work very well together, and would request that Foreman be reappointed.

Bob Johnson, of Camp Verde, expressed his opinion that Rob, Robert, Smith and Womack are "good ol' boys" who hang around Town, talk things over, and have now come up with doubling the amount of houses, triple and quadruple it, and he is very much against Rob and Robert.

Rob Witt said he appreciates the support of the Council, and that the Commission does serve at their pleasure. Mr. Witt believes he tries to remove himself as much as possible in order to do so; he also very much supports Robert Foreman who runs a very good meeting.

b. Parks & Recreation – 1 member (term expires 9/07)

On a motion by Kovacovich, seconded by Baker, the Council voted 6-1 to appoint Clint Teague to the Parks & Rec Commission; Councilor Chet Teague abstained.

There was one applicant for the one seat, and with little discussion, the Council made the appointment.

c. Trails & Pathways Committee - 1 member (term expires 9/07)

There was no action taken on the appointment of Richard Kimble to the Trails & Pathways Committee; a future agenda item will be included for further discussion of the policy regarding appointments of individuals residing outside of the set boundaries.

The appointment to the Trails & Pathways Committee was discussed; it was pointed out that the one applicant, Richard Kimble, does not reside within the boundaries set by previous Council policy for members to serve on boards and commissions. There was comment that it is important to get the best people available to serve, and exceptions should be made in some instances; it was determined that the appointment should be tabled until further discussion.

d. Library Advisory Commission – 3 members (one 3-yr term, two terms expire 9/06)

On a motion by Hauser, seconded by Gioia, the Council voted unanimously to appoint Maureen Pastine, James Long and Karen Fanning to the Library Commission.

There were four applicants for the three seats available for the Library Commission; they were invited to address the Council. Of the four, Karen Fanning was not present to speak. Mayor Gioia pointed out that Karen Fanning mentioned her grant-writing abilities in her application. The Council expressed great appreciation for those willing to serve and acknowledged that all applicants had abilities that span the needs of the library.

Maureen Pastine, who said she is relatively new to Camp Verde, reviewed her background in working for libraries, including high school and large universities libraries, private, public, land grant, and outlined her extensive experience that she feels will be very helpful to the Town. She also detailed her expertise in working on grants and fund-raising, currently heading up the Grants & Contracts Office at the Yavapai-Apache Nation. In her past library career she has raised a total of over $60 million from corporations, foundations, Federal and State granting agencies.

Jim Long said that he has had experience on library boards in Oregon, and was one of the County library advisors, commenting that the County went through a lot more red tape than the Council does.

John Crane thanked the Council for its support of the new Library that could easily be the crown jewel of the Town Center. He is particularly concerned that the Town gets the most "bang for the buck" and insure the maximizing of the efforts and benefit of the money spent. Mr. Crane believes the library needs to be more technically advanced in line with the times, which would save money. Another concern is the aesthetic appeal of the architecture; that should be a very interesting venture.

e. Housing Commission – 7 members for 3-yr terms

On a motion by Hauser, seconded by Baker, the Council voted unanimously to table appointments to the Housing Commission until further applicants are available.

Of the seven seats available on the Housing Commission, there have been four applicants, Kathryn Fuller-Brown, Jeremy Bach, Mitch Dickinson and Virginia Jones. It was suggested that the item be tabled and readvertised, and there was agreement that it would be best to seat the

entire committee. It was also pointed out that Kathryn Fuller-Brown is not a resident, but is currently in the process of moving to Camp Verde.

f. Board of Adjustments & Appeals - 3 members for 3-yr terms

On a motion by Baker, seconded by Kovacovich, the Council unanimously approved the reappointments of John Bassous and Gene McIntyre to the Board of Adjustments & Appeals.

There was no discussion regarding the two applicants for the three seats open on the Board of Adjustments & Appeals.

7. **Discussion, consideration, and possible approval of a two-year contract appointing Michael Bluff as Magistrate.**

Staff was directed to finalize the contract, addressing the issues that were brought up, including researching the choice to not receive certain benefits, not only for this employee but future ones as well.

Manager Lee said that the contract has been discussed with Mr. Bluff as well as the Town Attorney, and suggested that any further questions might be addressed with Mr. Bluff. However, there was some question regarding some of the provisions in the contract and the status of employment, whether independent contractor or Town employee with all the applicable benefits. Finance Director Bullard explained that the Town is looking at a Magistrate position that would be considered a general employee with a contract. The citing of the section in the Personnel Manual refers to the disciplinary appeal procedures available to all Town employees. Bullard pointed out the State regulations applying to contract terms of employees. He added that under labor laws Mr. Bluff would not be an independent contractor, and Bullard is working with the Town Attorney to have the final contract reflect that language. The Council discussed at length the issue of employee benefits and whether Mr. Bluff could exempt himself from the Town's health insurance package. Bullard said he is looking into that, but the main concern tonight is to make it clear that the position is not as an independent contractor. During the discussion, Mayor Gioia reiterated his previous request that documents that need to be studied in detail should be available to the Council members in a more timely fashion.

Town Attorney Sims referred to the concerns of the Council, and after explaining some of the points that had been apparently addressed, suggested that, since there was opinion that there were still some issues unresolved, and there may not have been sufficient time for the Council to study the contract, the matter could be tabled and brought back to another meeting. Mr. Bluff said that if the Council were not comfortable with the contract, he would have no problem with further delay. He added that he was simply trying to save the Town some money by agreeing to forego the benefit of health insurance.

8. **Discussion, consideration, and possible appointment of Harry Cipriano and Duane Wyles as Assistant Magistrates under the direction of the Presiding Magistrate for a 3-year term.**

There was no action taken.

Michael Bluff explained that as the Presiding Magistrate he is able to appoint Assistant Magistrates; however, since no contract has been signed and he not yet the Presiding Magistrate, he questioned whether he could make such appointments at this time. Mr. Bluff did point out that the three-year terms would provide a staggered term so that if the Magistrate's contract ended in two years there would still be an acting judge sitting for at least another year. Attorney Sims agreed that the item should be held up pending addressing the language of the Code and getting the contract finalized and signed, so that the actions can be taken in the proper sequence.

There was further discussion with Bullard and Attorney Sims on resolving the issues in the contract in Item 7.

9. **Discussion, consideration, and possible authorization to transfer $4,000 from line item 01-60-68-6000 (Salaries) to line item 01-60-68-6007 (Pro Tempore/Assistant Magistrate).**
On a motion by Hauser, seconded by Baker, the Council voted unanimously to transfer $4,000 from line item 01-60-68-6000 to line item 01-60-68-6007.

Michael Bluff said that the department will be going over on the Pro Tem budgeted salary since his salary would continue to go that line item because of changing Magistrates in the middle of the fiscal year. Those numbers will be out of balance this year; Mr. Bluff will spend time with Ms. Daughety on the rest of the budgeted items and come back to Council in a couple of months with a more realistic view on what the numbers should be in order to be prepared for the next budget sessions with no more surprises. The Council commended Jacque Daughety for the work she did as Assistant Magistrate prior to stepping back this year. There was also appreciation expressed to Mr. Cipriano for agreeing to become Assistant Magistrate.

10. **Discussion, consideration, and possible authorization to enter into a partnership with Camp Verde High School Wrestling Team and Bob Weir for the Ft. Verde Days Bull Bash.**
On a motion by Baker, seconded by Gioia, the Council voted unanimously to approve entering into the partnership with Camp Verde High School Wrestling Team and Bob Weir for the Ft. Verde Days Bull Bash, with a procedure exception regarding the reseeding of that end of the field.

Asst. P&R Director Lynda Moore explained that the agreement was entered into some time ago with Bob Weir; with the new Policies & Procedures now in place, Moore wanted to make sure that the Council feels comfortable with this arrangement with the young people. They have been working on the project for months including advertising the event.

The Council members generally agreed that the students do an exceptional job on the event that is a scholarship fund-raiser and is a great exercise in civic responsibility and duty. Although there may be some legal aspects unresolved, some of which were pointed out by the Town Attorney, the members felt it would be difficult to deny the children this opportunity to raise money and demonstrate their dependability and cooperation in performing their part of the tasks. Moore added that another benefit of the event was bringing in tourists from all over, which is good for the merchants, and also has usually generated a profit of a few thousand dollars for the Town. With input from Manager Lee, it was determined that the requirement for reseeding should be waived this year since the Town is also using another part of the field for another purpose.

There was no public input.

11. **Discussion, consideration, and possible approval of Resolution 2005-658, a resolution of the Town Council of the Town of Camp Verde, Arizona, approving General Plan Amendment 2005-05 that amends the Land Use Map of the General Plan for parcel 403-19-007N from Rural Residential to Low-Density Residential. This amendment is to accommodate a Minor Land Division into two to three parcels.**
On a motion by Baker, seconded by Teague, the Council voted unanimously to approve Resolution 2005-658, a resolution of the Town Council of the Town of Camp Verde, Arizona, approving General Plan Amendment 2005-05 that amends the Land Use Map of the General Plan for parcel 403-19-007N from Rural Residential to Low-Density Residential. This amendment is to accommodate a Minor Land Division into two parcels.

STAFF PRESENTATION
Director Wright, using a transparency to project a map of the subject parcel onto a screen, reviewed the request of the applicant to change the General Plan designation from a Rural Residential to a Low-Density Residential in order to be able to split the approximately 3-acre parcel into two or three lots. Wright pointed out the mobile home park, as well as a number of

legal non-conforming lots adjacent to the property. A recent change permitted for another nearby homeowner would coincide with the applicant's request. The P&Z Commission voted unanimously to recommend approval of the request. No objections have been received by the staff.

PUBLIC HEARING OPEN
Applicant's Statement
Doug Johnson said that he did not have a prepared statement, and feels that the presentation just made was sufficient; he invited any questions from the members. Mr. Johnson confirmed that he will only be able to create two lots from the parcel which does address the concern of the Commission that the lots should be at least one acre. Mr. Johnson, in response to questions from the Council, indicated where the two lots were planned.

COMMENT FROM OTHER PERSONS
There were no comments from other persons.

APPLICANT'S REBUTTAL
There was no rebuttal required.

PUBLIC HEARING CLOSED
Council Discussion
There was no Council discussion.

12. **Discussion, consideration, and possible approval of Ordinance 2005-A315, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, adopting an amendment to the Zoning Map of the Planning and Zoning Ordinance for parcel 403-19-007N consisting of approximately 3 acres from RCU-2A to R1-35. This rezoning is to allow for a Minor Land Division of two to three lots.**
On a motion by Baker, seconded by Kovacovich, the Council unanimously approved Ordinance 2005-A315, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, adopting an amendment to the Zoning Map of the Planning and Zoning Ordinance for parcel 403-19-007N consisting of approximately 3 acres from RCU-2A to R1-35. This rezoning is to allow for a Minor Land Division of two lots.

STAFF PRESENTATION
Director Wright said that this proposed ordinance is a follow-up to the previous item that was just discussed. Wright explained that some of the Commission's concern stemmed from a conflict between the General Plan and the requested Zoning Map change in that the General Plan refers to full acres, or a little over 43,000 sq. ft., whereas the zoning densities consider an acre to be 35,000 sq. ft. Mr. Johnson has agreed to not go less than the full acre in size, which resolves that concern; the intent of both the General Plan and the rezoning request will be met. The Commission has unanimously recommended approval of the Zoning Map change request.

PUBLIC HEARING OPEN
Applicant's Statement
There was no applicant's statement.

COMMENT FROM OTHER PERSONS
Rob Witt further explained the concern of the P&Z Commission. He said that the General Plan is very specific and does not allow housing units less than one acre without water and sewer, and granting the R1-35 zoning seems to be in conflict with the General Plan. Witt said that the conflict should be resolved, perhaps by stipulations that would make sure that any split would keep the lots above the one-acre size, although a further concern would be whether such stipulation would be legal.

Gioia said this discussion has happened before regarding commonly known one-acre lots legally being designated as R1-35, which is the net change, after roadways and possible easements.

Although the General Plan refers specifically to each acre, when the issue comes to the Planning & Zoning stage, that is net, not gross. Gioia said that has always been how it was addressed to him.

APPLICANT'S REBUTTAL
There was no rebuttal required.

PUBLIC HEARING CLOSED
Council Discussion
There was no Council discussion.

13. **Discussion, consideration, and possible approval of Ordinance 2005-A316, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, adopting an amendment to the Zoning Map of the Planning and Zoning Ordinance for the eastern portion of parcel 403-23-151 consisting of approximately 15.42 acres from RCU-2A to C3. This rezoning is to allow for commercial development.**
On a motion by Gioia, seconded by Teague, the Council voted unanimously to table Item 13.

STAFF PRESENTATION
Director Wright said that he understands there have been some recent developments in the ongoing negotiations between the developer and adjacent property owners in regard to this item. The Council had heard the entire presentation on the requested amendment a few meetings ago and had approved the westerly portion of the property to be rezoned to a C-3. The developers are now requesting the eastern portion consisting of a little over 15 acres to be rezoned to C-3. The Commission met on September 1st and recommended by a vote of 4-3 to approve the request for the Zoning Map change, with concerns regarding the proposed drainage buffer between the neighborhood and the adjacent property and design review and other items that were all discussed at the extensive meeting. Wright suggested that the developer address the Council regarding those areas of concern.

PUBLIC HEARING OPEN
Applicant's Statement
Rick Reed said that during a lengthy and fruitful meeting with Jim Hisrich and his wife today, a lot of the concerns of the neighbors were discussed, and at this point Mr. Reed requested that the Council table the matter for a couple of meetings pending resolution of some of those concerns that will require a little more time to work out. He said the developers are further researching the possible rerouting of the drainage channel, and will be compiling a list of what they would possibly agree to by stipulation to specifically eliminate some of the possible uses allowed by the C-3 zoning. Mr. Reed said that he understands that Mr. Hisrich then spoke with some of the neighbors after today's meeting; Mr. Hisrich was invited to speak.

Jim Hisrich said that he initially vigorously opposed the request, but now does support Mr. Reed's request to table the matter. The meeting resulted in very meaningful dialogue, and Mr. Hisrich indicated some of the other neighbors who were there, saying that there seems to be some agreement that some mutually acceptable arrangement will be possible in the next couple of months.

Gioia reminded staff that Council had directed that today's meeting was to take place before bringing the issue back to Council, and that the Commissioners had the same understanding. Staff should make sure those kind of directions regarding meetings were followed before the matter is agendized.

There were comments from the Council thanking and complimenting the parties for "coming to the table" and having the discussions and making a best effort to come together on a very difficult issue. With no further discussion or public input, the Council agreed to table the item.

14. **Discussion, consideration, and possible authorization to place a requirement for at least one 8 ½ x 11" transparency or a PowerPoint presentation on the P&Z application form.**
Staff was directed as discussed.

Director Wright reviewed the previous direction from the Council to improve presentations; it was felt that the simplest approach would be to require that those who come in to make applications provide P&Z with an 8-1/2 x 11 map from which a transparency could be made in order to allow everybody in the audience to see what is being requested, and possibly bring some clarity to the issues. For larger items, the applicants will be asked to provide more. Staff believes this is a workable option that can be accomplished internally without imposing too much of a burden on the general public. Wright added that some improvements could still be made, such as rearranging the seating and viewing arrangements. The Council made suggestions for better clarity as to defining property lines or acreage, for instance; furthermore, staff should have some understanding of where the responsibility lies and where the line is drawn between the transparency and a Power Point presentation. During the discussion a change was requested for Item 5 of the Application Procedures, to replace "One" with "At least one.." There was also a reminder that there will also be presentations at the Design Review Commission by architect/engineers who may prefer to use Power Point; and a further discussion was held regarding the seating arrangement for viewing.

There was no public input.

15. **Call to the Public for Items not on the Agenda**
Jim Hisrich suggested that it would be nice if he could have the ability using the Town website to send something with an attachment, perhaps something from Word or a scan. Mr. Hisrich was advised to speak with the Town Clerk or the Assistant Town Clerk regarding his suggestion, and he was thanked for a great idea.

Rob Witt said he would like to determine how the 260 issue could be worked on more effectively as a group. He explained that he has just received a fax that NACOG Transportation Committee voted to write a letter to the Director of ADOT saying that there has been a consensus met on 260, and "none of us" are on the Transportation Committee. Baker, who is on the Policy Advisory Committee, said she would have to check on that. A short discussion followed on the issue of Witt representing the Town on the 260 matter and his concern regarding support of the Council for negotiating what the Town wants to do and wants to accomplish, differentiated from the input of a private owner.

There was no further input.

16. **Advanced Approvals of Town Expenditures**
On a motion by Gioia, seconded by Baker, the Council unanimously approved the payment of the bill received from Amigos Library Services in the amount of approximately $1,231.

Finance Director Dane Bullard explained that the Amigos Library Services agreement is under-budgeted this year; the $3,500 budgeted has already been expended and a bill for about $1,231 has been received and authorization for payment of that bill is requested. Bullard described the services provided by the Amigos, a group that the Town has belonged to for a number of years, which allows the Town Library to catalog and express material to different libraries and is valuable for the library and its patrons. Staff recommends payment of the amount requested, and said that a closer look will be given by staff and the library to that item next budget year.

17. **Manager/Staff Report**
There was no Manager/Staff Report.

18. **Council Informational Reports**

Parrish announced that the Mail Trail is about finished from 260 down to Fossil Creek; a date for the dedication is set for the 8th, 9th and September of '06. Volunteers are needed and help would be welcomed. Parrish has meetings set up with the Forest Service and a meeting with the Payson Town Manager regarding the Trail. Parrish will have an update for the next Council meeting.

Baker commented on the League of Cities and Towns conference held last week. Although somewhat disappointing, one of the workshops was partnering with the Arizona Tribes; Jamie Fullmer gave a wonderful talk that was very well received. In addition, this is Native American Week, and Baker wished them well and wanted to say that the Town wants to continue the good relations and good partnering. Parrish added that Jamie received a standing ovation following his speech.

Gioia said it was excellent to see the Nations have a panel and discussion; it was excellent to see the great attendance. All Council members from Camp Verde were present and recognized by the Chairman. He will comment on the number of meetings in the Mayor's Letter in the newspaper. Gioia said that he pulled the resolution on data storage because further investigation shows that disks can be utilized for information. The RFQ proposal was refined with help from the League and proposed; those involved in the discussion were knowledgeable, from large cities, and it lost. The Heritage Fund grants moved right to the Consent Agenda with no discussion and full support.

As to the Highway 260 issue, Gioia had a discussion with one of the two representatives appointed by the Council as a result of questions from other Mayors and some other citizens in the Verde Valley asked whether one of them, who was heard from tonight, was representing the Town or himself. Gioia cautioned that what someone can state on behalf of the community, in a position appointed by the community, is about being politically correct and what the community has endorsed. That is what the representative is allowed to promote, or work towards. Gioia said he has asked that representative to represent what Council has approved, which has been supplied to him in document form, and that in fairness to the citizens he make it perfectly clear that he is speaking for the Council, or else for himself representing other interests.

Smith reported on his first visit to the League of Cities and Towns conference, and he commented on the spirit of giving and sharing of knowledge from other Councils and Town Managers. Smith attended a budget-forecasting meeting at the City of Mesa, and as a result Smith and Bullard were invited to go to Mesa on the 13th of October and will be shown how to get started on budget forecasting, also working with the University of Arizona. It should then be possible to come up with a 20-year budget projection in advance at all times. Smith added that whatever is spent on the Council members to attend these trips, he believes that such expense will be recovered ten times over from the resources and help provided by those other communities.

Hauser described the moving morning ceremony with the flags; it brought tears to most everyone's eyes.

19. **Adjournment**

On a motion by Hauser, seconded by Baker, the meeting was adjourned at 8:26 p.m.

_____

Tony Gioia, Mayor

_____

Margaret Harper, Recording Secretary

CERTIFICATION:

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the regular meeting of the Town Council of Camp Verde, Arizona, held on the 28th day of September, 2005. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2005

_____

Deborah Barber, Town Clerk

MINUTES
SPECIAL SESSION
MAYOR and
COMMON COUNCIL
of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, SEPTEMBER 28, 2005
3:00 P.M.

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

1. **Call to Order**
Mayor Gioia called the meeting to order at 3:00 p.m.

2. **Roll Call**
Mayor Gioia, Vice Mayor Baker, Councilors Hauser, Kovacovich, Smith and Parrish were present. Councilor Teague arrived at 4:10 p.m.

Also Present: Town Manager, Bill Lee, Finance Director Dane Bullard, Town Attorney Bill Sims and recording secretary Virginia Jones.

Councilor Parrish led the Council in the Pledge of Allegiance.

Council agreed to hear items 5, 6, and 7 prior to going into Executive Session for items 3, 4, and 8.

3. **Discussion or consultation with the Town Attorney in order to consider Council's position and instruct the attorney regarding Council's position regarding a development agreement with Thomas Griffith.**

Council took no action on this item.

At 4:33 p.m. on a motion by Baker, seconded by Kovacovich, Council voted unanimously to go into Executive Session to discuss items 3, 4, and 8, pursuant to ARS §38-431.03 (A)(4). Lee requested a portion of item 8 to be held in Open Session. Mayor Gioia advised Manager Lee they would only be reviewing the peer reviews and Lee agreed Executive Session would be fine.

4. **Discussion or consultation with the Town Attorney in order to consider Council's position and instruct the attorney regarding negotiations for the purchase, sale or lease of Camp Verde Water System.**

Council took no action on this item.

5. **Discussion, consideration, and possible approval of a Council Agenda Item Report form to be submitted with all future Council Agenda item requests.**

Council agreed they would work with staff and utilize the Council Agenda Item Report Form.

Lee requested Council consider using the Council Agenda Item Report Form. Lee explained staff could help prepare the form for the individual Council members. With the use of the form other Council members and staff would have a clearer idea of what the agenda item was all about and it would help communications.

6. **Discussion, consideration and possible changes to the Performance Evaluation Procedures for Council-appointed employees.**

On a motion by Gioia, seconded by Baker Council agreed that all Performance Evaluations would be placed in the Council-appointed employees file. This will include individual Council reviews, and peer reviews. All peer reviews, if hand written will be re-typed by an Administrative Assistant.

7. **Manager's response to and possible discussion of Council questions concerning raffles, a jeep purchased to raffle, drainage issues, reporting and authority issues, inspection of the church building purchased for the new CVMO facility, and other questions posed by Council.**

Mayor Gioia requested Manager Lee respond to questions from the previous meeting. Lee stated as far as Council hearing about the rebar situation in the newspaper article, Lee advised Council he had included in his Manager's Weekly Report on September 2, 2005 and again on September 9, 2005 that a major problem concerning the rebar had been discovered. He pointed out that the newspaper article was not published until September 14th. Lee stated that he realizes Council is given a great deal of paper work to read and in the future he would call individual Council members. Regarding the asbestos, Lee advised that it was discovered when the Town applied to the State for a demolition permit. Due to the age of the building the Town was required to have the building checked for asbestos. The cost of the removal was $25,000 and the church paid for half of the cost. Lee agreed with Councilors Smith and Teague, and doubted if an inspector would have been able to determine if rebar or asbestos existed. Lee reminded Council that there were six meetings related to purchasing the building. Lee also reminded Council we have purchased a number of other buildings in the past and did not hire an inspector. He stated, in the future he will make a recommendation to Council that the Town hire an inspection done and Council could make the decision. Lee went on to say the original asking price for the building was $750,000 and Council directed staff to get a second appraisal. The purchase price agreed on $600,000, $150,000 less than the original asking price. Lee pointed out the Town acquired two buildings of 11,000 square fee plus two and one half acres.

Councilor Smith questioned if one of the Building Inspectors employed by the Town had been asked to look at the building. Lee stated he was not sure. Smith stated he had spoken to a previous Council member and stated his concerns regarding asbestos in the building; however that Council person dropped the ball. Smith agreed Council needs to be made aware of items, before they are published in the newspaper and Lee noted that phone calls may have been a better approach, he encouraged Council to read the weekly reports.

Gioia stated he was in his office at Town Hall when he received a phone call from a local reporter. Hauser reminded everyone about the purchase of the mattress shop. Once we had it inspected it was torn down. She stated she did not want to place blame she just wants to be informed. Hauser questioned if a certified building inspector would know what the standards were in the sixties. Lee stated he did not know if the inspector would know what was required in the sixties, and if the standards were the same for every state.

Councilor Smith stated the Town has a small budget and suggested that Council should not rush into items so quickly. He stated he felt if more questions would have been asked someone probably knew who laid the block.

Public Input:
Robert Johnson stated when he purchases any item he keeps a running total on all the expenses and upgrades he makes and suggested that the Town should do the same.

Jim Bullard stated in the sixties there was no commission, building inspectors so no one is to blame. Asbestos was used also for fire protection.

In response to questions regarding the jeep, Lee advised Council he has been working with the Town Attorney, exploring the various possibilities. He stated he has explored the possibility of having the Chamber of Commerce, or the Friends of Camp Verde take over the raffle. Lee apologized he was not able to get back with Council sooner; however, both groups had to go before their respective boards before a decision could be reached. Lee explained, in the end both groups declined and the only method would be to auction the jeep, with a set opening bid for the amount at which it was purchased. He stated he will be directing staff to return the money to all who purchased tickets, along with an explanation letter and notification of the auction date. Bill stated an opening bid of $4,500 will be set. Bill apologized to Council for the confusion surrounding the Jeep and informed Council he has spoken with the staff regarding the purchasing policies and assured Council everyone understands the procedures.

Mayor Gioia stated that Council had directed Lee to explore options to dispose of the jeep and come back to Council. Lee stated his intention was to update Council in a memo after he explored the options that were available to them.

Councilor Kovacovich questioned what the Town would do if we did not get the minimum bid of $4,500 and Lee responded he was positive the Town would get the minimum bid.

Attorney Sims stated he would like to discuss a legal issue with Council during Executive Session.

Lee responded to drainage issues by the post office. Lee stated he reported in weekly reports that he had contacted Arizona Engineering and was working with them on a scope of work. Lee stated he had attached a letter from homeowners next to Bank One about this issue in his last weekly report. Lee stated the Town's intentions are to use County Flood Control dollars to study the area. Lee stated that the Town put in the new portion of road on Finnie Flat and created a retention pond next to the lift station operated by the Sanitary District. At one time, the property owners were actually flooded before an agreement could be reached with Mr. Simbric. Lee stated the agreement was the Town would chip seal the subdivision in exchange for the needed land to place culverts to run the water from the South side of the road over to the Bank One Drainage ditch. Lee stated this is when County Flood control got involved and the best course of action was determined. Lee stated he met with Arizona Engineering two weeks ago to discuss this matter and it should be coming back to Council in October.

Lee responded to questions regarding the Oldsmobile. Lee stated he reported in his weekly report that administrative office had received the Oldsmobile from the Marshal's Office. This vehicle had approximately 80,000 miles on it and staff used it to go to Colorado for some training. The intent was to use the Oldsmobile as a second administrative care and save the $10,000 that was budgeted. After the repairs were done on the vehicle, the Marshal learned he was unable to dispose of the car in this manner because the vehicle had been given to the town through RICO and could only be used by the Marshal's Office or returned to the County. The repairs that had taken place were charged to the Marshal's Office.

In regards to not yet purchasing a vehicle for administration, Lee reminded Council the Town is only in the third month of the budget, and his intentions were to use the Oldsmobile and save the tax payers money. He stated he intends to bring the item to Council and they will need to decide if the Town should purchase a used vehicle or purchase a new vehicle.

Public Comment:

Robert Johnson stated for around $10,000 you could purchase a used 2002 vehicle in the Phoenix area.

Mayor Gioia questioned Lee regarding departments working four-ten hour shifts. Gioia stated he recalled four Council members who were opposed, indicating that Lee has moved forward allowing different departments to work four-tens.

Lee stated his recollection was different. Lee stated the subject was brought up at the retreat and it was proposed at that time to work four-tens and close the office one day a week. Currently Planning & Zoning, the Marshal's Office and the Street Department are working four-tens, with only the Street Department taking off Friday; the other departments are open five days a week. Baker stated, with the limited time at hand, she would not go into all of her objections. She stated when Council instructs staff there needs to be an understanding. Baker suggested the Town set a policy in black and white and staff will know what Council wants. Hauser stated she agreed with Baker. Hauser recalled a proposal during the retreat and Council was not in favor of changing the work hours. Smith stated he felt it was the decision of the manager; it is a good morale booster and the time off means more than money. Smith stated he felt Council was attempting to micro-manage.

Gioia stated he recalled distinctly that several Council members were against changing the work schedule. Parrish questioned if there was enough staff. Lee responded he has allowed Community Development to try the new schedule on a three month trial basis and is relying on the department to let him know if it is working, again reminding Council that the Court and the Marshal's Office are on the same schedule.

Attorney Sims stated this would be an item that would be discussed in Executive Session.

Mayor Gioia questioned the transfer from Verizon to Alltel, stating it cost the Town $2,400 to get out of the contract with Verizon. Councilor Baker stated that she understood Council had requested a comparison and the figures were to be brought back to Council. The option of the second line on some phones was also questioned. Lee explained some of the employees carry a personal cell phone and the Town phone, with the option of the second line, the employee only has to carry the one phone and the second line is billed directly to that employee.

Hauser stated we provide phones for our employees; however the Mayor has to use his personal phone to do his job as Mayor. Parrish commented that all the Council uses their personal cell phones.

Mayor Gioia questioned the price and use of the Blackberry Phones. Lee explained the Blackberry has been a handy tool that allows him to receive e-mail and keep schedules on task. Gioia questioned the cost and stated he had seen the invoices and each Blackberry was $128.00 per month for basic services with a two year minimum contract. He questioned if the manager had the authority under Town Code to spend $6,200 without going to Council. Lee explained each department has a separate line item for telephones. Finance Director Dane Bullard questioned how the $6,200 figure was arrived at and stated he would be glad to review the invoices in his office, when he had the documentation in front of him.

Public Input:
Bob Womack questioned if he had heard the statement correctly that Council had directed staff to do something during a work session, and instructed the Manager not to go to a four day work week. Womack stated Lee does not work for the Council, Lee works for him, the citizens, and the Council also works for the citizens. He felt direction to staff in a work session was a violation of the open meeting law.

Robert Johnson stated you could get a good used car in Phoenix for $10,000.

Robert Foreman stated Lee does not work for Lee, except at Twinkle Lights and he paid Lee very well.

Scott Simonton stated that as far as the performance of the manager and interacting with people like himself the Town has an outstanding representative in Bill Lee. Simonton stated when he is looking for property to develop; he looks for stability and continuity. He stated somehow Bill Lee convinced him to make part of the land only available to members of the community. Simonton stated he admires Mr. Lee, as he has worked hard and is dedicated to the community.

Gioia thanked Womack and agreed Council does work for the public. He stated it is up to the Council to set the policy and for staff to follow, and noted that everything is not black and white.

8. **Discussion concerning the performance of the Town Manager and the Finance/Personnel Director.**

Council took no action on this item.

9. **Discussion, consideration, and possible assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of the Town Manager and/or Finance Director.**

Council took no action on this item.

10. **Adjournment**

On a motion by Teague, seconded by Smith, Special Session was adjourned at 6:00 p.m.

_____

Tony Gioia, Mayor

_____

Virginia Jones, Recording Secretary

CERTIFICATION:

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session meeting of the Town Council of Camp Verde, Arizona, held on the 28th day of September, 2005. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2005

_____

Virginia Jones, Deputy Clerk

Camp Verde Chamber of Commerce

Tuesday, October 04, 2005

To: Bill Lee
Subject: Request for Draw

Dear Bill,

This is a request for the Camp Verde Chamber of Commerce's draw of $11,250 for the next quarter based on a total draw of $45,000 for the Fiscal Year of 2005.

Roy Gugliotta

Roy Gugliotta
Executive Director
Camp Verde Chamber of Commerce

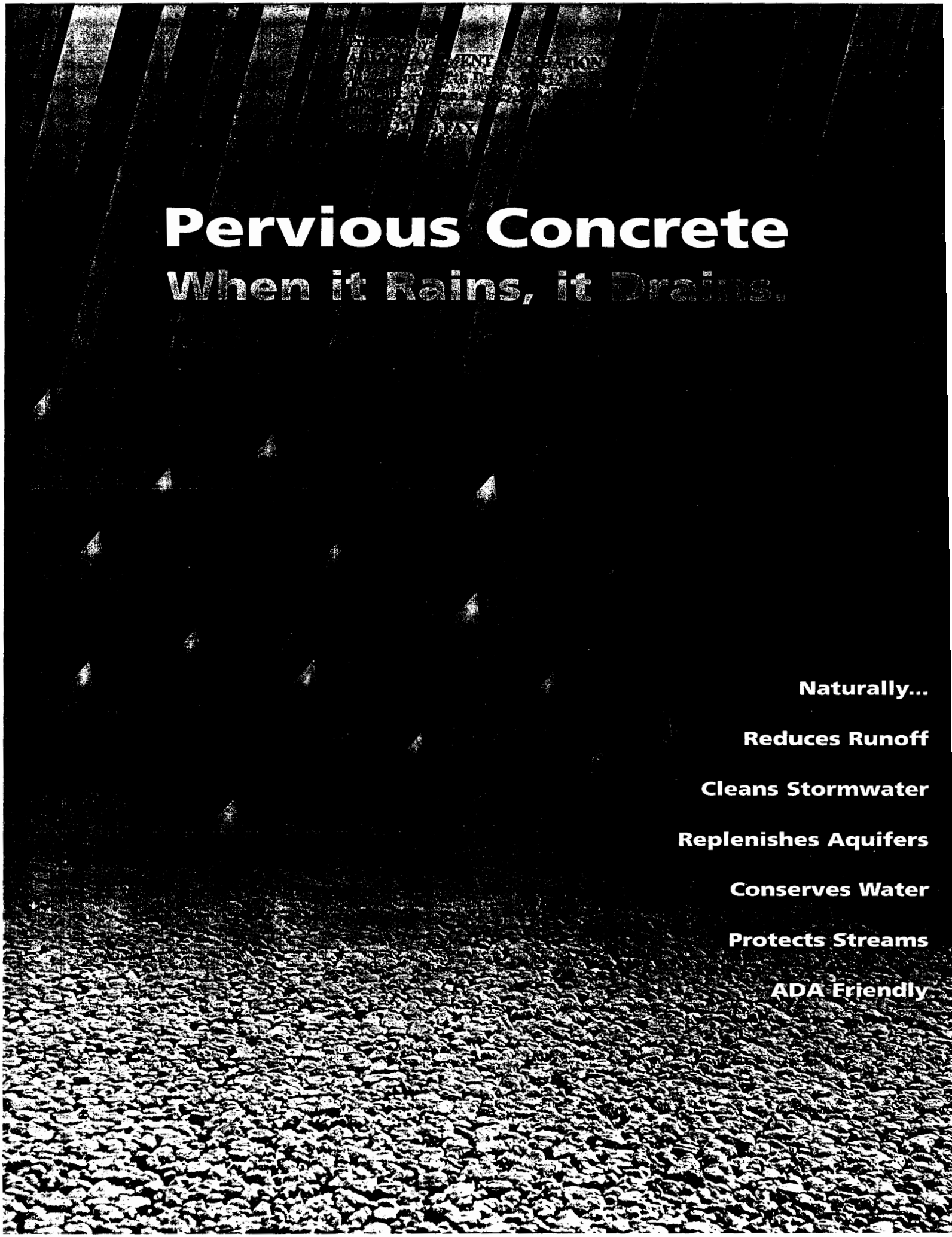
STAFF REPORT

Council Meeting of:	**October 19, 2005**
Title:	**Presentation by Stew Waller and Jim Willson, P.E. of Arizona Cement Association on pervious concrete.**
Description of Item:	The presentation will cover the description, advantages, applications and construction. In addition, they will provide an opportunity for questions and answers.
Comments:	None
Staff Recommendation:	None

Attachments: ___Yes_ __X_ No

Is This a Budgeted Item: ___X__N/A ___ YES _____ NO

Prepared by: Carol Brown for Bill Lee


Pervious Concrete
When it Rains, it Drains.
Naturally...
Reduces Runoff
Cleans Stormwater
Replenishes Aquifers
Conserves Water
Protects Streams
ADA Friendly

Pervious Concrete: The Natural Choice

It's tough to balance the demand for development with the need to preserve our natural resources. However, this balance becomes easy to achieve when you construct parking lots using pervious concrete.

Pervious concrete is a mix of coarse aggregate, cement, water, and little to no sand. Also known as "no-fines" or porous concrete, this mixture creates an open-cell structure, allowing rainwater to filter through to underlying soil. By modeling natural ground cover, pervious concrete is an excellent choice for stormwater management.

Pervious Concrete: The Environmentally Sound Choice

According to the United States Environmental Protection Agency (EPA), stormwater runoff can send as much as 90% of the pollutants—such as oil and other hydrocarbon liquids found on the surface of traditional parking lots—directly into our rivers and streams. The EPA now requires state and local governments to implement measures to reduce and improve the overall quality of stormwater runoff in an effort to address this important pollution problem. Pervious concrete has been recognized by the EPA as a best management practice (BMP) to address this most vital environmental concern. The open-cell structure of pervious concrete provides a medium for aerobic bacteria that break down many of the pollutants that seep from parked cars.

Pervious concrete also contributes to enhanced air quality by lowering atmospheric heating through lighter color and lower density, decreasing the impact of heat island effects. The heat island effect occurs when tree-covered areas are replaced with dark pavement surfaces, and is characterized by up to a 12-degree average temperature increase between an urban area and its surrounding countryside. This heat island effect increases ground level ozone production by as much as 30%.

Concrete surfaces, both pervious and conventional, have a much higher albedo—a measure of reflectance—than competitive paving materials. Specifications requiring a minimum surface albedo are becoming increasingly popular. The inherently light color of concrete naturally reflects heat and light. *Studies have shown as much as a 30% savings in lighting costs over other pavement types due to concrete pavement's reflectivity.*

Pervious Concrete: The Smart Business Choice

Using pervious concrete pavement in your parking lot can reduce the need for large detention ponds because the pavement acts as a detention area. Parking lot owners will spend fewer dollars on labor, construction and maintenance of detention ponds, skimmers, pumps, drainage pipes, and other stormwater management systems. Expensive irrigation systems can also be downsized or eliminated.

A pervious concrete parking lot will help reduce demands upon sewer systems. Today, many government agencies are now implementing stormwater impact fees for all impervious areas. Pervious concrete can reduce these fees for the property owner.

Developers are using pervious concrete for parking lots to increase utilization of commercial properties. The land ordinarily devoted to costly stormwater management practices or compliance with maximum impervious area ordinances can now be developed or preserved, enhancing the bottom line.

Pervious concrete is a durable material—parking areas properly designed and constructed will last 20-40 years with little or no maintenance. Thus concrete, conventional or pervious, is widely recognized as the lowest life cycle cost option available for paving.

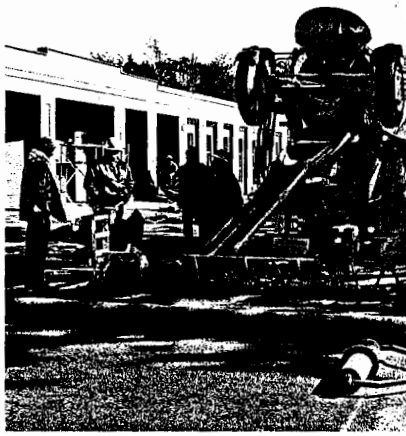
Pervious Concrete
Frequently Asked Questions

Q: What about drainage issues in soils with high clay content?

A: Typically if a soil type has sufficient percolation to support a septic tank system it will be allowable for pervious concrete. If a soil is truly impervious, the pervious concrete system will still be useful for detention pond requirements. Soil percolation rates are most important if you must meet stormwater quality requirements. A typical parking lot design may have 5"–8" of pervious pavement on top of a 6"–12" sub-base of #57 stone (40% voids) on a geotextile fabric. In sandy areas pervious is placed directly above the sand.

Q: What about freeze-thaw issues?

A: Pervious concrete has been placed in freeze-thaw climates for over 15 years. Successful applications of pervious concrete in freeze-thaw environments have two common design features—the cement paste is air-entrained, and the pervious concrete is placed on 6–12 inches of drainable aggregate base (3/4" or larger clean gravel). For more information on pervious pavement in freeze-thaw applications go to www.concreteparking.org and view documents on pervious concrete, including "Freeze-Thaw Resistance of Pervious Concrete" and "Concrete in Practice #38 – Pervious Concrete."



Q: What about clogging?

A: Clogging problems are mainly an issue of design. If a natural area with grass or exposed soil is allowed to drain stormwater across a pervious concrete pavement, fine material can be introduced into the system causing localized clogging. Vegetative matter can collect on the surface of the pervious concrete causing some clogging, but routine sweeping or vacuuming will restore porosity. Studies have been conducted that indicate pressure washing will restore most of the porosity of clogged pervious concrete to nearly new conditions.

Q: What other uses are there for pervious concrete?

A: Pervious concrete has been successfully used for low volume streets, driveways, sidewalks, golf cart paths, retaining walls, slope protection, and French drains. Pervious concrete can be utilized in a variety of paving applications to provide hardscape without altering hydrology of the land.

Concrete Delivers

Engineered concrete solutions for sustainability, durability and value

For more information and contacts on pervious concrete, visit:

www.concreteparking.org

© National Ready Mixed Concrete Association
900 Spring Street, Silver Spring, MD 20910
888.84.NRMCA, www.nrmca.org

Count on Concrete

Benefits of Pervious Concrete

Reduces stormwater runoff

Eliminates the need for detention ponds and other costly stormwater management practices

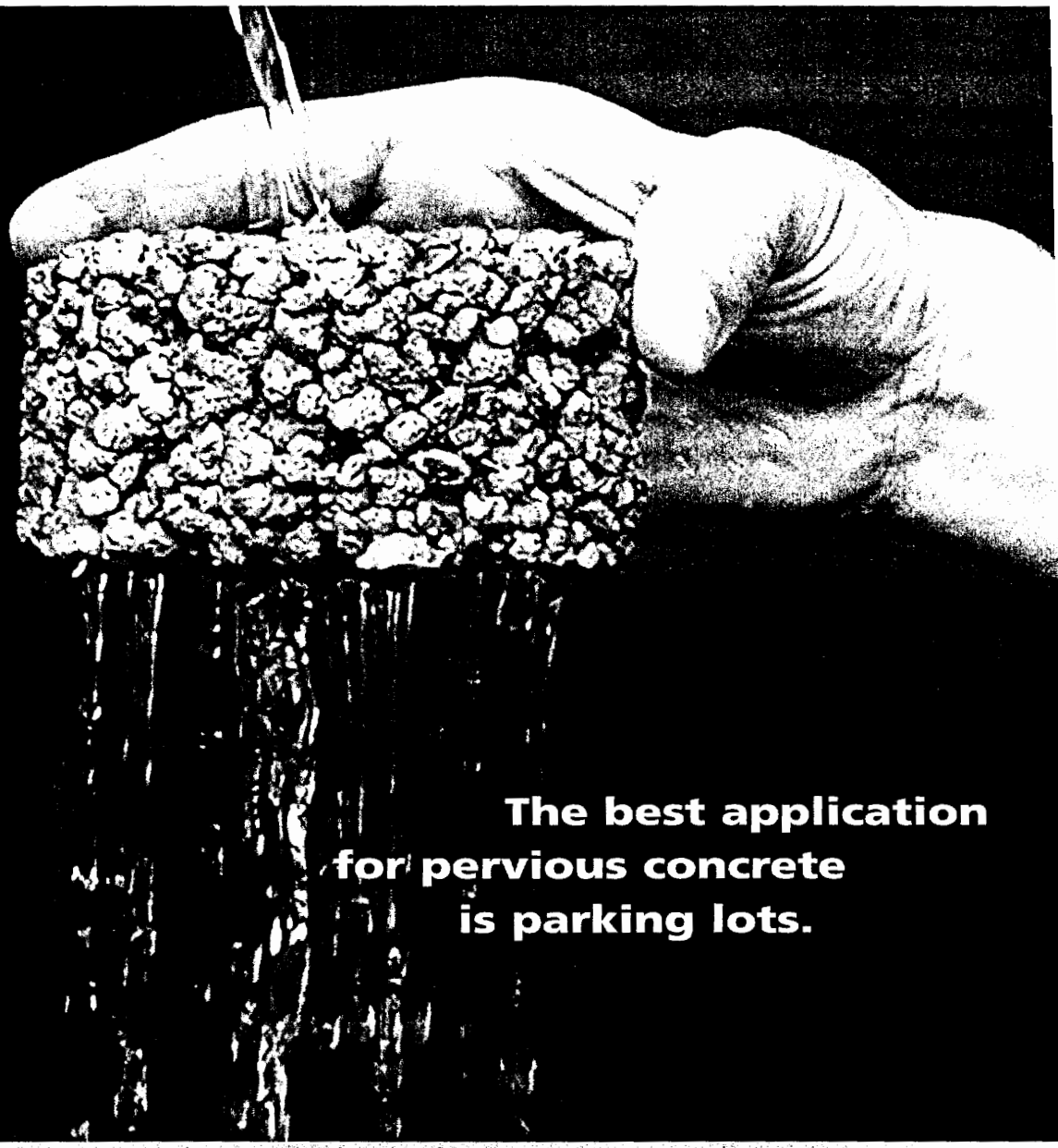
Replenishes water tables and aquifers

Allows for more efficient land development

Minimizes flash flooding and standing water

Prevents warm and polluted water from entering our streams

Mitigates surface pollutants



The best application for pervious concrete is parking lots.

When it Rains, it Drains.

Stormwater runoff occurs when rain falls. This runoff causes increased pollution in rivers and streams, flash floods, and loss of rainwater that could otherwise replenish water tables and aquifers. Pervious concrete has a 15-25% void structure and allows 3–8 gallons of water per minute to pass through each square foot—accounting for far more than is generated during most rain events. Pervious concrete puts rainwater back in the ground where it belongs.

TOWN OF CAMP VERDE
PO BOX 710
CAMP VERDE, AZ 86322
PHONE: (520)567-6631

COMMISSION/COMMITTEE/BOARD INTEREST FORM

NAME: Richard Kimble

PHYSICAL ADDRESS: 55 Panorama Blvd. Sedona AZ 86336

MAILING ADDRESS: Box 3333 Camp Verde, AZ.

PHONE (HOME): 204-2895 (WORK): 300-3698 e-mail Kimble@E.SEDONA.NET

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

- ☐ ADOT ADVISORY COMMITTEE
- ☐ BOARD OF ADJUSTMENTS
- ☐ ~~BOARD OF APPEALS~~
- ☒ TRAILS & PATHWAYS COMMITTEE
- ☐ HOUSING COMMITTEE
- ☐ EQUESTRIAN ARENA FACILITY COMMITTEE
- ☐ LIBRARY ADVISORY COMMISSION
- ☐ PARKS AND RECREATION COMMISSION
- ☐ PLANNING AND ZONING COMMISSION
- ☐ TOWN COUNCIL (vacancy in middle of term)

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

1. Why do you want to serve on this commission? The Arizona Envirozeum is interested in working with the Town to preserve historic trails on the property where the museum will be sited, which will be Town parkland.

2. Tell us about yourself. How long have you lived in the area, your experience, your interest in the community. Any general information you feel pertinent.
Valley resident for 13 years.
Co-founder of American EnviroZeum Assn.
Archaeology is an area of personal interest.
Avid hiker

3. What experience and/or knowledge do you have that makes you uniquely qualified to serve on this commission?
I have personally done a lot of research into Camp Verde history, and identified the former presence of trails/roads at the future site dating from the late 1860s.

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

Working to create a great trail system throughout the area to include pedestrian, bicycle & equestrian opportunities into the system. I will travel to attend meetings locally, as well as travel to Phx, etc., whatever time is necessary.

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

SIGNATURE: Richard Kimble DATE: 8/24/05

FOR OFFICE USE ONLY

DATE CONTACTED & INVITED TO APPEAR BEFORE COUNCIL

STAFF CONTACTING INDIVIDUAL

DATE APPEARED BEFORE COUNCIL

DATE APPOINTED

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

Rev 2-05
vj

STAFF REPORT

Council meeting of:	**October 19, 2005**
Title:	**Discussion, consideration, and possible approval for the Camp Verde Historical Society to install a security system.**
Budgeted item:	N/A
Description of Item:	The Historical Society Board is requesting Council's approval to make improvements to the facility by hiring a professional, bonded, security company to install a security system. The historical society is paying for the security system and installation.
Staff Recommendation:	Recommend approval
Comments:	None
Attachments:	None
Prepared by:	Bill Lee

STAFF REPORT

Council meeting of:	October 19, 2005 – Regular Session
Title:	Discussion, consideration, and possible award of bid for a Facilities Management System for $15,106.55.
Budgeted item:	Yes, CIP
Description of Item:	Purchase a Facilities Management System that can be used by several departments.
Staff Recommendation:	Approve the award to Landlogic for $15,106.55.
Comments:	There was only one bid on the Facilities Management System.
Attachments:	Yes
Prepared by:	Lynda Moore

COPY

CONTRACT DOCUMENTS

for

Request for Proposal
Facility Management System
Camp Verde Parks & Recreation
Project # 05-015

September 2005

Town Council

Tony Gioia, Mayor
Jackie Baker, Vice Mayor
Brenda Hauser
Bob Kovacovich
Howard Parrish
Ron Smith
Chet Teague

Town Manager

Bill Lee

Parks and Recreation Director

Lynda Moore

TOWN OF CAMP VERDE
REQUEST FOR PROPOSAL
FACILITIES MANAGEMENT SYSTEM
PROPOSAL NUMBER P&R 05-015

The Town of Camp Verde will be accepting sealed proposals at the **Parks and Recreation Office, 395 S. Main Street, Room 314, Camp Verde, Arizona 86322,** until **2:30 p.m.** on **Friday, Sept. 30, 2005** for a Facilities Management System. Bids will be opened at **3:00 p.m.** on **Friday, Sept. 30, 2005 at the Parks and Recreation Office, 395 S. Main Street, Room 314, Camp Verde, Arizona 86322.**

Questions or additional information may be obtained by contacting the Town of Camp Verde Parks & Recreation office, located at 395 S. Main Street, Camp Verde, Arizona 86322, telephone number (928) 567-0535 extension 136, Parks & Recreation Director.

The contract will be awarded to the lowest responsible bidder whose proposal is responsive to the Request for Proposals and will be most advantageous to the Town. Responsible factors to be considered may include but are not limited to, the bidder's past performance on the contracts. The award may be made to other than the lowest price proposal.

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

GENERAL TERMS AND CONDITIONS

PREPARATION:

Proposals shall be submitted in **a sealed envelope** addressed to the **Town of Camp Verde, Parks and Recreation Office, P.O. Box 710, Camp Verde, Arizona 86322** marked **"Sealed Proposals Facilities Management System" and identified by the material or service description, proposal number, and proposal opening date and time**. When submitting a no proposal, indicate on the outside of the envelope "No Proposal". The entire proposal package including all instructions is to be returned and properly fastened together.

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

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

Proposals received after the stipulated proposal opening date and time will not be considered.

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

All prices quoted will reflect the total cost to the Town for the installation support FOB Camp Verde and to include all applicable taxes. The Town is exempt from Federal Excise Tax and the Yavapai County Excise Tax, as the Town will take title in Camp Verde, however the Arizona and Local sales tax do apply.

Prices shall be submitted on a per unit basis by line item when applicable. In the event of a disparity between the unit and extended price, the unit price shall prevail.

Sales Tax:

The Town of Camp Verde will not pay any taxes on invoices received unless an Arizona Transaction Privilege License Number or Arizona Use Tax Number and, if applicable, a Town Sales Tax Number are listed below. The Town will figure applicable taxes to proposals received from out of state vendors who do not list an Arizona Use Tax number for tabulation and total cost evaluation.

Arizona Sales Tax Number: #20-090295

Arizona Use Tax Number: _____

Town of: SCOTTSDALE

Sales Tax Number: #937051

SPECIFICATIONS:

The specifications listed as part of the proposal are intended to reflect the **minimum standards** required by the Town. All exceptions to the Town's specifications must be clearly stated in the vendor's proposal. If no exceptions are stated by the vendor the Town will assume the vendor's proposal to equal or exceed the specifications at the vendor's risk of correcting or replacing the equipment at the vendor's own cost.

The Vendor is to submit with their proposal full descriptive information on all products offered.

Use of Brand Names – The use of the name of a manufacturer, brand, make or catalog designation specifying an item does not restrict bidders to that manufacturer, brand, make or catalog designation. This is used to simply indicate the character, quality and/or performance equivalence of the commodity on which proposals are submitted. In submitting a proposal on a commodity other than as specified, bidder shall furnish complete data and identification with respect to the commodity they propose to offer. If a vendor does not indicate that the commodity offered is other than specified, it will be construed to mean that the bidder proposes to offer the exact commodity as described.

EVALUATION:

All things being equal on proposals received, preference will be given to resident bidders of the Town and to commodities produced or manufactured in the Town and State.

If there is more than one item in a proposal pack, the proposal will be awarded on an item basis unless stated otherwise by the Town in the proposal package. If the vendor is submitting an all or none proposal, please indicate so in the space provided here. Item prices are still to be shown on all or none proposals.

All or none proposal submitted by vendor [TB] Yes – Initials

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

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

ACCEPTANCE:

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

The successful vendor's proposal is not officially accepted until such time as the vendor either receives a purchase order or a written notice of acceptance from the Town Clerk.

DELIVERY:

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

Risk of loss and/or damage shall be upon the Seller until such time as the Town has physically accepted the goods.

PROPOSAL TABULATION:

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

GOVERNING LAW AND JURISDICTION:

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

INTENT:

These specifications require the doing of all things necessary, or proper for, or incidental to the specifications of this proposal be included. All things not expressly mentioned in these specifications, but involved in carrying out their intent are required by these specifications, and the vendor shall perform the same as though they were specifically mentioned, described and delineated.

GENERAL:

The Town of Camp Verde is soliciting proposals for a Facility Management System.

PROJECT SPECIFICATIONS:

See attached specification sheet.

CONDITIONS OF BID:

A condition of this bid and part of the award criteria will be the bidder's ability to have all work completed no later than **Dec. 5, 2005**. The anticipated award date for this contract will be **Oct. 19, 2005.**

Can your firm meet this required completion schedule? X yes ____no

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

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

NO

TOWN OF CAMP VERDE
REQUEST FOR PROPOSALS
FACILITIES MANAGEMENT SYSTEM
PROPOSAL NUMBER P & R 05-0015
PROPOSAL FORM

Facilities Management System

1. Materials	$ 13,945.00
2. Shipping	$ 75.00
3. Tax	$ 1,086.55
Total	$ 15,106.55

OFFER AND CONTRACT AWARD

Town of Camp Verde
Parks & Recreation Director
P.O. Box 710
Camp Verde, Arizona 86322

Invitation for Bid: P & R 05-015
Submit the original of this form to the Town.

OFFER

To the Town of Camp Verde:

The Undersigned hereby offers and agrees to furnish the labor in compliance with all terms, conditions, specifications and amendments in the Solicitation and any written exceptions in the offer. Signature also certifies by signing and submitting this offer that they have the legal authority to enter into a contract with the Town.

For clarification of this offer, contact:

Name: TIM BARBER

Phone: (480) 459-5211 Fax No.: (480) 502-2392

LANDLOGIC
Company Name

Signature of Person Authorized to Sign Offer

21850 N. ALMA SCHOOL PKWY #103-419
Address

TIM BARBER
Printed Name

SCOTTSDALE, AZ 85262
City State Zip

SALES DIRECTOR
Title

9/24/05
Date

ACCEPTANCE OF OFFER AND CONTRACT AWARD (For Town of Camp Verde Use Only)

Your offer is hereby accepted.

The contractor is now bound to provide services or construction listed by the attached award notice based upon the solicitation, including all terms, conditions, specifications, amendments, etc., and the Contractor's offer as accepted by the Town of Camp Verde.

This contract shall henceforth be referred to as Contract No. P&R 05-015. The Contractor is hereby cautioned not to commence any billable work or provide any material, service or construction under this contract until Contractor receives an executed purchase order.

Awarded this _____ day of _____ 2005.

_____
Lynda Moore, Parks & Recreation Director

VENDOR CHECK LIST

PRIOR TO SUBMITTING YOUR PROPOSAL YOU SHOULD VERIFY THAT THE FOLLOWING ITEMS HAVE BEEN COMPLETETED.

1. Verified your extensions and proposal amounts? ✓
2. Completed and properly signed Town proposal form? ✓
3. Clearly noted all exceptions to Town specifications? N/A
1. Enclosed full descriptive information requested and answered and enclosed questionnaire? ✓
5. Completed the sales tax information? ✓
6. Returned entire proposal package? (All pages as received) ✓
7. Addressed proposal envelope per instructions? ✓
8. Included insurance verification (when required)? N/A
9. Completed and sign the Offer and Contact Award? ✓
10. Include bid bond (when required)? N/A

Technical Specifications

Facility Management System

PART 1 GENERAL

1.1 SUMMARY
1.2
A. This section includes the specifications for the integrated solution for a Facility Management System

1. GPS Data Acquisition Hardware and Software
2 Facility Management System Software

PART 2 PRODUCTS

2.1 GPS DATA ACQUISITION HARDWARE AND SOFTWARE

A. Features
1. Data Acquisition Hardware
   a. Self contained field backpack
   b. Receiver
   c. Antenna
   d. Integrated DC power supply (12VDC, 7.5 AMP)
   e. DC power supply charging system
   f. Handheld PC data input device
   g. Compact Flash memory cards (2)
   h. DC power supply charging system for data input device
   i. Rugged shipping and transport case
   j. Shipping weight of less than 29 lbs

2. Data Acquisition Software
   a. Single button activation of software
   b. Menu Driven dialogue and procedures
   c. User defined facility labeling
   d. User defined asset definition
   e. User defined area, linear and point data collection
   f. Integrated data collection dialogue
   g. User controlled start, stop and pause feature
   h. Data save and data reject confirmation
   i. Integrated data backup
   j. Data transfer and restore function
   k. Integrated mapping tutorial

2.2 FACILITY MANAGEMENT SOFTWARE

A. Selection

1. The facility management system software will provide a turnkey solution for the GPS data acquisition of facility infrastructure data, and the integration of this data into the facility management software for asset inventory, work load management, reporting and data export.

2. The facility management software will support stand alone, network configurations, laptop and tablet pc platforms.

3. The facility management software will operate on a touch screen enabled display

4. The facility management software will support administrative rights setup, feature access and control functionality.

B. Software Compatibility

1. The facility management software is designed for Microsoft Windows 2000, Windows XP, Windows NT and Windows Tablet PC operating systems.

C. Features

1. Facility Maps
   a. Unlimited facility maps can be created, stored and managed
   b. Facility map is selected from list for display.

2. Facility Map Manipulation Options
   a. Point and click for item selection
   b. Variable click and drag for position change
   c. Variable click and drag to zoom in/zoom out
   d. Manual zoom in/zoom out
   e. One touch full screen
   f. One touch clear items selected on screen
   g. Display count of items selected

3. Facility Map Rendering
   a. Display item label
   b. Show segment label
   c. Show segment boundary
   d. Fill shape (user defined color)
   e. Draw shape holes
   f. Identify (Label) points when zoomed

4. Facility Map Legend
    a. User defined item names
    b. User defined item description
    c. User defined item grouping
    d. User defined colors

4. Facility Map Ruler Functions
    a. Point to point
    b. Continuous
    c. Triangulation
    d. Water mark points

5. Facility Map Rotation
    a. 90cw, 45cw, 180, 45ccw ,90 ccw, degrees

6. Facility Map Edit
    a. Add new item
    b. Edit existing item
    c. Rename existing item
    d. Segment map into defined areas
    e. Define boundary lines and areas

7. Facility Map Work Load Schedule
    a. User defined date range for display
    b. Show open items
    c. Show past due items
    d. Show completed items

8. Search Facility Map
    a. Select item from item list
    b. Select item by text input
    c. Item selected will be identified on map

9. Schedule Item Task
    a. Type (user defined)
    b. Action (user defined)
    c. Priority (user defined)
    d. Start Date (user selectable)
    e. Repeat (any item can have multiple tasks)
    f. Assign to (user defined)
    g. Start time (user selectable)
    h. Duration (user selectable)
    i. Originated by (user defined)
    j. Contact information (user text field)
    k. Notes (user text field)

10. Item Task Completion
    a. Complete date (user selectable)
    b. Task completed by (user defined)
    c. Start time (user selectable)
    d. Duration (user selectable)
    e. Labor cost (user defined)
    f. Material Cost (user defined)
    g. Setup Cost (user defined)
    h. Other Cost (user defined)

11 Item Asset Tag
    a. Tag Id (user selectable)
    b. Serial number (user selectable)
    c. Model number (user selectable)
    d. Current condition (user definable)
    e. Install date (user selectable)
    f. Replacement date (user selectable)
    g. Service expiration (user selectable)
    h. Warranty expiration (user selectable)
    i. Certificate expiration (user selectable)
    j. Installed by (user definable)
    k. Notes (user text field)
    l. Purchase price (user selectable)
    m. Replacement cost (user selectable)
    n. Cost per units (user selectable)

12. Tree Tag
    a. Class
    b. Ratio
    c. Health
    d. Roots
    e. Life Stage
    f. Diseases
    g. Pests
    h. Under Story
    i. Measurement In
    j. Limbs
    k. Dead Limbs
    l. Estimated Years
    m. Surface Defects
    n. Date Assessed
    o. Date Replacement
    p. Canopy Width
    q. Fork Height
    r. Total Height
    s. Trunk Height

t. Sweep Deviation
u. Trunk Diameter
v. Tag ID
w. Notes

13. GASB34 Tag
    a. Cost Purchase
    b. Cost Current
    c. Cost Replace
    d. Cost Salvage
    e. Cost Install
    f. Useful Life
    g. Cost Unit
    h. Salvage Unit
    i. Useful Unit
    j. Depreciation Method

14. Irrigation Tag
    a. Valve ID
    b. Audit Items
    c. Date Assessed
    d. Nozzle
    e. PSI
    f. Adjust
    g. Group
    h. Clock
    i. Station
    j. Tag ID
    k. Radio Code

15. Facility Map Item Attributes
    a. Items can be selected individually or as a group
    b. Multiple items attributes will be accumulated and displayed
    c. Identify item by name(s)
    d. Identify area calculation of item(s) selected
    e. Identify perimeter calculation of item(s) selected
    f. Identify count of item(s) selected
    g. Irrigation site codes displayed on item(s) selected

16. Edit Facility Map
    a. Redraw item(s)
    b. Move item(s)
    c. Reclassify item(s)
    d. Re-label item(s)
    e. Remove item(s)

STAFF REPORT

Council Meeting of: **October 19, 2005**

Title: **Discussion, consideration and possible approval of TischlerBise, Inc. contracts for impact fee preparation and related activities for both the water system capacity fee and development impact fee.**

Description of Item:

Comments: Staff recommends that we only move forward with TischlerBise on the Impact Fee Preparation Contract. We would suggest that Council approve the Camp Verde Water System Company Capacity Fee Contract contingent upon voter approval for the Town to acquire the Camp Verde Water Company System.

Staff Recommendation:

Attachments: _X__Yes_ ___ No

Is This a Budgeted Item: _____N/A ___ YES __X___ NO

Prepared by: Bill Lee

CONSULTANT AGREEMENT
BETWEEN TISCHLERBISE, INC. AND
CAMP VERDE, ARIZONA

THIS AGREEMENT, entered into this _____ day of _____, 2005, by and between the Town of Camp Verde, Arizona, hereinafter called the "**Town**", and TischlerBise, Inc., hereinafter called the "Consultant".

WHEREAS the **Town** is in need of certain services; and

WHEREAS the Consultant has expertise in impact fee preparation and related activities.

NOW, THEREFORE, IN CONSIDERATION OF THE COVENANTS HEREIN CONTAINED, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by each party to the other, it is hereby agreed as follows:

1. The Consultant shall provide those services to the **Town** as more particularly identified in the attached Exhibit "A".

2. In performing the services identified in the attached Exhibit "A", the Consultant shall perform all steps necessary to the full and effective performance of the tasks specifically referenced in Exhibit "A".

3. Consultant shall provide sufficient qualified personnel to perform all services as required herein, including but not limited to inspections and preparation of reports, as reasonably requested by representatives of the **Town**.

4. The Consultant shall base the analysis on data and information available at the time of the study.

5. (A) The term of this agreement shall be from the date of execution of the Agreement, and shall terminate upon the completion of Tasks specified in Exhibit "A".

(B) Notwithstanding the foregoing, this Agreement may be terminated by the **Town** upon ten (10) days written notice, with or without cause. If this Agreement is terminated, the Consultant shall be paid for services performed to the date of Consultant's receipt of such termination notice.

6. Any notices to be given by either party to the other must be in writing, and personally delivered or mailed by prepaid postage and certified mail, at the following address:

Town: Bill Lee, Town Manager, Town of Camp Verde, Arizona, 473 South Main St. P.O. Box 710, Camp Verde, AZ 86322 Telephone Number: (928) 567-6631 x 102 Facsimile Number (928) 567-9061 Email: blee@cvaz.org

Consultant: Paul S. Tischler, TischlerBise, Inc., 4701 Sangamore Road, Suite N210, Bethesda, MD 20817. Telephone Number (800) 424-4318. Facsimile Number (301) 320-4860. Email: paul@tischlerbise.com

7. This Agreement is non-assignable by the Consultant and its subcontractors.

8. The **Town** shall pay to Consultant the amounts indicated in Exhibit "B". Invoices will be issued by the Consultant to the **Town** on a percentage completion basis. Payment will be made by the **Town** within 30 days of receipt of invoice.

9. This Agreement shall be construed under the laws of Arizona.

10. This Agreement and Exhibits "A" and "B" represent the entire and integrated Agreement between the **Town** and the Consultant and supersede all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the **Town** and the Consultant. Written and signed amendments shall automatically become part of the Agreement, and shall supersede any inconsistent provision therein; provided, however, that any apparent inconsistency shall be resolved, if possible, by construing the provisions as mutually complementary and supplementary.

11. In the event any provision of the Agreement shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provisions, terms, conditions, or covenant shall not be construed by the other party as a subsequent breach of the same by the other party.

12. The Consultant hereby agrees to indemnify and hold harmless the **Town**, its departments and divisions, its employees and agents, from any and all claims, liabilities, expenses or lawsuits caused by the Consultant's breach of contract or the negligent performance by Consultant (or by any person acting for the Consultant or for whom the Consultant is responsible).

13. The Consultant shall secure and maintain during the life of this Agreement, insurance coverage which shall include comprehensive general and automobile liability in the amount of at least $1,000,000.00 coverage with an insurer acceptable to the **Town**. Consultant shall also maintain errors and omissions insurance in the amount of at least $250,000.00 for the duration of the contract and a period of two years after completion of the contract. Consultant shall provide the **Town** with proof of such insurance in a form acceptable to **Town** upon request.

14. No oral orders, objection, claim, or notice by any party to the other shall affect or modify any of the terms or obligations contained in the Agreement, and none of the provisions of this Agreement shall be held to be waived or modified by reason of any act whatsoever, other than by a definitely agreed waiver or modification thereof in writing. No evidence of modification or waiver other than evidence of any such written notice, waiver, or modifications shall be introduced in any proceeding.

15. This agreement is subject to the provisions of ARS Sec. 38-411.

IN WITNESS WHEREOF, the parties have caused the Agreement to be signed by their duly authorized representatives as of the _____ day of _____, 2005.

TOWN: CAMP VERDE, ARIZONA

_____ WITNESS

_____
BILL LEE
ITS: TOWN MANAGER

CONSULTANT: TISCHLERBISE, INC:

_____ WITNESS

_____
PAUL S. TISCHLER
ITS: PRESIDENT

EXHIBIT A

—WORK SCOPE—

DEVELOPMENT IMPACT FEE

Task 1: Recommend Land Use Assumptions

TischlerBise will review and, if appropriate, update annual projections of population, employment, housing, commercial, industrial and other nonresidential square footage data for at least five years. This will be based on discussions with Town staff. We will prepare a memorandum discussing the recommended land use projections. This task will serve to establish forecasts reflecting population, housing, employment, nonresidential building area and other relevant data.

Task 2: Ascertain Demand Factors and Level of Service for Relevant Public Facilities

There are several important components to this task which are outlined below.

a. ***Ascertain Demand Factors*** – The actual demand factors that generate the need for new capital facilities will be reviewed.

b. ***Evaluate Existing Levels of Service*** – It is important to note that impact fees should use existing levels of service for the purpose of calculating the new demand, unless there are extenuating circumstances. We will determine the existing level of service by conducting onsite interviews, evaluating the appropriate studies and analyzing relevant local data.

c. ***Determine Geographic Service Area*** – The appropriate geographic service area for purposes of calculating the impact fees will be determined.

The above subtasks will enable us to ensure that three important impact fee requirements are met; namely the proportionate share, substantial benefit and rational nexus.

Task 3: Review Capital Needs and Costs and Allocate to Growth

This task will culminate in the relevant capital needs and costs due to growth.

a. ***Long Range Capital Need*** - In this subtask, TischlerBise will further review the various studies and other data germane to the Town's capital facility activities. The discussions may include not only an understanding of the specific costs, but also include discussions pertaining to whether these capital facilities needs were due to normal replacement, catch-up, or new demand. The issue of catch-up will be discussed in the context of new development paying for higher levels of service than those which currently exist.

b. ***Review Cost Estimates*** - In this subtask TischlerBise will review, as relevant, the various capital costs. As part of this subtask, we will ascertain whether the facilities are likely to be financed and, if so, the amortization schedule.

c. ***Evaluate Different Allocation Methodologies*** – TischlerBise will consider different possible allocation methodologies to determine which is the most appropriate for each component of the particular impact fee.

As part of calculating the fee, the jurisdiction may include the construction contract price; the cost of acquiring land, improvements, materials and fixtures; the cost for planning, surveying, and engineering fees for services provided for and directly related to the construction system improvement; and debt service charges, if the Town might use impact fees as a revenue stream to pay the principal and interest on bonds, notes or other obligations issued to finance the cost of system improvements. All of these components will be considered in developing an equitable allocation of costs.

Task 4: Determine Need for and Calculate "Credits" to be Applied Against Capital Costs

A consideration of "credits" is integral to the development of a legally valid impact fee methodology. There is considerable confusion among those who are not immersed in impact fee law about the definition of a credit and why it may be required.

There are, in fact, two (2) types of "credits" each with specific, distinct characteristics, but both of which will be included in the development of impact fees. The first is a credit due to possible double payment situations. This could occur when future contributions are made by the property owner toward the capital costs of the public facility covered by the impact fee. The second is a credit toward the payment of an impact fee for the required dedication of public sites and improvements provided by the developer and for which the impact fee is imposed.

Task 5: Complete Impact Fee Methodology and Calculation

The completion of the above task will enable the impact fee methodology and calculations to be finalized. The maximum justifiable fee that can be charged and conform to fee requirements will be calculated. (The Town will subsequently decide what percentage of the maximum justifiable fee it wants to charge.)

Task 6: Conduct Funding and Cash Flow Analysis

In order to prepare a meaningful capital improvement plan, it is important to evaluate the anticipated funding sources. In this task, TischlerBise will prepare a cash flow analysis that indicates the sources of funding, independent of different impact fee amounts. This calculation will allow the Town to better understand the various revenue sources possible and the amount, which would be needed if the impact fees were discounted. It will also provide a good understanding of the cash flow needed to cover the infrastructure costs both for the new development and resulting credible capital improvement program.

The initial cash flow analysis will indicate whether additional funds might be needed or whether the capital improvements plan might need to be altered. This could also affect the total credits calculated in the previous task. Therefore, it is likely that a number of iterations will be conducted in order to refine the cash flow analysis reflecting the capital improvement needs.

Task 7: Preparation of Impact Fee Report

TischlerBise will prepare a draft report that summarizes the need for impact fees for the appropriate public facility category, the relevant methodologies employed and documents all assumptions and cost factors. The report will include at a minimum the following information:

- Executive Summary
- A detailed description of the methodologies used during the study

- A detailed description of all level of service standards and cost factors used and accompanying rationale
- A detailed schedule of all proposed fees listed by land use type and activity
- Other information which adequately explains and justifies the resulting recommended fee schedule

Following the Town's review of the draft report, we will make mutually agreed upon changes and issue five copies of the final report.

TischlerBise's fee report will have flow diagrams clearly indicating the methodology and approach, a series of tables for each activity showing all of the data assumptions and figures, and a narrative explaining all of the data assumptions, sources and the methodologies. The report will be a stand-alone document clearly understood by interested parties. Because of the firm's extensive experience in calculating impact fees and preparing such reports, we have developed a very succinct written product that leaves a well understood paper trail.

Task 8: Presentation/Meeting

TischlerBise will attend one meeting/public hearing to explain the analysis and conclusions.

Task 9. Liaison Committee

In our calculation of fees around the country, it has been very beneficial to have a liaison committee. The purpose of this committee is to allow interested parties, designated by the Town, to understand assumptions and raise any questions about the technical demographic, cost, revenue, credit and other data and supporting documentation that is being used in the calculation of development fees. This will not be a forum to discuss the political and/or philosophical use of fees. Rather it will be an opportunity for these interested parties to understand the soundness and the reasonableness of the technical development fee methodology. We anticipate two meetings with this group. The first would be to discuss the initial data assumptions, after "sign-off" by the client. The second would be to discuss the draft report. Utilizing this forum will enable the focus of the public hearings to be on the political and economic issues of implementing fees, not the technical approach.

—DELIVERABLES—

TASK	DELIVERABLE
Task 1. Recommend Land Use Assumptions	Memorandum Discussing Land Use Projections
Task 2. Ascertain Demand Factors and Level of Service for Relevant Public Facilities	See Below
Task 3. Review Capital Needs and Costs and Allocate to Growth	See Below
Task 4. Determine Need for and Calculate "Credits" to be Applied Against Capital Costs	See Below
Task 5. Complete Impact Fee Methodology and Calculation	See Impact Fee Report Below
Task 6. Conduct Funding and Cash Flow Analysis	Cash Flow Analyses Reflecting Capital Improvement Plan(s) and Applicable Impact Fees
Task 7. Preparation of Impact Fee Report	Impact Fee Report
Task 8. Presentation/Meeting	Appropriate Materials and Graphics
Task 9. Liaison Committee	Appropriate Presentation Material

—SCHEDULE—

The time estimated to complete the impact fee report is approximately four months from the start of Task 1. This assumes prompt receipt of requested materials and data from the Client, as well as allowing sufficient time for Town staff to review the appropriate products. The anticipated four-month schedule is indicated below.

TASK	MONTH 1	MONTH 2	MONTH 3	MONTH 4
Task 1. Recommend Land Use Assumptions				
Task 2. Ascertain Demand Factors and Level of Service for Relevant Public Facilities				
Task 3. Review Capital Needs and Costs and Allocate to Growth				
Task 4. Determine Need for and Calculate "Credits" to be Applied Against Capital Costs				
Task 5. Complete Impact Fee Methodology and Calculation				
Task 6. Conduct Funding and Cash Flow Analysis				
Task 7. Preparation of Impact Fee Report				
Task 9. Presentation/Meeting				
Task 10. Liaison Committee				

EXHIBIT B

—COSTS—

The cost for the study is indicated below broken down by category and task.

Parks and Recreation	$11,820
Police	$ 9,030
Library	$ 6,640
Municipal Facilities and Equipment	$ 8,950
Conduct Funding and Cash Flow Analysis	$10,000
Liaison Committee	$ 3,000
	$49,440

TischlerBise's consultant cost can be recaptured as part of the impact fee calculation.

includes 9 & 6

CONSULTANT AGREEMENT
BETWEEN TISCHLERBISE, INC. AND
CAMP VERDE, ARIZONA

THIS AGREEMENT, entered into this _____day of _____ , 2005, by and between the Town of Camp Verde, Arizona, hereinafter called the **"Town"**, and TischlerBise, Inc., hereinafter called the "Consultant".

WHEREAS the **Town** is in need of certain services; and

WHEREAS the Consultant has expertise in impact fee preparation and related activities.

NOW, THEREFORE, IN CONSIDERATION OF THE COVENANTS HEREIN CONTAINED, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by each party to the other, it is hereby agreed as follows:

1. The Consultant shall provide those services to the **Town** as more particularly identified in the attached Exhibit "A".

2. In performing the services identified in the attached Exhibit "A", the Consultant shall perform all steps necessary to the full and effective performance of the tasks specifically referenced in Exhibit "A".

3. Consultant shall provide sufficient qualified personnel to perform all services as required herein, including but not limited to inspections and preparation of reports, as reasonably requested by
representatives of the **Town.**

4. The Consultant shall base the analysis on data and information available at the time of the study.

5. (A) The term of this agreement shall be from the date of execution of the Agreement, and shall terminate upon the completion of Tasks specified in Exhibit "A".

   (B) Notwithstanding the foregoing, this Agreement may be terminated by the **Town** upon ten (10) days written notice, with or without cause. If this Agreement is terminated, the Consultant shall be paid for services performed to the date of Consultant's receipt of such termination notice.

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   Consultant: Paul S. Tischler, TischlerBise, Inc., 4701 Sangamore Road, Suite N210, Bethesda, MD 20817. Telephone Number (800) 424-4318. Facsimile Number (301) 320-4860. Email: paul@tischlerbise.com

7. This Agreement is non-assignable by the Consultant and its subcontractors.

8. The **Town** shall pay to Consultant the amounts indicated in Exhibit "B". Invoices will be issued by the Consultant to the **Town** on a percentage completion basis. Payment will be made by the **Town** within 30 days of receipt of invoice.

9. This Agreement shall be construed under the laws of Arizona.

10. This Agreement and Exhibits "A" and "B" represent the entire and integrated Agreement between the **Town** and the Consultant and supersede all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the **Town** and the Consultant. Written and signed amendments shall automatically become part of the Agreement, and shall supersede any inconsistent provision therein; provided, however, that any apparent inconsistency shall be resolved, if possible, by construing the provisions as mutually complementary and supplementary.

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12. The Consultant hereby agrees to indemnify and hold harmless the **Town,** its departments and divisions, its employees and agents, from any and all claims, liabilities, expenses or lawsuits caused by the Consultant's breach of contract or the negligent performance by Consultant (or by any person acting for the Consultant or for whom the Consultant is responsible).

13. The Consultant shall secure and maintain during the life of this Agreement, insurance coverage which shall include comprehensive general and automobile liability in the amount of at least $1,000,000.00 coverage with an insurer acceptable to the **Town.** Consultant shall also maintain errors and omissions insurance in the amount of at least $250,000.00 for the duration of the contract and a period of two years after completion of the contract. Consultant shall provide the **Town** with proof of such insurance in a form acceptable to **Town** upon request.

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15. This agreement is subject to the provisions of ARS§ 38-511.

IN WITNESS WHEREOF, the parties have caused the Agreement to be signed by their duly authorized representatives as of the _____day of _____, 2005.

TOWN: CAMP VERDE, ARIZONA

_____

WITNESS

BILL LEE
ITS: TOWN MANAGER

CONSTANT: TISCHLERBISE, INC:

WITNESS"

PAUL S. TISCHLER
ITS: PRESIDENT

EXHIBIT A —WORK SCOPE-

WATER SYSTEM CAPACITY FEE

Components:
Supply/Rights
Distribution
Storage
Buildings/Vehicles

Although a separate report would be issued, the tasks would be similar to those of the development fees. If conducted at the same time as the development fees study, the water capacity fees could be included in the liaison activity discussion.

Task 1: Recommend Land Use Assumptions

TischlerBise will review and, if appropriate, update annual projections of population, employment, housing, commercial, industrial and other nonresidential square footage data for at least five years. This will be based on discussions with Town staff. We will prepare a memorandum discussing the recommended land use projections. This task will serve to establish forecasts reflecting population, housing, employment, nonresidential building area and other relevant data.

Task 2: Ascertain Demand Factors and Level of Service for Relevant Public Facilities

There are several important components to this task which are outlined below.

a. ***Ascertain Demand Factors*** - The actual demand factors that generate the need for new capital facilities will be reviewed.

b. ***Evaluate Existing Levels of Service*** -We will determine the existing level of service by conducting onsite interviews, evaluating the appropriate studies and analyzing relevant local data.

c. ***Determine Geographic Service Area*** - The appropriate geographic service area for purposes of calculating the impact fees will be determined.

Task 3: Review Capital Needs and Costs and Allocate to Growth

This task will culminate in the relevant capital needs and costs due to growth.

a. ***Long Range Capital Need*** - In this subtask, TischlerBise will further review the various studies and other data germane to the Town's water system capital facility activities. The discussions may include not only an understanding of the specific costs, but also include discussions pertaining to whether these capital facilities needs were due to normal replacement, catch-up, or new demand. The issue of catch-up will be discussed in the context of new development paying for higher levels of service than those which currently exist.

b. ***Review Cost Estimates*** - In this subtask TischlerBise will review, as relevant, the various capital costs. As part of this subtask, we will ascertain whether the facilities are likely to be financed and, if so, the amortization schedule.

c. ***Evaluate Different Allocation Methodologies*** - TischlerBise will consider different possible allocation methodologies to determine which is the most appropriate for each component of the particular impact fee.

As part of calculating the fee, the jurisdiction may include the construction contract price; the cost of acquiring land, improvements, materials and fixtures; the cost for planning, surveying, and engineering fees for services provided for and directly related to the construction system improvement; and debt service charges, if the Town might use impact fees as a revenue stream to pay the principal and interest on bonds, notes or other obligations issued to finance the cost of system improvements. All of these components will be considered in developing an equitable allocation of costs.

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Task 5: Complete Water System Capacity Fee Methodology and Calculation

The completion of the above task will enable the impact fee methodology and calculations to be finalized. The maximum justifiable fee that can be charged and conform to fee requirements will be calculated. (The Town will subsequently decide what percentage of the maximum justifiable fee it wants to charge.)

Task 6: Conduct Funding and Cash Flow Analysis

In order to prepare a meaningful capital improvement plan, it is important to evaluate the anticipated funding sources. In this task, TischlerBise will prepare a cash flow analysis that indicates the sources of funding, independent of different impact fee amounts. This calculation will allow the Town to better understand the various revenue sources possible and the amount, which would be needed if the impact fees were discounted. It will also provide a good understanding of the cash flow needed to cover the infrastructure costs both for the new development and resulting credible capital improvement program.

The initial cash flow analysis will indicate whether additional funds might be needed or whether the capital improvements plan might need to be altered. This could also affect the total credits calculated in the previous task. Therefore, it is likely that a number of iterations will be conducted in order to refine the cash flow analysis reflecting the capital improvement needs.

Task 7: Preparation of Capacity Fee Report

TischlerBise will prepare a draft report that summarizes the need for impact fees for the water facility category, the relevant methodologies employed and documents all assumptions and cost factors. The report will include at a minimum the following information:

- Executive Summary
- A detailed description of the methodologies used during the study

- A detailed description of all level of service standards and cost factors used and accompanying rationale
- A detailed schedule of all proposed fees listed by land use type and activity
- Other information which adequately explains and justifies the resulting recommended fee schedule

Following the Town's review of the draft report, we will make mutually agreed upon changes and issue five copies of the final report.

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Task 8: Presentation/Meeting

TischlerBise will attend one meeting/public hearing to explain the analysis and conclusions.

Task 9. Liaison Committee

In our calculation of fees around the country, it has been very beneficial to have a liaison committee. The purpose of this committee is to allow interested parties, designated by the Town, to understand assumptions and raise any questions about the technical demographic, cost, revenue, credit and other data and supporting documentation that is being used in the calculation of development fees. This will not be a forum to discuss the political and/or philosophical use of fees. Rather it will be an opportunity for these interested parties to understand the soundness and the reasonableness of the technical development fee methodology. We anticipate two meetings with this group. The first would be to discuss the initial data assumptions, after "sign-off by the client. The second would be to discuss the draft report. Utilizing this forum will enable the focus of the public hearings to be on the political and economic issues of implementing fees, not the technical approach.

—DELIVERABLES—

TASK	DELIVERABLE
Task 1. Recommend Land Use Assumptions	Memorandum Discussing Land Use Projections
Task 2. Ascertain Demand Factors and Level of Service for Relevant Public Facilities	See Below
Task 3. Review Capital Needs and Costs and Allocate to Growth	See Below
Task 4. Determine Need for and Calculate "Credits" to be Applied Against Capital Costs	See Below
Task 5. Complete Impact Fee Methodology and Calculation	See Impact Fee Report Below
Task 6. Conduct Funding and Cash Flow Analysis	Cash Flow Analyses Reflecting Capital Improvement Plan(s) and Applicable Impact Fees
Task 7. Preparation of Impact Fee Report	Impact Fee Report
Task 8. Presentation/Meeting	Appropriate Materials and Graphics
Task 9. Liaison Committee	Appropriate Presentation Material

—SCHEDULE—

The time estimated to complete the impact fee report is approximately four months from the start of Task 1. This assumes prompt receipt of requested materials and data from the Client, as well as allowing sufficient time for Town staff to review the appropriate products. The anticipated four-month schedule is indicated below.

TASK	MONTH 1	MONTH 2	MONTH 3	MONTH 4
Task 1. Recommend Land Use Assumptions				
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Task 3. Review Capital Needs and Costs and Allocate to Growth				
Task 4. Determine Need for and Calculate "Credits" to be Applied Against Capital Costs				
Task 5. Complete Impact Fee Methodology and Calculation				
Task 6. Conduct Funding and Cash Flow Analysis				
Task 7. Preparation of Impact Fee Report				
Task 9. Presentation/Meeting				
Task 10. Liaison Committee				

EXHIBIT B

—COSTS—

If conducted at the same time as the development fees study, the water capacity fees could be included in the liaison activity discussion.

WATER SYSTEM CAPACITY FEE

TOTAL $18,300

TischlerBise's consultant cost can be recaptured as part of the impact fee calculation.

STAFF REPORT

Council Meeting of:	**October 19, 2005**
Title:	**Discussion, consideration and possible approval of NF Planning and Development (NFPD) contract to continue assisting the Town in planning and development. The amount is not to exceed $12,000.**
Description of Item:	(NFPD) is submitting the attached proposal to renew their contract.
Comments:	None
Staff Recommendation:	None

Attachments: _X__Yes_ ___ No

Is This a Budgeted Item: _____N/A _X__ YES _____ NO

Prepared by: Bill Lee

Consultant Agreement

This Consultant Agreement is made and entered into on ____day of _____, 2005, by and between NF Planning & Development ("NFPD") and the Town of Camp Verde ("Town") for planning and development advisory services. The parties agree as follows:

Section I. Period of Service
This Agreement shall be for the period commencing on the approval date of this Agreement and continuing until the 31st day of March, 2006 unless terminated sooner by the parties. This Agreement may be extended beyond the initial term by written letter of extension between the parties.

Section II. Compensation
NFPD shall be paid an amount of not to exceed Twelve Thousand Dollars ($12,000.00) for all work associated with this Agreement. Said sum shall include time, travel and related expenses. The Town and NFPD shall mutually agree upon the specific work product, scope of services and cost in advance of any work performed. NFPD shall deliver one electronic copy of all documents associated with this agreement; any additional copies of preliminary and final documents and associated printing costs shall be the responsibility of the Town. NFPD shall obtain prior approval from Bill Lee, Town Manager, to render such services, travel or other costs. Unless otherwise agreed upon in writing, NFPD's hourly billing rate for each of the principals is $150 per hour, plus expenses. Travel time shall be billed at one-half the normal hourly rate.

Section III. Billing
NFPD shall provide consultant services to the Town, based on the written needs of the Town. All fees and expenses incurred shall be billed on a monthly basis.

Section IV. Scope of Services
NFPD is being retained to provide professional services to the Town for the assistance in the preparation of a redevelopment plan as directed by the Town Manager. All work to be in accordance with the degree of care and skill, which a professional in Arizona would exercise under similar circumstances. In the execution of this work, NFPD may be called upon to perform the following types of work:

- Planning, Design and Development advisory services to the Town including but not limited to:

    - Attend Town Council and Board & Commission meetings, assisting the Town staff in preparation of a redevelopment plan.

    - Preparation of all draft documents related to a redevelopment plan for review and approval by the Town's staff and legal counsel.

- Such other services that may be defined by the Town Manager during the term of this Agreement.

Section V. Termination
The Town Manager and/or NFPD may cancel this Agreement at any time, for any reason. However, In the event that this Agreement is terminated, for any reason, the Town shall pay NFPD in full for all services already rendered, and all future obligations under this Agreement shall cease.

Section VI. Successors and Assigns
Neither this Agreement, nor any obligation of NFPD hereunder, shall be assigned in whole or in part by NFPD without the prior written consent of the Town.

Section VII. Waiver and Severability
A waiver of any part of this Agreement, whether express or by conduct, shall not constitute a continuing waiver of such part (unless explicitly stated to be so), or a waiver of any other part, nor shall a waiver of any breach of this Agreement, or any part of it, whether express or by conduct, constitute a waiver of any succeeding breach. The provisions of this Agreement shall be severable such that if any provision shall be deemed to be invalid and unenforceable for any reason, such invalidity or unenforceability shall not affect the remaining provisions hereof.

Section VIII. Whole Agreement
This Agreement, represent the parties' whole Agreement. There are no other promises, terms, conditions or obligations, and this Agreement shall supersede all previous communications, representations or agreements, either verbal or written.

Section IX. Construction
This Agreement shall be governed by and construed in accordance with the laws of the State of Arizona.

Section X. Professional Liability Insurance
For the purposes of this agreement, NFPD shall serve as advisors to the Town, acting as agents of the Town. Based upon the scope of work that is anticipated, the parties agree that professional liability insurance is not required. The Town shall indemnify NFPD in all manners relating to this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, this the ___ day of _____, 2005

Town of Camp Verde:

By_____
Bill Lee

NFPD:

By_____
Dave Fackler

STAFF REPORT

Council Meeting of: **October 19, 2005**

Title: **Discussion, consideration and possible direction to staff on how to proceed with the disposition of the five acres in the Verde Cliffs Subdivision donated to the Town by Scott Simonton.**

Comments: The plats for the eight lots have been drawn. The Town may take this through Planning and Zoning and then on to the Town Council for final approval. We have a few options available to us. The first one is to sell the property "AS IS". The second one is to sell the property with the approved plans. The third option would be to use the property for an attainable housing program for the Town. We would suggest that if the third option is chosen that the lot sizes be reduced. This would also allow us to increase the amount of lots available. Staff is researching our ability to use housing funds to pay the Town for the property so that the library could still realize the revenue from the sale of this property.

Staff Recommendation: None, except I would remind Council that the sale of this property cannot exceed $500,000 without voter approval. We could sell off lots individually if we were willing to put in the infrastructure.

Attachments: __X_Yes ___ No

Is This a Budgeted Item: __X___N/A ___ YES _____ NO

Prepared by: Bill Lee

STAFF REPORT

Council Meeting of:	October 19, 2005
Title:	**Resolution 2005-663** – Resolution approving and authorizing submission of a grant application to the Greater Arizona Development Authority (GADA) seeking funds in the amount of $50,000 for a feasibility study of a wastewater facility along State Route 260 from I-17 to the town's westerly boundary.
Description Of Item:	The Town is interested in developing a master plan for the wastewater needs for those areas located along and adjacent to State Route 260 going west from I-17 to the town's westerly boundary. The Greater Arizona Development Authority provides technical assistance in the form of technical grants to rural areas striving to meet various infrastructure needs. This grant application would allow the town to move forward with its plans to improve the infrastructure to serve the wastewater needs in a high growth area of the community.
Recommended Council Action:	Staff would recommend the Town Council approve this resolution that would authorize the Town Manager to submit this grant application requesting $50,000 to perform a sewer master plan along State Route 260 from I-17 to its westerly town boundary.
Attachments:	Yes
Prepared by:	Will Wright

RESOLUTION 2005-663

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, AUTHORIZING AN APPLIATION TO THE GREATER ARIZONA DEVELOPMENT AUTHORITY FOR TECHNICAL ASSISTANCE PURSUANT TO TITLE 41, CHAPTER 10, ARTICLE 8, ARIZONA REVISED STATUTES.

WHEREAS, in Chapter 208 of the Laws of 1997 ("the Act"), the Arizona Legislature established the Greater Arizona Development Authority ("GADA") and authorized GADA, among other things, to provide technical assistance to political subdivisions, special districts, Indian tribes, and tribal subdivisions through staff or other professional assistance in connection with the development or financing of infrastructure;

WHEREAS, A.R.S. § 41-1554.05 defines technical assistance as "including assistance in selecting outside consultants, evaluation of design and construction options, financial advisory services and assistance in satisfying statutory requirements";

WHEREAS, A.R.S. § 41-1554(6) defines "infrastructure" as "any facility located in this state for public use owned by a political subdivision, special district or Indian tribe that retains ultimate responsibility for its operation and maintenance";

WHEREAS, applicants for technical assistance must file applications in accordance with the requirements of the Act and of rules promulgated by GADA;

WHEREAS, the Town of Camp Verde has determined that it will file an application with GADA for technical assistance for a master plan for the Camp Verde Sewer System to coordinate and expand this wastewater operation in the community;

WHEREAS, A.R.S. § 41-1554.04(H)(3) requires that applications for technical assistance "include a resolution from the governing body of the political subdivision, special district or Indian tribe that the project is in the best interests of the residents; and A.A.C. R20-8-102 (D)(3) requires in addition that the applicant state "economic impact on the community; and the commitment of local funds, if applicable; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, AS FOLLOWS:

Section 1: That the Town of Camp Verde infrastructure project described above is in the best interests of the residents of the Town of Camp Verde.

Section 2: That the estimated economic impact on the community would potentially be millions of dollars with the installation of a wastewater treatment facility in this area of the town.

Section 3: That $50,000 of funds of the Town of Camp Verde are committed to the project.

Section 4: That the Town Manager is authorized to file the above-described application for technical assistance with GADA.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, this _____, day of _____, 2005.

Approved:

_____
Tony Gioia
Mayor

Approved as to Form:

_____
Town Attorney

Attest:

_____
Deborah Barber
Town Clerk

ARIZONA DEPARTMENT OF COMMERCE
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GREATER ARIZONA DEVELOPMENT AUTHORITY

Application for Technical Assistance 2004
Project Development Account

The following application is being made to the Greater Arizona Development Authority for Technical Assistance from the Project Development Account. This account is designed to provide technical assistance for eligible infrastructure projects that are in the EARLY or exploratory phases of project development. Technical assistance available from this account includes, but is not limited to:

- Economic impact studies
- Assistance with the formation of special districts
- Feasibility studies
- Rate Studies/Impact Analyses
- Requests for proposals development or review
- Capital Improvement Programs
- Development Fee Methodology Studies

1. APPLICANT INFORMATION

Applicant: Town of Camp Verde

Community Contact: Will Wright Title: Community Development Director

Address: P.O. Box 710

City: Camp Verde State: AZ Zip: 86322

Phone #: (928) 567-8513 Fax #: (928) 567-7401

E-mail address: wwright@cvaz.org

If a consultant is filling out the application on the community's behalf, please fill out the following:

Consultant Contact: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Fax #: _____

E-mail address: _____

2. TECHNICAL ASSISTANCE DESCRIPTION

*The **technical assistance** is the avenue used for getting a project completed.*

a) Attach a detailed description of the **technical assistance** funding that you are requesting and how it would be used. Title the page "**Technical Assistance Description.**"

b) At this point, which of the following sources do you feel you will use to select a consultant for this technical assistance:

- [ ] Consultant from GADA Pool
- [x] Consultant from Approved Local RFP/RFQ
- [ ] GADA Staff
- [ ] Don't Know

c) Requested amount of technical assistance from GADA: $ 50,000

d) Start date for **technical assistance** (month/year): January 2006

Completion date for **technical assistance** (month/year): May 1, 2006

3. PROJECT DESCRIPTION

*The **project** is the 'big picture' or item the community wants to see accomplished.*

a) Type of project (check all that apply):

- [ ] Streets, roads
- [ ] Transportation maintenance
- [ ] Public safety
- [ ] Water supply
- [ ] Water quality
- [x] Wastewater
- [ ] Municipal facilities
- [ ] Parks, open space
- [ ] Solid waste
- [ ] Airport
- [ ] Recreational facilities
- [ ] Storm drains
- [ ] Flood control
- [ ] Other _____

b) Attach a detailed description of the **project.** Title the page "**Project Description.**" In this description, include an explanation of how this project fits within the community's overall development plan.

c) Total project cost: $100,000

d) Start date for **project** (month/year): January 2006

Completion date for **project** (month/year): May 2006

4. PROJECT'S IMPACT ON THE COMMUNITY

Attach a summary of the **economic impact** this project will have on your community. Title the page "**Project's Impact on the Community.**"

Examples of information to provide include:

- reasons why the project is important to the community
- benefits of the project to the community
- other relevant information

5. EVIDENCE OF SUPPORT

a) Is this project included in a *formally* approved planning document specific to the locality of the project such as the community's current General Plan or Capital Improvement Plan? [x] Yes [ ] No

Document 1: General Plan

Date approved: May 2005 Copy Attached: [ ] Yes [x] No

Document 2: _____

Date approved: _____ Copy Attached: [ ] Yes [ ] No

b) If this project is not part of a formally approved planning document, is there documentation evidencing that the project has been discussed in meetings or study sessions of the community's governing board? ☐Yes ☐No

Document 1:_____

Meeting Date:_____ Copy Attached: ☐Yes ☐No

Document 2:_____

Meeting Date:_____ Copy Attached: ☐Yes ☐No

Document 3:_____

Meeting Date:_____ Copy Attached: ☐Yes ☐No

c) Is this project listed on:

the project priority list of the Water Infrastructure Finance Authority? ☐Yes ☒No

the Department of Transportation's Five-Year State Plan? ☐Yes ☒No

If yes to either or both of the above, please attach a copy.

d) The GADA statute requires that a resolution be submitted with this application that has been adopted by the governing body of the jurisdiction or, in the case of tribal subdivisions (chapters, districts and villages), a resolution of the Tribal Council. The resolution must state that the project is in the best interests of the residents, an estimate of economic impact on the community and the commitment of local funds, if any. An example of this resolution is available with this application, or you may also obtain one from GADA staff or the GADA website (www.gada.info). Copy Attached: ☐Yes ☒No

Date of adoption (day/month/year):_____

Copy included with this application: ☐Yes ☐No

If this resolution has not been adopted, please state the anticipated date of adoption.

Date of adoption (day/month/year): 19/October/2005

6. FUNDING FOR TECHNICAL ASSISTANCE

Sources of Technical Assistance:

GADA Technical Assistance Requested		$ 50,000
Community Match	+	$ 50,000
Other/In-kind:		
_____	+	$
_____	+	$
_____	+	$
Total	=	$100,000

Uses of Technical Assistance:

Project Costs $ _____

Other

_____ + $ _____

_____ + $ _____

_____ + $ _____

_____ + $ _____

Total = $ _____

7. FINANCIAL STATEMENTS

The GADA statute requires that a copy of the most recent audited financial statements for the jurisdiction be provided with this application. If audited financial statements are not prepared or unavailable, please provide un-audited financial statements, or some other form of financial records for the community.

Audited Financial Statement: _____

Date approved: _____ Copy Attached: ☐ Yes ☒ No

Other Document 1: _____

Date approved: _____ Copy Attached: ☐ Yes ☐ No

Other Document 2: _____

Date approved: _____ Copy Attached: ☐ Yes ☐ No

Other Document 3: _____

Date approved: _____ Copy Attached: ☐ Yes ☐ No

8. PARTNERS IN THE PROJECT

Please list any consultants that are currently retained by the community, or others who are partners with the community for the project.

Attained by RFP/RFQ?

Engineer: Burgess and Niple ☒ Yes ☐ No

Architect: _____ ☐ Yes ☐ No

Bond counsel: _____ ☐ Yes ☐ No

Financial advisor/investment banker: _____ ☐ Yes ☐ No

Others: _____ ☐ Yes ☐ No

ARIZONA DEPARTMENT OF COMMERCE
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GREATER ARIZONA DEVELOPMENT AUTHORITY

9. AUTHORIZED SIGNATURE

All applications must be signed in order to be considered administratively complete.

Authorized Representative Signature

Authorized Representative Name (please print): Bill Lee

Authorized Representative Title: Town Manager

Please submit the "ORIGINAL" and three copies of this application along to:

Greater Arizona Development Authority
1700 W. Washington, Suite 420
Phoenix, Arizona 85007

2 a. Technical Assistance Description

The Mayor and Common Council of the Town of Camp Verde respectfully request the sum of $50,000 from the Greater Arizona Development Authority (GADA) for the purpose of developing a master plan for a central wastewater treatment facility along State Route 260 from the I-17 to the westerly boundary of the community. These monies will be used specifically to hire a consultant who will provide the town with a plan for achieving its goals maximizing it economic base, while preserving this area's vital natural resources, such as the Verde River. The plan will develop the best available practices for providing sewer services to this area as well as identify both public and private partnerships that could assist in achieving this goal. Further, it will develop the options for technically as well as financially achieving this goal by providing a centralized wastewater sewer system for this area. It is important that the town begin to plan for meeting the increasing sewer service needs of this area of the community, which this feasibility study/master plan will do.

3. PROJECT DESCRIPTION

The Town of Camp Verde has identified the land on the corridor along State Route 260 (SR260) from Interstate 17 to the town's westerly boundary as a "growth area" in the General Plan. It is important to point out that the General Plan was adopted by a vote of the citizens of the community in early 2005. However, this corridor is not currently served by the Camp Verde Sanitary District (CVSD), which presently provides the only centralized wastewater treatment system in the community. The Town of Camp Verde is currently growing at a rate of over 4 % annually and the challenges of this high growth are compounded by the fact that there is not adequate infrastructure to service the wastewater needs of this fast growing area.

Town leadership understands the critical need to determine how best to meet the wastewater needs for this growth area. There are currently a number of new businesses, such as the Out of Africa Wildlife Park, the Coury auto dealership(s), several business parks and a large residential developer, that have already come or in the near future are planning to locate along this corridor. Additionally, there appears to be an increasing pressure from prospective developers interested in locating light industrial, commercial and residential developments in this area. These developments will require a more environmentally sensitive and effective wastewater treatment system to accommodate this growth.

The General Plan in Chapter 10 – Environmental Planning indicates that the town will "discourage high density growth in areas where water and sewer infrastructure is not available or planned". In addition, the Town of Camp Verde has a unique position geographically as it has over 18 miles of the Verde River bisecting the community. The desire to preserve and protect the Verde River is promoted in the Town's General Plan. The first goal in Chapter 11 – Water Resources states, "Preserve and enhance the Town's unique water resources: … the Verde River". The community already has a lot of septic systems that have the potential to pollute the river, its tributaries as well as the ground water.

For these reasons, it is necessary that the town develop a master plan for a sewer system to provide the community with the best available practices to service the wastewater needs of this area, especially in light of the high growth rate along the SR 260 corridor. The purpose of this master plan will be to develop a plan for providing a centralized wastewater facility to serve the sewer needs of this area of the community, to explore public and private partnerships to find the funding needed to install a new wastewater treatment facility and/or to determine the feasibility of connecting to the existing treatment plant currently owned and operated by the CVSD.

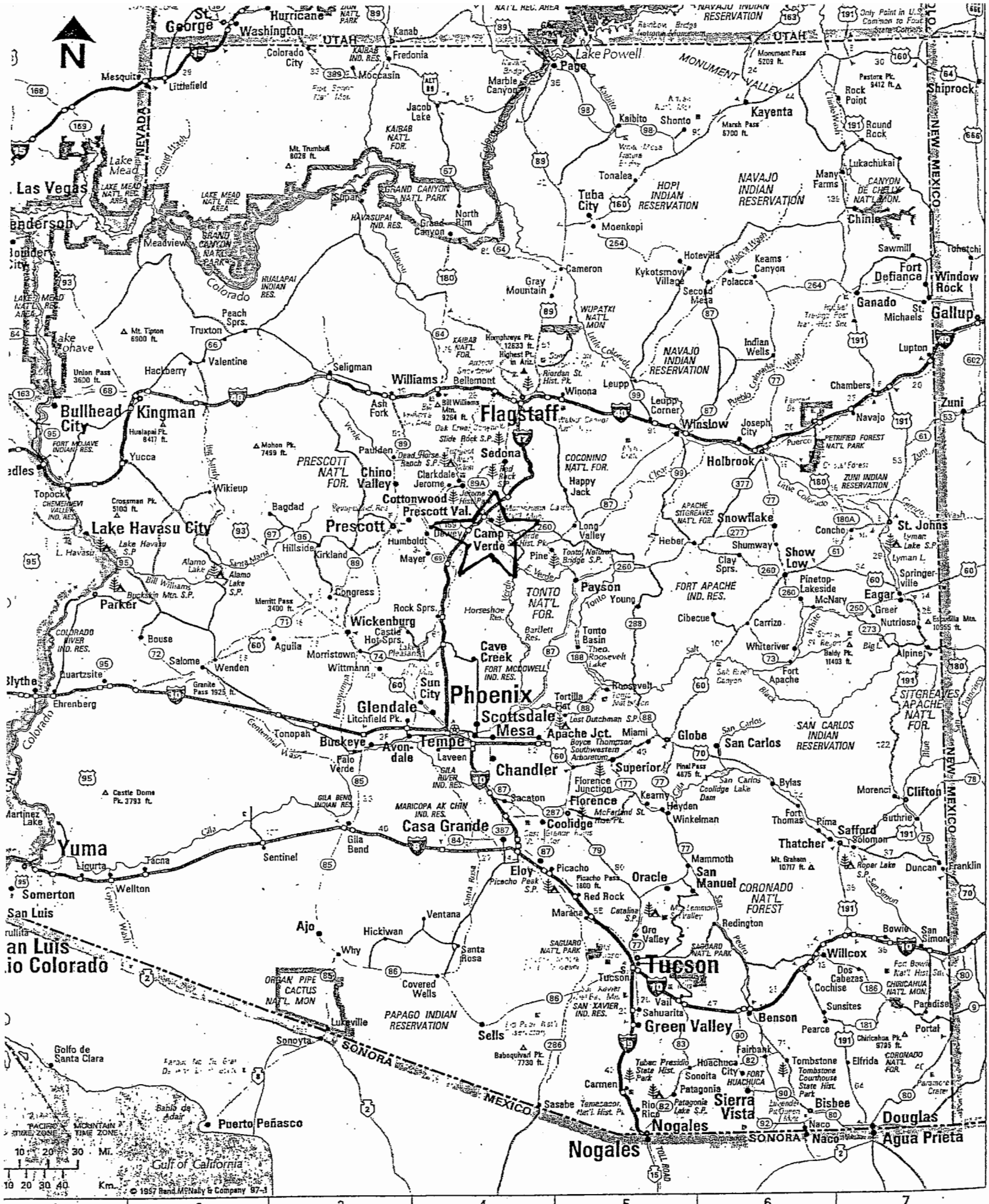
4. PROJECT'S IMPACT ON THE COMMUNITY

The current growth along State Route 260 from Interstate 17 to the town's westerly boundary mandates the Town's leadership to establish a more environmentally responsible method of taking care of the increasing needs for wastewater services to this area. The growth demands and potential in Camp Verde along this State highway are tremendous with land prices having over doubled in the last eighteen (18) months.

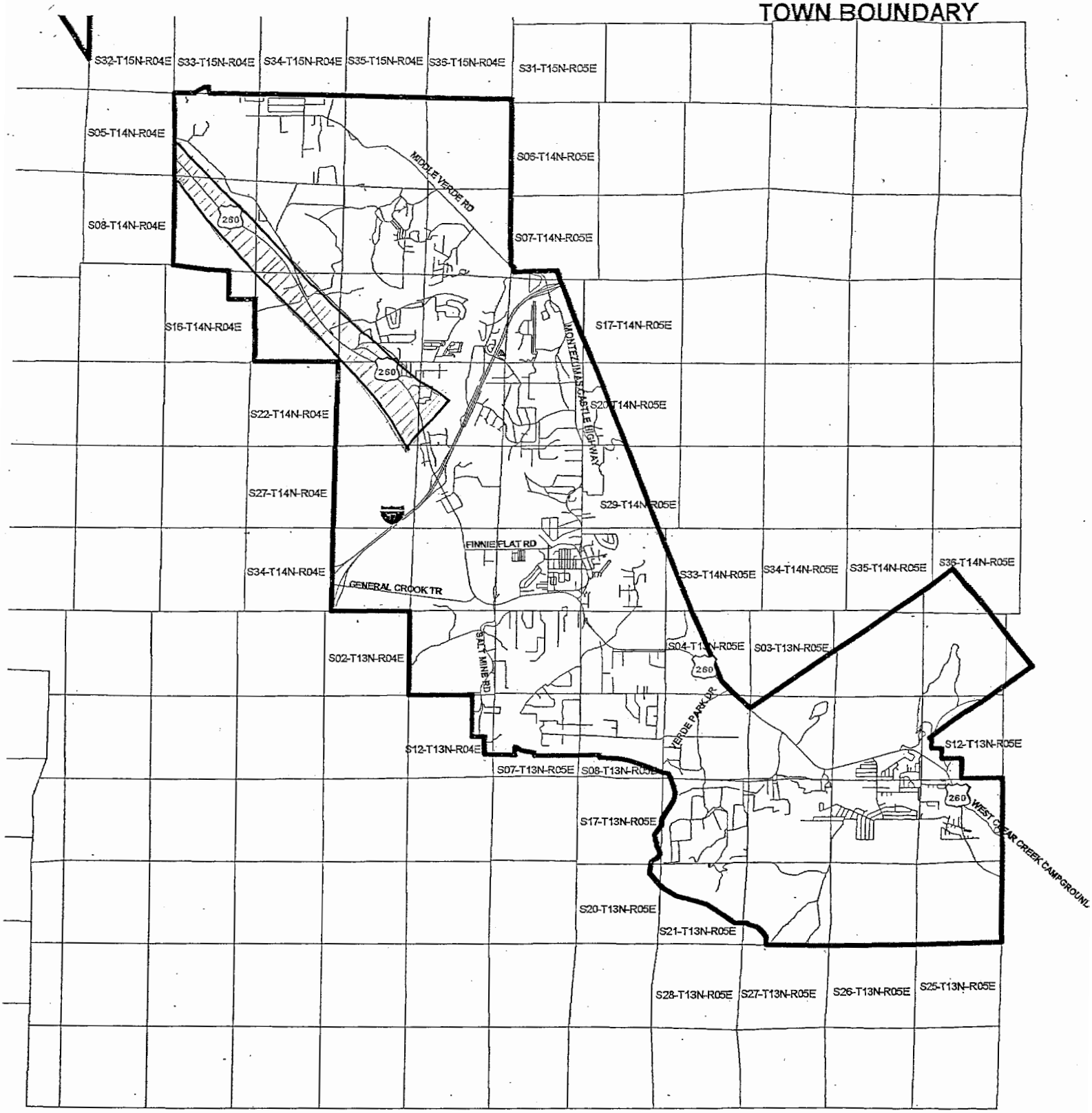
There have been a number of significant developments occur in this area that have further attracted developers along this corridor, including: 1) the Out of Africa Wildlife Park; 2) the County Jail Facility was expanded by several hundred beds; 3) several business parks are in various stages of approval and development (e.g., Verde Valley Business Park, Gateway Business Park, Rick Reed's project); 4) several businesses have built their facilities, such as the Yavapai Fence Co., a Veterinarian Clinic, the Riverview Business Plaza; 5) the town has been approached by a major home builder with a proposal to build several hundred homes on this stretch of roadway with talk having to put in a packaged wastewater treatment plant; and 6) closer to the Interstate Wendy's, and a Gift Shop have opened all within the last two years. In short, there is a tremendous amount of development activity and new prospects coming to talk to community staff weekly about their plans and proposals.

It is difficult to quantify the economic impact that a sewer system would bring to this area as there are already millions of dollars being invested along this six to seven mile stretch of State highway. However, it is safe and a conservative estimate to say that development activity would potentially increase by millions of dollars with the construction of a centralized wastewater treatment facility or a system that would provide sewer services to this high growth area of town.

This master plan to provide sewer services in this high growth area of town will give community leaders as well as agencies with possible funding for this project the needed technical information to allow the community to move forward with efforts to install a centralized wastewater treatment facility. However, perhaps more importantly this plan will compliment the town's overall goal of preserving and protecting the essential waterways that contribute to the Verde River. The Verde River is a natural resource that provides the community with critical riparian habitat, varied recreational opportunities, as well as essential water resources for agriculture and ranching operations. The river has been a mainstay for this community in a wide variety of ways and is the reason why this area was developed. It provides the community with a rich historical and natural resource that is vital to preserve, therefore, eliminating the use of septic systems for a more environmentally responsible wastewater system is imperative in meeting the town's community goals as stated in the General Plan.


N
St. George
Hurricane
Washington
UTAH
Kanab
Colorado City
Fredonia
Moccasin
Mesquite
Littlefield
NEVADA
Lake Powell
Page
Marble Canyon
Jacob Lake
KAIBAB NAT'L FOR.
Kaibito
Shonto
Kayenta
MONUMENT VALLEY
Rock Point
Round Rock
Shiprock
NEW MEXICO
Lukachukai
Many Farms
CANYON DE CHELLY NAT'L MON.
Chinle
Tonalea
Tuba City
HOPI INDIAN RESERVATION
NAVAJO INDIAN RESERVATION
Moenkopi
Mt. Trumbull 8028 ft.
Lake Mead
LAKE MEAD NAT'L REC. AREA
Las Vegas
Henderson
Boulder City
Meadview
GRAND CANYON NAT'L PARK
Supai
HAVASUPAI IND. RES.
North Rim
Grand Canyon
Cameron
Gray Mountain
Hotevilla
Kykotsmovi Village
Keams Canyon
Polacca
Second Mesa
Sawmill
Tohatchi
Fort Defiance
Window Rock
Ganado
St. Michaels
Gallup
HUALAPAI INDIAN RES.
Colorado
Peach Sprs.
Truxton
Mt. Tipton 6900 ft.
Lake Mohave
Valentine
Hackberry
Union Pass 3600 ft.
Seligman
WUPATKI NAT'L MON
Humphreys Pk. 12633 ft. Highest Pt. in Ariz.
Indian Wells
Lupton
Chambers
Zuni
Williams
Bellemont
Winona
Leupp
Leupp Corner
Winslow
Joseph City
Navajo
Bullhead City
Kingman
Huslapai Pk. 8417 ft.
FORT MOHAVE INDIAN RES.
Yucca
Mohon Pk. 7459 ft.
Ash Fork
Bill Williams Mtn. 9264 ft.
Flagstaff
Sedona
Pauldin
Dead Horse Ranch S.P.
PRESCOTT NAT'L FOR.
Chino Valley
Clarkdale
Jerome
COCONINO NAT'L FOR.
Happy Jack
Holbrook
PETRIFIED FOREST NAT'L PARK
ZUNI INDIAN RESERVATION
Topock
CHEMEHUEVI VALLEY IND. RES.
Crossman Pk. 5103 ft.
Wikieup
Bagdad
Cottonwood
Prescott Val.
Prescott
Dewey
Humboldt
Camp Verde
Long Valley
Heber
APACHE SITGREAVES NAT'L FOR.
Snowflake
Concho
St. Johns
Lake Havasu City
Lake Havasu S.P.
L. Havasu
Hillside
Kirkland
Mayer
Pine
Shumway
Show Low
Lyman L.
Springerville
Alamo Lake
Alamo Lake S.P.
Bill Williams Buckskin Mtn. S.P.
Parker
Congress
Payson
Tonto
Young
FORT APACHE IND. RES.
Clay Sprs.
Pinetop-Lakeside
McNary
Eagar
Greer
Nutrioso
Merritt Pass 3400 ft.
Rock Sprs.
Wickenburg
Castle Hot Sprs.
Horseshoe Res.
TONTO NAT'L FOR.
Tonto Basin
Theo. Roosevelt Lake
Cibecue
Carrizo
Espantosa Mtn. 10955 ft.
COLORADO RIVER IND. RES.
Bouse
Aguila
Morristown
Wittmann
Salome
Wenden
Cave Creek
FORT MCDOWELL IND. RES.
Barlett Res.
Whiteriver
Baldy Pk. 11403 ft.
Alpine
Fort Apache
Blythe
Quartzsite
Granite Pass 1925 ft.
Ehrenberg
Sun City
Phoenix
Roosevelt
Tortilla Flat
Glendale
Litchfield Pk.
Scottsdale
Last Dutchman S.P.
Mesa
Apache Jct.
Miami
Globe
San Carlos
SAN CARLOS INDIAN RESERVATION
SITGREAVES APACHE NAT'L FOR.
Tonopah
Buckeye
Avondale
Tempe
Laveen
Palo Verde
Chandler
Superior
Final Pass 4875 ft.
Bylas
Morenci
Clifton
Castle Dome Pk. 3793 ft.
Martinez Lake
GILA BEND INDIAN RES.
MARICOPA AK CHIN IND. RES.
Sacaton
Florence Junction
Florence
Kearny
Hayden
Winkelman
Coolidge
Casa Grande
Gila Bend
Fort Thomas
Pima
Safford
Solomon
Thatcher
Guthrie
Yuma
Ligurta
Tacna
Sentinel
Eloy
Picacho
Picacho Pass 1800 ft.
Picacho Peak S.P.
Red Rock
Oracle
San Manuel
Mammoth
CORONADO NAT'L FOREST
Mt. Graham 10717 ft.
Roper Lake S.P.
Duncan
Franklin
Somerton
Wellton
San Luis
Ajo
Hickiwan
Why
Ventana
Santa Rosa
Marana
Catalina S.P.
Oro Valley
Redington
Bowie
San Simon
Willcox
Dos Cabezas
Cochise
Tucson
SAGUARO NAT'L PARK
Vail
Sahuarita
Green Valley
Benson
Sunsites
Paradise
Portal
Pearce
Chiricahua Pk. 9795 ft.
CHIRICAHUA NAT'L MON.
ORGAN PIPE CACTUS NAT'L MON
Covered Wells
PAPAGO INDIAN RESERVATION
SAN XAVIER IND. RES.
Lukeville
Sonoyta
Sells
Baboquivari Pk. 7730 ft.
Golfo de Santa Clara
SONORA
MEXICO
Tubac Presidio State Hist. Park
Huachuca City
FORT HUACHUCA
Sonoita
Tombstone
Tombstone Courthouse State Hist. Park
Elfrida
CORONADO NAT'L FOR.
Carmen
Patagonia
Sasabe
Rio Rico
Patagonia Lake S.P.
Sierra Vista
Bisbee
Naco
Douglas
Agua Prieta
Nogales
Bahia de Adair
Puerto Peñasco
PACIFIC TIME ZONE
MOUNTAIN TIME ZONE
Gulf of California
10 20 30 MI.
10 20 30 40 Km.
© 1997 Rand McNally & Company 97-1
1
2
3
4
5
6
7

TOWN OF CAMP VERDE TOWN BOUNDARY



Proposed Area of Study

Regional roads clipped.shp

Sec_tn_rng.shp

Citydist.shp

2 0 2 Miles

N W E S

Staff Report

Council Meeting of:	October 19, 2005
Title:	**Resolution 2005-659 –** Street Abandonment of Pinto Circle by the Town of Camp Verde to abutting parcels.
Description Of Item:	Verde River Meadows subdivision was approved by Yavapai County in 1965 and showed Pinto Circle as a roadway. However, Pinto Circle was not improved nor has it ever been constructed to County or Town subdivision standards. This roadway currently serves three (3) lots with two of the lots (148 and 149) having one owner. Lot 149 is the only parcel that must depend solely for its access from off of Pinto Circle, as the other two lots (148 and 150) front onto Buffalo Trail. An easement will be recorded shortly after the street abandonment documents to provide ongoing access to lot 149.
Recommended Council Action:	Staff would recommend this street abandonment as Pinto Circle essentially serves as a driveway for lot 149 with the other two lots (148 and 150) having some limited use off of Pinto Circle for accessing their lots. The street abandonment follows the procedure outlined by State laws pertaining to street abandonment.
Attachments:	Yes
Prepared by:	Will Wright

RESOLUTION 2005-659

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA APPROVING THE ABANDONMENT OF PINTO CIRCLE IN THE VERDE RIVER MEADOWS SUBDIVISION AS A PUBLIC ROADWAY.

WHEREAS, pursuant to ARS 28-1902.A. a Town may resolve that a roadway or portion thereof be vacated if it is no longer necessary for public use;

WHEREAS, Pinto Circle has never been improved to any public street standards although it was shown on the final plat for the Verde River Meadows subdivision, as recorded in the map filed in Book 10 of Maps, Page 94, Yavapai County, Arizona;

WHEREAS, appropriate notice has been given for a public hearing on October 19, 2005 to consider this street abandonment;

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

1. **Abandonment.** The following public roadway is no longer necessary for public use as a roadway and shall be vacated and abandoned to the abutting property owners of record (see attached legal descriptions).

2. **Abutting Property Owners:** Assessor Parcel Numbers 404-18-144, 145 and 146A. Vacating or abandoning of the land to the abutting property owner shall, by ARS 28-7205 cause the roadway to be subject to the same encumbrances, liens, limitations, restrictions and estates as exist on the abutting land to which the roads accrue.

3. **Prior Easements:** Pursuant to ARS 28-7210, all rights-of-way or easements of existing sewer, gas, water, or similar pipelines and appurtenances and for canals, laterals or ditches and appurtenances, for electric, telephone and similar lines and appurtenances shall continue, as they exist prior to the vacating or abandoning of the roadways.

4. **Recording:** This resolution and the vacating or abandoning of the above roadway shall take effect upon execution and recording with the Yavapai County Recorder under ARS 28-7213.

PASSED AND ADOPTED AT A REGULAR SESSION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON OCTOBER 19, 2005.

_____ Date: _____
Tony Gioia, Mayor

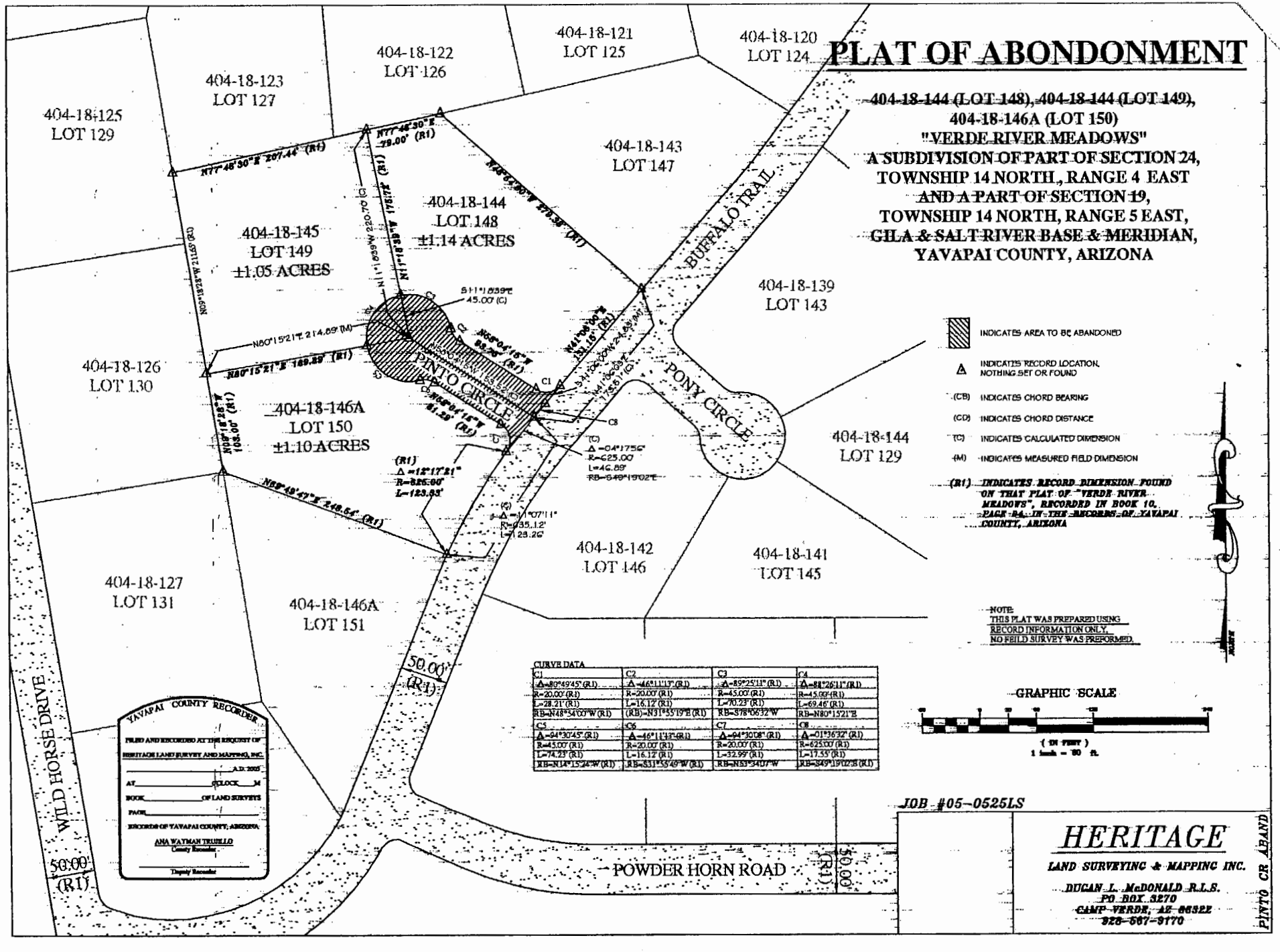
Attest: _____
Deborah Barber, Town Clerk

APPROVED AS TO FORM:

_____
Town Attorney

PLAT OF ABONDONMENT

404-18-144 (LOT 148), 404-18-144 (LOT 149),
404-18-146A (LOT 150)
"VERDE RIVER MEADOWS"
A SUBDIVISION OF PART OF SECTION 24,
TOWNSHIP 14 NORTH, RANGE 4 EAST
AND A PART OF SECTION 19,
TOWNSHIP 14 NORTH, RANGE 5 EAST,
GILA & SALT RIVER BASE & MERIDIAN,
YAVAPAI COUNTY, ARIZONA



HERITAGE

Land Survey & Mapping Inc.

EXHIBIT "A" Lot 149

The following is a description of a portion of public right-of-way, located within Section 24, Township 14 North, Range 4 East, of the Gila and Salt River Base and Meridian, Yavapai County, Arizona, being a portion of Pinto Circle, as shown on the Verde River Meadow Subdivision Plat, recorded in Book 10, Map 94, records of the Yavapai County Recorder; and is more particularly described as follows:

Beginning for reference at the Northeast corner of Lot 149, of the said Verde River Meadows Subdivision; Thence South 11° 18' 39" East, a distance of 175.72 feet, along the East line of said Lot 149, to a Southeasterly corner thereof, being a point on a curve located on the Northwesterly right-of-way line of said Pinto Circle and the TRUE POINT OF BEGINNING;

Thence South 11° 18' 39" East, a distance of 45.00 feet, to the radius point of that cul-de-sac making up the Northwesterly end of said Pinto Circle;

Thence South 80° 15' 21" West, a distance of 45.00 feet, to a Southeasterly corner of said Lot 149, being a point on a curve located on the Northwesterly right-of-way line of said Pinto Circle, from which the radius point of said curve bears North 80° 15' 21" East, at a distance of 45.00 feet;

Thence along said curve to the right, and along the Northwesterly right-of-way line of said Pinto Circle; through a central angle of 88° 26' 21" an arc distance of 69.46 feet to the TRUE POINT OF BEGINNING;

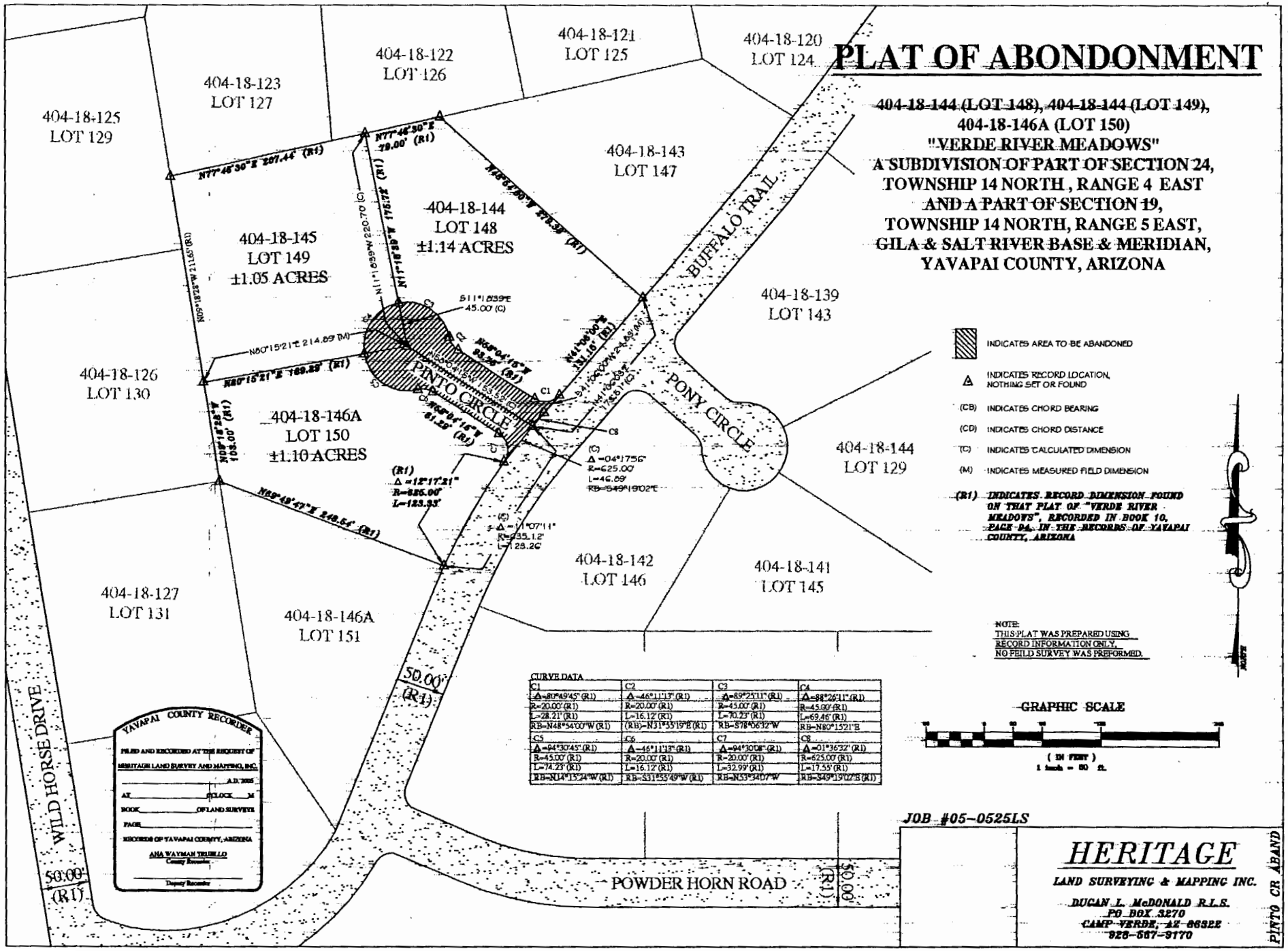
Subject parcel of land contains 0.036 acres more or less, and is subject to all exceptions, easements and or right-of-ways, of record that may be pertinent to the said subject parcel.

REGISTERED LAND SURVEYOR
CERTIFICATE NO.
26925
DUGAN L.
McDONALD
Date Signed 6-27-05
ARIZONA, U.S.A.

Dugan L. McDonald R.L.S. P. O. Box 3270 • Camp Verde, Arizona 86322
Office (928) 567-9170 738 S. Parks Drive Fax (928) 567-6351

PLAT OF ABONDONMENT

404-18-144 (LOT 148), 404-18-144 (LOT 149),
404-18-146A (LOT 150)
"VERDE RIVER MEADOWS"
A SUBDIVISION OF PART OF SECTION 24,
TOWNSHIP 14 NORTH , RANGE 4 EAST
AND A PART OF SECTION 19,
TOWNSHIP 14 NORTH, RANGE 5 EAST,
GILA & SALT RIVER BASE & MERIDIAN,
YAVAPAI COUNTY, ARIZONA



INDICATES AREA TO BE ABANDONED

Δ INDICATES RECORD LOCATION, NOTHING SET OR FOUND

(CB) INDICATES CHORD BEARING

(CD) INDICATES CHORD DISTANCE

(C) INDICATES CALCULATED DIMENSION

(M) INDICATES MEASURED FIELD DIMENSION

(R1) INDICATES RECORD DIMENSION FOUND ON THAT PLAT OF "VERDE RIVER MEADOWS", RECORDED IN BOOK 10, PAGE 94, IN THE RECORDS OF YAVAPAI COUNTY, ARIZONA

NOTE:
THIS PLAT WAS PREPARED USING RECORD INFORMATION ONLY. NO FEILD SURVEY WAS PREFORMED.

NORTH

GRAPHIC SCALE

(IN FEET)
1 inch = 80 ft.

CURVE DATA

C1	C2	C3	C4
Δ=80°49'45" (R1)	Δ=46°11'13" (R1)	Δ=89°25'11" (R1)	Δ=88°26'11" (R1)
R=20.00' (R1)	R=20.00' (R1)	R=45.00' (R1)	R=45.00' (R1)
L=28.21' (R1)	L=16.12' (R1)	L=70.23' (R1)	L=69.46' (R1)
RB=N48°54'00"W (R1)	(RB)=N31°55'19"E (R1)	RB=S78°06'32"W	RB=N80°15'21"E
C5	C6	C7	C8
Δ=94°30'45" (R1)	Δ=46°11'13" (R1)	Δ=94°30'08" (R1)	Δ=01°36'32" (R1)
R=45.00' (R1)	R=20.00' (R1)	R=20.00' (R1)	R=625.00' (R1)
L=74.23' (R1)	L=16.12' (R1)	L=32.99' (R1)	L=17.55' (R1)
RB=N14°15'24"W (R1)	RB=S31°55'49"W (R1)	RB=N53°54'07"W	RB=S49°19'02"E (R1)

JOB #05-0525LS

HERITAGE
LAND SURVEYING & MAPPING INC.
DUCAN L. McDONALD R.L.S.
PO BOX 3270
CAMP VERDE, AZ 86322
928-567-9170

PINTO CR ABAND

HERITAGE
Land Survey & Mapping Inc.

EXHIBIT "C" Lot 150

The following is a description of a portion of public right-of-way, located within Section 24, Township 14 North, Range 4 East, of the Gila and Salt River Base and Meridian, Yavapai County, Arizona, being a portion of Pinto Circle, as shown on the Verde River Meadow Subdivision Plat, recorded in Book 10, Map 94, records of the Yavapai County Recorder; and is more particularly described as follows:

Beginning for reference at the Northeast corner of Lot 149, of the said Verde River Meadows Subdivision; Thence South 11° 18' 39" East, a distance of 175.72 feet, along the East line of said Lot 149, to a Southeasterly corner thereof, being a point on a curve located on the Northwesterly right-of-way line of said Pinto Circle; Thence South 11° 18' 39" East, a distance of 45.00 feet, to the radius point of that cul-de-sac making up the Northwesterly end of said Pinto Circle and the TRUE POINT OF BEGINNING;

Thence South 58° 04' 15" East, a distance of 153.52 feet, along the center line of Pinto Circle to the intersection with the Northwesterly right-of-way line of Buffalo Trail and the beginning of a curve to the left, concave to the Southeast from which the radius point of said curve bears South 49° 19' 02" East, at a radial distance of 625.00 feet;

Thence along said curve to the left, and along the prolongation of the Northwesterly right-of-way line of Buffalo Trail, through a central angle of 04° 17' 56" an arc distance of 46.89 feet, to the intersection of the Southerly right-of-way line of said Pinto Circle, to a point of cusp and the beginning of a curve to the left, concave to the West, from which the radius point of said curve bears North 53° 34' 07" West, at a radial distance of 20.00 feet;

Thence along said curve to the left, and along the Southerly right-of-way line of said pinto circle, through a central angle of 94° 30' 08" an arc distance of 32.99 feet;

Thence North 58° 04' 15" West, at a distance of 81.29 feet, along the Southerly right-of-way line of said Pinto Circle, also being the Northeasterly line of Lot 150, to the beginning of a curve to the left concave to the South, from which the radius point of said curve bears South 31° 55' 49" West, at a radial distance of 20.00 feet;

Thence along said curve to the left, and along the Southerly right-of-way line of said Pinto Circle, through a central angle of 46° 11' 13" an arc distance of 16.12 feet, to a point of reverse curve to the right, concave to the North, from which the radius point of said curve bears North 14° 15' 24" West, at a distance of 45.00 feet,

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Thence along said curve to the right, and along the Southerly right-of-way line of said Pinto Circle through a central angel of 94° 30' 45" an arc distance of 74.23 feet, to the intersection of the Southerly right-of-way of said Pinto Circle and the Northern most property line of Lot 150;

Thence North 80° 15' 21" East, a distance of 45.00 feet, to the radius of the a cul-de-sac making up the Northwesterly end of said Pinto Circle and the TRUE POINT OF BEGINNING;

Subject parcel of land contains 0.120 acres more or less, and is subject to all exceptions, easements and or right-of-ways, of record that may be pertinent to the said subject parcel.

REGISTERED LAND SURVEYOR
CERTIFICATE NO.
26925
DUGAN L.
McDONALD
Date Signed 6.27.50
ARIZONA, U.S.A.

HERITAGE
Land Survey & Mapping Inc.

EXHIBIT "B" Lot 148

The following is a description of a portion of public right-of-way, located within Section 24, Township 14 North, Range 4 East, of the Gila and Salt River Base and Meridian, Yavapai County, Arizona, being a portion of Pinto Circle, as shown on the Verde River Meadow Subdivision Plat, recorded in Book 10, Map 94, records of the Yavapai County Recorder; and is more particularly described as follows:

Beginning for reference at the Northeast corner of Lot 149, of the said Verde River Meadows Subdivision; Thence South 11° 18' 39" East, a distance of 175.72 feet, along the East line of said Lot 149, to a Southeasterly corner thereof, being a point on a curve located on the Northwesterly right-of-way line of said Pinto Circle and the TRUE POINT OF BEGINNING;

Thence South 11° 18' 39" East, a distance of 45.00 feet, to the radius point of that cul-de-sac making up the Northwesterly end of said Pinto Circle;

Thence South 58° 04' 15" East, a distance of 153.52 feet, along the center line of Pinto Circle to the intersection with the prolongation of the Northwesterly right-of-way line of Buffalo Trail and a point on a curve to the right, concave to the East, from which the radius point of said curve bears South 49° 19' 02" East, at a radial distance of 625.00 feet;

Thence along said curve to the right, and along the prolongation of the Westerly right-of-way line of said Buffalo Trail, through a central angle of 01° 36' 32" an arc distance of 17.55 feet;

Thence North 41° 06' 00" East, a distance of 24.83 feet, along the prolongation of the Northwesterly right-of-way line of said Buffalo Trail, to the intersection of the Northerly right-of-way line of said Point Circle and the beginning of a curve to the right, concave to the North from which the radius pont if said curve bears North 48° 54' 00" West, at a distance of 20.00 feet;

Thence along said curve to the right, and along the Northerly right-of-way line of said Pinto Circle, through a central angle of 80° 49' 45" an arc distance of 28.21 feet;

Thence North 58° 04' 15" West, at a distance of 93.75 feet, along the Northerly right-of-way line of said Pinto Circle, also being the Southwest line of Lot 148, to the beginning of a curve to the right concave to the Northeast, from which the radius point of said curve bears North 31° 55' 19" East, at a radial distance of 20.00 feet;

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Thence along said curve to the right, and along the Northerly right-of-way line of said Pinto Circle, through a central angle of 46° 11' 13" an arc distance of 16.12 feet, to a point of reverse curve to the left, concave to the South, from which the radius point of said curve bears South 78° 06' 32" West, at a distance of 45.00 feet,

Thence along said curve to the left, and along the Northerly right-of-way line of said Pinto Circle through a central angel of 89° 25' 11" an arc distance of 70.23 feet, to the TRUE POINT OF BEGINNING;

Subject parcel of land contains 0.121 acres more or less, and is subject to all exceptions, easements and or right-of-ways, of record that may be pertinent to the said subject parcel.

HERITAGE
Land Survey & Mapping Inc.

EXHIBIT "B"

Ingress, Egress and Utilities Easement

The following is a description of a portion of public right-of-way, located within Section 24, Township 14 North, Range 4 East, of the Gila and Salt River Base and Meridian, Yavapai County, Arizona, being a portion of Pinto Circle, as shown on the Verde River Meadow Subdivision Plat, recorded in Book 10, Map 94, records of the Yavapai County Recorder; and is more particularly described as follows:

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Thence South 11° 18' 39" East, a distance of 45.00 feet, to the radius point of that cul-de-sac making up the Northwesterly end of said Pinto Circle;

Thence South 58° 04' 15" East, a distance of 153.52 feet, along the center line of Pinto Circle to the intersection with the prolongation of the Northwesterly right-of-way line of Buffalo Trail and a point on a curve to the right, concave to the East, from which the radius point of said curve bears South 49° 19' 02" East, at a radial distance of 625.00 feet;

Thence along said curve to the right, and along the prolongation of the Westerly right-of-way line of said Buffalo Trail, through a central angle of 01° 36' 32" an arc distance of 17.55 feet;

Thence North 41° 06' 00" East, a distance of 24.83 feet, along the prolongation of the Northwesterly right-of-way line of said Buffalo Trail, to the intersection of the Northerly right-of-way line of said Point Circle and the beginning of a curve to the right, concave to the North from which the radius pont if said curve bears North 48° 54' 00" West, at a distance of 20.00 feet;

Thence along said curve to the right, and along the Northerly right-of-way line of said Pinto Circle, through a central angle of 80° 49' 45" an arc distance of 28.21 feet;

Thence North 58° 04' 15" West, at a distance of 93.75 feet, along the Northerly right-of-way line of said Pinto Circle, also being the Southwest line of Lot 148, to the beginning of a curve to the right concave to the Northeast, from which the radius point of said curve bears North 31° 55' 19" East, at a radial distance of 20.00 feet;

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Thence along said curve to the right, and along the Northerly right-of-way line of said Pinto Circle, through a central angle of 46° 11' 13" an arc distance of 16.12 feet, to a point of reverse curve to the left, concave to the South, from which the radius point of said curve bears South 78° 06' 32" West, at a distance of 45.00 feet,

Thence along said curve to the left, and along the Northerly right-of-way line of said Pinto Circle through a central angel of 89° 25' 11" an arc distance of 70.23 feet, to the TRUE POINT OF BEGINNING;

Subject parcel of land contains 0.121 acres more or less, and is subject to all exceptions, easements and or right-of-ways, of record that may be pertinent to the said subject parcel.

REGISTERED LAND SURVEYOR
CERTIFICATE NO.
26925
DUGAN L.
McDONALD
Date Signed 9.16.17
ARIZONA, U. S. A.