

AGENDA



**REGULAR SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, MARCH 2, 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) February 23, 2005 – Council Hears P&Z
- 2) February 16, 2005 – Regular Session

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

- 1) Regular Session – March 16, 2005 at 6:30 p.m.
- 2) Council Hears Planning & Zoning – March 23, 2005 at 6:30 p.m.
- 3) Regular Session – April 6, 2005 at 6:30 p.m.
- 4) Regular Session – April 20, 2005 at 6:30 p.m.
- 5) Council Hears Planning & Zoning – April 27, 2005 at 6:30 p.m.

Public Participation:

Public Input is encouraged on matters that are not administrative in nature. If you wish to address the Council during this meeting, you **MUST** complete a **Speaker Request Form** in its entirety, and submit it to the Clerk as soon as possible. Your name will be called when it is your turn to speak. Forms are available at the door and on the podium.

Public participation enables the public to address the Council about an item that is NOT listed on the agenda. However, state law prevents the Council from taking any action on items that are not listed on the agenda, except to respond to criticism made by those who have addressed the public body, ask staff to review a matter, or ask that a matter be included on a future agenda.

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

6. **Discussion, consideration, and possible appointment of a member to the Library Advisory Commission to fill John Yeager's term that ends September 2006.**

7. **Discussion, consideration, and possible acceptance of Jodi McClaskey's resignation from the Library Advisory Commission.**

8. **Discussion, consideration, and possible recommendation to approve the American Legion Post #93 application for Special Event Liquor License for the following dates: April 2, 2005, May 7, 2005, June 4, 2005, July 2, 2005, August 6, 2005, September 3, 2005, October 1, 2005, November 5, 2005, and December 3, 2005.**

9. **Discussion, consideration, and possible approval of Retail Business Recruiting Proposal from Buxton to determine potential retailers for Camp Verde and/or to put together a marketing package for potential retailers.** The cost of this activity ranges from \$18,000 to \$63,000 and is unbudgeted.
10. **Discussion, consideration, and possible approval of Out of Africa Wildlife Park request for phased opening.**
11. **Call to the Public for Items not on the Agenda**

There will be no Public Input on the following items:

12. **Advanced Approvals of Town Expenditures**
13. **Manager/Staff Report**
14. **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.
15. **Adjournment**

Posted by: O Jones

Date/Time: 2.25.05 8:50 a.m.

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

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

**MINUTES
COUNCIL HEARS PLANNING AND ZONING
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, FEBRUARY 23, 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 6:30 p.m.

2. **Roll Call**

Mayor Dickinson, Vice Mayor Reddell, Councilors Gioia, Baker, Kovacovich, and Parrish were present; Councilor Teague arrived at 6:31 p.m.

Also Present: Community Development Director Wright, Sr. Planner Nancy Buckel, P&Z Commissioners Robert Foreman and Bob Womack, Council candidate Robert Johnson, and Recording Secretary Margaret Harper

3. **Pledge of Allegiance**

The Pledge was led by Councilor 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) There are no minutes for approval.

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

1) Regular Session – March 2, 2005 at 6:30 p.m.

2) Regular Session – March 16, 2005 at 6:30 p.m.

3) Council Hears Planning & Zoning – March 23, 2005 at 6:30 p.m.

c) **Possible approval of payments from the Yavapai-Apache Nation gaming revenues donated to the Town pursuant to Section 12(d)(1) of the Tribal-State Gaming Compact to the Chamber of Commerce in the amount of \$7,799.15 and the Camp Verde School District Native American Club in the amount of \$7,799.15, leaving a balance of \$23,397.45 to be used for infrastructure development.**

On a motion by Gioia, seconded by Reddell, the Council unanimously approved the Consent Agenda as presented.

Mayor Dickinson announced that it had been decided to table Items 11 and 12 due to the request of the agent, to be rescheduled for March 23, 2005. Dickinson also reviewed the allocation of the funds received from the Yavapai-Apache Nation in the amount of \$38,995.75 to honor the Nation's request, as set forth above.

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

There was no public input.

(The Council agreed to hear Item 6 at a later point in the agenda since the applicant was not yet present.)

6. **Discussion, consideration, and possible approval of CSP 2005-01, a Comprehensive Sign Plan submitted by Joseph Contadino of UH Partners I, LLC for "The Views" and "The Bluffs", formerly known as the Verde Cliffs Subdivision.**

On a motion by Teague, seconded by Baker, the Council voted unanimously to table Item 6 until further instruction from the Town Attorney.

Director Wright referred to the report that was submitted to Council as well as presented to and discussed in the Commission meeting. He said that the Commission unanimously supported the request, with the understanding that the off-premise signs would be in place no longer than three years at most, and any change to another use would have to be reviewed and approved by the Town. Director Wright also pointed out the sign plan submitted by the applicant, citing the section of the Code that provides for a Comprehensive Sign Plans for residential subdivisions, and describing the different sizes and locations of the proposed signs.

Prior to commencing the discussion, in response to a request for confirmation, it was declared that no member of the Council had any financial connection to the project and therefore no conflict of interest existed. There followed a lengthy discussion primarily regarding the proposed size and the history of regulating off-premise signs. It was also pointed out that the proposed off-premise sign was to be in place no longer than three years. However, the discussion resulted in a conflict of opinion as to whether the Comprehensive Sign Plan could be interpreted to permit the proposed 300-square-foot billboard sign in a special circumstance, which would be larger than the maximum 64-square-foot sign limited by the sign code and therefore in violation. In order to resolve the conflict, rather than take any action at this time, it was decided that a legal opinion will be requested from the Town Attorney as to what was intended to be allowed under the existing Comprehensive Sign Plan provision.

PUBLIC INPUT

Robert Johnson expressed his opinion that the signs along 260 should be half as big as the leaflet indicates.

There was no further public input.

7. **Discussion, consideration, and possible approval of Ordinance 2005-A299, 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 parcels 404-28-018L, 404-28-018V, and 404-28-018Y consisting of approximately 3.5 acres from R1L-35 to C2. This rezoning is to allow for commercial development.**

On a motion by Gioia, seconded by Baker, the Council unanimously approved Ordinance 2005-A299, 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 parcels 404-28-018L, 404-28-018V, and 404-28-018Y consisting of approximately 3.5 acres from R1L-35 to C2. This rezoning is to allow for commercial development; location of the property is on Finnie Flat Road next to the DPS and ADOT yard.

STAFF PRESENTATION

Community Development Director Wright said that the Trail's End RV Park consisting of about 3.5 acres has been at its location on Finnie Flat Road for some time, and is surrounded by other properties that are zoned commercial. The RV park has been operating under a Use Permit. No letters of opposition to the zoning change have been received. The P&Z Commission voted unanimously to recommend approval; one concern was to preserve the Faulkner Wash trail that is on the border of the park which the applicant was to address by a letter.

PUBLIC HEARING OPEN

Applicant's Statement

Andy Ayers said that the Christian School next to the property had received C-2 zoning a few years back, and RV park owners had been aware that at the time the park was built it would one day warrant a different usage, and the commercial zoning is now being requested since it is now located as part of a commercial corridor. Mr. Ayers said he had prepared a letter of intent regarding following through on the question of the trail; however, the RV park property only

includes halfway to the middle of the wash and because of the topography any trail would be difficult at best.

COMMENT FROM OTHER PERSONS

There were no comments.

APPLICANT'S REBUTTAL

No rebuttal was required.

PUBLIC HEARING CLOSED

Council Discussion

There was only a brief discussion to review the history of the request for the trail in connection with the proposed Harvard development. It was also confirmed that the requested deed restriction had been included in the proposed Ordinance.

8. **Discussion, consideration, and possible approval of Resolution 2005-629, a resolution of the Common Council of the Town of Camp Verde, Arizona approving the Revised Preliminary Plat 2004-04 for the purpose of developing Hinch Springs Subdivision on parcel 404-13-451M consisting of approximately 19.77 acres and 34 lots. The location of the project is off Verde Lakes Drive accessed by a new roadway.**

On a motion by Reddell, seconded by Teague, the Council unanimously approved Resolution 2005-629, a resolution of the Common Council of the Town of Camp Verde, Arizona approving the Revised Preliminary Plat 2004-04 for the purpose of developing Hinch Springs Subdivision on parcel 404-13-451M consisting of approximately 19.77 acres and 34 lots; the location of the project is off Verde Lakes Drive accessed by the new roadway, with the addition that wooden-type fencing will be put between Lots 16, 17 and 18 for Verde Lakes clubhouse.

STAFF PRESENTATION

Director Wright said that the Council has previously seen the preliminary plat which involves about 20 acres off of Verde Lakes Drive. The concern about access to the development has been addressed by the developer providing an alternate ingress and egress. The proposed lots are larger than the surrounding lots, and the developer has agreed to make improved amenities requested by the Commission, including development of a trail as part of the thrust to have trails throughout the community. The Commission has unanimously recommended approval, and no letters of opposition have been received.

PUBLIC HEARING OPEN

Applicant's Statement

Dugan McDonald, professional land surveyor, said that he and Luke Sefton, professional engineer, have prepared the preliminary plat that has been presented to the Council, and are present to answer questions.

COMMENT FROM OTHER PERSONS

Winogene Harris requested clarification regarding the parking lot for the clubhouse next to the proposed development, and the reference to retaining the natural vegetation, and whether a fence is planned, and if so the type of fence. Ms. Harris said that they would want some type of divider to define the property line, and asked if a fence would surround the whole property.

Lois Williams also spoke, questioning the access to Tumbleweed.

There were no other comments from other persons.

APPLICANT'S REBUTTAL

Dugan McDonald said that the lots of concern that had been addressed were 16, 17 and 18, and in the CC&R's there is a provision that the vegetation along those lot lines cannot be disturbed; it

will continue to exist. In response to the speakers, Mr. McDonald reviewed on a map the areas of concern, and said at this time there would only be a box fence along the highway. The types of fencing for the lots will be up to the property owners. There will be an AB four-foot shoulder on the roadway to provide a trail throughout the subdivision.

PUBLIC HEARING CLOSED

Council Discussion

The Council discussed further the map provided by the applicant, asking if the developer would entertain the idea of providing a section of fence along the boundary of parking lot; it was confirmed that a wooden fence would be provided. There was a further brief discussion regarding the proposed trail system. It was confirmed that the question of street names has been addressed with the Fire Department, and drainage issues were also discussed.

9. **Discussion, consideration, and possible approval of Resolution 2005-628, a resolution of the Town of Camp Verde, Arizona approving General Plan Amendment 2004-03 that amends the Land Use Map of the General Plan for parcels 403-19-010B, 403-21-001, 403-21-001A, 403-21-001B, and 404-18-158C Residential/Agriculture to Higher Density Residential. This amendment is to accommodate the development of a residential subdivision. The site is located adjacent to Arena Del Loma Estates off of Arena Del Loma Road**

On a motion by Gioia, seconded by Teague, the Council unanimously **disapproved** Resolution 2005-628, a resolution of the Town of Camp Verde, Arizona, for parcels 404-18-158C, 403-19-010B, 403-21-001A, 403-21-001B, and 403-21-001, plus or minus 18.08 acres, requesting a General Plan Amendment 2004-03 from Residential/Agriculture to Higher Density Residential to allow for rezoning of the parcel to RIL-12.

STAFF PRESENTATION

Director Wright said that the request before Council is for General Plan Amendment for approximately 18 acres adjacent to Arena Del Loma and I-17 that are also the subject of the following Item 10 that also may be included in this discussion. The Council has received copies of the conceptual plan for the proposed subdivision. The applicant is requesting the higher density because of the plan for smaller lots which has created a lot of concern because the area is not served by either the Water Company or the Sanitary District sewer system. The developer intends to bring forward the percolation rates; that would help him to understand the sizing that would be required in terms of septic systems. There also needs to be information about a proposed well to be placed on the property to service the entire development and required to be operated by the Camp Verde Water Company. Other concerns of the owners of adjacent larger properties and below the development are the number of septic systems in a fairly compact area and the impact of traffic on Arena Del Loma. Across the way is an RV park, and a mobile home park in the immediate area, both of which are a higher density than what is being sought for the subject property. The Commission voted 5-2 to recommend approval of the General Plan amendment; that discussion also included allowing for development of a trail.

PUBLIC HEARING OPEN

Applicant's Statement

Dugan McDonald described the proposed planned development which will consist of 43 lots of not less than 12,000 square feet each. Provisions for the well for water have been made, and the perc rates will support that many lots. The subdivision will be good for the community by providing low-cost housing. Saying he understood there were people who wanted to speak on the subject, Mr. McDonald concluded his statement.

COMMENTS FROM OTHER PERSONS

Matt Hromada said that he bought his property about 12 years ago; it was 2-1/2 acres and he bought it because it was open space. All of the surrounding properties were either 2-1/2 acres or 1-1/2 per family. He understood that all the property across the street and up to the highway

was going to be homes only consisting of the larger parcels. Mr. Hromada strongly suggested that Council vote against the proposed subdivision; he thinks it would be the right thing to do.

George Carlson gave his address as 1203 Esther Parkway at the end of the cul-de-sac. His major concern is drainage and an overwhelming amount of water that came from the east, north and northeast during the recent rains, crossing over driveways and into a retention area that eventually leaches out. The addition of new homes to the north in that amount density could create a major problem. Another concern is the number of leach fields that 43 homes will require, and the well that has to be dug 500 feet or more and the effect that might have on the existing wells now in the area. Everyone bought in the area because they had enough room to move around with nobody right next door. There is a major problem because of the water, septic, drainage and size of lots and the Council needs to address that.

Michael Momeyer first thanked the Council members for their community service to the Town. He also owns property adjacent to the development on Arena Del Loma, sharing approximately 1,000 feet of common roadway. He did not anticipate looking down on the proposed number of roof lines, but he said he believes the development will be a nice, clean, safe neighborhood with paved streets, sidewalks and curbs, with a community water service. The days of affording elbow room and big acreage are quickly shrinking, and there is a need for homes such as being proposed. He believes it will be well designed with completed landscaping and stucco homes and CC&Rs that will keep a nice neighborhood maintained there and a asset to the community. He also spoke at length about the issues of traffic and developing his own property. He approves of the fact that it is a Camp Verde resident doing the development using local contractors, local suppliers, and believes that millions of dollars will be brought into the economy through the development. He has no objection to the project.

Michael Meutzel said that a lot of people made decisions based on planning and zoning, and moved in expecting things to be the way planning and zoning put it, because that is the law. And then there are people who think others should accommodate their needs, and also based that on planning and zoning. He is in favor of not changing the zoning.

Dobie Champion has lived on Rustlers Trail for about 18 years, within walking distance of the development. She personally has no opposition, but commented that regarding leaving the zoning as it is she raised the question of possible other uses with the zoning remaining as it is. She suggested that everyone should look at what could happen if no change is made.

George Morgan told the Council that he bought his property three years ago on Esther Parkway because of the size of it, and now the proposal is to put a bunch of houses there. He said he had submitted a letter with ten signatures on it listing all their concerns. He wanted the Council to consider the question of what is responsible and what is reasonable. To reduce the size of lots from 2 acres to 1 acre would be a 100% increase, which could be dealt with; to go to the proposed size would be a 600% increase, which is not reasonable. Mr. Morgan paraphrased some comments from Mr. Womack during the Commission hearing regarding affordable housing for young people, which Mr. Morgan disputes would be the case. He does not blame the developer for trying to make money from cheap land, but does blame the P&Z Commission for bending to accommodate somebody else's greed. He also reviewed how the land was originally laid out by zoning and infrastructure. Mr. Morgan also cited possible problems from the increased traffic and the proposed sewer system. He referred to other comments by Mr. Womack, all of which he objected to. He also questioned the lack of necessary utilities for the project. The neighbors all agree that if the project called for a reasonable change to one-acre lots there would be no objection. Mr. Morgan suggested that the project was being shoved through to avoid a possible need for a major amendment proceeding. He thinks the application should be denied.

Mike Costello said he would ditto what Mr. Morgan said. He described a very bad traffic corner in the area that continues to be a problem as it is. He added that he did not want 43 toilets

flushing down his well, and that will happen sooner or later, so the project needs to be really looked at.

Hilario Aispuro agreed with everything his neighbors have said. He moved from Phoenix, bought his house six months ago on Esther Parkway, believing the way everything was set up was the best way to raise his family. All of his concerns have already been addressed, especially the problem of the sewer. There would be too many houses for proper disposal of the waste. He said he really hoped the Council would listen to everyone.

Bob Womack said he was glad to have the opportunity to set the record straight about things he had said. He said that he and a partner had considered purchasing property in the area with the intention of developing it for commercial, anticipating a possible exit he understood was to be developed by ADOT. After some study and research he became aware of changes in ADOT's plans such that he passed on purchasing the property. He repeated his belief that the courts have upheld time and time again that property owners have the right to use their property for the highest and best use, and the court would probably rule in favor of a proposed commercial development if asked to decide such an issue. He suggested that it would be much better to see a residential development in the area rather than a commercial one. Mr. Womack also commented on the affordable housing issue; unfortunately \$150,000 to \$200,000 seems to be becoming affordable housing in the Verde Valley because there is not that much land left to develop. The area would not be suitable for \$500,000 homes, in Mr. Womack's opinion. He suggested to the Council that the project is a very good development and a wise use for this particular property. Mr. Womack protested the use of the word "greedy" saying that business involves good planning and is a matter of getting paid for work. He added that planning and zoning is always subject to change depending upon issues that arise, and the property owners has the right to at least request that the zoning be changed and that he be able to use the property to its highest and best use, and recommended that the Council vote for the project.

Robert Smith, from the Air Park, said he is greatly concerned because of the density that is proposed. The zoning surrounding the area is more than adequate, and Mr. Smith questioned a reference to 48 single-family homes. He also questioned being able to have the water storage tank that ADEQ requires, the fact that the owner has to dig the well, and that there can be no more than one water supplier in the area, by law. He hopes the Council disapproves the application.

Greg Bedmark is also from the Air Park and said that his understanding is that the Park was out there so it would be away from traffic, and the regulations were built around the zoning. He would like to see the zoning stay the way it is.

Donna Hromada said that she agrees that we potentially have the right to do what we like to do on it, within the zoning laws. Changes do occur and that is the reason for variances. But to go from 1-3/4 acres for one house to four houses per acre is pretty drastic. She also reiterated that the County requires significantly more separation than 1/4 acre lot in order to have septic tanks and wells in the area. She is very concerned about her well going dry, and from experience of others knows that is possible. Supplying 43 houses with water will have a serious impact on the existing private wells. The area will not accommodate 43 septic tanks according to the County. Ms. Hromada also addressed the drainage problem with adding 43 more houses, and added that the traffic is the greatest problem because of an existing dangerous road situation and the increase in delivery trucks and school buses. She believes that surrounding property values could be negatively affected by the project. Affordable housing is absolutely needed, but Ms. Hromada questioned whether the development would provide that. The project should go in already designated high density areas. She repeated the main issues as being the water and traffic, and out of respect for the neighbors and the issues brought up, hopes that the Council will turn the request down. She also discussed the RV park and the mobile home park, saying the mobile

home park had slipped by based on promises from the applicants at that time. She ended with a plea that the Council vote against the change.

APPLICANT'S REBUTTAL

Will Stoll said that the purpose of the development was to provide semi-affordable housing. The price range is not exactly known at this time, but having the lots smaller makes the homes less expensive. The water plant will be given to Camp Verde Water for them to provide water to other residents in the area who might want it. He said that would mitigate over-use of water because it would have to be paid for, being supplied by Camp Verde Water. Many private well owners use all the water they choose to because it is free. Mr. Stoll pointed out that the perc test falls well within the County standards and will not create an environmental problem any more than existing septic. He said they want to continue to work with the residents and try to come to terms that will be mutually agreeable, and described some of the planned compromises, saying that some of the lots will be lost so there will be fewer homes.

Dugan McDonald said that all of the issues concerning the septic and well have been provided for; the main issue seems to be the change in density. He added that he thinks it is something the Town needs, and that the Council has a real opportunity tonight to do something good for the Town. He believes it will be a beautiful subdivision and will fill a real need that we have here in Camp Verde.

PUBLIC HEARING CLOSED

Council Discussion

Prior to the discussion the audience was reminded that the Town basically inherited the zoning the Yavapai County assigned in this area going back to the late 1950s, early '60s, and when the Town incorporated it inherited and adopted what existed. As the Town grows there are times when zoning changes do make sense. When people own property it is within their right to request changes, and the Town tries to consider and discuss their requests from both sides. The question of what could be developed in the area if no change is made was addressed by Director Wright. He confirmed that nine to ten homes could be placed in there, depending upon the configuration. Any use other than residential would have to come before the Commission and the Council and reviewed in a hearing such as this one. One concern expressed during the discussion, in light of the rapid growth of the subject area, was whether there could be some kind of compromise between the developer and the surrounding property owners, perhaps fewer homes on larger lots. There was also concern regarding the septic system and the water storage issue, as well as recognition that the residents valued the space afforded by the larger parcels. The residents believe that maintaining their lower density surroundings protects their investments, their property, and have strong feelings for where the higher density developments should be. There was also strong opinion expressed by the Council that the desires of the community should be respected. It was agreed that affordable housing is needed, but that the proposed location would not be right for a change to high density. Another point made was that although property rights are important, neighbors should not be adversely affected in exercising those rights. There was general agreement that the density was of utmost concern, including the issues of water service and the septic system, and it was suggested that the developer consider coming back with a compromise for fewer, perhaps one-acre lots.

10. **Discussion, consideration, and possible approval of Ordinance 2005-A298, 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 parcels 403-19-010B, 403-21-001, 403-21-001A, 403-21-001B, and 404-18-158C consisting of approximately 16.67 acres from RCU-2A and R1L-70 to R1L-12. This rezoning is to allow for residential development.**

On a motion by Teague, seconded by Gioia, the Council voted unanimously to remove Item 10 from the Agenda.

A recess was called at 8:07 p.m.; the meeting was reconvened at 8:13 p.m.

11. **Discussion, consideration, and possible approval of Ordinance 2005-A300, 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 parcels 403-20-002 and 403-20-147 consisting of approximately 52.48 acres from RCU-2A to R1L-35. This rezoning is to allow for residential development.**

On a motion by Reddell, seconded by Kovacovich, the Council voted unanimously to table Items 11 and 12 till the meeting of March 23, 2005.

12. **Discussion, consideration, and possible approval of Resolution 2005-630, a resolution of the Common Council of the Town of Camp Verde, Arizona approving the Revised Preliminary Plat 2005-01 for the purpose of developing Equestrian Estates Subdivision on parcels 403-20-002 and 403-20-147 consisting of approximately 52.48 acres and 44 lots. The location of the project is as the end of Newton Lane. (Tabled by motion in the previous Item 11.)**

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

There was no public input.

14. **Advanced Approvals of Town Expenditures**

There were no advanced approvals.

15. **Manager/Staff Report**

Sr. Planner Buckel reminded the Council to turn in their agenda books to be reused at each meeting.

16. **Council Informational Reports**

Gioia said that a memo had been received regarding the Presidential proposal called "Strengthening America's Community Initiative" intended to make a number of changes drastically affecting CDBG's and other grant benefits; he provided the phone number on Capitol Hill for contacting representatives: 1-888-818-6641. The deadline for comment is February 24, 2005.

Baker added NACOG has been sent a letter in the past; NACOG does not favor the initiative. Letters may be faxed to representatives tomorrow if not already done so.

Parrish said he heard a remark regarding the last decision the Council made on the subdivision that it was wonderful what election time will do. Parrish said that election time had nothing to do with that; it was a common sense decision.

Teague wanted to thank staff for the agenda books; he hopes he is still undefeated in the basketball league.

17. **Adjournment**

On a motion by Teague, seconded by Reddell, the meeting was adjourned at 8:49 p.m.

Mitch Dickinson, 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 23rd day of February, 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
REGULAR SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, FEBRUARY 16, 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 6:30 p.m.

2. **Roll Call**

Mayor Dickinson, Vice Mayor Reddell, Councilors Baker, Kovacovich, Parrish and Teague were present; Councilor Gioia arrived at 6:32 p.m.

Also Present: Town Manager Bill Lee, Town Attorney Bill Sims, Community Development Director Will Wright, Special Projects Coordinator Wendy Escoffier, Library Director Gerard Laurito, Council Candidate Ron Smith, Town Clerk Debbie Barber and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Councilor Kovacovich.

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) February 9, 2005 – Work Session
- 2) February 2, 2006 – Regular Session
- 3) January 26, 2005 – Council Hears Planning & Zoning

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

- 1) Council Hears Planning & Zoning – February 23, 2005 at 6:30 p.m.
- 2) Regular Session – March 2, 2005 at 6:30 p.m.
- 3) Regular Session – March 16, 2005 at 6:30 p.m.
- 4) Council Hears Planning & Zoning – March 23, 2005 at 6:30 p.m.

c) **Possible approval of Proclamation declaring April 22 and 23, 2005 as *Relay for Life Days* for the American Cancer Society.**

d) **Possible approval of Resolution 2005-627, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, establishing our Town as a Town of Character with the International Association of Character Cities.**

On a motion by Reddell, seconded by Kovacovich, the Council unanimously approved the Consent Agenda as presented.

Mayor Dickinson called special attention to Items c) and c) on the Consent Agenda prior to the vote of approval.

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

There was no public input.

6. **Yavapai-Apache Nation presentation of gaming revenues donated to the Town pursuant to Section 12(d)(1) of the Tribal-State Gaming Compact.**

There was no action taken.

In the absence of a representative from the Yavapai-Apache Nation, Item 7 was heard prior to Item 6; Chairman Fullmer arrived during the hearing on Item 7.

Chairman Fullmer reviewed the history of Proposition 202 and where it has led the Nation, and how the Nation is able to benefit neighbors through the gaming venture. The Nation is able to distribute the amount allocated by statute as it sees fit, with the goal of helping to strengthen the towns and cities to which it contributes; such distribution began in 2004. This year the Tribal Council has included the Verde Valley as its major and only benefactor, including the Town of Camp Verde, Clarkdale, Jerome, Sedona, Cottonwood, and the County of Yavapai. Chairman Fullmer said he was very proud of the established relationship with Camp Verde and the hard work that the Town and Council leaders have devoted to strengthening and keeping the relationship. Regarding the allocation of funds to Camp Verde, the Tribal Council is requesting that the Town utilize the funds as follows: 60% of the funding to go towards Town infrastructure development; 20% directly to the Chamber of Commerce; and 20% to the Camp Verde High School and its Native American Club; Chairman Fullmer explained that 30 to 35% of the Club members are non-Tribal which benefits the entire Town from the cultural relationship. Chairman Fullmer then presented to Mayor Dickinson a check in the total amount of \$38,995.70 for the Town of Camp Verde.

Mayor Dickinson said the Town really appreciates the strides made and the generosity that the Nation has always had with this community, the economic development the Nation has brought in and the awareness that we are a neighborhood and a community that must work together. The Town is still holding the funds received last year with the vision to use the money for much-needed infrastructure. There is no problem with the other two requests as well, and in a future meeting that business will be formally taken care of. Mayor Dickinson thanked Chairman Fullmer for his leadership and that of his Council, saying it was greatly appreciated.

7. **Public Hearing to discuss the proposed annexation of approximately 237 acres located north and west of the current Town boundary along the SR 260 corridor. An annexation petition with an amended Exhibit A was filed with the Yavapai County Recorder's Office on January 20, 2005.**

There was no action taken.

STAFF PRESENTATION

Community Development Director Wright said that the purpose of the meeting was to hear public comment from those with an interest in the subject annexation petition. No signatures have been obtained at this point because staff has been working with area property owners to persuade them regarding the benefits of being a part of Camp Verde. The necessary majority number of 50% plus 1 of the property owners has not yet been gained, plus there has not been the required valuation of the property. Director Wright reviewed the steps taken to date according to State statutes, including setting this public hearing.

PUBLIC HEARING OPEN

Tom Griffith said that he represents 20 acres of the less than 50 acres of private land that is included in the 237-acre annexation. He said he had expressed his opposition at the public hearing on June 9th; letters and phone calls since that time have produced nothing to change his position. Mr. Griffith said he sent a formal letter to the Town Manager declining annexation on October 21st, specifically referring to all four 10-acre parcels that he represents, with no response until a letter of January 25, 2005, from Will Wright informing Mr. Griffith that the map includes two of those four parcels. Mr. Griffith then quoted sections of that letter that advised him that inclusion of the two parcels had been necessary to accommodate the wishes of the property owner above. Mr. Griffith feels that by doing so Mr. Wright has reneged on a promise made not to take any of Mr. Griffith's parcels. Mr. Griffith again wrote on January 31st requesting information that he said Mr. Lee had promised to recommend to the Council; no answer has yet been received. Mr. Griffith believes this is a prime example of political gerrymandering. He questioned how the businesses in the area will be adequately served because of the distance from the existing boundary; further, how can the Town justify taking on 190 acres of Forest Service land just to get those properties.

Jim Bullard said he wanted to caution people that if we don't take this property, there is a lot more to this because the Water Company wells are in that area and we need that water.

PUBLIC HEARING CLOSED

Council Discussion

Mr. Griffith was assured that his position was understandable, but the Town of Camp Verde has from the beginning viewed the Steve Coury piece as the source of a tremendous increase to the sales tax base to provide the services that the community needs for its citizens, and not being able to arrive at an agreement was unfortunate. Mr. Coury chose to come into Camp Verde, the Camp Verde water system would come into the incorporated boundaries with the wells that are now located outside, and the Town must now move forward for the betterment of the Town and the increase in sales tax revenue. Also, it was confirmed that the Town limits are within one mile of the proposed annexation. The asserted non-response to Mr. Griffith on the part of the Town was addressed by Director Wright and Manager Lee who explained the background of the conversations and the steps taken to work with Mr. Griffith while at the same time negotiating with Mr. Coury. Manager Lee said that efforts will be made to meet with Mr. Griffith and try to negotiate further; it is the desire of the Town that all parties be able to agree if possible.

8. Discussion, consideration, and possible direction to staff to pursue a contract with Burgess & Niple to develop a water portfolio for the Town of Camp Verde.

On a motion by Dickinson, seconded by Baker, the Council voted unanimously to direct staff to pursue negotiations and a contract with Burgess & Niple to develop a water portfolio for the Town of Camp Verde.

Mayor Dickinson reviewed the background of discussions with Bill Allen of Burgess & Niple beginning on August 17, 2004 through November 17, 2004, with the idea in mind to gather information and begin to develop a water portfolio, and introduced Bill Allen who then presented a proposal for the Council's consideration. Mr. Allen described in detail the work involved that would include, among many factors, a review of surface water rights, and a determination of the decreed rights within each irrigation district; during Mr. Allen's presentation the subject of the SRP issue was also briefly discussed. Mr. Allen agreed that he would begin working with staff in order to determine the size of the project, including what needs to be done in order to develop a GIS system for staff to be able to readily access information, so that the proposed cost can be determined. There was also a suggestion from Council that it would be helpful if Mr. Allen could present a written step-by-step proposal so that the Council could arrive at a plan and move forward. After further discussion with Council, Mr. Allen said he would work with the Manager and staff in order to prepare a formal proposal to develop a water portfolio for the Town.

9. Discussion, consideration, and possible direction to staff to begin negotiations with Stroh Rogers Architect, Inc. for architectural services for the new library facilities.

On a motion by Teague, seconded by Reddell, the Council voted unanimously to direct staff to begin negotiations with Stroh Rogers Architect, Inc. for architectural services for the new library facilities.

Library Director Laurito briefly described the selection process that had been followed, ending up with three well-qualified firms; using a ranking system Stroh Rogers Architect, Inc., came out on top. Laurito said the Council is being requested to allow staff to negotiate a contract with that firm in order to start the design phase. Mr. Doug Stroh was introduced and he displayed some renderings of suggested styles of architecture, complimenting the Council and the Town on their vision and stressing the many varied facets of a library and what it means to a community. There was some discussion about the drawings, with Mr. Stroh pointing out that he went for a territorial style in keeping with other Camp Verde historical buildings, and enthusiasm about the views that will be enjoyed from the building.

10. **Discussion, consideration, and possible approval of an amount not to exceed \$2,000 to develop a Camp Verde Interpretive Townsite Walking History Tour.**
On a motion by Baker, seconded by Kovacovich, the Council voted 6-1 to approve an amount not to exceed \$2,000 to develop a Camp Verde Interpretive Townsite Walking History Tour; with a 'no' vote by Gioia.

Special Projects Coordinator Wendy Escoffier explained that the idea came from Council some time ago, probably in connection with one of the economic development meetings. Now that the Main Street project has been completed, staff felt this would be the time to put together a walking history tour; pictures of some examples of plaques have been included in the agenda packet. The plaques would cost approximately \$500 each if cast in bronze, and if in aluminum the cost would be \$15 each and could be made locally. Escoffier said that possibly property owners would be willing to purchase their own bronze plaques, and suggested other options. There was some strong objection that more research and planning on the tour should be done before any funds are allocated. It was finally determined that allocating the requested funds would help get the project started beginning with a brochure to hand out to local people and tourists to garner interest and arrive at a consensus for the design, and then perhaps there could also be some research into grant funding resources. Manager Lee confirmed that the minimum cost would be \$2,000, based on research already done; Escoffier will be reporting back to the Council as the project develops.

A recess was called at 7:56 p.m.; the meeting was reconvened at 8:01 p.m.

11. **Discussion, consideration, and possible direction to staff to prepare a resolution to supercede Resolution 99-432, Section 1, which states, "Agendas will be final and posted no later than noon the previous Friday for a regular Wednesday council meeting, and in all other meetings at least 3 working days in advance, to allow preparation and distribution of the agenda packets to the council, staff, and public."**
On a motion by Reddell, seconded by Baker, the Council voted unanimously to table this Item 11.

Mayor Dickinson explained that the proposed change to the deadline for posting agendas had been suggested by staff, but after further discussion with staff it had been decided that the issue would be tabled indefinitely at this time.

- 11a. **Discussion, consideration, and possible approval of a lease agreement for Rio Verde Plaza Unit #5.**
(Actions on Items 11a and 11b were consolidated into the motions on Item 11b.)

Attorney Sims explained that although the initial request was to prepare a lease agreement for one specific unit, it was suggested that a standard form of lease might be created to use on an interim basis for all of the units, and that the Manager could be authorized to execute the leases. Mr. Sims pointed out that Paragraph 25 of the lease form that he had prepared for approval should be deleted; it had inadvertently been included. He also suggested that the term of any lease should expire in January, 2006.

The next Item 11b was introduced during the discussion, since both items were directly related.

In summary, one lessee is prepared to execute a lease, and the same proposed form could be used to approve any future leases for the other units, up to the expiration date of January 31, 2006. Mr. Sims said that with the Manager authorized to execute such leases, which would be appropriate, income from the units would be on a continuous basis with no delays or loss of tenants due to requiring Council approval in each instance. There was also the understanding that the rental for the units would be no less than \$300 and no more than \$600, depending upon the particular unit. It was agreed that in the event the Town would not need to take over the building at the end of January, 2006, the leases could be extended on a month-to-month basis

upon approval by the Council; any tenant's request for extension would be made by November, 2005.

11b. Discussion, consideration, and possible authorization for Manager approval of all future leases of the units in Rio Verde Plaza.

A motion by Dickinson, seconded by Reddell to direct the Manager to approve a lease agreement for the Rio Verde Plaza Unit No. 5, and authorize the Manager to approve all future leases, and direct the Manager to report back to Council no later than sixty (60) days prior to the termination of January 31, 2006 leases, failed by a unanimous vote of Council.

On a motion by Dickinson, seconded by Reddell, the Council voted unanimously to direct and authorize the Manager to approve the lease agreement that is pending for Rio Verde Plaza, with the deletion of Paragraph 25; and all future leases as well, and report back to Council no later than 60 days prior to January 31, 2006 expiration date.

In further discussion of the two items it was noted that Agenda Item 11a referred to Unit #5; that should have been Unit #4. There was also further discussion regarding the Council authorizing the Manager to execute the leases, and not specify any particular unit as part of that authorization; any unit number would be filled in on each lease form. Mr. Sims also said that a paragraph would be added to specify that the parties mutually agree upon a month-to-month retention after January, 2006, and it was also pointed out that use of the proposed lease form was the intent of the motion.

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

There was no public input.

13. Advanced Approvals of Town Expenditures

There were no advanced approvals.

14. Manager/Staff Report

Lee said he wanted to acknowledge the hard work by the Parks & Recreation Department and volunteers on the Pecan & Wine Festival; attendance during the rainy weather conditions still resulted in ending up in the black; the Bachelors' Auction netted approximately \$5,000.

There was a meeting last night on Forest Service Road 503 where there were some residents expressing support and others expressing opposition; letters will be sent out requesting written opinions. Also, a meeting with property owners below the State Park regarding a proposal by ADOT for a roadway to come out on Fain Street resulted in no support at all from those owners for the proposal. ADOT will be advised accordingly.

Lee, Town staff and Street Department will have a final walk-through with Ames and ADOT on the bypass as well as Main Street. Any suggestions from Council members should be given to Lee in writing for reference during the walk-through. On Saturday an auction of surplus items will be held, beginning at 10:00 a.m. There will be a meet-and-greet on February 22nd with the County Supervisors at the Lodge on the Nation's property; all the Mayors and Managers within the Verde Valley have been invited to attend.

15. Council Informational Reports

Kovacovich said that he had attended a Water Advisory Committee meeting today in Chino Valley; Prescott and Prescott Valley reported on their activities regarding water management and conservation. Over the next month other cities and towns will report on their activities. There will be a meeting at 6:30 tomorrow night at the multi-use complex at the school about the Willow Flycatcher; the WAC has a list of questions they hope to have answered at that meeting. March 31st is the deadline for comments on the Willow Flycatcher.

Baker reported briefly on the transportation issues being discussed at NACOG. She wanted to remind everyone that Joe Hughes is their liaison for our area. Baker said that in support of the NACOG Transportation Committee it is very important for everyone to contact the legislators; Mr. Hughes is doing a fine job on notifying the Committee on transportation issues and important pending bills. Baker added that she had talked with a couple from San Francisco who come over every year to attend the Pecan & Wine Festival.

Gioia thanked the Verde Watershed Association; they are sponsoring the Fish & Wildlife presentation tomorrow night in the multi-purpose center. Gioia encouraged everyone to attend, saying that the environmental protection blanket that Fish & Wildlife is preparing for the Verde Valley will have far-reaching consequences for a number of issues, and a compromise better than what is proposed is needed.

Reddell said that the issue of the Willow Flycatcher is going to impact everybody greatly up and down the river, not just Camp Verde.

Parrish commented on the Pecan & Wine Festival; he said that he had talked with a couple from Mesa who decided to come to the Festival based on a TV program that featured Mayor Dickinson; many came from Prescott, Paulden, Flagstaff, Phoenix, and even some from Tucson. He said that the Parks & Rec people work hard and deserve any help they can get. Parrish also had talked with a couple who bought property on Beaver Creek, and any flooding makes it impossible in case of sickness or fire to get out except by helicopter; they believe that if a bridge is going to be built it should be for their area.

Teague also thanked Parks & Rec; he was absent because of his activities with the basketball program. He said he has been named President of the Camp Verde Youth Football group, and announced that he needs referees; at least one AIA-certified referee must be on the field for every game. Camp Verde will host two meetings, one in March and the other in April for the other presidents and coaches to be here, approximately 50 to 100 people. They also hope to have the Championship Games at the end of the season here in Camp Verde.

16. **Adjournment**

On a motion by Baker, seconded by Gioia, the meeting was adjourned at 8:27 p.m.

Mitch Dickinson, 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 16th day of February, 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

2-14-05
Office -
still contacted by

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

09-09-04P05:00 RCVD

02-15-05P978209PAIN

COMMISSION/COMMITTEE/BOARD INTEREST FORM

NAME: Lisa Mina

PHYSICAL ADDRESS: 2149 S. Diamond Creek Lane

MAILING ADDRESS: same

PHONE (HOME): 928 567-3765 (WORK): 928 567-8150

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

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

PLEASE ANSWER THE FOLLOWING QUESTIONS

(Attach additional sheet if necessary)

1. Why do you want to serve on this commission? I want to be involved with the community and I want to keep my library skills up to date. It is a good fit for my talents. The library is the information hub of a community. By investing my time in the library I invest in my children.

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

I've lived in Camp Verde for three years. I've been coming up to this area for camping, hiking and other leisure activities all of my life. I'm an engineer as well as a teacher. I'm currently listed as a librarian in staff at the C.V. H.S.

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

I have a MS in Library Science. I've worked in University libraries, the Phoenix Public Library and in elementary & high school libraries. All total I have 16 years experience in a library setting.

4. What do you believe the duties of this commission are and how much time do you expect to spend accomplishing these tasks? Duties - listen to proposals on library growth, assess the information. Is what is proposed "the best interest of our demographic population for the money. Listen to public opinion - ask for public opinion. Then make decisions and vote accordingly. It'll take more time than whatever I put down, things like these always do.
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: _____

[Handwritten Signature]

DATE: _____

[Handwritten Date: 30 Aug 04]

FOR OFFICE USE ONLY

DATE CONTACTED & INVITED TO APPEAR BEFORE COUNCIL	<u>9-10-04</u>	<u>2-25-05</u>
STAFF CONTACTING INDIVIDUAL	<u>U Jones</u>	
DATE APPEARED BEFORE COUNCIL	<u>9-15-04</u>	<u>3-2-05</u>
DATE APPOINTED	_____	

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

02-22-05P03:09 RCVD

February 17th, 2005

To Whom It May Concern,

This letter serves as my official resignation from the Camp Verde Library Commission.

Sincerely,

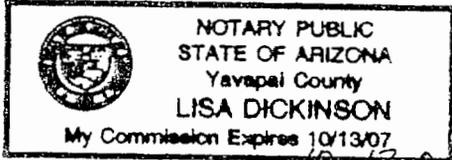


Jodi McClaskey

THIS SECTION TO BE COMPLETED ONLY BY AN OFFICER, DIRECTOR OR CHAIRPERSON OF THE ORGANIZATION NAMED IN QUESTION #1

18. I, Keith Arnold Tucker, declare that I am an Officer/Director/Chairperson appointing the applicant listed in Question 6, to apply on behalf of the foregoing organization for a Special Event Liquor License.

X Keith A. Tucker COMMANDER 22 Feb. 2005 567-6154
(Signature) (Title/Position) (Date) (Phone #)



State of Arizona County of Yavapai
The foregoing instrument was acknowledged before me this

22 February 2005
Day Month Year

My Commission expires on: 10-13-07
(Date)

Lisa Dickinson
(Signature of NOTARY PUBLIC)

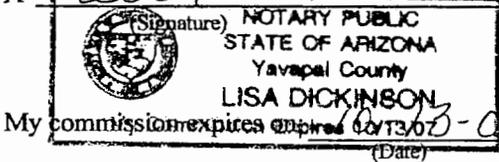
THIS SECTION TO BE COMPLETED ONLY BY THE APPLICANT NAMED IN QUESTION #6

19. I, Keith Arnold Tucker, declare that I am the APPLICANT filing this application as listed in Question 6. I have read the application and the contents and all statements are true, correct and complete.

X Keith A. Tucker
(Signature)

State of Arizona County of Yavapai
The foregoing instrument was acknowledged before me this

22 February 2005
Day Month Year



Lisa Dickinson
(Signature of NOTARY PUBLIC)

You must obtain local government approval. City or County MUST recommend event & complete item #20. The local city or county jurisdiction may require additional applications to be completed and additional licensing fees before approval may be granted.

LOCAL GOVERNING BODY APPROVAL SECTION

20. I, _____ hereby recommend this special event application
(Government Official) (Title)

on behalf of _____
(City, Town or County) (Signature of OFFICIAL) (Date)

FOR DLLC DEPARTMENT USE ONLY

Department Comment Section:

(Employee) (Date)

APPROVED DISAPPROVED BY: _____
(Title) (Date)

10. Has the applicant been convicted of a felony in the past five years, or had a liquor license revoked?
 YES NO (attach explanation if yes)
11. This organization has been issued a special event license for ____ days this year, including this event
(not to exceed 10 days per year).
12. Is the organization using the services of a promoter or other person to manage the event? YES NO
If yes, attach a copy of the agreement.
13. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds.
THE ORGANIZATION APPLYING MUST RECEIVE 25% of the gross revenues of Alcoholic Beverage Sales.

Name	Address	Percentage
AMERICAN Legion #93	PO Box 1570 CAMP VERDE AZ	100%

(Attach additional sheet if necessary)

14. Knowledge of Arizona State Liquor Laws Title 4 is important to prevent liquor law violations. If you have any questions regarding the law or this application, please contact the Arizona State Department of Liquor Licenses and Control for assistance.

NOTE: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.
"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT PREMISES."

15. What security and control measures will you take to prevent violations of state liquor laws at this event?
(List type and number of security/police personnel and type of fencing or control barriers if applicable)

____ # Police Fencing
2 # Security personnel Barriers

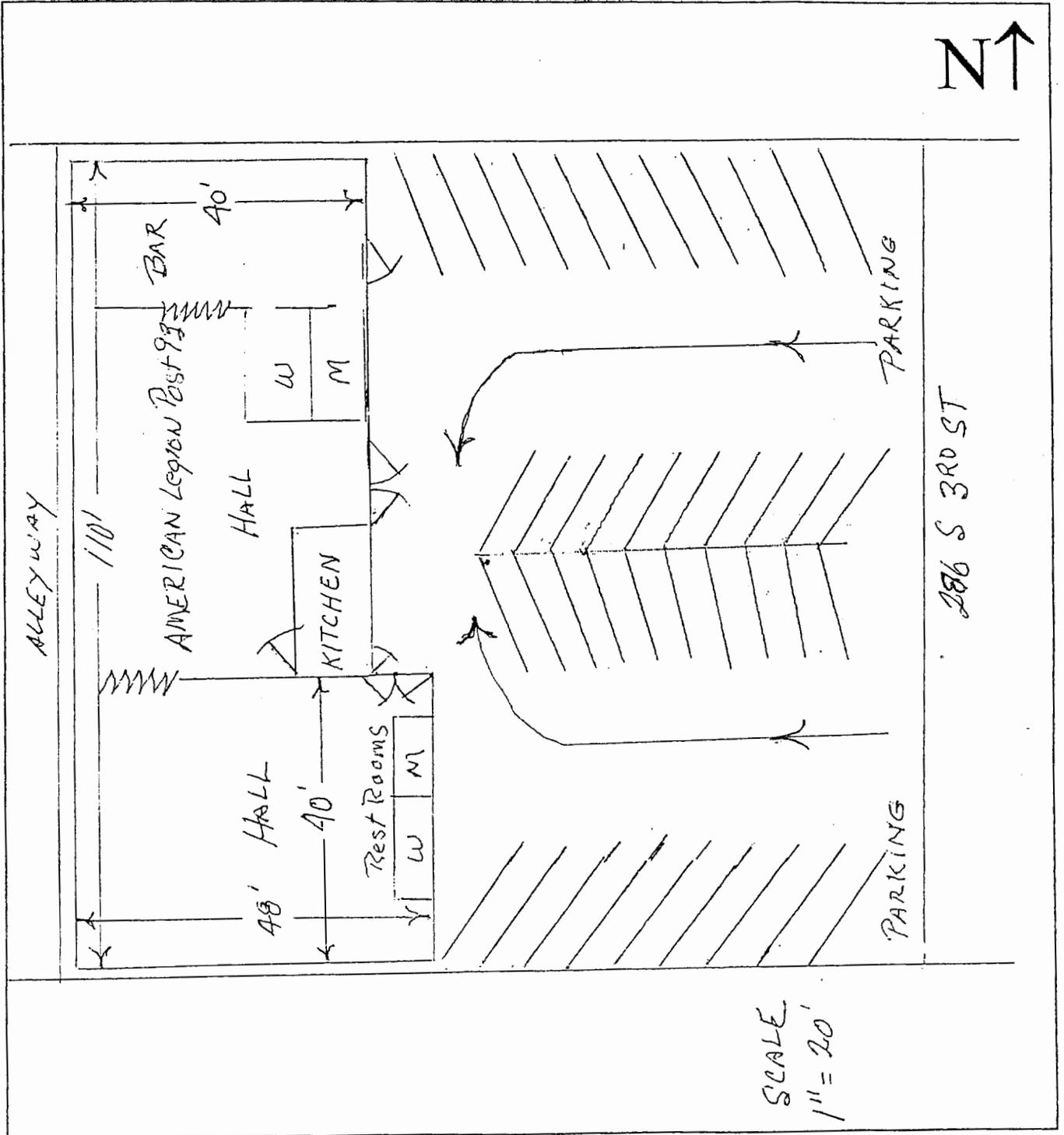
16. Is there an existing liquor license at the location where the special event is being held? YES NO
If yes, does the existing business agree to suspend their liquor license during the time period, and in the area in which the special event license will be in use? YES NO
(ATTACH COPY OF AGREEMENT)

AMERICAN LEGION #93 (928) 567-6154
Name of Business Phone Number

17. Your licensed premises is that area in which you are authorized to sell, dispense, or serve spirituous liquors under the provisions of your license. The following page is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades or other control measures and security positions.

SPECIAL EVENT LICENSED PREMISES DIAGRAM
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



STAFF REPORT

Council Meeting of: **March 2, 2005**

Title: **Proposal by Buxton Company to recruit retailers to town.**

Description Of Item: **See staff report and handouts/proposal by Buxton Company.**

Recommended Council Action: **Review potential benefits weighed with budgetary considerations briefly described in the staff report.**

Attachments: **Yes**

Prepared by: **Will Wright**



TOWN OF CAMP VERDE

Arizona's Territorial Town

P.O. Box 710 ♦ 473 S. Main Street ♦ Camp Verde, Arizona 86322 ♦ (928) 567-6631 FAX 567-9061
Marshal 567-6621 ♦ Parks & Recreation 567-0535 ♦ Community Development 567-8513 ♦ www.cvaz.org

DATE: February 23, 2005

TO: Members of the Camp Verde Town Council

THROUGH: Bill Lee, Town Manager

FROM: Will Wright, ^{AW}Community Development Director

SUBJECT: Buxton – Recruiting Retail Business to Camp Verde

APS presented a seminar on recruiting retailers on February 8th in Flagstaff that was put on by representatives of the Buxton Company. I have attached two approaches employed by Buxton in determining potential retailers that would fit into a community. There is the *CommunityID* (estimated cost of \$63,000) and the *Small CityID* (estimated cost of \$18,000) marketing approach that Buxton employs to identify and put together a marketing package for potential retailers that fit into your community. Retail business is now the largest employer in the US and has the added benefit of providing sales tax dollars to Arizona cities/towns that are vital for the delivery of essential services.

Mr. Matt Montgomery of Buxton made the February 8th presentation and has agreed to meet with members of the Town Council to review this program. It is worth noting that Camp Verde is considered an underserved market for retail businesses. Further, in the survey for the General Plan citizens noted that there was a need for more places to do their shopping as convenience is an important aspect for our citizens. For these reasons, it is staff's expectation that we could work with Buxton to enhance our retail business base to better serve the citizens of our community, while providing additional funding for other vital services provided by the town to the community.

Staff realizes that the cost for this service is a challenge, but is working with other members of the community with an interest in bringing retail growth to Camp Verde to see if any funds can be generated by this group to offset this cost. Further, Buxton has a program where the cost can be spread over a couple of fiscal years to assist the community in affording this program.





CommunityID[®]

Proposal

Presented to:

Town of Camp Verde

February 11, 2005

Prepared by:
Expiration Date:

Matt Montgomery
April 11, 2005

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EXECUTIVE OVERVIEW

Buxton appreciates the opportunity to propose its services to the Town of Camp Verde. The objective of this proposal is to summarize and outline the comprehensive scope of work Buxton will provide as the Town of Camp Verde pursues its retail attraction and expansion goals. Please note that in this proposal the term “retail” is inclusive of restaurants.

Utilizing data, methods and proprietary technologies developed specifically for matching retailers with communities; Buxton will assess the potential for the Town of Camp Verde to recruit and expand its retail sector, and will identify and provide marketing packages for specific retail targets.

Buxton’s initial analysis of up to three (3) distinct retail locations, selected by the Town of Camp Verde, will yield a recommendation of the site best positioned for retail recruitment. With that recommendation, the Town of Camp Verde will make a final determination of the retail site to be selected for retail matching.

Once the site for retail matching is determined, Buxton will compare the site’s trade area with the established locations of individual retailers. This analysis results in a preliminary list of matched retailers. Only retailers with locations in trade areas similar to the Town of Camp Verde’s trade area will be identified as potential matches. The preliminary list is then refined by Buxton on the basis of other retail location criteria to yield a list of up to twenty (20) specific, matched retailers for the Town of Camp Verde. Buxton will provide the list of matched retailers to the Town of Camp Verde for review and discussion.

A marketing package will be prepared for each targeted retailer. The marketing packages are intended for presentation to retailers, as well as developers, potential franchisees, or other persons in a position to support the Town of Camp Verde’s retail goals. Each marketing package is unique to the specific targeted retailer, providing compelling and precise information that demonstrates the Town of Camp Verde’s qualifications as a location.

Additionally, Buxton will contact each targeted retailer on behalf of the Town of Camp Verde. Buxton will notify the retailer that the Town of Camp Verde has been identified as a potentially viable location.

Following is an outline of the scope of work for this project. Buxton is pleased to propose its support and looks forward to identifying retail opportunities for the Town of Camp Verde.

SCOPE OF SERVICES

RETAIL POTENTIAL AND RETAIL SITE DETERMINATION

1. Establishment of retail trade areas for each site based upon drive times
2. Analysis of the suitability of each site and its trade area. Factors considered include but are not limited to:
 - a. Psychographic analysis of households
 - b. Demand for retail goods and services
 - c. Existing retail and retail trends in the trade area and surrounding region
 - d. Site setting, situation and configuration
 - e. Growth plans and relevant developments
 - f. Retail goals of the community
3. Buxton recommendation of the retail site and trade area with the most potential
4. Discussion and approval of a site with which to proceed to retail matching

IDENTIFICATION OF RETAIL MATCHES FOR SELECTED SITE

1. Comparison of site trade area with existing retail location trade areas
2. Identification of preliminary target list of matching retailers
3. Additional analysis of preliminary targets
4. Determination of recommended list of matching retailers
5. Discussion and approval of final list of matching retailers for which marketing packages will be prepared

SCOPE OF SERVICES (continued)

PUBLISHING OF RETAIL MARKETING PACKAGES

Buxton will assemble individual marketing packages for each targeted retailer. Additionally, the city will receive a reference binder that includes information provided in the retailer marketing packages. Each marketing package contains:

1. Map of the retail site and trade area
2. Map of potential customers for the retailer
3. Retail match report that compares the site's trade area characteristics with the retailer's similar existing locations
4. Demographic and psychographic analysis of the trade area
5. Explanation of Buxton's methodology

SCHEDULE OF SERVICES

This schedule is sequential and cumulative. It is based from the day following the project launch meeting. The project launch meeting is usually a conference call between the city and Buxton teams. The project launch meeting occurs after a contract and initial payment is received, and after Buxton receives requested and necessary information from the city (such as the three sites selected for study).

This schedule is nominal, and does not account for periods during which the city reviews Buxton's recommendations. The schedule does not consider additional or custom research that may be required, or other unusual circumstances.

- | | |
|--|------------------|
| 1. Delivery of large map with sites and trade area | 5 business days |
| 2. Retail site determination | 5 business days |
| 3. Recommended list of matching retailers | 10 business days |
| 4. Retail marketing packages | 15 business days |

FEE FOR SERVICES

The cost of CommunityID is \$70,000; payable as follows:

1. \$35,000 due upon execution of this agreement
2. \$25,000 due upon determination by the city of the site for retail matching
3. \$10,000 due upon delivery of retail marketing packages

The Town of Camp Verde is eligible to receive a ten (10) percent discount if this agreement is executed within sixty (60) days from the date of this proposal; for a discounted price of \$63,000.

The Town of Camp Verde agrees to pay Buxton the pre-arranged, mutually agreed actual cost of travel associated with services rendered. This does not include travel associated with the presentation or negotiation of this agreement. It only includes travel costs incurred by Buxton at the request of the Town of Camp Verde; such as for a community presentation or workshop following completion of the project.

For services specifically requested by the Town of Camp Verde and performed by Buxton outside the scope of this agreement, an hourly rate of \$200 will apply.

For additional copies of a retailer marketing package or reference binder, a fee of \$200 will apply.

Additional Research Services (post analysis)

- | | |
|--|----------------------|
| 1. Requested Retail Match Analysis for Specific Retailer | \$1,000 per retailer |
| 2. Retail Marketing Package (2 copies) | \$1,500 per retailer |

SIGNATURE PAGE

This agreement is between the Town of Camp Verde and Buxton (the "Parties") for the performance of services described in this proposal. The Parties agree that an independent contractor/employer relationship is created as a result of this agreement. Buxton will not be considered an agent or employee of the Town of Camp Verde for any purpose.

The term of this agreement is one (1) year. This agreement may be terminated by either party at any time upon written notice of thirty (30) days. If this agreement is terminated, Buxton will be paid for services performed up to the date the written notice is received.

This agreement shall be administered and interpreted under the laws of the State of Texas. In order to avoid paying State of Texas Sales and Use Tax, the Town of Camp Verde may be required to provide Buxton with a certificate indicating it is a non-profit corporation and not subject to Texas Sales and Use Tax.

Agreed and accepted this _____ day of _____, 200____.

Mr. Bill Lee
Town Manager
Town of Camp Verde
473 S Main Street, Suite 102
Camp Verde, AZ 86322
Phone: 928-567-6631
Fax: 928-567-9061

Mr. David Glover
Chief Financial Officer
The Buxton Company
2651 S. Polaris Drive
Fort Worth, TX 76137
Phone: 817-332-3681
Fax: 817-332-3686

(Signature)

(Signature)

APPENDIX A:

PROJECT REQUIREMENTS

In order to effectively engage and complete the scope of work, the following is requested by Buxton:

Project Liaison

- The Town of Camp Verde will designate a project manager who will serve as Buxton's primary contact during the project.

Information and Reports

- Logo (electronic version)
- Addresses and descriptive information for up to three (3) sites that will be evaluated
- Current traffic count data
- Digital street data
- List of major, national or regional retailers present in the community
- List of planned retail, either proposed or in development, in the community
- List of major, national or regional retailers that have left the community
- List of planned residential developments
- Housing start information
- Zoning and comprehensive plan documents
- General community marketing data and reports

STAFF REPORT

Council Meeting of: March 2, 2005

Title: Out of Africa Wildlife Park Request for Phased Opening

Description Of Item: See staff report reviewing request by Out of Africa for a 'soft opening' with temporary facilities during the second quarter of 2005.

Recommended Council Action: Staff outlined several recommendations in their report for the health, safety and welfare of the general public, who would be visiting this facility.

Attachments: Yes

Prepared by: Will Wright



February 24, 2005

Town Of Camp Verde
P.O. Box 710
473 South Main Street
Camp Verde, AZ 86322
Attn. Bill Lee, Town Manager

Re: Out Of Africa Wildlife Park

Dear Bill,

This letter will serve as a request of the town of Camp Verde for the approval of a soft opening at the Out of Africa Wildlife Park in the second quarter of 2005. It outlines the plans for subsequent phases, and describes the ultimate plan for development and construction of permanent facilities.

The plan sheet, attached as "Exhibit A", shows the facility layout for the opening. Phase I will be implemented in the second quarter of 2005. This phase includes opening the Safari to vehicular and foot traffic and implementing tram tours of the Preserve. Two Unimogs and one Hummer will provide 30-minute safari rides between the hours of 9:30AM and 5:00PM. Upon USDA approval, one early morning and one late afternoon walking safari will be available for no more than fifteen visitors per trip. With the completion of necessary repairs and improvements to the tram vehicle, 45-minute tram rides will be offered through the Preserve. The rides will depart at the top of each hour from 10:00AM to 4:00PM. All State and USDA inspections required for our Phase I proposal will be completed and certificates forthcoming.

Temporary facilities intended for use in Phase I include 8 portable restrooms. One unit will be designated as handicapped accessible. A commercially manufactured-mobile, 24x48, will be installed under a separate permit. This mobile will accommodate the ticketing and retail requirements of Phase I. It will not interfere with future development phases. A local catering vendor will supply a food service truck. Catering will be provided under a separate contract.

Access to the Park and parking are topics of discussion as ADOT looks at various options for the expansion of Highway 260. There is an access easement over the hotel site, this easement will continue to be used as the existing temporary driveway with a scheduled maintenance plan.

The temporary access drive runs south to north from the Justice Facility drive, along Reed's Business Park, then east to west along the northern property line of the Business Park. The surface of this drive has been well compacted with vehicular traffic over the past year. In areas with runoff, such as those immediately east of the Business Park, we propose to install culverts in gravel cover to control water flow. We have equipment for the routine maintenance of this roadway. This will ensure control of dust and the prevention of problems associated with wet weather. Parking for Phase I will be provided in the already graded eight-acre area of the future retail village. Maintenance of this area will be the same as the temporary access drive.

Phase II will be implemented after receiving financing. The financing is in a preliminary application process at the Arizona Business Bank. We anticipate support from the Small Business Administration and the United States Department Of Agriculture. This financing will provide the exit strategy for the temporary operation permission requested in Phase I.

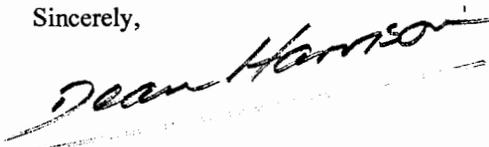
Phase II will provide: permanent ingress and egress routing, fire protection as required by the Fire Department, permanent parking for 500 vehicles, pedestrian friendly inter-park roadways, site lighting, permanent restroom facilities and other infrastructure requirements to accommodate the opening of Tiger Splash and the Village Marketplace.

Assuming a balance of 60 days for the loan review process, Phase II construction will begin by the third quarter of 2005. During this time frame, all of the required reviews and permits will be executed and the architectural drawings will be completed. All of the temporary facilities and accommodations requested in Phase I will be removed by the second quarter of 2006.

The second plan sheet attached as "Exhibit B" shows Phase III. This phase includes both building and non-building features such as picnic areas and pavilions in the Village, and animal habitats. Phase III will be completed as cash flow is generated and available for reinvestment into the Park. Restaurant and retail facilities, while included in our overall planning, are not part of any immediate phasing plan.

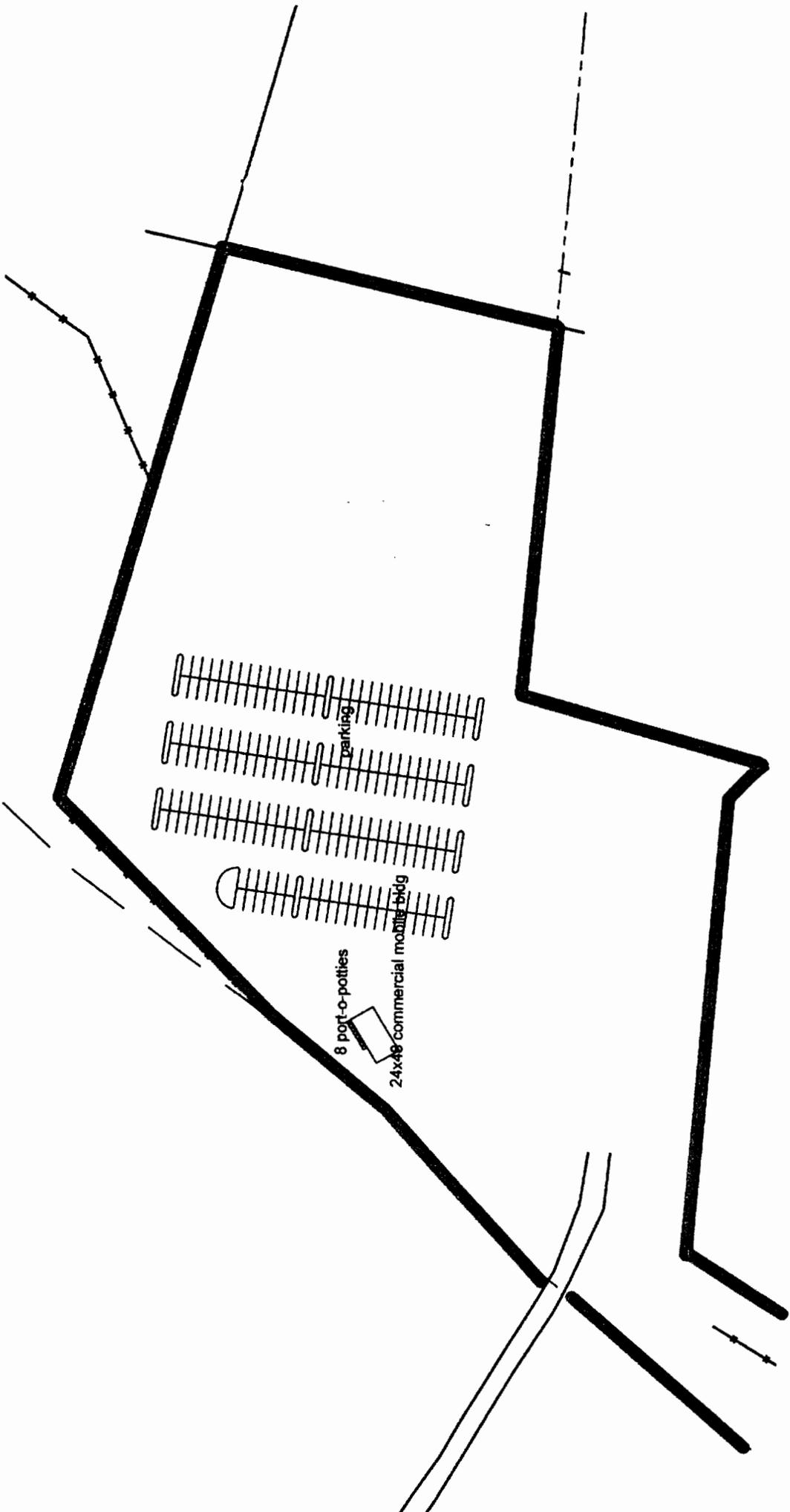
Approval of this request gives the Park a soft opening in the second quarter of 2005. The soft opening will allow for self funding during the completion of the planning process. The finalization of construction and the development financing will occur at this time.

Sincerely,

A handwritten signature in black ink that reads "Dean Harrison". The signature is written in a cursive style and is positioned above a horizontal line.

Dean and Prayeri Harrison

Cc: Bill Jump



WILD ANIMAL PARK, OUT OF AFRICA

18 February 2005

BMG
INC · AIA

BMG INC. AIA
Architecture & Planning
1440 Park Street, Suite 200
Berkeley, California 94702
Phone: 415.841.1111
Fax: 415.841.1112



TOWN OF CAMP VERDE

Arizona's Territorial Town

P.O. Box 710 ♦ 473 S. Main Street ♦ Camp Verde, Arizona 86322 ♦ (928) 567-6631 FAX 567-9061

Marshal 567-6621 ♦ Parks & Recreation 567-0535 ♦ Community Development 567-8513 ♦ www.cvaz.org

DATE:

February 4, 2005

TO: Members of the P&Z Commission and Camp Verde Town Council

THROUGH: Bill Lee, Town Manager

FROM: Will Wright, ^{Mayor} Community Development Director

SUBJECT: Plans for the 'Soft Opening' of Out of Africa in the Spring of 2005

Town staff recently met with representatives of Out of Africa where they presented preliminary plans for phasing in the opening of the Out of Africa Wildlife Park. According to the draft plan presented, it is the intent of Out of Africa to initiate a 'soft opening' of the park in March or April of 2005 in order to self-fund the construction and operation of the Park. It is important to point out that *ALL* State and USDA inspections required to open the wildlife park will be completed with necessary certificates coming to the Town before the park opening occurs. It is anticipated that the temporary facilities outlined below for Phase I activities will be removed by March 2006.

- 1) The promotion for the 'soft opening' of the park will be something like Come Watch Us Grow as the various facilities in the Park are constructed and come together before the public, while allowing them to enjoy the animals in their new habitats;
- 2) The Safari portion of the park will be opened to both vehicular and pedestrian traffic;
- 3) There will be two Unimogs and one Hummer to offer 30 minute safari rides;
- 4) Tram rides will offer 45 minute rides, after improvements are made to this vehicle;
- 5) Walking safaris will be available for "no more than twelve customers per trek";
- 6) The temporary facilities will consist of 8 portable restrooms with one designated HC, a 24 x 48 commercial manufactured mobile to serve as a ticket and retail center, and a food service truck contracted with a local catering vendor.
- 7) The "parking for Phase I will be provided in the already graded 8 acre area" and will be regularly maintained to ensure dust control and to prevent problems associated with wet weather; and
- 8) Access to the Park continues to change as ADOT decides on the "various options for 260 expansion or possible bypass", but the plan for now is to utilize the current entrance off the County facility road, at least temporarily, as the driveway into the Park. This roadway will be upgraded with culverts and an improved compacted gravel surface that will be routinely maintained by Park staff.

Phase II will proceed upon obtaining the financial resources necessary to complete development of the Park. This phase will realize a permanent access into the park with permanent parking for 500 vehicles, pedestrian pathways, site lighting for evening activities, permanent restroom facilities and other infrastructure to accommodate opening Tiger Splash and the Village Marketplace.

Phase III consists of additional work on animal habitats, picnic areas and pavilions. Restaurant and retail facilities will be added as resources permit. Staff and Out of Africa representatives are seeking input and direction on this request, which request could be allowed with or without conditions as determined by town officials reviewing this phased in opening of the wildlife park.



Staff understands the difficulties the Wildlife Park has encountered with their unexpectedly fast move to Camp Verde and has been working diligently with Out of Africa representatives to enable the park to open in a timely manner. Further, we recognize the need for the park to generate the funding necessary for the ongoing operation and maintenance of the park as well as to help with making the permanent improvements to the park. However, it is important to point out that these facilities will be serving the general public and, therefore, should meet a high safety standard for the health, safety and general welfare of those who will be visiting the park. For these reasons, staff would recommend to Council that the following items be considered as a part of this approval for a phased 'soft opening' of the Out of Africa Wildlife Park:

- 1) The certificates required from the State and USDA, which ensure the safety of the design and construction of the fencing for the habitats, especially as they interface with public areas, be provided to the town before allowing the public into the park;
- 2) The certificate from County Flood Control that approves any facilities such as the fencing, which is to be placed in areas designated as floodplain;
- 3) The approval from the County Health Department for any of the public eating facilities or the health certificate for the mobile catering truck to be used on an interim basis;
- 4) Consider the condition of the entrance roadway into the park as well as the parking lot and decide what improvements, if any, may be needed for each of the phased openings of the park. This item should be considered in a conversation about the Department of Commerce/ADOT Economic Strengths Grant for \$250,000 to construct improvements to this section of this roadway and determine a plan to make these upgrades to the road;
- 5) Information on the projected hours of operation, anticipated customer base, and how the park plans to advertise/promote the park, including the size, location of a sign, which sign(s) would require a permit from the town for their placement; and
- 6) Provide any other certifications necessary to show due diligence by the town in protecting the general public, such as with vehicles employed by the park, et cetera.

I hope this memo, the letter from representatives of Out of Africa, and the site plan for the 'soft opening' assists the Council in considering the request for a phased opening of the park. Please let me know if additional information is needed as you consider this item.