

AGENDA



**REGULAR SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, APRIL 6, 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) March 25, 2005 – Special Session
- 2) March 23, 2005 – Council Hears Planning & Zoning
- 3) March 16, 2005 – Regular Session

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

- 1) Regular Session – April 20, 2005 at 6:30 p.m.
- 2) Council Hears Planning & Zoning – April 27, 2005 at 6:30 p.m.
- 3) Regular Session – May 4, 2005 at 6:30 p.m.
- 4) Budget Work Session – May 11, 2004 at 6:30 p.m.
- 5) Regular Session – May 18, 2005 at 6:30 p.m.
- 6) Council Hears Planning & Zoning – May 25, 2005 at 6:30 p.m.

c) **Discussion, consideration, and possible approval of Resolution 2005-637, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, pertaining to the submission of projects for consideration in Arizona's 2006 Fiscal Year Highway Safety Plan.**

d) **Possible approval of a bailiff contract adding a substitute to the Bailiff Pool to serve on an as-needed basis.**

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.

*Remarks are limited to **five minutes** per item to allow everyone the opportunity to speak.*

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

6. **Discussion, consideration, and possible award of bid for Project #05-002, Supply and Delivery of Liquid Asphalt Products, and authorization to execute the contract documents.** This is a budgeted item in HURF.
7. **Discussion, consideration, and possible authorization for Mayor to prepare and sign letter of support for the Arizona EnviroZeum.**
8. **Discussion and possible recommendation as it relates to the design of SR 260 between Camp Verde and Cottonwood.**
9. **Discussion, consideration, and possible approval of the budget and direction to staff to begin the bid process for the remodel of the new Marshal's Office facility.**
10. **Discussion, consideration, and possible approval of contract with Stroh Rogers Architects, Inc. for the design and construction documents for the new library.** There is \$20,000 budgeted for this item in the CIP.
11. **Discussion, consideration, and possible appointment of an Applicant's Agent to apply for disaster relief funds from the Arizona Department of Emergency Management.**
12. **Discussion, consideration, and possible direction to staff to begin advertising for qualified engineering firms to conduct a valuation appraisal of the Camp Verde Water System.**
13. **Discussion, consideration, and possible approval of Resolution 2005-636, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting a Fair Housing Policy, making its commitment to the principle of fair housing, and describing actions it shall undertake to affirmatively further fair housing.**
14. **Discussion, consideration, and possible approval of proclamation proclaiming April as Fair Housing Month.**
15. **Discussion, consideration, and possible approval of Resolution 2005-635, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, authorizing the submission of an application(s) for FY 2005 State Community Development Block Grant Funds, certifying that said application(s) meets the community's previously identified housing and community development needs and the requirements of the State CDBG Program, and authorizing all actions necessary to implement and complete the activities outlined in said application.**
16. **Discussion, consideration, and possible approval of intergovernmental agreement with Northern Arizona Council of Governments for technical assistance for the FY 2005 CDBG cycle.** The cost of the technical assistance is paid with CDBG funding.
17. **Discussion, consideration, and possible approval to transfer additional funds in the amount of \$18,000 from the General Fund into the Special Events Line Item.**
18. **Discussion, consideration, and possible approval of a budget line item increase for anti-virus programs for individual workstations and the network.** There is \$1,000 budgeted for this item. The estimated cost, as submitted by Insightable Services, is \$5,779.39.

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

There will be no Public Input on the following items:

20. **Advanced Approvals of Town Expenditures**

21. **Manager/Staff Report**

22. **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.

23. **Adjournment**

Posted by: 

Date/Time: 4-1-05 11:55 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
SPECIAL SESSION
MAYOR and COMMON COUNCIL
COUNCIL CHAMBERS
FRIDAY, MARCH 25, 2005
1:00 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 Dickinson called the meeting to order at 1:00 p.m.

2. **Roll Call**

Mayor Dickinson, Vice Mayor Reddell, and Councilors Gioia, Kovacovich, and Parrish were present. Councilor Baker arrived at 1:03 p.m. Councilor Teague was absent.

Also Present

Town Manager Bill Lee, Community Develop Director Will Wright, and Town Clerk Deborah Barber were present. Attorney Bill Sims was present by telephone.

3. ~~**Discussion, consideration, and possible approval of Resolution 2005-628, a resolution of the Common Council of the Town of Camp Verde, Arizona approving General Plan Amendment 2005-01 that amends the Land Use Map of the General Plan for parcels 407-09-043 and 407-09-043A Yavapai County Land Use General Industrial to Camp Verde Land Use of Commercial. This amendment is to accommodate commercial development and the existing car dealership.**~~

Mayor Dickinson explained that this item had been removed from the agenda because approval was no longer due to the ratification of the 2004 Camp Verde General Plan by voters at the March 8, 2005 Primary Election.

4. **Discussion, consideration, and possible approval of Ordinance 2005-A304, 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 407-09-043 and 407-09-043A consisting of approximately 26.76 acres from Yavapai County Zoning of M1-10A to Camp Verde Zoning of C3-2A. This rezoning is to allow for commercial development. Location of the property is on Coury Drive off SR 260.**

On a motion by Reddell, seconded by Gioia, the Council voted unanimously to approve Ordinance 2005-A304, 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 407-09-043 and 407-09-043A consisting of approximately 26.76 acres from Yavapai County Zoning of M1-10A to Camp Verde Zoning of C3-2A. This rezoning is to allow for commercial development. Location of the property is on Coury Drive off SR 260.

- **Call for STAFF PRESENTATION**

- Will Wright explained that the rezoning was a request by the Town for rezoning of the Coury property. He explained that this was part of the development agreement, all parties were notified, and comments were presented in the Council's packet. He advised that the P&Z Commission had unanimously approved the request and that staff recommended approval.

- **Declare PUBLIC HEARING OPEN**

- a. **Call for APPLICANT'S STATEMENT** – Mayor Dickinson advised that since this was a request by the Town, the statement was covered in the staff presentation and opened the meeting for public comment.

b. Call for COMMENT FROM OTHER PERSONS (either in favor or against)

There was no public comment.

c. Call for APPLICANT'S REBUTTAL (if appropriate) There was no rebuttal.

- **Declare PUBLIC HEARING CLOSED** – Mayor Dickinson declared the public hearing closed.
- **Call for COUNCIL DISCUSSION**
Councilor Gioia expressed concerns about percolation in the area and suggested that staff get proactive on resolving the septic issues so that future commercial development would not be affected.

Lee advised that staff was already working with the Yavapai-Apache Nation and Yavapai County, and that staff was preparing a request for Council to authorize a study in the area to resolve the lack of a sewer.

Wright explained that the Town contracts with Yavapai County to handle septic issues, and that the County would determine what must be done when a project is presented to them for approval.

Dickinson said that the landowner would determine how to handle the septic for their development, and that staff was already taking proactive steps.

5. Discussion, consideration, and possible approval to lease Rio Verde Plaza Unit#5 to the Camp Verde Sanitary District at a reduced rate of \$225.00 per month until their fiscal year ends, at which time they propose to pay an additional \$100 per month.

On a motion by Baker, seconded by Kovacovich, the Council voted unanimously to approve a temporary lease for Unit #5 with the Camp Verde Sanitary District at a rate of \$225 per month until July 1, with a new lease to be negotiated at that time.

Lee explained that the Town and the District recently entered into a contract to determine if there was mold in the building. He advised that there was and that the Sanitary District requested new facilities in the Rio Verde Plaza at the same rent of \$225.00 per month. He further advised that the existing lease had been in place since 1991 without any increases in the rent. He said that Council had set the rent of this unit at \$600 per month. In response to George Young's comments, Lee further advised that the current lease agreement states that both parties must agree to the lease and that if the Sanitary District did not wish to pay the \$600 per month rental fee or agree to credit the difference toward the purchase of the 10 acres for the Street Yard, they could look for other facilities to rent.

Council members agreed that the lease and terms would be put in writing. Council also agreed that the rents were set for debt service and that if there were a shortage, it would be credited toward the purchase of the land. Council members expressed surprise at the news that the Sanitary District had not come to an agreement with the Forest Service.

Public Input

George Young advised that the only reason the District was moving was due to mold in the building. He said the District was going to insist that the Town repair the mold if they were not going to be permitted to move new quarters. He advised that they had met with the manager and nothing had been presented to them regarding credit toward the purchase of the land. He advised that the Forest Service had created another delay and the District did not even know if they would be able to get the land. Therefore, the District could not make such a commitment.

Jim Ash said that the District was beginning their budget process, with the first meeting set for Tuesday. He said it was the Manager's suggestion to pay an additional \$100. He said the District might see fit to increase the rent amount during the budgeting process. He advised that they had 3 months to work on the 10 acres and an equitable rent and that he did not see a problem in advising the Board of Council's comments.

Barbara Miller said that she had to repair mold problems in her home in Flagstaff and it was very expensive, starting at \$10,000. She advised that it was not as simple as removing ceiling panels.

6. **Discussion, consideration, and possible direction to staff regarding a development agreement with Thomas Griffith.**

On a motion by Reddell, seconded by Baker, the Council voted unanimously to direct the Manager to meet with Griffith and offer a comparable agreement to Coury's development agreement.

Mayor Dickinson advised that Mr. Griffith had been uninterested in participating with the Town in the annexation effort and that the Town had made every effort to cooperate with him. He said that Griffith has 20 acres of raw land with no plans and therefore, he did not feel that it was necessary to discuss this matter further.

Lee stated that he and Wright met with Mr. Griffith a few weeks ago because Griffith expressed an interest in a development agreement similar to Coury's.

Attorney Sims recommended that Council go into executive session for legal advice regarding the Griffith development agreement. On a motion by Baker, seconded by Kovacovich, the Council voted unanimously to go into executive session. The Special Session was recessed at 1:31 p.m. and reconvened at 1:52 p.m.

7. **Adjournment**

Following a motion by Baker, seconded by Gioia, the meeting was adjourned at 1:55 p.m.

Mitch Dickinson, Mayor

Deborah Barber, Town Clerk

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 25th 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
COUNCIL HEARS PLANNING AND ZONING
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, MARCH 23, 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 6:30 p.m.

2. **Roll Call**

Mayor Dickinson, Vice Mayor Reddell, Councilors Gioia, Kovacovich, Parrish and Teague were present; Councilor Baker was absent due to illness.

Also Present: Community Development Director Wright, Sr. Planner Nancy Buckel, 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) There are no minutes for approval.

b) Set Next Meeting, Date and Time:

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

2) Regular Session – April 20, 2005 at 6:30 p.m.

3) Council Hears Planning & Zoning – April 27, 2005 at 6:30 p.m.

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

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

There was no public input.

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 Reddell, seconded by Teague, the Council, by a vote of 4-1, approved the Comprehensive Sign Plan to allow Universal Homes to place the signs where they have the right-of-way, excluding the big billboard on I-17; Dickinson abstained.

STAFF PRESENTATION

Community Director Wright advised the Council that the Town Attorney has concluded that any off-premise sign must be in conformance with the existing Town code that would prohibit any sign larger than 64 square feet; therefore, the proposed 300 square-foot billboard would not be allowed.

APPLICANT'S STATEMENT

Jim Gumbly spoke on behalf of the project, reiterating the importance of placing signs in order to successfully market the development, and requested approval of the Comprehensive Sign Plan as presented, acknowledging the exclusion of the large off-premise billboard on I-17.

Following a brief discussion regarding the sizes and proposed placement of the remaining signs, the Council moved to approve the application, with Mayor Dickinson abstaining from the vote.

7. **Discussion, consideration, and possible approval of Resolution 2005-632, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting Final Plat 2005-02 for Las Estancias Unit 3 subdivision located on 8.24 acres consisting of parcel 403-20-159. This project is located north of Horseshoe Bend and west of Via Linda.**

On a motion by Reddell, seconded by Parrish, the Council by a 5-1 vote approved Resolution 2005-632, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting Final Plat 2005-02 for Las Estancias Unit 3 subdivision located on 8.24 acres consisting of parcel 403-20-159. This project is located north of Horseshoe Bend and west of Via Linda, adding the Engineer's report regarding the street and the next Phase 2 to be completed, also crack-sealed and fixing it up to the standards as recommended; and fixing Mondale Drive; with a 'no' vote by Gioia.

STAFF PRESENTATION

Sr. Planner Buckel reviewed the background of the Las Estancias subdivision commencing with the original rezoning that had been approved in 2000, the subsequent approvals of the preliminary plat, the final plat for Phase 1, a revision to the preliminary plat, and the final plat for Phase 2, all of which approvals were subject to numerous stipulations. The developer has submitted an Application of Exception requesting the elimination of sidewalks and replacement with an earthen shoulder and curbs to be rolled curb construction. Mr. Pender, agent for the developer, has also requested clarification regarding the extent of the requirement for Mondale Road to be chip sealed. Arizona Engineering has approved the engineering for Phases 2 and 3.

Tom Pender, agent for the applicant, explained that it was not his understanding that the entire Mondale Road extension would require the chip sealing, only the section that was discussed to be crack sealed. He also pointed out that a manhole cover referred to in the Phase 2 stipulations was only a water valve that needed to be raised. The intent now is to complete both Phase 2 and Phase 3.

The Council discussion focused mainly on the existing condition of Mondale road and the need for repairs. There was some objection to approval of the final plat prior to the work being completed, and discussion about the recommendations of the Town Engineer with comment that even though the Town did accept the original road construction it has been a continuing problem. It was also pointed out that the Town is facing a situation that it is trying to make the best of, and that the stipulations will have to be met before the final sign-off. Mr. Pender described how the repairs would be made, that there will be a 10 or 12-foot wide area that blends in with the pavement; the developer agreed to repair the road and will do so. Mr. Pender will be working with the Town staff, and there will be communication between the contractor and Town staff.

8. **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. Project location is at the end of Newton Lane.**

On a motion by Reddell, seconded by Teague, the Council by a 5-1 vote approved 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. Project location is at the end of Newton Lane; with a 'no' vote by Gioia.

STAFF PRESENTATION

Community Development Director Wright pointed out that this item involved a zoning map change, explained that the application was submitted before the new General Plan was adopted, and the request for the zoning change did not require a General Plan amendment. The P&Z

Commission met and a motion to approve the rezoning failed by a 3-3 vote. The primary reason given was concern for the public health, safety and welfare because of the limited access to the project. Two members of the public had spoken against the request and three members of the public expressed concerns about traffic and the impact on roadways in the area. Input from the various agencies was reviewed, any concerns of which will be addressed during later phases of the development. The request coincides with the surrounding existing uses of the area. Since the following Item 9 deals with the request for Preliminary Plat approval on this development, Wright advised the Council that they would probably be discussing both Items 8 and 9 for that reason.

PUBLIC HEARING OPEN

Applicant's Statement

Tom Pender acknowledged that the primary concern was access to the development. Referring to a plat map as he spoke, Mr. Pender explained that he had done some research through a title company on the chain of ownership of some lots. Although he is not sure that Bronco Drive was ever a city roadway, the research indicated that it was always a public access in the past, and appears to be State land. Mr. Pender reviewed some of the points made during the Commission meeting, and said that he has now incorporated an emergency access point into the plan. He said that the plan is designed to create neighborhood clusters, bringing in fire service, the Town water system eventually, paving roads, and also commented on flooding issues and the plans for individual property owners to terrace their lots that will be irrigated. Mr. Pender also pointed out that the proposed one-acre lots fit into the surrounding area.

COMMENT FROM OTHER PERSONS

Brenda Hauser told how her family has farmed this land for 35 years. She believes that when a developer purchases agricultural land there is an obligation to the surrounding property owners. She commented on the roads getting flooded and the Town having to pay for repairs, and questioned the road structure ending in cul-de-sacs. She implored the Council to value, respect and care for the property in the future as much as her family has in the past.

Ray Larkey expressed his concern about running the road through Newton Lane, and complained that not one word has ever been said to the property owners about that plan, and therefore how can it take place. He complained that the whole thing seems to be on a fast track, setting the problems aside and pushing it through. He also questioned how the Town can put a road in a floodplain. He objected to the number of lots, and reiterated his complaint about the project getting on the fast track.

Peggy Kellogg said that she recently had moved to Camp Verde, and immediately started hiking in the area and is now a member of the Trails and Pathways Committee. Trails are important, and she said that this project is a window of opportunity for the community to offer some support to a developer who has gone out of his way to comply with this particular area of the General Plan which looks to her like a growth area. The Town needs housing, and she expressed her support, saying that she hopes that the Council will consider this a positive move in the right direction and put some thoughtful consideration into this subdivision.

Robert Johnson said he had gone out and looked at the property and suggested what he thought would be the best entrance. He believes that one acre for horse property is too small, that 1.5 acre would be better. He added that Newton needs to be straightened.

Peggy Morris, who has lived on Newton Lane for 25 years, said that no one has ever contacted her. She said she thought that was her land, that nobody could come in and take it. The water has quite an impact when it gets to roaring down there; she has never had a problem with fire protection. Ms. Morris commented on the abundance of wildlife in that area and the environmental impact of the project. She also believes that the one acre lot is too small for horse property and that it will create a fly problem. She talked about a potential traffic problem and also believes the project is a rush job and that the issue needs to be looked over and talked about more.

There was no further public input.

APPLICANT'S REBUTTAL

Mr. Pender basically reiterated his belief that with the emergency access that had been obtained, there are now two access points that should be quite acceptable. Furthermore, the homes to be built will greatly add to the quality of the area.

PUBLIC HEARING CLOSED

Council Discussion

The discussion began with the comment that even though the community may not like or necessarily want the development, people who own land have the right to request a particular use and the Council just hears that development request; there was also the reminder that this item deals with the rezoning issue. There was discussion on the ample water rights available to the project and a suggestion that a portion be turned over to the Town. The subject of the planned flag lots was also addressed, as well as concern for that the lots be restricted to two horses only. The issues of access points and a request for an interior loop road all the way within the property were discussed. It was also suggested that the developer set aside a half-acre parcel for a park, to be dedicated to the Homeowners Association. There was general support expressed for the rezoning.

9. **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.**

On a motion by Dickinson, seconded by Reddell, the Council by a 5-1 vote approved 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 at the end of Newton Lane, with the following stipulations: 1. the developer must sever and transfer 30-acre feet of water; 2. irrigation supplies to lots should be underground; 3. the interior roadway should loop and connect to the west side; 4. that rights-of-way would be provided at the south side of the development to Verde West Acres and to the east side at whatever location is most feasible for future connection to other roads; 5. provide a one-half acre park to the Homeowner's Association within the development; 6. rolled curbs and no sidewalks; and 7. approved the developer's proposed paving standards. Gioia voted 'no'.

STAFF PRESENTATION

There was further review of the request for the zoning map change and approval of the preliminary plat, both of which may come at the same time. The hearing before the Commission was also reviewed. The Council was reminded that there are some issues with circulation that need to be looked at, as well as a concern about excess water rights, and the hope that the developer might be willing to deliver the excess to the Town. The Town Engineer has expressed some concern about flag lots, and the issues of accesses to the development, roads, paving, drainage and parking were reviewed together with agency responses.

PUBLIC HEARING OPEN

Applicant's Statement

Tom Pender focused on the preliminary plat, much of which had already been discussed at length. He also addressed the suggestion for a loop road through the development. In that respect he said that the developer had tried to develop a project that would not have a lot of traffic; however, would not be opposed to a loop.

COMMENT FROM OTHER PERSONS

Ray Larkey said that when he attended the P&Z Commission meeting there were three Commissioners who were in favor of running a road through there and wanted to condemn property for that, which Mr. Larkey strongly objected to.

Rob Witt, a member of the P&Z Commission, said that the water bank is a big issue and he would like to have a stipulation included that any additional water from the project be delivered to the Town. Furthermore, he would like to see that done on every single project. Mr. Witt also talked about the concern of the Commission for the two accesses. He would personally like to see the road go all the way to the property line. Some time in the future, if everybody agrees, the road can be continued and there would be a beautiful circle. A third point that Mr. Witt felt was critical was that the Commission felt it was important to connect Horseshoe Bend to Bronco. He would like to see the proposed open space, and is in favor of the subdivision.

There was no further public input.

APPLICANT'S REBUTTAL

Tom Pender addressed the request regarding the water rights, saying that the only real concern was that it was not in the affirmative that the developer would grant any additional water rights to the Town, and that the owner is apprehensive in that regard. He does not particularly want to give up water rights since there may not be any excess.

PUBLIC HEARING CLOSED

Council Discussion

The discussion included suggestions that the developer agree to deliver 10% of the water rights to the Town and that a half-acre park, or play area, would be appropriate. There was also further discussion about constructing the road to the edge of the property, addressing the road standards, and wanting to see another access, after which a motion for approval of the project was made, subject to detailed stipulations in accordance with the issues discussed between the Council members and with the developer's agent.

A recess was called at 8:43 p.m.; the meeting was reconvened at 8:50 p.m.

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 parcel 403-15-001F consisting of approximately 28.54 acres from RCU-2A to C3 and M1. This rezoning is to allow for 13.62 acres of the parcel to be developed for a cement block plant and nursery with M1 zoning and 14.92 acres for the development of a cemetery and associated businesses with C3 zoning.**

On a motion by Gioia, seconded by Reddell, the Council unanimously approved 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 parcel 403-15-001F consisting of approximately 28.54 acres from RCU-2A to C3 and M1. This rezoning is to allow for 13.62 acres of the parcel to be developed for a cement block plant and nursery with M1 zoning and 14.92 acres for the development of a cemetery and associated businesses with C3 zoning.

STAFF PRESENTATION

Sr. Planner Buckel described the proposed development, the plan for water service, sewage provisions and the compatibility of the uses with the adjacent properties. The Commission has recommended approval with the stipulation that it be subject to site plan approval. It had also been suggested that the trails included in the project be posted for non-motorized vehicle use only.

PUBLIC HEARING OPEN

Applicant's Statement

Harve Stanley and **Dave Vette** described the two parcels, one proposed for the cement plant and the other for the cemetery. He said that the property is basically down in a bowl, and the uses will not be visible to the public. The cemetery will be mostly above ground, with niches and crypts. There will be an amphitheater that could be used for funeral services or other events including weddings. A section of the cemetery will be set aside for the military.

COMMENT FROM OTHER PERSONS

There were no comments.

APPLICANT'S REBUTTAL

No rebuttal was necessary.

PUBLIC HEARING CLOSED

Council Discussion

There was a brief discussion with the applicant, including a question about setting aside space for the Masons, as has been done in other cemeteries; that will be up to the operator leasing the property and operating the cemetery. As far as applying to ADOT for access onto SR 260, Mr. Stanley said that it has adequate access off of 279 at this time.

11. **Discussion, consideration, and possible approval of Ordinance 2005-A302, 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 a parcel 403-14-004B consisting of approximately 3.59 acres from RCU-2A to M1. This rezoning is to allow for the development of an industrial complex.**

On a motion by Reddell, seconded by Gioia, the Council unanimously approved Ordinance 2005-A302 (ZMC 05-07), an application filed by Harve Stanley, Dave Vette, and Jim Binick, agents for Cherry Creek Village Co. Inc., owners of parcel 403-14-004B containing 3.59 Acres requesting a rezoning from RCU-2A to M1.

STAFF PRESENTATION

Sr. Planner Buckel explained that this request involves rezoning an additional portion of property earlier rezoned to M1 for the development of an industrial complex, to allow additional development of industrial activity. The Commission has unanimously recommended approval of the application with the stipulation that all development be subject to site plan review. The proposed uses correspond with activities already in the area, and input from the various agencies was reviewed.

PUBLIC HEARING OPEN

Applicant's Statement

Mr. Stanley explained that moving the development to a different portion of the property from what had been originally planned made sense because it has already been graded to where it needs to be. He provided an artist's rendering of the proposed office complex, described the plans for using and conserving water and conserving energy, stressing the intent of the developer to create a development that will be a shining example for the State of Arizona, and possibly the U.S. The whole development will be to the same standards as the office complex and will be done in a very professional manner.

COMMENT FROM OTHER PERSONS

There were no comments.

APPLICANT'S REBUTTAL

No rebuttal was necessary.

PUBLIC HEARING CLOSED**Council Discussion**

There was a brief discussion and positive comments from the Council regarding the plans for water use and conservation, and a question about the floodplain which Mr. Stanley explained was basically a channel next to the property. Mr. Stanley also explained that if there were a problem with ADEQ, the developer instead of the planned waste water system could then elect to use the bio-filter approach.

12. **Discussion, consideration, and possible approval of Ordinance 2005-A303, 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 403-15-002M, 403-15-002N, 403-13-002P, and 403-16-001F consisting of approximately 76 acres from RCU-2A to PAD with underlying zoning of C2 and the residential density at PAD 8. This rezoning is to allow for the development of Cherry Creek Village Commercial Complex.**

On a motion by Teague, seconded by Parrish, the Council unanimously approved Ordinance 2005-A303, 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 403-15-002M, 403-15-002N, 403-13-002P, and 403-16-001F consisting of approximately 76 acres from RCU-2A to PAD with underlying zoning of C2, excluding the residential density.

STAFF PRESENTATION

Sr. Planner Buckel pointed out that this is considered Block 4 on the rezoning map. There will be an equestrian center, family outdoor activities, retail shops, studios, and an RV park, and some planned condominiums. The property is located between Highway 260 and Old 279, with access off of 260 that will require application to ADOT. The Commission has recommended approval with the stipulation that it be submitted for design plan review. Trails were included in the development, and the Commission recommended that those be posted for non-vehicular pathways. Flood control issues and annexation to the Fire District were also reviewed.

PUBLIC HEARING OPEN**Applicant's Statement**

Harve Stanley pointed on the map to the area involved, indicating that everything will be built to the same standards that were discussed before. It will have its own waste water treatment plant, and the planned water features will incorporate reused water.

COMMENT FROM OTHER PERSONS

There were no comments.

APPLICANT'S REBUTTAL

No rebuttal was necessary

PUBLIC HEARING CLOSED**Council Discussion**

The Council addressed the planned parking facilities, and discussed in detail the plan for including condominiums on a portion of the property. Because of the resort type of development, with family activities, the applicant felt that the condominiums would fit in and be convenient to the activities. There was discussion about perhaps a better approach would be promoting time shares.. Mr. Vette said the developer had talked about time shares but felt there was some negative impact of that name, and had discussed referring to it as interval ownership. There was considerable discussion about the tax revenue potential from tourists and visitors coming into the area and staying for a month or two. Pending further research on the subject of building the condos it was decided to exclude the request for the residential density at PAD 8 at this time, to be considered at a later meeting.

13. **Discussion, consideration, and possible approval of Resolution 2005-634, a resolution of the Common Council of the Town of Camp Verde, Arizona approving the abandonment of a portion of Cliff House Drive in Fort River Caves subdivision as public roadways.**

On a motion by Teague, seconded by Dickinson, the Council by a 4-2 vote directed staff to coordinate and negotiate with the property owner and residents for a portion of the Town's land to provide a truck turn-around and arrive at a value of the remaining portion that would possibly be conveyed by the Town.

STAFF PRESENTATION

Director Wright said that the subject property is a unique triangle, and the abandonment request is similar to one made by Dr. Noone previously that was denied. Mr. Blue is the new owner who, unlike Dr. Noone, is willing to pay the costs to move any and all utilities as necessary. Director Wright reviewed the configuration of the parcel being requested to be abandoned by the Town, and the problems it creates for development of Mr. Blue's property. The planned improvements to the property would create a more appealing entrance to the Fort River Caves subdivision, and the Town could use the area for parking at special events. The advantages to the Town by the requested abandonment appear to outweigh the disadvantages of the Town eventually being required to maintain or improve the area, and the Street Department has expressed full support of the abandonment.

PUBLIC HEARING OPEN

Applicant's Statement

Mr. Blue said reviewed the problem with not being able to develop his property as it is, saying that even though it is zoned for an income-producing tax base there can be no commercial activity developed without the area that the abandoned property would provide. He addressed the concerns regarding the trucks no longer being able to turn around without going into the residential subdivision, and along with other ideas suggested that he would be willing to have a stipulation to have two driveways.

COMMENT FROM OTHER PERSONS

Albert Ruiz, representing Beto's Corner Restaurant, agreed with Mr. Blue that the trucks only are involved 10 percent of the time, but if they lose the turn-around area they will have to go into the housing complex. He also said that small cars that have to come down into the area already make a U-turn to go back uptown. Mr. Ruiz repeated that if Mr. Blue gets the area he wants there is no way the trucks can turn around and they will have to go into the housing complex.

Hank Hoover said he is a resident of Fort River Caves. He opposes the abandonment for several reasons. The first is the fact that, as Mr. Beto said, a traffic problem will be created at the entrance with the trucks. The area where the property is was designed for a mini-mall. The abandonment would give the applicant approximately \$36,000 worth of property. Mr. Hoover said he is representing 16 people who are all against giving the property away. Furthermore, if Mr. Blue gets this property, after denying the same request to prior applicants, Mr. Hoover promised that there will be lawsuits filed against the Town.

Robert Johnson said that as poor as the Town is he is against giving away the land worth \$36,000 to #80,000, especially since moving the utilities would only cost \$15,000.

Linda Peterson said that she owns property right there, and would ask that if the Town chooses to abandon the property that they make the property line straight; it would give her about 15 feet.

Ray Peterson said he has stood on the property and seen the truck turn-around and the problem. Those are the main issues. He suggested that maybe half of the parking area be given up, the area be divided up with some of it to stay with the Town.

There was no further public input.

APPLICANT'S REBUTTAL

There was no further comment from the applicant.

PUBLIC HEARING CLOSED

Council Discussion

The Council commenced the discussion acknowledging that it was a very difficult decision, but that the main difference between this request and the prior ones is that the current owner is willing to relocate the utilities at his expense. The concerns about the trucks are valid ones. However, there is the real threat of mini-storage units if the area stays the same. The idea of abandonment of Town property goes against the grain, but there are the issues of liability and maintenance. Although the people who live in the area are against the abandonment, it would benefit the whole neighborhood. The discussion addressed the position that denial of the prior requests puts the Town in, and the merits of exploring the idea of selling part of the parcel to leave enough room for turn-arounds. It was also suggested that what the neighborhood had to say should be honored. A compromise was discussed, outlining that the value of the property be determined, and allowing for the expense to the owner for moving the utilities, arrive at a fair amount to be paid for conveying the property. There was also some discussion about coming up with a way to reserve a radius for a turn-around area and the remainder abandoned, as a compromise that would serve both needs. It was decided that perhaps staff could negotiate with Mr. Blue as to coming forth with such a proposal including the option of providing some kind of truck turn-around.

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

There was no public input.

15. **Advanced Approvals of Town Expenditures**

There were no advanced approvals.

16. **Manager/Staff Report**

There was no Manager/Staff report.

17. **Council Informational Reports**

Councilor Gioia reported on water issues, including a mitigation impact analysis meeting in the Yavapai County Supervisor's office.

18. **Adjournment**

On a motion by Parrish, seconded by Kovacovich, the meeting was adjourned at 10:24 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 March, 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, MARCH 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 Gioia, Baker, Kovacovich, and Parrish were present; Councilor Teague was absent coaching Grasshopper Basketball.

Also Present:

Acting Town Manager Will Wright, Town Attorney Brad Woodford, P&Z Commission Chairperson Robert Foreman, Library Director Gerard Laurito, Council Candidate Robert Johnson, Town Clerk Debbie Barber and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Vice Mayor Reddell.

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) March 9, 2005 – Regular Session
- 2) March 2, 2005 – Regular Session
- 2) February 25, 2005 – Special Session

b) Set Next Meeting, Date and Time:

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

c) Possible approval of the Camp Verde Chamber of Commerce drawdown for the period ending March 2005. This is a budgeted item from the General Fund.

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

There was a brief discussion with a request for clarification regarding Option #2 as outlined in the Minutes of March 9, 2005.

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

Cheri Wischmeyer complained that she has taken several issues to the Camp Verde Town Council and has yet to receive a response, reminding the Council of her previous requests for some type of response. Ms. Wischmeyer paraphrased comments made to her by the Town Attorney at the last meeting regarding responding on behalf of the Council, and again reviewed her complaint about what she alleged were improper purchasing practices and misuse of authority, pointing out what she perceived were some examples, citing the Town Code. Ms. Wischmeyer informed the Council that she would be filing a written complaint tomorrow at Town Hall regarding the failure of the Council to investigate the concerns that have been brought to it before. In a brief response, Mayor Dickinson advised Ms. Wischmeyer that as of today contact has been made with an attorney out of the Prescott area who will be coming in and investigating all of her complaints, and information will be public and forthcoming as it becomes available.

Winogene Harris described a favorable contact she had with some children at the Verde Lakes playground, and wanted the Council to know that it was one example of the park being good for the children. Ms. Harris also commented on a problem with adults riding ATV's and perhaps being involved in drugs on nearby property on what may also be Forest land, asking what further steps could be taken to try to resolve that concern that has been brought to her attention by other residents. She confirmed that the Marshal's Office has been contacted. Ms. Harris was told she was welcome to come in to Town Hall to discuss the situation further. Ms. Harris added her appreciation for the recent candidates taking down their campaign signs so promptly.

Robert Foreman, Chairman of the Planning & Zoning Commission, wanted to share his personal thanks to the citizens of Camp Verde for their support for the General Plan, adding that he believes it is an important and necessary tool for everyone inside and outside of Town government for the rational and thoughtful direction and management of what many foresee as incredible growth coming to the Verde Valley. Mr. Foreman feels that the overwhelming support for the General Plan makes it apparent that this is a moderate, liberal document that addresses the concerns and interests of every major point of view of Camp Verde. He reiterated his appreciation for the hard work invested in the concern for the future of the community by citizens of many different opinions.

There was no further public input.

6. **Approval of Proclamation in honor the Camp Verde Wrestling Team placing second in the State Championship and several individual state honors.**

There was no action taken.

Mayor Dickinson expressed the pride and appreciation of the community for the honors earned by the Wrestling Team and their dedication and hard work in becoming successful at the State level. The Mayor read from the formal proclamation honoring the Camp Verde Wrestling Team, citing the names of the individuals who brought home titles, and commending the unsurpassable team of coaches led by Head Coach Bob Weir. Coach Weir acknowledged the honor, thanking the Council, and commenting on the upcoming Senior National Tournament, a first for Camp Verde participation and made possible by Camp Verde's success in the State Championship, naming those talented team members who will be representing Camp Verde at the different National events.

7. **Discussion, consideration, and possible approval of Resolution 2005-633, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring and adopting the results of the Town of Camp Verde Primary Election held on March 8, 2005.**

On a motion by Gioia, seconded by Baker, the Council unanimously approved Resolution 2005-633, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring and adopting the results of the Town of Camp Verde Primary Election held on March 8, 2005.

8. **Discussion, consideration, and possible appointment to the Library Advisory Commission to fill Jodie McClaskey's term that expires in September 2005.**

On a motion by Reddell, seconded by Gioia, the Council unanimously approved the appointment of Mardele Davis to the Library Advisory Commission.

Mayor Dickinson said that there was only one applicant requesting appointment, and although she was not present he expressed thanks on behalf of the Council for her willingness to serve. Also the Council thanked Jodie McClaskey for the good job she did while a member of the Commission.

9. **Presentation by United Way's Campaign Director of Development Ab Jackson regarding their programs.**

There was no action taken.

Ab Jackson, the Development Director of the United Way of Yavapai County, prefaced his presentation with a brief history of his early experience growing up in Wilcox, Arizona and an example of neighbors coming together to help another family in a financial emergency, and how the United Way could have been of such help at that time. Mr. Jackson also distributed a packet of information on the varied needs of the citizens of Yavapai County that are met by the United Way and ways that businesses and individuals can participate and how those dollars are used.

10. **Discussion and possible approval to increase the budgeted Seasonal help line item from HURF contingency.**

On a motion by Baker, seconded by Gioia, the Council unanimously approved an additional amount of \$3,500 for the Seasonal help line item.

Street Supervisor Wally Dickinson explained that with one of the crew unable to work because of recent surgery, and Parks & Rec being unable to help as usual because of their own pressing projects, more money is needed to hire some temporary help in order to get the necessary work done, especially the weed problem brought on by the rains. Dickinson said that there is money in the Streets budget, but the funds will have to be transferred from another line item. There was a discussion about increasing the requested amount to \$6,500. It was decided to approve the requested \$3,500 at this time, pending further clarification from the Town Attorney regarding line item transfers; if additional funds are needed they will be requested at a future meeting.

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

There was no public input.

12. **Advanced Approvals of Town Expenditures**

There were no Advanced Approvals.

Mayor Dickinson reminded the Council of what he had announced earlier, in response to one of the speakers on Item 5, that the Town has made contact with an attorney in Prescott to come over and investigate the complaints; the exact amount for that is still being analyzed.

13. **Manager/Staff Report**

There was no Manager/Staff Report.

14. **Council Informational Reports**

Parrish said that he had a "wonderful time in Phoenix, as always."

Reddell commented that there will be a lot of work to do on the 260 Corridor, a lot more meetings, and it will all have to be done fast.

Kovacovich reported on the Water Advisory Committee meeting that was held today in Camp Verde; there was good attendance, with informational reports. John Munderloh, the Coordinator, will be taking a job with Prescott Valley.

Baker also commented on the 260 Corridor meeting, saying that she feels there were some positive results. Baker mentioned being very impressed with Trapper Moore's report as Director of the Chamber of Commerce; it was very informative, put together well, and Trapper is doing a great job. She added that the report is very helpful to Council.

Dickinson said that he was happy and surprised to read in the report that the Antiques Road Show will be coming to Camp Verde.

Gioia reported on the meeting of the Verde Watershed Association this morning, the consortium's workshop on water management was discussed; there will be a meeting tomorrow of the Litigation Committee at 10:00 in the Prescott County Supervisor's Chambers. Gioia also commented on the Prescott Creeks Association, efforts on seeking grants, the riparian mitigation project in Clear Creek, and today's ADOT legislative meeting. Gioia also announced that Town staff has initiated providing a link on the Town web site in order for citizens to submit e-mail comments on upcoming agenda items for review by the Council members.

15. **Adjournment**

On a motion by Baker, seconded by Kovacovich, the meeting was adjourned at 7:10 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 March, 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

STAFF REPORT

Council Meeting of: April 6, 2005

TITLE: Consideration of Resolution 2005-637, authorizing submission of a grant to the Governor's Office of Highway Safety to be included in Arizona's 2006 Highway Safety Plan.

Description of item;

The Marshal's Office plans to submit a grant application to the Governor's Office of Highway Safety in the amount of \$16,200 to purchase three (3) In-car Video cameras to install in patrol vehicles. Funding for the equipment would be contingent upon approval of the grant by GOHS. Notifications are generally made in October when federal funds become available.

Staff Recommendations:

Staff is requesting approval of Resolution 2005-637 to apply for funds through the Arizona Governor's Office of Highway Safety grant.

Comments:

None

Attachments: Yes No

Prepared by: David R. Smith



RESOLUTION 2005-637

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
PERTAINING TO THE SUBMISSION OF PROJECTS FOR CONSIDERATION
IN ARIZONA'S 2006 FISCAL YEAR HIGHWAY SAFETY PLAN:**

WHEREAS, The Governor's Office of Highway Safety is seeking proposals from state and local agencies for projects relating too all aspects of highway safety; and

WHEREAS, the Town of Camp Verde, through the Camp Verde Marshal's Office, is interested in submitting projects to be considered for funding in the form of reimbursable grants from the National Highway Traffic Safety Administration;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the Town of Camp Verde, Arizona as follows:

1. THAT approval of the submission of projects for consideration in Arizona's 2006 fiscal year Highway Safety Plan is granted.
2. THAT Town Marshal David R. Smith is appointed agent for the Town of Camp Verde, to conduct all negotiations and to execute and submit all documents and any other necessary or desirable instruments in connection with such grant.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona on the 6th day of April 2005.

Mitch Dickinson, Mayor

Date: _____

Attest:

Approved as to form:

Deborah Barber, Town Clerk

Town Attorney

STAFF REPORT

Council meeting of: April 6, 2005

Title: Possible approval of a bailiff contract, which will ad a substitute bailiff to the Bailiff Pool

Budgeted item: yes

Description of Item: Possible approval of Bailiff contract with Rick E. Brenfleck, to be added to the bailiff pool, to insure coverage on an as needed basis

Staff Recommendation: Approve contract

Comments:

Attachments: yes

Prepared by: vjones for Lyndall McElhaney

AGREEMENT FOR CONTRACTOR SERVICES

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

Rick E. Brenfleck, as an independent contractor (hereinafter referred to as "CONTRACTOR").

AGREEMENT

I

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

II

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

III

The terms of this Agreement shall commence on 3-31-05 and shall continue for twelve (12) months unless earlier terminated by either party. The TOWN may terminate this Agreement with or without cause immediately upon giving written notice to the CONTRACTOR. CONTRACTOR or TOWN has the right to terminate this agreement with or without cause by giving sixty (60) days written notice. If this Agreement is terminated, the TOWN shall have no further obligations other than payment for services already rendered and for expenses previously incurred.

IV

The TOWN agrees to pay CONTRACTOR, as consideration for performance of bailiff services on a monthly basis through a flat fee system. CONTRACTOR shall be paid ten dollars (\$13.00) per hour in professional fees and costs.

V

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

VI

The conduct and control of work under this Contract lies solely with CONTRACTOR, and the TOWN is interested only in final results to be achieved. The TOWN shall be permitted to retain other CONTRACTORS performing the same or similar tasks, and CONTRACTOR shall be permitted

to provide services to other parties, consistent with CONTRACTOR'S obligation to complete the services undertaken pursuant to the terms of this Agreement.

VII

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

VIII

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

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

TOWN OF CAMP VERDE

Mayor

ATTEST:

APPROVED AS TO FORM:

Deborah Barber, Town Clerk

Town Attorney

Rick E. Drenflok
By: _____

This 31st day of March, 2001.

STAFF REPORT

Council Meeting of: April 6th, 2005

Title:

Discussion, consideration, and possible award of bid for Project # 05-002 Supply and Delivery of Liquid Asphalt Products and authorization to execute the contract documents.

Budgeted item:

Yes – HURF

Description of item:

The Town goes out to bid on an annual basis for Supply and Delivery of Liquid Asphalt Products

Staff Recommendation:

Staff recommends awarding the bid to Ergon Asphalt Products, Inc. since they were the lowest bidder. In addition, not only the lowest cost per ton but also the lowest cost per ton delivered due to low delivery cost on short loads vs. 10 ton minimum load of the next lowest bidder.

Comments:

Attachments: Yes

Prepared by: Wally Dickinson

TOWN OF CAMP VERDE
Supply and Delivery of Liquid Asphalt Products
Project 05-002
BID OPENING
3/15/05
395 S. Main Street
3:00 p.m.

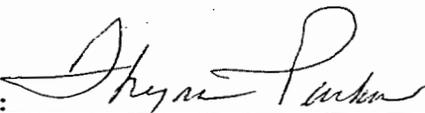
Present:

Finance Clerk Thyna Parker and Parks and Rec Admin. Assistant Sheri Bentley

Bids

1. Cactus Transport: MC -250 \$430.00 per ton; SS 1H 240.50 per ton; additional spread hours \$100.00 per hour
2. Ergon Asphalt Products: MC-250 \$366.49 per ton; SS 1H \$166.17 per ton; Bituminous material \$186.00 per ton

Posted By:



Date/Time

3/15/05 3:15 PM

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.



CONTRACT

THIS AGREEMENT made and entered into this _____ day of _____, 2005, by and between the **TOWN OF CAMP VERDE**, State of Arizona, acting by and through its Mayor and Common Council, party of the first part, hereinafter designated the **OWNER**, and, ERGON ASPHALT, party of the second part, hereinafter designated the **CONTRACTOR**.

WITNESSETH: That the said Contractor, by these presents does covenant, contract and agree with the said Owner, for and in consideration for the payments made, as provided for in the Specification and in the Proposal, to the Contractor by the said Owner at his proper cost and expense to do all the work and furnish all materials, tools, labor, and all appliances and appurtenances called for by this agreement free from all claims, liens, and charges whatsoever, in the manner and under the conditions hereinafter specified, that are necessary for **SUPPLY AND DELIVERY OF LIQUID ASPHALT PRODUCTS IN THE TOWN OF CAMP VERDE, PROJECT NUMBER 05-002**. The work done and materials and equipment furnished shall be strictly pursuant to and in conformity with the Specifications and Plans. The drawings or prints and other information furnished by the Contractor in accordance with the Specifications, are made a part of this agreement. The said Specifications and Plans prepared by the Town Engineer, or his designated representative, are intended to be complimentary. Any work appearing in or upon the one and not mentioned in the others shall be executed according to the true intent and meaning of said Specifications and Plans, drawings or prints, the same as though the said work was contained and described in all. The undersigned has, or will obtain, a Camp Verde business license prior to execution of the contract, and further, will ensure all subcontractors have a Camp Verde business license before beginning any work.

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

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

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

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

In return for the performance of this Contract by the Contractor, the Town agrees to pay the amount **PER THE PROPOSAL (including all applicable taxes)** through a payment schedule

as described in the Contract documents and as may be modified and executed by change orders and by final quantities.

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

Town of Camp Verde:

Contractor:

By: _____
Mayor

By: Dennis Ryan
President/Owner
MARKETING

APPROVED AS TO FORM:

126144 B
Contractors License No.

Town Attorney

Secretary

ATTEST:

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

Town Clerk

The contract was reviewed and delivered, as signed by the Town, to the Contractor on _____, 2005 by _____.

STAFF REPORT

Council Meeting of:

April 6, 2005

Title:

Request for Letter of Support for EnviroZeum

Description Of Item:

Representatives of the EnviroZeum are requesting the Town Council of Camp Verde to provide a letter of support for their museum proposal. Members of this group, particularly Mr. Rich Kimble and his wife Lore, have been working with town staff and others regarding the feasibility of locating their museum in our community. Staff is excited about the tourism potential of this project which we consider to be a clean, positive industry for our region. Mr. Scott Simonton has been negotiating with the officials of the EnviroZeum regarding a site in the Homestead Development to place their project and would like Council input on their project.

Recommended Council Action:

Staff would recommend the Council support this effort and provide the representatives of the EnviroZeum any direction which you feel would help them in their ongoing effort to establish this proposal in Camp Verde.

Attachments:

Yes

Prepared by:

Will Wright

Arizona EnviroZeum Executive Summary

The Arizona EnviroZeum is a planned environmental research and education institute focused on the effects of human interaction with the environment, and teaching new ways to use technology and natural resources. It was conceived as a hybrid combination of elements from various types of institutions such as aquariums, nature preserves, anthropology museums, and science centers. Visitors to the EnviroZeum will explore the diverse habitats of Arizona, and make personal connections to regional and worldwide environmental concerns.

The Arizona EnviroZeum is planned to be located near the Verde River in Camp Verde, Arizona. The site is within one-half mile of the 1-17 and Highway 260 interchange, which is the gateway to the Verde Valley, Sedona and northern Arizona. The site is adjacent to the Verde River riparian forest; with the grounds consisting of mature mesquite bosque (forest) and grasslands. Shrubs, seasonal wildflowers and natural washes greet visitors as they enter the property. In the future, the organization intends to acquire other properties for preservation of riparian habitat.

The private, non-profit institute was incorporated in 2004 as the American EnviroZeum Association. Founders Richard and Lori Kimble coined the name EnviroZeum as a way to combine various natural science, anthropology, archeology, technology, and historic elements under one contemporary identity. After more than a year of searching for an appropriate site, an agreement was reached to purchase a 40-acre property on the northern edge of a planned residential and commercial development called The Homestead at Camp Verde.

Historic Features of the site

A unique and important feature of the site is the existence of distinct archeological sites, collectively known as the Finney Flat Archeological Project. A two-phase trenching investigation and artifact recovery by SWCA Consultants was conducted several years ago. Two sites exhibited evidence of ruins of distinct Sinagua culture pit house villages (AD 900-1150). Data recovery suggested that the area contained a number of pit houses, a resource processing station, agricultural check dams for irrigated farming, and various recovered artifacts both ceramic and stone. The archeology report stated that the ruins are scientifically significant and thus eligible for listing in the National Register of Historic Places.

Other significant historical features also a part of this site include:

- Verde Woods Ditch (circa 1898) that still irrigates properties along its 17- mile length
- Cherry Creek Wagon Road (circa 1893) originated at Fort Verde & ran north through the site
- Homestead for a small family with recovered artifacts (circa 1911 – 1914)
- Corral with cattle chute, and feed ramada from the 1940's
- Refuse sites with a variety of early to mid-twentieth century common artifacts

All of these historic features will be incorporated into the educational program of the EnviroZeum, as they tell a fascinating story of human habitation of the site for more than a thousand years. The Homestead Ruins Pit House Village will be re-created so visitors can see how these structures were built and used.

Components planned for the Arizona EnviroZeum include:

Verde River Fluvarium – A flow-through stream aquarium with fish, amphibians, and crustaceans.

Arboretum & Nature Preserve – focused on the endangered Southwest Willow Flycatcher

- Tree Canopy wildlife observation platform

- Butterfly garden to demonstrate use of native plants in residential landscapes

- Nursery for native plants & demonstration home greenhouse facility

- Trails with interpretive themes

- Raptor Center for rehabilitation of injured birds (also disposal of trapped cowbirds)

Environmental Anthropology & Natural History Museum

- Theater with digital projection capability

- Sinagua culture pit house village interpretive trail

- Geology related exhibits including volcanic activity and ancient to contemporary mining

- Ranching and farming history with archaic to contemporary technology

- Water resources and techniques for efficient use of this precious resource

- Recycling and re-use of natural and man-made materials

- Power generation - pv solar & micro-hydro turbines, & possibly wind energy

 - Emerging technologies such as bio-mass and hydrogen fuel cells

Equestrian Facility

- Arena, stable, corrals, and truck/trailer parking

Programs and Exhibits

Public programming and exhibits at the EnviroZeum will encourage visitors to explore human impact on nature, river ecosystems, life in the Arizona deserts and forests, mining and agriculture, alternative energy use and conservation. The museum will host traveling exhibits and seasonal programs.

Fish, Birds, & other Wildlife – A 16-acre Preserve will be set aside to help protect adjacent Verde River riparian forest which is critical habitat for two or three endangered native fish species, the Southwest Willow Flycatcher bird, insects, reptiles, and mammals. A variety of mammals known to pass through the area include coyote, bobcat, white tailed deer, elk, and javalina.

Theater programs - A regular series of video presentations, and planetarium programs will be presented. Archeo-astronomy techniques of ancient skywatchers will connect visitors to the past.

School Programs - In addition to programs at the site, the museum is creating inquiry-based educational programming for all ages, from preschool to high school. The museum will collaborate with schools to provide professional development for teachers and to create and implement interdisciplinary science curricula. An outreach program is being designed.

Special Events - Throughout the year, the EnviroZeum will present special programs, including nature day camps, school vacation week activities for kids, Family Days, and more.

Private Residence Club – A Fractional Private Residence Club is proposed to provide funds for development and eventually a revenue source to fund general operations.

The Arizona EnviroZeum Project

Projected economic impact of operations in the Verde Valley

The Arizona EnviroZeum will contribute to the ongoing economic development of Camp Verde and the Verde Valley. It is difficult at this stage of development to quantify the specific impact of a museum as only general economic projections have been developed. Purchase of property will cost over one million dollars, and the facility construction is expected to cost over four million dollars. Interior furnishings, fixtures, exhibit design and fabrication is expected to cost an additional three million dollars.

During the period of Phase One construction, economic impact will result from:

Fees for consultation, archeological mitigation, site preparation, exhibit design
Purchase of building construction materials, which need to be acquired within 50 miles of the site
Income to vendors from facility and infrastructure construction
Marketing and advertising expenses from outside vendors
Business operations expenses including employee salaries, office supplies, insurance, & utilities

In the operational mode, the museum is expected to create over 20 full-time positions and an undetermined number of part-time jobs for area residents. The museum is committed to providing competitive wages and benefits.

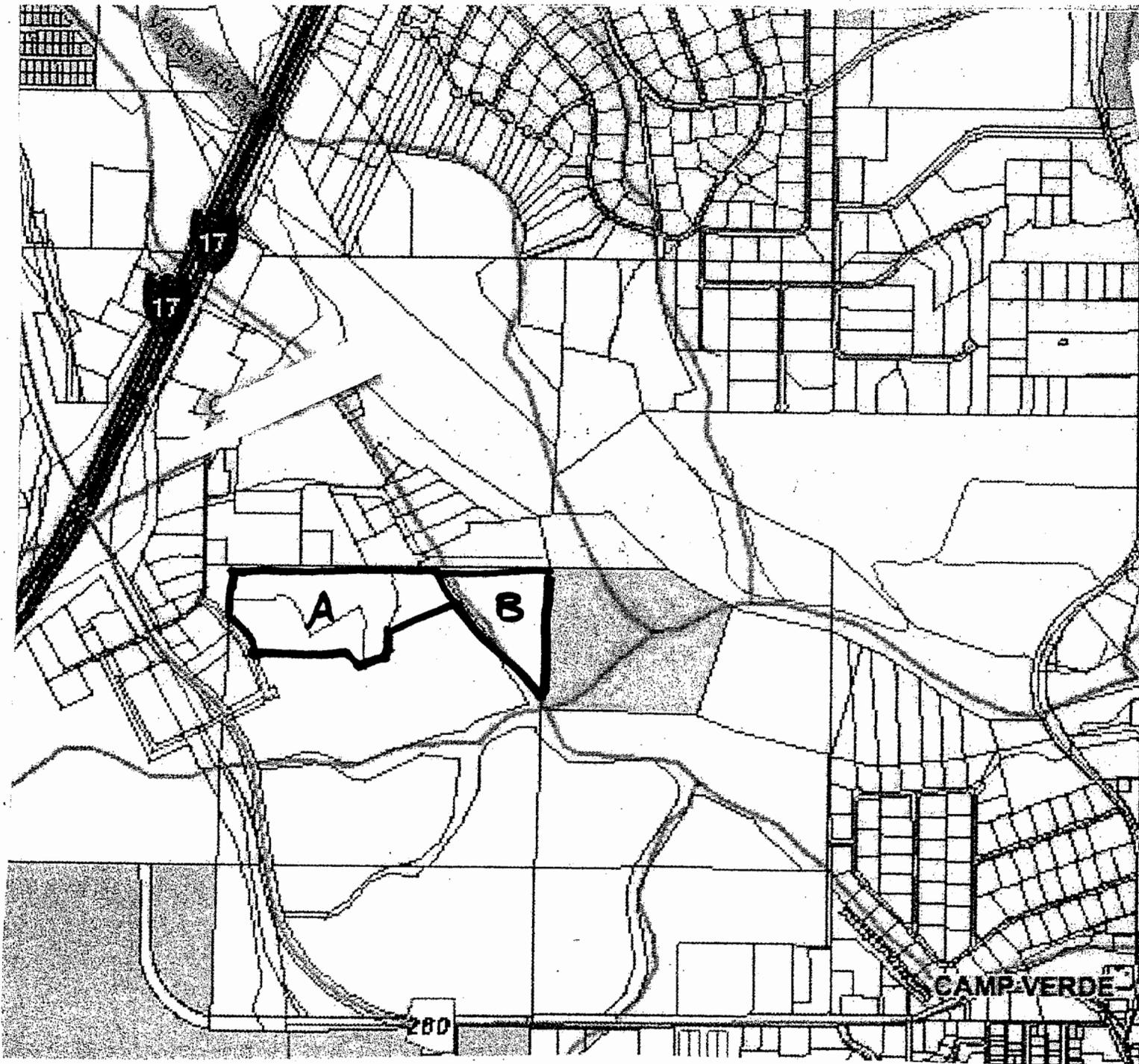
Revenue Sources

A project of this scope needs a substantial amount of construction, operations, and endowment funding. The museum will attract gifts, corporate sponsorships, as well as private foundation and government grants. Some private donations are also expected. A Private Residence Club is conceived to generate ongoing revenue.

Projected Revenue Sources:

- Admission fees to the facility, and various educational events such as traveling exhibits and film screenings
- Annual Memberships, endowments, gifts, bequests, trusts, gift/sales, in-kind donations
- Foundation and government grants
- Corporate sponsorships
- Facility rentals, and related food service
- Science and nature tours
- Museum retail sales
- Nursery & Agricultural product sales
- Outreach programs
- Commissions from vendors
- Consulting & research fees
- Licensing revenues
- Bio-prospecting
- Public special events
- Electricity generation sold and provided to the power grid
- Sales of Residence Ranch fractional ownership shares
- Residence Ranch annual fees

The Private Residence Ranch will offer fractional equity ownership shares in the multi-million dollar facility. A percentage of the acquisition cost of each share, as well as each owner's annual fee will be a charitable donation to the museum, thus providing a continuous revenue stream to the operations of the facility.



STAFF REPORT

Council meeting of: April 6, 2005 – Regular Session

Title: Discussion, consideration, and possible recommendation as it relates to the design of SR 260 between Camp Verde and Cottonwood.

Budgeted item: N/A

Description of Item: Council has met with various state and local representative concerning the proposed designs for State Route 260 between Camp Verde and Cottonwood. This is an opportunity to formally advise Supervisor Davis of Council's wishes regarding the design of SR 260.

Staff Recommendation: Council should determine whether to encourage widening of the existing roadway or to support the proposed bypass.

Comments: SR 260 has been identified as Camp Verde's future economic corridor. The proposed redesign will bypass this corridor.

Attachments: No

Prepared by: Bill Lee

STAFF REPORT

Council meeting of: April 6, 2005 – Regular Session

Title: Discussion, consideration, and possible approval of the budget for the new Marshal's Office and direction to staff to begin the bid process.

Budgeted item: No

Description of Item: Attached is a copy of the proposed budget for the CVMO remodel. Please note this estimate does not include the cost of furniture, fixtures, equipment, and telephone or the removal of asbestos. We hope to place a revised estimate in your box sometime on Monday. Marshal David Smith and Architect Doug Stroh will be available to present this project.

Staff Recommendation: Approve the budget and direct staff to begin the bidding process.

Comments: N/A

Attachments: Yes

Prepared by: Bill Lee

Town of Camp Verde Marshal's Facility - Design Development Cost Estimate

February 15, 2005

	KCS	Amon Builders	Notes
01000 General Conditions			
General Conditions	\$100,000	\$117,396	
Subtotal	\$100,000	\$117,396	
02000 Sitework & Demolition			
Demolition	\$22,664	\$22,811	Does not include any interior demolition
Sitework	\$143,500	\$117,292	
Subtotal	\$166,164	\$140,103	
03000 Concrete			
Concrete	\$14,450	\$10,000	
Subtotal	\$14,450	\$10,000	
04000 Masonry			
Masonry	\$48,917	\$61,100	
Subtotal	\$48,917	\$61,100	
05000 Metals			
Metals	\$5,140	(In 06000)	
Subtotal	\$5,140	\$0	
06000 Wood & Plastics			
Wood & Plastics	\$27,120	\$141,135	
Cabinetry	\$25,000	\$15,858	
Subtotal	\$52,120	\$156,993	
07000 Thermal & Moisture Protection			
Thermal & Moisture Protection	\$48,100	\$34,984	
Subtotal	\$48,100	\$34,984	
08000 Windows & Doors			
Windows & Doors	\$79,670	\$93,016	
Subtotal	\$79,670	\$93,016	
09000 Finishes			
Finishes	\$92,607	\$55,929	
Subtotal	\$92,607	\$55,929	
10000 Specialties			
Specialties	\$22,950	\$16,000	
Subtotal	\$22,950	\$16,000	
15000 Mechanical			
Plumbing	\$46,000	\$39,645	
HVAC	\$65,000	\$63,432	
Subtotal	\$111,000	\$103,077	
16000 Electrical			
Electrical	\$63,000	\$63,432	
Fire Alarm/Data/Phone/Cable	\$20,000	\$7,931	
Subtotal	\$83,000	\$71,363	
Subtotal Divisions 1 -16	\$824,118	\$859,961	
Additional Items			
Contractor Mark-up/Taxes	\$123,617	\$122,746	
Owner Contingency (5%)	\$41,206	\$42,998	
Subtotal	\$164,823	\$165,744	
BASE BID TOTAL	\$988,941	\$1,025,705	
Alternates			
1 - Covered Sally Port	\$12,000	\$7,200	
2 - Courtyard Fencing	\$22,350	\$20,000	
3 - CMU Security Wall	\$48,380	\$55,000	In Lieu of Chain Link/Razor Wire
4 - Landscaping	\$35,000	\$35,000	
5 - Standing Seam Roof	\$30,120	\$20,000	In Lieu of Asphalt Shingles
6 - New Generator	\$40,000	\$40,000	
Alternate Total	\$187,850	\$177,200	

STAFF REPORT

Council meeting of: April 6, 2005 – Regular Session

Title: Discussion, consideration, and possible approval of the contract with Stroh Rogers Architects, Inc. for the design of the new library and construction documents.

Budgeted item: There is \$20,000 budgeted for to assist with the design cost. The Total cost is estimated to be \$200,000 plus, depending on square footage.

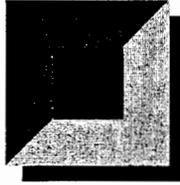
Description of Item: At the February 16, 2005 Regular Session, council directed staff to negotiate with Stroh Rogers Architects for the design phase of the Library.

Staff Recommendation: Approve the contract for design services.

Comments: The cost for design of the building can come from the Mary Lyons donation account, currently the account is \$232,000. Staff has been discussing the possibility of building and adding space in the first phase to house administration offices. At some point in the future the need for expansion of the Library and Town Hall could be accomplished by moving ahead with our adopted Master Plan and building our new Library at the corner of Fain and Main. This would allow the Library to expand into the second floor and allowing both department to meet needs of growing population.

Attachments: Yes

Prepared by: Bill Lee/db



**STROH ROGERS
ARCHITECTS, INC.**

March 7, 2005

Bill Lee, Town Manager
Town of Camp Verde
P.O. Box 710
Camp Verde, AZ 86322

RE: Camp Verde Library

PROPOSAL

The preliminary scope of services as we know them are as follows:

Produce design development and construction documents to build your new approximately 30,000 S.F. Library project.

▣ Basic Services ▣

The Architect's Basic Services consists of architectural, structural, mechanical, plumbing and electrical engineering, landscape architecture, Interior design, civil engineering, surveyor, geotechnical engineering, library consultant, model builders and E/O insurance.

Programming

The Architect shall provide, through investigation and addressing the Owner's needs, a program of space, approximate size, functional relationship and character of each space required for the Project.

Schematic Design Phase

The Architect shall review the program with the Owner as developed by the Architect to ascertain the requirements of the Project and shall arrive at a mutual understanding of such requirements with the Owner.

The Architect shall review with the Owner alternative approaches to design and construction of the Project.

The Architect shall prepare, for approval by the Owner, Schematic Design Documents consisting of drawings, colored renderings and other documents illustrating the scale and relationship of the Project's components.

Design Development Phase

Based on the approved Schematic Design documents and any other adjustments authorized by the Owner in the program, the Architect shall prepare, for approval by the Owner, Design Development documents consisting of drawings and other documents to affix and describe the size and character of the Project as to architectural, materials and such other elements as may be appropriate. A final budget will be developed. A finish materials and colors board will be provided as well as a finish model of the final design.

Construction Document Phase

Based on the approved Design Development documents and any further adjustments in scope or quality of the project authorized by the Owner, the Architect shall prepare, for approval by the Owner, Construction Documents consisting of drawings and specifications setting forth in detail the requirements for the construction of the Project.

The Architect shall submit the drawings to the City Planning and Zoning and the Building Department for a building permit and the Architect shall follow through with any revisions required to obtain said permit. (The Owner shall pay all building permit fees.)

Construction Documents

Included in this contract: One set of reproducible drawings and specification book will be delivered to Owner.

Bidding and Negotiation

The Architect will coordinate the distribution of the Contract Documents and collection of document fees. A pre-bid conference with the prospective bidders and submittal review is also included in this phase.

Construction Services Phase

The Architect will provide administration of the contract between the Owner and Contractor. The Architect will review all shop drawings and product submittals from the Contractor. The Architect will review the progress of the construction bi-monthly and the Contractor's pay requests monthly and provide any clarifications requested by the Contractor.

▣ Additional Services ▣

The Additional Services described, but not necessarily limited to the following, are not included in the Basic Services and shall be considered extras to this Agreement and shall be paid for by the Owner. The Additional Services shall only be provided if confirmed in writing by the Owner.

Making revisions in the Drawings, Specifications or other documents when such revisions are inconsistent with approvals or instructions previously given by the Owner, including revisions made necessary by adjustments in the Owner's program or Project budget.

Providing special surveys, environmental studies and submissions required for approvals of the governmental authorities or others having jurisdiction over the Project.

Providing any other services not otherwise included in this Agreement or not customarily furnished in accordance with generally accepted architectural practice.

Hourly Rates for Additional Services:

Principal Architect	\$ 105 / hour
Principal Engineer	\$ 105 / hour
Project Manager	\$ 85 / hour
Architectural Production	\$ 65 / hour
Engineering Projection	\$ 65 / hour
Clerical Production	\$ 35 / hour
Library Consultant	\$ 120 / hour

▣ Owner's Responsibilities ▣

The Owner shall provide full information regarding requirements for the Project, including, Owner's objectives, schedule, constraints and criteria, space requirements, special equipment, systems and site requirements.

▣ Summary of Services Included ▣

Architecture	Landscape Architecture
Structural Engineering	Civil Engineering
Mechanical Engineering	Surveyor
Plumbing Engineering	Geotechnical Engineering
Electrical Engineering	Library Consultant
Interior Design	Model Builders
	E/O Insurance

Compensation for the Basic Services listed above shall be as follows:

Project to be billed monthly based on percentage of completion.

Schematic Design Phase Complete	\$1.57 / S.F.
Design Development Phase Complete	\$1.58 / S.F.
Construction Documents 50% Complete	\$2.10 / S.F.
Construction Documents submitted to City Building Department	\$4.20 / S.F.
Construction Documents approved for Building Permit	\$.52 / S.F.
Construction Services	\$.53 / S.F.
<hr/>	
Total Compensation	\$10.50 / S.F.

Professional fees are due and payable 10 days from the date billed.

In the event of termination, suspension or abandonment of the project, which is not the fault of the Architect, the Architect shall be compensated for services performed prior to the termination, suspension or abandonment, together with any reimbursable expenses.

Reimbursable Expenses shall be as follows:

- A. All blueprinting and printing expenses after construction drawings are complete. (Owner will be provided with one set of reproducible drawings.)
- B. Mailing and shipping costs.

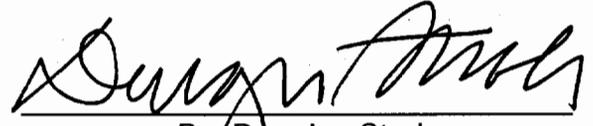
Reimbursable expenses shall be billed at the rate of 1.10 times the cost.

This Agreement entered into on _____ day of _____ month, in the year 2004.

Owner

Architect

Bill Lee
Town of Camp Verde



By Douglas Stroh
STROH ROGERS ARCHITECTS, INC.

STAFF REPORT

Council Meeting of: April 6th, 2005

Title:

Appointment of Applicant's Agent to apply for disaster relief funds from the AZ. Department of Emergency Management

Budgeted item:

n/a

Description of item:

AZ. Dept of Emergency Management requires that each applicant appoint an agent to administer & document disaster relief work done by the Town.

Staff Recommendation:

Due to the majority of the repair projects being completed by the Street Dept, it is recommended that Marvin Buckel be appointed as Applicant Agent.

Comments:

Preliminary cost estimates have already been assembled by staff.

Attachments:

Yes

Prepared by: Dane Bullard



**ARIZONA DIVISION OF EMERGENCY MANAGEMENT
DESIGNATION OF APPLICANT'S AGENT FORM**

The intent of this **DESIGNATION** is to appoint an **APPLICANT'S AGENT** for the following term:

- For PCA No. _____ only For the period of ____ to ____ Until further notice
 Until further notice for HAZMAT incident

Applicant Name: _____

CERTIFICATION

I, _____, duly appointed and _____ of
(Authorizing Official's Name) (Title)

_____, do hereby certify that the information below is true
(Applicant Name)

and correct, based on a resolution passed and approved by the _____
(Governing Body)

of _____ on the _____ day of _____,
(Applicant Name) (day) (month) (year)

_____ has been designated as the Applicant Agent
(Name of Designated Applicant Agent)

to act on behalf of _____
(Applicant Name)

(Authorizing Official's Signature) (Title) (Date)

Designated Applicant's Agent

Name _____

Title/Official Position _____

Mailing Address _____

City, State, Zip _____

Daytime Telephone Number _____ Fax _____
(Please include area code and extension if not a direct number)

E-mail Address _____ Pager/Cell _____

For ADEM Use Only

Received By: _____
(Initials & Date)

July 2000

Form # AZ PA 204-4

STAFF REPORT

Council Meeting of: April 6th, 2005

Title:

Discussion & possible direction to staff to begin advertising for qualified engineering firms to conduct valuation appraisal of the Camp Verde Water System.

Budgeted item:

The amount will be charged to the consulting line item. As of yet, the amount is undetermined and will be brought back to Council for approval. Appraisal cost is anticipated to be funded by the General Fund Contingency.

Description of item:

Staff is beginning work on the Definitive Agreement Lease document & the appraisal value of the Camp Verde Water System will be an important part of the lease. Appraisal bids will be brought back at a future Council meeting to be awarded.

Staff Recommendation:

Authorize staff to begin the appraisal process.

Comments:

Acquisition of the Camp Verde Water System will require additional professional services in the future such as rate studies, engineering services, financial underwriting, etc. This agenda item is only requesting an appraisal on the current value of the Camp Verde Water System.

Attachments:

No

Prepared by: Dane Bullard



STAFF REPORT

Council meeting of: Wednesday, April 6, 2005

Title: Discussion, consideration and possible approval of Resolution 2005-636 (and Proclamation) declaring April 2006 "Fair Housing Month".

Budgeted item: N/A

Description of Item: April is Fair Housing Month. The Arizona Department of Housing (ADOH) encourages Camp Verde and others who receive federal and state funds through programs, such as the Community Development Block Grant (CDBG) program, to adopt proclamations and resolutions supporting Fair Housing.

ADOH encourages all recipients of federal and state funds to take a leadership role in promoting the spirit of Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended.

This law prohibits the discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18), and those that are handicapped (disability).

Staff Recommendation: Approve resolution (and proclamation)

Comments:

Attachments: Resolution 2005-636
Proclamation declaring April as Fair Housing Month

Prepared by: Carol Keefer, grants administrator



RESOLUTION 2005-636

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING A FAIR HOUSING POLICY, MAKING KNOWN ITS COMMITMENT TO THE PRINCIPLE OF FAIR HOUSING, AND DESCRIBING ACTIONS IT SHALL UNDERTAKE TO AFFIRMATIVELY FURTHER FAIR HOUSING.

WHEREAS, the Housing and Community Development Act of 1974, as amended requires that all applicants for Community Development Block Grant funds certify that they shall affirmatively further fair housing; and

WHEREAS, the Civil Rights Act of 1968 (commonly known as the Federal Fair Housing Act) and the Fair Housing Amendments Act of 1988 declare a national policy to prohibit discrimination in the sale, rental, leasing and financing of housing or land to be used for the construction of housing or in the provision of brokerage services, on the basis of race, color, religion, sex, disability, familial status or national origin; and

WHEREAS, fairness is the foundation of the American system and reflects traditional American values; and

WHEREAS, discriminatory housing practices undermine the strength and vitality of America and its people;

NOW THEREFORE, BE IT RESOLVED THAT the Mayor and Common Council of the Town of Camp Verde hereby wish all persons living, working, doing business in or traveling through this Town to know that:

Discrimination in the sale, rental, leasing and financing of housing or land to be used for construction of housing, or in the provision of brokerage services on the basis of race, color, religion, sex, handicap, familial status or national origin is prohibited by Title VIII of the Fair Housing Act Amendments of 1988; and that it is the policy of the Town of Camp Verde to implement programs, within the constraints of its resources to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, handicap, familial status or national origin; and within available resources the Town of Camp Verde will assist all persons who feel they have been discriminated against in housing issues on the basis of race, color, religion, sex, handicap, familial status or national origin to seek equity under existing federal and state laws to file a complaint

with the Arizona Attorney General's Office or the U.S. Department of Housing and Urban Development; and

That the Town of Camp Verde shall publicize this Resolution and thereby encourage owners of rental properties, developers, builders and others involved with housing to become aware of their respective responsibilities and rights under the Fair Housing Amendments Act of 1988 and any applicable state or local laws or ordinances; and that the Town of Camp Verde shall undertake the following actions to additionally affirmatively further fair housing:

- ◆ Provide copies of this resolution to the real estate community, banks, developers, community organizations and the local media.
- ◆ Posting copies of this resolution.

PASSED AND ADOPTED by majority vote of the Mayor and Common Council at the regular meeting of April 6, 2005:

Mitch Dickinson, Mayor

Attest: _____
Deborah Barber, Town Clerk

Approved as to form:

Bill Sims

STAFF REPORT

Council meeting of: Wednesday, April 6, 2005

Title: Discussion, consideration and possible approval of Resolution 2005-636 (and Proclamation) declaring April 2006 "Fair Housing Month".

Budgeted item: N/A

Description of Item: April is Fair Housing Month. The Arizona Department of Housing (ADOH) encourages Camp Verde and others who receive federal and state funds through programs, such as the Community Development Block Grant (CDBG) program, to adopt proclamations and resolutions supporting Fair Housing.

ADOH encourages all recipients of federal and state funds to take a leadership role in promoting the spirit of Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended.

This law prohibits the discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familiar status (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18), and those that are handicapped (disability).

Staff Recommendation: Approve resolution (and proclamation)

Comments:

Attachments: Resolution 2005-636
Proclamation declaring April as Fair Housing Month

Prepared by: Carol Keefer, grants administrator

**Town of Camp Verde
Camp Verde, Arizona**

PROCLAMATION

Declaring April as:

Fair Housing Month

Whereas, the Civil Rights Act of 1968, commonly known as the Federal Fair Housing Act and the Fair Housing Amendments Act of 1988 prohibit discrimination in the sale, rental, leasing and financing of housing or land to be used for the construction of housing or in the provision of brokerage services on the basis of race, color, religion, sex, disability, familial status or national origin; and

Whereas, the 1986 and 1988 federal *Fair Housing Acts* declare that it is a national policy to ensure equal opportunities in housing; and

Whereas, April has traditionally been designated as *Fair Housing Month* in the United States,

NOW THEREFORE, I, Mitch Dickinson, Mayor of the Town of Camp Verde, Camp Verde, Arizona, do hereby proclaim April as:

Fair Housing Month

In the Town of Camp Verde, and do hereby urge all residents of this community to comply with, and show their support for the letter and spirit of the *Fair Housing Acts*.

Issued this 6th day of April 2005.

Mitch Dickinson, Mayor

ATTEST:

Deborah Barber, Town Clerk

STAFF REPORT

Council meeting of: Wednesday, April 6, 2005

Title: Discussion, consideration and possible approval of Resolution 2005-635 which gives staff authority to submit the 2005 Community Development Block Grant (CDBG) application for funding (\$410,028).

Budgeted item: GRANT

Description of Item: The 2005 CDBG funding application is due at Northern Arizona Council of Governments (NACOG) this month for review.

Staff Recommendation: Approve the resolution.

Comments:

Attachments: Resolution 2005-635

Prepared by: Carol Keefer, grants administrator



**AUTHORIZATION TO SUBMIT APPLICATIONS
AND IMPLEMENT CDBG PROJECTS**

RESOLUTION NO. 2005-635

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, AUTHORIZING THE SUBMISSION OF AN APPLICATION(S) FOR FY 2005 STATE COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS, CERTIFYING THAT SAID APPLICATION(S) MEETS THE COMMUNITY'S PREVIOUSLY IDENTIFIED HOUSING AND COMMUNITY DEVELOPMENT NEEDS AND THE REQUIREMENTS OF THE STATE CDBG PROGRAM, AND AUTHORIZING ALL ACTIONS NECESSARY TO IMPLEMENT AND COMPLETE THE ACTIVITIES OUTLINED IN SAID APPLICATION.

WHEREAS, Town of Camp Verde is desirous of undertaking community development activities;
and

WHEREAS, the State of Arizona is administering the Community Development Block Grant Program; and

WHEREAS, the State CDBG Program requires that CDBG funds requested address one of the three Congressional mandated National Objectives; and

WHEREAS, the activities within this application(s) address the community's identified housing and community development needs, including the needs of low and moderate income persons;
and

WHEREAS, an Applicant of State CDBG funds is required to comply with the program guidelines and Federal Statutes and regulations.

NOW, THEREFORE, BE IT RESOLVED THAT the Mayor and the Town Council of the Town of Camp Verde authorize application to be made to the State of Arizona, Department of Housing for FY 2005 CDBG funds, and authorize the Mayor sign application and contract or grant documents for receipt and use of these funds for

1. TOWNSITE REDEVELOPMENT AREA - COMMUNITY IMPROVEMENT (NEW RESTROOM)

**2. ARCHITECTURAL BARRIER REMOVAL (American Disabilities Act Compliance)
TOWN HALL RESTROOMS/RAMADA**

3. TOWNSITE REDEVELOPMENT AREA - HOLLAMON STREET IMPROVEMENT
and authorize the Mayor to take all actions necessary to implement and complete the activities submitted in said application(s); and

THAT this application for State CDBG funds meets the requirements of low- and moderate-income benefit for activities justified as benefiting low- and moderate-income persons, aids in the prevention or elimination of slum and blight or addresses an urgent need which poses a threat to health; and

THAT, the Town of Camp Verde will comply with all State CDBG Program guidelines, Federal Statutes and regulations applicable to the State CDBG Program and the certifications contained in the application.

Passed and adopted by the Town of Camp Verde of _____ this _____ day of

Mayor

ATTEST:

APPROVED AS TO FORM:

Town Clerk

Town Attorney

STAFF REPORT

Council meeting of: Wednesday, April 6, 2005

Title: Discussion, consideration and possible approval of a contract between the Town of Camp Verde and Northern Arizona Council of Government's (NACOG) for consulting services in relation to 2005 CDBG funding.

Budgeted item: GRANT

Description of Item: NACOG auditors are requiring this contract be signed by CV for their services.

Staff Recommendation: Approve the contract.

Comments:

Attachments:

Prepared by: Carol Keefer, Grants Administrator

TECHNICAL ASSISTANCE CONTRACT COMMUNITY DEVELOPMENT BLOCK GRANTS

THIS CONTRACT, made and entered into as of _____, by and between the Northern Arizona Council of Governments (NACOG), 119 East Aspen Avenue, Flagstaff, Arizona 86001-5296, hereinafter called the CONTRACTOR, and the Town of Camp Verde, P.O. Box 710, Camp Verde, AZ. 86322, hereinafter called the GRANTEE.

WITNESSETH:

WHEREAS, the GRANTEE is applying for a 2005 Community Development Block Grant from the State of Arizona Department of Housing; and

NOW, THEREFORE, the parties do mutually agree as follows:

ARTICLE I - PURPOSE

The purpose of this contract is to authorize the CONTRACTOR to provide administrative services to the GRANTEE for an Arizona Department of Housing Community Development Block Grant (CDBG). Services to be provided are detailed in the Scope of Work, but will generally include services under the Department of Housing's CDBG program guidelines.

ARTICLE II - WORK STATEMENT

- A. The CONTRACTOR agrees that it will implement, in all respects, the program outlined in the attached Work Statement (Attachment A to this Contract).
- B. The CONTRACTOR agrees to make no changes in the Work Statement herein described without first submitting a written request to the GRANTEE and obtaining the GRANTEE'S written approval of the requested change.

ARTICLE III - PERSONNEL

The CONTRACTOR represents that it has, or will acquire, all of the qualified personnel required to perform this Contract; however, the GRANTEE reserves the right to assign any individual to assist in implementing the program outlined in the Work Statement.

None of the work or services covered by this Contract shall be subcontracted without the prior written approval of the GRANTEE. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Contract.

ARTICLE IV - LENGTH OF CONTRACT

- A. The term of this Contract shall be from _____ through _____.
- B. In the event that, due to unusual circumstances, it becomes apparent that this Contract cannot be brought to full completion within the time period set forth in Paragraph A of this Article III, the CONTRACTOR shall be responsible for maintaining all services as cited in the Work Statement until the grant is terminated.
- C. This Contract may be extended, as needed, to coincide with the approved extension of the CDBG Contracts between the GRANTEE and the Department of Housing, if necessary.

ARTICLE V - ACCESS TO INFORMATION

It is agreed that all information, data, reports and records, and maps as are existing, available and necessary for the carrying out of the work outlined shall be furnished to the CONTRACTOR by the GRANTEE and its agencies. No charge will be made to the CONTRACTOR for such information and the GRANTEE and its agencies will cooperate with CONTRACTOR in every way possible to facilitate the performance of the work described in the Contract.

ARTICLE VI - REPORTS AND INFORMATION

- A. The CONTRACTOR, at such times and in such forms as the GRANTEE may require, shall furnish the GRANTEE such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Contract costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this Contract.
- B. All reports, maps, and other documents completed as part of this Contract, other than documents exclusively for internal use by the Department of Housing shall carry the following notation on the front cover or title page, together with the date (month and year) the document was prepared:

Preparation of this (report, map, documents, etc.) was aided through a Community Development Block Grant from the Arizona Department of Housing and as such is not copyrightable. It may be reprinted with customary crediting of the source. However, any opinions, findings, conclusions or recommendations are those of the authors and do not necessarily reflect the views of the Department of Housing.

- C. All of the reports, information, data, etc. prepared or assembled by CONTRACTOR under this Contract are confidential and the CONTRACTOR agrees that they shall not be made available to any individual or organization without the prior written approval of the GRANTEE.
- D. No reports, maps, or other documents produced in whole or in part under this Contract shall be the subject of an application for copyright by or on behalf of the CONTRACTOR.

ARTICLE VII - CONSIDERATION AND METHOD OF PAYMENT

In consideration of the CONTRACTOR'S satisfactory completion of all work and services required to be performed under the terms of this Contract, and in compliance with the Contract requirements herein stated, the GRANTEE shall pay the CONTRACTOR a fixed fee of Four Thousand and no/100 Dollars (\$ 4,000).

ARTICLE VIII - ASSIGNABILITY

The CONTRACTOR shall not assign any interest on this Contract, and shall not transfer any interest in the same without prior written consent of the GRANTEE.

ARTICLE IX - COMPLIANCE WITH LOCAL LAWS

The CONTRACTOR shall comply with all applicable laws, ordinances, codes of the State and local governments, and the CONTRACTOR shall hold the GRANTEE harmless from any tort done in performing any of the work embraced by this Contract.

ARTICLE X - INTERESTS OF THE CONTRACTOR

The CONTRACTOR covenants that it has no pecuniary interest, and shall not acquire any pecuniary interest direct or indirect, which would conflict in any manner or degree with the performance of services required to be

performed under this Contract. The CONTRACTOR further covenants that in the performance of this Contract, no person having such interest shall be employed.

ARTICLE XI - OFFICIAL NOT TO BENEFIT

No member of, or delegates to, the Congress of the United States of America, and no member of the governing body and no other public official, shall be admitted to any share or part hereof, direct or indirect, or to any pecuniary benefits to arise herefrom.

ARTICLE XII - TERMINATION OF CONTRACT

- A. If, with cause, the CONTRACTOR shall fail to fulfill in a timely and proper manner his obligations under this Contract, or if the CONTRACTOR shall violate any of the covenants, agreements, or stipulations of this Contract, the GRANTEE shall thereupon have the right to terminate this Contract by giving written notice to the CONTRACTOR of such termination and specifying the effective date thereof, at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, photographs and reports prepared by the CONTRACTOR under this Contract shall, at the option of the GRANTEE, become its property and the CONTRACTOR shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.
- B. Notwithstanding the above, the CONTRACTOR shall not be relieved of liability to the GRANTEE for damages sustained by the GRANTEE by virtue of any breach of the Contract by the CONTRACTOR, and the GRANTEE may withhold any payments to the CONTRACTOR for the purpose of set-off until such time as the exact amount of damages due the GRANTEE from the CONTRACTOR is determined.
- C. The GRANTEE may terminate this Contract at any time without cause by giving at least thirty (30) days notice in writing to the CONTRACTOR. If the Contract is terminated by the GRANTEE as provided herein, the CONTRACTOR will be paid for the time provided and expenses incurred up to the termination date.
- D. The Contract may be terminated per ARS 38-511, Conflict of Interest.

ARTICLE XIII - RECORDS AND AUDITS

- A. The CONTRACTOR shall maintain accounts and records, including personnel, property and fiscal records adequate to identify and account for all costs pertaining to the Contract and such other records as may be deemed necessary by the GRANTEE to assure proper accounting for all project funds, both Federal and non-Federal shares. These records will be retained in accordance with required Federal and State guidelines.
- B. Legible copies of any and all records maintained by the CONTRACTOR shall be made available, upon written request and for specified purpose, to the GRANTEE, the Arizona Department of Housing, the Office of the Inspector General (HUD), and any other body authorized in writing by the GRANTEE.

ARTICLE XIV - CERTIFICATIONS FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS.

The undersigned certifies, to the best of his or her knowledge and belief that:

- A. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding or any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- C. The undersigned shall require that the language of this Certification be included in the award documents for all subawards at all ties (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This Certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this Certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required Certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

ARTICLE XV - DISABILITY ACCESS

In performing all construction, the CONTRACTOR agrees to comply with the "The American Standard Specifications for Making Buildings and Facilities Accessible To and Useable By the Physically Handicapped." The CONTRACTOR represents that it understands said standard specifications and same are incorporated by this reference.

ARTICLE XVI - MISCELLANEOUS PROVISIONS

- A. In any case one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or un-enforceability shall not affect any other provision thereof and this Contract shall not be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
- B. If any action at law or in equity is necessary to enforce or interpret the terms of this Contract, the prevailing party, shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which said party may be entitled.

ARTICLE XVII - ATTACHMENTS

All attachments are to be considered an integral part of this Contract. Attachments may be added or deleted during the term of the Contract provided the governing requirements of the Contracts are met.

ATTACHMENTS

- A. Work Statement
- B. Civil Rights

IN WITNESS WHEREOF, the CONTRACTOR and the GRANTEE do hereby execute this Contract as of the date first above written.

SIGNATURE PAGE

CITY OF ST. JOHNS

NORTHERN ARIZONA COUNCIL OF GOVERNMENTS

Christian Patterson, Mayor

Kenneth Sweet, Executive Director

APPROVED AS TO FORM

City Attorney

ATTEST

City Clerk

ATTACHMENT A
WORK STATEMENT

A. CONTRACT GOALS

1. Provide Technical Assistance to the GRANTEE regarding Federal, State, and project requirements.
2. Develop a coordinated administrative system that is responsive to requirements.
3. Assure compliance with all Federal, State laws, rules and Executive Orders.

B. NOTICES, CORRESPONDENCE, AND REPORTS

1. Notices, correspondence and reports from the CONTRACTOR shall be sent to:

Verna Fischer
Coconino County
2625 N. King St.
Flagstaff, AZ 86004

3. Notices, correspondence and reports from the GRANTEE shall be sent to:

Margaret Keener
NACOG
119 East Aspen Avenue
Flagstaff, AZ 86001-5296

C. SPECIAL PROGRAM REQUIREMENTS

1. CONTRACTOR will assist in interpretation of all Federal overlay statutes as they relate to the projects to be undertaken.
2. CONTRACTOR will liaison with the Department of Housing regarding the CDBG program.
3. CONTRACTOR will, at the request of the GRANTEE, participate in public intercessions.

D. SERVICES NAME(S) AND ACTIVITIES

TECHNICAL ASSISTANCE - This service provides Technical Assistance for the following CDBG Application preparation process. This list is not intended to be all inclusive of all responsibilities. Services may be expanded or reduced as appropriate to the needs of the community.

1. Develop Method of Distribution, solicit community comments, receive NACOG Regional Council approval.
2. Develop/review community schedules for public participation.
3. Develop technical assistance materials, Request for Funding Formats
4. Develop/review public notices and procedures
5. Attend/conduct public hearings

6. Discuss projects with community and public
7. Review pre-applications for eligibility
8. Provide data and statistics
9. Establish meeting with Arizona Office of Housing to review proposed applications.
10. Receive and review applications for eligibility and completeness
11. Organize applications for review and approval by the NACOG Regional Council
12. Package applications for submittal to Arizona Office of Housing
13. Arrange application review with Arizona Office of Housing
14. Negotiate with Arizona Office of Housing supporting community's projects
15. Adjust/review adjustments of applications per Office of Housing requests.
16. Assist with responses to further Office of Housing questions
17. Review Office of Housing Service Specifications
18. Community receives contract

E. EVALUATION METHODOLOGY

The CONTRACTOR shall utilize evaluation criteria relevant to the activities performed during the period as described. GRANTEE shall then authorize payment to CONTRACTOR.

ATTACHMENT B

CIVIL RIGHTS PROVISIONS

Civil Rights Laws and Requirements

Title VI of the Civil Rights Act of 1964 provides that no person shall be:

* Excluded from participation * Denied program benefits * Subjected to discrimination
on the basis of: * Race * Color * National Origin under any program or activity receiving Federal financial assistance.

Title VIII of the Civil Rights Act of 1968, as of 1968, Title VIII amended, prohibits discrimination in housing on the basis of: * Race * Color * Religion * Sex * National Origin. This law also required HUD to administer its program in a manner that affirmatively promotes fair housing.

Section 3 of the Housing and Urban Development Act of 1968, as amended, provides that, to the greatest extent feasible, opportunities for * Training, and * Employment that arise through HUD-financed projects shall be given to lower-income residents of the project area. Section 3 also provides that contracts awarded in connection with such projects be awarded to:

- * Businesses located in the project area, (OR)
- * Businesses owned, in substantial part, by residents of the project area

Section 504 of that Rehabilitation Act of 1973, as amended, provides that no otherwise qualified individual shall, solely by reason of his or her handicap be *Excluded from participation (including employment.) * Denied program benefits *Subjected to discrimination under any program or activity receiving Federal funds.

Section 109 of the Housing and Community Development Act of 1974, as amended, provides that no person shall be excluded from participation (including employment), denied program benefits, or subjected to discrimination on the basis of: * Race * Color * National Origin * Sex * Age
* Handicap under any program or activity funded in whole or in part under Title I (CDBG) of the Act.

Section 104 of the Housing and Community Development Act of 1974, as amended, provides that the grantee "will affirmatively further fair housing."

The Age Discrimination Act of 1975, as amended, provides that no person shall be excluded from participation, denied program benefits, or subjected to discrimination - on the basis of age - under any program or activity receiving Federal funds.

Executive Order 11063 provides that no person shall, on the basis of race, color, religion, sex, or national origin, be discriminated against in:

- * Housing (and related facilities) provided with Federal assistance.
- * Lending practices with respect to residential property when such practices are connected with loans insured or guaranteed by the Federal Government.

Executive Order 11246, as amended provides that no person shall be discriminated against, on the basis of race, color, religion, sex, or national origin, in any phase of employment during the performance of Federal or Federally assisted construction contracts in excess of \$10,000.

Furthermore, the Contractor shall

- * Use the term, "Equal Opportunity Employer" in all solicitations or advertisements for employees;
- * Bind the same responsibility to Subcontractors through contract language;
- * Acknowledge that non-compliance with Executive Order 11246 may result in contract termination, suspension, and the Contractor may be listed ineligible for future federal work.

Section 503, Affirmative Action for Workers with Disabilities provides that no employee or applicant shall be discriminated against in employment because of mental or physical disability, in regard to any position for which he/she is qualified. Notices shall be posted in conspicuous places. The Contractor shall bind the same responsibility to Subcontractors through contract language.

STAFF REPORT

Council meeting of: April 6, 2005 – Regular Session

Title: Possible approval to transfer additional funds in the amount of \$18,000 from the General Fund into the Special Events Line Item.

Budgeted item: Yes, Request for additional funds

Description of Item: We are currently out of money in the special events line item. Additional funds in the amount of \$18,000 will be needed to put on the upcoming Crawdad Festival that is scheduled to take place June 3rd & 4th. Last years festival saw a profit of almost \$11,000.

Staff Recommendation: Approve transfer of funds.

Comments: To date we have brought in \$ 81,961 from special events. This amount would have been approx. \$10,000-\$12,000 higher had the rain and flooding not had such a large impact on the Pecan and Wine Festival. Our events are growing and it is costing more and more to put the event on and for advertising.

Attachments: No

Prepared by: Lynda Moore

STAFF REPORT

Council meeting of: April 6, 2005 – Regular Session

Title: Discussion, consideration, and possible approval of a budget line item increase for anti-virus programs for individual workstations and the network.

Budgeted item: There is \$1,000 budgeted for this item. The estimated cost as submitted by Insightable Services is \$5,779.39.

Description of Item: The current anti-virus subscription expired in March 2005. The server needs to be completely upgraded to provide the best possible security for Town computers. This will upgrade the Town e-mail server.

Staff Recommendation: Approve the increase.

Comments: N/A

Attachments: Yes

Prepared by: Bill Lee/db



InSightAble Services

464 S Main
PO Box 4662
Camp Verde AZ 86322

Phone 928-567-6240
Fax 928-567-3220
E-Mail insight@insightable.net

February 18, 2005

Bill Lee
Manager Town of Camp Verde,
P.O. Box 3520
Camp Verde, Arizona 86322

Re: Town of Camp Verde Anti Virus Subscription .

Dear Bill:

As you may be aware the towns Mail Server Anti-Virus Subscription will expire in March 2005. In researching the best possible solution to protect the town from malicious code in the form of worm and other e-mail borne viruses, I would like to propose two phases of protection.

The first phase being, renewing the existing thirty subscriptions on the towns expired computers at a cost of \$1045.00 for 30 subscriptions, additional subscriptions can be purchased in quantities of three at \$104.50 for the group of three licenses.

The second phase is to upgrade the towns E-Mail server to IMail Collaboration Suite. This is a complete upgrade to the towns existing E-Mail server that includes the additional benefits of, a full year Service Agreement with product upgrades, Symantec Anti-Virus protection, Improved Anti-Spam filtering, Secure Instant Messaging, and Shared Calendars and Contacts. This software is a complete program upgrade to the existing Mail Server that resides on the town's server and scans all incoming and outgoing mail through the server. The cost of this solution with a 250 mailbox annual subscription is \$3600.50.

Please keep in mind these are yearly subscriptions. Software installation and configuration will be provided at no additional cost, under the Towns maintenance agreement. I would like to schedule a time we could meet to answer any questions you may have and discuss this matter further.

Sincerely,

Jim Ellington
InSightAble Services

(\$700 Web Server)

InSightAble Services

Camp Verde Town Hall
473 S Main Street
Camp Verde, AZ 86322

Invoice #: 01838643
464 S Main
PO Box 4662
Camp Verde AZ 86322-4662
Phone: 928-567-6240

insightable@insightable.net

QTY.	ITEM NO.	DESCRIPTION	PRICE	UNIT	DISC	ITEM TOTAL	TX.
10	SOFTNAV2005	INDIVIDUAL WORKSTATIONS: NAV 2005 3USER	\$110.00	each	5%	\$1,045.00	X
1	SOFTMAILCS	MAIL SERVER: I-MAIL COLLABORATION SUITE 250 INCLUDES SERVICE AGREEMENT, SYMANTEC ANTI-VIRUS, SECURE INSTANT MESSAGING AND SHARED CALENDARS & CONTACTS	\$3,790.00	each	5%	\$3,600.50	X

PO #	TERMS: Net 30 after EOM	SALE	\$4,645.50
SALESPERSON: Jim Ellington	DATE: 02/17/2005	SALES TAX	\$387.90
Quote... Thank You for Your Consideration		TOTAL AMOUNT	\$5,033.40
		PAID TODAY	\$0.00
		BALANCE DUE	\$5,033.40

Note: All sales final. No cash refunds. Items returned within 30 days from invoice date can be issued as store credit, at current market value, and subject to a 15% restocking fee.

All Systems purchased from InSightAble carry a 1 year warranty on parts & labor. Problems related to software are NOT covered under any InSightAble warranty.