

AGENDA



**REGULAR SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, OCTOBER 18, 2006
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) September 20, 2006 – Executive Session
- 2) September 27, 2006 – Council Hears Planning & Zoning
- 3) October 4, 2006 – Regular Session

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

- 1) Council Hears P&Z – October 25, 2006 at 6:30 p.m.
- 2) Regular Session – November 1, 2006 at 6:30 p.m.
- 3) Work Session – November 8, 2006 at 6:30 p.m.
- 4) Regular Session – November 15, 2006 at 6:30 p.m.
- 5) Council Hears P&Z – November 22, 2006 – **CANCELLED**
- 6) Council Hears P&Z – November 29, 2006 at 6:30 p.m.

c) **Possible acceptance of Virginia Jones' letter of resignation from the Housing Commission, with appreciation.**

d) **Possible acceptance of quarterly reports from the Board of Adjustments and Planning & Zoning Commission.**

e) **Possible approval of Resolution 2006-706, a resolution of the Mayor and Town Council of the Town of Camp Verde, Arizona, supporting the Verde Valley Regional Land Use Plan with the attached recommended changes.**

f) **Possible approval of Resolution 2006-707, a resolution of the Town Council of the Town of Camp Verde, Arizona, stating the salary equivalency and the number of authorized positions for reserve police officers in the Town of Camp Verde.** This resolution establishes salary equivalency for the purposes of workers' compensation, premium payments, and compensation benefits.

g) **Possible approval of Resolution 2006-710, a resolution of the Town of Camp Verde, Arizona, establishing a salary equivalent for purposes of computing insurance premium and compensation benefits for volunteers.**

h) **Possible approval of contract with Tetra Tech EM Inc. to prepare a Waste Water Master Plan for the area extending from the western boundary of the Camp Verde Sanitary District or Dickinson Circle to the location of the Coury dealership.** This is a budgeted item in the General Fund.

i) **Possible approval of Economist.com contract to assist with additional financial evaluation, impact analysis, rate plans, and due diligence with regard to the possible acquisition of Camp Verde Water System.** This is a budgeted item in the General Fund.

5. **Call to the Public for Items not on the Agenda.**
6. **Public Hearing followed by discussion, consideration, and possible endorsement of the American Legion Post 93 application for a Bingo License.**
7. **Presentation by Arizona State Parks Representative Max Castillo on the Greenway River Trail System.** Note: A majority of the members of the Parks & Recreation Commission and the Camp Verde Trails and Pathways Committee maybe present for this discussion.
8. **Discussion, consideration, and possible approval for additional funding in the amount of \$12,432.62 to be added to the Janitorial Salaries line item.** This is an under-budgeted item in the General Fund.
9. **Discussion, consideration, and possible approval of a budget override of line item 20-70-76-8401, Street and Safety Signing, for \$1,171.02 to cover the costs of the 'Covered Load' signs as requested by Council.** This is an under-budgeted item in HURF.
10. **Discussion, consideration, and possible direction to staff to negotiate a contract with EnviroSystems Management Inc. for the archaeological treatment or mitigation of Black Bridge Park.** This is an unbudgeted item from the Park Fund.
11. **Presentation by Town Manager Bill Lee regarding FY 05/06 departmental accomplishments.**
12. **Discussion, consideration, and review of the Burgess & Niple Camp Verde Water System appraisal.** Note: Council may vote to go into executive session to discuss this item, pursuant to ARS §38-431.03 (A)(7) for discussion or consultations with designated representatives in order to consider Council's position and instruct representatives regarding the negotiations for the purchase, sale, or lease of real property and (A)(3) for discussion or consultation for legal advice with the attorney.
13. **Discussion, consideration, and possible direction to staff regarding a possible agreement with Yavapai Ranch confirming the intent to participate in the Yavapai Ranch Land Exchange.** Note: Council may vote to go into executive session to discuss this item, pursuant to ARS §38-431.03 (A)(7) for discussion or consultation with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property and (A)(3) for discussion or consultation for legal advice with the attorney.
14. **Update regarding Thomas L. Griffith v. Town of Camp Verde.** Note: Council may vote to go into executive session to discuss this item, pursuant to ARS §38-431.03 (A)(4) for discussion or consultation with the attorney regarding Council's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions in order to avoid or resolve litigation and (A)(3) for discussion or consultation for legal advice with the attorney.
15. **Update regarding legal advice regarding the possible assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of the Town Manager. This discussion will not include any evaluation of the Town Manager.** Note: Council may vote to go into executive session to discuss this item, pursuant to ARS §38-431.03 (A)(1) for discussion or consideration of assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body and (A)(3) for discussion or consultation for legal advice with the attorney.
16. **Call to the Public for Items not on the Agenda.**

MINUTES
COUNCIL HEARS PLANNING & ZONING
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, SEPTEMBER 27, 2006
6:30 P.M.

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

1. **Call to Order**

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

2. **Roll Call**

Mayor Gioia, Vice Mayor Hauser, Councilors Baker, Smith, Kovacovich, Parrish and Parry were present.

Also Present: Town Manager Bill Lee, Town Attorney Bill Sims, Finance Director Dane Bullard, Community Development Director Nancy Buckel, Deputy Clerk Virginia Jones, Receptionist Sharon McCormick, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Hauser.

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

a) **Approval of the Minutes:**

There are no minutes for approval.

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

- 1) Regular Session – October 4, 2006 at 6:30 p.m.
- 2) Regular Session – October 18, 2006 at 6:30 p.m.
- 3) Council Hears P&Z – October 25, 2006

c) **Possible approval of Proclamation declaring the week of October 8-14, 2006 as "Drive against Meth" week.**

On a motion by Baker, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented, with Item 4.c) pulled for separate consideration.

c) **Possible approval of Proclamation declaring the week of October 8-14, 2006 as "Drive against Meth" week.**

On a motion by Gioia, seconded by Hauser, the Council unanimously declared the week of October 8-14, 2006 as "Drive Against Meth" week.

Vice Mayor Hauser, prior to reading the "Drive Against Meth" Proclamation, announced that it will also be passed by next Tuesday by every city and town in the Verde Valley.

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

Suzy Burnside, on behalf of the Camp Verde Sanitary District, announced that the District has received the Aquifer Protection Permit from ADEQ this afternoon. Burnside thanked the Mayor and Council Members for their support throughout the effort to obtain the permit, a 38-page document that will be published on the ADEQ website along with a public notice that the permit has been granted. A public hearing will run for 30 days during which comments or concerns may be addressed by ADEQ. There will be no moratorium. Burnside outlined the remaining required legal steps to be taken; the permit is for .65 million gallons, and for future expansion to 1.3 million.

Robin Whatley, a resident on Black Bridge Loop Road, strongly protested the construction work being done on that road for access to the Black Bridge Park and the lack of notification to the

residents in that area. Ms. Whatley described in detail her frustration over efforts to find out more information; she suggested Mosher Lane as an alternate access straight to the river.

Bobbie White May reiterated the same concerns expressed by Ms. Whatley, adding that the neighbors are opposed to a lot of traffic on what she understands is a small private road. Ms. White May questioned whether that former designation as a private road has been changed recently; she also distributed copies of the plot plan of the park and questioned the source of the funds for the work on Black Bridge Loop Road. *For her additional questions, Mayor Gioia invited her to visit with him at Town hall for further discussion.*

Rob Witt, in summary, spoke at length urging that the Council members try to work together, eliminate the in-fighting, and work toward creating positive and productive results for the benefit of the Town and its citizens.

Mitch Dickinson, in summary, congratulated the Town Council and staff for opening up the access on Black Bridge Loop Road, adding that the subject first came up about four years ago so the current construction should not have been a surprise; it has always been a public road. The Council has known about the improvement as recently as last July. Dickinson complimented the Council and staff for a job well done.

Paul Clawson, also a resident on Black Bridge, said that when a significant change is going to happen on property that has been a quiet area for years, the residents should be notified what the changes will be. Mr. Clawson said that the residents are not against the park, but want to have some role in its development and are concerned about a significant increase in traffic and trash; the residents want some voice in decisions and respect from the Council.

Henry Shill commented on Dan Engler's editorial about the proposed impact fees, and his suggestion not to sign the petition regarding a referendum.

Scott Simonton said he appreciated hearing the news from Ms. Burnside regarding the ADEQ permitting. Mr. Simonton reviewed his contacts with ADWR and other entities on the adequate water supply issues in Camp Verde and outlined possible solutions suggested for the Town as well as efforts being made by developers in the community.

Bob Womack came to the meeting with hatchet in hand, said he is willing to bury the hatchet, and hopes the Council is willing to do the same.

There was no further public input.

5.a Discussion with the Town Manager concerning his performance review.

On a motion by Smith, seconded by Hauser, the Council voted unanimously to go into Executive Session for legal advice.

On a motion by Smith, seconded by Baker, the Council voted 4-3 to continue Agenda Item 5.a until proper Town procedure is followed; with 'no' votes by Gioia, Hauser and Parry.

The Council members discussed the issue of the last-minute addition to the agenda and what constituted a beyond-control circumstance that would permit the addition. Attorney Sims reviewed the background and legal authority for the decision, although he said he could not address the issue of circumstances beyond control. There was acknowledgment in the discussion that the Finance Director and Town Manager are both due for a review, but a point of order was made that there is a set procedure that should be followed and that has not been done. With input from Sims, the discussion continued on the question of what created or justified the need for the last-minute addition of Item 5a to the agenda. There was also strong objection that the item was not only added at the last minute, but added to the agenda for a Council/Planning & Zoning meeting where typically an attorney is not present to go into Executive Session; Sims

reviewed the background leading to his attendance. When asked for his preference, Town Manager Lee said he was unable to request either an open or closed meeting since he was unsure of what the intent of the agenda item was, and the Town was not following the process for evaluation. Gioia reminded Lee that he had told him that the discussion under the agenda item could involve either that format of review or talk about some issues, and the Council could decide by a majority vote whether Lee remained in the Town's employ or not, and that could now be discussed either in private or public at Lee's discretion. Lee recommended that a Council member make a motion to delay the item and go through the regular process as set by Council and by Code. Attorney Sims then requested a 15-minute recess in order to brief the Council on legal issues.

The meeting was adjourned at 7:28 p.m. to go into Executive Session and was called back to order at 7:46 p.m.

Sims reported that he had advised the Council on various legal alternatives, and that the Town Manager has the right to either request an Executive Session or he may request that the meeting remain open. Lee again recommended that a motion be made to continue the item and to follow the Town Code as outlined.

5.b Discussion, consideration, and possible assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of the Town Manager.

On a motion by Gioia, seconded by Hauser, the Council voted unanimously to table Item 5b.

6. Discussion, consideration, and possible appointment to the following commissions:

a. **Planning & Zoning Commission** (1 position)

b. **Library Advisory Commission** (2 positions)

On a motion by Parry, seconded by Gioia, the Council voted 2-5 to appoint Bob Johnson to the Planning & Zoning Commission; with 'no' votes by Smith, Baker, Kovacovich, Hauser and Parrish.

On a motion by Baker, seconded by Smith, the Council voted unanimously to appoint Joe Butner to the Planning & Zoning Commission.

On a motion by Baker, seconded by Gioia, the Council voted unanimously to appoint Lisa Mina to the Library Commission.

Bob Johnson outlined his experience, education and participation on the Town's Board of Appeals, and his passion for the Town of Camp Verde.

Lisa Mina, a current member of the Library Commission, expressed her desire to continue to serve and reviewed her qualifications as a teacher and her education in library science.

There was no further public input.

7. Discussion, consideration, and possible approval of Resolution 2006-708, a resolution of the Common Council of the Town of Camp Verde, Arizona approving the Preliminary Plat 2006-05 for the purpose of developing River's Edge subdivision within Simonton Ranch Master Planned Community on a portion of parcel 403-23-102Q consisting of approximately 14.3 acres and 10 lots with the minimum lot size being 35,000 square feet.

On a motion by Baker, seconded by Kovacovich, the Council voted 6-1 to approve Resolution 2006-708, a resolution of the Common Council of the Town of Camp Verde, Arizona approving the Preliminary Plat 2006-05 for the purpose of developing River's Edge subdivision within Simonton Ranch Master Planned Community on a portion of parcel 403-23-102Q consisting of approximately 14.3 acres and 10 lots with the minimum lot size being 35,000 square feet; noting the exceptions that are listed in the Resolution, and including the stipulation regarding the trails maintenance agreement with the Homeowners Association; with a 'no' vote by Hauser.

STAFF PRESENTATION

Community Development Director Buckel reviewed the subject development, which is another project within the Simonton Ranch and will be called River's Edge. An overall map of the Simonton Ranch was provided in order to show the relationship between the different subdivisions that have been going through the approval process. Buckel outlined the exceptions to the Town standards that the applicant is requesting and which are listed in the proposed Resolution. Buckel also reviewed the agencies' responses and comments; no written responses to the notification letters have been received. The P&Z Commission has recommended approval of the preliminary plat. Buckel said that during the Commission discussion the maintenance issue with the trails was brought up with Mr. Simonton; he will address that issue with the Council tonight.

PUBLIC HEARING OPEN**Applicant's Statement**

Scott Simonton first advised the Council that the name of the development will be changed on the Final Plat to "Water's Edge," and in a Power Point presentation outlined the location of the subdivision, the access roads, relationship to other developments, open space, and the number and sizes of lots. Simonton also reviewed the reasons for the exceptions being requested. Simonton also advised the Council of his negotiations regarding ADWR approvals and resolving their issues. Simonton added that the subdivision promises to be a quality project for the Town.

COMMENT FROM OTHER PERSONS

There was no comment from other persons.

APPLICANT'S REBUTTAL

There was no rebuttal necessary.

PUBLIC HEARING CLOSED**Council Discussion**

The members discussed with Mr. Simonton the proposed exceptions and comments from the Town Engineer, the access roads, the plans for temporary septic systems and anticipation of the expansion of the sewer system. The issue of the development and maintenance of trails was discussed at length, with input from the Attorney Sims. Mr. Simonton referred to his past discussions with the Council members and the very real concern about developing the trails and the responsibility for maintenance and the liability issues that would arise. He said the developers were willing to make them the Town trails, but would propose as a compromise to enter into an agreement with the Town whereby the Town would own the trails for the use of the community. The HOA's would commit to keep the trails maintained as far as litter and weeds, but would not wish to accept responsibility beyond that. The HOA's would also request being added to the Town's insurance as an added insured. The members discussed in detail the proposal outlined by Mr. Simonton in regard to the trails maintenance. It was generally agreed that once the trails are dedicated to the Town, the Town should accept responsibility for them since they are being required in compliance with the General Plan. Attorney Sims confirmed that the compromise being proposed by Mr. Simonton was a reasonable solution, addresses some of the safety issues, and is similar to what is being done in the Phoenix area. In the agreement the Town could also retain the ability to make sure the HOA's would perform the baseline functions.

During the discussion Scott Simonton requested that the record reflect that as he sells off a parcel the purchaser is given all the documentation and stipulations that come from the Town on zoning; the preliminary and final plats are not submitted back to him for his approval. Mr. Simonton added that he then has no control over determining where the trails are and what they are, the safety issues and maintenance. Attorney Sims said that a solution would be for the Town to include a stipulation in the plat; the HOA must enter into an agreement to provide the spraying

and weed control, and in return the Town would make the HOA an additional insured, as discussed.

Gioia said that the Community Development Director will involve possibly every other subdivision in the trails issue and that the solution discussed may be the expectation of the Council. Gioia also requested that the proposed agreement be included on a subsequent Council Hears P&Z meeting, after first presenting it to the Trails Committee and P&Z Commission for review.

8. Discussion, consideration, and possible approval of Resolution 2006-709, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, removing the stipulation requiring the application for transfer of water rights before recordation of the Final Plat for Equestrian Estates Phase 1.

On a motion by Gioia, seconded by Parry, the Council voted unanimously to approve Resolution 2006-709, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, removing the stipulation requiring the application for transfer of water rights before recordation of the Final Plat for Equestrian Estates Phase 1; and contained in that resolution the statement that it will move to the 2nd Phase.

Buckel explained that the approval of the 1st Phase of Equestrian Estates included a stipulation requiring transfer of water rights. Mr. Weiland has met with SRP and was given the wrong paperwork for processing the application. Because of the delay caused by the error, and input required from many sources, the applicant requests that the 1st Phase be allowed to move forward in order to sell some lots and recoup money from construction of the infrastructure; he is willing to place that requirement on the 2nd Phase. The proposed Resolution includes that language.

Mark Weiland confirmed that he is working on the transfer of water rights; the Council agreed that the process is time-consuming and that because of the complexity for the Town as well it would not be fair to delay the applicant and that it would be acceptable to move the requirement to the 2nd Phase.

Public Input

Jim Bullard advised the Council that the Water Company still has \$50,000 with which to purchase water rights.

There was no further public input.

9. Discussion, consideration, and possible approval of Ordinance 2006-A331, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, changing the zoning for parcel 403-18-003B consisting of approximately .62 acres from RCU2A to R1L-12. This rezoning is to allow for development of two lots.

On a motion by Gioia, seconded by Hauser, the Council voted 2-5 to deny approval of Ordinance 2006-A331, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, changing the zoning for parcel 403-18-003B consisting of approximately .62 acres from RCU2A to R1L-12; this rezoning is to allow for development of two lots; with 'no' votes by Smith, Kovacovich, Baker, Parrish and Parry. *The motion failed.*

On a motion by Baker, seconded by Kovacovich, the Council voted 5-2 to approve Ordinance 2006-A331, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, changing the zoning for parcel 403-18-003B consisting of approximately .62 acres from RCU2A to R1L-12; this rezoning is to allow for development of two lots; with 'no' votes by Gioia and Hauser. *The motion failed.*

STAFF PRESENTATION

Buckel apologized for a mix-up on staff's part, explaining that a subsequent discussion with the attorney following the meeting confirmed that there are stipulations on a very stringent vote

when there is neighborhood opposition. Staff had just applied that requirement to the wrong part of the hearing. It is to be applied to the zoning map change request. Therefore, tonight a 6-1 vote will be required to approve the zoning map change. The General Plan Amendment was approved by a 5-2 vote. The applicant was informed that if the opposition still exists as had been noted, the change may not be approved. Buckel reviewed the change in zoning to the parcel that would allow for development of 2 lots with R1L zoning for residential use and the construction of two site-built homes.

PUBLIC HEARING OPEN

Applicant's Statement

Troy Krauter cited what he calculated was the average lot size on both sides of Shady Lane based on research that he had done; he believes the lot sizes that would result from the parcel split requested would compare favorably. Mr. Krauter believes that the fear of congestion suggested by the neighbors was unfounded; also, the proposed homes would be moderately priced.

COMMENT FROM OTHER PERSONS

Marlin Cassa restated the opposition of the neighbors as listed in the previously signed letter and petitions, and confirmed that as far as he knew there had been no change of minds; they do not want the change. Mr. Cassa stressed that the greatest concern of the neighbors is the added traffic congestion seven days a week.

APPLICANT'S REBUTTAL

Troy Krauter answered questions from the members as to the anticipated approximate price of the homes and the possible positive effect on the real estate prices in the area. Mr. Krauter said he hoped to make the neighbors proud of what he planned to build.

PUBLIC HEARING CLOSED

Council Discussion

In response to a question, Attorney Sims said the change that was made in the land use at a previous meeting did create a conflict. However, it is legal for the zoning to be inconsistent with the planned land use; Sims explained that in order to satisfy the requirements of the Legislature when there is opposition in the neighborhood, the vote to approve the rezoning must be a majority of six. Mr. Krauter added another basis for opposition in that the existing neighborhood consists of retired and working class residents. He believes the planned project is strictly a financial investment and will result in two rental properties. During the Council discussion Mr. Krauter was assured that the decision facing the Council was a difficult one. There was comment that the desires of the neighbors should be honored, countered with the opinion that the planned homes would be a good addition to the neighborhood.

A recess was called at 9:13 p.m.; the meeting was called back to order at 9:20 p.m.

10. **Discussion, consideration, and possible approval of SPR 2006-03: a request made by Pete Schultz, agent for H.H. Ranch LLC owner, for approval of a site plan for a commercial complex to be located on parcel 404-23-028A zoned C2-4.**

On a motion by Baker, seconded by Kovacovich, the Council voted unanimously to approve SPR 2006-03, a request made by Pete Schultz, agent for H.H. Ranch LLC owner, for approval of a site plan for a commercial complex to be located on parcel 404-23-028A zoned C2-4.

STAFF PRESENTATION

Buckel advised the Council that the subject request is for approval of a site plan for a commercial complex that will be placed on the former site of the VFW Thrift Store. The owner found that the existing building was beyond being upgraded to the current building code. That building has been removed and the owner planned the design of the new construction to address the historic nature of the Downtown area. Buckel outlined the dimensions of the planned building that includes a second story, as well as the parking provisions. The P&Z Commission voted

unanimously to recommend approval of the site plan. The Commission expressed some concerns about a possible fire hazard, drainage and parking availability.

PUBLIC HEARING OPEN

Applicant's Statement

Pete Schultz said that the owner is looking for approval of the request, described the building that will occupy the footprint of the former building, although the actual use space is 52 feet smaller, and listed the types of businesses and office spaces that are planned.

COMMENT FROM OTHER PERSONS

There was no comment from other persons.

APPLICANT'S REBUTTAL

No rebuttal was necessary.

PUBLIC HEARING CLOSED

Council Discussion

The members discussed with Mr. Krauter the types of construction materials and lighting, the planned height and parking accommodations, and the small shops that the owner planned for, commenting that the design appeared to be very innovative.

There was no public input.

11. Discussion, consideration, and possible approval of Resolution 2006-706, a resolution of the Mayor and Town Council of the Town of Camp Verde, Arizona supporting the Verde Valley Regional Land Use Plan.

On a motion by Baker, seconded by Smith, the Council voted 4-3 to accept the changes made to the proposed Verde Valley Regional Land Use Plan by the Planning & Zoning Commission; with 'no' votes by Gioia, Hauser and Parrish.

Buckel said that the proposed Regional Land Use Plan was put together by consultants hired by the County; the Town supported the idea and contributed to their hiring. It is the end result of many public hearings and meetings and was presented to each of the communities for their input and is also based on information in the various General Plans and Focus Future. The Plan will ultimately be adopted by the Board of Supervisors. The P&Z Commission reviewed the document on September 14, 2006, and their comments are excerpted from the Minutes of that meeting. The Commission's suggested changes are based in part on concern that there is language in the document that might be later construed as allowing other communities to dictate activity within the Camp Verde community.

The Council briefly discussed continuing the item for a thorough review; there was also a suggestion to hold a joint Work Session with the Commission. After further discussion, with some minor changes suggested to staff, a motion was made to accept the changes made to the Land Use Plan by the Commission.

Public Input

Rob Witt said that in addition to the P&Z changes made, he felt it was important to also address the issue of access to Camp Verde.

There was no further public input.

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

There was no public input.

13. Advanced Approvals of Town Expenditures

There were no advanced approvals of Town expenditures.

**MINUTES
REGULAR SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, OCTOBER 4, 2006
6:30 P.M.**

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1. Call to Order

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

2. Roll Call

Mayor Gioia, Councilors Smith, Baker, Kovacovich, Parrish and Parry were present; Vice Mayor Hauser arrived at 6:31 p.m.

Also Present: Town Manager Bill Lee, Town Attorney Brad Woodford, Town Engineer Ron Long, Grants Administrator Mike Casebier, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

The Pledge was led by 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) September 20, 2006 – Regular Session
- 2) September 27, 2006 – Executive Session

b) Set Next Meeting, Date and Time:

- 1) Regular Session – October 18, 2006 at 6:30 p.m.
- 2) Council Hears P&Z – October 25, 2006 at 6:30 p.m.
- 3) Regular Session – November 1, 2006 at 6:30 p.m.
- 4) Regular Session – November 15, 2006 at 6:30 p.m.
- 5) Council Hears P&Z – November 22, 2006 – **CANCELLED**
- 6) Council Hears P&Z – November 29, 2006 at 6:30 p.m.

c) Possible approval of Proclamation declaring the week of October 8-14, 2006 as "Drive against Meth" week.

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

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

(The following comments are in summary; they are not verbatim.)

George Young said that a person had given him a video tape containing very informative short TV commercials regarding the real dangers of meth labs; he would appreciate knowing the name of that person.

Rob Witt described his personal experience that made him realize the importance of leaders using rewards instead of criticism. To illustrate, Mr. Witt read several quotations from a book by John Carver, entitled "Boards That Make a Difference"; copies of that book were presented to the Council members as gifts.

Mike Casebier, Grants Administrator, announced that Camp Verde had been selected to receive a grant to purchase two cannons and ten sets of period uniforms in connection with promoting

Fort Verde; he displayed pictures and described the historically correct cannons that will be purchased.

There was no further public input.

As a courtesy to the attending public, Mayor Gioia requested that the hearing move forward to Item 9 prior to addressing the remainder of the Agenda.

6. Discussion, consideration, and possible approval of a contract with Sedona Recycles, Inc. for recycling services.

On a motion by Hauser, seconded by Gioia, the Council unanimously approved the contract with Sedona Recycles, Inc. for recycling services.

Lee explained that approval of the contract was routine, that the Town has been contracting with Sedona Recycles for a number of years. The contract has been reviewed by the Town Attorney. It was confirmed that the amount involved has been budgeted.

There was no public input.

7. Discussion, consideration, and possible approval of a revised form to be used for evaluations of Council-appointed positions.

On a motion by Parry, seconded by Hauser, the Council voted 6-1 to table this item until Parry and Smith have worked on the forms; with a "no" vote by Baker.

Lee said that Council had voted back in April to revise the subject forms; he has included all the forms in the agenda packet for review and to make possible changes. Parry explained that he and Councilor Smith had planned to study the forms, and suggested that the matter be tabled until after he and Smith can meet next week. As for the upcoming evaluations of the Manager and Finance Director, it was determined that the existing forms and procedure will be followed.

Gioia announced that after the action taken last week Council has informed the Town Attorney that Management has been directed to move forward with the evaluation process as the Town has in place. Clarification of that statement was requested but no further discussion followed.

8. Discussion, consideration, and possible direction to staff concerning the possible development of policies and procedures for Town dedication plaques.

The majority of the Council approved directing staff to adopt the policy of recognizing seated Council members, beginning when a project started to the completion of the project, on dedication plaques on buildings.

Councilor Smith said that at least two Councils had been involved in bringing the new Marshal's office to a reality; the previous Council had made the hard decision by identifying and purchasing the property and determining the method of financing it, but received no credit on the dedication plaque. Smith said he feels that there should have been recognition of that Council on the plaque, and suggested that the members discuss that issue and possibly direct staff on the future procedure for creating dedication plaques, and also to consider giving recognition to volunteers.

Lee said that Marshal Smith had indicated that the usual procedure is to recognize the standing Councils. The members discussed the concern expressed, and whether individual names or only the governing bodies are acknowledged, or simply dedicated to the citizens. It was agreed that whatever policy is decided upon, succeeding Councils could adopt a different one.

There was no public input.

9. **Update, discussion, and possible direction to staff regarding the development of Black Bridge Park.**

There was no action taken.

Mayor Gioia explained that, based on previous public concern, the purpose of including Item 9 on the Agenda was to give the public and Council members the opportunity to become informed regarding the plan for the Black Bridge Park.

Town Manager Lee detailed the meetings and contacts with residents in the area of the future park in order to discuss their concerns and the plans that will include building a pathway down to the river, dealing with the archaeological issues, although that cost is as yet unknown; the construction on the roadway, restrooms and signage. Mayor Gioia added that he had contacted the Yavapai-Apache Nation Chairman to ask for help on mitigating the archaeological site; with their assistance it may be possible to resolve the issue of cost through a grant proposal and working with volunteers. The Council members then discussed the history of the planned park at length with the Town Manager, questioning the ongoing issues of archaeological concerns, the costs involved, the history of acquiring the property, decisions that have been made, the need for a definite plan, a possible alternate access to the park to reduce traffic concerns, with general agreement regarding the importance of keeping the public informed as the standard operating procedure of the Town Manager.

PUBLIC INPUT

(The following comments are in summary; they are not verbatim.)

Bobbie White May agreed that definite plans should be available and the residents informed of any changes; she also described the history of finding Indian artifacts on the property, and made suggestions regarding creating a small access road, outlining ideas for the park. *Lee discussed with Ms. White the plans that he had previously reviewed with her and the other residents.*

Paul Clawson thanked the Council for their positive comments and for getting the issue out into the open, and questioned what appears to be essentially different from the original plan that was the basis for the grant funding, the apparent unknown costs ahead, and protesting that the citizens should have been kept informed. Mr. Clawson also suggested a better access route.

Shirley Barnes, because of the location of her home, shared her concern about an increase in people possible trespassing on her property as well as leaving trash or breaking into and robbing the residence.

Bob Johnson said that Black Bridge Loop Road has been quiet for years, and he does not blame the residents for being upset. *In response to his question, Mayor Gioia discussed with Mr. Johnson what a pit house is.*

Rob Witt described a telephone commercial as an example of the lack of communication, and publicly chastised Parry for what he considered was an attempt to embarrass the Town Manager in front of constituents. Mr. Witt said that management needs to be able to do their job without the interference of a governing board. *Ms. May spoke again, objecting to Mr. Witt reprimanding the Council member.*

Robin Whatley recounted her initial contacts with Mayor Gioia and Manager Lee in order to defend Gioia and clarify statements made by both. *Lee, Gioia and Ms. Whatley briefly discussed the issue for further clarification.*

There was no further formal public input.

When it appeared that the discussion, with public input, was becoming an emotional debate over adequately informing the community, placing blame, delegating and accepting responsibility, and

using the issue to manipulate an outcome, Mayor Gioia determined that further discussion would be unproductive and called an end to the hearing on this item.

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

Bob Johnson said that he feels that much is accomplished by letting anger out; he has done that many times and felt better for it.

There was no further public input.

11. **Advanced Approvals of Town Expenditures**

There were no advanced approvals of Town expenditures.

12. **Manager/Staff Report**

Lee commented that the weekend of October 14-15 is Fort Verde Days, and those planning on being in the parade should submit their applications. Lee also reported on another conversation with Congressman Renzi's office and updated the members on the progress on acquiring the public land for the community park.

Lee advised the Council that the traffic issue recently raised by residents on McCracken Lane are being addressed; a No River Access sign has been installed, the speed limit signs are being worked on. Lee also reported on the tourism grant that should bring people to the center of the Town.

13. **Council Informational Reports**

Hauser mentioned Homecoming Night this coming Friday, and reported on her attendance at the Verde River Day last Saturday as well as her participation today and the information discussed at the WAC Retreat.

Parrish commented on the Colonel's Daughter competition and his appearance on TV last week advertising Camp Verde. Parrish shared his concern about glass in the road coming out from the Yavapai-Apache Nation.

Parry said it was good news that developers are not showing up to bid on auctioned land down in Phoenix, and that should be good for the Park. He encouraged everyone to go to Winslow to have a look at La Posada.

Gioia agreed that Verde River Day was a great event. Gioia commented on Prescott Valley auctioning off their processed effluent water to developers for new development which raised concern about the requirement by AMA regarding water being taken out of and returned to the aquifer. Gioia also announced an attempt to interest those in the community who might want to work on water issues as a committee.

14. **Adjournment**

On a motion by Hauser, seconded by Baker, the meeting was adjourned at 8:23 p.m.

Tony Gioia, Mayor

Margaret Harper, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on the 4th day of October 2006. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2006.

Debbie Barber, Town Clerk

October 10, 2006

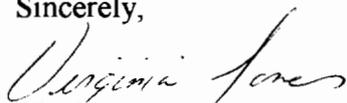
Mayor and Council
Town of Camp Verde
473 S. Main Street
Camp Verde, AZ 86322

RE: Housing Commission

Honorable Mayor and Council:

It is with deep regret that I am resigning my position on the Housing Commission. Unfortunately, I am unable to commit the time needed to fulfill my duties. Thank you for the opportunity to serve on the Commission.

Sincerely,


Virginia Jones

**QUARTERLY REPORT
Board of Adjustments
July - Sept 2006**

REGULARLY SCHEDULED MEETINGS: 3

July 18, 2006

Present: Chairperson McDonald, Vice Chairperson McIntyre, Board Members Bassous, Hoover and Roddan. Board Members Johnson and Bullard were absent.

August 15, 2006

Present: Chairperson McDonald, Vice Chairperson McIntyre, Board Members Hoover, Bullard, Johnson and Roddan; Member Bassous was absent.

September 19, 2006

Present: Chairperson McDonald, Vice Chairperson McIntyre, Board Members Bassous, Hoover, Bullard, Johnson and Roddan.

SPECIAL SESSION MEETINGS: 1

August 1, 2006 – Special Session

Present: Vice Chairperson McIntyre, Board Members Bassous, Hoover, Bullard and Roddan. Chairperson McDonald and Member Johnson were absent.

WORK SESSIONS: 0

SPECIAL SESSIONS: 1

THE FOLLOWING APPLICATIONS WERE APPROVED:

August 1, 2006 – Special Session

BOA 2006-06, An application submitted by Jim Charles, agent for Dave Sanders, owner of 404-22-062A and 404-22-062B requesting a 4' ft variance to allow for room addition on existing non-conforming home. This property is located at 85 Hollamon and zoned R2-4. **The Board voted unanimously to grant the variance.**

August 15, 2006 – Regular Session

BOA 2006-05: An Application submitted by Michael Hough-Napa/Camp Verde Automotive, owner of parcel 404-28-056 requesting a variance to exceed the maximum height requirement of 20' feet and the maximum size requirement of 64 sq. ft. to allow the placement of a 34' foot, 150 sq. ft freestanding sign on his property located at 27 W. General Crook Trail. This property consists of approximately 1 acre and is currently zoned C2-4. **The board voted 5-1 to grant the variance as requested; with a 'no' vote by Roddan.**

September 19, 2006 – Regular Session

BOA 2006-07, An application submitted by Otha Dee Orr, owner of 404-02-055 requesting a variance to infringe on the side & rear setbacks with the expansion of a non-conforming accessory structure. This property is located at 1953 Murdock and zoned R1-35. **The Board unanimously approved the application submitted by Otha Dee Orr for the variance for infringement as presented.**

THE FOLLOWING APPLICATIONS WERE DENIED:

July 18, 2006 – Regular Session

Application by Kerry Boyer: An application by Kerry Boyer of Sign's Plus, agent for Carioca Company owner, for parcel 403-22-033B zoned C2-4. The applicant is requesting an appeal of the Director's decision denying the replacement of the Subway Freeway sign that would increase the signage by 56' feet. This would result in the total Freeway Signage for this commercial property to be over 300' sq ft allowed by Section 118 of the Planning and Zoning Ordinance for freeway sign. **The Board voted unanimously to deny the request for the variance submitted by the Carioca Company.**

THE FOLLOWING ITEMS WERE DISCUSSED BY BOARD:

- There were no items discussed by the Board for this quarter.

THE FOLLOWING ITEMS WERE DISCUSSED IN WORK SESSIONS:

- There were no work sessions for this quarter

THE FOLLOWING PRESENTATIONS WERE HEARD BY THE BOARD:

- There were no presentations for this quarter

COMMENTS:

Approved by the Board of Adjustments at their October 17, 2006 Regular Session.

C.A. McDonald, Chairman

**QUARTERLY REPORT
Planning and Zoning Commission
JULY – SEPT 2006**

REGULARLY SCHEDULED MEETINGS: 6

JULY 6, 2006 – REGULAR SESSION

Present: Chairperson Witt, Vice Chairperson Morris,
Commissioners Hisrich, Womack, Bullard, Freeman and Burnside.

JULY 25, 2006 – JOINT WORK SESSION

Present: Commissioners Burnside, Freeman & Womack

**JULY 13, 2006 – REGULAR SESSION - CANCELLED DUE TO LACK OF
AGENDA ITEMS**

AUGUST 3, 2006 – REGULAR SESSION

Present: Chairperson Witt, Vice Chair person Morris,
Commissioners Womack Bullard and Burnside.
Absent: Commissioners Freeman and Hisrich.

**AUGUST 10, 2006 – REGULAR SESSION – CANCELLED DUE TO LACK OF
AGENDA ITEMS**

SEPTEMBER 7, 2006 – REGULAR SESSION

Present: Chairperson Witt, Commissioners Hisrich, Womack,
Bullard, Freeman and Burnside.
Absent: Vice Chairperson Morris.

SEPTEMBER 14, 2006 – REGULAR SESSION

Present: Chairperson Witt, Vice Chairperson Morris,
Commissioners Hisrich, Womack, Bullard, Freeman and Burnside.

JOINT WORK SESSIONS: 1

July 25, 2006 – Joint Work Session

- **Overview & Power Point Presentation:** Matt Morris of Casa Verde Consulting gave an overview and power point presentation of the Design Review Ordinance. Morris reviewed the changes to the document based on comments that were made at the previous meeting.

SPECIAL SESSIONS: 0

THE FOLLOWING RECOMMENDATIONS WERE MADE TO COUNCIL:

July 6, 2006 – Regular Session

- **Approval of ZMC 2006-09**, an application submitted by Jack Sheehan, agent for Wingstar LLC, owner of parcel 403-22-102B requesting zoning map change from C2-2 to C3-2 for the development of a self storage facility. This property consists of 1.93 acres and locate4d at Industrial Drive (fronts) paralleling the northeast intersection of I-17 and Hwy 260
- **Approval of PP 2006-02**, an application submitted by Scott Simonton, owner of a portion of parcel 403-23-103C requesting preliminary plat approval for Elk Creek Subdivision consisting of approximately 24.0 acres and 87 lots; this property is located off the Northeast corner of Hwy 260 and Finnie Flat Road; with parking allowed on the streets.

- **Approval of GPA 2006-05**, and application submitted by Rob Witt, owner of parcel 403-19-012D requesting general plan amendment from rural residential to low density for 2 acres and medium density for .95 acres to accommodate the intention of creating three affordable priced homes; two on one acre lots and the existing home on .95 acre; this property is located 1856 Wot Evans Drive; with a 'no' vote by Burnside.
- **Approval of ZMC 2006-08**, an application submitted by Rob Witt, owner of parcel 403-19-012D requesting a zoning map change from RCU-2A to R1-35 to allow for three homes to be developed on approx. one acre each with the intention of creating three affordably priced homes; two on one acre lots and the existing home on .95 acre; this property is located at 1856 Wot Evans Drive; with a 'no' vote by Burnside.
- **Approval of UP 2006-01**, an application submitted by Young Ho Kim, agent for Kimstock LLC, owner of parcel 404-28-018Y and 404-28-018L requesting revision of Use Permit #99-04 for Trails End RV Park, lifting time limit of 6 month stay for RV's and eliminating the use of tents, removing turn lane requirement, and extending permit for a total of ten years. This property is located at Trails End RV Park.
- **Approval of UP 2006-02**, an application submitted by Bueler Family LLC, owner of 404-22-021 requesting a use permit for the installation and operation of a cremation retort on the existing premises of funeral home located at 143 W. Arnold St.
- **Approval of AMD 2006-02**, approval of AMD 2006-02, an amendment to the Town of Camp Verde Planning & Zoning Ordinance Section 108 regarding Building Height and Density Requirements.

August 3, 2006 – Regular Session

- **Approval of PP 2006-01**, an application submitted by Dugan McDonald, owner of parcel 404-30-029D requesting preliminary plat approval for development of Sleepy Hollow Subdivision consisting of 2.41 acres and 20 lots, zoned R2-2 and located at 485 S. Nichols St.
- **Approval of GPA 2006-06**, an application submitted by Carlie Androus, owner of parcel 403-18-003B requesting general plan amendment approval for approximately .62 acres from rural residential to medium density residential located 3146 Shady Lane.
- **Approval of ZMC 2006-10**, an application submitted by Carlie Androus, owner of parcel 403-18-003B requesting a zoning map change for approximately .62 acres from RCU-2A to R1L-12; this property is located at 3146 Shady Lane.

September 7, 2006 – Regular Session

- **Acceptance of SRP 2006-03**, an application submitted by Pete Schultz, agent for Gary Hastings of HH Ranch, LLC owner of parcel 404-23-028A for their building located at 559 S. Main Street.
- **Approval of PP 2006-05**, an application submitted by Scott Simonton, agent for Verde River Properties, LLC & River's Edge 12 LLC owners of a portion of 403-23-102Q requesting a preliminary plat approval for the River's Edge at Simonton Ranch consisting of approximately 14.3 acres and 10 lots. This property is currently zoned PAD2 (R1L-35) and is located at the North East Corner of Hwy. 260 & Finnie Flat Road, including the four exceptions requested.
- **Verde Valley Regional Land Use Plan-Draft**, Commission voted to unanimously to schedule a meeting for September 14, 2006 in order to further discuss.

September 14, - Regular Session

- **Verde Valley Regional Land Use Plan – Draft,**

Witt prefaced review of the Regional Land Use Plan draft with acknowledgment that there has been a tremendous amount of work done and it does represent a significant amount of interest in other communities in the Valley; however, Witt added that it appears that there has not been good job done on input from Camp Verde thus far, and that the document represents a significant deviation from what the community would like to see. The Commission then reviewed and discussed the proposed Final Draft in detail, page by page, expressing varying opinions with some strong objections, but generally agreeing that Camp Verde was unfairly represented, to its future economic detriment. The Commission ultimately arrived at a majority consensus, with the changes and additions noted as follows:

Page I-3: Plan Guidance, amend first paragraph, in part: “.....The Plan is not mandatory. But it will encourage interjurisdictional communication.”

Second paragraph, add, “.....respects local self-determination and is sensitive to personal property rights.”

Page II-2: Economic Development, paragraph beginning, “Quality of life...”, last sentence, change to, “.....; Camp Verde can develop a full-service economy with its ideal access to the transportation system at SR 260 and I-17.”

Also, at bottom of Page II-2, last paragraph, change and add as follows, “.....; Camp Verde, the Yavapai-Apache gaming venues, and the 18 miles of Verde River which offers excellent opportunities for recreational activities and hospitality development; and the SR 260/I-17 Interchange as an optimum location for a Regional Mall; Beaver Creek’s.....”

Page II-4: Fourth paragraph, delete reference to “Ruskin properties for example,” amending first sentence to, in part, “Land sales or trades create both positive and negative...” and last sentence, in part, “.....jurisdiction may challenge Valley governments’ capability.....”

Page II-5: Paragraph beginning, “Water assurances are prerequisite to...”, delete portion of next sentence, in part, to read instead, “.....systems will be needed for planned development along Interstate I-17 and SR 260.”

Page II-6: Last paragraph beginning, “**Traffic reduction** methods,” amend second sentence, in part, “.....Verde Valley roads underscores the necessity for careful planning here.”

Page II-7: Delete entire paragraph beginning at the bottom, “Lands being considered under the Ruskin Land Trade....” and ending at top of Page II-8 with, “.....to infrastructure financing.”

Page II-8: Paragraph beginning, “.....Highway growth nodes...”, amend second sentence, “.....conscious effort is made to develop in such a way.....”

Page II-10: Camp Verde, Replace entire paragraph beginning, “Camp Verde will remain.....,” and ending, “.....over a million visitors every year..,” with the excerpt from Page 4 of Focus Future, as follows: “Camp Verde is an ideal blend of old and new, of strong traditions and progressive ideas. Camp Verde will have a strong and viable economic base attracting families, retirees, diverse businesses including industry. Employment opportunities with competitive salaries and benefits will provide residents opportunities to secure attractive

STAFF REPORT

Council Meeting of: October 18, 2006

Title: **Resolution 2006-706: a resolution by the Town Council supporting the Verde Valley Regional Land Use Plan**

Description Of Item: This resolution was heard by the Council at their meeting of September 27th where they discussed the draft document of the Regional Land Use Plan for Yavapai County. During the meeting the Council reviewed and discussed the changes recommended by the Commission and the Council voted to approve the recommended changes but did not vote on the approval of the resolution. Staff has brought back the resolution for Council discussion and action.

Commission Recommendation: The Commission reviewed this document at their September 14, 2006 meeting and voted 6-1 to recommend approval of the document to the Council with the corrections attached for Council review. There was concern voiced by some of the Commission members about some of the language in the document that referred to the development activity within the Town of Camp Verde.

Attachments: Yes

Prepared by: Nancy Buckel



RESOLUTION 2006-706

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, SUPPORTING THE VERDE VALLEY REGIONAL LAND USE PLAN WITH THE ATTACHED RECOMMENDED CHANGES.

WHEREAS, the various communities in the Verde Valley have cooperatively worked together to pursue a regional plan, and

WHEREAS, the Verde Valley is comprised of five (5) incorporated Cities and Towns and several unincorporated communities located along major highway corridors in relatively close proximity within a well defined geographic area. These circumstances create a unique opportunity and unlimited potential for Regional Planning within this part of Yavapai County; and

WHEREAS, the Camp Verde, Clarkdale, Cottonwood, Jerome and Sedona general plans and the various specific Community Plans amending the Yavapai County General Plan in the Verde Valley, and the Camp Verde, Clarkdale, Cottonwood, Jerome and Sedona Focused Future efforts all cite that regional planning and regional coordination is beneficial and necessary for the Verde Valley, and

WHEREAS, the Growing Smarter Act requires regional planning; and

WHEREAS, decisions made in one Verde Valley jurisdiction will impact other communities, other jurisdictions and the region as a whole. Moreover, land use decisions made without regional perspective and outlook will tend to create unintended and undesirable consequences; and

WHEREAS, the lack of adopted specific area land use plans covering all portions of the Verde Valley makes it difficult for policy makers and the general public to respond to specific rezoning or development proposals; and

WHEREAS, this is a result of previous resolutions adopted in 1998 which established common bonds and principles for regional cooperation and coordination in land use planning and development decisions in the Verde Valley.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA:

The Town of Camp Verde supports the Verde Valley Regional Land Use Plan with the recommended changes attached as Exhibit 'A'.

APPROVED AND ADOPTED by the Mayor and Town Council of the Town of Camp Verde, Arizona this 18th day of October, 2006.

Tony Gioia, Mayor

APPROVED AS TO FORM

Town Attorney

Date
Attest:

Debbie Barber, Town Clerk

EXHIBIT A

Page I-3: Plan Guidance, amend first paragraph, in part: "..... The Plan is not mandatory. But it will encourage interjurisdictional communication."

Second paragraph, add, ".....respects local self-determination and is sensitive to personal property rights."

Page II-2: Economic Development, paragraph beginning, "Quality of life....", last sentence, change to, ".....; Camp Verde can develop a full-service economy with its ideal access to the transportation system at SR 260 and I-17."

Also, at bottom of Page II-2, last paragraph, change and add as follows, ".....; Camp Verde, the Yavapai-Apache gaming venues, and the 18 miles of Verde River which offers excellent opportunities for recreational activities and hospitality development; and the SR 260/I-17 Interchange as an optimum location for a Regional Mall; Beaver Creek's....."

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Page II-8: Paragraph beginning, ".....Highway growth nodes...", amend second sentence, ".....conscious effort is made to develop in such a way...."

Page II-10: Camp Verde, Replace entire paragraph beginning, "Camp Verde will remain.....," and ending, ".....over a million visitors every year..," with the excerpt from Page 4 of Focus Future, as follows: "Camp Verde is an ideal blend of old and new, of strong traditions and progressive ideas. Camp Verde will have a strong and viable economic base attracting families, retirees, diverse businesses including industry. Employment opportunities with competitive salaries and benefits will provide residents opportunities to secure attractive housing and obtain an enhanced standard of living. The Town will retain its rural lifestyle as influenced by its historic identity and continue to welcome visitors and potential residents alike. All citizens will be highly regarded and included in community planning."

Page II-14: Paragraph beginning, "**Resource sharing** begins with....", add last sentence

as follows: "Camp Verde is cooperating with Cottonwood on creating a trails system along the Verde River for recreational activities."

Page III-4: Correct reference to Camp Verde being "Lower Sonoran Desert" to "Upper Sonoran Desert."

A recess was taken at 8:24 p.m.; the meeting was called back to order at 8:28 p.m.

Page IV-1: EXISTING ROADWAY SYSTEM, first paragraph, amend last sentence to read, "Interstate 17 at Camp Verde is the southern gateway..."

Page IV-8: FUTURE ROADWAY SYSTEM, add to second paragraph as underlined, "...northern portion of State Route 260 from Camp Verde to Cottonwood are currently functioning as....."

Page IV-11: Factors Affecting Future Aviation Operations, sentence beginning, "In addition to area population...." add as underlined ".....air traffic volumes at Sedona and Cottonwood and a potential Regional Airport are listed below:....."

Page IV-12: Add another item to list, "Dead Horse Ranch State Park along Verde River through Camp Verde."

Page V-1: Note typographical error, "unincorporated/unincorporated"; correct to "incorporated/unincorporated."

Page V-5: Add to paragraph listing Trails, "Mail Trail from Camp Verde to Payson, 56 miles."

Page V-9: Note: Change the VVLPPI Planning Council Map to reflect what Camp Verde currently has in the General Plan.

Page VII-4: Yavapai Ranch/Ruskin Land Exchange, replace first paragraph with, "The Northern Arizona Land Exchange and the Verde River Partnership Act approved by Congress in 2005 has created the opportunity to develop approximately 2200 acres of prime land at the intersection of the two major highways in the Verde Valley, including a Regional Mall, destination tour attractions, restaurants and hospitality."; and delete the remaining two paragraphs. (Note: The second paragraph incorrectly referred to the NFS as "NSF.")

Page VIII-1: Respect Adopted General Plans, first paragraph, second sentence, in part, amend to, "...should consider, to the extent applicable, regional development guidelines."

Page VIII-1: "Recommendations: 1," amend to read, "Establish an advisory forum for inter-community resolution of land use conflicts in unincorporated areas."

Page VIII-8: National Forest Service, delete first paragraph, beginning with, "The Ruskin Exchange, with its" and ending with, "....Regional Land Use Plan."

STAFF REPORT

Council meeting of: October 18, 2006

Title:

Resolution for Workers' Compensation coverage for general volunteers and police volunteers.

Budgeted item: N/A

Description of Item:

Two Resolutions of the Town Council to establish a salary equivalent for purposes of computing workers' compensation insurance premium and compensation benefits for general volunteers and police volunteers.

Cost is \$2.50 per month for each volunteer. Paid only for months we have volunteers. This should protect the Town from liability in the event a volunteer is injured.

Staff Recommendation:

Staff recommends adoption of Resolutions

Comments:

A Resolution if required by Statute if a Town covers their volunteers with Workers' Compensation.

Attachments: Yes

Prepared by: Dane Bullard



RESOLUTION 2006-707

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, STATING THE SALARY EQUIVALENCY AND THE NUMBER OF AUTHORIZED POSITIONS FOR RESERVE POLICE OFFICERS IN THE TOWN OF CAMP VERDE.

WHEREAS, Sections 23-901(6) (d) of the Arizona Revised Statutes provides that the governing body of a City/Town may establish a salary equivalency for workers' compensation, premium payments and compensation benefits for Volunteer Reserve Police Officers serving on full-time basis (or part-time basis) without pay.

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde resolve, that the salary equivalent for volunteer Reserve Police Officers for the Town of Camp Verde is Two Thousand Six Hundred Twenty Eight Dollars (\$2,628.00) per month for the purposes of premium payments and compensation benefits under the workers' compensation provision of the Arizona Revised Statutes, to be effective the 18th day of November, 2006 and that the number of Reserve Police Officers eligible for coverage under the workers compensation coverage is 10 (ten).

PASSED AND ADOPTED by the Town Council of the Town of Camp Verde Arizona this _____ day of _____ 2006.

Mayor

ATTEST:

Town Clerk

Town Attorney



RESOLUTION 2006-710

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
ESTABLISHING A SALARY EQUIVALENT FOR PURPOSES OF COMPUTING
WORKERS' COMPENSATION INSURANCE PREMIUM AND COMPENSATION FOR
VOLUNTEERS.**

WHEREAS, Section 23-901.06 of the Arizona Revised Statutes states volunteer workers of a City/Town may be deemed to be employees and entitled to workers' compensation benefits upon the passage of a resolution or ordinance by City/Town defining nature and type of volunteer work and the number of workers to be entitled to such benefits. The basis for computing compensation benefits and premium payment shall be four hundred dollars per month.

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde resolve, that the salary equivalent for volunteers under Section 23-901.06 of the Arizona Revised Statutes is FOUR HUNDRED DOLLARS (400.00) per month for purpose of premium payments and compensation benefits under the worker's compensation provision of the Arizona Revised Statutes, to be effective the 18th day of November 2006, and that the number of volunteer's eligible for coverage under the workers' compensation coverage is ten (10) and the nature of the work is Special Events, Clerical, Grounds Maintenance and Building Maintenance.

PASSED AND ADOPTED:

Tony Gioia, Mayor

Attest:

Deborah Barber, Town Clerk

Approved as to form:

Town Attorney

STAFF REPORT

Council meeting of: 10-18-06 (Consent)

Title: Possible approval of contract with Tetra Tech EM Inc. to prepare a Waste Water Master Plan for the area extending from the western boundary of the Camp Verde Sanitary District or Dickinson Circle to the location of the Coury dealership. This is a budgeted item.

Budgeted item: Yes - \$70,000 of the cost is funded by the Yavapai Apache gaming donations and \$35,000 is funded by a grant from WIFA.

Description of Item: This is the first step in developing a master plan for this area.

Staff Recommendation: Approve the contract.

Comments: None

Attachments: Yes

Prepared by: Bill Lee



TETRA TECH EM INC.

September 29, 2006

Ms. Laura Tsosie
Environmental Coordinator
Water Infrastructure and Finance Authority
1110 West Washington Street
Suite 290
Phoenix, Arizona 85007

**Re: Task Assignment for Town of Camp Verde
Waste Water Master Plan – TA CW 012-2007**

Tetra Tech EM Inc. Proposal #09-06-04

Dear Ms. Tsosie:

Tetra Tech EM Inc. (Tetra Tech) is pleased to submit this proposal and associated cost estimate to prepare a Waste Water Master Plan for the Town of Camp Verde (Camp Verde), Arizona. This proposal is prepared in support of the above referenced Water Infrastructure and Finance Authority (WIFA) of Arizona Technical Assistance (TA) project. The proposed Scope of Work (SOW) is based on information gathered during a site reconnaissance visit and follow up meeting with Camp Verde officials on September 20, 2006. Additional project background information was provided in the SOW drafted by Camp Verde and presented in the WIFA TA dated September 19, 2006. It should be noted that the SOW was updated on September 21, 2006 following Tetra Tech and Camp Verde meeting the day before.

Project Background

The focus of this project is described generally as the area extending from the western boundary of the Camp Verde Sanitary District (CVSD) or Dickinson Circle to the location of the Coury auto dealership, approximately 6 miles west of Interstate 17 along State Route 260 (SR 260). This area is currently experiencing development with additional growth expected within the next 5-10 years. The predominant growth is likely to be residential with some possible development within commercially-zoned parcels of land along SR 260. The area is currently under developed with scattered residential areas located north-northeast of SR 260 extending from the highway to the banks of the Verde River. State Route 260 and its' Right-of-Way (ROW) are maintained by the Arizona Department of Transportation (ADOT).

For the purposes of this proposal, this area will be designated as "Special Planning Area" or SPA. The Town of Camp Verde will provide a specific legal description of the SPA before commencing the project. In general the homes and businesses within the SPA are currently on individual septic systems and are not within the service boundary of the CVSD. CVSD service area ends near the beginning of the SPA along SR 260. It should also be noted that CVSD is not owned and operated by the Town of Camp Verde. Although interest in developing the area has been expressed by various parties, the absence of a centralized municipal waste water collection and treatment infrastructure in the SPA hinders future development. It is our understanding that no Waste Water Master Plan exists for the SPA or for the CVSD.



Proposed Scope of Work

Tetra Tech has prepared the following SOW based on preliminary information and the revised SOW as issued by Camp Verde on September 21, 2006 following Tetra Tech's project scoping meeting the day before. The proposed technical services are focused on identifying and prioritizing necessary infrastructure needs to facilitate development along the SR 260 Corridor west of Interstate 17 in Camp Verde. The resulting Waste Water Master Plan will be prepared to assist Camp Verde as a planning tool to outline a necessary program of improvements, provide technical support necessary to acquire future infrastructure financing and as a guide to implement the next phase of capital improvements in the SPA. All work will be developed to be consistent with the requirements for waste water facilities as set forth in Arizona Administrative Code (AAC) Title 18, Chapter 9, Article 3, Part A (R18-9-317).



Based on Tetra Tech's initial reconnaissance of the subject area and our experience in performing this type of work, we have developed a scope of services that includes the following primary tasks:

- **Task 1 Project Management, Coordination and Administration;**
- **Task 2 Project Data Collection and Compilation;**
- **Task 3 Infrastructure Needs Assessment**
- **Task 4 Engineering Feasibility Study; and**
- **Task 5 Prepare and Submit a Waste Water Master Plan**

The following sections describe each of the proposed tasks and level of effort associated with them is summarized in Table 1.

Task 1 – Project Management, Coordination and Administration

This Task will include various efforts required to coordinate and manage the project. Tetra Tech will designate Ms. Teresa Harris as the Project Manager who will be closely assisted by Ms. Susan Alvarez, PE (project engineer). Key project personnel resumes are provided in Attachment I. Ms. Harris's responsibilities include but are not limited to the following:

1. Primary contact between Tetra Tech, Camp Verde and WIFA;
2. Coordinate and schedule a Project Kickoff Meeting with Camp Verde and WIFA Project Manager;
3. Represent Tetra Tech in meetings with Camp Verde, WIFA and/or other concerned parties including but not limited to the members of the Town Council and the general public at applicable project presentations;
4. Assist Camp Verde officials with up to three (3) presentations to the Town Council on the scope of work, project status and update and schedule milestones at the beginning, I the middle and at or near the end of the project;
5. Schedule and present project updates to City officials, WIFA Project Manager and/or other third parties on a monthly basis using conference calls;
6. Oversee the overall project progress both from a technical and administrative point of view;
7. Supervise the day to day technical and administrative tasks associated with the project;
8. Oversee and supervise vital data collection and compilation phases of work;
9. Manage overall project budget ;
10. Assign appropriate personnel to various project tasks commensurate with their experience;
11. Be responsible for verifying that all work is completed in accordance with the Tetra Tech Quality Assurance/Quality Control (QA/QC) standards;
12. Provide technical insight and guidance into various project tasks;
13. Supervise project staff; and
14. Supervise technical document preparation.

Task 2 – Project Data Collection and Compilation

The objective of existing data collection and compilation will be to obtain the information and data necessary provide a good solid foundation for infrastructure planning that can lead to effective decision making. As part of this Task, Tetra Tech will collect available information and data necessary to assess existing conditions in the SPA as well as to assess capacity and condition of the existing CVSD infrastructure. Several sources will be utilized for this Task including but not limited to the Town of Camp Verde, CVSD, ADOT (ROW along SR 260) and other pertinent utilities in the area whose presence may affect future infrastructure development.

Data collection will include but not be limited to:

1. **Aerial mapping and area wide maps:** Tetra Tech will obtain available current and historic aerial photo coverage of the subject area. In addition, we will obtain various area-wide maps that illustrate existing development trends in the area. Maps will be obtained from Camp Verde Department of Public Works, CVSD, ADOT, Yavapai County and other sources as appropriate.
2. **Current population:** Tetra Tech will utilize information on hand at the Town of Camp Verde Chamber of Commerce and the latest State of Arizona Census for the area.
3. **Current land use:** The land use data will include current and planned development densities by area, land use types and zoning categories for the SPA/CVSD service area that are consistent with Camp Verde planning and zoning ordinances. Other land use data may include available tax maps, land ownership mapping, water rights and other pertinent information.
4. **Future land use and build-out population projections:** Tetra Tech will obtain these projection from the Town of Camp Verde (General Plan, Capital Improvement Plan, Land Use Plan, Planning Department or other similar sources) and review the growth over last 5 years along with preliminary plat requests to assess future population growth and land use potential. This growth will also be projected by reviewing historical aerial photos to assess rate, direction and any other trends in local growth patterns. While understanding the total projected population for the area is important, it is also necessary to understand how the population is distributed. The population distribution will create the basis for the conceptual demand for the area.
5. **Existing sanitary sewer system:** This data will be obtained from CVSD and the Yavapai Health Department (regarding septic systems). It will include data concerning the locations, sizes, and any flow or other capacity data concerning the collection, any sanitary lift stations or siphons, waste water treatment processes, treatment plant type/capacity and status of National Pollutant Discharge Elimination System (NPDES)/Aquifer Protection (APP) Permit discharge permits and monitoring. Any data concerning treated effluent reuse, infrastructure and flow rates will also be collected. Readily available sewer monitoring data, provided by CVSD, will also be reviewed.
6. **Current waste water demand in the area:** Current average daily wastewater demand will be estimated by using the CVSD data concerning average daily demand per connection. This known average daily demand will be considered with the number of existing connections within

the SPA and registered septic systems to determine the potential total average daily wastewater demand for the SPA. Peak dry weather and wet weather daily demand will be calculated by applying appropriate peaking factors as determined from Table 1 in ACC R18-9-B201 and input from the CVSD concerning differences in dry weather and wet weather flow monitoring. Peak hour demand flow rates will also be determined through the evaluation of flow records from the CVSD facilities. Any seasonal fluctuations and peak demand periods will also be noted.

7. **Anticipated future waste water demand:** The anticipated future wastewater demands will be estimated by projecting the current wastewater demands forward using the future land use and population projections as determined in Task 5. Assumptions concerning these projections will be discussed with Camp Verde staff prior to developing the future demand scenarios.
8. **Existing utility corridors in the subject area:** Tetra tech will identify existing utility corridors in the SPA and in the areas between the SPA and the CVSD service area, to the extent possible based upon available information. This effort will involve obtaining above ground and/or buried utility maps from various sources including but not limited to phone company(s), cable firms, fiber optics (if present), natural gas company and both overhead and underground electric company information. A field reconnaissance of likely corridors will be made to preliminarily identify potential utility locations.
9. **Delineate ADOT ROW along SR 260 and any other right of ways in the area:** Tetra Tech will also identify the existing ADOT ROW along SR 260. In addition, other utility easements or right of ways that may exist for various utility corridors in the area will also be noted.

Task 3 – Infrastructure Needs Assessment

An infrastructure needs assessment will be performed by evaluating the existing and future wastewater demands with respect to the capacity of the existing infrastructure to meet these demands. In order to perform the infrastructure needs assessment, and to establish adequate conceptual design(s) for use in the feasibility study resulting in the Waste Water Master Plan, Tetra Tech will review the design criteria as set forth in the ACC Title 18- Section 9-criteria, along with CVSD, Yavapai County and local ordinances and considering any special requirements that may effect the level of wastewater treatment provided such as Total Maximum Daily Load, APP or NPDES permit requirements etc. This will be used to establish an appropriate local waste water design criteria for use by the Town of Camp Verde that takes into account present day needs, conditions and anticipated future needs. The infrastructure needs assessment will utilize this design criteria to evaluate the

1. Sanitary sewer collection system;
2. Wastewater treatment requirements and applicable technologies;
3. Types of permitting requirements;
4. Operations and maintenance requirements;
5. Requires level of effort with respect to engineering design and construction; and

6. Available infrastructure improvement funding mechanisms.

The existing waste water infrastructure will also be assessed with respect to the ability to meet the Camp Verde design requirements, in addition to ACC R18-9-B201, any NPDES/APP discharge permit requirements. Information and data gathered and compiled during in Task 2 will be utilized to evaluate future waste water needs in the area. Information gaps and infrastructure in need of upgrade or replacement will be identified through this process. The infrastructure needs assessment will assist in formulating a conceptual wastewater collection and treatment system for the SPA that can address the existing conditions and be expanded to address future conditions with the planned and projected area build out and population growth.



Task 4 – Engineering Feasibility Study

The data collected in Task 2 and the Infrastructure Needs Assessment performed in Task 3 will allow Tetra Tech to prepare an Engineering Feasibility Study (EFS). The EFS includes development and evaluation of alternatives for meeting the Camp Verde wastewater infrastructure needs and recommendations of alternatives that merit consideration for inclusion in the Waste Water Master Plan. The findings of the EFS will be utilized to help select an appropriate method of determining the best options for developing wastewater infrastructure to serve the SPA. In general, the EFS will include two major components which are presented below.

Task 4.1 Engineering Alternatives Evaluation

The EFS will include several alternatives that address infrastructure needs in the SPA. These alternatives will be assessed on individual basis. Tetra Tech will meet with Camp Verde staff upon completing the infrastructure needs assessment in order to identify three conceptual alternatives that best meet the needs of the area which can also be expanded to meet future needs. Each alternative evaluation will include construction, permitting and engineering costs. We will also evaluate engineering and/or administrative challenges that may be associated with implementing each of the alternatives identified in the EFS. In

addition to the evaluation of technical feasibility and administrative issues such as ease of implementation, likely acceptance by community, local commerce, requirements for permitting, estimates of probable costs, and life cycle costs that evaluate a projects' costs over time will be developed. Relative advantages and disadvantages will be developed based on technical inputs, balanced with input from Camp Verde staff. A summary matrix that allows side-by-side comparison of the alternatives will be developed to allow ease of review and consideration by Camp Verde staff, Town Council and public during open houses concerning the project.

Task 4.2 Engineering Alternative Recommendation

A preferred alternative will be selected and recommended to Camp Verde. This recommendation will be based upon the technical evaluation as well as upon input received from Campo Verde staff, Town Council etc. following the alternatives evaluation. This alternative will be the focus of the Waste Water Master Plan and will be used in determining final cost estimates for implementing the next phase of the project. The EFS will be prepared such that it can be appended to the Waste Water Master Plan.

Task 5 – Prepare and Submit a Waste Water Master Plan

Upon completion of the above tasks, Tetra Tech will prepare a comprehensive report, entitled “Waste Water Master Plan” that summarizes the findings of the study and the EFS. The Waste Water Master Plan will address potential growth in SPA and most effective way(s) to address the wastewater collection and treatment needs for the subject area. The Waste Water Master Plan will provide a prioritized plan for implementing the preferred alternative from the EFS along with a project schedule. The Waste Water Master Plan will be developed in a format that will allow Camp Verde to prioritize capital improvement budgets, to guide local development by others and to support applications for infrastructure improvement funding. This Plan will be sealed by a Professional Engineer that is registered to practice in Arizona.

PROJECT DELIVERABLES

The project will be developed so that technical memorandums will be provided as interim deliverables at the completion of each task. These memorandums will form the primary sections of the Waste Water Master Plan. This allows continuous input from Camp Verde and a streamlined Waste Water Master Plan development that will address Camp Verde's priorities. The project deliverables are:

Task 1 - Project invoices including status reports, meeting notes, assistance with up to 3 presentations to the Town Council, monthly project status conference calls and other correspondence (electronic and paper format as appropriate);

Task 2 - Technical Memorandum re: data collection and compilation (electronic format);

Task 3 - Technical Memorandum re: System Evaluation (electronic format);

Task 4 - Engineering Feasibility Study re: identified alternatives evaluation and recommended alternative – Two (2) draft and two (2) final copies and one final electronic format;

Task 5 – Waste Water Master Plan – Report: Three (3) (2) draft copies and three (3) final copies and one electronic format CD.

Tetra Tech will submit electronic draft copies of the EFS and Waste Water Master Plan to Camp Verde for review and comment. Upon receipt of Camp Verde comments, Tetra tech will finalize and issue the Waste Water Master Plan.

PROJECT COST AND SCHEDULE

Total costs for completion of Tasks 1 through 5, as presented herein are estimated at **\$100,993.45** and will not be exceeded without prior written notification and approval from Camp Verde. Services provided by Tetra Tech will be invoiced monthly on a time-and-materials basis, in accordance with the terms and conditions outlined in the attached Professional Services Contract (Attachment II), and include developing Water Infrastructure Finance Authority of Arizona (WIFA) formatted attachments. A detailed cost breakdown is provided as Table 1. The Task Assignment Budget Worksheet indicating total budget and TA grant and local matching funds breakdown by tasks is presented in Attachment III,

Tetra Tech is prepared to begin work on this scope of services immediately upon written approval to proceed. It is anticipated that the project will be completed within **193 days** of receiving a signed authorization to proceed (page 4 of the Professional Services Contract; Attachment II). A project schedule showing completion of the above scope of work is attached as Figure 1. This schedule assumes a start date of October 16, 2006 and a completion date of April 27, 2007.

Tetra Tech EM Inc. looks forward to working with the WIFA of Arizona and Town of Camp Verde on this important project. If you have any questions or concerns, please do not hesitate to contact either of the under signed at (602) 682-3310. The signed authorization to proceed from Camp Verde (Attachment I) can be faxed to our attention at (602) 682-3311.

Sincerely,
Tetra Tech EM Inc.



Waseem Khan, PG, CEM
Arizona Operations Manager



Teresa Harris, CEM
Senior Project Manager

Attachments: Figure 1 – Project Schedule
Table 1 – Cost Schedule
Attachment I – Key Personnel Resumes
Attachment II – Standard Services Agreement
Attachment III – Technical Assistance Budget Worksheet

FIGURE 1
Project Schedule

Proposed Schedule for Town of Camp Verde Wastewater Master Plan

	Activity Name	Start Date	Finish Date	2006			2007				
				Oct	Nov	Dec	Jan	Feb	Mar	Apr	
1	Notice to Proceed	10/16/06	10/16/06	○							
2	Task 1 - Project Management	10/16/06	4/30/07	←							
3	Project Kickoff Meeting/ Site Visit	10/16/06	10/20/06	○							
4	Status/Invoices, etc	11/3/06	4/30/07	←							
5	Project Management	10/16/06	4/30/07	←							
6	Project Communications	10/16/06	4/30/07	←							
7	Task 2 - Project Data Collection & Compilation										
8	Camp Verde Data Collection	10/16/06	10/27/06	←							
9	CVSD System Data Collection & Review	10/16/06	10/27/06	←							
10	Other Data Sources	10/23/06	11/3/06	←							
11	Identify Utility Corridors	10/30/06	11/3/06	←							
12	Tech Memo - Data Collection	10/30/06	11/10/06	▽							
13	Camp Verde Review & Meeting	11/13/06	11/30/06	○	○						
14	Task 3 - Infrastructure Needs Assessment										
15	Estimate Current & Future Wastewater Demands	10/23/06	11/3/06	←							
16	Compile Camp Verde Design Criteria	10/23/06	11/3/06	←							
17	Infrastructure Needs Analysis	11/6/06	11/17/06	←							
18	Tech Memo - Infrastructure Needs Assessment	11/20/06	11/30/06	▽							
19	Camp Verde Review & Meeting	12/1/06	12/15/06	○	○						
20	Task 4 - Engineering Feasibility Study										
21	Workshop to Identify Conceptual Alternatives	12/11/06	12/15/06			○					
22	Develop Wastewater Alternatives	12/18/06	1/12/07			←					
23	Develop Estimates of Probable Cost	1/8/07	1/19/07			←					
24	Evaluate Alternatives	1/8/07	1/19/07			←					
25	Progress Meeting to Review Alternatives	1/22/07	1/26/07				○				
26	Draft Engineering Feasibility Study	1/22/07	2/16/07				▽				
27	Camp Verde Review & Meeting	2/19/07	3/2/07					○	○		
28	Identify Preferred Alternative	2/26/07	3/2/07						○		
29	Task 5 - Waste Water Master Plan										
30	Develop Project Priorities	2/26/07	3/9/07						←		
31	Develop Project Schedule	3/5/07	3/16/07						←		
32	Develop Draft Waste Water Master Plan	3/5/07	3/30/07						▽		
33	Camp Verde Review & Meeting	4/2/07	4/13/07							○	○
34	Finalize Final Documents	4/16/07	4/27/07								▽

Legend



Tetra Tech Task



Tetra Tech Text Development



Camp Verde Coordination/ Review

TABLE 1
Project Cost Estimate

Table 1

Town of Camp Verde - Waste Water Master Plan
WIFA Technical Assistance CW 012-2007

Cost Estimate
9/29/2006

Personnel	Rate	Task 1 Project Mgmt., Coordination & Admin.		Task 2 Project Data Collection & Compilation		Task 3 Infrastructure Needs Assessment		Task 4 Engineering Feasibility Study		Task 5 Waste Water Master Plan		Total	
		Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Principal Staff	\$130	40.0	\$5,200.00	8.0	\$1,040.00	7.0	\$910.00	10.0	\$1,300.00	13.0	\$1,690.00	78.0	\$10,140.00
Project Manager	\$112	110.0	\$12,320.00	20.0	\$2,240.00	24.0	\$2,688.00	26.0	\$2,912.00	46.0	\$5,152.00	226.0	\$25,312.00
Prof. Engr. / Geologist	\$105	70.0	\$7,350.00	34.0	\$3,570.00	62.0	\$6,510.00	70.0	\$7,350.00	100.0	\$10,500.00	336.0	\$35,280.00
Senior Staff I	\$85	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00
Mid-Level Staff II	\$80	0.0	\$0.00	60.0	\$4,800.00	32.0	\$2,560.00	40.0	\$3,200.00	40.0	\$3,200.00	172.0	\$13,760.00
Graphics / CAD	\$68	20.0	\$1,360.00	4.0	\$272.00	8.0	\$544.00	36.0	\$2,448.00	10.0	\$680.00	78.0	\$5,304.00
Financial Manager	\$70	12.0	\$840.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	12.0	\$840.00
Junior Staff/FM	\$65	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00
Support Staff	\$45	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00
Administrative	\$45	14.0	\$630.00	5.0	\$225.00	3.0	\$135.00	6.0	\$270.00	9.0	\$405.00	37.0	\$1,665.00
		266.0	\$27,700.00	131.0	\$12,147.00	136.0	\$13,347.00	188.0	\$17,480.00	218.0	\$21,627.00	939.0	\$92,301.00
Reimbursable Other Direct Costs													
Mailing/Shipping			\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
Shipping/Freight/Delivery			\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
Reproduction			\$0.00		\$0.00		\$0.00		\$150.00		\$110.00		\$310.00
Computer (\$6.05/hr) Hrs		87.78	\$531.07	45.9	\$277.39	68.0	\$411.40	141.0	\$853.05	174.4	\$1,055.12		\$3,557.28
Subcontractors/Equipment*			\$0.00		\$1,800.00		\$0.00		\$0.00		\$100.00		\$1,900.00
15% Markup			\$0.00		\$270.00		\$0.00		\$0.00		\$15.00		\$285.00
Travel													
Airfare		(NA)	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
Per Diem			\$300.00		\$200.00		\$0.00		\$0.00		\$0.00		\$500.00
Mileage	0.445		\$694.20		\$461.02		\$231.40		\$231.40		\$231.40		\$1,849.42
Lodging			\$100.00		\$200.00		\$0.00		\$0.00		\$0.00		\$300.00
Car Rental	per day		\$120.00		\$200.00		\$0.00		\$0.00		\$0.00		\$320.00
Subtotal ODC's			\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
15% Markup			\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
Total ODC's			\$1,745.27		\$3,408.41		\$692.80		\$1,234.45		\$1,611.52		\$8,692.45
TOTAL			\$29,445.27		\$15,555.41		\$14,039.80		\$18,714.45		\$23,238.52		\$100,993.45

* = Costs associated with Aerial Photos and other County/State Data Acquisition

Total Project Costs:

\$100,993.45

ATTACHMENT I

Key Personnel Professional Resumes

TERESA HARRIS, CEM

Senior Geologist / Project Manager

Tetra Tech EM Inc.

EDUCATION/SPECIAL TRAINING

University of Oklahoma, B.S., Geology, 1988

REGISTRATIONS/CERTIFICATIONS

Nevada Certified Environmental Manager
EPA Introduction to Groundwater Investigations
EPA Asbestos Hazard and Emergency Response Act (AHERA) Contractor/Supervisor
EPA AHERA Inspector
EPA AHERA Management Planner
40-Hour OSHA Health & Safety
8-Hour OSHA Site Supervisor's Certification

QUALIFICATIONS

Ms. Harris has 17 years of professional experience that emphasizes technical environmental and engineering project management, as well as staff team building and regulatory liaison. Ms. Harris participates in various ADEQ and ADWR technical committees and is the current president of the Arizona Women's Envirolink.

Her technical experience is broad-based and varies in project scopes ranging from small building asbestos surveys, environmental due diligence to large scale land development projects. Many of the projects required such entitlements as Army Corp of Engineers' Jurisdictional Waters Designation; ADEQ 208 permitting for wastewater systems; NEPA surveys; and NPDES, APP, and NESAHF permitting. Ms. Harris also collaborated with legal associates to acquire non-environmental entitlements such as re-zoning, property annexation, and Arizona Corporation Commission Water Franchises. These projects required managing multi-disciplined teams

RELEVANT EXPERIENCE

Ms. Harris' professional experience in water resources includes municipal water planning, hydrogeologic investigations for the development of groundwater supplies and recharge projects, as well as aquifer testing and interpretation. Her responsibilities include but are not limited to working closely with municipal clients to prepare capital improvement and master water plans. Some relevant projects are presented below:

■ Town of Camp Verde Water Resource Plan, Project Manager

The Town of Camp Verde is located within the Verde River Valley. Ms. Harris was the project manager of the town's water resource plan development. The water resource plan was developed to provide the town a useful, detailed description of the legal and institutional framework that controls their use of available water supplies. The plan addressed both groundwater and surface water rights, as well as water quality issues. The plan encompassed population growth and demand forecasts, as well as conservation and reclaimed water development.

■ **Town of Camp Verde Water Company Valuation, Project Participant & Client Contact**

Ms. Harris participated in the valuation of the Camp Verde Water System, a private water company on behalf of the Town of Camp Verde. The valuation included an assessment of the tangible assets of the water company; an evaluation of the needs of the water company operations; and an evaluation and estimate of the “fair market value” of the tangible assets of the water company.

■ **Del Rio Springs Physical Availability Study, Project Manager**

The physical availability study consisted of a 3,000-acre ranch property. The subject property included the Del Rio Spring, located in Chino Valley, Arizona. The Del Rio Spring is noted as a significant component of the headwaters of the Verde River. The physical availability study included installation of three wells, conducting aquifer tests, and developing a hydrologic model of the groundwater system.

■ **Project Manager, Various Clients**

Ms. Harris’ duties include management of multi-disciplined projects and client advocacy. As a client advocate, Ms. Harris reviews proposed environmental regulations, participates in stakeholder activities and communicates potential impacts to our public and private sector clients. Ms. Harris is responsible for providing compliance direction and assistance to clients by determining compliance status; developing compliance programs; and when necessary developing strategies and criteria for corrective actions.

In her capacity as project manager, Ms. Harris is also responsible for the contract administration and technical oversight of a variety of projects. Her projects range from multi-disciplined water and wastewater projects with timelines of several months and budgets upwards of \$250,000 to straightforward environmental site assessments with 2-week completion dates and \$2,500 budgets. She is the project manager for Arizona State University and the Town of Camp Verde’s storm water compliance programs.

EMPLOYMENT HISTORY

2006 - Present	Tetra Tech EM Inc.	1990 - 1992	Dahl & Associates	
2003 - 2006	Burgess & Niple, Inc.	1989 - 1990	Mayhew Env. Associates	Training
1999 - 2003	Allen Stephenson Associates	1987 — 1989	Standard Testing	
1992 - 1999	EnecoTech Southwest, Inc.			

PROFESSIONAL ASSOCIATIONS

Arizona Women’s Envirolink
National Environmental Information Association
Western Petroleum Marketers Association
Arizona Hydrological Society
American Water Resource Association

SUSAN M. ALVAREZ, PE

Senior Engineer

Tetra Tech EM Inc. - Phoenix

EDUCATION/SPECIAL TRAINING

B.S., Civil Engineering, Rice University, Houston, Texas, 1981
Graduate Studies in Water Resources/ University of Washington, Seattle, Humboldt State University, Arcata, California, and University of Houston, Texas

REGISTRATIONS/CERTIFICATIONS

Professional Engineer: Arizona - No. 34413, Idaho - No. 8214, New Mexico - No.11521, Oregon No. 18394, Texas - No. 60372, Washington - No. 32633

Hazardous Waste Operations and Emergency Response (HAZWOPER) 40-Hour Training;
Occupational Safety and Health Administration (OSHA) Site Supervisor

Arizona Department of Environmental Quality – Water Distribution System Operations – Grade 1

QUALIFICATIONS

Ms. Alvarez has over 25 years of broad practical experience in civil and environmental planning, engineering and design for site remediation, and facility-related projects. She has completed designs for the U.S. EPA, ADEQ, Fort McDowell Yavapai Nation, Yavapai Prescott Tribe, and numerous small water districts and private firms. Ms. Alvarez has been providing ongoing technical assistance to numerous small and mid-sized water and wastewater systems throughout Arizona including system evaluation; infrastructure needs assessments, wastewater collection, water distribution systems, water/ wastewater treatment, and utility district formation. Ms. Alvarez has been involved in all aspects of a project's development: from the initial project planning and site evaluation, to the development of plans, specifications and cost estimates, to field observation and construction management. She also has considerable experience in grantsmanship, NEPA, public involvement, and other agency requirements that bring projects into fruition.

RELEVANT EXPERIENCE

■ Town of Quartzsite, Wastewater Re-Use Feasibility Study, Quartzsite, Arizona

Ms. Alvarez evaluated water quality and flow records from the existing wastewater treatment plant and developed six alternatives for wastewater re-use, including constructed wetlands, industrial water supply, grey- water systems to irrigate Town landscaping, golf course, or recreational facilities at the park (soccer fields), and storage options to support construction and dust suppression. The project included life-cycle cost estimating, public information, and recommendations for changes in City Codes to address wastewater reuse. This project was funded through a WIFA Technical Assistance grant.

■ Ranch 160 Wastewater Pump Station, Can-Am Engineering, Florence Junction, Arizona

Ms. Alvarez prepared the design of a 200 GPM submersible wastewater pump station with a 3.5 mile long force-main. She designed the system, performed a streamlined surge analyses, and wrote the Design Report for the project.

■ EPA Chamberino Colonia Water and Wastewater Facility Plans, Doña Ana County, New Mexico:

Ms. Alvarez performed the EPA Facility Plan for the Chamberino *Colonia*, a small 100- home rural community served by private wells, septic systems and cesspools. She developed preliminary design and cost estimates for wastewater collection, treatment and disposal facilities including gravity, low-pressure vacuum collectors, extended aeration treatment, and constructed wetlands. Ms. Alvarez also participated in bi-lingual

public hearings, established a Rural Utility District, developed preliminary water system designs, estimated costs, prepared the Preliminary Engineering Report and grant applications.

■ **Maricopa Mountain Water Company; DWID Formation Services, Maricopa, Arizona**

Ms. Alvarez is providing water district formation support services for a small rural water utility in central Arizona. Services for this WIFA Technical Assistance funded project include DWID formation petitions and other legal notices, a water source inventory, water system inventory and evaluation, and assessment of water quality from four existing wells. The existing system serves approximately 200 homes in a developing area with over 800 possible connections. Water quality concerns include fluoride, nitrates, and arsenic. The project includes development of alternatives for providing community water service, and development of a DWID Formation Engineering Report.

■ **Mountain Glen Water Service, Inc., Linden West Water System Upgrade, Linden, Arizona**

Ms. Alvarez worked with the Mountain Glen Water Service to upgrade the water system to support Compliance with the Arsenic Rule for public drinking water systems. Ms. Alvarez designed upgrades, including construction of a new 150 GPM well, 88,000 gallon ground storage tank. She also wrote the design report for Linden West water system.

■ **Why Utility Company, Water System Upgrade, Why, Arizona**

Ms. Alvarez worked on this USDA-RD funded water system upgrade project for the Why Utility Company to achieve compliance with the Arsenic Rule for public drinking water systems. Ms. Alvarez developed concepts for system upgrades, including value engineering for several treatment methods to address Arsenic, and worked on the Environmental Assessment.

■ **Beardsley West Water System Planning & Technical Design Support, Can-Am Engineering Geomatics, LLC (Can-Am), Wittman, Arizona:**

Ms. Alvarez provides ongoing engineering technical support for a small public water system located near Wittman, Arizona, in northwestern Maricopa County. The system includes interconnected water services for the 500 acre Patton Place Estates (Units 1-6), 320 acre Peak View Ranch, and 50 acre Trail of Light residential subdivisions tied into the Beardsley West system. Services include data compilation, water supply assessment, demand and water system design calculations, and WaterCAD™ modeling to assess system performance. Ms. Alvarez wrote the Water Master Plan that addresses water supply, water quality, flow, distribution, pressure fire capacity and overall system performance. Susan has also developed the design for two booster pump stations, ground storage and other measures necessary to bring these systems into compliance with Maricopa County, and ADEQ design requirements.

PROFESSIONAL AFFILIATIONS

American Society of Civil Eng. American Water Works Assoc. Arizona Hydrological Society

EMPLOYMENT HISTORY

2006 – Present	Tetra Tech EM Inc.	1981 – 1982 & 1989 - 1991	Lockwood, Andrews & Newman
2004 – 2006	Miller Brooks Environmental, Inc.	1985 –1989	Espey Huston & Associates, Inc.
1996 – 2004	Ridolfi, Inc.	1982 - 1985	Bernard Johnson, Inc.
1991 – 1996	Leedshill-Herkenhoff, Inc.		

WASEEM A. KHAN, PG, CEM

Arizona Operations Manager

Tetra Tech EM Inc. - Phoenix

EDUCATION/SPECIAL TRAINING

M.S., Geology, Bowling Green State University, Bowling Green, Ohio

B.S., Geology, University of Toledo, Toledo, Ohio

National Ground Water Association Courses: Capture Zone Analysis for Containment, Remediation and Wellhead Protection, Corrective Action for Containing and Controlling Ground Water Contamination, Risk Assessment for Environmental Professionals: Contaminant Fate and Transport using API Decision Support Software.

Other Courses and Seminars: Risk Assessment: Characterizing, Quantifying and Communicating by Nicholas Associates, Inc., and Arizona and Federal Environmental Law by Arizona Chamber of Commerce

REGISTRATIONS/CERTIFICATIONS

Professional Geologist: Wisconsin

Registered Geologist: Washington

Certified Environmental Manager: Nevada

QUALIFICATIONS

Mr. Khan has 16 years of experience in applying engineering and environmental technologies to assist private and public sector clients. He has personally conducted or managed environmental and water resource projects and/or managed client accounts ranging in cost from a few thousand to over one million dollars a year. Oriented and focused toward problem solving, He has been commended by his clients and the regulatory community for his thorough, comprehensive investigations, practical solutions, and clear and concise reports. He has an excellent record for obtaining agency cooperation and approval as well as fostering public understanding of complex and controversial projects. Mr. Khan's current responsibilities include operations manager for Tetra Tech EM, Inc., office in Phoenix, Arizona.

RELEVANT EXPERIENCE

Mr. Khan's area of expertise include but not limited to coordinating the design and permitting of water treatment systems (both wellhead and centralized systems), permitting, design/build team set up, hydrologic studies, geologic and hydrologic data interpretation, water system planning, Capital improvement Planning, cost estimating, aquifer testing, Preliminary Engineering Report preparation, well spacing studies, Assured Water Supply studies, facilitating client/regulatory agency interaction and overall project management. Brief narratives on project experience are presented below.

WATER RESOURCES

■ **Maricopa Mountain Water Company**

Mr. Khan is currently the project director for this ADEQ WIFA Technical Assistance project which includes technical / engineering assistance to the water company's application for formally becoming a Domestic Water Improvement District. His responsibilities include but are not limited to overall project management and provide/facilitate corporate and technical resources to project needs.

■ **Mountain Glen Water Service, Linden, Arizona**

Mr. Khan was the project manager for this ADEQ WIFA Technical Assistance and Revolving Fund funded project. The project scope of work included the design and installation of a water production well, which was selected as an alternative to active arsenic treatment of water produced from existing impacted water wells owned by the client. The well design includes drilling and collecting discreet interval water samples to a maximum depth of 500 feet, design the well based on arsenic concentrations to minimize the intake of arsenic laden waters and complete the well with a pump. Additional site infrastructure included the design and engineering of a water conveyance network that connected a new 88,000-gallon storage tank and the water main that serves the area.

■ **U.S. Department of Agriculture Rural Development –Water Infrastructure Improvements, Town of Why, Arizona**

Mr. Khan was the program director for this USDA-RD funded project. His responsibilities included facilitating corporate resources to the needs of this project. The scope of work includes conducting an arsenic removal Feasibility Study using filtration/coagulation technology, installation of an arsenic removal system, installation of a new chlorination system, installation of two storage tanks, upgrading of the water main and installing of up to eight new fire hydrants. The project is currently in the construction bidding phase.

■ **City of Goodyear, Goodyear, Arizona – Well Number 18B Water Treatment Design/Build & Permitting**

Mr. Khan served as the project director for this arsenic treatment project which was a team effort with Hennesy Mechanical Sales and University Mechanical and as part of a design-build team. Mr. Khan oversaw the engineering design services for installation of treatment system equipment and infrastructure improvements for reduction of arsenic concentrations to comply with the current Arsenic Rule. The arsenic treatment system addressed a 450-gpm production well and consisted of a Severn Trent Services complete Sorb 33™ Arsenic Treatment System. The fully automated system includes Severn Trent's dual adsorbers, Bayoxide® E33 media, auxiliary equipment for pH control, and equipment for backwash recovery, storage and recycling. Infrastructure for the project included upgrade of Well 18B's submersible pump, structural foundations, shade covering for the equipment, piping to the treatment system and between the treatment system and the City's water storage tank, lighting and power supply, and telemetry/control interface with the City's water storage and distribution system.

EMPLOYMENT HISTORY

2006 – Present	Tetra Tech EM Inc.	1990 – 1995	Env. Science & Engineering, Inc.
1995 – 2006	Miller Brooks Environmental, Inc.	1989 – 1990	Tooke Northeast, Inc.

Senior Scientist

Tetra Tech EM Inc.

EDUCATION/SPECIAL TRAINING

Ph.D., Inorganic Chemistry, University of California, Davis, 2004

B.S., Environmental Chemistry, Northern Arizona University, Flagstaff, 2000

Graduated *summa cum laude*

Arizona Department of Environmental Quality – Water Distribution System Operations – Grade 1

QUALIFICATIONS

Dr. Thomas has more than 10 years of in-depth environmental chemistry background, with extensive experience with numerous laboratory techniques and equipment, geochemical modeling software, field sample collection, data analysis and document research. She has worked with Lawrence Livermore National Laboratory, the U.S. Department of Energy, the Delaware Department of Natural Resources and Environmental Controls, the Arizona Department of Water Resources (ADWR), and the Arizona Department of Environmental Quality (ADEQ).

RELEVANT EXPERIENCE

- **Maricopa Mountain Water District Formation Support, Maricopa Mountain Water Company and Water Infrastructure Finance Authority of Arizona, Maricopa, Arizona** — Assisted with ongoing water district formation support services, including a water source inventory, water system inventory and evaluation, and assessment of water quality from four existing wells. Recommendation and design of water treatment for water quality concerns (fluoride, nitrates, and arsenic), including development of alternatives for providing community water service.
- **Hydrological Study to Obtain a 100-Year Certificate of an Assured Water Supply for Developments, Park Water Company, Florence, Arizona** — Conducted hydrologic studies for a private water company in Florence, Arizona, including an evaluation of local hydrology, water quality, water availability, demand estimates, and a modeling analysis to predict impacts to the underlying aquifer associated with the projected groundwater withdrawals of the developments for the next 100 years to obtain a Certificate of an Assured Water Supply from ADWR for several proposed planned communities.
- **Arizona Department of Environmental Quality**— Served as a general geochemical information resource and performs fundamental research for various projects to assist in determining proper corrective action, especially with respect to in situ chemical oxidation treatments.
- **ADEQ Park-Euclid WQARF Site, Tucson, Arizona** — Researched and drafted the feasibility study for regional aquifer treatment of PCE contamination. Modeled the bio- and geochemical transformations of PCE along the contamination plume. Supervised on-site field activity. Performed data management, reduction and validation.

- **ADEQ Dry Cleaner Inventory, Various Municipalities, Arizona** — Researched the names, locations, and dates of operation for historic dry cleaners dating back to about 1920 throughout Arizona to create a database and linked GIS coded map and identify point sources of trichloroethylene (TCE) and tetracholoroethene (PCE) detected in various wells. Composed the draft and final reports.
- **Various Clients**— Performed various field work activities as needed that includes, but is not limited to, groundwater sampling, vapor sampling, surface soil sampling, soil borings, well installation and well development, supervision of large (more than 1,000 ton) excavations, hydrogen peroxide injections, and various site assessments. Analysis and verification of analytical data. Performed miscellaneous geochemical calculations to assist in remedial activities, and assisted in the preparation of various GIS maps.
- **University of Delaware, Post-Doctoral Researcher** — Applied X-ray absorption spectroscopy (XAS) techniques to study the adsorption of arsenic in soils at contaminated tannery sites. Conducted various adsorption studies to determine the mobility and speciation of arsenic in soil samples, in addition to total metal digests and soil characterization. Used various geochemical speciation software such as Visual Minteq, and participated in the soil sampling of the three sites used in this study.
- **University of California, Davis, Graduate Researcher, Teaching Assistant** — Worked for the Department of Chemistry as well as the Department of Land, Air, and Water Resources teaching organic, physical, and aqueous geochemistry courses in addition to beginning dissertation research described above.

EMPLOYMENT HISTORY

2006-Present	Tetra Tech EM Inc., Phoenix, Arizona Environmental Scientist
2005–2006	Miller Brooks Environmental, Phoenix, Arizona Senior Staff Scientist/Project Scientist
2004–2005	University of Delaware, Newark, Delaware Post-Doctoral Researcher
2002–2004	Lawrence Livermore National Laboratory, Livermore, California Student Employee Graduate Research Fellow
2000-2002	University of California, Davis, California Graduate Researcher, Teaching Assistant
1997–2000	Northern Arizona University, Flagstaff, Arizona Undergraduate Researcher, Teaching Assistant



TETRA TECH, INC.

Ray Allen Brown, PE
Project Engineer

EDUCATION:

BS/Civil Engineering/New
Mexico State University/1979
BS/Geological
Engineering/New Mexico
State University/1981
MS/Civil Engineering/New
Mexico State University/1985

REGISTRATION:

Professional Civil Engineer
AZ #21439

During the most recent part of his career, Ray has prepared development plans, utility plans, and grading plans. He has also been involved in a variety of engineering studies, preparing drainage studies, drainage reports, flood-insurance studies, and assuring regulatory compliance with the United States Army Corps of Engineers and the Federal Emergency Management Agency. He has prepared master drainage plans for the University of Arizona, and the Polytechnic Campus of Arizona State University. He has prepared hydrologic models for the National Cemetery Administration for Fort Sam Houston National Cemetery in San Antonio Texas, and for the Bureau of Land Management near Las Vegas, Nevada. He prepared the Flood Insurance Rate Map Letter of Map Revision for the City of Tucson's new Police Station located at 22nd Street and Alvernon Way. Ray was also involved in a twelve facility analysis of Veteran's Administration facilities in the Gulf Coast area to assess potential hazard and methods which could be employed to assure facility operation under extreme weather conditions.

Mr. Brown has also managed the design engineering section for a Tucson consulting firm, which included preparation of development plans, grading plans, utility plans, and hydrology studies. As a Senior Design Engineer, he was responsible for the management, coordination, and organization of all site, development, utility, construction, and engineering plans at the Tucson office. This work also included the design of drainage structures and wastewater collection facilities. Other work experience has included development of the master drainage plan for the City of Flagstaff, Arizona. Mr. Brown has designed commercial sites, flood-control improvements, stormwater-management facilities, and storm-drain systems for both public and private clients. Mr. Brown has a wide variety of experience in Engineering—especially in the areas of design, project management, site development, utility work, and project coordination with Governmental agencies. He also served as the technical representative for Terra Aqua Gabions for a period of time, and analyzed and designed retaining walls, jetties, levies, drainage structures, and erosion protection structures.

Mr. Brown also worked for the City of Tucson for a period of three years, two as the head of the development review group of the Floodplain section, and one in the City's Design Section, where he was project manager for arterial roadway and landscaping projects.

SUMMARY OF RELATED EXPERIENCE:

- **City of San Luis, Arizona Wastewater Master Plan:** Project Engineer/Manager for the evaluation of existing wastewater collection and treatment facilities. Work included population projections, development of a long-term growth model, assessment of current operation and maintenance procedures, identification of system deficiencies, and development of a system master plan. (Client: The United States Army Corps of Engineers/Pima County Wastewater Department).
- **Sewering of Littleton, Arizona:** Project Engineer/Manager for the design and construction inspection of approximately 300 household connections to a new sewer. Work included research and field reconnaissance to identify existing septic systems and household connections, design of new house connection sewers, and the inspection of construction on private property. (Client: The United States Army Corps of Engineers).
- **Drainage Master Plan for the City of Flagstaff, Arizona:** Project Engineer/Assistant Manager for the development of drainage concepts and models, project design, and preparation of design drawings for the master drainage plan for Flagstaff, Arizona. (Client: The United States Army Corps of Engineers).
- **Regulatory Compliance:** Remapped floodplains for the Federal Emergency Management Agency in Tucson, Arizona. Other work included compliance with Section 404 of the Clean Water Act as administered by the United States Army Corps of Engineers. Compliance with Federal, State, and City floodplain guidelines and prepared stormwater pollution prevention plans were also included.



TETRA TECH, INC.

Richard Wood, PE
Senior Engineer

EDUCATION:

BS Pennsylvania State
University, Civil Engineering
University of City of New
York, Civil Engineering
Pennsylvania State University,
2-Year Business Management
Program

REGISTRATION:

Registered Civil Engineer
Arizona No. 21224

PROFESSIONAL
AFFILIATIONS:

American Society of Civil
Engineers

Mr. Wood is a Senior Professional Civil Engineer with over 40 years experience in Project Management and Consulting Engineering with over 15 years in Southern Arizona. He has an in-depth background in water and wastewater treatment plant design and construction, as well as conveyance systems, highways, and underground utilities. Mr. Wood is a recognized expert with special ability in project/construction management and contract preparation and administration. His responsibilities included design review for constructability, construction management philosophy, construction surveillance, and environmental monitoring. Additional responsibilities have included preparation and monitoring of detailed and milestone schedules, resource allocation; construction cost estimating, construction phasing, budgeting, cash flow forecasting, project documentation program development and administration, change order negotiation and claims and dispute resolution.

SUMMARY OF RELATED EXPERIENCE:

- **Ina Road and Roger Road Wastewater Treatment Plant Expansions, Pima County, AZ;** Project Engineer/Project Manager, responsible for design coordination, construction management services, and schedule monitoring on over \$50 million multiphase/multi-contract expansion(s) to existing plants. Project responsibilities included interfacing existing facility operational with new construction activities. New facilities design and construction consisted of new and upgraded treatment processes, including pump station and storage tanks, new and upgraded underground utilities, coordination with local and state agencies, EPA and state permitting support, and general site infrastructure improvements.
- **Alvernon/Grant "B" Zone Transmission Main for Tucson Water, Tucson, Arizona;** Alignment of over 8,200 feet of 24" ductile iron pipe potable water transmission main from Speedway to Flower Street along Alvernon Way. Creation and design of the plan and profile sheets and the survey control sheet for this project. Major design components for this project were the horizontal and vertical alignment of the transmission main, which minimized the number of utility crossings and the restrained joint calculations, and constructability review.
- **Black Horse Pumping Station for Black Horse Advisors, L.L.C., Tucson, Arizona;** The project is the design of a potable water booster station, which serves 411 lots of the Black Horse development plat. The main components of the booster station are the well pump, a 300,000-gallon water storage tank, a 5,000-gallon hydropneumatic tank, and four booster pumps three to satisfy the water usage requirements and

one to satisfy the fire flow requirements. The major design components of the booster station are the proper sizing of the pumps, the sizing for the pipes on the suction side and distribution side of the pumps, the control components for the booster and well pumps, and the Pressure Pipe network modeling used to set the control components for the booster pumps.

- **Manhole Rehabilitation, Potable Water System Upgrade, and Sanitary Sewer Extension, City of Yuma, Arizona;** As Project Manager instituted a comprehensive program for utility and agency review and coordination. In addition to normal underground and aerial utilities, a detailed program was established with the railroad, ADOT, transcontinental gas companies and fiber optics communications companies. Additionally, reviewed alternate wastewater manhole liner/coatings applications, provided overall QC for design and contract documents, utility and agency review, and support for agency approval. The project was completed ahead of schedule.
- **Tohono O'odham Nation \$70 Million SAWRSA Project, Tucson, Arizona;** As Senior Project Engineer/Construction Manager, established overall project management programs including project scope, budgets, milestones, and detailed schedules, contract documents, technical surveillance programs, and design review for constructability. The project included over 30 miles of 12 inch through 48-inch water conveyance pipeline. Three projects were to be constructed simultaneously.

OTHER ACTIVITIES

Arbitration: Served as a Panel Member for the American Arbitration Association on hearings involving construction claims. The claims were for damages due to delays, changed conditions and breach of contract.

Additional Responsibilities: Represented owner's interests by overseeing contractor's safety and insurance programs, and compliance to operational and environmental audit findings. Established program controls for avoidance of environmental permit violations.

ATTACHMENT II

**Tetra Tech EM Inc.
Professional Services Contract**



**TETRA TECH EM INC.
PROFESSIONAL SERVICES CONTRACT**

PROJECT: Town of Camp Verde Waste Water Master Plan **TETRA TECH EM INC. TIN:** 62-1080561

CLIENT: Town of Camp Verde

ADDRESS: 395 South Main Street, Camp Verde, Arizona 86322

INVOICING ADDRESS: 395 South Main Street, Camp Verde, Arizona 86322

PROJECT CONTACT: Mr. Ron Long **TEL:** 928.567.0534 **FAX:** 928.567.1540

PAYMENT CONTACT: Mr. Ron Long **TEL:** 928.567.0534 **FAX:** 928.567.1540

CONSULTANT: TETRA TECH EM INC.

ADDRESS: 4801 East Washington Street, Suite 260
Phoenix, Arizona 85034

TECHNICAL CONTACT: Teresa Harris **TEL:** 602.682.3310 **FAX:** 602.682.3311

Contractual CONTACT: Waseem Khan **TEL:** 602.682.3310 **FAX:** 602.682.3311

PAYMENT ADDRESS: Tetra Tech EM Inc., DEPT 1642, Denver, CO 80291-1642.

PROJECT DESCRIPTION: Engineering Feasibility Study and Waste Water Master Plan preparation

SCOPE OF SERVICES/PERIOD OF PERFORMANCE (See Attachment) **PRICE SCHEDULE** (See Attachment)

TERMS AND CONDITIONS

1. DEFINITIONS AND CONTRACT FORMATION.

- (a) "Client" shall mean the person or entity identified in the Tetra Tech EM, Inc. "TT EMI" Proposal for whom Services are to be performed.
- (b) "TT EMI" shall mean Tetra Tech EM Inc.
- (c) "Client Order" shall mean the purchase order, request, authorization or other notification, and additions or modifications thereto whereby Client indicates its desire that TT EMI furnish Services.
- (d) "TT EMI Proposal" shall mean these terms and conditions and the letter, proposal, quotation, or other notification, including any response to the Client Order, wherein TT EMI offers to furnish Services.
- (e) "Services" shall mean the Services of TT EMI personnel described in the TT EMI Proposal or Client Order and any other Services as may be added to, or performed in connection with, the Contract provided, however, that TT EMI shall have no responsibility as a generator, operator, transporter, disposer or arranger of the transportation and/or disposal of Hazardous Substances as defined in Article 7 below.
- (f) "Contract" shall mean these Terms and Conditions and the TT EMI Proposal, and shall include, only to the extent not inconsistent with any aspect of the TT EMI Proposal and these Terms and Conditions, the provisions of the Client Order. Upon execution by Client or commencement of Services at Client's request, TT EMI's Proposal and these Terms and Conditions shall constitute a binding Contract and govern exclusively any Services provided.



**TETRA TECH EM INC.
PROFESSIONAL SERVICES CONTRACT**

2. COMPENSATION.

- LUMP SUM.** Compensation for these Services shall be a Lump Sum of \$ N/A.
- TIME AND MATERIALS.** Funding for these Services will not exceed \$ 100,993.45 unless increased in accordance with this Contract and will be based on the following option (per the attached Scope of Services or List of Hourly Rates); plus Reimbursable Expenses times a factor of N/A and subcontractor/vendor Expenses times a factor of 15%; TT EMI's Direct Job Wages times a factor of N/A.
- COST PLUS FIXED FEE.** Compensation for these Services shall be TT EMI's cost plus a fixed professional fee, including reimbursable expenses times a factor of N/A; TT EMI's Direct Job Wages times a factor of _____; plus subcontractor/vendor expenses times a factor of _____. The estimated compensation for Services is \$ _____; plus a fixed fee of \$ _____; for an estimated total of \$ _____.

Direct Job Wages or Hourly Rates for Time and Materials or Cost plus Fixed Fee contracts are subject to change to reflect adjustments in TT EMI's salary levels.

In the event services beyond those specified in the Scope of Services and not included in the compensation above are required, TT EMI shall submit a cost estimate for such services and a contract modification for cost and fee shall be negotiated and approved by the Client. TT EMI may perform such additional efforts prior to the execution of such modification, but is not required to.

TT EMI shall be compensated in accordance with TT EMI's Proposal and the terms of this Article. TT EMI's invoices are rendered monthly and are payable upon receipt. **Payment shall be made to the following address: Tetra Tech EM Inc., DEPT 1642, Denver, CO 80291-1642.** Interest shall accrue at the rate of two percent (2%) over prevailing prime rate shall be charged on a monthly basis (or the maximum percentage allowed by law, whichever is less) on any amounts not paid within thirty (30) days of invoice submittal. In the event legal action is necessary to enforce the provisions of this Contract, TT EMI shall be entitled to collect from the Client any judgment or settlement sums due, reasonable attorneys' fees, court costs and expenses incurred by TT EMI in connection therewith and, in addition, the reasonable value of TT EMI's time and expenses spent in connection with such action, computed at TT EMI's prevailing fee schedule and expense policies. TT EMI may, but is not required to, terminate its services if any invoice is unpaid for sixty (60) days. TT EMI, its officers, employees, or consultants may be asked or required to appear as a witness or deponent, to furnish information or data through interrogatories, or otherwise be compelled to participate in, administrative or judicial proceedings arising in connection with Client's project. In that event and notwithstanding expiration or termination of this Contract, Client shall compensate TT EMI in accordance with this Article and reimburse TT EMI for reasonable legal expenses incurred in connection therewith, provided, however, that the provisions of Article 5, below, shall govern in the event TT EMI is found to be at fault.

3. CONFIDENTIALITY, ACCESS TO SITE, USE OF FACILITIES AND INFORMATION. Client shall provide TT EMI with access to facilities and information conducive to the efficient and accurate provision of Services, including such maps, drawings, and records as are needed for the proper conduct of the Services, and shall indicate the reliability of all information provided. TT EMI will maintain in confidence and return to Client any information designated by Client as confidential. If site visits are included in the Scope of Services, but not field construction or remediation, TT EMI INC. shall visit the project and/or construction site at appropriate intervals to become generally familiar with the progress, quality of work (contractors' work) and if applicable to determine if the work is proceeding in general accordance with the Contract Documents. Visits to the project site and observations made by TT EMI as part of Services during construction under Agreement shall not make TT EMI responsible for, nor relieve the construction contractor(s) of the obligation to conduct comprehensive monitoring of the work sufficient to ensure conformance with the intent of the Contract Documents, and shall not make TT EMI responsible for, nor relieve the construction contractor(s) of the full responsibility for all construction means, methods, techniques, sequences, and procedures necessary for coordinating and completing all portions of the work under the construction contract(s) and for all safety precautions incidental thereto.

4. INSURANCE.

- (a) During the course of performance of the Services, TT EMI will maintain the following insurance coverages:

<u>TYPE OF COVERAGE</u>	<u>AMOUNT OF COVERAGE</u>
Workers' Compensation/Employers Liability	Statutory/\$1,000,000
Commercial General Liability/Excess Liability	\$1,000,000/\$2,000,000
Professional Liability/Contractors Pollution Liability	\$1,000,000
Automobile Public Liability and Property Damage, including coverage for all hired or non-owned automotive equipment used in connection with the insured's operations.	\$1,000,000

- (b) If required, TT EMI shall deliver to Client, Certificates evidencing that the above coverages are in effect and will not be canceled or materially changed without thirty (30) days written notice; (c) Additional Coverages: If desired, TT EMI, will on a cost-reimbursable basis, endeavor to procure other desired insurance coverages if commercially available and applicable to the work being performed.



TETRA TECH EM INC.
PROFESSIONAL SERVICES CONTRACT

5. INDEMNIFICATION. TT EMI shall indemnify and save harmless Client from claims, actions and judgments arising out of bodily injury, death or damage to property of third parties to the extent caused by the negligence of TT EMI, provided, however, that "Hazardous Substance Claims" as defined in Article 7, below, shall be governed by that Article.

6. WARRANTY OF SERVICES. TT EMI warrants that TT EMI and its employees shall, in performing Services hereunder, exercise the degree of skill, care and diligence consistent with customarily accepted good practices and procedures at the time and location and for the type of Services performed. Should TT EMI fail to perform to those standards, it shall (a) without cost to Client, reperform and correct any substandard Services; and (b) reimburse Client for Client's direct damages or otherwise correct faulty construction, to the extent resulting from such substandard Services. Services involving such activities as the prediction of ecological or health impacts, clean-up criteria, extent or degree of contamination or dispersion, air or water movement, geologic and hydrogeologic conditions, extent of appropriate investigation, scheduling, and cost estimating are highly sensitive to changes in regulatory and scientific criteria, methodologies and interpretations thereof and require the balance of diverse, often conflicting, Client business, economic, legal and other priorities. Client acknowledges these conditions and accepts the risk that, although TT EMI may perform to the above standards, the Client's goals or desires may nevertheless not be realized. TT EMI makes no other warranties, express or implied, with respect to its performance under this Contract. TT EMI's liability hereunder, including any for damage to or loss of Client property, shall in no event extend beyond one year after completion of the Services in question or exceed the amount specified in Article 8 below.

7. HAZARDOUS SUBSTANCE CLAIMS. (a) In the event that TT EMI's negligence is found, by final judicial determination, to have caused a Hazardous Substance Claim as defined below, TT EMI shall reimburse Client for its costs and liabilities incurred under this Article 7, to the extent caused by TT EMI, in an amount not to exceed that specified in Article 8 below; (b) "Hazardous Substance Claim" shall mean any and all claims, losses, costs, expenses, judgments, damages, and liabilities of any form or nature including but not limited to any for personal or emotional injury, death or damage to property arising out of or in connection with any actual, threatened or feared release, discharge or exposure to any toxic or hazardous waste, substance, material, or vapor, including without limitation, PCB's, petroleum, hydrocarbons, asbestos, mixed, radioactive or nuclear wastes and any other substance designated as hazardous or toxic under CERCLA, TSCA, RCRA or other statute or regulation ("Hazardous Substances"); (c) Except as provided in (a). above and to the fullest extent provided in Article 9 below (i) Client shall indemnify and hold harmless TT EMI, its officers, directors, employees, agents, and representatives from and against any and all Hazardous Substance Claims; and (ii) Client shall defend any claim, action, or proceeding which may be brought against TT EMI, its officers, directors, employees, agents, and representatives ("Defendants") arising out of or in connection with any Hazardous Substance Claim and shall bear all fees and expenses of attorneys and costs any Defendant incurs in the defense thereof.

8. TT EMI LIABILITY. TT EMI's total aggregate liability in connection with or arising out of the Contract or Services, including without limitation any under Articles 5, 6 and 7 above, shall in no event exceed the total amount of compensation paid to TT EMI hereunder up to a total maximum amount of \$250,000.

9. CONSEQUENTIAL DAMAGES AND OTHER LIABILITIES. TT EMI and its employees shall in no event be liable for any special, indirect or consequential damages, including specifically but without limitation, any based on loss of profits or revenue, loss of or interference, whether or not by third parties, with full or partial use of any equipment, facility or property, including real property, cost of replacement power, energy or product, delay in or failure to perform or to obtain permits or approvals, cost of capital, loss of goodwill, claims of customers, fines or penalties assessed against client or similar damages. These terms provide allocations of risk and reward consistent with the nature and extent of the Services and to that end include (i) protections against, and limitations on, liability of TT EMI and (ii) specific remedies of Client which shall be its sole and exclusive remedies. The allocations, including without limitation those set forth above and under Articles 6, 7, 8 and 13, shall survive this contract and apply to the fullest extent allowed by law irrespective of whether liability of TT EMI is claimed, or found, to be based in contract, tort or otherwise (including negligence, warranty, indemnity and strict liability) and Client hereby waives all rights of recovery and assumes all risks beyond those explicitly allocated to TT EMI herein.

10. SITE CONTRACTORS. For the benefit of Client and TT EMI, Client agrees that it will cause provisions acceptable to TT EMI governing insurance and indemnity to be inserted in each of Client's agreements for remediation or other construction or site services or work related to the Services.

11. DELAYS. Neither party shall be considered in default in the performance of its obligations hereunder to the extent that the performance of such obligations is prevented or delayed by any cause which is beyond the reasonable control of the affected party, and the time for performance of either party hereunder shall in such event be extended for a period equal to any time lost as a result thereof, and an equitable adjustment shall be made to TT EMI's compensation.

12. THIRD PARTY INTERESTS. This Contract and the Services and Work Product produced hereunder are solely for the benefit of Client and are not intended to be for the benefit, or to be construed as creating rights in favor, of any third party. If Client is not the ultimate beneficiary of the Services or TT EMI's work product is used in such a way as to create or induce any reliance by any third party, Client represents and warrants (i) that it shall bind its clients and/or such third parties to limitations on and protections against liability "protective provisions" commensurate with those afforded TT EMI hereunder and that such protective provisions will, in fact, inure to the benefit of TT EMI, and/or (ii) that Client has the power to act on behalf of its clients and/or such third parties and does hereby bind such parties to these protective provisions.

13. CHANGES AND TERMINATION. This Contract shall not be modified except by written agreement signed by both parties. Client shall have the right to make changes within the general scope of Services upon execution of a mutually accepted change order. Client shall also have the right to terminate this Contract prior to completion of the Services, after reasonable notice to TT EMI in writing, in which event Client shall pay TT EMI all amounts due TT EMI hereunder up to the effective date of termination, plus TT EMI's reasonable costs incurred after such date in terminating the Services. In the event that Client alleges breach on behalf of TT EMI, Client shall afford TT EMI in 30 days written notice to submit a reasonably acceptable plan to cure any alleged deficiency prior to termination. Recognizing that termination prior to completion may involve risks and exposures both as to cost of work and third party claims, Client shall in such event indemnify, protect and defend TT EMI from claims arising out of any incomplete aspect of the Services.



**TETRA TECH EM INC.
PROFESSIONAL SERVICES CONTRACT**

14. GOVERNING LAW, PRECEDENCE AND DIVISIBILITY. Unless specified otherwise in Client orders, this Agreement shall be governed by the laws of the State of California excluding choice of law rules, which direct application of the laws of another jurisdiction. The provisions of the TT EMI Proposal and these Terms and Conditions shall govern exclusively any Services furnished by TT EMI and shall prevail over and render void any inconsistent or conflicting provision of the Client Order. If any term, condition, provision or portion of this Contract is declared void or unenforceable, or limited in its application or effect, such event shall not affect any other provision or portion hereof. All other provisions and unaffected portions thereof shall remain fully enforceable and an adjustment in the compensation or other provisions shall be made with the purpose of equitably affecting the intent of the Contract to the maximum extent allowed by law.

15. ENTIRE AGREEMENT. This Contract contains the entire agreement between the parties as to the Services rendered hereunder. All previous or contemporaneous agreements, representations, warranties, promises, and conditions relating to the subject matter of this Contract are superseded by this Contract.

TETRA TECH EM INC. – Accepted by:

CLIENT – Accepted by:

Town of Camp Verde – Waste Water Master Plan

Town of Camp Verde

CONTRACT OR PROJECT NAME

CLIENT

Donald Campbell

BY TT EMI (PRINT NAME)

BY (PRINT NAME)

Operations Manager

TITLE

TITLE

SIGNATURE

DATE

SIGNATURE

DATE

ATTACHMENT III

**Water Infrastructure and Finance Authority and Town of Camp Verde
Technical Assistance Budget Worksheet
(Billable Tasks)**

EXHIBIT B
Technical Assistance Budget Worksheet
(Billable Tasks)

PROJECT NAME: Waste Water Master Plan

Tasks to be paid by WIFA

<i>Task</i>	<i>Description of Task</i>	<i>Task Cost</i>
I		\$
II	Project Data Collection and Compilation	\$15,555.41
III		\$
IV	Engineering Feasibility Study	\$18,714.45
V		\$

Tasks to be paid by Applicant
(if applicable)

<i>Task</i>	<i>Description of Task</i>	<i>Task Cost</i>
XXX I	Project Management, Coordination and Administration	\$29,445.27
XXX III	Infrastructure Needs Assessment	\$14,039.80
XX V	Waste Water Master Plan	\$23,238.52
X		\$

Total Budget: \$100,993.45

WIFA Portion \$ 34,269.86

Applicant Portion \$ 66,723.59

STAFF REPORT

Council Meeting of: **October 18, 2006**

Title: **Discussion, consideration and possible approval of Economist.com's contract to assist with additional financial evaluation, impact analysis, rate plans, due diligence and acquisition of the Camp Verde Water System, Co.**

Is This a Budgeted Item: Yes

Description of Item: Below is the cost of the 3 phases of work to be performed:

Phase I	\$9,000		
Phase II	\$9,000		
Phase III	Variable; Time and Expenses as incurred		
	\$150/hr	-	Project Mgr.
	\$100/hr	-	Assistant

Staff Recommendation: Hire economists.com to assist the Town in all three proposed phases.

Comments: None

Attachments: Yes

Prepared by: Bill Lee/cjb

Portland

Dallas

Phoenix

Tampa

economists.com

Economic and Financial Consulting



October 4 2006

Mr. Bill Lee
Town Manager
Town of Camp Verde
473 S. Main St. Ste. 102
Camp Verde AZ 86322

Dear Mr. Lee:

Thank you for allowing **Economists.com** the opportunity to present this proposal to provide a financial evaluation and impact analysis of the potential acquisition of Camp Verde Water Company ("CVWC") for the Town of Camp Verde, Arizona ("The Town"). We are an economic and financial consulting firm with offices in Phoenix; Dallas, Texas; Portland, Oregon; and Tampa, Florida. Our principal clients are national, state and local governments. Our firm contains professionals with decades of experience in water and wastewater utility operations and economic/financial management. Our specific water and wastewater services include:

- **Water and Wastewater Rate Studies**
- Solid Waste/Sanitation Cost of Service and Rate Studies
- Impact Fee Studies
- Economic evaluation of water resources
- Water Planning and Management
- Connection and Impact Fee Studies
- Privatization Analysis
- Expert Witness Testimony on Reasonableness of Rate Structure
- Resource Allocation Studies
- Economic Impact and Development Studies

More information is available on our firm and professionals at our web site, www.economists.com.

It is our understanding that the Town is evaluating the prospect of acquiring the local privately-held water company. This acquisition will have a significant impact on both the Town and its ratepayers. There are three separate and distinct phases to this engagement as follows:

5500 Democracy Drive, Suite 130, Plano, Texas 75024

Office: (972) 378-6588 • Fax: (972) 378-6988

Web Site: www.economists.com

A Limited Liability Company

Phase I – Financial Valuation

The Town's engineers have recently completed an assessment and valuation of Camp Verde Water Company based on the commonly-used Replacement Cost New Less Depreciation methodology (RCNLD). While RCNLD is useful in determining a general estimate of the value of the company, other financial valuation methodologies are also employed to determine a general overall average valuation. In Phase I of this engagement, the project team will conduct a comprehensive analysis and valuation of Camp Verde Water Company under the following valuation methodologies:

Book Value

Single Period Capitalization (i.e. Times Earnings)

Earnings before Interest, Taxes, Depreciation and Amortization (EBITDA)

Discounted Future Cash Flow

Market Value per Connection

The combination of these valuation methodologies along with RCNLD will provide the Town with the information it requires to make a just, reasonable and fair offer for acquiring CVWC.

Phase II – Financial and Rate Plan -- Impact Analysis on Ratepayers

In evaluating the desirability of acquiring CVWC, in terms of both operations and acquisition price, one of the most important factors for the Town to consider is the impact of the acquisition on local ratepayers. In this phase the project team will analyze the company's current financial, debt and operating obligations, and will develop and forecast operating and capital expenses for a ten year period after acquisition by the Town. This will enable the Town to implement a financial and rate plan that will enable it to meet all forecast operating and capital obligations, as well as to understand the impact of the Town's acquisition of the system on the ratepayers' monthly charges.

The project team will also analyze and present the impact of CVWC on local ratepayers at various acquisition costs. This information will be very useful to the Town in developing an ultimate offering price to CVWC.

The operating and capital plan will be developed in close coordination with the Town's engineers. It must be emphasized that our review of the company's financial and operating information does not constitute an audit or verification of the accuracy of such data.

Phase III – Assistance with Due Diligence and Acquisition

In this phase we will assist the Town in negotiations with CVWC for the acquisition of the company and the incorporation into the Town. If an initial agreement is reached as to an offering price, we will assist in all due diligence-related efforts. This includes the update of any engineering analyses and capital improvement plans, the hiring of an auditor to evaluate CVWC's finances, and the coordination with Town personnel in the development of an operations plan for the company. As new information becomes available we will update our financial and rate forecast accordingly in order to arrive at a final set of rates to implement upon closing. We will provide any additional analysis required by the Town's financial and bond advisors.

I will serve as Project Manager for this engagement and will have sole responsibility for its successful outcome. My billing rate is \$150 per hour. I will be assisted by Ms. Becky Thacker. Her billing rate is \$100 per hour. Clerical staff will provide support as necessary. The professional fees and expenses for this engagement are as follows:

Phase I -- **\$9,000**

Phase II -- **\$9,000**

Phase III – Variable; Time and Expenses as incurred

These costs include data analysis, report preparation, and presentation of findings before Town staff and the City Council.

If this proposal is acceptable to you, please execute one copy of this letter and return it to our Dallas office. Thank you for this opportunity. We look forward to working with you on this engagement.

Very Truly Yours,

Dan V. Jackson
Managing Director and Chief Executive

ACCEPTED BY:

Date

STAFF REPORT

Council meeting of: **October 18, 2006**

Title: **Discussion, consideration, public hearing and possible approval of Application for Bingo License for American Legion Post #93**

Budgeted item: **N/A**

Description of Item: **The Clerk's office received the application from the American Legion Post #93 for a Bingo License. ARS 5-404 states the governing body shall upon receipt of the application immediately set a hearing on the application to be held within forty-five days.**

Staff Recommendation: **None**

Comments: **None**

Attachments: **Yes**

Prepared by: **vj**



Arizona Department of Revenue • Bingo Section

Phoenix: (602) 716-7801

ENDORSEMENT BY LOCAL GOVERNING BODY

For Official Use Only

To be completed by the local governing body and returned to the Bingo Section pursuant to ARS §5-404.A.

<input checked="" type="checkbox"/> New Application	<input type="checkbox"/> Change of Location	LICENSE #	DATE
FROM (NAME OF LOCAL GOVERNING BODY)		ADDRESS - NUMBER AND STREET, PO BOX	
TELEPHONE NUMBER WITH AREA CODE		CITY	STATE ZIP CODE

1. This is to certify that on _____, a hearing was conducted pursuant to Arizona Revised Statute, Title 5, Chapter 4, on the:

- Application for a bingo license by the following applicant
- Application for a bingo license location transfer

2. Name of applicant: AMERICAN Legion Post 93

3. Location/address where games will be conducted:
286 S. 3rd St, Camp Verde, AZ 86322

4. Days and times of games:

- Monday: _____ AM PM Friday: _____ AM PM
- Tuesday: 7:00 AM PM Saturday: _____ AM PM
- Wednesday: _____ AM PM Sunday: _____ AM PM
- Thursday: _____ AM PM

5. Background investigations:

- have have not been conducted on all individuals listed in the Bingo License Application.

6. Recommendation: The application be Approved Disapproved

7. Specific reasons for disapproval are hereby listed pursuant to ARS §5-404.1:

--	--	--	--	--	--	--	--

NOTE: This endorsement must be signed by a delegated authority of the local governing body.

PRINTED NAME _____

SIGNATURE _____ DATE _____ TITLE _____

Mail completed, signed form to:

Arizona Department of Revenue
Bingo Section
1600 West Monroe, Room 520
Phoenix, AZ 85007



Arizona Department of Revenue • Bingo Section

Phoenix: (602) 716-7801

APPLICATION FOR BINGO LICENSE

Complete all information on this form. If you do not complete all information, your application will be returned. All information is subject to verification. If you need more space, attach additional sheets.

Falsification of information contained in this application constitutes a Class 6 felony.

All bingo licenses expire one year from the date of issue. To continue conducting bingo games, you must renew your license prior to the expiration date.

For Department of Revenue Use Only

Approved Disapproved

REVIEWER'S NAME (please print)	DATE
--------------------------------	------

License Classification: Class A Class B Class C

LICENSE NUMBER	TERM OF LICENSE:
	From: _____ To: _____

Type or print in black ink.

1 APPLICANT'S NAME American Legion Post 93	2 TELEPHONE NUMBER WITH AREA CODE (928) 567-6154
3a ADMINISTRATIVE OFFICE LOCATION 286 S. 3rd St.	4a MAILING ADDRESS P.O. Box 1570
3b CITY STATE ZIP CODE Camp Verde AZ 86322	4b CITY STATE ZIP CODE Camp Verde AZ 86322

5 Class B and Class C license applicants only: If applying as a qualified organization, indicate the type of organization:

Check one box:

- Charitable
 Social
 Religious
 Veterans
 Fraternal
 Volunteer Fire Department
 Homeowners Association
 Nonprofit Ambulance Service

6 Class B and Class C license applicants only: If applying as a qualified organization, give the name and address of your one parent or auxiliary:

PARENT	AUXILIARY
6a ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. 286 S 3rd St.	6b ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. American Legion Auxiliary Post 93
CITY STATE ZIP CODE Camp Verde AZ 86322	CITY STATE ZIP CODE Camp Verde AZ 86322

7 Class B and Class C license applicants only: If applying as a qualified organization, indicate the date your organization was established in Arizona: **04/04/1977**

8 Class B and Class C license applicants only: If applying as a qualified organization, list current officers:

NAME 8a Keith Tucker	NAME 8b Tom Dimock
TITLE Commander	TITLE 1st Vice Commander
ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. P.O. Box 1506	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. 400 Groseta Dr
CITY STATE ZIP CODE Camp Verde AZ 86322	CITY STATE ZIP CODE Camp Verde AZ 86322
NAME 8c A.D. BARRY	NAME 8d Tom Montie
TITLE Adjutant	TITLE Finance Officer
ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. 1409 Horseshoe Bend
CITY STATE ZIP CODE Camp Verde AZ 86322	CITY STATE ZIP CODE Camp Verde AZ 86322

9 Class B and Class C license applicants only: Bingo checking account information:

Checking Account Number: 0670002443

Bank Name and Branch: NATIONAL BANK of ARIZONA, Camp Verde, AZ

10 Class B and Class C license applicants only: Bingo interest-bearing account information:

Account Number: N/A

Bank Name and Branch: N/A

11 Class B and Class C license applicants only: List all officers and/or supervisors authorized to sign checks from the accounts listed above. If applying as a qualified organization, all supervisors must be members of the applicant:

NAME 11a A D BARRY	NAME 11b Tom Montie
TITLE Adjutant	TITLE Finance Officer
ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. 3347 E Abclordovey Dr	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. 1409 Horseshoe Bend
CITY STATE ZIP CODE Camp Verde AZ 86322	CITY STATE ZIP CODE Camp Verde AZ 86322

12 List the name(s) of the one or two persons who will serve as managers. If applying as a qualified organization, these persons must be members of the applicant. Each person must submit an affidavit.

NAME 12a Keith Tucker	NAME 12b
TITLE MANAGER	TITLE
ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. P.O. Box 1506	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
CITY STATE ZIP CODE Camp Verde AZ 86322	CITY STATE ZIP CODE

13 List the name of the one person designated as proceeds coordinator. If applying as a qualified organization, this person must be an officer or director and a member of the applicant. Each person must submit an affidavit.

NAME MORGAN Embly	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. P.O. Box 4374
TITLE Proceeds Coordinator	CITY STATE ZIP CODE Camp Verde AZ 86322

14 List the name(s) of the person(s) who will serve as supervisor. If applying as a qualified organization, each person must be a member of the applicant. Each person must submit an affidavit.

NAME 14a Rosalie McKnight	NAME 14b Dorothy Morey
TITLE SUPERVISOR	TITLE SUPERVISOR.
ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. 1148 W Buffalo Camp Verde	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. P.O. Box 801
CITY STATE ZIP CODE Camp Verde AZ 86322	CITY STATE ZIP CODE Camp Verde AZ 86322
NAME 14c	NAME 14d
TITLE	TITLE
ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
CITY STATE ZIP CODE	CITY STATE ZIP CODE

15 List the name(s) of the person(s) who will serve as assistants. If applying as a qualified organization, each person must be a member or new member of the applicant. Except for "Class A" licensees, each person must submit an affidavit.

NAME 15a Tom Dimock	NAME 15b Jerry Eckert
NAME 15c Jackie Heuer	NAME 15d
NAME 15e	NAME 15f
NAME 15g	NAME 15h

16 Street address of the physical location where bingo will be played:
286 S. 3rd St. Camp Verde AZ 86322

17 Indicate the time on each respective day that bingo will be played:

Monday: _____ AM PM Friday: _____ AM PM
 Tuesday: 7:00 AM PM Saturday: _____ AM PM
 Wednesday: _____ AM PM Sunday: _____ AM PM
 Thursday: _____ AM PM

18 List dates of proposed game cancellation if any:

19 Indicate the type of premises where bingo will be played. Check one box (line 19 continues on page 4):

a Neither rent nor mortgage will be paid from bingo funds.

b Rented or leased. Attach rental affidavit and copy of rental agreement.

LANDLORD'S NAME	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
TELEPHONE NUMBER WITH AREA CODE	CITY STATE ZIP CODE

c Owned solely by the organization. Attach copy of mortgage, deed of trust, purchase agreement, escrow agreement, etc..

HOLDER OF MORTGAGE No Mortgage	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
TELEPHONE NUMBER WITH AREA CODE	CITY STATE ZIP CODE

No mortgage

19d Owned jointly with other organization. Attach copy of mortgage, deed of trust, purchase agreement, escrow agreement, etc.. N/A

HOLDER OF MORTGAGE 1)	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
TELEPHONE NUMBER WITH AREA CODE	CITY STATE ZIP CODE
CO-OWNER HOLDER: 2)	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
TELEPHONE NUMBER WITH AREA CODE	CITY STATE ZIP CODE
CO-OWNER HOLDER: 3)	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
TELEPHONE NUMBER WITH AREA CODE	CITY STATE ZIP CODE

20 List bingo licensees who are or will be conducting bingo in the same premises as you and those licensees located within 1,000 feet of your premises. None

NAME 20a	NAME 20b
ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
CITY STATE ZIP CODE	CITY STATE ZIP CODE

21 Expected bingo expenses (line 21 continues on page 5):

a Mortgage: \$ 0 per month

PAYABLE TO <u>N/A</u>	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
TELEPHONE NUMBER WITH AREA CODE	CITY STATE ZIP CODE

b Rent: \$ 0 per month hour occasion

PAYABLE TO <u>N/A</u>	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
TELEPHONE NUMBER WITH AREA CODE	CITY STATE ZIP CODE

c Janitorial Services: \$ 20⁰⁰ per month hour occasion

PAYABLE TO <u>Not Determined</u>	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
TELEPHONE NUMBER WITH AREA CODE	CITY STATE ZIP CODE

d Accounting Services: \$ 60⁰⁰ per month hour occasion

PAYABLE TO <u>Not Determined</u>	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
TELEPHONE NUMBER WITH AREA CODE	CITY STATE ZIP CODE

e Security Services: \$ 100⁰⁰ per month hour occasion

PAYABLE TO <u>Not Determined</u>	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.
TELEPHONE NUMBER WITH AREA CODE	CITY STATE ZIP CODE

21 Expected Bingo Expenses, continued...

f Bingo Supplies: \$ 200⁰⁰ per month

PAYABLE TO <u>Bingo West</u>	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. <u>5609 W LATHAM ST</u>		
TELEPHONE NUMBER WITH AREA CODE <u>602-278-9378</u>	CITY <u>Phoenix</u>	STATE <u>AZ</u>	ZIP CODE <u>85043</u>

g Maximum prize payout per occasion: \$ 1430 *Attach game schedule that lists individual prize amounts.*

PAID TO	ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO.		
TELEPHONE NUMBER WITH AREA CODE	CITY	STATE	ZIP CODE

h Utilities Expenses:

ELECTRIC (payable to) <u>APS</u>		ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. <u>P.O. Box 2906</u>	
ACCOUNT NUMBER <u>208112284</u>	MONTHLY AMOUNT <u>\$ 300⁰⁰</u>	CITY <u>Phoenix</u>	STATE ZIP CODE <u>AZ 85062</u>

GAS (payable to) <u>Flame Propane</u>		ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. <u>624 W Industrial DR</u>	
ACCOUNT NUMBER <u>374 3018-1</u>	MONTHLY AMOUNT <u>\$ 100⁰⁰</u>	CITY <u>Camp Verde</u>	STATE ZIP CODE <u>AZ 86322</u>

WATER (payable to) <u>Camp Verde Water</u>		ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. <u>499 S 6th ST (PO Box 340)</u>	
ACCOUNT NUMBER <u>273</u>	MONTHLY AMOUNT <u>\$ 60⁰⁰</u>	CITY <u>Camp Verde</u>	STATE ZIP CODE <u>AZ 86322</u>

TRASH REMOVAL (payable to) <u>Waste Management</u>		ADDRESS - NUMBER AND STREET, RURAL RT., APT. NO. <u>1580 E Elwood St</u>	
ACCOUNT NUMBER <u>586-0037753-1580</u>	MONTHLY AMOUNT <u>\$ 35⁰⁰</u>	CITY <u>Phoenix</u>	STATE ZIP CODE <u>AZ 85040</u>

22 Briefly state the specific projected use of net proceeds from games of bingo:

For various charitable projects of The American Legion Post, Sons of The American Legion AA The American Legion Auxiliary

Under penalty of perjury, upon oath, I, Keith Tucker, declare that I am duly authorized to sign and file this application. I hereby swear or confirm that I have read the foregoing application and know the contents thereof, and that all information provided has been fully, accurately, and truthfully completed to the best of my knowledge.

Keith A. Tucker 10-02-06 Commander
AFFIANT'S SIGNATURE DATE TITLE

American Legion Post #93 Bingo Camp Verde, AZ



9 Card Book.....10 Regular Games.....\$10.00	Extra 3 On Special Game Paper...\$1 Ea
6 Card Book.....10 Regular Games.....\$7.00	Regular and Special Games Prizes
3 Card Book.....7 Special Games.....\$7.00	Will Be Announced

*******EARLY BIRD GAMES SPECIAL GAMES******* **\$1.00 Each**
75/25 SPLIT

- 1) ****SPECIAL** DOUBLE BINGO (NO 4 CORNERS)**
- 2) ****SPECIAL** CRAZY LETTER "L"**

REGULAR PACK.....

- 3) **BLOCK OF 9 FROM THE CORNER** **\$50**
- 4) **CRAZY LETTER "T"** **\$50**
- 5) **HARDWAY BINGO (NO FREE SPACE)** **\$50**

SPECIAL 6) PROGRESSIVE PER CENT SIGN EXTRAS \$1.00 **\$100**
\$100 IN 42#'S OR LESS * INCREASES \$10 EACH WEEK
UNTIL WON * \$65 CONSOLATION PRIZE

- 7) **ANY REGULAR BINGO OR 4 CORNERS** **\$50**
- 8) **SMALL DIAMOND AND 4 CORNERS** **\$50**
- 9) **DOUBLE HARDWAY (NO FREE SPACE)** **\$50**

SPECIAL 10) PROGRESSIVE BLACKOUT JACKPOT EXTRAS \$1.00
\$200 IN 50#'S OR LESS * ADDING 1# AND \$10
EACH WEEK UNTIL WON * \$65 CONSOLATION PRIZE

I N T E R M I S S I O N

SPECIAL 11) DOUBLE "X" PLUS THE FREE SPACE EXTRAS \$1.00 **\$65**

- 12) **SIX PACK ANYWHERE** **\$50**
- 13) **REGULAR BINGO OR FOUR CORNERS** **\$50**

SPECIAL 14) LARGE DIAMOND EXTRAS \$1.00 **\$65**

- 15) **TRIANGLE IN ANY CORNER** **\$50**
- 16) **DOUBLE POSTAGE STAMP** **\$50**

SPECIAL 17) FINAL BLACKOUT JACKPOT EXTRAS \$1.00
\$500 IN 50#'S OR LESS * \$400 IN 51#'S * \$300 IN 52#'
\$200 in 53#'s * \$150 IN 54#'S * \$100 IN 55#'S AND UP **\$500**

American Legion Post 93 Bingo Rules:

No one under the age of 18 allowed to play Bingo...Players must Bingo on the right color paper for that game...Players must Bingo on the last number called
 Players must purchase a Regular Pack to play Special Games...All prizes will be split evenly between multiple winners... **Arizona rules**
 and regulations available upon request.

STAFF REPORT

Council meeting of: **October 18, 2006**

Title: **Presentation by Arizona State Parks' Representative Max Castillo on the Greenway River Trail System.**

Budgeted item: N/A

Description of Item: For many years State Parks in partnership with Nature Conservancy has been acquiring property along the Verde River. This was done in order to create a contiguous river trail system at Dead Horse State Park.

Staff Recommendation: None

Comments: None

Attachments: No

Prepared by: Bill Lee/cjb

STAFF REPORT

Council meeting of: October 18, 2006 – Regular Session

Title: Discussion, consideration and possible approval for additional funds in the amount of \$12,432.63 to be added to the Janitorial Salaries Line Item.

Budgeted item: No

Description of Item: We currently employ one full time janitor and one part time. With the addition of the new Marshal's Office we are under staffed and unable to keep up with the workload.

Staff Recommendation: Approve additional funds.

Comments: The opening of the new Marshal's Office has added more workload for our janitors. The budget allows for the part-time janitor to work a 20 hr. week. As of recently she has worked 30 hrs. per week and we are still not able to give the facilities the attention that is needed. Our facilities have grown to the point that two full time janitors are needed in order to accomplish the work.

Attachments: Yes

Prepared by: Lynda Moore

Parks and Recreation Department

Staffing Increase Cost Projections

Cost for estimated 17 payperiods left in FY2006-2007

Employee	Hourly Rate	Current Hours	Proposed Hours	# of PP Remaining	Salary Increase	AZ State Retirement	FICA	Medicare	Worker's Comp	Unemploy	Health Insurance	Total Cost Increase
Maria Urias	9.68	40	80	17	6,582.40	599.00	408.11	95.44	580.99	-	4,166.69	12,432.63

STAFF REPORT

Council Meeting of: Wednesday, October 18th, 2006

Title: Discussion and approval for override of line item 20-70-76-8401 (Street & Safety Signing).

Budgeted Item: No

Description of Item: In a recent Council Meeting, Town Council adopted the new revised Town Code. One of the major changes was Section 10-1-2 Transportation Refuse. In order to keep the public informed, the Street dept. ordered and placed 15 All Loads Must Be Covered Signs and sign posts that cost approximately \$1171.02. This will have an impact on our budget for Street & Safety Signing because it happened after the budget was set.

Staff Recommendation: Staff recommends Council to approve the override of our budgeted line item for Street & Safety Signing

Comments:

Attachments: Yes

Prepared by: Ron Long/cb

PURCHASE ORDER
Town of Camp Verde
 P. O. Box 710 • Camp Verde, Arizona 86322 **NO. 16026**
 (928) 567-6631

TO: *United Rentals Hwy Tech*
PO Box 51581
Los Angeles, CA 90051

Vendor Number 1445
 Date 9/25 2006
 TERMS _____
 Deliver on or before _____
 Fund _____ Acct. No. 207076840
 Deliver To _____

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	Invoice # 59444343-001		
15	signs > ALL LOTS MUST BE COVERED PER TOWN CODE SECTION 10-1-2		622.50
15	post 5.5'		182.10
15	post 7.5'		278.40
	Subtotal:		1083.00
	Tax		88.02
	Total		1171.02

FOR FINANCE DEPARTMENT ONLY

AUDITED BY	INVOICE NO.	VOUCHER NO.	FUND	DEPT.	ACCOUNT NO.	AMOUNT	P.O. NO.
ENTERED: BY DATE							
					TOTAL		

- Instructions to Vendors:
 1. Purchase order number MUST appear on invoice.
 2. Submit invoices for each purchase order.
 3. Prepay all transportation charges and add to invoice total.

Originating Department Streets
 Date 9/26/06
 Department Head Authorization [Signature]

RECEIVED

Date _____
 By _____
 Approved for pmt. by _____
 Accounting Department approval as to availability of funds _____
 Town Manager Approval _____



5301 EAST GIBSON AVENUE
 FLAGSTAFF, AZ 86004
 928-526-1646

SALES AGREEMENT / INVOICE

Job Site

TOWN OF CAMP VERDE
 STREET DEPARTMENT
 CAMP VERDE, AZ 86322

 C#: 928-567-6631 J#: 520-567-6631

Customer

TOWN OF CAMP VERDE
 FINANCE DEPARTMENT
 395 S. MAIN ST
 CAMP VERDE, AZ 86322

Customer.... 449031
 Invoice #... 59444343-001
 System date. 9/18/06

 Invoice date 9/18/06 9:57 AM

 Job Loc..... STREET DEPARTMENT, CAMP VERDE
 Job No..... 18- TOWN OF CAMP VER
 P.O. #..... 15845
 Ordered By.. CAROL
 Written by.. URV23DM
 Salesperson. 2726
 Terms..... Net 10 Days

PLEASE REMIT PAYMENT TO:
 UNITED RENTALS HIGHWAY TECHNOLOGIES, INC
 PO BOX 51581
 LOS ANGELES, CA 90051-5881

Qty	Item number	Stock class	Unit	Price	Amount
15	SIGN, CUSTOM LEGEND SA-024X036-.080-EG	UHTSI Bin Location BIN3	EA	41.500	622.50
15	U-CHANNEL, 5.5' 2# GALV U-CHAN 5.5FT 2# GALV	COMOD Bin Location BIN1	EA	12.140	182.10
15	U-CHANNEL, 7.5' 2# GALV U-CHAN 7.5FT 2# GALV	COMOD Bin Location BIN1	EA	18.560	278.40

SHIP TO: TOWN OF CAMP VERDE
 STREET DEPARTMENT
 CAMP VERDE, AZ 86322

Sub-total: 1083.00
 Tax: 88.02
 Total: 1171.02

Covered Loads
~~*Handwritten signature*~~
Signs + Posts

IMPORTANT - PLEASE READ CAREFULLY: By signing this Sales Agreement, Customer agrees to all terms and conditions shown on the back and front of this Sales Agreement. Upon delivery, Customer assumes full responsibility for all items, including their safety and proper use, operation, maintenance, storage, and transportation.

WARRANTY DISCLAIMER: As described on the back of this Sales Agreement, United makes no warranties of merchantability or fitness for a particular purpose, or any other warranties, express or implied. Customer agrees to the waiver of claims as indicated on the back of this Sales Agreement.

INDEMNITY AGREEMENT: As United has no control over the use of the Equipment being purchased by Customer, Customer agrees to indemnify and hold United harmless from any claims, regardless of whether such claims or actions are founded in whole or in part upon any negligent act or omission of United, or any person, party or parties, for loss, injury and damage to person or property arising out of the Customer's possession, use, maintenance or return of Equipment, including legal costs incurred in defense of such claims. This indemnity provision also applies to any claims asserted against United based upon strict or product liability.

UNITED GUARD WARRANTY PROGRAM: Upon accepting the United Guard Warranty Program (the "Program") the Customer agrees to pay the selected percentage of the sales charge. The Program is subject to the limitations set out in the terms and conditions of the Program included with this Sales Agreement.

FUEL: Fuel charges do not include federal, state or local fuel excise taxes.

X _____ DATE _____ _____ UNITED RENTALS AGENT DATE _____
 CUSTOMER SIGNATURE NAME PRINTED



TOWN OF CAMP VERDE
P.O. BOX 710
395 SOUTH MAIN STREET, ROOM 314
CAMP VERDE, ARIZONA 86322
PHONE: (928) 567-0534 ext 137
FAX: (928) 567-1540
E-MAIL carolb@cvaz.org

TRANSMITTAL SHEET

DATE: 8/31/2006

Number of pages including header: 1

To: United Rentals Hwy Tech
Attn: Don

From: Carol Bullard

Fax: 928-527-8410

COMMENTS:

We need to order 15 signs:

White signs with Black lettering:

ALL LOADS MUST BE COVERED
PER TOWN CODE SECTION 10-1-2

Also:

15 7 ½ ft U-Post

15 5 ½ ft U-Post

P.O. number: 15845

Thank you!

DRAFT

STAFF REPORT

Council meeting of: **October 18, 2006**

Title: **Discussion, consideration and possible direction to staff to negotiate a contract with Representative Lynn A. Neal of EnviroSystems Management, Inc. for the archeological mitigation of Black Bridge River Front Park.** This is an unbudgeted item from the park fund.

Budgeted item: No

Description of Item: The archeological study would be either for 60 ft. of right-of-way or clearance of the entire site.

Staff Recommendation: None

Comments: None

Attachments: Yes

Prepared by: Bill Lee/cjb

EnviroSystems Management, Inc.

Environmental Planning • Regulatory Compliance

October 10, 2006

Mr. Bill Lee, Town Manager
Town of Camp Verde
P.O. Box 710
Camp Verde, Arizona 86322
(928) 567-6631, x102; (928) 567-8291, fax
via email: blee@campverde-az.gov

RE: Quote for Archaeological Treatment of Site AZ O:5:188(ASM) within the Black Bridge Riverside Park Property, Camp Verde, Yavapai County, Arizona

Dear Mr. Lee:

Per your request, EnviroSystems Management, Inc. (EnviroSystems) is pleased to submit the following cost quote for completion of archaeological treatment or mitigation of prehistoric site AZ O:5:188(ASM) within the southern half of the Black Bridge Riverside Park property. Located south of the Verde River, the site encompasses approximately 2.5 acres, nearly 25% of the overall park parcel. EnviroSystems therefore understands the difficulty in avoiding this National Register-eligible historic property by park development activities, namely the need for an access road from Moser Lane to the river. Since impacts to the site may not be avoidable, archaeological treatment would be mandated since the project has received a State Lake Improvement Fund (SLIF) Grant administered by Arizona State Parks. Any treatment would therefore have to be approved by the Arizona State Historic Preservation Office (SHPO). A Historic Property Treatment Plan (HPTP) outlining the strategy for recovering critical data from the site or impacted portions of it would be prepared and submitted to SHPO for review and approval. This document would serve to guide the subsequent treatment work. It may also be necessary to secure a Burial Agreement with the Arizona State Museum; time has been included for completion of this document as well.

The Town has requested two alternative approaches. The first involves mitigation of a 60-foot right of way 100-150 feet to the east of and paralleling Montezuma Castle Highway. The second plan would entail mitigation of the entire site area. Full treatment would essentially provide clearance for both the proposed access road and any future ground-disturbing development activities at the site.

WHOLE SITE:

Project Administration & Preparation of HPTP and Burial Agreement	\$ 4,880.00
Site AZ O:5:188(ASM)	<u>\$33,895.00</u>
	\$38,775.00

Description: Relatively dispersed ceramic and lithic scatter indicative of a Southern Sinagua habitation

Proposed Treatment: mapping, artifact collection and analysis, subsurface testing, feature excavation

**Overall cost could be less IF no intact subsurface features are found, but the current cost estimate predicts that several features will be uncovered.*

ROAD RIGHT OF WAY:

Project Administration & Preparation of HPTP and Burial Agreement	\$ 4,400.00
Site AZ O:5:188(ASM)	<u>\$11,350.00</u>
	\$15,750.00

**Same treatment proposed, but would be limited to the 60-foot right of way, which avoids the concentrated portions of the site area. This right of way would also have to be staked by the Town prior to commencement of fieldwork.*

Mr. Bill Lee
October 10, 2006

Page 2

EnviroSystems is prepared to initiate the described tasks within 5 days upon approval of this proposal. The costs outlined above are considered valid for a period of 90 days. *(If the Town has access to a backhoe and driver and could make these resources available to EnviroSystems during fieldwork, this would be one means for reducing costs since this expense could be removed from the current estimate.)* The Town of Camp Verde would be billed on a task completion or monthly basis as tasks are completed, and terms are net 21 days upon receipt of invoice. If this cost estimate is acceptable, your initials next to the chosen approach and authorizing signature in the space provided below would serve as our notice to proceed and as the contractual agreement for this project task. Return of a signed copy by way of facsimile, email, or regular mail is acceptable.

Project scheduling will be dependent on the needs of the proposed development schedule and in relation to the project's review by Arizona State Parks/SHPO. Once we receive contract approval, it will take EnviroSystems approximately 3 weeks to prepare the Treatment Plan for submittal to SHPO. The plan must be reviewed and approved by SHPO prior to fieldwork, which will take a minimum of 30 days once the plan is received. Once the approved plan is in place, fieldwork should be completed in 1-1.5 weeks, followed by a preliminary report (following which construction can take place within the site boundaries or proposed right of way).

We look forward to continuing our relationship with Town of Camp Verde on this project. Should you have any questions or concerns regarding any aspect of our proposal, please feel free to contact me at (928) 226-0236 or via email at lneal@esmaz.com. I would be happy to provide further details regarding the scope of work. Thank you for your time and consideration.

Respectfully submitted,



Lynn A. Neal, RPA
Vice President & Sr. Archaeologist

ACCEPTED BY: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

EnviroSystems Management, Inc.

STAFF REPORT

Council meeting of: **October 18, 2006**

Title: **Presentation by Town Manager Bill Lee on Fiscal Year
05/06 departmental accomplishments.**

Budgeted item: N/a

Description of Item: None

Staff Recommendation: None

Comments: None

Attachments: None

Prepared by: Bill Lee/cjb