



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: March 2, 2016

- Consent Agenda* *Decision Agenda* *Executive Session Requested*
 Presentation Only *Action/Presentation*

Requesting Department: Finance Dept.

Staff Resource/Contact Person: Mike Showers

Agenda Title (be exact): Discussion, consideration & possible approval for Finance Director to make the requested budget amendments as shown on the attached budget amendment form.

List Attached Documents: 1) Budget Change/Re-Appropriation Form dated 3/2/16, 2) Prior council approvals

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews Completed by:

Town Attorney Comments: N/A

Department Head:

Budgeted *Unbudgeted* *N/A*

Fiscal Impact: Only moving currently approved budget amounts or making Operating Transfers.

Background Information: Are necessary transfers and cosmetic adjustments for tracking actual expenses..

Recommended Action (Motion): Move to approve the Finance Director to make the requested budget amendments as shown on the attached budget amendment form.

Instructions to the Clerk: N/A.

Town of Camp Verde

Budget Change/Re-Appropriation Form

Date: 3/2/2016

Council Agenda Date: 3/2/2016

Department Making Request: Finance
 Department Head Approval: 

Account Transferred FROM				Account Transferred TO					
Fund	Department	Account Number	Account Name	Amount	Fund	Department	Account Number	Account Name	Amount
01	170	710000	Consulting	18,000.00	01	170	600000	Wages	16,530.00
					01	170	601000	FICA	1,025.00
					01	170	601100	Medicare	240.00
					01	170	601300	SUTA	165.00
					01	170	601400	Wcomp	40.00
03	000	800000	Equipment	7,700.00	01	110	712000	Contract Services	7,700.00
01	000	550800	Op Trans Out	311.00	08	000	500101	Op Trans In	311.00
08	000	551500	Op Trans Out	37,000.00	15	000	500800	Op Trans In	37,000.00
03 000		850100	Verde Lakes Dr.	38,572.00	03	410	751650	Infrastructure Mnt	13,274.00
					03	000	841120	Bashas Drain Chan	25,298.00

Finance Director Approval:  Date: 2/22/16

Comments: The first item is simply recategorizing consulting to wages, no impact on actual budget.
 The 2 Operating Trans adjmtns do not have any effect on budget expenses as they are all revenue accounts
 The transactions for the \$7,700 & \$38,572 adjmtns have already been approved by council (see attached).

YAVAPAI COUNTY FLOOD CONTROL DISTRICT

1120 COMMERCE DRIVE
PRESCOTT, AZ 86305
928.771.3197 PHONE
928.771.3427 FAX



10 S. 6TH STREET
COTTONWOOD, AZ 86326
928.639.8151 PHONE
928.639.8118 FAX

CHANGE ORDER INTERGOVERNMENTAL AGREEMENT FISCAL YEAR 2015/16

PROJECT: Town of Camp Verde – IGA for Verde Lakes Estates Drainage Improvements, Ph1

FCD Project#: FC0061

Date of Original Intergovernmental Agreement (IGA): September 8, 2015

AGENCY: Yavapai County Flood Control District

Change Order No. 1

COMMUNITY: Town of Camp Verde

Change Order Date: 12/02/15

The following changes shall be made to this Contract:

The Project added to this Contract is	<u>No Change</u>
The original IGA Contract Sum was	\$ <u>75,000.00</u>
Net change by previous Change Orders (+ or -)	\$ <u>0.00</u>
The Contract IGA Sum will be changed by	\$ <u>0.00</u>
Contract IGA Sum for FY 2015/16	\$ <u>75,000.00</u>

The term of this agreement will be extended to June 30th, 2016, and may be renewed for additional one year terms, until the completion of identified drainage improvements.

Comments: The Town of Camp Verde has requested a re-apportioning of the FY 15/16 IGA funding, with no additional funds to be added. Originally, the full amount of funding was requested to be spent within the Verde Lakes area of Camp Verde on a variety of drainage improvement projects. Change Order #1 is requesting the same funding to be split into three project areas with the following breakdown:

- < Verde Lakes Estates: \$36,428.12
 - < Faulkner Wash sediment removal: \$13,274.00
 - < Finnie Flat/Bashas Drainage Channel work: \$25,297.88
- Total FY15/16 amount is still \$75,000.00

Yavapai County Flood Control District
1120 Commerce Dr.
Prescott, AZ 86305

Town of Camp Verde
CHARLES GERMAN, MAYOR
473 S. Main Street
Camp Verde, AZ 86322

By: *Craig L. Brown*
Craig L. Brown, Chairman
District Board of Directors

By: *Charles German*

Date: 12-9-15

Date: 10-28-2015

*How to handle
the \$5494
already spent
in Bashas?
Is it part
of this \$25,300
or more \$5500 for
Misc Projects Back*

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 2, 2015 at 6:30 P.M.**

Minutes are a summary of the discussion. They are not verbatim.
Public input is placed after Council discussion to facilitate future research.

1. **Call to Order**
Mayor German called the meeting to order at 6:30 p.m.

2. **Roll Call**
Mayor Charles German, Vice Mayor Bruce George, Councilors Robin Whatley, Brad Gordon, Jackie Baker, and Carol German were present. Jessie Jones was absent.

Also Present
Town Manager Russell Martin, Marshal Nancy Gardner, Public Works Director Ron Long, Library Director Kathy Hellman, Town Clerk Virginia Jones, and Recording Secretary Saepyoel Choe.

3. **Pledge of Allegiance**
Mayor German led the Pledge.

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) Special Session – July 29, 2015
 - 2) Executive Session – July 29, 2015 (recorded)
 - 3) Special Session – July 31, 2015
 - 4) Executive Session – July 31, 2015 (recorded)
 - 5) Regular Session – August 5, 2015
 - 6) Work Session – August 12, 2015
 - 7) Special Session – August 14, 2015
 - 8) Executive Session – August 14, 2015 (recorded)
 - b) **Set Next Meeting, Date and Time:**
 - 1) Wednesday, September 9, 2015 at 5:30 p.m. Work Session
 - 2) Wednesday, September 16, 2015 at 6:30 p.m. Regular Session
 - 3) **FRIDAY, SEPTEMBER 18, 2015 8:00 A.M. -10:30 A.M. – SPECIAL/WORK SESSION-SETTING
MANAGER GOALS**
 - 4) Wednesday, September 23, 2015 at 6:30 p.m. Council Hears Planning & Zoning Matters-Cancelled
 - 5) Wednesday, September 30, 2015 at 5:30 p.m. Work Session
 - c) **Possible authorization to award Agreement 15-111, Townsite Phase III Road Construction Project to the apparent low bidder, Fann Contracting Inc. in the amount of \$309,128.00. Staff Resource: Ron Long**
 - d) **Possible authorization to proceed with two applications to Water Infrastructure Finance Authority (WIFA): State Route 260 for the Sewer Collection System Expansion Master Plan in the amount of \$35,000.00 and the Wastewater Treatment Plant Energy Efficiency Study in the amount of \$35,000.00. Staff Resource: Ron Long**
 - e) **Possible approval to close the Camp Verde Public Library on Monday October 12, 2015 for an all-staff training day and be open on Fort Verde Day, Saturday October 10,2015.**
 - f) **Possible approval of the re-appointment for Ronald C. Ramsey, Esq. as an Assistant Magistrate for Camp Verde Municipal Court for a two (2) year term, effective September 18, 2015 and setting an hourly pay rate of \$38.00 per hour on an as need basis with a three (3) hour minimum. Staff Resource Judge Paul Schlegel**

On a motion by Vice Mayor George, seconded by Jackie Baker, Council voted unanimously to approve the Consent Agenda, with the exception of Item 4D, which Baker pulled for discussion.

timeline of staff actions, and the results of grants funds applied toward flood control. 27 homes were flooded in the Bull Pen Wash area on July 17th due to banks that were compromised over time from recreational vehicles and erosion. Staff arrived on site the day of the flood and began working, called for emergency services, and applied for a \$150,000 Emergency Watershed Protection Program grant. The grant was awarded on August 6th and funded on the 7th. The Town supplied \$50,000 in matching funds, work commenced on the August 10th, and was completed on the 21st. Two local contractors cleared 2400 feet of channel, built 450 feet of scour wall, reestablished the berm with the 19,000 cubic yards of sediment removed from the stream bed, and seeded the berm—all of which can now accommodate an 80 feet width flow. \$25,000 of leftover grants funds are being used to plant 70 trees indigenous to Bull Pen Wash. Plans include working toward a permanent easement to access the area for regular maintenance and to build a scenic walkway. Staff also intends to recommend ordinances for the Town Code and post signs, which will restrict recreational vehicle usage in water courses, in order to protect the investment. The presentation will become part of the public record.

Mayor German heard allegations that water coming off of the gypsum mine contributed to the flood. The Mayor and officials walked the property to evaluate the possibility of the allegation, and found that the property could have had no impact. Troy Odell further confirmed that the water came from further upstream of the mine.

Vice Mayor George commented that this was a great example of working together, quick work, and success. Mayor German commended Public Works and their Streets Department for their accomplishments. He said Camp Verde has six areas that need help with flooding, but he is confident that they know the process now and can resolve issues quickly.

11. **Discussion, consideration and possible approval of Budget amendment to allocate approximately \$30,000 of unallocated expenses in CIP fund to put in 3 hydrants and fund eCivis Grant software.**
Staff Resource: Russ Martin.

On a motion by Robin Whatley, seconded by Brad Gordon, Council voted unanimously to approve the Budget amendment to allocate approximately \$30,000 of unallocated expenses in CIP fund to put in 3 hydrants and fund eCivis Grant software.

Whatley said Council discussed this issue in the Work Session. German asked how effective the eCivis software has been in increasing our number of grants. George replied that we have \$300,000 pending in possible grants. Martin replied that we can pay \$15,000 for eCivis this year or pay more for the next 3 years; it is cheapest to take advantage of this opportunity now.

12. **Update by Council Member Jackie Baker as the Town representative, and elected member of Arizona Municipal Risk Retention Pool (AMRRP) regarding the 2015 Election Ballot to the Board of Trustees and the Annual Members' Meeting.**

Baker reported that three people won reelection to the Board of Trustees: Jackie Walker from Kingman, Kelly Udal from Sahuarita, and Fred Carpenter from Payson. Whatley expressed preference for the Sedona candidate to be elected to represent the Verde Valley. Town Clerk Virginia Jones explained that they received the elections ballots one day and had to mail them back the following day due to a short timeline, so there was no chance to bring the decision before Council. Since Jackie Baker serves on the Board, they decided to go with her recommendations, but normally, there would be a discussion with Council first.

13. **Call to the Public for items not on the agenda.**
Debra Moody, representing Donna Moody, thanked Council for their flood control work in Verde Lakes and offered complete cooperation for further needs concerning the easement.