It's in your hands ~ "Build a stronger community – Shop Locally"

AGENDA
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, JULY 18, 2012
6:30 P.M.

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing. Councilor Bruce George may attend telephonically.

1. **Call to Order**
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) Council Hears Planning & Zoning Matters – June 27, 2012
      2) Regular Session – June 20, 2012
   b) **Set Next Meeting, Date and Time:**
      1) July 25, 2012 at 6:30 p.m. – Council Hears Planning & Zoning Matters
      2) August 1, 2012 at 6:30 p.m. – Regular Session
      3) August 15, 2012 at 6:30 p.m. – Regular Session
      4) August 22, 2012 at 6:30 p.m. – Council Hears Planning & Zoning Matters
   c) **Possible approval of contract for the intake of animals by the Adopt for Life Animal Verde Valley Humane Society in Cottonwood Arizona for fiscal year 2012/2013 in the amount of $70.00 per animal. This is a budgeted item in FY 2012/13.** Staff Resource: Marshal Nancy Gardner

5. **Council Informational Reports.** Council reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

6. **Special Announcements & Presentations**
   - **Welcome to the new businesses:**
     - **Fields Custom Concrete, Inc. – Cottonwood**
     - **A.H. Hickman Co. – Prescott**
     - **Precision Structural Concrete – Cottonwood**
     - **Watches & More – Phoenix (Special Event)**
     - **The Merry Merchants, LLC – Dewey**
     - **Cool Side, Inc. – Prescott Valley**
     - **Ice Cream Dream – Cottonwood**
     - **Electric Horses – Prescott**
     - **Nancy L. Mason – Cedar City, Utah**
     - **Let's Eat Kettle Corn – Phoenix**
     - **Strawberry Silver Co. - Strawberry**

7. **Call to the Public for items not on the agenda.**

8. **Presentation and possible discussion of Quarterly Reports from the following:**
   a) **Board of Adjustments and Appeals**
   b) **Planning & Zoning Commission**

c) **Chamber of Commerce**
d) **Fort Verde State Historic Park**

Mayor Burnside requested the following item(s)

9. **PowerPoint Presentation by Bob Cothern, Black Canyon City Trail Coordinator and Troy Dymock, USDA Forest Service followed by discussion, consideration, and possible approval of Resolution 2012-868, a Resolution of the Mayor and Common Council of the Town of Camp Verde supporting the Black Canyon Trail/Sheep Corridor connectivity originating in Maricopa County Passing through Yavapai County and the Prescott National Forest terminating within Coconino National Forest.**

10. **Call to the Public for items not on the agenda.**

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

12. **Adjournment**

Posted by: O Torres Date/Time: 7-12-2012 11:10 a.m

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

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

4.a.1

DRAFT

MINUTES
COUNCIL HEARS PLANNING & ZONING MATTERS
MAYOR AND COUNCIL
COUNCIL CHAMBERS
WEDNESDAY, JUNE 27, 2012
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 Burnside, Vice Mayor Kovacovich, Councilors George (via telephone), Baker and Jones were present; Councilors Whatley and German were absent.

Also Present: Town Manager Russ Martin, Public Works Director Ron Long, Community Development Director Mike Jenkins, and Recording Secretary Margaret Harper.

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

4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
   a) **Approval of the Minutes:**
      1) Work Session – June 13, 2012
   b) **Set Next Meeting, Date and Time:**
      1) July 4, 2012 at 6:30 p.m. – Regular Session – **CANCELLED**
      2) July 18, 2012 at 6:00 p.m. – Special Session – Budget
      3) July 18, 2012 at 6:30 p.m. – Regular Session
      4) July 25, 2012 at 6:30 p.m. – Council Hears Planning & Zoning Matters

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

5. **Council Informational Reports**
There were no Council informational reports.

6. **Call to the Public for items not on the agenda.**
(Comments from the following individual are summarized.)
Beverly Reidl spoke regarding her ongoing complaint with the Planning & Zoning Commission and the home that was placed at Queens and Olive. She said she had brought some information from the International Association of Certified Home Inspectors, entitled, "Modular vs. Manufactured Homes." Ms. Reidl said that the only explanation she gets from Planning & Zoning regarding a modular home is that "it is built according to the International Residential Building Code." She cited detailed information from the material she brought to support her claim that the home in question is a manufactured home as opposed to a modular home, pointing out the difference between the two, including the permit processes. *(Following the information Ms. Reidl had shared, Mayor Burnside requested that she leave a copy of that material with Town staff.)*

There was no further public input.

7. **Discussion, consideration, and possible award of bid and authorization to execute the contract**

documents for the Hollamon Street Improvement Project, Community Development Block Grant #100-11. Staff Resource: Ron Long
On a motion by Jones, seconded by Burnside, the Council unanimously awarded the bid and authorization to execute the contract documents for the Hollamon Street Improvement Project, Community Development Block Grant No. 100-11 CDBG, in the amount of $299,184.24 between the Town of Camp Verde and McDonald Bros.Construction, the second lowest responsive bidder, due to the issues and complaints filed against the R.K. Sanders Construction with the Registrar of Contractors.

Town Manager Martin first reminded the Council that with only five members participating in the meeting, pursuant to the Rules of Procedure, item it will be necessary to have four votes in order to take action on any item.

Public Works Director Ron Long announced that sealed bids were opened yesterday for the subject project; the apparent low bidder was R.K. Sanders, Inc., from Phoenix, Arizona. The next lowest bidder was McDonald Bros. Construction. Information regarding the low bidder has been included in the agenda packet; they meet all the necessary bid requirements. The State Board of Contractors has provided other documentation of interest as well, which may be discussed later.

The Council discussed with Long the question of possibly being able to favor a local contractor on the basis of closeness of bids, and other issues that could apply, since there are some complaints regarding the lowest bidder on this project. Long said that when it is a sealed bid, using Federal dollars, the mandate in Arizona Revised Statutes is that the bid should be awarded to the "lowest, most responsive, and responsible bidder. " The Town does reserve the right to question their ability to do the job. Long outlined the qualifications that are reviewed, including whether they are properly licensed to do the work, and have not been barred by the State from bidding, for example. This bidder, R.K. Sanders, does have some lesser issues regarding some open and closed cases with the State Board of Contractors. Long noted that the difference in the two bids was approximately $2,800, or a 1% difference. As for any prior resolution allowing favoring a local contractor, Long pointed out that the Council can always weigh the facts to make a decision on which contractor to select; he confirmed that the second bidder does not have any of the issues that are against the lowest bidder, and that staff is somewhat concerned about using a contractor with those issues. Long said that he feels Council needs to consider whether the problems noted are of enough concern to go to the next lowest bidder. As for the possibility of opening up further problems by selecting the local bidder over the low bidder, Long noted that there is a 10 calendar day period within which to protest that choice, and there will have to be an explanation of why the low bidder was turned down. He added that there is no strong evidence that they had done anything illegal, but there is evidence that shows that there have been issues on their jobs with their subcontractors, making payments to subs and for materials, enough to make the Association of General Contractors list of cases; eight cases in four years. In response to a further question, Long replied that the lowest bidder would only be buying materials locally, whereas the local contractor would be using all resources located in the Verde Valley.

In further discussion with Long, with input from Adm. Asst. Deborah Ranney, the Council was informed that the complaints consist of four open complaints and four closed ones. Sanders has been requested to provide additional documentation on the four open complaints; he stated that he has settled two of them. All of the complaints were for nonpayment. Long described the work involved in the subject project, estimating that two to three subcontractors might be used. Long added that Sanders has a General Commercial license, C-1, and is qualified to do all the work, including concrete and asphalt. Burnside cautioned the Council that even though there is a local contractor that has bid the job, at all times it is necessary to follow the protocol, making sure to check the evidence and the data presented in determining whether this is the best qualified bidder. Burnside reviewed the history of the low bidder that included a revocation of a license, with a new license issued in 2007; in that last period he has incurred eight

complaints that are shown. In response to a question, Ranney confirmed that the top three bidders have submitted sufficient documentation to meet the criteria. Long described the process of opening the bids and confirming the necessary qualifications, which was done; however, he asked if the Council was comfortable with awarding a bid to a contractor that has the record discussed. Referring again to the complaints, and agencies' references that were submitted, Ranney said that she had made further inquiries, and she has been informed that there also had been administrative issues in following up and watching the progress of the work. Long confirmed that the top bidder was the only one of all of them who had had any complaints.

The Council members discussed further the concern regarding the complaints lodged against the low bidder. Burnside recommended that the R.K. Sanders bid not be accepted due to the complaints shown on the Registrar of Contractors list; McDonald Bros. are next in line on the dollar amount, have had no complaints, and have fulfilled all other requirements, as had Ganem Companies as well. Burnside recommended that McDonald Bros.be selected. The threat of a lawsuit should not be a deterrent; everyone has the right to protest, and they should also have the right to not incur violations in doing their job as general contractors. Kovacovich said he would agree, if the complaints are substantial enough to back up such a decision, but would not want to delay the award awaiting further information. Ranney said that all of the eight complaints were for non-payment to subcontractors and a material supplier. George said he would be willing to go with an award to McDonald Bros. Baker agreed with the Mayor, preferring to go with the next lowest bidder, and referring to the number of complaints that had been discussed, as well as the possibility of the administrative issues being of importance with a CDGG grant. Jones also agreed.

8. **Public Hearing, followed by discussion, consideration, and possible approval of Ordinance 2012-A384, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona: a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts), 203.G (C2), 203.H (C3), 203.J (M1), and 203.K (M2). This amendment will add language under "Permitted Uses and Structures" to include microbreweries and wineries**
Staff Resource: Mike Jenkins
On a motion by Burnside, seconded by Jones, the Council unanimously approved the amendments to the Planning Ordinance to include as a Permitted Use Microbreweries and Wineries in the C2, C3, M1 and M2 Zoning Districts with the following restrictions:
C2 District: All such manufacturing and processing activity shall be conducted within a completely enclosed building along with all materials used for manufacture-processing; products ready for shipping must be stored within a closed building. A microbrewery in the C2 District may process and produce up to 150,000 U.S. gallons of beer per year. A winery in the C2 District may process and produce up to 18,000 U.S. gallons of wine per year. **C3 District:** All such manufacturing and processing activity shall be conducted within a completely enclosed building along with all materials used for the manufacture-processing; products ready for shipping must be stored within a closed building. A microbrewery in the C3 District may process and produce up to 300,000 U.S. gallons of beer per year. A winery in the C3 District may process and produce up to 36,000 U.S. gallons of wine per year. **M1 and M2 Districts:** Microbreweries or wineries for the manufacture and processing of beer or wine respectively for wholesale distribution, which creates the approval of the Ordinance 2012-A384.

Community Development Director Mike Jenkins said that at the Planning & Zoning Commission meeting of June 7, 2012, the Commission unanimously recommended to approve the subject text changes. The changes, under each of the zoning Districts, will add the permitted use of microbreweries and wineries for the manufacturing and processing of beer and wine, respectively, for on-site consumption or wholesale distribution. Jenkins outlined and explained the limitations imposed in each District, and reviewed the research staff has done regarding how other communities have handled allowing microbreweries and wineries. Jenkins said he believes, together with the Economic Development Director, that it is time to

allow something like this within the community. With little further discussion, Council took action, concurring with the recommendation of the Planning & Zoning Commission.

8.a **DISCUSSION, CONSIDERATION AND POSSIBLE SELECTION OF TWO CANDIDATES WHO ARE SEEKING ELECTION TO THE ARIZONA MUNICIPAL RISK RETENTION POOL BOARD OF TRUSTEES TO FILL TWO, FOUR-YEAR TERMS THAT EXPIRE IN 2016 AND AUTHORIZATION FOR THE MANAGER (COUNCIL APPOINTED DESIGNATED VOTING REPRESENTATIVE) TO COMPLETE THE CORRESPONDING 2012 TRUSTEE BALLOT BASED ON COUNCIL'S SELECTION. CANDIDATES IN RANDOM ORDER INCLUDE: KAREN DAINES, CITY OF SEDONA, JESUS "RUDY" RODRIQUEZ CITY OF COTTONWOOD, JACKIE WALKER, CITY OF KINGMAN, JEAN POE, TOWN OF BUCKEYE, TERRY A. MCDONALD, CITY OF EL MIRAGE, AND ALLEN MUMA, TOWN OF JEROME.** Staff Resource:Russ Martin.
Staff was directed to vote for Candidates Jesus "Rudy" Rodriquez, City of Cottonwood, and Jean Poe, Town of Buckeye to complete the 2012 Trustee Ballot for election to the Arizona Municipal Risk Retention Pool Board of Trustees.

Martin referred to the six candidates, three of whom are with communities within the Verde Valley; he said he has no particular recommendation, and is looking for direction from the Council. In response to a request from Burnside, Councilor Baker shared her personal knowledge of the excellent qualifications of the candidates from Cottonwood and the Town of Buckeye, Jesus Rodriquez and Jean Poe, and recommended that the Manager vote for those two. After further discussion, there was unanimous agreement to follow the recommendation of Baker.

9. **Call to the Public for items not on the agenda.**
There was no public input.

10. **Manager/Staff Report**
Martin reported that staff is in the process of listing two properties, the Park property along McCracken, for the recommended $139,000; and the house on Horseshoe Bend for the recommended $39,900. The library dedicated parcel in the Cliffs area is being finalized with Camp Verde Realty. Next week, Steve Ganis will be in charge in the absence of the Manager, as will Marshal Gardner . Yesterday the new Library Director began her employment with the Town; exciting times are ahead for the community. Martin reminded everyone of the Fourth of July Celebration event by the American Legion, and suggested that people show up tomorrow at 4:00 to wish Mr. Huff and Mr. Watkins well for their retirement.

11. **Adjournment**
On a motion by Baker, seconded by Jones, the meeting was adjourned at 7:33 p.m.

_____
Bob Burnside, 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 27th day of June 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2012.

_____
Debbie Barber, Town Clerk

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DRAFT

MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS
WEDNESDAY,JUNE 20, 2012
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 Burnside, Vice Mayor Kovacovich, Councilors Whatley, George, Baker, Jones and German were present.

Also Present: Town Manager Russ Martin, Town Marshal Nancy Gardner, Finance Director Mike Showers, Public Works Director Ron Long, and Recording Secretary Margaret Harper.

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

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) Regular Session – June 6, 2012
   b) **Set Next Meeting, Date and Time:**
      1) June 27, 2012 at 6:30 p.m. – Council Hears Planning & Zoning Matters
      2) July 4, 2012 at 6:30 p.m. – Regular Session – **CANCELLED**
      3) July 18, 2012 at 6:00 p.m. – Special Session – Budget
      4) July 18, 2012 at 6:30 p.m. – Regular Session
      5) July 25, 2012 at 6:30 p.m. – Council Hears Planning & Zoning Matters
   c) **Possible approval of an Intergovernmental Agreement between the Town of Camp Verde and the Yavapai-Apache Nation for law enforcement dispatching.** Staff Resources: Marshal Nancy Gardner/Finance Director Mike Showers
   d) **Possible approval of Resolution 2012-859, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona approving and adopting the Intergovernmental Agreement (IGA) between the Town of Camp Verde and Camp Verde Unified School District #28 of Yavapai County for a Joint Facilities and Equipment (including vehicles/buses) Use Agreement.** Staff Resource: Russ Martin
   e) **Possible approval of an application for a Wine Festival License/Wine Fair License to be held at 4020 N. Cherry Road on July 14, 2012 from 5:30 p.m. to 9:30 p.m., located at Out of Africa Wildlife Park.** Staff Resource: Debbie Barber
   f) **Possible approval of contract for legal services with Edwards & Ginn, P.C. for the Marshal's Office for fiscal year 2012/13 in the amount of $15,000. This is a budgeted item in FY 2012/2013.** Staff Resource: Nancy Gardner

On a motion by Kovacovich, seconded by Baker, the Consent Agenda was unanimously approved as presented, removing Item 4.e).

Mayor Burnside noted that Item e) had been removed from the Consent Agenda.

5. **Special Announcements & Presentations**
   - **Welcome to the new businesses:**
     - **The Protek Group – Camp Verde**

- **FRB Refrigeration, Inc. – Prescott Valley**
- **Red Rock Plastering, LLC – Camp Verde**
- **Stix Men Towing & Recovery – Cottonwood**
- **Copper Creations – Camp Verde (Special Event)**
- **A.L.D., Inc. – Camp Verde**
- **Heritage Interiors ISI, LLC – Phoenix**
- **A.C Express Comfort Solutions – Cornville**
- **Bradley Electric, Inc. – Phoenix**
- **Novelty Wizard, - Phoenix (Special Event)**
- **Nite Vision Security, LLC – Cornville**
- **Seasoned – Peoria (Special Event)**
- **Wallingford Creations – Flagstaff (Special Event)**
- **Hugo Diaz – Tucson (Special Event)**
- **Wolf Insulation Co. – Cottonwood**
- **Arizona Offroad Tours, LLC – Camp Verde**

- **Possible approval of a proclamation declaring July as "Artisan Food Awareness Month".** Staff Resource: Mayor Burnside

Burnside announced the new businesses as listed, welcoming each to Camp Verde, and formally proclaimed July as "Artisan Food Awareness Month."

6. **Council Informational Reports**

Baker thanked staff for the recent landscape and maintenance improvements; everything is looking so beautiful.

Kovacovich said he had attended a local foods forum yesterday that was sponsored by the Verde Valley Agriculture Coalition; they hope to make agritourism and local foods the next big thing like the local wineries.

Whatley reported that she, the Town Manager, Ron Long and some other department heads, talked to the Sanitary District and enjoyed a tour of a lift station. Whatley attended a Sanitary District meeting on the 14th that was cut short when the Board went into Executive Session.

7. **Call to the Public for items not on the agenda.**

(Comments from the following individuals are summarized.)

George Young gave an update on the attempt to force the tax increase issue to an election; the Town Attorney has formally rejected the petition that contained 319 signatures; more petitions are still coming in. Three petitions have now been pulled for recall of three Council members, who will be decided upon when the Committee next meets. He offered the opportunity for any members to volunteer to be chosen. July 6, possibly July 9, is the deadline for getting the recall movement on the November ballot. Mr. Young said that Baker had said the tax increase would not cost more than $40 per year; he is concerned that electricity would not be exempt from the 1%, so the electricity, propane and trash collection would be subject to the 1%. He emphasized that he is now for a "no" vote on the tax. (*Baker wanted to offer some clarification to Mr. Young's comments; however, she was requested to wait until the public had finished their comments.)*

Sandi Ashton reiterated her concern about the proliferation of the Star Thistle in Camp Verde, which is a very large issue with the horse people; she described the problem caused by a particular property where the noxious weed continues to thrive. Ms. Ashton said she would be glad to personally help the Maintenance Department dig in and get rid of the weed.

Beverly Reidl once again raised the issue of the addition of a manufactured home in their development at

2865 Queen Lane that was transported to the site on its own wheels. A complaint was submitted to the Planning & Zoning Department on April 17, 2012 that the home does not conform to the zoning laws; to date there has been no resolution. Ms. Reidl described her research on the Arizona Board of Manufactured Housing; five of the nine members are apparently connected with the manufactured homes industry. She is concerned that the addition of the manufactured home will lower the property values. Ms. Reidl said she would like to get the issue resolved.

There was no further public input.

Burnside asked Town Manager Martin if staff would be following up with a presentation to Council on the issue described by Ms. Reidl; Martin said that staff has provided a summary of the current status.

8. **Discussion, consideration, and possible approval of the "Town of Camp Verde Tentative Budget for Fiscal Year 2012-13."** Staff Resource: Mike Showers
On a motion by George, seconded by Whatley, the Council voted 6-0 to approve the Town of Camp Verde Tentative Budget for Fiscal Year 2012-13, as presented, including the Memorandum dated June 20, 2012; **Baker abstained.**

Finance Director Showers presented copies of a Memorandum to the Council that outlined some adjustments that he had made to the Tentative Budget, and reviewed and explained in detail those suggested changes to the General Fund, Library Building Fund, and the Debt Service Fund. With those revisions, the net available cash would be reduced from $429,757 to $424,613. The Council members generally indicated their understanding of the changes reviewed by Showers.

During the discussion that followed, Showers confirmed that grant monies are excluded from the expense limitation imposed on the Town under the budget guidelines; if a match would be required, that may possibly fall under the expense limitation, but grants themselves are not included. Burnside, for the record, asked Showers to comment on the issue of some of the items in the CIP possibly being incorrect numbers since the ending balance of the work completed has not been available. Showers explained that the amounts are based on March 31st numbers; once the Tentative Budget has been adopted, the expenses cannot be increased, but they can be lowered. Showers said that on July 18th adjustments will be made as exact as possible into the next year's project budget; he will continue to track the invoices arriving late to make sure that expenses are not increased over what was approved by Council. German thanked Showers for clarifying that adoption of the Tentative Budget does set the ceiling on expenses.

Baker requested clarification of the "flat rate COLA" stated in the proposed Budget; Martin confirmed that the 2-1/2% COLA is included in the Budget as a flat rate, or 2-1/2%

Referring to a previous comment from Burnside, German said that she resents being told to "make it quick"; the members all have a right to their opinions and to state them and the members who have been elected by their constituents should not be told to "make it quick." She did not appreciate that comment. Also, for the record, German wanted to make it clear that she does have some concerns about some items in the Budget, including money being spent on a study, and she had made that statement for the record last week as well. She also has concerns about the Cost of Living, and how that money will be distributed. Showers confirmed that the Budget simply puts the ceiling on what can be spent, but adjustments within that amount can always be made.

9. **Power-point Presentation by Marshal Nancy Gardner, followed by discussion, consideration and direction to staff regarding changes necessary to the current lease as a result of procedural changes with the Animal Control Shelter. Operational changes for CVMO when responding to dog at large calls for service and nuisance calls for service.** Staff Resource: Nancy Gardner
On a motion by Whatley, seconded by Baker, the Council unanimously approved the recommended new

shelter operational procedure, education program and response to dog at large calls for service.

Town Marshal Nancy Gardner first introduced the two new Animal Control and Code Enforcement Officers, and thanked some members of the community who were present at the meeting in support of the Marshal. The Power Point presentation included a review of the assessment of the current operation of the Shelter, the number of animals that are ultimately euthanized, the expense incurred by Deputies having to respond to complaints of dogs at large. Garner reviewed statistics on the Shelter costs and revenues, the proposed short term goals, recommended changes in procedure, and the long term goals. Gardner outlined the related costs, the focus on reuniting pets with owners, promoting dog licensing, educating the public on control of their animals, and the planned marketing campaign.

Gardner was thanked for the presentation and her proposed procedural changes; she confirmed that dog licenses are required and the fees that could be incurred, and clarified the costs of taking animals to the Humane Shelter in Cottonwood. Gardner also confirmed the improvement in the procedure for issuing animal licenses. Burnside cautioned Gardner and the officers to keep in mind the current extreme financial stresses on many Camp Verde citizens, and said that compassion at this time would be appreciated.

10. **Discussion, consideration, and possible approval of Resolution 2012-866, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting and approving the intergovernmental with the Arizona Department of Transportation for the purchase of regulatory, warning and street signs to upgrade existing traffic signage within Town limits.** Staff Resource: Ron Long
On a motion by Burnside, seconded by Baker, the Council unanimously approved Resolution 2012-866, as presented

Public Works Director Ron Long explained that the proposed Resolution would provide for a sign improvement mandated by the Federal government; ADOT is making the funding available to all the Towns and Cities. Camp Verde will be receiving $150,000 in two installments, the first of which will be received within the next month or so. The funding will be through ADOT and no match will be required, or account set up for payments or reimbursements. The second installment will be due in 2015; Long outlined how the funds will be spent.

There was a brief discussion regarding confirming street names, and the language in the Resolution specifying that the Arizona Department of Transportation will fund the purchase of traffic signage as outlined.

11. **Discussion, consideration, and possible authorization for the Mayor to execute a short-term extension (from July 1 through September 30, 2012) of the existing Arizona State Parks agreement concerning funding and operation of Fort Verde State Historical Park.** Staff Resource: Russ Martin
On a motion by German, seconded by Kovacovich, the Council unanimously authorized the Mayor's signature on an extension of the current agreement ending June 30, 2012, extending it until September 30, 2012, allowing the Town and Arizona State Parks to continue to work on a longer term agreement.

Town Manager Martin said he had the pleasure of meeting with the new State Director who is very interested in the history of Camp Verde; the visit went very well. They have suggested considering a term longer than only year-to-year. The changes in the State Parks have provided the opportunity for them to look further into the future throughout the system. Martin has suggested a three-month extension to September 30 to try to work with Parks and get the agreement revised; in a verbal sense they have agreed with the changes. Martin feels there is no doubt about the renewed effort of the State Parks to be vested in Fort Verde State Park, and he would like to see that play out in the new agreement in the near term.

The Council briefly discussed the proposed short-term extension and generally agreed that it would serve to help negotiate a new longer term agreement.

12. **Call to the Public for items not on the agenda.**
(Comments from the following individuals are summarized.)
Councilor Baker stepped down from her seat of office to speak as a member of the public; she said she wanted to respond to the comment by Mr. Young regarding the sales tax increase and the amount of approximately $40 attributed to her. Baker said that figure was from a study done by one of the local newspapers and she had indicated, depending on what was purchased. She wanted to make it clear to the public that a tax was not included on electric bills. Baker commented on the proposed three members to be involved in the recall issue which appears to be a process of putting names in a hat and drawing three out; she will think about whether she wants to volunteer.

Sandi Ashton spoke further on the Star Thistle noxious weed situation, describing a fatal disease that affects a horse's brain, taking away its memory on how to chew, leading to a horrible death.

Justin Wertz said he is still hoping for assistance in forwarding his project that would help a lot of people; there are a lot of safety issues of concern. He will stay involved, and he thanked the Town for its support.

There was no further public input.

13. **Manager/Staff Report**
Martin wanted to confirm the schedule for next couple of weeks; one of the items will be the Hollamon Street project that will involve a lot of activity construction-wise. Plans have been finalized and a building permit received to put stairs from the field to the Ramada; donations are being sought to help the volunteers on that project, hopefully before Fort Verde Days in October. The next meeting will be July 18; there is plenty of time to meet the deadline with the Sanitary District. Martin said that Kovacovich represented the Town very well at the local foods forum yesterday; everyone should support the vendors and show up every Saturday at 8:00.

14. **Adjournment**
On a motion by German, seconded by Baker, the meeting was adjourned at 7:53 p.m.

_____
Bob Burnside, 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 20th day of June 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2012.

_____
Debbie Barber, Town Clerk

4c

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: July 10, 2012

☒ *Consent Agenda* ☐ *Decision Agenda* ☐ *Executive Session Requested*

☐ *Presentation Only* ☐ *Action/Presentation* ☐ *Special Session*

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Marshal Nancy Gardner

Agenda Title (be exact): Possible approval of contract for the intake of animals by the Adopt For Life Animal Verde Valley Humane Society in Cottonwood Arizona for fiscal year 2012/13 in the amount of $70.00 per animal. This is a budgeted item in FY 2012/2013

List Attached Documents: Contract

Estimated Presentation Time:

Estimated Discussion Time:

Reviews Completed by:

☒ ***Department Head: The Town Marshal has worked with the Verde Valley Humane Society Director on the attached contract and approves this contract.***

☒ ***Town Attorney Comments: The Town Attorney Bill Sims has reviewed and approved the attached contract.***

Finance Review: ☐ **Budgeted** ☐ **Unbudgeted** ☒ **N/A**

Finance Director Comments/Fund:

Fiscal Impact:

Budget Code: _____ ***Amount Remaining:*** _____

Comments:

Background Information: The Verde Valley Humane Society will take unclaimed animals from the CVMO Impound and attempt to adopt the animal out, in the event the animal's owner cannot be located and there is no foster/shelter who can assist with finding a home for the animal.

Recommended Action (Motion): Approve contract for Verde Valley Humane Society to take animals in on an as needed bases for fiscal year 2012/13 in the amount of $70.00 per animal.

Instructions to the Clerk: Process Contract

AGREEMENT BETWEEN
THE TOWN OF CAMP VERDE
AND THE
ADOPT FOR LIFE CENTER FOR ANIMALS

This Contract is made and entered into this 1st day of July 2012, by and between The Town of Camp Verde, a municipal corporation, (hereinafter called "the TOWN") and the VERDE VALLEY HUMANE SOCIETY, Inc., an Arizona nonprofit corporation (hereinafter called "VVHS").

WHEREAS, the TOWN desires to provide an animal shelter facility for the benefit of its citizens; and

WHEREAS, the VVHS desires to operate such a facility for the benefit of the TOWN; and

WHEREAS, the TOWN and the VVHS are empowered to make such a Agreement;

NOW, THEREFORE, the parties do hereby mutually covenant and agree as follows:

1. PURPOSE. This agreement is made for the purpose of providing services of an animal shelter for the residents of the TOWN.

2. VERDE VALLEY HUMANE SOCIETY

A. The VVHS agrees to receive all stray or at-large animals delivered by the Animal Control Officers of the TOWN and stray or at-large animals delivered by private citizens of the TOWN, and to provide all necessary care for these animals for a minimum of seventy-two (72) hours, or one hundred twenty (120) hours for an animal that is wearing a license as required by A.R.S. 11-1013, unless the animal is claimed sooner by its owner. Any diseased, injured or feral animals may be destroyed at any point after impoundment in order to relieve the animal from suffering, to prevent the spread of disease, or to protect the safety of the other animals already housed at the Shelter.

There shall be no additional charge for stray canines or felines brought to the shelter by citizens of the TOWN. However, an owned animal surrendered by its owner or the owner's agent shall require a surrender fee. If the animal surrendered is to be held for possible adoption, a surrender fee is assessed per animal. These fees shall be payable by the owner at the time of surrender.

If the owner surrenders an animal directly at the Shelter to be euthanized or cremated, the owner shall be responsible for all applicable charges for these services at the time of surrender. If Animal Control transports an owner-surrendered animal to the Shelter as a courtesy to the owner, the fees shall still be payable as if the owner had personally surrendered the animal at the Shelter. All owner surrenders transported by Animal Control must be approved by the VVHS Director prior to the transport of the animal to the Shelter. Acceptance of owner surrendered animals will be at the discretion of the VVHS, and based on space availability. The TOWN, by transporting

the owned-animal to the Shelter, accepts the responsibility for paying all applicable fees in the event the owner does not do so within thirty (30) days of the surrender date. The VVHS shall not absorb the surrender, euthanization or cremation costs of owner-surrendered animals brought in by Animal Control.

The VVHS, as agent for the TOWN, may place an unclaimed animal which has been impounded for 72 hours or more, or one hundred twenty (120) hours for an animal that is wearing a license, or longer, up for adoption or effect the disposition of the animal in a humane fashion. The VVHS may dispose of sick, diseased, injured or feral animals at any point following impoundment. There is no mandatory minimum holding period in such cases as long as the disposition is done to relieve the animal of suffering, to prevent the spread of disease, or to secure the safety and welfare of the VVHS staff, public, or the remaining animals at the Shelter. The VVHS shall be responsible for all costs of euthanizing these animals. All euthanization shall be done by a licensed veterinarian or a person certified by a veterinarian, and in compliance with the provisions of A.R.S. Title 11, §1021. The VVHS shall be responsible for the disposition of the remains of any animal so destroyed.

B. All impound fees received by the VVHS for animals whose owners reside within TOWN limits shall be payable to and retained by the VVHS. All adoption fees shall be payable to and retained by the VVHS. The VVHS shall establish and implement a spay/neuter program, in accordance with the provisions of A.R.S. Title 11, §1022, to provide assistance in animal population control in the Town of Camp Verde.

3. FEES. The TOWN shall pay to the VVHS the sum of seventy dollars ($70) per animal. Those canines and felines required by the TOWN to be confined, and/or quarantined in the Shelter in order to be observed for signs of disease, or as a consequence of having bitten, or for some other appropriate reason, the TOWN shall pay to the VVHS the sum of *Ten Dollars* ($10.00) per day of confinement, in the event these charges are not paid by the animal's owner. The VVHS shall not absorb the costs for mandatory confinement or quarantine.

4. PERSONNEL. The VVHS shall be responsible for staffing the animal control facility, with paid personnel or volunteers. All compensated personnel shall be considered employees of the VVHS which shall be responsible for the payment of wages, salaries and fringe benefits. Under the supervision of the VVHS personnel, community service workers from the several area courts may be utilized in place of paid workers. The VVHS shall insure that the animal control facility is sufficiently staffed to provide adequate care for impounded animals.

5. RESPONSIBILITY OF ANIMAL CONTROL. The Animal Control Officer, or an equivalent person working on behalf of the TOWN, shall retain control of, and responsibility for, the impounded animal until said animal is properly confined in the kennel and the appropriate paper work is completed by the Officer. It shall be only at this point that the control of, and responsibility for, the animal becomes that of the VVHS. VVHS staff may, at its discretion, assist an Animal Control Officer, but shall be under no obligation to do so.

6. BUSINESS RECORDS. The VVHS agrees to maintain records of all the TOWN animals received, adopted, claimed by their owners (RTO), or destroyed. The VVHS agrees to

provide the Town completed documentation within five (5) workings days of all impounded animals claimed (RTO) to the owner.

7. TERM. The term of this Agreement shall be for a period of twelve (12) months, commencing on 1 July 2012, and ending 30 June 2013. At the expiration of this Contract, if the TOWN continues to use the VVHS services, it shall do so under the terms of this Contract until a new Contract between the parties is signed. Any increase or decrease in fees under the terms of the new Contract shall be retroactive to the beginning date of the new Agreement and shall be due and payable to the party owed within thirty (30) days of signing the new Contract.

8. ENTIRE AGREEMENT; MODIFICATION. This Contract represents the entire agreement between the parties hereto, and supersedes any prior agreement or understanding of the parties, whether oral or written. The parties may, from time to time, agree to modify the terms hereof as may be reasonable and necessary to maintain an efficient, humane shelter operation and provide adequate services to the residents of the TOWN. No modification of this Agreement shall be binding unless stated in writing and signed by both parties hereto.

9. INDEMNIFICATION. Each party hereto shall indemnify, defend, and hold harmless the other party from all claims, losses, damages, or injury of any kind or character, including the other party's attorney's fees and costs of defense arising from the negligent performance of services by that party and/or its employees or agents.

10. RESERVATION OF RIGHTS. Notwithstanding any other provision of this Agreement to the contrary, any agreement by one party to indemnify, defend, and hold harmless the other party shall be limited to, and be payable only from, the indemnifying party's contractually assumed liability insurance coverage available as a part of its general liability insurance program.

11. DISPUTE MEDIATION. If a dispute arises out of or relates to this Agreement, or breach thereof, and if the dispute cannot be settled through negotiation, the parties agree first to settle the dispute through mediation before resorting to arbitration, litigation, or some other dispute resolution procedure. In the event that the parties cannot agree upon the selection of a mediator within ten (10) days, either party may request the Presiding Judge of the Superior Court of Yavapai County to assign a mediator from a list of experienced mediators maintained by the Arizona Municipal Risk Retention Pool.

12. CANCELLATIONS FOR CONFLICT OF INTEREST. The parties agree that this Agreement may be cancelled for conflict of interest, in accordance with A.R.S. §38-511.

13. All books, accounts, reports, files and other records relating to the Agreement shall be subject to inspection and audit by the Town for five years after completion of the Agreement as provided in A.R.S. 35-214.

14. Non-Availability of Funds: Every payment obligation of the Town under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligations. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by the Town at the end of the period for which the funds are

available. No liability shall accrue to the Town in the event this provision is exercised, and the Town shall not be obligated or liable for any future payments as a result of termination under this paragraph.

15. Legal Arizona Workers Act Compliance. In compliance with A.R.S. 41-4401, the VVHS hereby warrants that it will, at all times during the term of this Contract, comply with all federal immigration laws applicable to The VVHS employment of its employees, and with the E-Verify requirements of A.R.S. § 23-214 (A) (together the "State and Federal Immigration Laws"). VVHS shall further ensure that each SUBCONTRACTOR who performs any work for the VVHS under this Contract likewise complies with the State and Federal Immigration Laws.

The VVHS agrees and warrants that the TOWN shall have the right at any time to inspect the books and records of the VVHS and any SUBCONTRACTOR in order to verify such party's compliance with the State and Federal Immigration Laws. The VVHS agrees that any act by the VVHS or SUBCONTRACTOR that results in the impediment or denial of access of the books and records of VVHS or SUBCONTRACTOR shall be a material breach of the Contract on the part of the VVHS.

Nothing herein shall make the VVHS or SUBCONTRACTOR an agent or employee of the TOWN. Nothing herein shall act to establish privity of Contract between the TOWN and any SUBCONTRACTOR.

Any breach of the VVHS or any SUBCONTRACTOR'S warranty of compliance with the State and Federal Immigration Laws, or of any other provision of this section, shall be deemed to be a material breach of this Contract subjecting the VVHS to penalties up to and including suspension or termination of this Contract. If the breach is by a SUBCONTRACTOR, and the SUBCONTRACTOR is suspended or terminated as a result, the VVHS shall be required to take such steps as may be necessary to either self-perform the services that would have been provided under the SUBCONTRACTOR or retain a replacement SUBCONTRACTOR (subject to the TOWN approval) as soon as possible so as not to delay project completion and at no additional expense to the TOWN. Any additional costs attributable directly or indirectly to remedial action under this Article shall be the responsibility of the VVHS.

The VVHS shall advise each SUBCONTRACTOR of the TOWN's rights and the SUBCONTRACTOR'S obligations under this Article by including a provision in its Agreement with each SUBCONTRACTOR in the following form:

SUBCONTRACTOR hereby warrants that it will at all times during the term of this Contract comply with all federal immigration laws applicable to SUBCONTRACTOR'S employees, and with the E-Verify requirements of A.R.S. §23-214(A). SUBCONTRACTOR further agrees that the Town of Clarkdale may inspect the SUBCONTRACTOR'S books and records to insure that SUBCONTRACTOR is in compliance with these requirements. Any breach of this paragraph by SUBCONTRACTOR will be deemed to be a material breach of this Contract subjecting SUBCONTRACTOR to penalties up to and including suspension or termination of their Contract.

16. All notices or demands upon any party to this Agreement shall be in writing and shall be delivered in person or sent by mail, addressed as follows:

Town Clerk	Gary DeGeronimo, Director
Town of Camp	Verde Verde Valley Humane Society
P.O. Box	P.O. Box 1429
Camp Verde, AZ	Cottonwood, AZ 86326

17. Pursuant to A.R.S. Section s 35-391.06 and 35-393.06, each Party certifies that it does not have a scrutinized business operation in Sudan or Iran. For the purpose of this Section, the term "scrutinized business operations" shall have the meanings set forth in A.R.S. Section 35-391 or 35-393, as applicable. If any Party determines that another Party submitted a false certification, that Party may impose remedies as provided by law including terminating this Agreement.

18. The parties agree to comply with Executive Order 99-4 concerning equal opportunity.

IN WITNESS WHEREOF, the parties have executed this Agreement the _____ day of June, 2012.

TOWN OF CAMP VERDE

_____

Bob Burnside, Mayor

ATTEST:

_____

_____, Town Clerk

APPROVED AS TO FORM:

_____, Town Attorney

_____

By

VERDE VALLEY HUMANE SOCIETY

_____

Gary DeGeronimo, Director

_____

Renee George, Secretary

B U S I N E S S L I C E N S E L I S T

SORTED BY: LICENSE NUMBER

ORIGINATION DATES: 6/01/2012 TO 6/30/
EFFECTIVE DATES: 0/00/0000 TO 99/99/
EXPIRATION DATES: 0/00/0000 TO 99/99/

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
2369	CONT	FIELDS CUSTOM CONCRETE INC.	ALAN FIELDS 220 E. SHADOW RIDGE COTTONWOOD, AZ 86326	
	COMMENTS:	BL060 - [redacted]		
2370	CONT	A. H. HICKMAN COMPANY	TONY HICKMAN P.O. BOX 73106 PHOENIX, AZ 85050	
	COMMENTS:	BL060 - [redacted]		
2371	CONT	PRECISION STRUCTURAL CONCRE,	BRIAN HERMAN 115 s. MAIN ST STE D COTTONWOOD, AZ 00000	
	COMMENTS:	BL060 - [redacted]		
2372	SPEC-V	WATCHES & MORE	KELLY MARTIN 13421 NORTH 43RD AVE #2045 PHOENIX, AZ 85029	395 S. MAIN STREET
	COMMENTS:	BL060 - [redacted]		
2373	RET	THE MERRY MERCHANTS LLC	ALLEN WHITED P.O. BOX 636 DEWEY, AZ 86326	
	COMMENTS:	BL060 - [redacted]		
2374	CONT	COOL SIDE INC.	CHUCK HOOPS 5500 N LONG RIFLE ROAD PRESCOTT VALLEY, AZ 86314	
	COMMENTS:	BL060 - [redacted]		
2375	RET	ICE CREAM DREAM	BILL DURBIN 136 S. 10TH ST COTTONWOOD, AZ 86326	
	COMMENTS:	BL060 - [redacted]		
2376	NON-PROFIT	VERDE VALLEY HABITAT FOR HUMA	GAYLE DURKIN PO BOX 2515 COTTONWOOD, AZ 86322	
	COMMENTS:	BL060 - [redacted]		
2377	RET	ELECTRIC HORSES	3025 N STATE ROUTE 89 PRESCOTT, AZ 86301	
	COMMENTS:	BL060 - [redacted]		
2378	RET	NANCY L MASON	NANCY L MASON 2161 SKYVIEW DRIVE CEDAR CITY, UT 84720	
	COMMENTS:	BL060 - [redacted]		
2379	RET	LETS EAT KETTLE CORN	JUNE GARVEY 8444 N 13TH STREET PHOENIX, AZ 85020	
	COMMENTS:	BL060 - [redacted]		
2380	SPEC-V	STRAWBERRY SILVER COMPANY	DAVID SMALL HC1 BOX 1561 STRAWBERRY, AZ 85544	395 S MAIN STREET
	COMMENTS:	BL060 - [redacted]		

06/28/2012 4:23 PM
LICENSES: 0002 THRU ZZZZZZZZZZ
PAID STATUS: ALL
LIC CODES: ALL

B U S I N E S S L I C E N S E L I S T

SORTED BY: LICENSE NUMBER

ORIGINATION DATES: 6/01/2012 TO 6/30/
EFFECTIVE DATES: 0/00/0000 TO 99/99/
EXPIRATION DATES: 0/00/0000 TO 99/99/

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
2381	SERV	ADT LLC	ADT LLC 1501 YAMATO RD. BOCA RATON, FL 33431	
	COMMENTS:	BL060 - [redacted]		
2382	CONT	VERDE VALLEY PLUMBING INC	CHARLES CIENEGA PO BOX 566 COTTONWOOD, AZ 86326	
	COMMENTS:	BL060 - [redacted]		

TOTAL LICENSES: 14

QUARTERLY REPORT
Board of Adjustments
APRIL – JUNE 2012

REGULARLY SCHEDULED MEETINGS: 3

April 10, 2012 – Regular Session
CANCELLED, NO BUSINESS BEFORE BOARD

May 8, 2012 - Regular Session
CANCELLED, NO BUSINESS BEFORE BOARD

June 12, 2012 - Regular Session
A meeting was schedule for an appeal to the Building Officials determination. The applicant submitted a request to reschedule. The June 12, 2012 meeting was cancelled and a rescheduled date has yet to be determined.

SPECIAL SESSION MEETINGS: 0

WORK SESSIONS: 0

THE FOLLOWING APPLICATIONS WERE APPROVED:
No Applications were approved.
THE FOLLOWING APPLICATIONS WERE DENIED:
There were no applications denied.

THE FOLLOWING APPEALS WERE DENIED:
There were no appeals denied.

THE FOLLOWING ITEMS WERE DISCUSSED BY BOARD:
There were discussion of Use Permits, their purpose and function.

THE FOLLOWING ITEMS WERE DISCUSSED IN WORK SESSIONS:
There were no items discussed in work sessions.

THE FOLLOWING PRESENTATIONS WERE HEARD BY THE BOARD:
There were no presentations heard by the board.

Chairman Doug Stevens

8b

QUARTERLY REPORT
Planning and Zoning Commission
April - June 2012

REGULARLY SCHEDULED MEETINGS: 1

JOINT WORK SESSIONS: 0

SPECIAL SESSIONS: 2

THURSDAY APRIL 5, 2012 – REGULAR SESSION

Roll call: Chairman Joe Butner, Vice Chairman Greg Blue, Commissioners Chip Norton, Howard Parrish, Mike Hough and Dave Freeman. Commissioner Michael Hisrich absent.
Also attending: Community Development Director Mike Jenkins, Asst. Planner Jenna Owens and Recording Secretary Margaret Harper

THURSDAY MAY 3, 2012 – SPECIAL SESSION

Roll Call: Chairman Joe Butner, Vice Chairman Greg Blue, Commissioners, Howard Parrish, Chip Norton, Jim Hisrich and Mike Hough Commissioners Dave Freeman was absent.
Also attending: Community Development Director Mike Jenkins and Recording Secretary Margaret Harper.

THURSDAY JUNE 7, 2012 – REGULAR SESSION

Roll Call: Chairman Joe Butner, Vice Chairman Greg Blue, Commissioners, Howard Parrish, Chip Norton, Jim Hisrich and Mike Hough Commissioners Dave Freeman was absent.
Also attending: Community Development Director Mike Jenkins and Recording Secretary Margaret Harper.

THE FOLLOWING RECOMMENDATIONS WERE MADE TO COUNCIL:

June 7, 2012

Public Hearing, Discussion and Possible Recommendation to Council for Text Amendments to the Town of Camp Verde Planning & Zoning Ordinance under Part Two, Section 203 (Use Districts), adding an item to Permitted Uses and Structures of Microbreweries and Wineries for the C2, C3, M1 and M2 Districts. Also, under Part Three, Section 306, Item B (Mobile/Manufactured Home and Recreational Vehicle Park Standards), Item B.1.4, B.2.a & B.2.b changing the Agency responsible for issuing a Mobil Home Rehabilitation permit from the Town of Camp Verde to the Arizona Department of Fire, Building and Life Safety, Office of Manufactured Housing and removing the allowance to move a Mobil Home that was previously outside the Town limits into the Town.

Staff: Mike Jenkins

On a motion by Norton, seconded by Hough, the Commission unanimously recommended approval of the text amendments to the Planning and Zoning Ordinance to include as a Permitted Use Microbreweries and Wineries in the C2, C3, M1 and M2 Zoning Districts with the restrictions that are noted.

On a motion by Freeman, seconded by Norton, the Commission unanimously voted to continue consideration of Section 306 – Mobile/Manufactured Home Parks to the next scheduled meeting of the Planning & Zoning Commission.

Community Development Director Jenkins explained that staff has determined that certain permitted uses need to be updated in order to meet the needs of the growing microbrewery and winery industry in the Town of Camp Verde. Research into venues throughout the state and other communities has found that microbreweries and wineries are being created within the C-2 Districts. The brewing is a quiet process behind closed doors, no outside storage, and has no adverse impact on the residential community. Jenkins said that the Commission is being asked to consider the changes indicated in the packet material, which he briefly reviewed. There was also a brief discussion regarding a possible noise issue from patrons enjoying the on-site consumption of beverages.

Steve Goetting, from The Horn, spoke on behalf of the local microbreweries and wineries. During his presentation he displayed an example of one of the local products that are being sold

throughout 35 states and pointed out the label stating that the product is manufactured in the Town of Camp Verde. Mr. Goetting also explained the quiet brewing process, noting that it is not really a day-to-day process.

Commission Discussion
After a brief discussion regarding the two separate issues on the agenda, the zoning text changes and the revisions regarding mobile/manufactured homes, the Commission decided to first consider the subject of the zoning text changes as to microbreweries and wineries. Jenkins reviewed the text amendments, explained why they are being recommended, and pointed out the changes made to the C-2, C-3 and M1 and M2 Districts to include, as well as regulate, the addition of microbreweries and wineries and the manufacturing and processing of beer or wine for on-line consumption or wholesale distribution.

Following discussion on the recommended text amendments, the Commission next addressed the proposed revisions to Section 306 regarding mobile/manufactured homes. Jenkins presented an overview of the changes, in particular the transfer of responsibility for issuing rehabilitation permits from the Town of Camp Verde to the Arizona Department of Fire, Building and Life Safety, Office of Manufactured Housing; Jenkins added that a mobile home is defined as any manufactured home constructed prior to June 15, 1976. There was some concern expressed in regard to Item 2.b. that provided that "no mobile home may be moved into the Town of Camp Verde," even though it had been rehabbed and certified by the State of Arizona. The members discussed at length the question of whether the Town would have the right to prevent such a mobile home from being moved into the Town of Camp Verde.

THE FOLLOWING PRESENTATIONS WERE HEARD BY THE COMMISSION:
April 5, 2012

Discussion, Presentations and possible direction to staff relative to a Water Conservation Plan, with guests:

- **Mr. John Rasmussen of Yavapai County Water Advisory Committee**
- **Ms. Kim Schonek the Verde River Project Manager with the Nature Conservancy**
- **Counselor Bob Kovacovich of the OK Ditch**
- **Mr. Al Dupuy of the Verde Ditch**
- **Former Mayor Tony Gioia**

Staff: Mike Jenkins
There was no action taken.

John Rasmussen, from the Yavapai County Water Advisory Committee, gave a comprehensive presentation outlining the basic knowledge of the regional water issues in the Verde Valley, and illustrating the regional planning studies and estimated projections of the future Camp Verde and Verde Valley water demands, and alternatives for unmet water demands. Mr. Rasmussen confirmed that Yavapai County has incorporated into its current Comprehensive Planning process some of the data he had presented. Some of the alternatives being evaluated to meet future demands include the local ground water elements, more wells, Big Chino pipeline, treated effluent, flood waters capture, pipeline from the Colorado River, surface water, waste water, and other conservation measures such as rain water harvesting. During the brief discussion that followed, Mr. Rasmussen said he would be happy to provide the Commission with the draft document that includes an in-depth description of the alternatives. Mr. Rasmussen noted that education is an important element in water conservation, trying to get the public to understand that water is a limited resource.

Kim Schonek explained that she works with the Nature Conservancy which is a private non-profit that focuses here in the Verde program primarily on the watershed, working on surface water management issues. An important part of their work is about increasing efficiency of delivery of the water. Ms. Schonek cited examples of efforts working with ditch companies to determine how much water does a ditch actually need and how much does it take, and how to get those two components closer together. Ms. Schonek confirmed that the goals of the Conservancy are about flow in the river in the Verde Valley, monitoring the consumptive demand on the river in cooperation with the ditch managers, and increasing efficiency, including the use of pump stations and automated gate control. The Commission discussed with Ms. Schonek the issue of riparian vegetation removal that she said has not necessarily been found to increase flow in the river.

Bob Kovacovich, representing the OK Ditch, explained that the ditch irrigates about 600 acres and originally had 9 users and now serves over 100 users; volunteers help to maintain the section of the ditch that is on Forest Service land. Mr. Kovacovich said that it is difficult to convince property owners that they can maintain their pastures and trees with less irrigation. Education is the main goal, letting people know they can go longer times between irrigations, as well as teaching them to appreciate the water that they use. In response to a question regarding the issue of water rights underneath paved roads, Mr. Kovacovich said that there has been no determination made as yet.

Al Dupuy, of the Verde Ditch, said that it is about 18 miles long, serves approximately 1400 acres and has about 650 users. He said that the Verde Ditch has been working with the Nature Conservancy on water conservation, and described the changes made to help accurately monitor by periodic readings the water being taken in and turned out. Mr. Dupuy described various projects that the Verde Ditch has undertaken to conserve water, including developing a website as well as sending out mailings to help educate the property owners. They are also working with SRP, getting help to identify water rights under the roadways. Mr. Dupuy said that the Verde Ditch Company owns no land and has no water rights; actually, the Master of the Ditch is an Arizona Superior Court Judge, and the Ditch Company are court-appointed agents operating under rules and regulations.

Tony Gioia, former Camp Verde Mayor, said that at the time he was on the Yavapai County Water Advisory Board, a booklet had been drafted on options for water conservation strategies; he has asked Mr. Rasmussen to provide copies of that booklet. Mr. Gioia also offered to have representatives from the Verde River Basin Partnership speak to the Commission. Mr. Gioia noted that the current General Plan lists water quality/quantity as the main future concern, and the Verde River as the first strongest asset. With the knowledge of the scientific calculations being developed, the policy makers will be setting the future. In 2006 the reported total water supplies in the Camp Verde area indicated a surplus of 115 acre feet; there is currently an equilibrium between demand and supply. Mr. Gioia commented that it is important to be ahead of the curve to avoid government intervention. He also referred to the efforts of the Town to create and maintain a water portfolio, and the current negotiations with SRP regarding surface water rights. Mr. Gioia outlined the distinction between minor and major amendments to the General Plan, and highlighted some suggested water conservation strategies.

Commissioner Hough expressed concern about possible negative consequences of including a water segment in the General Plan. Butner assured him that the Commission is simply being asked to consider doing that; at this point the Commission will be getting educated about water as well as the General Plan.

Freeman thanked all the speakers for taking extra time to come to this meeting to help the Commission better understand the water concerns and issues; it was very much appreciated by all in the Town.

May 3, 2012

Presentation by Mike Jenkins, followed by discussion and possible direction to staff regarding the proposed General Plan update and amendment processes as required by Arizona Revised Statute. *Staff: Mike Jenkins*

Staff was directed to consult with the Town Manager regarding implementing the proposed procedure for updating the General Plan as discussed.

Community Development Director Jenkins reviewed the history of public hearings and open houses held in connection with drafting the current General Plan that was ratified by voters on March 8, 2005. Jenkins noted that pursuant to State statute the term of a General Plan shall be 10 years from the date of ratification; therefore the current General Plan has until 2015 to be updated, submitted to the Council for approval, and then presented to the voters for ratification. Jenkins said that since there is a current General Plan, the elements within that Plan can be addressed and brought up to date by forming committees and working with the public during the period of time between now and 2015, or roughly the two-year period of time for the public process. Jenkins referred to the list of elements he had provided in his written background information, as well as a chart of the estimated time schedule for the processing of the General Plan update, and reviewed the election process. In response to some concern, Jenkins confirmed that as long as the proposed revised General Plan is brought to the voters in the required time, even though it would be rejected by the voters, there would be no penalty, and the Town could continue to work with the current

General Plan until the update is finally ratified, hopefully at a General Election, without the need to call a Special Election.

The members held a thorough roundtable discussion regarding the project ahead, with further input from Jenkins. Some members shared their past experience participating in drafting the current General Plan, and there was a debate on the most efficient or productive way to receive the required public input and ultimately draft an update for Council approval and voter ratification. Jenkins suggested forming committees and arranging workshops with the public, compiling the information gathered at each meeting, and then presenting that to the Commission at a formal meeting for consideration. An alternate suggestion was made to streamline the process by receiving public input only at formal Commission meetings. During the discussion, Jenkins said he would provide the members with copies of the current General Plan. After further discussion, there was a general consensus that staff will facilitate setting up public workshops, with possibly one or two Commissioners attending, garner public input at each one, and create a draft document following each workshop to present to the Commission at a formal meeting for review. It was acknowledged that the public needs to know that it has played an important role in the creation of the updated document in order to achieve the ultimate goal of voter ratification. Jenkins reiterated the procedure discussed: Staff will work on each element with the public, gather comments, and prepare a draft document on each for the Commission to approve as to content, and finally draft a complete document for review and approval, and recommendation to the Council.

THE FOLLOWING ITEMS WERE TABLED, POSTPONED OR CONTINUED BY THE COMMISSION:

There were no items tabled, postponed or continued by the P & Z Commission.

THE FOLLOWING ITEMS WERE DISCUSSED BY THE COMMISSION:

TRAINING: None

COMMENTS:

There were no comments.

7-5-12

Joe Butner
Chairman of the Planning and Zoning Commission

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RESOLUTION 2012-868

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE SUPPORTING THE BLACK CANYON TRAIL/ SHEEP CORRIDOR CONNECTIVITY ORIGINATING IN MARICOPA COUNTY PASSING THROUGH YAVAPAI COUNTY AND THE PRESCOTT NATIONAL FOREST TERMINATING WITHIN COCONINO NATIONAL FOREST

WHEREAS, The Town of Camp Verde is in support of the efforts for trail connectivity; and

WHEREAS, The Town of Camp Verde is in support of this project for the benefit of the public; and

WHEREAS, The Town of Camp Verde sees this project as promoting healthy living and family activity; and

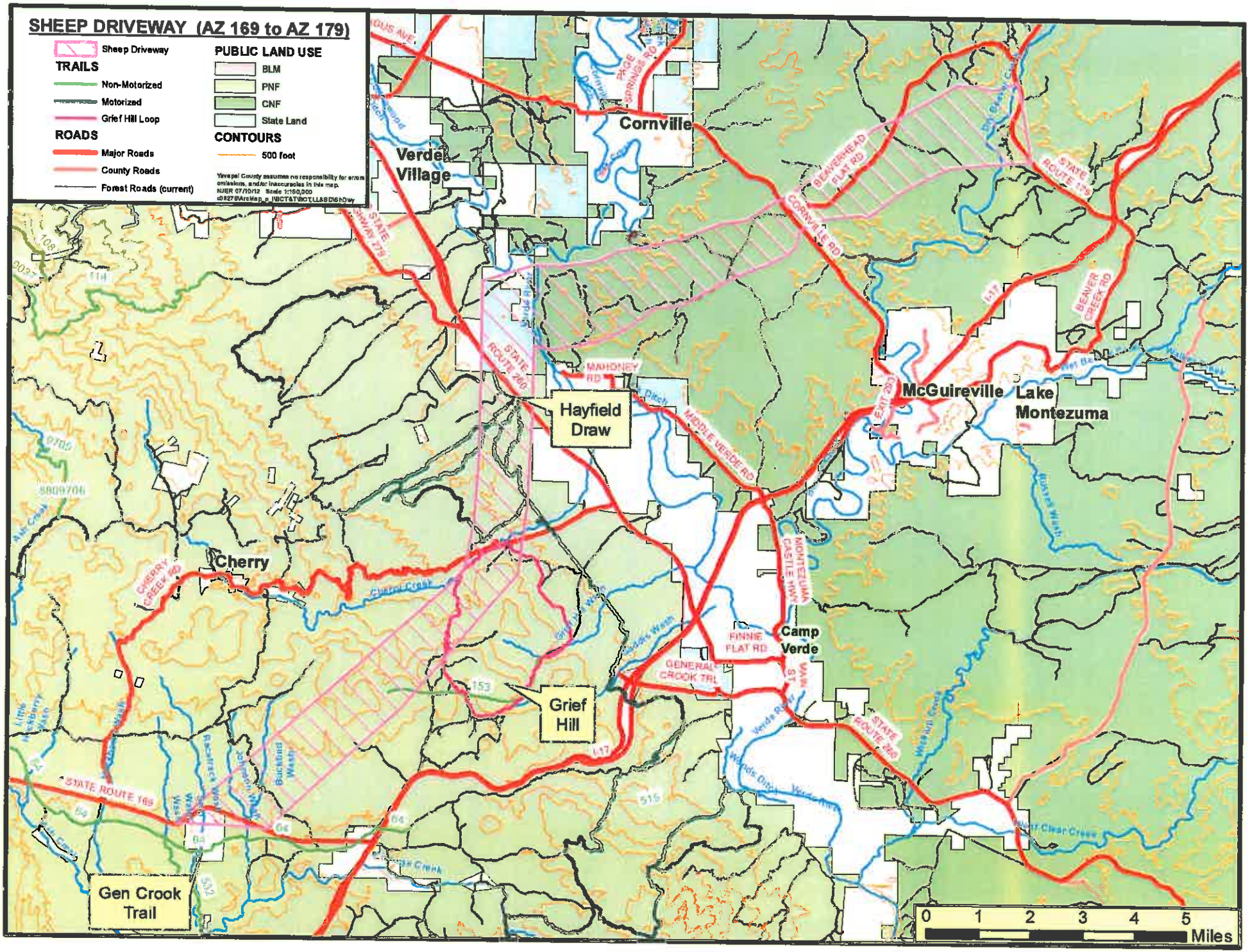
WHEREAS, The Town of Camp Verde also sees this project as promoting tourism for outdoor enthusiasts,

NOW, THEREFORE, BE IT RESOLVED THAT the Town of Camp Verde hereby supports the efforts of the combined jurisdictional entities, non-profit organizations and private citizens for the development of the Black Canyon/Sheep Corridor Trail.

PASSED AND APPROVED by majority vote of the Common Council at the regular meeting of July 18, 2012.

PASSED AND ADOPTED:

Bob Burnside, Mayor	Date
ATTEST:	Approved as to form:
Deborah Barber, Town Clerk	William Sims, Town Attorney


SHEEP DRIVEWAY (AZ 169 to AZ 179)
Sheep Driveway
TRAILS
Non-Motorized
Motorized
Grief Hill Loop
ROADS
Major Roads
County Roads
Forest Roads (current)
PUBLIC LAND USE
BLM
PNF
CNF
State Land
CONTOURS
500 foot
Cornville
Verde Village
Hayfield Draw
McGuireville
Lake Montezuma
Cherry
Camp Verde
Grief Hill
Gen Crook Trail
STATE ROUTE 260
STATE ROUTE 169
STATE ROUTE 179
CORNVILLE RD
BEAVERHEAD FLAT RD
BEAVER CREEK RD
MAHONEY RD
MIDDLE VERDE RD
MONTEZUMA CASTLE HWY
FINNIE FLAT RD
GENERAL CROOK TRL
CHERRY CREEK RD
Cherry Creek
Verde River
Wet Beaver Creek
Clear Creek
0 1 2 3 4 5 Miles