



Support your local merchants.

**AGENDA
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, APRIL 15, 2015 at 6:30 P.M.**

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

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) Regular Session – April 1, 2015
 - 2) Executive Session – April 8, 2015 (Recorded)
 - 3) Special Session – April 8, 2025
 - b) **Set Next Meeting, Date and Time:**
 - 1) Wednesday, April 22, 2015 at 6:30 p.m. Council Hears Planning & Zoning
 - 2) Wednesday, April 29, 2015 at 4:00 p.m. Budget Work Session
 - 3) Friday, May 1, 2015 at 8:00 a.m. Budget Work Session
 - 4) Wednesday, May 6, 2015 at 6:30 p.m. Regular Session
 - 5) Friday, May 8, 2015 at 8:00 a.m. Budget Work Session
 - 6) Wednesday May 13, 2015 at 5:30 p.m. Work Session
 - 7) Wednesday May 20, 2015 at 6:30 p.m. Regular Session
 - 8) Wednesday May 27, 2015 at 6:30 p.m. Council Hears Planning and Zoning-Cancelled
 - c) **Possible approval of Special Event Liquor License for the Verde Valley Sheriff's Posse for the Annual Cornfest that is scheduled for July 17, 2015 and July 18, 2015, to be held at 75 E Hollamon Street in Camp Verde. Staff Resource: Virginia Jones**
 - d) **Possible approval of Amendment No. 1 between the Yavapai Apache Nation and the Town of Camp Verde extending the 2014-2015 Public Transportation Intergovernmental Agreement through April 13, 2016 and thereafter allowing for automatic successive renewals. Staff Resource: Ron Long**
5. **Special Announcements and presentations:**
 - **Proclamation declaring Monday, April 21, 2015 as PowerTalk 21Day**
6. **Call to the Public for Items not on the Agenda.**
7. **Presentation followed by discussion from the Verde Front Recreational Planning Organization members including Yavapai County District 2 Supervisor Tom Thurman, Clarkdale Town Manager Gayle Mabery, Recreation Specialist for Prescott National Forest Tom Palmer and Chip Norton, President of Verde Front Recreational Planning Organization. Staff Resource: Steve Ayers**
8. **Presentation of Kids at Hope by Kathy Wombacher, Kids at Hope Steering Committee Member,**

followed by discussion and possible approval for Camp Verde Library and the Camp Verde Marshal's to participate in Kids at Hope. Staff Resource: Library Director Kathy Hellman and Youth Services Librarian Dianna Manasse.

The Following item was requested by Councilor Bruce George

9. **Presentation and update regarding the Verde River Basin Partnership by Tony Gioia, followed by discussion.**
10. **Presentation followed by discussion and possible approval of design concept for the Sesquicentennial Park and direction to staff to proceed with construction. Staff Resource: Steve Ayers**
11. **Presentation and possible discussion of Quarterly Reports as presented by:**
 - a.) **Planning & Zoning Commission**
 - b.) **Board of Adjustment's & Appeals**
12. **Discussion, consideration and possible approval or Resolution 2015-935, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting fees for town services for FY 2015-16 and superseding resolution 2014-924. Staff Resource: Finance Director Michael Showers**
13. **Discussion, consideration, and possible approval of amendment to Salary Plan and approval of Resolution 2015-940, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, pertaining to job descriptions for the Library, Camp Verde Parks & Recreation and the Marshal's Office in Arizona's 2015 Fiscal year. New job descriptions requested are Library Aide, Recreation Aide and Corporal. The Library Aide and Recreation Aide are temporary part time seasonal staff starting at minimum wage plus salary range; the Corporal position salary will be 5% above the current salary. Amendment to salary plan moves Wastewater Operator from a Range 39 to Range 44. Staff Resource: Nancy Gardner, Mike Marshal and Kathy Hellman.**
14. **Discussion, consideration and possible approval of a Tolling Agreement and First Amendment to the Annexation and Development Agreement for the Coury Annexation and Development Agreement. Note: The Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) Discussion or consultation for legal advice with the attorney or attorneys of the public body and ARS §38-431.03(A)(4) Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation. Staff Resource: Russ Martin**
15. **Discussion, consideration, and possible direction to staff relative to proposed legislation by the 52nd State Legislature during its 1st Regular Session that convened on January 12, 2015. Staff Resource: Russ Martin.**
16. **Call to the Public for items not on the agenda.**
17. **Council Informational Reports.** These 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.

18. **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.

19. **Adjournment**

Posted by: Virginia Jones

Date/Time: 4-9-2015 2:15 p.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.

4.21

**DRAFT MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS - 473 S. MAIN STREET, ROOM #106
WEDNESDAY, APRIL 1, 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 German, Vice Mayor Jackie Baker, and Councilors Bruce George, Carol German, Brad Gordon, Robin Whatley, and Jessie Jones are present.

Also Present

Town Manager Russ Martin, Economic Development Director Steve Ayers, Planning and Zoning Director Mike Jenkins, Building Official Robert Foreman, Administrative Assistant Barbara Bridge and Recording Secretary Lynn Riordan.

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:**

- ❖ Regular Session – March 18, 2015
- ❖ Work Session – March 27, 2015

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

- ❖ Wednesday, April 8, 2015 at 5:00 p.m. Special/Executive Session
- ❖ Wednesday, April 8, 2015 at 5:30 p.m. Work Session
- ❖ Wednesday, April 15, 2015 at 6:30 p.m. Regular Session
- ❖ Wednesday, April 22, 2015 at 6:30 p.m. Council Hears Planning & Zoning

c) **Possible approval of the Memorandum Of Understanding as written between the Town of Camp Verde and Camp Verde Promotions covering the planning and execution of Camp Verde's three major special events, specifically the Spring Heritage Pecan and Wine Festival, Cornfest and Fort Verde Days.** Staff Resource: Steve Ayers

d) **Possible approval of the contract with Merrick & Co., dba McLaughlin Whitewater Design Group for engineering, technical data, sketches and initial draft of improvements related to a River Recreation Master Plan for the Town of Camp Verde.** Staff Resource: Steve Ayers

On a motion by Councilor George, seconded by Vice Mayor Baker, the council unanimously voted to approve the Consent Agenda **excluding** item 4. c) due to concerns stated by Councilor George and 4. d) due to concerns stated by Vice Mayor Baker.

On a motion by Vice Mayor Baker, seconded by Councilor German, the council unanimously voted to approve the Consent Agenda item 4. d) after discussion and clarification.

On a motion by Councilor George, seconded by Vice Mayor Baker, the council unanimously voted to approve the Consent Agenda item 4. c) after discussion and clarification.

Councilor George stated concerns with financial obligations and staffing with Item 4 c) as the MOU includes the Town of Camp Verde will maintain the Website. Steve Ayers and Barbara Bridge clarified that Camp Verde Promotions did not have anyone qualified to maintain the website, and that the Clerk's Office, specifically Barbara Bridge was familiar with the website and its maintenance. Camp Verde Promotions provides the information to the Clerk's Office and Ms. Bridge updates the website – this involves a minimal amount of time and expense and it is beneficial to the Town.

Vice Mayor Baker stated concerns with the costs involved with the contract with Merrick & Co., dba McLaughlin Whitewater Design Group and the fact that this Design Group is from out of State (Colorado), inquiring if the contract could have been let to a local group or firm. Steve Ayers addressed the concerns and advised that this contract was put out for bid, there are very few firms/companies that can provide this type of unique service effectively and efficiently. This particular design group was recommended nationwide for the type of services that the Town currently needs. The costs for Phase I and Phase II – engineering, technical data, and initial draft will be paid grant money from the Walton Trust, Phase III will be funded by a RTCA grant and will require public comment and notice. This type of engineering and technical data is very specialized for a unique project. Mr. Ayres stated, after approval by the Council, he would issue a notice to proceed to Merrick & Co., dba McLaughlin Whitewater Design Group.

5. **Special Announcements and presentations:**

- Proclamation declaring April 7, 2015 as Nationals Service Recognition Day.
- Proclamation declaring April as RiverFest Month
- Proclamation declaring April as Go Blue for CASA (Court Appointed Special Advocate) Month
- Proclamation declaring May as Building Safety Month

Mayor German pronounced the Proclamations.

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

Lynn Switzer advised the Mayor and Council that Camp Verde Kiwanis was sponsoring the 3rd Annual 5K run/walk on April 11, 2015, and she encouraged the Council to participate or make a donation. Ms. Switzer presented a registration form for each council member.

Steve Goetting provided copies of the Camp Verde Economic Development Website - stating his disappointment of the Economic Development Website and the amount of time and money the town has spent for this "disaster".

7. **Update and presentation by Tania Simms, Executive Director for Verde Valley Habitat for Humanity regarding past, current and future projects in the Verde Valley. Discussion and possible direction to staff may follow presentation.** Staff Resource: Virginia Jones

Tania Simms gave a presentation to the Mayor and Council that included the 40-year international and the Verde Valley 20 year history of Habitat for Humanity. Ms. Simms advised the Mayor and Council that Habitat for Humanity is a hand up, not a hand out, and invited the Mayor and Council to attend the Verde Valley Habitat for Humanity Anniversary Celebration on April 7, 2015, the fund raiser at Walmart on April 11, 2015 and the home dedication (completion of new home) in Sedona on 04/21/2015. Ms. Simms stated she had ongoing discussions with Steve Ayers and Virginia Jones and requested the Council consider partnering with Habitat for Humanity through their revolving loan fund. The Council thanked Ms. Simms and directed Mr. Martin to engage Ms. Simms in the possibility of Camp Verde partnering with NACOG and Habitat for Humanity.

8. **Public hearing, discussion, consideration, and possible approval of Resolution 2015-935, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structure(s) located on parcel 404-16-086, 3285 Ripple Road, Camp Verde, Arizona; directing and authorizing the building official to start a work order to Hollamon Generations**

for the purpose of demolishing and removing the above referenced structure(s); and declaring an emergency; and approving and authorizing the Town Manager to allocate any additional funds, if required, to complete the abatement process. Staff Resource: Mike Jenkins

Robert Freeman, Building Official, advised the Council that this Agenda Item could not be ruled upon by Motion of the Mayor and Common Council at this time because the building/structure on 3285 Ripple Road no longer qualified under the law as a "dangerous structure" as the building collapsed. There is now a pile of rubble that needs to be removed, and the building department was exploring appropriate legal avenues to follow through with enforcing the clean-up of this property. Planning and Zoning Director Mike Jenkins concurred.

Public Comment:

Karen Strickland addressed the Mayor and Council stating disapproval of how the Town has not enforced the demolition process or cleanup of this property timely (this process started over 9 months ago), stating it is a true health and safety hazard, and requests the Town do something immediately to force the property owner to clean up the mess.

Jackie Duncan addressed the Mayor and Council stating disapproval of how the Town has not enforced the demolition process or cleanup of this property timely, stating it is a true health and safety hazard, particularly the mold and insulation. Ms. Duncan emotionally requested the Town immediately see to the removal of the debris and mold, as the residents in the neighbor have been waiting for a resolution to this problem for almost a year.

Sherry Wishmeyer addressed the Mayor and Council stating perhaps ADEQ or the Yavapai County Health Department could assist in clarifying guidelines, sanctions, and procedure for the removal of debris and/or mold/hazardous materials.

Roy Strickland addressed the Mayor and Council requesting cleanup of this property immediately, particularly insulation and mold, as it is a serious health and safety issue for the residents in their neighborhood.

The Mayor and Council advised that this matter is being withdrawn from the Agenda as it no longer meets the definitions as set forth in the Resolution (dangerous structure), and it is imperative that the Council stay within all legal perimeters and process to avoid liability in dealing with, and encroaching on private property. After additional discussion, the Mayor and Council directed staff to aggressively pursue all legal avenues under nuisance abatement and immediately begin the clean-up of this property.

9. **THIS AGENDA ITEM WAS WITHDRAWN FROM THE AGENDA PRIOR TO THE MEETING DATE AND TIME. Discussion, consideration and possible approval of a Tolling Agreement and First Amendment to the Annexation and Development Agreement for the Coury Annexation and Development agreement. . Note: The Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) Discussion or consultation for legal advice with the attorney or attorneys of the public body and Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation. Staff Resource: Russ Martin**
10. **Discussion, consideration, and possible direction to staff relative to proposed legislation by the 52nd State Legislature during its 1st Regular Session that convened on January 12, 2015. Staff Resource: Russ Martin**

Town Manager Russ Martin stated the Mayor and Council will continue to get updates of the legislative session, and he will continue watching the progress of the legislature this session.

11. **Call to the Public for items not on the agenda.**
None

12. **Council Informational Reports.** These 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.

Councilor Whatley stated she attended and volunteered at the Pecan and Wine Festival, Camp Verde Promotions did an excellent job, and the event was a success.

Councilor George stated he attended and volunteered at the Pecan and Wine Festival, Arbor Day Booth, and the event was a success. He also attended the Verde Valley Advisory committee meeting (Yavapai College) where the committee recommended to the Yavapai College governing board to not proceed with a requested 2% increase this year.

Councilor Gordon stated he attended and volunteered at the Pecan and Wine Festival and planted a tree, and the event was a success.

Vice Mayor Baker stated she attended and volunteered at the Pecan and Wine Festival, and she attended the Viet Nam Veterans Memorial in Clarkdale.

Councilor Jones stated she attended and volunteered at the gate at the Pecan and Wine Festival, and all of the groups did a great job.

Councilor German stated she will attend the Yavapai College Board Meeting on 04/14/2015 and encourages anyone that wishes to attend to show up and speak. She also attended the Pecan and Wine Festival and she thanked all the volunteers that made it a success.

Mayor German stated he attended the Pecan and Wine Festival. Mayor German thanked Vice Mayor Baker for covering for him while he was away.

13. **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.

Town Manager Russ Martin stated budget time was fast approaching and all Council Members are invited and encouraged to come visit with their budget concerns and wish lists in advance of the work sessions.

Councilor Gordon suggested that the public attend the budget work sessions and council meetings to address their budget concerns before the budget passes, not complain after the budget has passed.

Adjournment

On a motion by Councilor Gordon, seconded by Councilor Jones, the council unanimously voted to adjourn the meeting at 7:52 p.m.

Charles German, Mayor

Lynn Riordan, 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 April 1, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2015.

Virginia Jones, Town Clerk

4.0-3

MINUTES
SPECIAL SESSION-EXECUTIVE SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY APRIL 8, 2015 at 5:00 P.M.

1. Call to Order

Mayor German called the meeting to order at 5:06 p.m.

2. Roll Call

Mayor German, Vice Mayor Baker, Councilors Robin Whatley, Bruce George, Brad Gordon, and Carol German were present. Councilor Jessie Jones arrived at 6:10 p.m.

Also present were Manager Russ Martin, Assistant to the Town Manager Carol Brown, Public Works Director Ron Long, Deputy Public Works Director Troy Odell, Waste Water Treatment Plant Manager Jan Crogan, and Town Clerk Virginia Jones.

3. Pledge of Allegiance

Mayor German led the Pledge of Allegiance.

4. Consultation with the Town Attorney for legal advice regarding current litigation and possible Town liability or exposure regarding recent investigations. Council may reconvene Special Session for possible direction to staff.

Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03.A3 for discussion or consultation for legal advice with the attorney.

On a motion by Councilor George seconded by Councilor Gordon, Council voted to go into Executive Session for consultation with the Town Attorney for legal advice regarding current litigation and possible Town liability or exposure regarding recent investigations.

Vice Mayor Baker questioned the agenda item and the legality of discussion in Executive Session stating she had received several calls from concerned citizens asking why Council would be having an Executive Session regarding recent investigations, and questioned if this was a personnel issue. Attorney Sims stated it was not a personnel issue; the discussion will be legal advice regarding procedures and he would go into more detail during executive session.

Council adjourned to Executive Session at 5:10 p.m.

Council reconvened Special Session at 6:37 p.m.

Council did not take any action or give direction to staff.

5. Adjournment

Council adjourned the meeting at 6:37 p.m.

Charles German, Mayor

Virginia Jones, 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 Special-Executive Session of the Town Council of Camp Verde, Arizona, held on April 8, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2015.

Virginia Jones, Town Clerk

ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

800 W Washington 5th Floor
Phoenix AZ 85007-2934
(602) 542-5141

400 W Congress #521
Tucson AZ 85701-1352
(520) 628-6595

APPLICATION FOR SPECIAL EVENT LICENSE

Fee = \$25.00 per day for 1-10 day events only
A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. § 44-6852)

**NOTE: THIS DOCUMENT MUST BE FULLY COMPLETED OR IT WILL BE RETURNED.
PLEASE ALLOW 10 BUSINESS DAYS FOR PROCESSING.**

**Application must be approved by local government before submission to Department of Liquor Licenses and Control. (Section #20)

DLIC USE ONLY
LICENSE #

1. Name of Organization: VERD VALLEY RANGERS, MOUNTED SHERIFF'S TOSSE

2. Non-Profit/I.R.S. Tax Exempt Number: 86-0669881

3. The organization is a: (check one box only)

- Charitable
- Fraternal (must have regular membership and in existence for over 5 years)
- Civic
- Religious
- Political Party, Ballot Measure, or Campaign Committee

4. What is the purpose of this event? on-site consumption off-site consumption (auction) both

FUND RAISER

5. Location of the event: 75 E. HOLLAMON ST., CAMP VERDE, YAVAPAI, AZ 86322
Address of physical location (Not P.O. Box) City County Zip

Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Question #1. (Signature required in section #18)

6. Applicant: WILLIAMS JAMES L. 5-22-83
Last First Middle Date of Birth

7. Applicant's Mailing Address: 2315 S. SUNSET DR. CAMP VERDE, AZ 86322
Street City State Zip

8. Phone Numbers: (928) 567-0535 (928) 451-2598 (928) 567-6107
Site Owner # X-136 Applicant's Business # Applicant's Home #

9. Date(s) & Hours of Event: (Remember: you cannot sell alcohol before 10:00 a.m. on Sunday)

	Date	Day of Week	Hours from A.M./P.M.	To A.M./P.M.
Day 1:	<u>7-17-15</u>	<u>FRIDAY</u>	<u>4 P.M.</u>	<u>10 P.M.</u>
Day 2:	<u>7-18-15</u>	<u>SATURDAY</u>	<u>10 AM.</u>	<u>10 P.M.</u>
Day 3:	_____	_____	_____	_____
Day 4:	_____	_____	_____	_____
Day 5:	_____	_____	_____	_____
Day 6:	_____	_____	_____	_____
Day 7:	_____	_____	_____	_____
Day 8:	_____	_____	_____	_____
Day 9:	_____	_____	_____	_____
Day 10:	_____	_____	_____	_____

*Disabled individuals requiring special accommodations, please call (602) 542-9027

10. Has the applicant been convicted of a felony in the past five years, or had a liquor license revoked?
 YES NO (attach explanation if yes)

11. This organization has been issued a special event license for 2 days this year, including this event
(not to exceed 10 days per year).

12. Is the organization using the services of a promoter or other person to manage the event? YES NO
If yes, attach a copy of the agreement.

13. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds.
**THE ORGANIZATION APPLYING MUST RECEIVE 25% OF THE GROSS REVENUES OF THE SPECIAL
EVENT LIQUOR SALES.**

Name VERDE VALLEY RANGERS, MOUNTED SHERIFF'S FORCE 100%
Percentage

Address P.O. BOX 2866, CAMP VERDE, AZ 86322

Name _____
Percentage

Address _____
(Attach additional sheet if necessary)

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

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

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

____ # Police Fencing
4 # Security personnel Barriers

TOWN MARSHAL PERSONNEL PATROLS AREA AT
VARIES TIMES.

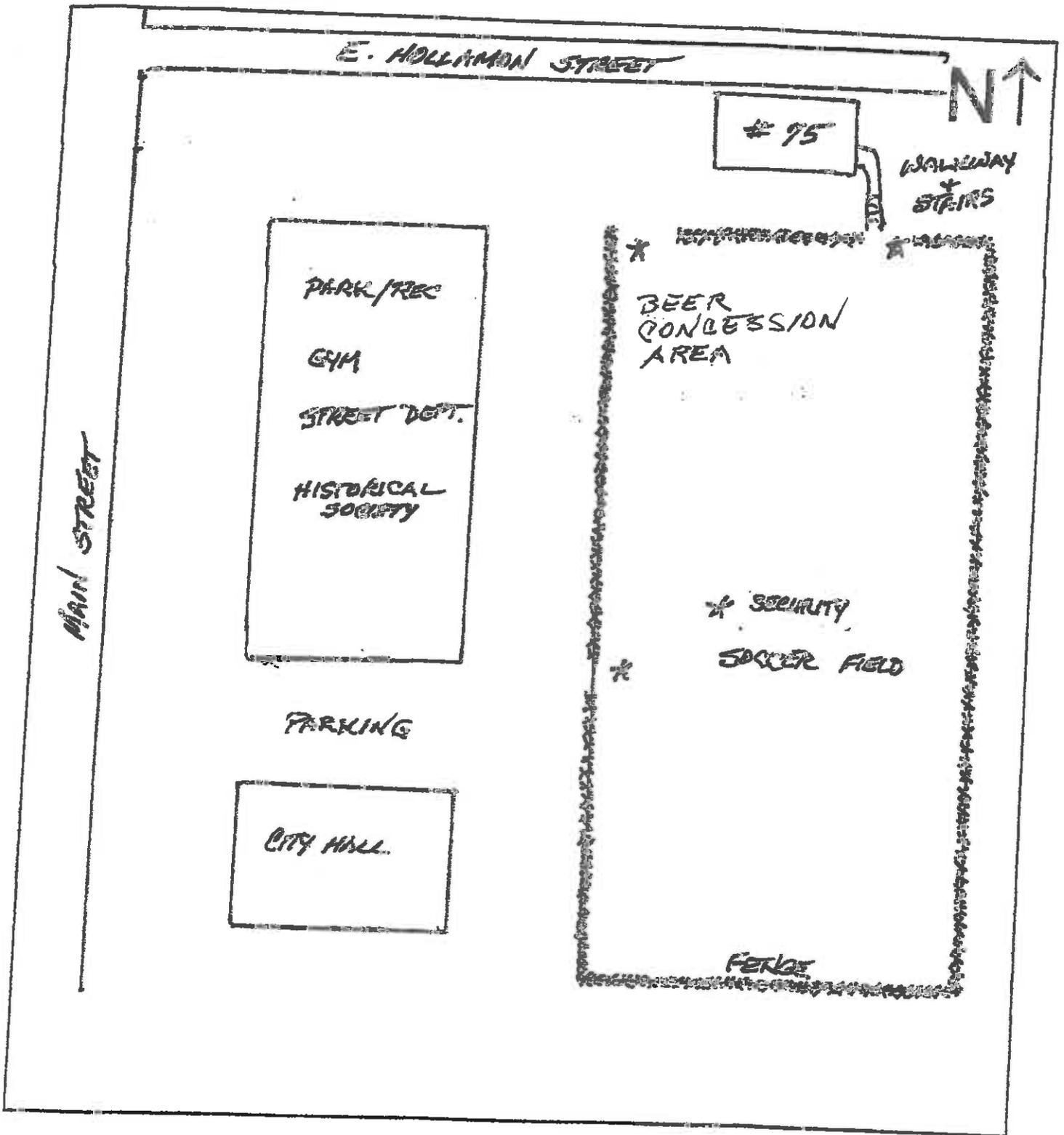
16. Is there an existing liquor license at the location where the special event is being held? YES NO
If yes, does the existing business agree to suspend their liquor license during the time
period, and in the area in which the special event license will be in use? YES NO
(ATTACH COPY OF AGREEMENT)

Name of Business () Phone Number

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

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

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



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

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

X James Luther Williams CHAIR-PERSON 928-567-6107
(Signature) (Title/Position) (Date) (Phone #)



State of ARIZONA County of YAVAPAI
The foregoing instrument was acknowledged before me this 8th April 2015
Day Month Year

My Commission expires on: 11-08-2017
(Date)

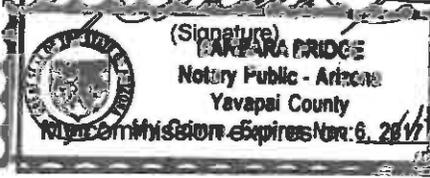
Barbara Bridge
(Signature of NOTARY PUBLIC)

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

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

James Luther Williams
(Signature)

State of ARIZONA County of YAVAPAI
The foregoing instrument was acknowledged before me this 8th April 2015
Day Month Year



(Signature of NOTARY PUBLIC)

You must obtain local government approval. City or County MUST recommend event and complete item #20. The local governing body may require additional applications to be completed and submitted 60 days in advance of the event. Additional licensing fees may also be required before approval may be granted.

LOCAL GOVERNING BODY APPROVAL SECTION

20. I, _____ hereby recommend this special event application
(Government Official) (Title)
on behalf of _____
(City, Town or County) (Signature of OFFICIAL) (Date)

FOR DLLC DEPARTMENT USE ONLY

Department Comment Section:

(Employee) (Date)

APPROVED DISAPPROVED BY: _____

(Title) (Date)

4.d



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: April 15, 2016

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

Requesting Department: Public Works

Staff Resource/Contact Person: Ron Long

Agenda Title (be exact): Consideration and possible approval of Amendment No.1 between the Yavapai Apache Nation and the Town of Camp Verde extending the 2014 -2015 Public Transportation IGA through April 13, 2016, and thereafter allowing for automatic successive renewals.

List Attached Documents:

Estimated Presentation Time:

Estimated Discussion Time:

Reviews Completed by: N/A

Department Head: Town Attorney Comments: approved

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: **Budget Code:** _____ **Amount Remaining:** _____

Comments:

Background Information: Resolution 2014-918 to enter into an IGA with the Yavapai-Apache Nation for transit services within Town boundaries was approved by council on April 16, 2014. The IGA calls for annual renewals between the Nation and the Town,

The Yavapai Apache Nation has submitted Amendment No. 1 for approval: renewing the IGA through April 13, 2016, and thereafter authorizing automatic successive one-year terms. The amendment includes a non-renewal option wherein either party can terminate the Agreement with written notice no less than 60 days prior to the termination date of the then current term.

Recommended Action (Motion): Move to approve and authorize execution of Amendment No. 1 to the Public Transportation Intergovernmental Agreement between the Yavapai-Apache Nation and The Town of Camp Verde,

renewing the current one year term commencing April 14, 2015, through April 13, 2016, and thereafter allowing automatic successive renewals.

Instructions to Clerk: Please obtain the Mayor's signature and return to:

*Lisa Bluelake
Assistant Attorney General
Yavapai-Apache Nation
2400 West Datsi Street
Camp Verde, Arizona 86322
Phone: 928-567-1023
Fax: 928-567-1063
Email: lbluelake@yan-tribe.org*

AMENDMENT #1 TO THE INTERGOVERNMENTAL AGREEMENT

**BETWEEN THE YAVAPAI-APACHE NATION AND
THE TOWN OF CAMP VERDE
(PUBLIC TRANSPORTATION)**

This Amendment #1 is made this _____ day of _____ 2015, pursuant to the Yavapai-Apache Nation Constitution and A.R.S. §11-952, between the Yavapai-Apache Nation, a Federally Recognized Indian Tribe, and the Town of Camp Verde, an Arizona municipal corporation.

On April 10, 2014, the Yavapai-Apache Nation and the Town of Camp Verde entered into an Intergovernmental Agreement regarding public transportation ("Agreement"). The term of the Agreement is April 14, 2014 through April 13, 2015. The sole purpose of this Amendment is to extend the term of the Agreement and allow for automatic renewals. All other terms of the Agreement shall remain as executed on April 10, 2014.

The term of the Agreement shall renew for a one-year period commencing on **April 14, 2015 through April 13, 2016**. Thereafter, the Agreement shall be deemed renewed for successive one-year terms unless either party provides written notice of intent of non-renewal no less than sixty (60) days prior to the termination date of the then current term.

IN WITNESS WHEREOF, the parties hereto agree to this Amendment #1 as of the day and year written above.

Yavapai-Apache Nation:

Town of Camp Verde:

Thomas Beauty
Chairman, Yavapai-Apache Nation

[Insert name and title]

Approved as to Form:

Approved as to Form:

Lisa Bluelake
Assistant Attorney General
Yavapai-Apache Nation

William Sims, Town Attorney

9



PROCLAMATION

**DESIGNATING APRIL 21, 2015
AS
PowerTalk 21 Day**

WHEREAS, the Town of Camp Verde recognizes the importance of parents talking with their teens about alcohol in order to reduce the risks and dangers posed to teens and communities; and

WHEREAS, high school students who use alcohol or other substances are five times more likely to drop out of school or believe good grades are not important; and

WHEREAS, 27 percent of middle school students try alcohol before graduating from 8th grad, significantly increasing the risk that they will develop alcohol problems later in life; and

WHEREAS, teen alcohol use kills 4,700 people each year, more than all other illegal drugs combined; and

WHEREAS, PowerTalk 21 day, started by Mothers Against Drunk Driving (MADD) in 2011, is established on April 21, 2015, to encourage parents and caregivers to embrace their important role in influencing America's youth and their decision about drinking alcohol; and

WHEREAS, in 2015, MADD will kick off "21 Days in Support of 21" beginning on April 1st, and culminating on PowerTalk 21 on April 21st, 2015, to encourage parents and caregivers to embrace their important role in influencing America's youth and their decisions about drinking alcohol; and

WHEREAS, to equip parents to talk with their teens about alcohol, MADD Arizona during April 2015, will activate to give parents the tools to effectively talk to their children about alcohol to protect them; and

WHEREAS, the Mayor and Common Council urge all citizens to join in the local and national efforts to raise awareness of the importance of parents and teens talking together about alcohol to reduce the risks and dangers posed to teens and communities; and

THEREFORE, BE IT RESOLVED that the Mayor and Common Council of the Town of Camp Verde do hereby proclaim April 21, 2015, as PowerTalk 21 Day

Passed and approved by a majority vote of the Common Council at the Regular Session of April 15, 2015

Charles German, Mayor

Date

Attest:

Virginia Jones, Town Clerk



March 11, 2015

Charles German
Mayor of Camp Verde
473 S Main St Ste 102
Camp Verde, AZ 86322

Dear Mayor of Camp Verde,

Did you know that teen alcohol use kills 4,700 young people each year? More than marijuana, heroin, coke, and all illegal drugs combined! 4,700 young people also happens to just about equal the 2013 graduating classes from 8 of our 15 counties here in Arizona.⁷

PowerTalk 21 – April 21st – is a national day for parents and families to start the conversation with the kids in their lives about alcohol and the dangers of underage drinking. By having these intentional conversations, parents are able to set expectations and consequences; all while continuing to talk about the dangers of alcohol and underage drinking.

Research tells us that parents are the #1 influence on their child's decisions about alcohol; unfortunately students in Arizona tell us that a majority of their parents have not talked to their kids about alcohol and the dangers of underage drinking.

Because this is such an important safety issue for our youth, I encourage you to join MADD in commemorating PowerTalk 21 – April 21st – as the day for parents and families to talk to kids about the dangers of underage drinking. I have included the proclamation language. If you prefer, please contact me and I will send you an electronic copy. You may reach me at 520-322-5253 or Beverly.mason@madd.org if you have any other questions.

Thank you for your efforts to keep our communities safe.

Sincerely,

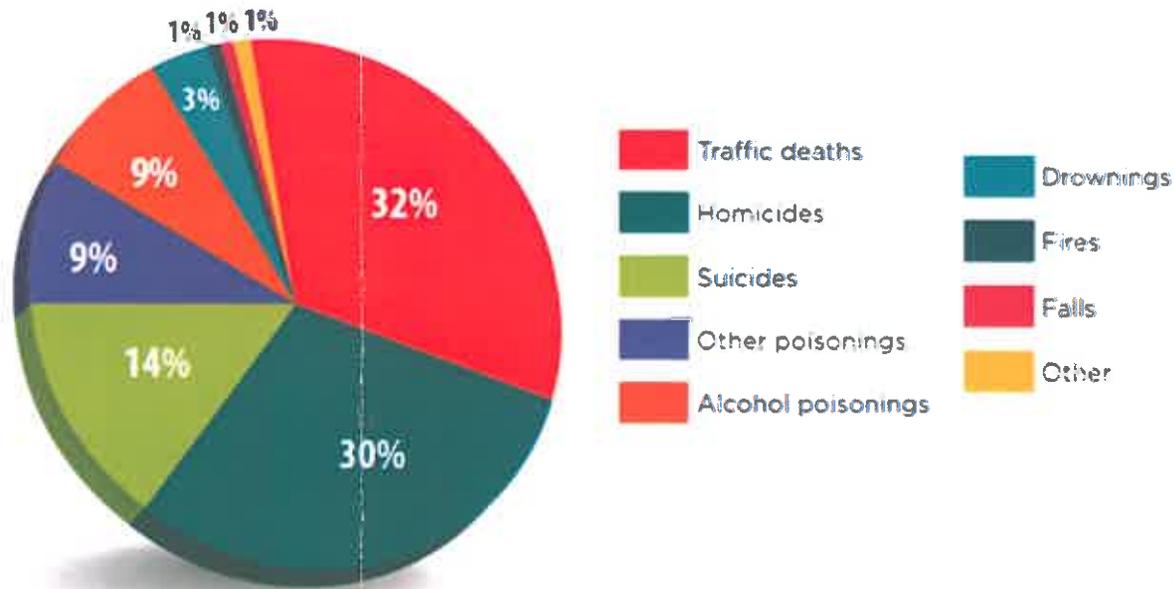
Beverly Mason Biggers
Program Manager, MADD Arizona

⁷ Apache, Gila, Graham, Greenlee, La Paz, Santa Cruz, Mohave, and Cochise Counties

Taking Away the Keys...

... Doesn't Take Away the Risks

Underage Drinking Related Deaths



PowerTalk 21

Estimates come from FBI, CDC and NHTSA data. Data is for deaths involving 15 to 20 year-old underage drinkers. Details at madd.org.

**POWER of
PARENTS**

madd



Agenda Item Submission Form – Section I

Meeting Date: April 15, 2015

- Consent Agenda Decision Agenda Executive Session Requested
- Presentation Only Action/Presentation Special Session Pre-Session

Requesting Department: Economic Development

Staff Resource/Contact Person: Steve Ayers

Agenda Title (be exact): Presentation followed by discussion from the Verde Front recreational planning organization

List Attached Documents:

Estimated Presentation Time: 15 minutes

Estimated Discussion Time: 5-10 minutes

Reviews Completed by:

- Department Head: Town Attorney Comments:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact:

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

Comments:

Background Information: The Verde front planning process began as a Prescott National Forest recreational planning process in 2008. Over the years the mission and scope of that group has grown considerably. And as the Verde Front process has grown the region has realized a significant benefit. Tonight’s presentation will include a history of the organization, a brief description of the various efforts currently underway and a list of the benefits.

Recommended Action (Motion): None

Instructions to the Clerk:



Agenda Item Submission Form – Section I

Meeting Date: April 15, 2015

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

Requesting Department: Library

Staff Resource/Contact Person: Kathy Hellman, Library Director and Dianna Manasse, Youth Services Librarian

Agenda Title (exact): Presentation of Kids at Hope by Kathy Wombacher, Kids at Hope Steering Committee Member

List Attached Documents: e-links to more information: [Kids at Hope](#) video, [Inside Cottonwood: Kids at Hope Founder, Rick Miller](#) and [Kids at Hope website](#)

Estimated Presentation Time: 15 minutes

Estimated Discussion Time: 5 minutes

Reviews Completed by:

- Department Head: Kathy Hellman Town Attorney Comments: N/A

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact:

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

Comments:

Background Information:

Camp Verde Community Library together with Camp Verde Marshal's Office supports the Towns participation in the Kids at Hope program. We believe that it is the collective effort of local leaders that will make Camp Verde a better place for kids to grow and be successful. We believe that it is vital to communicate that message to our youth and that Kids at Hope can help us do that.

Recommended Action (Motion): Approve Camp Verde Community Library, Camp Verde Marshal's Office and the Town of Camp Verde's participation in Kids at Hope.

Instructions to the Clerk: We will need the laptop and projector for the presentation.



Agenda Item Submission Form – Section I

Meeting Date: April 15, 2015 Regular Session

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

Requesting Department: Councilor Bruce George

Staff Resource/Contact Person: Councilor Bruce George

Agenda Title (be exact): Presentation, update, followed by discussion from members of Verde River Basin Partnership

List Attached Documents:

Estimated Presentation Time: 10

Estimated Discussion Time: 10

Reviews Completed by:

- Department Head: _____ Town Attorney Comments: N/A
- Finance Department N/A
 Fiscal Impact: None
 Budget Code: N/A _____ Amount Remaining: _____
 Comments: _____

Background Information:

Recommended Action (Motion):

Instructions to the Clerk: None



Agenda Item Submission Form – Section I

Meeting Date:

- Consent Agenda Decision Agenda Executive Session Requested
- Presentation Only Action/Presentation Special Session Pre-Session

Requesting Department: Economic Development

Staff Resource/Contact Person: Steve Ayers

Agenda Title (be exact): Presentation and possible approval of design concept for the Sesquicentennial Park and direction to proceed with construction.

List Attached Documents: 1) Conceptual Park Plan Packet

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Reviews Completed by:

- Department Head: Town Attorney Comments:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact:

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

Comments:

Background Information: The council approved a planning process for the creation of a Sesquicentennial Park under the authority of the Camp Verde Historical society’s Sesquicentennial Committee. Over the last four months a group of volunteers working with Town staff has come up with a conceptual design for the park property. The idea is to create a visually attractive space in the area adjacent to the gazebo that is both reflective and functional, for residents and visitors alike. Among the amenities proposed are benches, interpretive signs that tell the history of the community, walkways and landscaping. It is the goal of the committee to construct the park entirely through donations from the community and corporate sponsors.

Recommended Action (Motion): Move to approve the conceptual design and authorize the committee to begin construction.



Sesquicentennial Park

Conceptual Design

April 15, 2015

150 Years: Honoring Our Past, Enriching Our Future

Sesquicentennial Park Committee

Steve Ayers

Mike Dumas

Michael Marshall

Mary McCarthy

Jane Whitmire

Marshall Whitmire

Sesquicentennial Park Funders and Donors to Date

William Field, Landscape Designer

APS

Suddenlink

Northern Arizona Healthcare

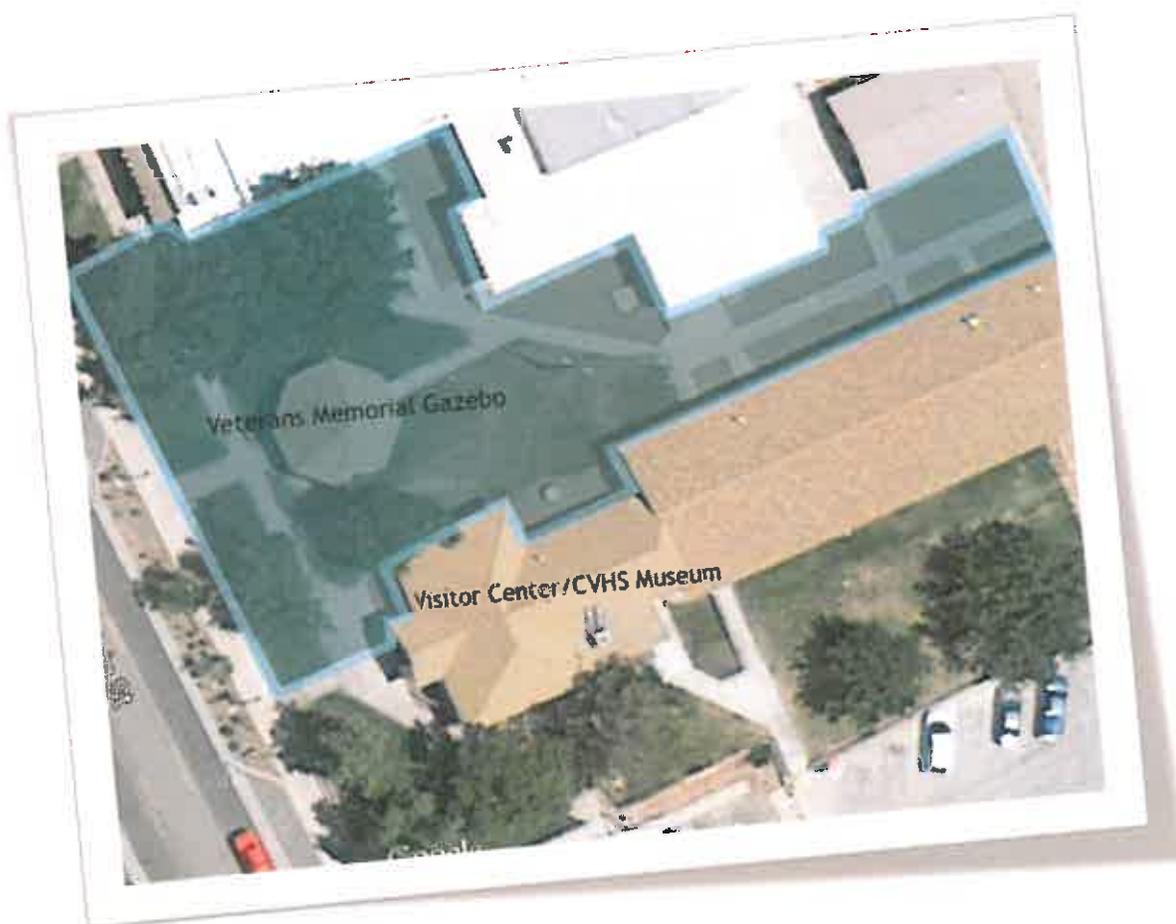
Sesquicentennial Park Vision

A place for reflection, learning, and inspiration, the proposed Sesquicentennial Park celebrates Camp Verde's rich history and diverse community in a welcoming and aesthetically pleasing space.

While details may change and be refined, the conceptual plans embody this vision and illustrate the unique possibilities this project offers.

Project Location

Sesquicentennial Park will be located in the existing park space between the Camp Verde Visitor Center/Camp Verde Historical Society Museum and the Parks and Recreation building; Main Street and Community Center Field flank the area.



Proposed area of Sesquicentennial Park highlighted in blue.

Proposed Interpretive Signs

1. Welcome to Sesquicentennial Park
 - a. Introduce park purpose
 - b. Town map and locking bulletin board installed on accompanying posts

Primary Interpretive Sign Cluster

Arranging content thematically rather than chronologically allows for a more holistic understanding of Camp Verde's history and a more inclusive narrative of the ways in which the community and its residents have changed over time.

2. Geologic landscape change
 - a. Geologic origins of the Verde Valley
3. Agriculture
 - a. Emphasize agriculture as the principal reason for the community's location
 - b. Illustrate changing technologies, crops, and culture
4. Transportation and Commerce
 - a. Highlight a few key community assets, such as the salt mine, the Arizona Territorial Road, etc., and how their use and importance have changed over time
5. Built Environment
 - a. Discuss changing technologies, styles, and purposes over time
 - i. Identify existing notable structures (e.g., Montezuma Castle, Head House) as well as structures that have been lost
6. Founding of Camp Verde
 - a. Share information about the interactions between the 1865 settlers and then-existing residents
 - i. Key topics: Long Walk; Ft. Verde; Rio Verde Reservation; intersection between Prescott, the military, and Camp Verde settlements
7. Contemporary Profile
 - a. Illustrate how the community's history continues to shape Camp Verde
 - i. Key topics: built environment; anthropogenic landscape; Yavapai-Apache Nation; community culture

WPA Steps and Washroom Sign

8. Works Progress Administration
 - a. Identify Depression-era projects and structures in Camp Verde
 - b. Discuss life during the Great Depression

Proposed Interpretive Signs (Continued)

Corridor Interpretive Signs

This collection of signs allows a deeper exploration of key themes mentioned in the primary sign cluster.

9. Water
 - a. Illustrate fundamental importance and use of water in Camp Verde
 - i. History of agricultural irrigation ditches in the community
 - b. Discuss the dam project that would have flooded the Camp Verde townsite
10. Undecided
11. Undecided

Interpretive Sign Cluster at Community Center Field Entrance

This cluster of signs complements those found in the primary collection of signs and serves to welcome visitors entering the park from the secondary entrance west of the Community Center Field.

12. Repeat Photography (“Then and Now”)
 - a. Visual representations of change over time in Camp Verde
13. Introduction to Park
 - a. Purpose of Sesquicentennial Park
 - b. Provide visual timeline of key historical events
14. Map of Camp Verde Today
 - a. Highlight recreational and cultural opportunities

Proposed Sign Materials and Mounting Styles

- ImageLoc from Interpretive Graphics
 - Three times cheaper than other materials on the market with the same warranty period (10 years) and improved scratch resistance
- Interpretive Graphics will provide the signs and simple framing. The mounting posts, framework, and pedestals will be produced locally.



Each panel will be installed in a simple powder-coated black frame and attached to a rusted metal mount.



Example of sign mounts with a rusted metal finish (proposed for signs 1-8, 12-14)

Proposed Sign Materials and Mounting Styles (Continued)



Example of a slanted pedestal sign (proposed for signs 9-10).

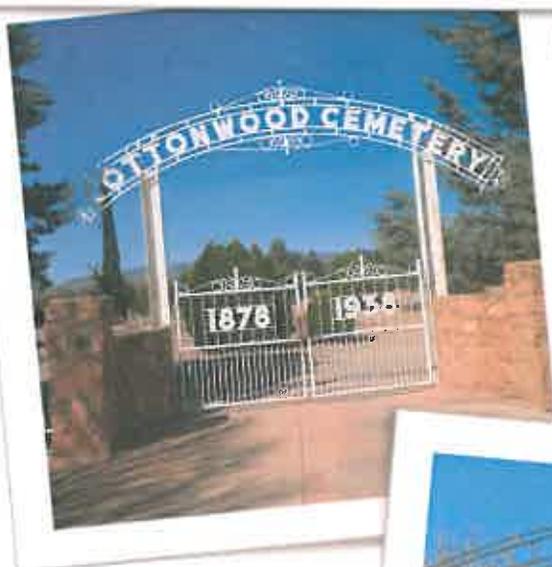
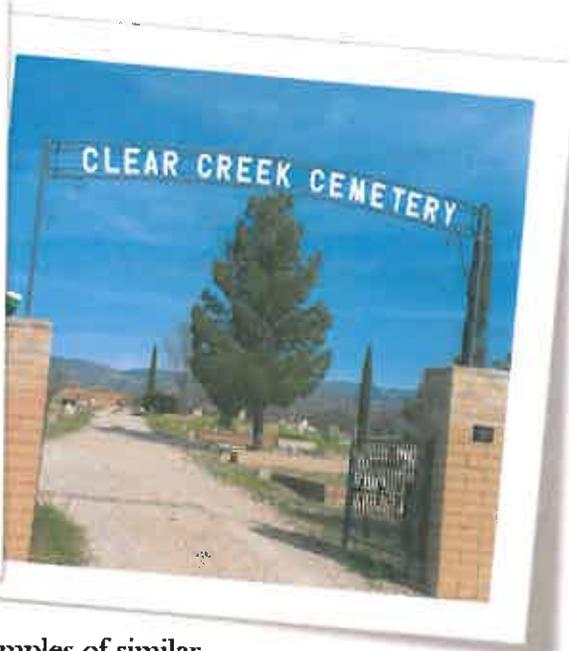
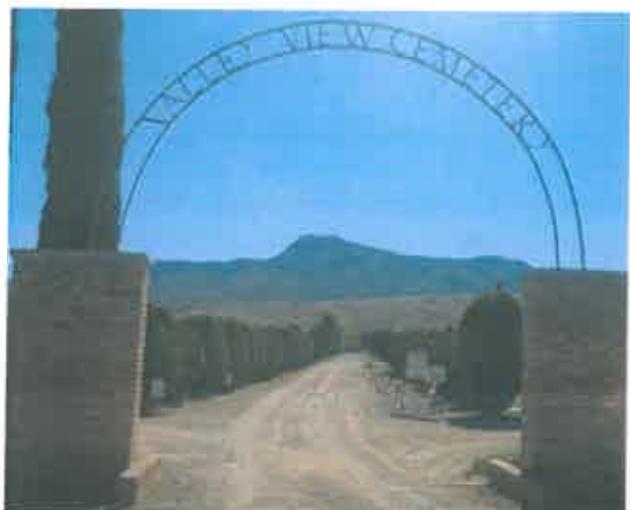


Example of bulletin board design.

150 Years: Honoring Our Past, Enriching Our Future

Proposed Community Center Field Entrance

The Sesquicentennial Park plans include an improved and more welcoming entrance to draw visitors in from Community Center Field.



Examples of similar designs seen throughout the Verde Valley, including the entry arch from Camp Verde's historic Clear Creek Cemetery.

The plans for the Community Center Field entrance of Sesquicentennial Park feature river rock pillars, a rusted metal arch, and black or metal colored letters.



Proposed Park Elements

A time capsule, installed in a prominent garden bed, illustrates the Town's commitment to the future.



Example of an in-ground time capsule.



Locally made Camp Verde benches. The benches for Sesquicentennial Park could include green lettering as well as "1865" and "2015" on either side of "Camp Verde."

Proposed Park Elements (Continued)

The proposed Sesquicentennial Park site is currently underutilized and, despite its prime location, offers few amenities to visitors and residents. A notable exception is the Veterans Memorial Gazebo that is located near the Visitor Center/Camp Verde Historical Society Museum.



The Gazebo will be restored and will serve as a primary focal point in Sesquicentennial Park.

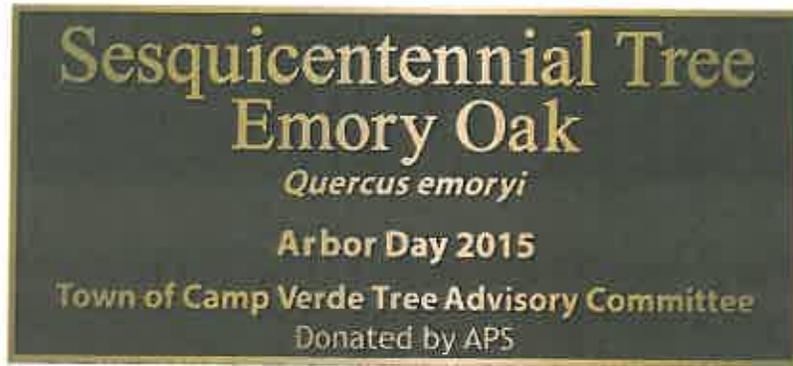
A new wrap-around river rock foundation will replace the existing lattice and wooden benches that are currently in need of repair. The river rock facing will visually tie the Gazebo to the rock pillars of the Community Center Field entry arch while also serving as permanent and sturdy seating in the Gazebo's interior.

Once rehabilitated, the Veterans Memorial Gazebo will be rededicated to Camp Verde residents who have served in the military.

150 Years: Honoring Our Past, Enriching Our Future

Sesquicentennial Tree

Donated by APS and planted on March 29, 2015 in collaboration with the Tree Advisory Committee, Teen Advisory Board, Cub Scouts, Town staff, and Town Council.



A bronze memorial will be installed at the foot of the Sesquicentennial Tree.



Proposed Plant Palette

The proposed Sesquicentennial Park plans highlight drought tolerant vegetation by emphasizing the beauty and resilience of plants native to the Verde Valley.

The following plant palette is borrowed from the Tejido Design Group's *Corridor Design: Arizona Highway 260 through Camp Verde*.

Trees

Celastrus reticulata
Caryocarpus arizonicus
Fraxinus velutina
Fraxinus greggii
Juglans californica
Prosopis juliflora
Quercus buckleyi
Quercus emoryi
Quercus gambelii

Canyon Hackberry
 Arizona Cypress
 Arizona Ash
 Little Leaf Ash, Gregg Ash
 Arizona Walnut
 Velvet Mesquite
 Texas Red Oak
 Emory Oak
 Gambel Oak



Grasses

Arundo donax
Muhlenbergia capillaris
Muhlenbergia lewisii
Muhlenbergia rigida

Purple Three Awn
 Regal Mist
 Autumn Glow
 Deer Grass
 Nashville

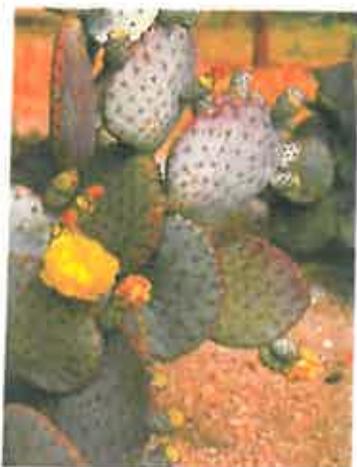
Other Non-native Possibilities

Pinus canariensis
Pinus halepensis
Quercus virginiana

Canary Island Pine
 Aleppo Pine
 Southern Live Oak



Proposed Plant Palette (Continued)



Groundcovers

- Astragalus ludoviciana*
- Oenothera caespitosa*
- Verbena gooddingii*

Accent Plants

- Agave parryi*
- Darylinium wheeleri*
- Ephedra arachnoidea*
- Ephedra viridis*
- Opuntia santa-rita*
- Yucca laciniata*
- Yucca elata*
- Yucca schottii*

- Prairie Sagebrush
- White Evening Primrose
- Goodding Verbena

- Parry's Agave
- Desert Spoon
- Mormon Tea
- Mormon Tea
- Purple Prickly Pear
- Banana Yucca
- Soaptree Yucca
- Mountain Yucca



Shrubs

- Artemisia tridentata*
- Artemisia ludoviciana*
- Artemisia tridentata*
- Calliandra eriophylla*
- Chrysothamnus nauseosus*
- Dalea frutescens*
- Dalea pulchra*
- Eriogonum fasciculatum*
- Eriogonum wrightii*
- Gutierrezia serotina*
- Rhus microphylla*
- Rhus trilobata*
- Sabia serotina*

- Mountain Flame
- Mexican Flame
- Prairie Sagebrush
- Big Sagebrush
- Pink Fairy Duster
- Chamisa, Rabbitbrush
- Black Dalea
- Indigo Bush
- Turpentine Bush
- Wright's Buckwheat
- Apache Plume
- Snakeweed
- Littleleaf Sumac
- Three Leaf Sumac
- Desert Sage



150 Years: Honoring Our Past, Enriching Our Future

Attached Materials

Conceptual Park Master Plan

Master Plan with Interpretive Sign Map

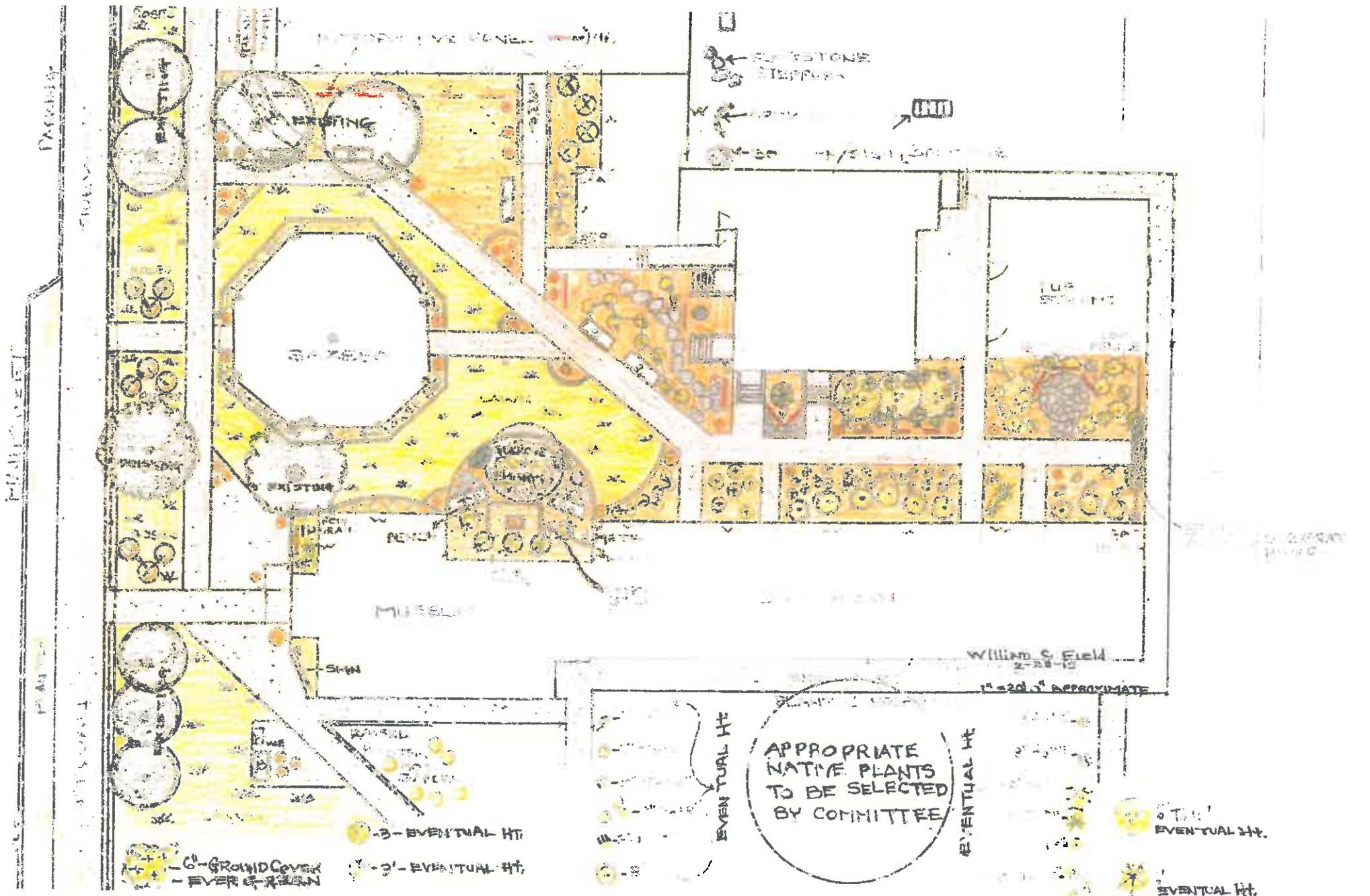
Gazebo Plan Detail

Time Capsule Seating Area Detail

Community Center Field Entrance Sign Cluster Detail

Gym Entrance Detail

Primary Sign Cluster Detail



PLANTING PLAN

EXISTING STEPPERS

EXISTING

SARISSE

EXISTING

MURGLIN

William S. Field
2-28-10

15 x 20.5' APPROXIMATE

APPROPRIATE
NATIVE PLANTS
TO BE SELECTED
BY COMMITTEE

6" Ground Cover
EVER GREEN

3" - EVENTUAL HT.

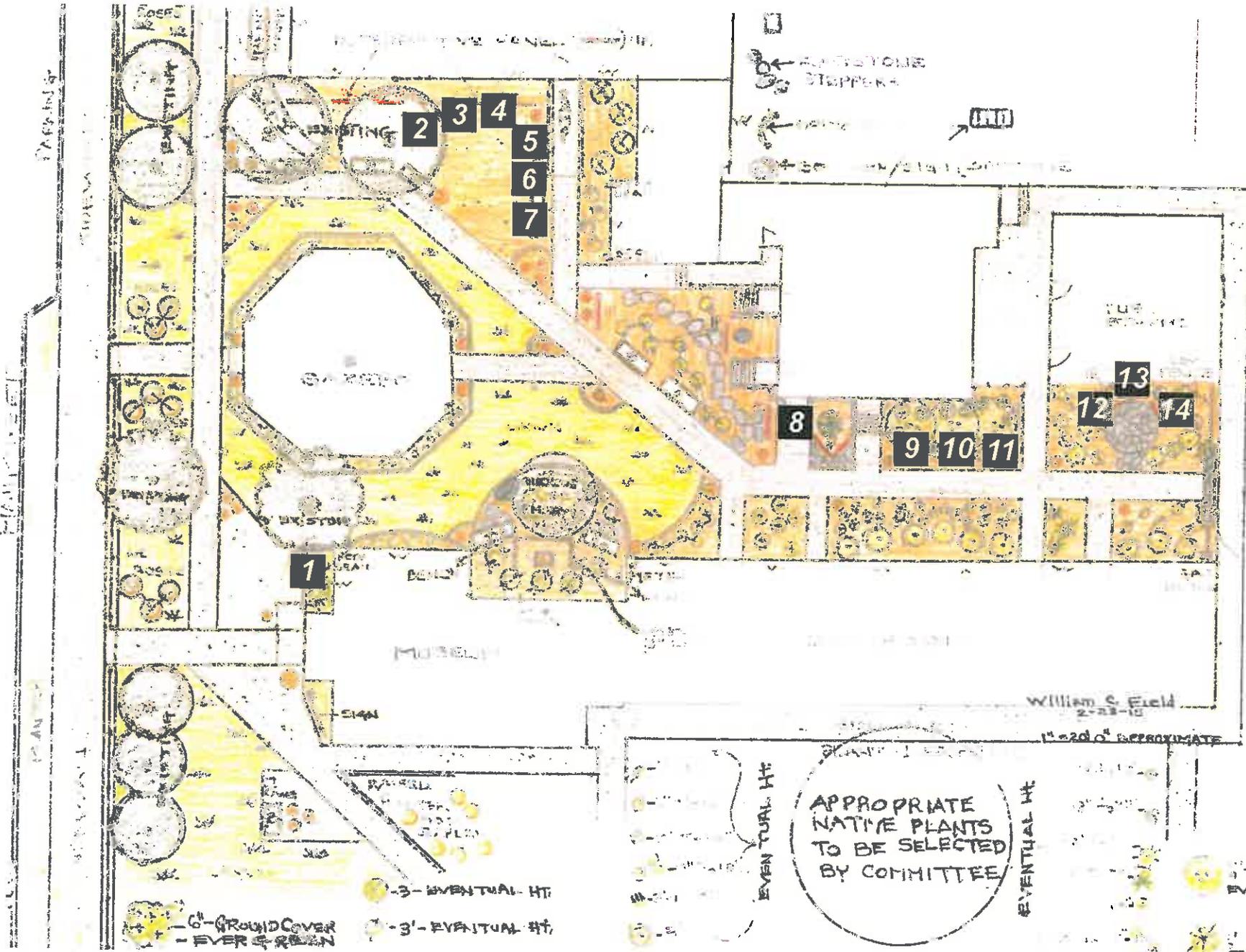
3" - EVENTUAL HT.

EVENTUAL HT.

EVENTUAL HT.

3" - EVENTUAL HT.

EVENTUAL HT.



APPROPRIATE NATIVE PLANTS TO BE SELECTED BY COMMITTEE

3' - EVENTUAL HT.

3' - EVENTUAL HT.

6' - GROUND COVER EVER GREEN

EVENTUAL HT.

EVENTUAL HT.

EVENTUAL HT.

EVENTUAL HT.

William S. Field
2-23-10

1" = 20' APPROXIMATE

GARDEN

MUSEUM

TULIP BED

EXISTING

STONE STEPPERS

ENTRANCE

PARKING

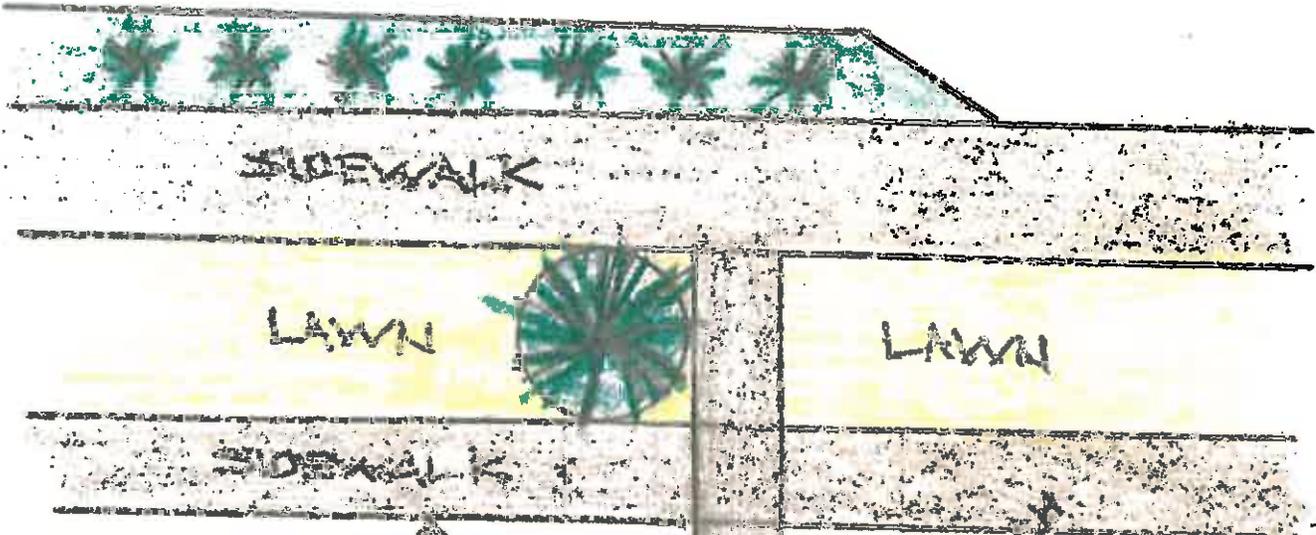
STAIRS

PLAN

SECTION 1

LIBRARY

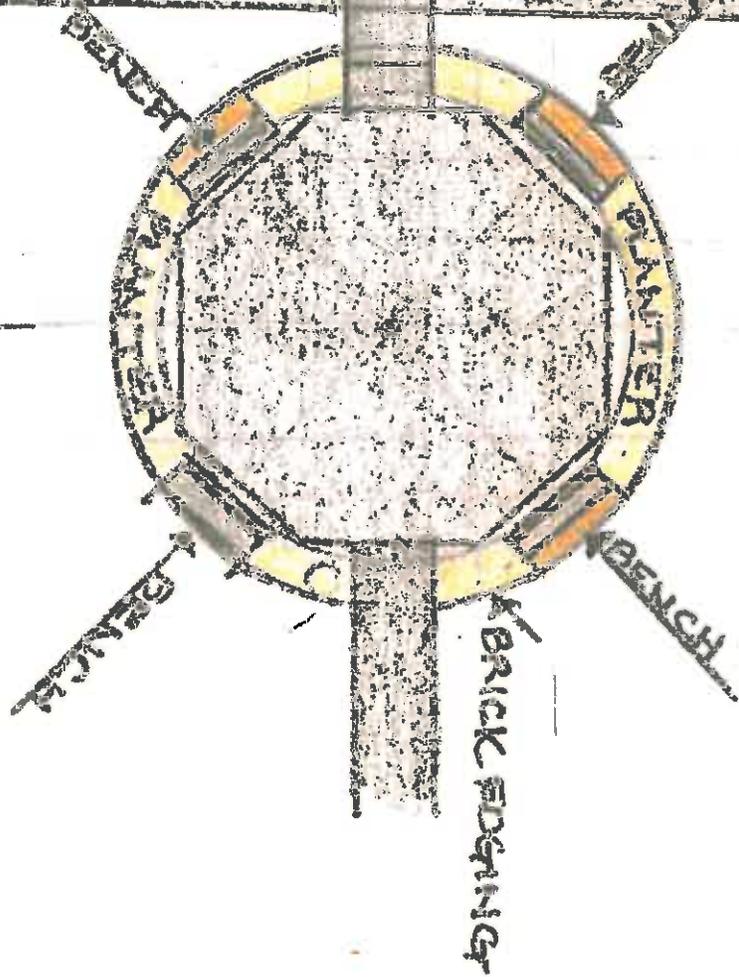
MAIN STREET



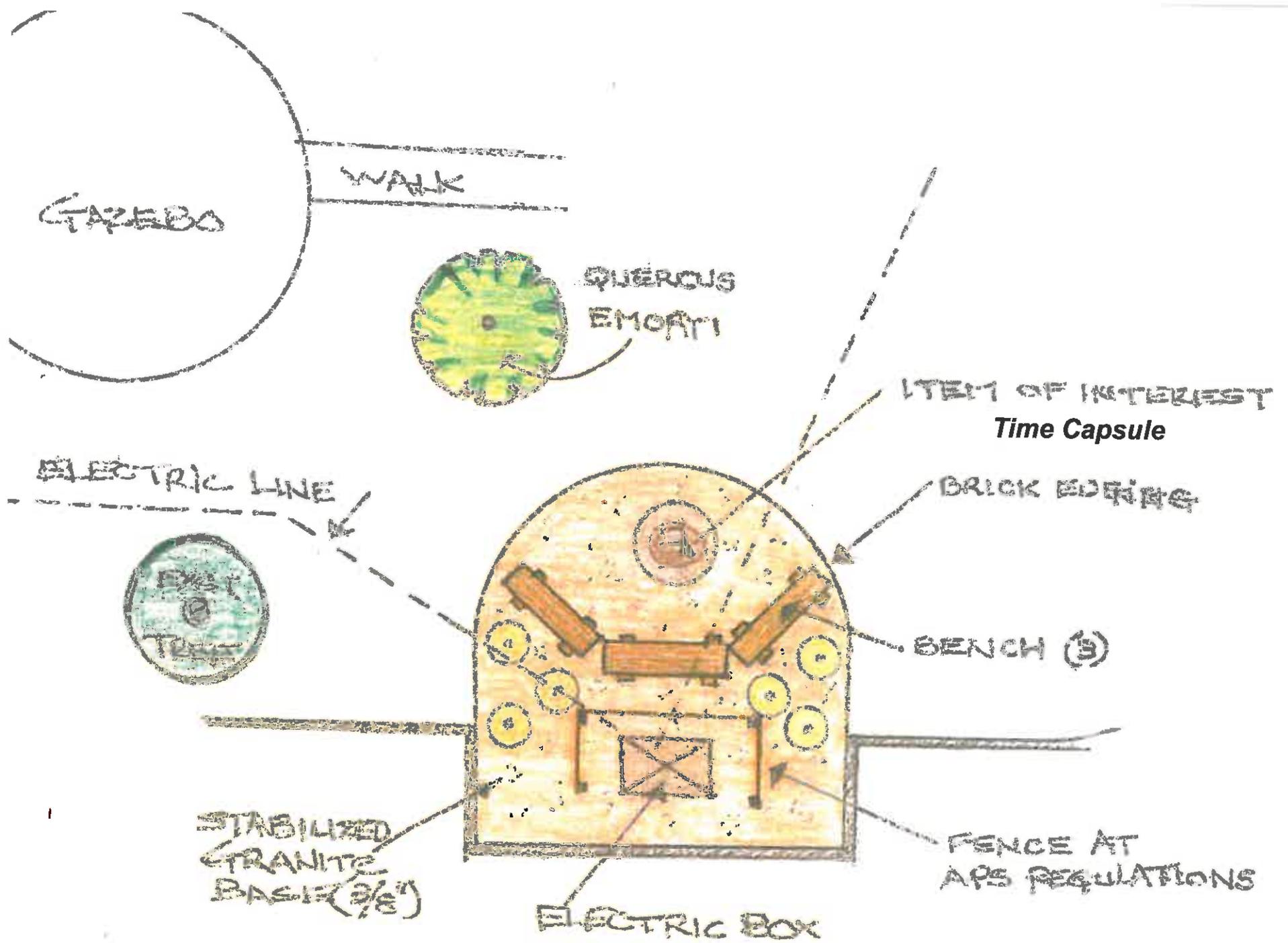
LAWN

LAWN

SIDEWALK



STAZERO



SHOWERS

BATHROOMS

FLAGSTONE
PATIO

PANEL

IRAIL FENCE

CIRCULAR
BENCH

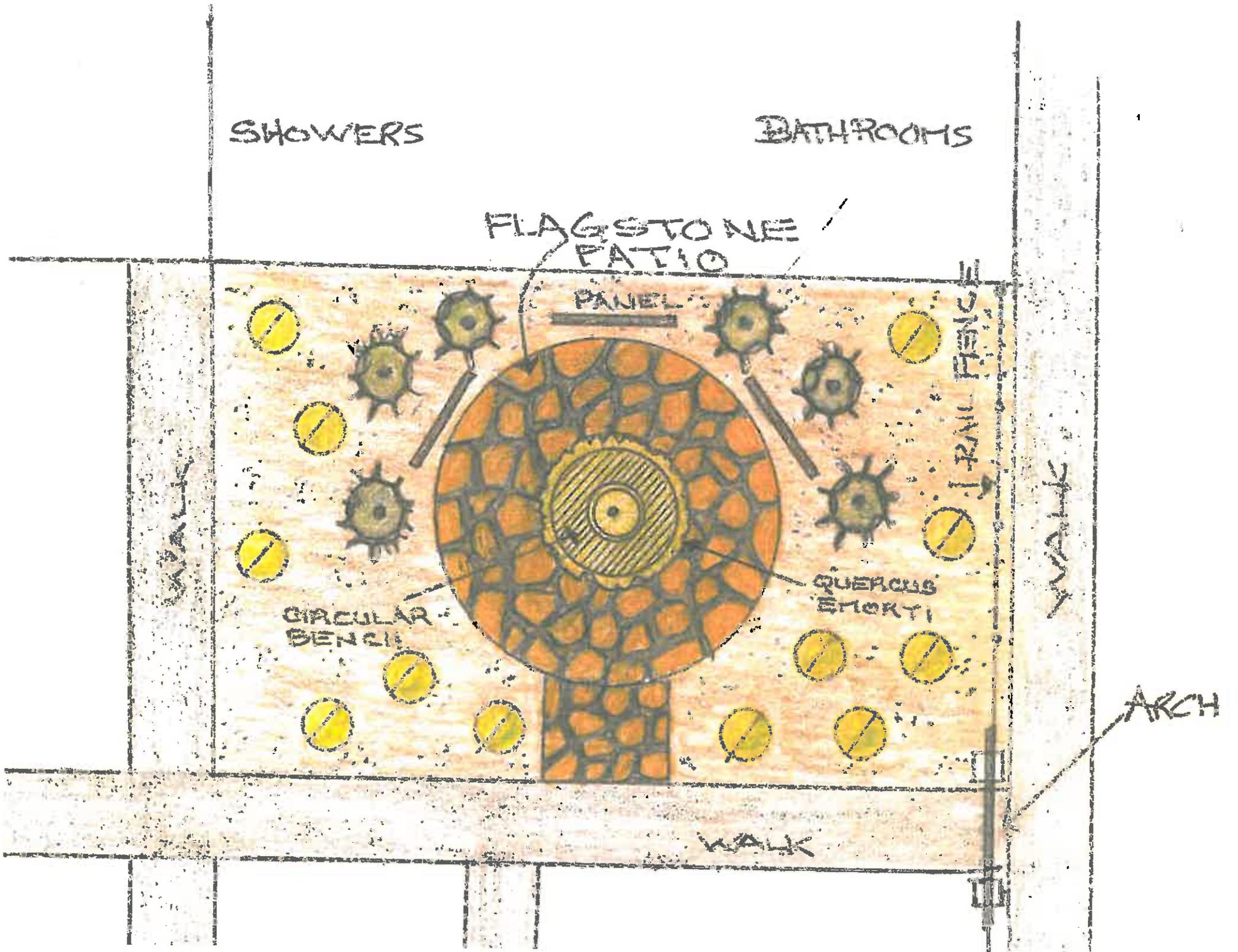
QUERCUS
EMORYI

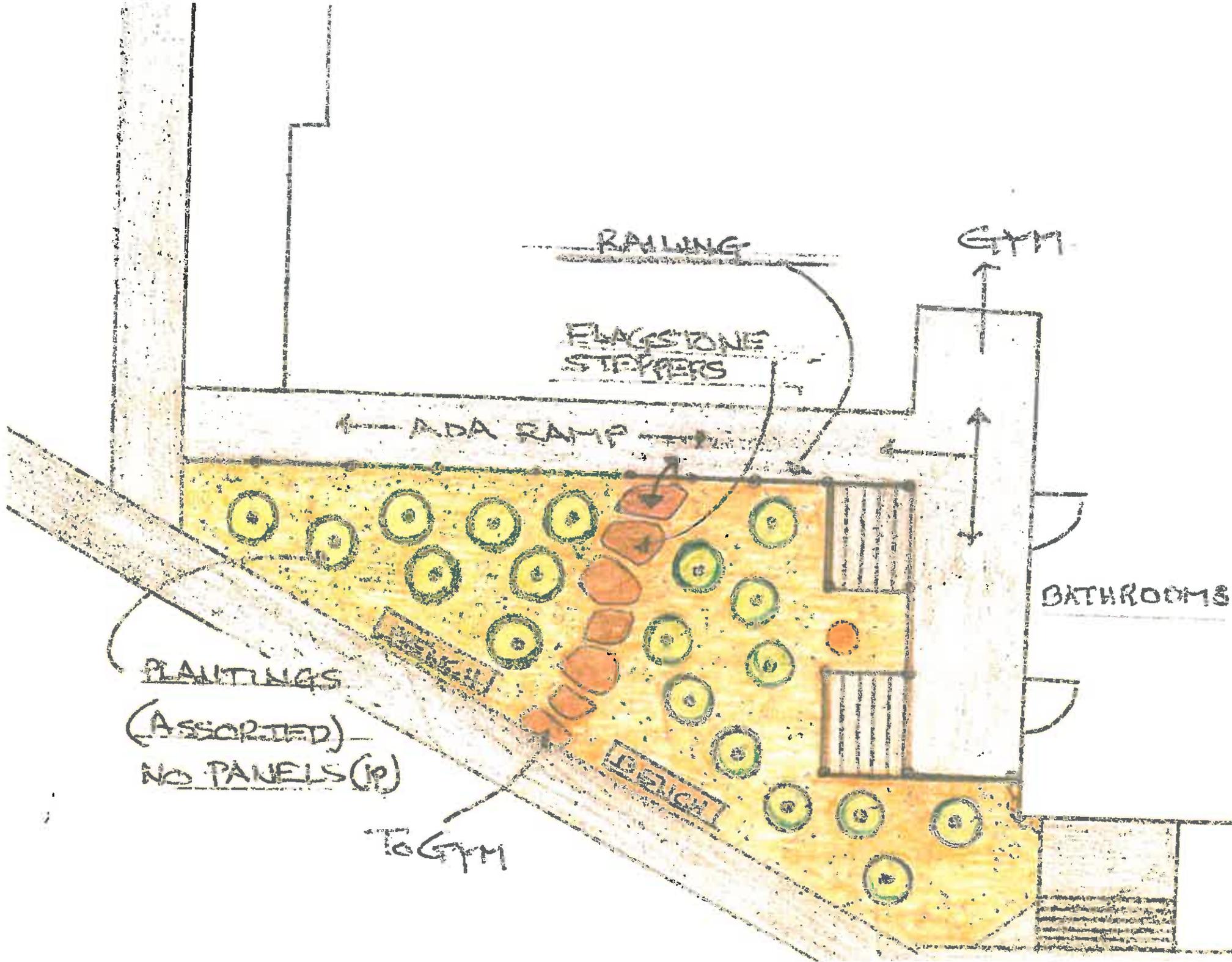
ARCH

WALK

WALK

WALK





RAILING

FLAGSTONE STEPPERS

← ADA RAMP →

GYM

BATHROOMS

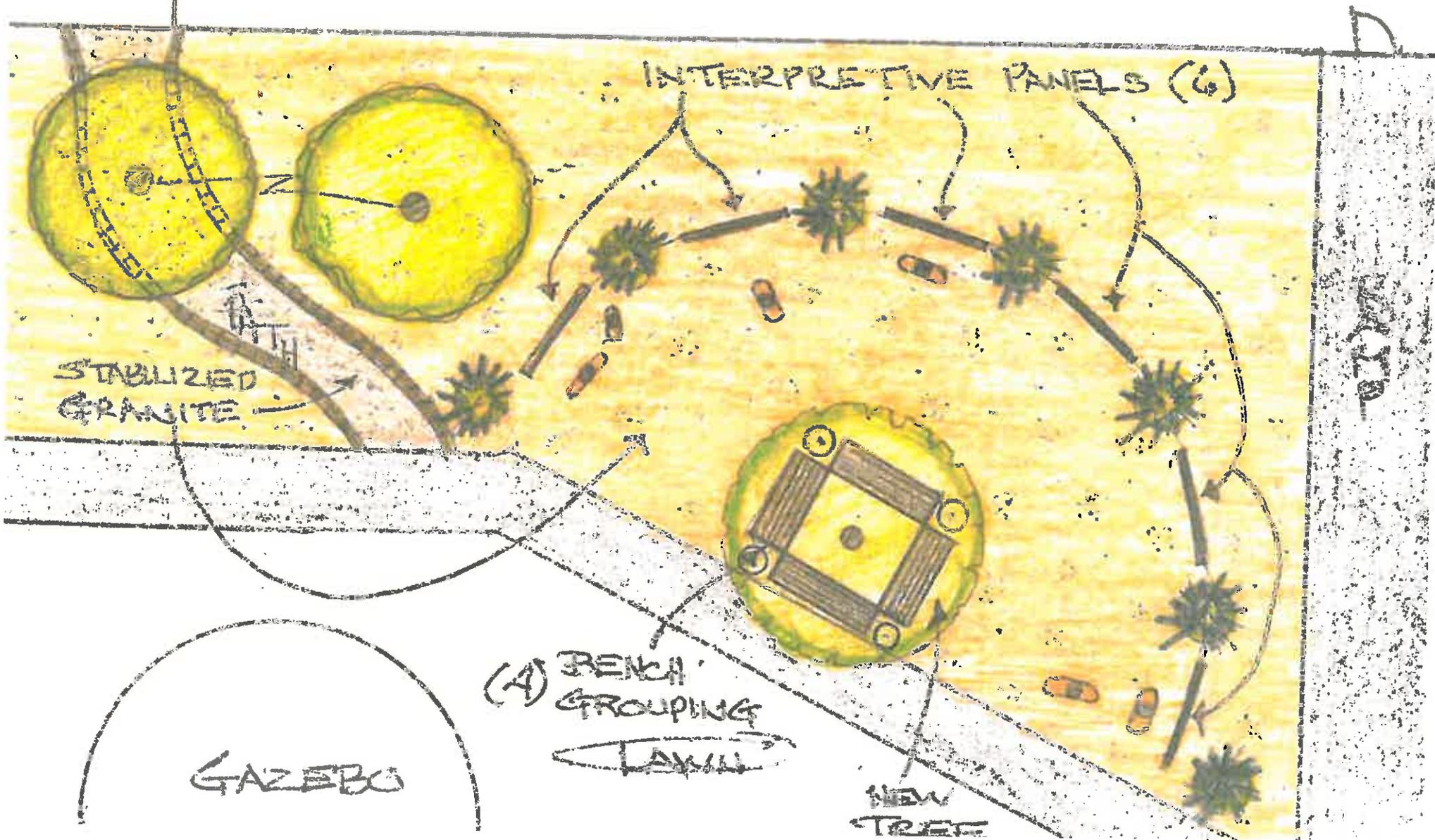
PLANTINGS
(ASSORTED)
NO PANELS (10)

TO GYM

BENCH

BENCH

PARKS AND REC.



INTERPRETIVE PANELS (6)

STABILIZED GRANITE

GAZEBO

(A) BENCH GROUPING

LAWN

NEW TREE

11.2

**QUARTERLY REPORT
Planning and Zoning Commission
January - March 2015**

REGULARLY SCHEDULED MEETINGS: 1

WORK SESSIONS: 6

JOINT WORK SESSIONS: 0

SPECIAL SESSIONS: 1

THURSDAY JANUARY 08, 2015 – REGULAR SESSION

Chairman Davis, Commissioners Blue, Burnside, Freeman, Hisrich Norton and Parrish present.

THURSDAY JANUARY 15, 2015 – GENERAL PLAN WORK SESSION

Chairman Davis, Vice Chairman Freeman, Commissioners Blue, Burnside, Hisrich, Norton and Parrish present.

THURSDAY JANUARY 29, 2015 – GENERAL PLAN WORK SESSION

Chairman Davis, Commissioners Blue, Hisrich and Norton present.

Absent: Vice Chairman Freeman, Commissioners Burnside and Parrish.

THURSDAY FEBRUARY 5, 2015 – SPECIAL SESSION

Chairman Davis, Vice Chairman Freeman, Commissioners Blue, Burnside, Hisrich and Parrish. Absent: Commissioner Norton

THURSDAY FEBRUARY 12, 2015 – GENERAL PLAN WORK SESSION

Chairman Davis, Vice Chairman Freeman, Commissioners Blue, Burnside, Hisrich, Norton and Parrish present.

THURSDAY FEBRUARY 26, 2015 – GENERAL PLAN WORK SESSION

Chairman Davis, Vice Chairman Freeman, Commissioners Blue, Hisrich, Norton and Parrish. Absent: Commissioner Burnside.

THURSDAY MARCH 12, 2015 – GENERAL PLAN WORK SESSION

Vice Chairman Freeman, Commissioners Blue, Burnside, and Norton.

Absent: Chairman Davis and Commissioners Parrish and Hisrich.

THURSDAY MARCH 26, 2015 – GENERAL PLAN WORK SESSION

Chairman Davis, Vice Chairman Freeman, Commissioners Blue, Hisrich, Norton and Parrish. Absent: Commissioner Burnside.

THE FOLLOWING WAS A JOINT WORK SESSION WITH COUNCIL:

There were no joint work sessions with Council

THE FOLLOWING REGULAR SESSION ITEMS WERE DISCUSSED:

January 08, 2015

7. Public Hearing, Discussion and possible Recommendation of approval (or denial) to Council on Use Permit 20140272, an application submitted by Steve & Marlys Parks owners of parcels 403-19-009, 9.26 acres & 404-17-027B, 8.37 acres for a total of 17.63 acres. The following existing uses are: 36 RV Spaces, 12 RV Storage spaces not to exceed 15 RV's located in Row 4 only, with no electrical, propane, or sewer hook-ups allowed. Clubhouse with retail sales for RV supplies, pool and laundry. Proposed new uses are: Converting existing Clubhouse into a residence. Change existing storage building into an office/check-in, (This building was an office in 2008) and a future Clubhouse. Use permit requested with no time limit. This property is located at 2075 N. Arena Del Loma.

On a motion by Norton, seconded by Parrish, the commission unanimously recommends approval on Use Permit 20140272, an application submitted by Steve & Marlys Parks owners of parcels 403-19-009, 9.26 acres & 404-17-027B, 8.37 acres for a total of 17.63 acres. The following existing uses are: 36 RV Spaces, 12 RV Storage spaces not to exceed 15 RV's located in Row 4 only, with no electrical, propane, or sewer hook-ups allowed.

Clubhouse with retail sales for RV supplies, pool and laundry. Proposed new uses are: Converting existing Clubhouse into a residence. Change existing storage building into an office/check-in, (This building was an office in 2008) and a future Clubhouse. Use permit requested with no time limit. This property is located at 2075 N. Arena Del Loma.

THE FOLLOWING SPECIAL SESSION ITEMS WERE DISCUSSED:
February 05, 2015

6. Public Hearing, Discussion and possible Recommendation for approval (or denial) to Council on Zoning Map Density Change 20140324, an application submitted by Ms. Patricia Janousek owner of parcel 403-19-115B, which is 0.76 acres. The property owner is requesting to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.

On a motion by Blue, seconded by Freeman, Commission voted unanimously for approval to Council on Zoning Map Density Change 20140324, an application submitted by Ms. Patricia Janousek owner of parcel 403-19-115B, which is 0.76 acres. The property owner is requesting to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.

THE FOLLOWING GENERAL PLAN UPDATE WORK SESSION ITEMS WERE DISCUSSED:

January 15, 2015

Discussion, Public Input and Commission Consensus on proposed Goals and Implementation Strategies for the Salt Mine Area.

The Commission discussed the Salt Mine Character Area, Vision/Goals and Implementation Strategies.
Discussion, Public Input and Commission Consensus on proposed Goals and Implementation Strategies for the Quarterhorse/Ranch Verde Area.

The Commission discussed the Quarterhorse/Rancho Verde Character Area, Vision/Goals and Implementation Strategies.

Discussion on the 2015 General Plan Schedule.

January 29, 2015

Follow up on previous issues:

- a. Oasis & State Route 260
 1. Current zoning R1L-70
 2. Government Facilities with a Use Permit.
- b. Salt Mine Boundary on the north from 7th to Salt Mine Rd.

Jenkins explained that as of to date, per the Town Manager, Council has not made any recommendations or decisions regarding the property owned on Oasis. Jenkins explained that a use permit could be granted for public use on such property.

Steve Goetting inquired about the agreement to have a visitor kiosk on the property. Jenkins explained that with the proper use permit that would be allowed.

Owens stated that the physical description of the Salt Mine Boundary on the north from 7th to Salt Mine Rd was not updated when it was reviewed. She has since then updated the description as well as included a map to help clarify the border area.

Commission approved the updated change made.

Discussion, Public Input and Commission Consensus on proposed Goals and Implementation Strategies for the Clear Creek Area.

The Commission discussed the Clear Creek Character Area, Vision/Goals and Implementation Strategies.

Discussion, Public Input and Commission Consensus on proposed Goals and Implementation Strategies for Gateway Entrances.

The Commission Discussed the Gateway Entrances, Vision/Goals and Implementation Strategies.

February 12, 2015

Discussion, Public Input and Commission Consensus on possible name change for the 260 Corridor Character Area to 260 West. – Requested by Mr. Bill Jump from the General Plan Sub-Committee.

It is the Consensus of the Commission to change the name of the 260 Corridor Character Area to 260 West.

Discussion, Public Input and Commission Consensus on proposed Goals and Implementations for Gateway Entrances for those Character Areas involved.

The Commission Discussed the Gateway Entrances, Vision/Goals and Implementation Strategies.

February 26, 2015

Discussion, Public Input and Commission Consensus on consistent proposed Goals and Implementations language for all of the Character Areas.

The Commission discussed all of the Character Areas, Vision/Goals and Implementation Strategies.

March 12, 2015

Discussion, Public Input and Commission Consensus on the introductions for ten Character Areas.

The Commission discussed all of the Character Area introductions.

Discussion, Public Input and Commission Consensus on Chapter 3, Land Use.

On a motion by Burnside, seconded by Norton, Commission voted unanimously to set item 5 on the agenda for the meeting scheduled on March 26, 2015.

March 26, 2015

Discussion, Public Input and Commission Consensus on Chapter 3, Land Use.

The Commission discussed Chapter 3 Land Use element.

Discussion on the General Plan Work Session Schedule

THE FOLLOWING RECOMMENDATIONS WERE MADE TO COUNCIL:

No recommendations were made to Council.

THE FOLLOWING PRESENTATIONS WERE HEARD BY THE COMMISSION:

There were no items discussed by the Commission

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

There were no items table, postponed or continued by the Commission.

THE FOLLOWING ITEMS WERE DISCUSSED BY THE COMMISSION:

There were no items discussed by the Commission

TRAINING: None

COMMENTS:

There were no comments.



B.J. Davis

Chairman of the Planning and Zoning Commission

11. b

QUARTERLY REPORT

Board of Adjustments & Appeals

January - March 2015

REGULARLY SCHEDULED MEETINGS: 3

January 13, 2015 – Regular Session

Present: Vice-Chairman Binick, Members Murray J. Lichty, Mike Hough, Alan "Buck" Buchanan, Greg Blue. Chairman Doug Steven and Member Christopher McHenry were absent.

February 10, 2015 - Regular Session

Cancelled, no business before board

March 10, 2015 - Regular Session

Chairman Binick, Vice Chairperson Hough, Members Lichty, Buchanan, and Blue. Absent members McHenry and Stevens.

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 no items discussed by the Board.

THE FOLLOWING ITEMS WERE DISCUSSED IN WORK SESSIONS:

There were no items discussed in work sessions.

THE FOLLOWING PRESENTATIONS WERE HEARD BY THE BOARD:

January 13, 2015

6. Election of Officers

On a motion by Blue, seconded by Hough the Commission unanimously voted to elect Jim Binick as Chairman.

Hough nominated Doug Steven for Vice-Chairman, Jenkins stated in his absence that Stevens had requested not to hold office due to work load, but would like remain as a member.

On a motion by Buchanan and seconded by Blue the Commission unanimously voted to elect Mike Hough as Vice-Chairman.

7. Presentation and discussion on Appeals to the Board regarding the 2012 building codes. Staff: Robert Foreman

Foreman stated that they recently adopted the 2012 fire code and the 2011 electric and energy codes. These codes had not been updated since 2006. A few technical amendments have been made to conform to the Camp Verde lifestyle. Foreman gave an example of a single family home being required to have a fire sprinkle, Camp Verde's code was amended to only

require sprinklers in a home over five thousand square feet. A packet was given to each member for review and Foreman stated that some of those items will be discussed further at the next meeting.

Foreman stated the administrative part of the code specifies the Commission is allowed to disagree with the building officials rulings but the Commission cannot wave any codes. Foreman made reference to section 7-2-11-.7 for clarity.

Foreman said that Yavapai County has a Board of Adjustments and Appeals that acts as an Advisory Board and he would like to see our Board expand to include advisory. Binick noted that Council would need to approve that addition and Foreman confirmed it would need to be taken to Council.

March 10, 2015

- 6. Introduction of staff.** Staff: Robert Foreman
Robert Foreman introduced Emily Driver and gave her background. Kendall Welch was unable to attend meeting. Both should receive certifications by May.

- 7. Update and discussion on the status of the Verde Valley Medical Clinic Camp Verde Campus and update of the Camp Verde Library.** Staff: Robert Foreman
Robert Foreman gave an overview of Verde Valley Medical Center with a formal Groundbreaking on Thursday, they will start going vertical in 6 weeks. Both projects, the Medical Center and the new Library, are expected to last 12 months. Kathy Hellman will be having a series of meetings before the public over the next few weeks.

- 8. Discussion of other construction projects in progress and/or upcoming projects.** Staff: Robert Foreman
Robert Foreman gave an overview of building projects which are increasing. Robert explained that there is a major expansion at American Heritage School, as well as the Christian School located on Finnie Flat Rd. There will be an Auto body shop going in next to Wendy's and the expansion of a local dental office. Other projects in Community Development are in the planning stages and are not public information as of yet. In the next 12 months more building is expected. Lichty asked how many new businesses will be income producing for the town? Foreman stated all projects are in the planning stage. There was discussion regarding possible sales tax revenue. Foreman stated he has been in Camp Verde since 1992 and Camp Verde and he expects the economy will be taking off.
Buchanan asked how far the sewer expansion is going to go along state route 260 on the West side of I-17. Buchanan requested Foreman to check with Troy Odell regarding expansion of sewer and bring it back to the next meeting.

Chairman Jim Binick



Agenda Item Submission Form – Section I

Meeting Date: April 15, 2015

- 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 of Resolution 2015-935, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting fees for Town services for FY2015-16 and superseding Resolution 2014-924.

List Attached Documents: 1) Resolution 2015-935, 2) FY16 Proposed Town Fee Schedule

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews Completed by:

Town Attorney Comments: N/A

Department Head: All Departments

Budgeted Unbudgeted N/A

Fiscal Impact: Minor fee increases. Minimal fiscal impact.

Comments: None.

Background Information: Per Town Code, the Town fees must be reviewed and adopted each year by Resolution. The fees will become effective July 1, 2015.

Recommended Action (Motion): Move to approve Resolution 2015-935, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting fees for Town services for FY2015-16 and superseding Resolution 2015-924.

Instructions to the Clerk: Process the Resolution.

Town of Camp Verde

FY15 Fee Schedule

Dept requests for FY16 to be effective 7/1/15

	2014-2015	2015-16
	Council Approved 9/3/14	Department Recommendation

Clerk's Office

Duplication Rates		
Current Agenda Packets (per page)	\$0.25	\$0.25
Minutes	\$0.25	\$0.25
Recordings (per CD)	\$5.00	\$5.00
Recordings (when town provides jump drive)	\$7.00	\$7.00
Public Records Request (per page)	\$0.25	\$0.25
Public Records Electronic Request	No Charge	No Charge
Business License List (Commercial request)	\$200.00	\$200.00
Notary Fees		
Notary Fees	No Charge	No Charge
Publicity Pamphlet		
Publicity Pamphlet	\$200.00	\$200.00
Business License Fees		
Business License Fee/Inspection/Setup Fee	\$50.00	\$50.00
Peddler/Solicitor's License (in addition to \$1,000 Bond & Cost of Background Ck)	25.00 Per day	25.00 Per day
Special Event Promoter (Per Event)	No Charge	No Charge
Special Event Vendor (Non-Profits)	No Charge	No Charge
Special Event Vendor	\$25.00 Per Event	\$25.00 Per Event
Renewal of Existing Current Business License		
Business License Fee (annual)	\$25.00	\$25.00
Name/Address Change in Addition to Annual Fee	No Charge	No Charge
Liquor License Permits		
Application/Posting/Inspection Fee	\$250.00	\$250.00
Business License (annually) + the following:		
Series 01 through 14 and Series 16 & 17	\$50.00	\$50.00
One-time Special Event Permit	\$50.00	\$50.00

Public Works

Site Plan Review	\$225.00 per applicable sheet (1st & 2nd Reviews)	\$225.00 per applicable sheet (1st & 2nd Reviews)
Engineering report reviews (drainage reports, design reports, traffic reports (TIA) soils reports, and others)	\$250.00 per report (includes first 2 reviews; \$150 for each subsequent review)	\$250.00 per report (includes first 2 reviews; \$150 for each subsequent review)
Construction Plans and Grading Plans (Civil grading and drainage, As Built Plan Review)	\$225 per applicable sheet (includes first 2 reviews; \$250.00 for each subsequent review)	\$225 per applicable sheet (includes first 2 reviews; \$250.00 for each subsequent review)
As Built Plan Review	\$91.00	\$91.00
Plat Review (Preliminary & Final plat reviews)	\$250 per applicable sheet (includes first 2 reviews; \$150 for each subsequent review)	\$250 per applicable sheet (includes first 2 reviews; \$150 for each subsequent review)

2014-2015	2015-16
Council Approved 9/3/14	Department Recommendation

Public Works (Cont'd)

Right of Way			
Encroachment permit		\$291.00	\$291.00
Right of Way Permits (excluding utility companies)		\$50.00	\$50.00
After the Fact Right of Way Permit	New Fee		\$100.00
Miscellaneous Plan Review:			
Engineer's Cost Estimate Residential grading plan review (\$100 for entire submittal) Plan revision reviews		\$100.00 per applicable sheet	\$100.00 per applicable sheet
Any Additional inspections		\$50.00 per inspection	\$50.00 per inspection
Public Improvement Construction Inspection		\$225.00	\$225.00
Signs:			
New Private Road Street Signs (per sign). Includes installation.		\$85.00	\$85.00
Adopt-a-road Street Signs (per sign), includes installation.	New Fee		\$100.00

Finance Department

Non Sufficient Funds (NSF) Check Charge		\$10.00	\$10.00
---	--	---------	---------

Municipal Court

ARS §22-404			
Minimum Clerk Fee		\$17.00	\$17.00
Research in Locating a Document		\$17.00	\$17.00
Record Duplication		\$17.00	\$17.00
Per Page Fee		\$0.50	\$0.50
Special Fees			
Injunction Against Harassment		No charge	No charge
Domestic Violence Order of Protection		No charge	No charge
Special Fees			
Civil Traffic Default Fee		\$50.00	\$50.00
Warrant Fee		\$150.00	\$150.00
Municipal Court Enhancement		\$20.00	\$20.00
Court Appointed Counsel Fee		\$25.00	\$25.00
Collection fee(\$35 per case + 19%)		19% + 35 per case	19% + 35 per case
Deferral fee (\$1.00 - \$500.00)		1.00 - 500.00	1.00 - 500.00

Library

Photocopies - B&W		\$0.10	\$0.10
Photocopies - Color	New Fee		\$0.50
B&W Printouts from Public Internet Computers. REVENUE FROM THESE LINES GO DIRECTLY TO QCI PRINT SERVICES PER OUR AGREEMENT		\$0.10	\$0.10
Color Printouts from Public Internet Computers		\$0.50	\$0.50
Local & Long-distance FAX - per page		\$1.00	\$1.00
Card Replacement		\$3.00	\$3.00
Overdue items (our Library) (per day)		\$0.10	\$0.10

2014-2015	2015-16
Council Approved 9/3/14	Department Recommendation

Library (Cont'd)

Non-CV Library Overdue items (inside county)	Varies	Varies by Library
Non-CV Library Overdue items (outside county) (per- day)	\$1.00	\$1.00
Lost items	varies	Replacement Cost + Overdue Fines

Marshal's Office

Reports (up to 20 pages)	\$5.00	\$5.00
Additional pages (per page)	\$0.25	\$0.25
Vehicle Impound Administrative Hearing	\$150.00	\$150.00
911 Tape	\$10.00	\$10.00
Photographs	\$10.00	\$10.00

Training Room Fee for all private and profit organizations

4-8 hours	\$25.00	\$25.00
Less than 4 hours	\$15.00	\$15.00

Animal Shelter

Impound Fee - where any of the following exist: 1) a current license pursuant to section 11-1008 exists or 2) animal has been sterilized and implanted with microchip or 3) a veterinarian determines that a medical contraindication exists	\$25.00	\$25.00
Impound Fee - where any of the following don't exist: 1) a current license pursuant to section 11-1008 exists or 2) animal has been sterilized and implanted with microchip or 3) a veterinarian determines that a medical contraindication exists	\$50.00	\$50.00
Additional Fee per night	\$10.00	\$10.00

Animal License Fees

Altered Dog (purchased before March 1)	\$10.00	\$10.00
Unaltered Dog (purchased before March 1)	\$20.00	\$20.00
Altered Dog (purchased after March 1) recommend no late fee	\$10.00	\$10.00
Unaltered Dog (purchased after March 1) recommend no late fee	\$20.00	\$20.00

NO LICENSE WILL BE ISSUED WITHOUT PROOF OF RABIES VACCINATION

Parks & Recreation

Class A - Town co-sponsored, youth sports, non-profit groups, churches, schools and civic groups.
Class B - Individuals and groups using facilities whose purpose is clearly of a not for profit nature.
Class C - Profit making individuals, groups or organizations.

Deposits

Key Deposit (all classes) (per key)	\$110.00	\$110.00
Key Card Deposit (all classes) (per key card)	New Fee	\$40.00

2014-2015	2015-16
Council Approved 9/3/14	Department Recommendation

Parks & Recreation (Cont'd)

Heritage Pool Fees (Pool fees are effective opening day of pool in 2015)

Adults (18 & over)

Per Visit	\$2.50	\$2.50
10 Visits	\$20.00	\$20.00
Season Pass	\$70.00	\$70.00

Children:

Per Visit	\$1.50	\$1.50
10 Visits	\$12.50	\$12.50
Season	\$50.00	\$50.00

Family Pass (Immediate Family Only)

10 Visits	\$35.00	\$35.00
Season - open swim & Family nights only	\$135.00	\$135.00

Swim Lessons

Swim Lessons (30 minutes) two week session 4 days a week	\$25.00	\$25.00
--	---------	---------

Pool Rental Fee

Private Use- Non-commercial up to 44 Participants (Per Hour) Includes 3 Lifeguards	\$70.00	\$70.00
Private Use - Non-commercial 45-88 Participants (Per Hour) Includes 4 Lifeguards	\$90.00	\$90.00
Cleaning Deposit- Class A & B	\$100.00	\$100.00

Pool Specialty Classes

Adult - 25% of fees to Town/75% to Instructor. Fees to be determined by instructor.	25% / 75%	25% / 75%
Youth - 20% of fees to Town/80% to Instructor. Fees to be determined by instructor.	20% / 80%	20% / 80%

Parks & Recreation Facility Fees - General

Banner Pole Fee

Class A	No Charge	No Charge
Class B	\$50.00	\$50.00
Class C	Not Allowed	Not Allowed

Tables

Class A	No Charge	No Charge
Class B less than 10 tables	No Charge	No Charge
Class B (per table) if more than 10 tables	\$5.00	\$5.00
Class C (per table)	\$8.00	\$8.00

Chairs (if available)

Class A	No Charge	No Charge
Class B less than 40 chairs	No Charge	No Charge
Class B (per chair) if more than 40 chairs	\$1.00	\$1.00
Class C	\$2.00	\$2.00

2014-2015	2015-16
Council approved 9/3/14	Department Recommendation

Parks & Recreation (Cont'd)

PA system (if available)			
Class A		No Charge	No Charge
Class B		No Charge	No Charge
Class C (per day)		\$25.00	\$25.00
Damage deposit - All Classes		\$50.00	\$50.00
Meeting Room Fee			
Class A		No Charge	No Charge
Class B (per hour(2hr min)/ per day)		\$15 / \$60	\$15 / \$60
Class C (per day(2hr min)/per day)		\$25 / \$100	\$25 / \$100
Rooms have tables & chairs on an "as available" basis for no additional charge			
Electrical Use Fee			
Park/Gazebo/Ramada - all classes (per event)		\$20.00	\$20.00
Ball Field Lights (24-hour cancellation notice required)			
Class A		No Charge	No Charge
Class B (per hour)		\$50.00	\$50.00
Class C (per hour)		\$65.00	\$65.00
Specialty Classes			
25% of fees to Town / 75% to Instructor (adult). Fees to be determined by instructor.		25% / 75%	25% / 75%
20% of fees to Town / 80% to Instructor (youth). Fees to be determined by instructor.		20% / 80%	20% / 80%
Fencing Fee			
Class A (per panel)		No Charge	No Charge
Class B (per panel)		\$10.00	\$10.00
Class C (per panel)		\$15.00	\$15.00
Soccer and Baseball Field Fee			
Class A		No charge	No charge
Class B (per hour/per day)		\$25 / \$75	\$25 / \$75
Class C (per hour)		\$40.00	\$40.00
Gym Fees			
Class A - less than 100 attending		No Charge	No Charge
Class A (per hour-2hr min/per day) - more than 100 attending		\$25 / \$150	\$25 / \$150
Class B (per hour-2hr min/per day)		\$50 / \$300	\$50 / \$300
Class C (per hour-2hr min/per day)		\$100 / \$500	\$100 / \$500
Cleaning/Damage Deposit - All Classes		\$500.00	\$500.00
Gym Floor Preparation Fee			
All Classes		\$75.00	\$75.00

2014-2015	2015-16
Council Approved 9/3/14	Department Recommendation

Parks & Recreation (Cont'd)

Park Ramada, Gazebo or Town Ramada Fee			
Class A		No Charge	No Charge
Class B		No Charge	No Charge
Class C		\$75.00	\$75.00
Exterior Light Fee (Commercial Grade String Lights)			
Class A		No Charge	No Charge
Class B		\$50.00	\$50.00
Class C		\$50.00	\$50.00
Town Ramada Electric Fee			
Class A per day		\$100.00	\$100.00
Class B per day		\$100.00	\$100.00
Class C per day		\$150.00	\$150.00
Use of Water Fee			
Class A per day		\$40.00	\$40.00
Class B per day		\$50.00	\$50.00
Class C per day		\$100.00	\$100.00
Kitchen Fee			
Class A		No Charge	No Charge
Class B -4 Hour		\$25.00	\$25.00
Class B (per day)		\$75.00	\$75.00
Class C - 4 Hour		\$50.00	\$50.00
Class C (per day)		\$100.00	\$100.00

Community Development

Board of Adjustment & Appeals			
Appeal		\$500.00	\$500.00
Variance		\$800.00	\$800.00
Additional Variance/Same Application		\$55.00	\$55.00
Copies of Maps (plotted or color)			
Large		\$30.00	\$30.00
11 X 17		\$5.00	\$5.00
8 X 11		\$5.00	\$5.00
General Plan Amendment			
Minor		\$1,800.00	\$1,800.00
Major		\$1,800.00	\$1,800.00
Map Change for Zoning (ZMC)			
To Agriculture zone		\$1,700.00	\$1,700.00
Residential to Residential (50 acres)		\$1,700.00	\$1,700.00
plus \$55 for each additional acre		\$55.00	\$55.00
Residential to Commercial (5 acres)		\$1,700.00	\$1,700.00
plus \$85 for each additional acre		\$85.00	\$85.00

	2014-2015	2015-16
	Council Approved 9/3/14	Department Recommendation
Community Development (Cont'd)		
Commercial to Commercial (5 acres)	\$1,700.00	\$1,700.00
plus \$85 for each additional acre	\$85.00	\$85.00
Commercial to Industrial (5 acres)	\$1,700.00	\$1,700.00
plus \$85 for each additional acre	\$85.00	\$85.00
PAD and PUD (for one (1) acre)	\$1,700.00	\$1,700.00
plus \$55 per acre up to 10 acres	\$55.00	\$55.00
plus \$2.00 per acre over 10 acres	\$2.00	\$2.00
Major Amendment (one (1) acre)	\$1,700.00	\$1,700.00
plus \$55 per acre up to 10 acres	\$55.00	\$55.00
plus \$2.00 per acre over 10 acres	\$2.00	\$2.00
Minor Land Division	\$200.00	\$200.00
Lot Line Adjustment	\$200.00	\$200.00
Text Amendment to Planning & Zoning Ordinance (Citizen Initiated)	\$1,800.00	\$1,800.00
Subdivision Plats		
Administrative Conceptual Plan Review (Subdivisions)	\$500.00 Plus \$60 Fire Marshal Review Fee	\$500.00 Plus \$60 Fire Marshal Review Fee
Preliminary Plat (for 10 lots)	\$2,000.00 Plus \$60 Fire Marshal Review Fee	\$2,000.00 Plus \$60 Fire Marshal Review Fee
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00	\$10.00
Final Plat (for 10 lots)	\$1,400.00	\$1,400.00
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00	\$10.00
Amended Plat (for 10 lots)	\$835.00	\$835.00
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00	\$10.00
Final Site Plan PUD Review	\$550.00	\$550.00
Time Extensions	\$300.00	\$300.00
Development Standards Review (Commercial - Industrial & Multi-Family)	\$500.00 Plus \$100 Fire Marshal Review Fee	\$500.00 Plus \$100 Fire Marshal Review Fee
Community Facilities District	As determined by the Town Manager	As determined by the Town Manager
Development Agreement		
Revision to Amend	Hrly. Wage of Emp. + Materials	Hrly. Wage of Emp. + Materials
Reconsideration	Hrly. Wage of Emp. + Materials	Hrly. Wage of Emp. + Materials
Use Permits		
Open Space Uses	\$1,800.00 Plus \$60 Fire Marshal Review Fee	\$1,800.00 Plus \$60 Fire Marshal Review Fee
Residential Uses	\$1,800.00 Plus \$60 Fire Marshal Review Fee	\$1,800.00 Plus \$60 Fire Marshal Review Fee
Commercial (RCD, RS, C1 & C2)	\$1,800.00 Plus \$60 Fire Marshal Review Fee	\$1,800.00 Plus \$60 Fire Marshal Review Fee
Heavy Commercial/Industrial Uses (C3, PM, M1, M2)	\$1,800.00 Plus \$60 Fire Marshal Review Fee	\$1,800.00 Plus \$60 Fire Marshal Review Fee
Mobile/Manufactured Home Parks (for 10 spaces)	\$1,800.00 Plus \$60 Fire Marshal Review Fee	\$1,800.00 Plus \$60 Fire Marshal Review Fee
plus \$15 per space up to 100 spaces	\$15.00	\$15.00
plus \$10 for each additional space	\$10.00	\$10.00
RV Parks	\$1,800.00 Plus \$60 Fire Marshal Review Fee	\$1,800.00 Plus \$60 Fire Marshal Review Fee
plus \$15 per space up to 100 spaces	\$15.00	\$15.00
plus \$5 for each additional space	\$10.00	\$10.00

	2014-2015	2015-16
	Council Approved 9/3/14	Department Recommendation

Community Development (Cont'd)

Mining (5 acres)	\$1,000.00 Plus \$60 Fire Marshal Review Fee	\$1,000.00 Plus \$60 Fire Marshal Review Fee
plus \$55 per acre up to 50 acres	\$55.00	\$55.00
plus \$10 for each additional acre	\$10.00	\$10.00
Temporary Use Permit or Dwelling Permit	\$150.00	\$150.00
Continuance of Hearing		
Before Advertising	\$150.00	\$150.00
After Advertising	\$300.00	\$300.00
Signs		
Non-Illuminated	\$2.00 Per Square Foot/\$20.00 Minimum Plus Building Permit Fee/Building Plan Review Fee If Attachment Or Footing Details Are Required	\$2.00 Per Square Foot/\$20.00 Minimum Plus Building Permit Fee/Building Plan Review Fee If Attachment Or Footing Details Are Required
Illuminated	\$3.00 Per Square Foot/\$30.00 Minimum Plus Building Permit Fee/Building Plan Review Fee If Attachment Or Footing Details Are Required	\$3.00 Per Square Foot/\$30.00 Minimum Plus Building Permit Fee/Building Plan Review Fee If Attachment Or Footing Details Are Required
A Frame Sign	\$50.00	\$50.00
Mural	\$50.00	\$50.00
Off Premise	\$1,800.00	\$1,800.00
Streets		
Street Abandonment	\$1,800.00	\$1,800.00
Street Name Change	\$500.00	\$500.00
Verification Letter	\$300.00	\$300.00
Underground Utilities Exemption	\$200.00	\$200.00
Wireless Communication		
Administrative Review	\$500.00	\$500.00
Applications requiring Special UP towers less than 99'	\$1,800.00	\$1,800.00
Towers 100 to 199'	\$2,100.00	\$2,100.00
Towers 200' and above	\$2,700.00	\$2,700.00
Zoning Clearance for Building Permits		
Residential remodel/residential accessory structure	\$85.00	\$85.00
Commercial Remodel - Interior	\$100.00	\$100.00
Commercial Remodel - Interior/Exterior	\$225.00	\$225.00
New Commercial	\$300.00	\$300.00
Fence	\$25.00 Zoning Clearance Plus \$25.00 Inspection Fee	\$25.00 Zoning Clearance Plus \$25.00 Inspection Fee
Residential single family dwelling	\$175.00	\$175.00

THE VALUE OR VALUATION OF A BUILDING OR STRUCTURE FOR THE PURPOSE OF DETERMINING PERMIT AND PLAN REVIEW FEES WILL BE ESTABLISHED USING THE BUILDING IN THE INTERNATIONAL CODE COUNCIL BUILDING SAFETY JOURNAL PUBLISHED ANNUALLY IN FEBRUARY. THIS DOCUMENT IS AVAILABLE FOR PUBLIC INSPECTION IN COMMUNITY DEVELOPMENT, AUTHORITY TO DETERMINE VALUE PER PROVISIONS OF ADOPTED CODES.

2014-2015	2015-16
Council Approved 9/3/14	Department Recommendation

Community Development (Cont'd)

GRADING PERMIT FEES

50 Cubic Yards or Less	\$25.00	\$25.00
51 to 100 Cubic Yards	\$40.00	\$40.00
101 to 1,000 Cubic Yards	\$50.00 for the first 100 Cubic Yards plus \$18.00 for each additional 100 Cubic Yards	\$50.00 for the first 100 Cubic Yards plus \$18.00 for each additional 100 Cubic Yards
1,001 to 10,000 Cubic Yards	\$200.00 for the first 1,000 Cubic Yards plus \$15.00 for each additional 1,000 Cubic Yards	\$200.00 for the first 1,000 Cubic Yards plus \$15.00 for each additional 1,000 Cubic Yards
10,001 to 100,000 Cubic Yards	\$350.00 for the first 10,000 Cubic Yards plus \$50.00 for each additional 10,000 Cubic Yards	\$350.00 for the first 10,000 Cubic Yards plus \$50.00 for each additional 10,000 Cubic Yards
100,001 Cubic Yards or More	\$925.00 for the first 100,000 Cubic Yards plus \$50.00 for each additional 10,000 Cubic Yards	\$925.00 for the first 100,000 Cubic Yards plus \$50.00 for each additional 10,000 Cubic Yards

BUILDING PERMIT FEES

Total Valuation

NOTE: Unless otherwise noted, the fees listed below are utilized to establish Valuation (cost of construction including labor and materials) to be used in calculating permit fees permit.

\$1.00 TO \$500.00	\$24.00	\$24.00
\$501.00 TO \$2,000.00	\$24.00 for the first \$500.00 plus \$3.55 for each additional \$100.00 or fraction thereof, to and including \$2,000.00	\$24.00 for the first \$500.00 plus \$3.55 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2001.00 to \$25,000.00	\$77.25 for the first \$2,000.00 plus \$14.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00	\$77.25 for the first \$2,000.00 plus \$14.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001 to \$50,000.00	\$410.75 for the first \$25,000.00 plus \$10.60 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	\$410.75 for the first \$25,000.00 plus \$10.60 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$675.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	\$675.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,050.75 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00	\$1,050.75 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,450.75 for the first \$500,000.00 plus \$5.15 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00	\$3,450.75 for the first \$500,000.00 plus \$5.15 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,025.75 for the first \$1,000,000.00 plus \$4.05 for each additional \$1,000.00 or fraction thereof	\$6,025.75 for the first \$1,000,000.00 plus \$4.05 for each additional \$1,000.00 or fraction thereof

Other Building Fees

Investigation Fee (Building without a permit)	Equal to the cost of the Building Permit Fee and Building Plan Review Fee	Equal to the cost of the Building Permit Fee and Building Plan Review Fee
Inspection Outside of Normal Business Hrs	\$100.00 Per Hour/1 Hour Minimum*	\$100.00 Per Hour/1 Hour Minimum*
Re-Inspection Fee (After 2 failed inspections)	\$50.00 Per Inspection	\$50.00 Per Inspection

2014-2015	2015-16
Council Approved 9/3/14	Department Recommendation

Community Development (Cont'd)

Miscellaneous Inspection Fee (Inspection fee for which no fee is specifically indicated*)	\$50.00	\$50.00
Building Plan Review Fee	65% of Bldg Permit Fee	65% of Bldg Permit Fee
Master Building Plan Review Fee (First Floorplan Review)	65% of Bldg Permit Fee	65% of Bldg Permit Fee
Master Building Plan Review Fee (Each additional Floorplan Review under same approved plan)	\$150.00	\$150.00
Additional Plan Review (After Two Failed Plan Reviews OR As Required By Changes, Additions, Alterations Or Revisions To Plans)	\$50.00 Per Hour/1 Hour Minimum*	\$50.00 Per Hour/1 Hour Minimum*
Outside Plan Review Or Inspection (For Use Of Outside Consultants For Plan Review, Inspections, Or Both**)	Actual Cost**	Actual Cost**
Building Permit Application Extension Fee (One Time Extension)	\$25.00	\$25.00
Building Permit Extension Fee (One Time Extension)	\$25.00	\$25.00
Temporary Issuance Fee (One Time Residential Certificate of Occupancy)	\$300.00	\$300.00
Temporary Issuance Fee (One Time Commercial Certificate of Occupancy)	\$500.00	\$500.00

NOTE: *Or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees and administrative and overhead costs.

Deposits For Building Permit Applications

	Equal To Building Plan Review Fees Plus Engineer Plan Review Fees Plus Fire Plan Review Fees Plus Sanitary Plan Review Fees Plus Zoning Clearance Fees	Equal To Building Plan Review Fees Plus Engineer Plan Review Fees Plus Fire Plan Review Fees Plus Sanitary Plan Review Fees Plus Zoning Clearance Fees
Commercial Projects		
New Single/Multi-Family Residence	\$200.00	\$200.00
Residential Projects Less Than \$5,000.00	\$25.00	\$25.00
Residential Projects \$5,000.01 to \$10,000.00	\$50.00	\$50.00
Residential Projects \$10,000.01 to \$25,000.00	\$75.00	\$75.00
Residential Projects \$25,000.00 or More	\$150.00	\$150.00

NOTE: Deposits are due at the time of submittal and are NON REFUNDABLE.

Refunds

Building Plan Review Fees (Once Plan Review Has Begun)	No refund	No refund
Project Cancellation/Withdrawal (Before Permit Has Been Issued)	Retain Deposit	Retain Deposit
Issued Building Permits (One (1) Year From Permit Issuance, Where No Work Has Started/No Inspections Have Been Called For)	Retain \$25 or 25%, Whichever is greater	Retain \$25 or 25%, Whichever is greater

	2014-2015	2015-16
	Council Approved 9/3/14	Department Recommendation

Community Development (Cont'd)

Issued Over The Counter Building Permits (One (1) Year From Permit Issuance, Where No Work Has Started/No Inspections Have Been Called For)	Retain \$10 or 25%, whichever is greater.	Retain \$10 or 25%, whichever is greater.
--	---	---

Valuation Data
(One (1) Year From Permit Issuance Where No Work Has Started/No Inspections Have Been Called For)

Residential (New Single and Multi-Family Residences, Excludes Mobile/Manufactured Homes)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
--	--	--

Residential Accessory Buildings/Structures

Barn (Pole, Wood, Metal, or Masonary) (per sq ft)**	\$20.00	\$20.00
Shade/Mare Motel (per sq ft)**	\$10.00	\$10.00
Greenhouse (per sq ft)**	\$15.00	\$15.00
Storage Building (Shed) (Over 200 sq ft) (per sq ft)**	\$20.00	\$20.00
Carport (per sq ft)**	\$18.00	\$18.00
Balcony (per sq ft)**	\$15.00	\$15.00
Covered Patio at Grade Level (per sq ft)**	\$15.00	\$15.00
Covered Deck Elevated (per sq ft)**	\$18.00	\$18.00
Open Deck Elevated (per sq ft)**	\$12.00	\$12.00
Screened Porch Under Existing Roof Cover (per sq ft)**	\$6.00	\$6.00
Gazebo/Ramada (per sq ft)**	\$15.00	\$15.00
Pre-Fab Canvas/Metal Awning (Engineered) (per sq ft)**	\$6.00	\$6.00
Stairs (per sq ft)	\$7.00	\$7.00

Residential Alteration/Remodel Of Existing Structure	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
---	--	--

NOTE: Where no additional floor area or roof coverage is created, such as the conversion of a patio or garage to habitable space, the valuation shall be determined as the d occupancies plus utilities, unless otherwise noted.

Commercial (New Building)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
----------------------------------	--	--

Commercial Accessory Buildings/Structures (New)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
--	--	--

Commercial Alteration/Remodel Of Existing Structure (Tenant Improvements)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
--	--	--

Demolition of Any Existing Structure (Residential or Commercial)

Up To Two (2) Structures On Same Assessor's Parcel Number	\$75.00	\$75.00
More Than Two (2) Structures On Same Assessor's Parcel Number	\$75.00 For First Two (2) Structures plus \$25.00 For Each Structure Thereafter	\$75.00 For First Two (2) Structures plus \$25.00 For Each Structure Thereafter

2014-2015	2015-16
Council Approved 9/3/14	Department Recommendation

Community Development (Cont'd)

Fireplace/Free Standing Stove/Inserts (Other than New Construction)		
A. Fireplace/Freestanding Stove/Insert	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater

Block/Retaining Wall (Measured from bottom of footing to top of wall. Walls over 4' require engineered plans) (Length x Height = Sq Footage)		
--	--	--

Retaining Wall: (CMU, Concrete, Brick, Manufactured Unit, Rock/Stone, Etc) (per sq ft)	\$15.00	\$15.00
---	---------	---------

Block Wall: (Fence Or Free Standing Wall; No Retaining/Surcharge) (per sq ft)	\$10.00	\$10.00
--	---------	---------

Roof Structure Replacement	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
-----------------------------------	---	---

Shell Building	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
-----------------------	---	---

Definition of Shell Building: A shell building is defined as a building for which HVAC, lighting, suspended ceilings, plumbing and electrical systems, partition layouts and interior finishes are not SPECIFIC USE or TENANT has been noted. A separate permit with plans for tenant improvements will be required at a later date for completion of a shell building. A "Shell Only" building may require fire protection requirements and minimal electric for lighting (house panel only) and main under slab sewer drain (not to include fixtures) along with slab floor. Warehouses and industrial built building. NO Certificate of Occupancy shall be issued for any building permitted as a SHELL BUILDING under this definition.

Swimming Pool/Spas

In Ground Pool (Includes Utilities)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
-------------------------------------	---	---

In Ground Spa or Whirlpool (Includes Utilities)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
---	---	---

On/Above Ground Pool (Pre-fabricated, Flat Fee) * Plus Any Utilities Installed	\$150.00	\$150.00
---	----------	----------

On/Above Ground Spa (Flat Fee, Utilities Included)	\$200.00	\$200.00
---	----------	----------

Above Ground Water Tank (Over 5,000 Gallons)

A. Residential	\$100.00	\$100.00
----------------	----------	----------

B. Commercial	\$500.00 + Building Plan Review Fee	\$500.00 + Building Plan Review Fee
---------------	-------------------------------------	-------------------------------------

UTILITIES/EQUIPMENT

New Construction or Addition

Plumbing (per sq. ft)	\$3.50	\$3.50
-----------------------	--------	--------

Electrical (per sq. ft)	\$2.50	\$2.50
-------------------------	--------	--------

Mechanical (per sq. ft)	\$1.50	\$1.50
-------------------------	--------	--------

Single Permit, Plans Required (electric, plumbing, mechanical)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
--	---	---

	2014-2015	2015-16
	Council Approved 9/3/14	Department Recommendation
Community Development (Cont'd)		
Over the Counter Permits		
Electrical	\$75.00 Flat Fee (Includes Two (2) Inspections)	\$75.00 Flat Fee (Includes Two (2) Inspections)
Mechanical	\$75.00 Flat Fee (Includes Two (2) Inspections)	\$75.00 Flat Fee (Includes Two (2) Inspections)
Plumbing	\$75.00 Flat Fee (Includes Two (2) Inspections)	\$75.00 Flat Fee (Includes Two (2) Inspections)
Building	\$75.00 Flat Fee (Includes Two (2) Inspections)	\$75.00 Flat Fee (Includes Two (2) Inspections)
Combo (Any Combination Of The Above)	\$75.00 Flat Fee Plus \$25.00 For Each Added Over The Counter Permit (Includes Two (2) Inspections)	\$75.00 Flat Fee Plus \$25.00 For Each Added Over The Counter Permit (Includes Two (2) Inspections)
Solar Installation, Wind Turbines, Generators		
Residential	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
Commercial	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
MISCELLANEOUS EQUIPMENT		
Fire Alarm		
Commercial	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees
Residential	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees
Kitchen Type I or II Hood System	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees
Fire Suppression		
Commercial	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees
Residential	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees
Tower New Installation		
Up to \$6,000	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
\$6,001 or More	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
Co-Locate Existing Tower		
Up to \$6,000	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
\$6,001 or More	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
Mobile / Manufactured Housing		
NOTE: Fees are established by the Arizona Department of Fire, Building and Life Safety Office of Manufactured Housing and adopted by the Town of Camp Verde through intergov Administrative Code (A.A.C.) §R4-34-501 and §R4-34-801.		
Residential Manufactured Home Set	See OMH Fee Schedule (Includes Three (3) Inspections)	See OMH Fee Schedule (Includes Three (3) Inspections)

	2014-2015	2015-16
	Council Approved 9/3/14	Department Recommendation
Community Development (Cont'd)		
Residential Factory Built/Modular Building	See OMH Fee Schedule (Includes Three (3) Inspections)	See OMH Fee Schedule (Includes Three (3) Inspections)
Commercial Factory Built/Modular Building	See OMH Fee Schedule (Includes Three (3) Inspections)	See OMH Fee Schedule (Includes Three (3) Inspections)
Manufactured Housing Skirting (No Retaining/Surcharge)(per linear foot)	\$6.00	\$6.00

2014-2015	2015-16
Council Approved 7/16/14	Department Recommendation

Sewer Fees

Residential Connection Fees		
Single family residence	\$1,750.00	\$1,750.00
Multiple family residence	\$1,750.00 per residential unit	\$1,750.00 per residential unit
New Residential Subdivisions	\$1,750.00 per lot	\$1,750.00 per lot
Commercial Connection Fees		
Hotels, motels, resorts, lodges, hospitals, nursing homes & supervisory care facilities	\$350.00 per room	\$350.00 per room
(Rooms equipped with kitchen facilities shall be treated as single-family residential units)	\$1,750.00 per room	\$1,750.00 per room
Retail	\$.25 per square foot, \$1,750.00 minimum	\$.25 per square foot, \$1,750.00 minimum
Office	\$.50 per square foot, \$1,750.00 minimum	\$.50 per square foot, \$1,750.00 minimum
Restaurant, Bar	\$30.00 per seat	\$30.00 per seat
Warehouse, Manufacturing	\$.25 per square foot, \$1,750.00 minimum	\$.25 per square foot, \$1,750.00 minimum
Inspection Fees		
Single family residence	\$80.00	\$80.00
All other	\$100.00 per hour; 2 hour minimum	\$100.00 per hour; 2 hour minimum
Monthly User Fees		
Single family residence, Apartments	\$2.25 per UPC discharge fixture unit \$50.00 maximum	\$2.25 per UPC discharge fixture unit \$50.00 maximum
Commercial	\$3.50 per UPC discharge fixture unit	\$3.50 per UPC discharge fixture unit
All other	\$3.50 per UPC discharge fixture unit	\$3.50 per UPC discharge fixture unit
Other Fees		
Late Fee	\$5.00 or 1 1/2% of balance, whichever is greater	\$5.00 or 1 1/2% of balance, whichever is greater
Account Transfer Fee	\$35.00	\$35.00
Return Check Fee	\$25.00	\$25.00
Reconnection Fee	\$100.00	\$100.00
Annexation Fees	Actual cost incurred by Town	Actual cost incurred by Town
Plan Review Fees	Actual cost incurred by Town	Actual cost incurred by Town
Septage Fees	\$0.12 per gallon	\$0.12 per gallon
Septic Tank and Vault contents for users within the current District (This vault fee will only apply until the user is connected to the sewer system).	\$0.01 per gallon	\$0.01 per gallon


Agenda Item Submission Form – Section I
Meeting Date: April 15, 2015

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

Requesting Department: Library, Marshal's Office, Parks & Recreation

Staff Resource/Contact Person: Marshal Nancy Gardner, Kathy Hellman, Mike Marshall

Agenda Title (be exact): The Library, Camp Verde Parks & Recreation and the Marshal's Office would like to create "new" job descriptions within each organization. *Discussion, consideration, and possible approval of Resolution 2015-940, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, pertaining to job descriptions for the Library, Camp Verde Parks & Recreation and the Marshal's Office in Arizona's 2015 Fiscal year. New job descriptions requested are Library Aide, Recreation Aide and Corporal. The Library Aide and Recreation Aide are temporary part time seasonal staff starting at minimum wage plus salary range, the Corporal position salary will be 5% above the current salary.*

The Library and Park & Recreation – a Library Aide and a Recreation Aide position to enable us to hire youth for 3-6 month temporary jobs through the Workforce Investment Act administered by Northern Arizona Council of Governments (NACOG).

CVMO – a position of "Corporal" to the patrol division, as a career development, temporary assignment. This position would rotate every 6-12 months amongst officers who apply for the assignment and have a desire to promote to a supervisor position. In addition, it would benefit patrol by allowing patrol to implement squads and regular squad briefings.

List Attached Documents: Library Aide Job Description, Recreation Aide Job Description an Corporal Job Description

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 minutes

Reviews Completed by:

Department Head: The Library Director, the Parks & Recreation Coordinator and the Marshal support the recommendation of these positions. CVMO believes it would serve two purposes (1) It will provide a career development avenue for officers and (2) It will give supervisory coverage in order to have patrol squads with squad briefings.

Town Attorney Comments:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: None

CVMO Budget Code: 01-600-20-60000 **Amount Remaining:** _____

Budget Code: N/A for the Library or Parks & Recreation

Comments: The 5% funding would come from the CVMO salary budget line item and would total approximately \$2,000.00 annually (depending on the hourly wage of the officer)

Background Information: The Camp Verde Community Library and Camp Verde Parks & Recreation would like to participate in the Northern Arizona Council of Governments (NACOG) Work Experience (WEX) program to hire youth who will acquire job skills in a professional environment. We need job descriptions appropriate to this opportunity and created Library Aide & Recreation Aide. The NACOG WEX program is 100% subsidized by federal funds.

It is a goal of the Marshal's Office to provide career development and empowerment for its employees. This is an excellent opportunity for officers to grow in knowledge and experience, while preparing for supervisory positions.

Recommended Action (Motion): Approve the recommended position title of "Corporal" to add to the patrol division. Approve the Job Descriptions, Library Aide and Recreation Aide so staff can participate in the NACOG Work Experience program and/or other future opportunities to temporarily hire unexperienced persons.

Instructions to the Clerk: none



RESOLUTION 2015-940

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
PERTAINING TO JOB DESCRIPTION FOR THE LIBRARY, CAMP VERDE PARKS &
RECREATION AND THE MARSHAL'S OFFICE
IN ARIZONA'S 2015 FISCAL YEAR**

WHEREAS, The Library, Parks & Recreation and the Marshal's Office are requesting creating new job description titles within each organization. Funding for the library position will come from NACOG. CVMO will utilize current deputies to fill the new job description and will use the new job description as a career development path.

WHEREAS, the Town of Camp Verde, through the Library, Parks & Recreation and the Camp Verde Marshal's Office, is interested in creating three new job descriptions within the Town to promote productivity and career enhancement.

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

1. THAT approval of the new job descriptions be approved.
2. THAT the Library Director, Parks & Recreation Coordinator and Marshal Nancy Gardner are appointed agent for the Town of Camp Verde, to create the two new job descriptions.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona on the 15 day of April 2015.

Charles German, Mayor

Date: _____

Attest:

Approved as to form:

Jones, Virginia, Town Clerk

Town Attorney



Corporal
(Temporary Career Development Position)

Department:	Marshal	Revised Date:	April 2015
-------------	----------------	---------------	-------------------

GENERAL PURPOSE: Under general supervision, performs general duty police work and supervises deputies/police officers and other assigned personnel during a shift. This is a lead officer in charge and career development position which involves a temporary assignment to the rank of Corporal. The term of assignment to the position will be a 6-12 month assignment. This position will provide a basic idea of what a supervisor's role is. The duties will include but are not limited to scheduling, providing daily assignments, and directing officers with special details and crime trends, approving reports, evaluating daily work incidents, tactical plans, and training. As compensation, assignment to the position of Corporal will include a 5% pay increase which will only be in effect while working in the career development position.

PRIMARY DUTIES AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Temporarily supervises assigned unit staffing to ensure adherence with performance and department standards; personally participates in complex/difficult police and/or investigative problems; instructs subordinate personnel in proper methods/techniques of police work; performs same duties as Deputies/Police Officers, i.e., routine patrol of designated areas of Town and/or areas of high incidence of accident/crimes and school zones.
- Temporarily schedules, assigns, and supervises the work of subordinate personnel; supervises and manages department and division programs including public relations, investigations, training, citizen police academy, patrol, and updating of standard operating procedures; trains new officers in F.T.O. and coaches them on pertinent federal, state, and local laws, regulations, and ordinances.
- Keep subordinate personnel informed of new laws, court decisions, and changes in department policy and procedure; reviews officer reports and confers on problems encountered in investigative work; enforces department regulations and orders; supervises assigned personnel.
- Investigates and supervises personnel and others investigating suspected crimes; participates in periodic/regular training activities; monitors, critiques, and instructs police personnel in the completeness, accuracy and quality of their reports; assists in the preparation of department budget; secures crime scenes, conducts preliminary investigations, gathers evidence, obtain witnesses, issue citations and makes arrests.
- Performs other related, similar or logical duties as assigned or required.

Job Description

MANAGERIAL RESPONSIBILITIES:

On a temporary basis, supervises Deputies/Officers and other assigned police department personnel during a shift.

MINIMUM QUALIFICATIONS:

Education and Experience:

Associates degree in criminal justice, management, or closely related field; AND two years' experience in police work; OR any combination of education, training, and experience that provides the desired knowledge, skills, and other characteristics. Selection to the position will be based upon the successful completion of a written examination, successful completion of an Oral Board or assessment center.

Required Licenses or Certifications:

- Must possess State of Arizona Driver's license.
- Must obtain AzPOST certification
- Must obtain AzPOST general instructor certification

Required Knowledge of:

- Town and department procedures, rules, regulations, and general orders.
- Pertinent case law and federal and state laws, statutes, as well as Town ordinances effecting law enforcement.
- Basic leadership and supervisory practices and techniques.
- Crime prevention and criminal investigation theories, techniques, methods and procedures.
- The geography, addresses and building locations within and surrounding Camp Verde.
- Law enforcement liability and loss prevention practices.

Required Skill in:

- Applying and teaching police methods, practices and procedures, with the ability to recall and apply in specific situations.
- Directing, assigning, and supervising the work of police officers.
- Crime scene management, fingerprinting, finding and interviewing witnesses.
- Use of firearms and other police equipment.
- Using good judgment in making effective decisions under pressure.
- Teaching and preparing comprehensive and accurate reports.
- Ability to evaluate work of subordinate staff to ensure achievement of departmental objectives and standards.
- Communicating effectively both orally and in writing.
- Fostering and maintaining a high level of morale and discipline.

Physical Demands / Work Environment:

- Administrative work is performed predominantly in office setting. Outdoor work is required for field inspections, participating in training exercises, and investigating crimes. The noise level for the office environment is usually quiet to moderate; in the field it is moderate to noisy.



LIBRARY AIDE

Department:	Library	Revised Date:	April 2015
-------------	----------------	---------------	-------------------

GENERAL PURPOSE: Under general supervision, assists in the provision of library materials, supports library programs and provides customer services at the Camp Verde Community Library.

PRIMARY DUTIES AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Assists customers in a courteous and respectful manner within scope of training, and responds to requests for information within the scope of authority.
- Assists patrons with computer usage and questions; maintains the condition of the library shelves; shelves all returned materials according to standard procedures; checks the library stacks to make sure they are in proper order; straightens books on the shelves; picks up and re-shelves loose books in the library; picks up and disposes of debris, straightens furniture and furnishings, and maintains the neat and orderly appearance of the Library.
- Checks library materials in and out, and updates library records; performs basic clerical and office duties; assists with opening and closing of the library; cross-trains in other Library duties as needed.
- Performs other related duties as assigned or required.

MANAGERIAL RESPONSIBILITIES:

None.

MINIMUM QUALIFICATIONS:

Education and Experience:

No formal education required.

Required Knowledge of:

- Town policies and procedures.
- Basic computer applications including word processing and data entry.
- Basic record keeping practices.
- Customer service standards and protocols.

Job Description

Required Skill in:

- Filing library materials alphabetically and numerically.
- Dealing tactfully and courteously with the public.
- Closely following verbal and written instructions and procedures.
- Communicating clearly and concisely, both verbally and in writing.

Physical Demands / Work Environment:

- Work is performed in a standard library environment, with light physical demands.



RECREATION AIDE

Department:	Public Works – Parks & Recreation	Revised Date:	2015
--------------------	--	----------------------	-------------

GENERAL PURPOSE: Under general supervision of a Parks & Recreation employee as assigned assists with organizing, conducting and supporting recreation programs and activities for the Town of Camp Verde Parks & Recreation Division.

PRIMARY DUTIES AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, program-specific duties.*

- Assists with the delivery of recreation programs for the Parks & Recreation Division; programs including adult and children’s programs, recreation and skills classes, special events, community activities, the Heritage Pool, sports programs and other activities. Conducts, assists and monitors special events, community activities, and special programs suited to the needs of the community. Answers questions from and provides information to the public concerning Parks & Recreation programs and activities. Monitors participation in Town’s recreation programs and events, makes corrections as needed under guidance from supervisor and policy, keeps supervisor informed of program specifics and needs.
- Maintains clean and safe recreation venues and events, adheres to policies and procedures for efficient and safe operations. Enforces rules, regulations and safety precautions at recreation facilities and outdoor venues; maintains discipline, monitors behavior, resolves issues, monitors program activities, and assists participants in recreation activities and special programs under guidance from supervisor and policy. Responds appropriately to injuries or other emergencies in the workplace. Reports and resolves complaints, requests, safety conditions, security issues and illegal activities.
- Sets up and takes down equipment and prepares venues for activities and events; supervises and coaches participants; maintains equipment and facilities in clean and safe condition; communicates with general public, community resource agencies, and other organizations in order to conduct program activities; assists with special projects and special events as directed.
- Assists with the use and maintenance of recreation facilities, equipment and materials; inspects facilities and grounds, and reports conditions needing repair or maintenance; produces work orders and coordinates with maintenance staff to assist with requests like setting up gym, turning on electric power, etc., as they relate to facility use.
- Assists with accepting & scheduling reservations for the use and rental of Town facilities; receipts associated revenues; signs out & in keys & other equipment, and completes appropriate paperwork & records.
- Accepts program registration paperwork; receipts funds for registration and appropriately compiles registration and revenue paperwork according to direction and procedures.
- Performs other related duties as assigned or required.

Job Description

MANAGERIAL RESPONSIBILITIES:

This position has no managerial responsibilities.

MINIMUM QUALIFICATIONS:

Education and Experience:

High school diploma or GED equivalent, or still in High School

Required Knowledge of:

- Town policies and procedures.
- Policies, procedures, regulations, operations, and services of Parks & Recreation Division.
- Policies, rules and regulations governing the conduct and **safety** of persons using municipal recreational facilities, programs and equipment.
- Customer service standards and protocols.
- Occupational hazards and safety precautions.

Required Skill in:

- Assisting in supervising and controlling recreation activities and participants.
- Following safe work & recreation practices.
- Providing effective customer service, and dealing tactfully and courteously with the public.
- Performing necessary manual labor and skilled tasks that may require lifting and moving heavy objects, stooping, bending & twisting and participation in recreation activities.
- Operating a personal computer utilizing standard software and recreation equipment such as scoreboards & PAs.
- Communicating clearly and concisely, both verbally and in writing.

Required Ability to:

- Interact well with a variety of people in public settings.

Physical Demands / Work Environment:

- Work is performed indoors and outdoors during all weather conditions at Town recreation facilities and venues, off-site locations and includes nights and weekends; required to perform moderate physical work, and lift and carry up to 50 pounds.

Town of Camp Verde
Salary Plan

Position	Range		Minimum	Midpoint	Maximum
Deputy Town Clerk; Children's Librarian E Recreation Supervisor; Building Inspector	49	Annual	\$35,044.00	\$44,184.00	\$53,324.00
		Bi-weekly	\$1,347.85	\$1,699.38	\$2,050.92
		Hourly	\$16.85	\$21.24	\$25.64
Admin Asst to Town Manager; Dispatch Supervisor; Maintenance Foreman Civilian Investigator; Public Works Analyst; Senior Wastewater Operator	48	Annual	\$34,189.00	\$43,106.00	\$52,023.00
		Bi-weekly	\$1,314.96	\$1,657.92	\$2,000.88
		Hourly	\$16.44	\$20.72	\$25.01
Assistant Planner; Plans Examiner Accountant	46	Annual	\$32,542.00	\$41,029.00	\$49,517.00
		Bi-weekly	\$1,251.62	\$1,578.04	\$1,904.50
		Hourly	\$15.65	\$19.73	\$23.81
HR Specialist; Special Events Coordinator; Code Enforcement Officer	45	Annual	\$31,748.00	\$40,029.00	\$48,309.00
		Bi-weekly	\$1,221.08	\$1,539.58	\$1,858.04
		Hourly	\$15.26	\$19.24	\$23.23
Lead Maintenance Worker WASTEWATER OPERATOR	44	Annual	\$30,974.00	\$39,052.00	\$47,131.00
		Bi-weekly	\$1,191.31	\$1,502.00	\$1,812.73
		Hourly	\$14.89	\$18.78	\$22.66
Dispatcher; Records Specialist; Senior Equipment Operator	43	Annual	\$30,219.00	\$38,100.00	\$45,981.00
		Bi-weekly	\$1,162.27	\$1,465.38	\$1,768.50
		Hourly	\$14.53	\$18.32	\$22.11
Administrative Assistant Permit Technician	42	Annual	\$29,481.00	\$37,170.00	\$44,860.00
		Bi-weekly	\$1,133.88	\$1,429.62	\$1,725.38
		Hourly	\$14.17	\$17.87	\$21.57
Court Clerk Finance Clerk	40	Annual	\$28,061.00	\$35,379.00	\$42,698.00
		Bi-weekly	\$1,079.27	\$1,360.73	\$1,642.23
		Hourly	\$13.49	\$17.01	\$20.53
Library Specialist Equipment Operator Wastewater Operator	39	Annual	\$27,376.00	\$34,517.00	\$41,657.00
		Bi-weekly	\$1,052.92	\$1,327.58	\$1,602.19
		Hourly	\$13.16	\$16.59	\$20.03
Animal Control Officer	38	Annual	\$26,709.00	\$33,675.00	\$40,641.00
		Bi-weekly	\$1,027.27	\$1,295.19	\$1,563.12
		Hourly	\$12.84	\$16.19	\$19.54
Records Clerk	37	Annual	\$26,057.00	\$32,853.00	\$39,649.00
		Bi-weekly	\$1,002.19	\$1,263.58	\$1,524.96
		Hourly	\$12.53	\$15.79	\$19.06
Animal Shelter Operator	36	Annual	\$25,422.00	\$32,052.00	\$38,682.00
		Bi-weekly	\$977.77	\$1,232.77	\$1,487.77
		Hourly	\$12.22	\$15.41	\$18.60
Maintenance Worker	34	Annual	\$24,197.00	\$30,508.00	\$36,818.00
		Bi-weekly	\$930.65	\$1,173.38	\$1,416.08
		Hourly	\$11.63	\$14.67	\$17.70
Senior Library Clerk Laborer	33	Annual	\$23,607.00	\$29,763.00	\$35,920.00
		Bi-weekly	\$907.96	\$1,144.73	\$1,381.54
		Hourly	\$11.35	\$14.31	\$17.27
Receptionist	32	Annual	\$23,031.00	\$29,038.00	\$35,044.00
		Bi-weekly	\$885.81	\$1,116.85	\$1,347.85
		Hourly	\$11.07	\$13.96	\$16.85
Library Clerk	29	Annual	\$21,386.00	\$26,964.00	\$32,542.00
		Bi-weekly	\$822.54	\$1,037.08	\$1,251.62
		Hourly	\$10.28	\$12.96	\$15.65
Janitor	28	Annual	\$20,865.00	\$26,307.00	\$31,748.00
		Bi-weekly	\$802.50	\$1,011.81	\$1,221.08
		Hourly	\$10.03	\$12.65	\$15.26

Town of Camp Verde
Salary Plan

Position	Range		Minimum	Midpoint	Maximum
Town Manager <i>E</i>	93	Annual	\$103,864.00	\$130,953.00	\$158,042.00
		Bi-weekly	\$3,994.77	\$5,036.65	\$6,078.54
		Hourly	\$49.93	\$62.96	\$75.98
Town Marshal/ HR Director <i>E</i>	82	Annual	\$79,160.00	\$99,805.00	\$120,451.00
		Bi-weekly	\$3,044.62	\$3,838.65	\$4,632.73
		Hourly	\$38.06	\$47.98	\$57.91
Public Works Director/ Town Engineer <i>E</i>	78	Annual	\$71,715.00	\$90,419.00	\$109,122.00
		Bi-weekly	\$2,758.27	\$3,477.65	\$4,197.00
		Hourly	\$34.48	\$43.47	\$52.46
Community Development Director <i>E</i>	77	Annual	\$69,966.00	\$88,213.00	\$106,461.00
		Bi-weekly	\$2,691.00	\$3,392.81	\$4,094.65
		Hourly	\$33.64	\$42.41	\$51.18
Finance Director <i>E</i>	73	Annual	\$63,385.00	\$79,917.00	\$96,448.00
		Bi-weekly	\$2,437.88	\$3,073.73	\$3,709.54
			Hourly	\$30.47	\$38.42
Economic Development Director <i>E</i>	72	Annual	\$61,839.00	\$77,968.00	\$94,096.00
		Bi-weekly	\$2,378.42	\$2,998.77	\$3,619.08
		Hourly	\$29.73	\$37.48	\$45.24
Parks & Recreation Director <i>E</i> Commander;	72	Annual	\$61,839.00	\$77,968.00	\$94,096.00
		Bi-weekly	\$2,378.42	\$2,998.77	\$3,619.08
		Hourly	\$29.73	\$37.48	\$45.24
Library Director <i>E</i>	69	Annual	\$57,424.00	\$72,401.00	\$87,377.00
		Bi-weekly	\$2,208.62	\$2,784.65	\$3,360.65
		Hourly	\$27.61	\$34.81	\$42.01
Special Projects Administrator <i>E</i>	68	Annual	\$56,023.00	\$70,635.00	\$85,246.00
		Bi-weekly	\$2,154.73	\$2,716.73	\$3,278.69
		Hourly	\$26.93	\$33.96	\$40.98
Town Clerk <i>E</i>	67	Annual	\$54,657.00	\$68,912.00	\$83,167.00
		Bi-weekly	\$2,102.19	\$2,650.46	\$3,198.73
		Hourly	\$26.28	\$33.13	\$39.98
Chief Building Official <i>E</i> Wastewater Manager	64	Annual	\$50,754.00	\$63,992.00	\$77,229.00
		Bi-weekly	\$1,952.08	\$2,461.23	\$2,970.35
		Hourly	\$24.40	\$30.77	\$37.13
Sergeant (Police)	62	Annual	\$48,309.00	\$60,908.00	\$73,508.00
		Bi-weekly	\$1,858.04	\$2,342.62	\$2,827.23
		Hourly	\$23.23	\$29.28	\$35.34
Senior Planner <i>E</i>	59	Annual	\$44,860.00	\$56,559.00	\$68,259.00
		Bi-weekly	\$1,725.38	\$2,175.35	\$2,625.35
		Hourly	\$21.57	\$27.19	\$32.82
Streets Supervisor/ Inspector	56	Annual	\$41,657.00	\$52,521.00	\$63,385.00
		Bi-weekly	\$1,602.19	\$2,020.04	\$2,437.88
		Hourly	\$20.03	\$25.25	\$30.47
Senior Accountant	55	Annual	\$40,641.00	\$51,240.00	\$61,839.00
		Bi-weekly	\$1,563.12	\$1,970.77	\$2,378.42
		Hourly	\$19.54	\$24.63	\$29.73
Deputy (police officer)	53	Annual	\$38,682.00	\$48,771.00	\$58,860.00
		Bi-weekly	\$1,487.77	\$1,875.81	\$2,263.85
		Hourly	\$18.60	\$23.45	\$28.30
Streets Maintenance Foreman	52	Annual	\$37,739.00	\$47,581.00	\$57,424.00
		Bi-weekly	\$1,451.50	\$1,830.04	\$2,208.62
		Hourly	\$18.14	\$22.88	\$27.61
Court Supervisor	50	Annual	\$35,920.00	\$45,289.00	\$54,657.00
		Bi-weekly	\$1,381.54	\$1,741.88	\$2,102.19
		Hourly	\$17.27	\$21.77	\$26.28



Town of Camp Verde

Meeting Date: April 1, 2015

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

Requesting Department: Administration

Staff Resource/Contact Person: Russ Martin

Agenda Title (be exact): Discussion, consideration, and possible approval of a Tolling Agreement and First Amendment to the Annexation and Development Agreement for the Coury Annexation and Development Agreement.

List Attached Documents:

1. Tolling and First Amendment to the Coury Annexation and Development Agreement

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 15 minutes

Reviews Completed by:

- Department Head: Russ Martin** (comments included in report)
- Town Attorney Comments:** Town Attorney worked on this agreement with the Coury Attorney and is ready for your review and approval.
- Finance Department: N/A**

Background Information:

This agreement effectively delays any action taken by either party until a potential new dealer could be found. It places limits on time and explains what would occur if one is found or if it is not found.

Recommended Action (Motion):

Move to approve the Tolling and First Amendment to the annexation and Development Agreement to the Coury Annexation and Development Agreement authorizing Mayor's signatures as necessary to complete this agreement.

Terms of Tolling Agreement

1. The Town of Camp Verde ("**Town**") and Steven C. Coury and Julie Ann Coury (collectively "**Owner**") (Town and Owner are collectively referred to herein as the "**Parties**") have a dispute regarding performance under the February 26, 2005 Annexation and Development Agreement between the Parties ("**2005 Development Agreement**").
2. To avoid the cost of litigation and to allow the Owner time to enter into the agreements (the "**Agreements**") necessary to authorize a third party to operate a Ford dealership ("**Ford Dealership Tenant**") on a portion of the real property that is subject to the 2005 Development Agreement ("**Property**"), the Parties agree to toll all claims that they may have arising out of the prior performance of the Parties under the 2005 Development Agreement for a period of 180 days ("**Tolling Period**"). The Tolling Period is intended to allow the Owner time to complete the Agreements with a Ford Dealership Tenant so that Owner will continue to receive the "**Second Auto Dealership Sales Tax Rebate**" as described in **Section 7.1.1** of the 2005 Development Agreement.
3. At the time the Parties execute the Tolling Agreement, the Parties shall also execute and place into Escrow a First Amendment to the 2005 Development Agreement ("**First Amendment**") containing the following provisions:
 - a. Confirms its effectiveness for the remaining Term of the 2005 Development Agreement, and
 - b. Incorporates the following amendments regarding the payment of the Public Use Assessment:
 - i. Town allowed to offset amounts owed to the Town for the Public Use Assessment from the Sales Tax Rebate Amounts owed the Owner under the 2005 Development Agreement.
 - ii. If the amount owed the Town for a Public Use Assessment exceeds the Sales Tax Rebate Amounts owed the Owner, the Town will advise the Owner of any deficiency, and the Owner must pay the deficiency within thirty (30) days. A failure to make such payment within such thirty (30) day period shall be a default under the 2005 Development Agreement, not subject to mediation or arbitration.
 - iii. Town not required to deposit the Sales Tax Rebate Amounts into a segregated Special Fund but instead will deposit the Sales Tax Rebate Amounts into the Town's general account. The Town will send a report each quarter whether or not a payment is required detailing the balance of the amount owed by or due Owner.
 - iv. If the Town earns any interest on the Sales Tax Rebate Amounts, that interest will be credited to the Town.
 - c. A draft form of the First Amendment to the 2005 Development Agreement will be attached as Exhibit A to the Tolling Agreement.

4. In the event Owner enters into the Agreements prior to the expiration the Tolling Period, Owner shall present to the Town and Escrow Agent evidence thereof at which time the Escrow Agent shall record with the Yavapai County Recorder's Office the fully executed original of the First Amendment to the 2005 Development Agreement. Currently Owner does not know what agreements the transaction with the Ford Dealership Tenant may require, but for the purpose of the Tolling Agreement the Town and the Escrow Agent shall accept as evidence, which the Town agrees not to unreasonably withhold, condition or delay, copies of the original or recorded versions of the Agreements, original or recorded memorandum versions of the Agreements, or a joint "in camera" review (to avoid having the Agreements become public records) by the Town Manager and the Town Attorney of the original signed Agreements.
5. If the Owner does not present the Agreement to the Town prior to the expiration the Tolling Period, the Tolling Agreement will expire upon the expiration of the Tolling Period, and the Parties thereafter may pursue whatever rights and remedies they may have under the 2005 Development Agreement as such agreement may have been amended.
6. Upon the execution and delivery of the Tolling Agreement, the Owner will pay the Town amounts owed for the 2013 and 2014 Public Use Assessment.
7. Capitalized terms not otherwise defined shall have the meaning set forth in the 2005 Development Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first set forth above.

OWNER:

Steven C. Coury

Julie Ann Coury

THE TOWN:

TOWN OF CAMP VERDE, an Arizona municipal corporation

By: _____
Mayor

ATTEST:

By: _____
Town Clerk

APPROVED AS TO FORM:

By: _____
Town Attorney

EXHIBIT A
FIRST AMENDMENT TO ANNEXATION AND DEVELOPMENT AGREEMENT

When recorded, return to:

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

FIRST AMENDMENT TO ANNEXATION AND DEVELOPMENT AGREEMENT

THIS FIRST AMENDMENT TO ANNEXATION AND DEVELOPMENT AGREEMENT ("First Amendment") is made and entered into as of this ____ day of April 2015 (the "Effective Date"), by and between the Town of Camp Verde, an Arizona municipal corporation (the "Town") and Steven C. Coury, a married man dealing with his sole and separate property and Julie Ann Coury a married woman dealing with her sole and separate property (collectively "Owner"). The Town and Owner are sometimes referred to herein collectively as the "Parties" and individually as a "Party").

RECITALS

Town and Owner are parties to that certain agreement entitled Annexation and Development Agreement dated February 26, 2005 and recorded in the Yavapai County Recorder's at 2005-_____ (the "Agreement").

The Parties desire to amend the Agreement as set forth below.

AGREEMENT

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Town and Owner agree as follows:

1. Defined Terms. Capitalized terms used but not otherwise defined in this First Amendment shall have the meaning set forth in the Agreement.
2. Amendments. The Agreement is hereby amended as follows:
 - (a) Section 6.8 of the Agreement shall be deleted in its entirety, and replaced with the following:

6.8 Public Use Assessment. In addition to the foregoing and in consideration for the initial imposition the Property will have at annexation on Town services, the Owner hereby agrees to pay the Town an annual assessment fee of no less than ten thousand dollars (\$10,000.00) ("**Public Use Assessment**"). This Public Use Assessment shall be made annually prior to the end of the calendar year through the Term of this Agreement. Owner's obligation to pay the Public Use Assessment under this Section 6.8 shall be satisfied by the Town using the first \$10,000 of the Excise Sales Taxes that are subject to Section 7.1.1 of the Agreement (the "**Sales Tax Rebate Monies**") received each year by the Town to pay the Public Use Assessment. If the total

amount of Sales Tax Rebate Monies received by the Town is insufficient to pay the Public Use Assessment as of the end of any calendar year, the Town will provide Owner written notice of the amount of the deficiency, and the Owner shall pay the full amount of the deficiency within thirty (30) days of receipt of said written notice from the Town. Owner's failure to pay the deficiency within such thirty (30) day period shall be a default under the Agreement which shall not be subject to the mediation or arbitration provisions of the Agreement.

(b) Section 2.28 of the Agreement shall be deleted in its entirety, and replaced with the following:

2.28 **"General Account"** is defined in Section 7.2.2.

(c) The first unnumbered paragraph of Section 7.2.2 of the Agreement shall be deleted in its entirety, and replaced with the following:

7.2.2 Allocation and Deposit of Revenues. Subject to the payment of the Public Use Assessment pursuant to Section 6.8, the Town shall deposit into the Town's General Account (the "**General Account**") the Sales Tax Rebate Monies and hold them in constructive trust for the benefit of the Owner for the purposes of paying Owner the payment obligations of this Agreement. The Town may, at its discretion, deposit the Sales Tax Rebate Monies held in the General Account in an interest bearing account. If the Town deposits the Sales Tax Rebate Monies into an interest bearing account, and if it earns any interest on the Sales Tax Rebate Monies, the interest will be credited to the Town.

(d) Section 7.2.2(a) of the Agreement shall be deleted in its entirety, and replaced with the following:

(a) **Deposit of Sales Taxes.** The first deposit of Sales Tax Rebate Monies into the General Account shall be made after the annexation ordinance for the Property becomes final and within thirty (30) days following the Town's receipt of its first monthly transaction privilege tax report from the Arizona Department of Revenue (the "**Monthly ADR Tax Report**") listing Excise Sales Taxes actually received by the Town from any Taxable Activities on the Property. Subsequent deposits of the Sales Tax Rebate Monies shall be made within thirty (30) days following the Town's receipt of each subsequent Monthly ADR Tax Report until the expiration of the applicable Sales Tax Rebate Period.

(e) Section 7.2.2(d) of the Agreement shall be deleted in its entirety, and replaced with the following:

(d) **Computation and Report of Revenues.** Within forty-five (45) days following the end of each Town fiscal quarter, the Town will deliver to the Owner a statistical report of all Excise Sales Taxes generated from

Taxable Activities within the Property (“**Computation and Report of Revenues**”). Such report shall specifically identify any offsets, credits, exclusions or other deductions from the Excise Sales Taxes generated by or attributable to the Property, which have been utilized by the Town in computing the Economic Incentive Payments for the purposes of this Agreement, including the Town’s payment of the Public Use Assessment from the Sale +Tax Rebate Funds pursuant to Section 6.8 above, as amended. The Town shall issue its quarterly report even if no Excise Sales Taxes are generated within a reporting period.

(f) Section 7.2.3 of the Agreement shall be deleted in its entirety, and replaced with the following:

7.2.3 Monthly Economic Incentive Payments. The Economic Incentive Payments shall be paid by the Town to Owner from the General Account on a monthly basis (the “**Allocated Revenues**”). The first Economic Incentive Payment shall be made by the Town to the Owner within fifteen (15) days after the Town’s receipt of its first Monthly ADR Tax Report after the date the annexation ordinance for the Property becomes final. Thereafter, Economic Incentive Payments shall be made by the Town to the Owner within fifteen (15) days after the end of the preceding month until the end of the applicable Sale Tax Rebate Period.

(g) Section 7.2.4 of the Agreement shall be deleted in its entirety, and replaced with the following:

7.2.4 Limitations on Payments to Owner. The Town shall in no event be required to pay to or on behalf of Owner, with respect to any period, any amount greater than the Allocated Revenues actually received by the Town in or prior to such period and credited (or which properly should have been credited) to the General Account.

3. **Ratification/Counterparts.** The terms, covenants, conditions and provisions of the Agreement, as modified by this First Amendment are hereby ratified and confirmed and remain in full force and effect. This First Amendment may be executed in counterparts, each of which shall be an original, but all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the undersigned have executed this First Amendment as of the date first written above.

TOWN:

TOWN OF CAMP VERDE, an Arizona
municipal corporation

By: _____
Mayor

OWNER:

Steven C. Coury

Julie Ann Coury

STATE OF ARIZONA)
) ss.
County of Yavapai)

The foregoing instrument was acknowledged before me this _____ day of _____, 2015, by Julie Ann Coury.

Notary Public

My commission expires:

ACKNOWLEDGMENT OF ESCROW AGENT

The undersigned hereby acknowledges receipt of the foregoing First Amendment to Purchase Agreement under Escrow No. _____.

_____ Title Company

By: _____
Its: Escrow Officer



Issue 12 - April 3, 2015

Legislative Overview

With a flurry of conference committees and floor activity the legislature made its final push this week towards *sine die*, and formally adjourned on April 3rd. There was an unprecedented move by the Senate, who concluded their business unilaterally while the House still had many more bills to consider. Several measures that needed Senate action therefore perished, including **SB 1291: firearms; state preemption; penalties** and **SB 1419: liquor licenses; stores; proximity exemption**.

Many bills are however awaiting the governor's action. After the session is over Governor Ducey has 10 days to sign, veto or let bills become law without his signature. Most signed bills will become law on the general effective date of July 3, 2015.

The League will publish its New Laws Report within the next few weeks. There you will find all of the bills that affect cities and towns, with summaries, effective dates and links to the actual bill language. In the meantime feel free to contact us for clarification on pertinent legislative matters.

Firearms in Public Buildings

On Monday **HB 2320: firearms; permit holders; public places**, sponsored by Rep. Brenda Barton (R-Payson) failed in Committee of the Whole on a roll call vote of 14-15. This measure would have cost the state, cities and counties millions of dollars if those public entities chose to refuse access to their buildings to those people who carry a firearm and have a concealed weapon permit. The League is grateful to those legislators who sided with us.

Pawnbroker Transactions

HB 2419: prohibited transaction fees; municipalities failed to pass the Senate Third Read this Thursday even after being reconsidered. Sponsored by Rep. David Stevens (R-Sierra Vista) the bill would have prohibited cities and towns from charging a transaction fee at pawn shops. This fee is used for law enforcement activity related to tracking stolen goods. We are appreciative of the senators that voted against this anti-public safety bill.

Legislative Bill Monitoring

(All bills being actively monitored by the League [can be found here.](#))

HB 2320: firearms; permit holders; public places

HB 2419: municipalities; pawnbrokers; gold; prohibition fees (commission fees; payment method)

Legislative Bulletin is published by the League of Arizona Cities and Towns.
Forward your comments or suggestions to league@azleague.org.