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AGENDA
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 2, 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) Special Session – July 29, 2015
      2) Executive Session – July 29, 2015 (recorded)
      3) Special Session – July 31, 2015
      4) Executive Session – July 31, 2015 (recorded)
      5) Regular Session – August 5, 2015
      6) Work Session – August 12, 2015
      7) Special Session – August 14, 2015
      8) Executive Session – August 14, 2015 (recorded)
   b) **Set Next Meeting, Date and Time:**
      1) Wednesday, September 9, 2015 at 5:30 p.m. Work Session
      2) Wednesday, September 16, 2015 at 6:30 p.m. Regular Session
      3) Wednesday, September 23, 2015 at 6:30 p.m. Council Hears Planning & Zoning Matters-Cancelled
      4) Wednesday, September 30, 2015 at 5:30 p.m. Work Session
   c) **Possible authorization to award Agreement 15-111, Townsite Phase III Road Construction Project to the apparent low bidder, Fann Contracting Inc. in the amount of $309,128.00.** Staff Resource: Ron Long
   d) **Possible authorization to proceed with two applications to Water Infrastructure Finance Authority (WIFA): State Route 260 for the Sewer Collection System Expansion Master Plan in the amount of $35,000.00 and the Wastewater Treatment Plant Energy Efficiency Study in the amount of $35,000.00.** Staff Resource: Ron Long
   e) **Possible approval to close the Camp Verde Public Library on Monday October 12, 2015 for an all-staff training day and be open on Fort Verde Day, Saturday October 10,2015.**
   f) **Possible approval of the re-appointment for Ronald C. Ramsey, Esq. as an Assistant Magistrate for Camp Verde Municipal Court for a two (2) year term, effective September 18, 2015 and setting an hourly pay rate of $38.00 per hour on an as need basis with a three (3) hour minimum.** Staff Resource Judge Paul Schlegel

5. **Special Announcements and presentations:**
   - **Proclamation Declaring September 11, 2015 as "A Day to Remember"**
   - **Proclamation Declaring September 2015 as Library Card Sign-Up Month**
   - **Proclamation Designation September 7 through 13, 2015 as Suicide Prevention Week**
   - **Proclamation Declaring September 2015 as Grandfamily/Kinship Care Month**

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

7. **Discussion, consideration and possible approval of Special Event Liquor License application for Verde Valley Rangers, Mounted Sheriff's Posse for a fundraiser during Fort Verde Days located at 75 E Hollamon Street in Camp Verde, AZ 86322** Staff Resource: Virginia Jones

8. **Presentation by Sharon Massey and Dee Jenkins, followed by discussion, consideration and possible direction to staff relative to the Jordan Meadows Resident's concerns about the designation of Guinea Fowl as poultry under Town Code Section 6-1-7.**

9. **Discussion and update regarding the construction of new Camp Verde Community Library.** Staff Resource: Ron Long and Kathy Hellman

10. **Update by Public Works Director regarding previous flooding in the Verde Lakes area, and Notice of Grant and agreement award from Natural Resources Conservation Services in the amount of $200,000.** Staff Resource: Ron Long

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

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

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

14. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Fire District, 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.

15. **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.

16. **Adjournment**

Posted by: Julie M Scott Date/Time: 08-27-15 2:38 PM

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.

4a.

DRAFT MINUTES
SPECIAL SESSION
EXECUTIVE SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, JULY 29, 2015 AT 6:30 P.M.

1. **Call to Order**

Mayor Charles German called the meeting to order at 6:30 p.m.

2. **Roll Call**

Mayor Charles German, Vice-Mayor Bruce George, Councilors Robin Whatley, Brad Gordon, Jackie Baker, Jessie Jones, and Carol German were present.

Also present:
Town Manager Russ Martin, and transcriptionist Julie Scott. Via teleconference attorney Bill Sims.

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

4. **Discussion or consultation with the Town Attorney regarding a Franchise Agreement with Camp Verde Water System.** Note Council may vote to go into Executive Session pursuant to ARS §38-431.03{A)(3) for discussion or consultation with the attorney for legal advice and ARS §38-431.03(A)(4) discussion or consultation with the Town Attorney to consider Council's position and instruct the Attorney regarding Council's position in connection with the terms of a Franchise Agreement with Camp Verde Water System and the timing of an election for the approval of the Franchise Agreement. Staff Resource: Bill Sims

On a motion by Councilor Baker, seconded by Vice Mayor George, council unanimously voted to go into Executive Session at 6:32 p.m. for legal advice regarding items 4 and 5.

Council resumed Special session at 7:12 p.m.

5. **Discussion or consultation with the Town Attorney regarding the Recall Special Election.** Note Council may vote to go into Executive Session pursuant to ARS §38-431.03{A){3) for discussion or consultation with the *attorney* for legal advice regarding the call for the Recall Special Election. Following the Executive Session, Council may act to give the Town Attorney direction regarding the Recall Special Election. Staff Resource: Bill Sims

Sims stated that he has observed with interest the documentation regarding the petitions that were submitted for various recalls, and that the Clerk applied the laws in June that applied to the recall election and determined the certain signatures were not appropriate, and also determined that even though the petitions did not include the acknowledgement regarding whether or not the circulator was a paid or volunteer circular as required by ARS §19-204 they did substantially comply with the law. She determined to submit the petitions for the one Councilor who had sufficient signatures signed against him, that is the Clerk's responsibility and she followed the law correctly, however effective July ARS §19-201.01 requires all recall elections to strictly comply with statutory requirements, and in light of the fact that the petitions failed to strictly comply with A.R.S.19-204 he will be sending a letter to the County Elections Director requesting to cancel the November 3, 2015 recall election.

6. **Discussion of the Town Manager's Annual Performance review.** Note: Council may vote to hear this matter in Executive Session pursuant to ARS §38-431.03 (A){1) for discussion or consideration of assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body. Staff Resource: Town Council

Council unanimously voted to pull the item from the agenda until 07/31/2015 Special Session to be held at 9 a.m.

7. **Adjournment**

The meeting was adjourned at 7:25 p.m.

_____
Charles German, Mayor

_____
Julie M. Scott, Recording Secretary

CERTIFICATION
I hereby certify that the foregoing Minutes are true and accurate accounting of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town of Camp Verde, Arizona, held on July 29th, 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

4a.3

DRAFT MINUTES
SPECIAL SESSION
EXECUTIVE SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
FRIDAY, JULY 31, 2015 at 9:00 A.M.

1. **Call to Order**
Mayor German called the meeting to order at 9:00 a.m.

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

Also Present: Town Manager Russ Martin, who left the meeting at 9:02 when Council voted to go into Executive Session.

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

4. **Discussion of the Town Manager's Annual Performance review. Note: Council may vote to hear this** matter in Executive Session pursuant to ARS §38-431.03 (A)(1) for discussion or consideration of assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body. Staff Resource: Town Council

On a motion by Councilor Brad Gordon, seconded by Vice Mayor Bruce George, Council voted unanimously to go into Executive Session at 9:02 a.m.

Council resumed Special Session at 9:48 a.m. and did not take any action

5. **Adjournment**
The meeting was adjourned at 9:49 a.m.

_____
Charles German, Mayor

_____
Virginia Jones, Recording Secretary

CERTIFICATION
I hereby certify that the foregoing Minutes are true and accurate accounting of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town of Camp Verde, Arizona, held on July 31, 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

4a 5

DRAFT MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, AUGUST 5, 2015 at 6:30 P.M.

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

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

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

Also Present
Marshal Nancy Gardner, Town Clerk Virginia Jones, and Recording Secretary Saepyol Choe.

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

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

a) **Approval of the Minutes:**
   1) Council Hears Planning & Zoning Matters - July 22, 2015
   2) Executive Session – July 22, 2015 (recorded)
   3) Special Session – July 15, 2015
   4) Regular Session – July 15, 2015

b) **Set Next Meeting, Date and Time:**
   1) Wednesday, August 12, 2015 at 5:30 p.m. Work Session
   2) Friday, August 14, 2015 at 9:00 a.m. Manager Evaluation and Goal Setting
   3) Wednesday, August 19, 2015 at 6:30 p.m. Council Hears Planning & Zoning Matters-Cancelled

c) **Possible approval of Resolution 2015-950 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, declaring as a public record that certain document filed with the Town Clerk and entitled "The 2012-2014 Amendments to the Tax code of the Town of Camp Verde".** Staff Resource: Mike Showers

d) **Possible approval of Ordinance 2015-A411, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Arizona, relating to the Transaction Privilege Tax; adopting "The 2012-2014 amendments to the tax code of the Town of Camp Verde" by Reference; establishing effective dates; providing penalties for violations.** Staff Resource: Mike Showers

e) **POSSIBLE APPROVAL TO RESCIND THE JULY 15, 2015 MOTION CALLING FOR A SPECIAL RECALL ELECTION TO BE HELD ON NOVEMBER 3, 2015 FOR THE RECALL OF COUNCIL MEMBER BRUCE GEORGE, AS ADVISED BY THE TOWN ATTORNEY.**

f) **POSSIBLE APPROVAL TO MOVE $8,000.00 FROM CONTINGENCY BUDGET LINE TO THE MAINTENANCE CONTRACT LABOR BUDGET LINE IN THE FY 15 BUDGET.** STAFF RESOURCE: MIKE SHOWERS.

On a motion by Vice Mayor George, seconded by Baker, Council voted unanimously to pull Item 4e for discussion, and to approve the remainder of the Consent Agenda.

On a motion by Councilor Gordon, seconded by Jones, Council voted 4-1 to approve rescinding the July 15, 2015 motion calling for a special recall election to be held on November 3, 2015 for the recall of Council member Bruce George, as advised by the Town Attorney. Jackie Baker voted "No," and Vice Mayor George abstained.

Councilor Baker explained that she could not support rescinding the election in order to support the many citizens who have expressed concerns that their rights are not being protected. She acknowledged that the County already deleted the recall election from their records, but wished to recognize all the citizens who signed the petitions in good faith.

5. **Special Announcements and presentations:**
   - **There are no Special Announcements or Presentations**

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

Jim Meredith from the Camp Verde Cavalry announced the Colonel's Daughter race, for ladies ages 13 – 18 at Fort Verde, Sunday, September 27th at Noon. Three judges from around the state will judge contestants in the areas of Horsemanship, Poise & Personality (period dress), and Question & Answer. Winners will ride in the Fort Verde Days Parade with the Honor Guard and Parade Marshal.

Reed McManus and Steve Goetting confirmed with Council that the recall election agenda item was closed for public discussion. Mayor German explained that there would be no public hearing due to the Town Attorney's council to rescind the recall election.

Nikki Miller from Camp Verde Promotions thanked Councilor Gordon for participating in the Fort Verde Days meeting. She asked Council for help with a special Fort Verde Days kick-off event from 3:00 – 4:00 p.m. Friday, October 9th, in celebration of the Sesquicentennial. She suggested that the Mayor jump out of a birthday cake and Council ride in on a wagon. She asked the public to support the Scarecrows around Town contest, in which local businesses, organizations, and citizens design scarecrows to be featured at Fort Verde Days.

Tom Pitts announced the 2-day Rural Policy Forum starting at 8:30 a.m. or 9:00 a.m. on Thursday and Friday at the Clarkdale Clubhouse, for state leaders who wish to learn about the economic opportunities available in the Verde Valley. Cost is $119 to register at door.

7. **Discussion, consideration and possible approval of Special Event Liquor License application for Montezuma Rimrock Fire District Auxiliary for a fundraiser to be held at 115 Camp Lincoln In Camp Verde, AZ 86322 on September 26, 2015.** Staff Resource: Virginia Jones

On a motion by Councilor Baker, seconded by Vice Mayor George, Council voted unanimously to approve the Special Event Liquor License application for Montezuma Rimrock Fire District Auxiliary for a fundraiser to be held at 115 Camp Lincoln in Camp Verde, AZ 86322 on September 26, 2015.

Jerry Taylor asked Council to support this fundraiser for the Fire District Auxiliary. Lou Lane, from the Fire District Auxiliary, reported that the fundraiser would take place at Babe and John McReynold's property by the school, which has a 400-person capacity. Camp Verde and Montezuma Rimrock are working together on this event. A generous donor has sponsored the David Parker Band, which has performed in Branson, MO and Nashville, TN. Cost is $25 for tickets, the food will be excellent, there will be door prizes, and Budweiser is sponsoring some products for the event.

Public Hearing

John McReynolds, owner of Campo De Ensueno, said he was proud to host this event, which is bringing communities together for a good cause.

8. **Discussion, consideration, and possible instruction to the Mayor as to how to vote on the proposed League Resolutions at the League of Arizona Cities and Towns (LACT) League Resolution Committee meeting on August 18, 2015 at 1:30 p.m. located at the Starr Pass Resort in Tucson. The following is a summary of the proposed resolutions (the resolution numbers are established by the LACT) :**

- **Resolution BFED1-Establish a statutory mechanism enabling local government to create renewable energy and conservation financing districts for commercial properties. City of Flagstaff Sponsoring City.**
  Council supports this resolution.

  Council Baker confirmed that the League's pros and cons for each item were included in packet.

- **Resolution BRED-2-Seek legislation to allow cities and towns to invest in infrastructure and other improvements in a designated area, and pay for the investments via the increased property tax revenue generated by the new development. City of Surprise Sponsoring City**
  Council was mainly neutral and recommended that the Mayor consider the discussion and information presented at the committee meeting.

  Public Hearing
  Tom Pitts asked Council to support this resolution, as it allows for tax incremental financing by any taxing authority. If a school district wanted to expand classrooms or the sewer district needed to expand its infrastructure, economic developers would pay the expenses upfront, then be reimbursed later through tax revenues. This allows tax authorities and developers to invest in the community, move forward with projects, and recapture some of the cost. Tax authorities can set up all the parameters. Think about how much money the schools lost; this is a tool for them.

  Vice Mayor George said that he did not support this resolution due to it sounding like a convoluted way of replacing impact fees that could be open to misinterpretation. He was concerned the taxes would be hard to collect and track.

  Mayor confirmed that the tax authority would be in the driver's seat. Councilor Baker asked if it would first be necessary to institute a property tax. Pitts replied that the tax could be collected through the County instead of the Town. Councilor Jones cited the Archeology Center project as an example of how this would work.

- **Resolution GAHRE 1-Conduct thorough reform of the PSPRS (Public Service Retirement System) based on the principles provided by the PSPRS Task Force in the Yardstick document adopted by the League of Arizona Cities and Towns Executive Committee. This also includes specific aid for cities and towns to deal with unfunded liability of the system. Submitted by League Staff**
  Council supports this resolution.

  Councilor Gordon said this is needed for ASRS as well.

- **Resolution GAHRE 2-Urges the Legislature to amend ARS 39-121.01 to allow cities and towns to place reasonable balances on public record requests that are overbroad or abusive and on the frequency on requests. Submitted by the City of Yuma.**
  Council supports this resolution.

  Councilors Baker and Whatley supported granting some relief without affecting transparency.

- **GAHRE 3 – Develop and pass legislation to make the requirements for annexation a more simple and flexible process. Submitted by Town of Oro Valley and City of Yuma.**
  Council supports this resolution.

  Council stated there is no need for this in Camp Verde, but would support it for other Towns and Cities.

- **GAHRE 4 – Provide relief from the proportional width and length requirements of current annexation statute if the minimum adjoin boundary of the property meets the minimum 300 foot requirement, there is a single property owner, and both the city or town and the property owner desire annexation, thus allowing the annexation of the entire parcel in one process. Submitted by Town of Queen Creek.**
  Council supports this resolution.

  Council stated there is no need for this in Camp Verde, but had no objections.

- **GAHRE 5 – Methods for financing and operation & maintenance of retention and detention basins.** Note: This resolution was not on the second Amended Agenda, but Council and Staff agreed to include it since it was in the Council packet and advertised on the web.
  Council supports this resolution.

  Councilor Jones stated that this is a critical issue to Camp Verde.

- **Resolution NSQL 1-Partner with cities and towns for the operation and maintenance of Arizona State Parks under long term leases, for a nominal amount, and participate financially by providing for a dedicated fund mechanism to share a portion of the costs. Submitted by City of Yuma.**
  Councilors Baker and Vice Mayor George did not agree with this resolution, but recommended that the Mayor research the matter and consider the information presented at the committee meeting.

  Public Hearing
  Tom Pitts said he talked to Yuma and state prisons, when they were defunded. Water parks stayed in business, but anything without screaming revenue—all the history and family jewels of the state were shut down. Many of the state legislators have limited knowledge of state parks and their importance. This gives us a seat at the table, a larger voice in the operation, a way to participate to save our state parks. Yuma and Jerome have done this and have been able to help manage, operate, and develop merchandise to generate revenue. This keeps a back door opened when threatened.

  Mayor German expressed concern that this would become the norm and state parks would go away. Vice Mayor George said this was not beneficial for small historical parks like Riordan in Flagstaff, according to reports he has heard. He said if a park becomes run down on a long-

term lease, then the state would have to step in and put money into it.

Tom Pitts said without this resolution, it would be possible for the State to sweep whatever the Town has invested.

Councilor Baker said that Camp Verde's short-term agreement was user-friendly, and was not sure that a long-term lease would provide much more benefit, even if the contract always provided an "out."

- **Resolution NSQL 2-Restore the Arizona Housing Trust Fund. Submitted by the City of Flagstaff.**
  Council supports this resolution.

- **Resolution NSQL 3 – Recommendation for the authorization of expenditure and full appropriations through the reenactment of repealed ARS 41-501, 503 and 504 to restore the Arizona State Park Heritage Funds. Submitted by Town of Sahuarita.**
  Council supports this resolution.

- **Resolution NSQL 4-Proposing the expansion of state licensure requirements and local enforcement authority for sober living housing. Submitted by City of Prescott.**
  Council was mainly neutral and recommended that the Mayor consider the discussion and information presented at the committee meeting.

  Councilor Gordon explained that sober living housing is allowed in any zoning, like schools and churches. He does not usually like to regulate matters like this, but that he has seen neighborhoods in Gilbert and Phoenix up in arms about drug deals and vandalization; so it could become a problem. Baker said the discussion at the meeting would help, and that more information would come to light.

- **Resolution TIPW 1-Urge the Federal Aviation Administration (FAA) to improve its communication with municipalities when studying changes to potential flight paths that would have a significant adverse aircraft noise impact on residential communities and urge Congress to amend key portions of the FAA Modernization and Reform Act of 2012 that would help achieve the aforementioned request. Submitted by City of Phoenix.**
  Council supports this resolution.

  Public Hearing
  Tony Gioia asked Council to support this resolution due to its importance in noise control. Twelve years ago, he was asked to analyze a book of flight patterns, which showed the Verde Valley as the center of the new proposed flight paths to the Northwest and Chicago. All the local governments were alerted and they voted against it. Now our hikes in the wilderness remain quiet and all those planes are flying over Payson.

- **Resolution TIPW 2-Urges the Legislature to stop future sweeps of Highway User Revenue Funds (HURF) allocated to Arizona cities and towns, and to restore HURF funding to FY2008 levels. Submitted by City of Yuma.**
  Council resoundingly supports this resolution.

- **Resolution TIPW 3-Support the inclusion of funding to accelerate design and construction of State Route 189 in ADOT's Five-Year Transportation Facilities**

Construction Program. Submitted by City of Tucson.
Council supports this resolution.

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

10. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Fire District, 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.

Baker and Whatley thanked the Marshal and volunteers for a successful National Night Out.

Mayor German reported that approximately 600 adults and 300 kids attended National Night Out. He had a very successful meeting with the Tribal Chairman with Steve Ayers, about recreation on the river and the Hwy 260 roundabouts.

Vice Mayor George attended the Yavapai College Advisory Board Meeting and noted he also attended and was newly elected to the Verde Valley Nature Organization Board Meeting.

Gordon attended the General Plan meeting, recognized Cat Davis and Tony Gioia for their input, and invited the public to participate. He attended National Night Out, and the Camp Verde Promotions Fort Verde Days meeting. He attended a meeting with the State Park and Forest Service, and a Verde River recreation plan meeting, in which 40 people participated.

11. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
None.

12. **Adjournment**
Mayor German adjourned the meeting at 7:37 p.m.

_____
Charles German, Mayor

_____
Saepyol Choe, 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 August 5, 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

4a_b

DRAFT MINUTES
WORK SESSION
MAYOR AND COMMON COUNCIL
Of the TOWN OF CAMP VERDE
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, August 12, 2015 at 5:30 p.m.

1. **Call to Order**
Mayor called the meeting to order at 5:30 p.m.

2. **Roll Call**
Mayor Charles German, Vice Mayor Bruce George, Councilor Robin Whatley, Brad Gordon, Jackie Baker, Jessie Jones and Carol German.

Also Present: Town Manager Russ Martin, Town Clerk Virginia Jones, Community Development Director Mike Jenkins, Building Official Robert Foreman, Permit Tech/Building Inspector Emily Diver, Assistant Planner Jenna Owens, Community Development Director Steve Ayers, Deputy Baisel and Transcriptionist Julie Scott.

3. **Pledge of Allegiance**
Councilor Whatley led the pledge.

4. **Update, discussion and possible direction to staff regarding, but not limited to, the Community Development Process, Existing Building Codes, International Building/Residential Codes.**

Town Manager Russ Martin stated this item is before Council to bring them up to date regarding the process and what is involved in the permitting process, including Building Permits as well as Zoning issues. Martin also cautioned Council when asking questions regarding current permits to not make them 'specific'. Martin indicated that the town attorney has clarified that the permit application does not become a public record until the permit has been issued.

Community Development Director Mike Jenkins informed Council that he is saddened to announce that Jenna Owens is retiring at the end of the month, they are currently advertising for an Assistant Planner/Administrative Assistant. Jenkins also reminded Council of recent ordinances brought before them updating the Town Code and the Planning and Zoning Ordinance. Previous items brought before Council included the Building Department taking over for the Office of Manufactured Housing, designation for Heavy auto repaid, and administrative changes in the Mining Use Permit process.

Building Official Robert Foreman discussed the approximate time limits it takes to complete a building permit, once the applicant has submitted a complete application. In response to Council asking for clarification regarding public records request, and questioning what is public and what is not, Mr. Foreman advised them that the application is public, however, the plans are not part of the public record and for those item to released, and the Town would have to have written permission from the owner. Mr. Foreman stated that once he receives a completed application the time-line for a Commercial Permit is approximately ten (10) working days, and Residential Permits take approximately seven (7) days.

In response to the question, 'what is a completed application?' Mr. Foreman stated the following items must be:

- Owner Information

- Property Location
- Parcel Number
- Complete Set of Plans
- Water Information
- Septic Information
- Plot Plan
- Contractor Information

The application is forwarded from the Building Department to Zoning. Yavapai County Flood Control, Yavapai County Environmental Services, and the Camp Verde Sanitary District. Once the comments are received from the different agencies, the plan review is completed. Commercial applications must also be reviewed by the Camp Verde Fire Department, Public Works and sometimes other agencies.

Town Manager Russ Martin addressed access issues and Fire Chief Terry Kellar explained the Town is not a pre-planned community so they have learned to deal with issues and they arise. Mr. Kellar stated that it is frustrating with the various obstacles during an emergency
Council discussed ideas to better assist and educate citizens and the possibility of future purchases of fire hydrants and perhaps adding language to the next franchise agreement with the Water Company to help achieve that goal.

Fire Marshal Kristi Gagnon spoke about the importance of the fire codes and that they are in place to keep the community safe. She assured Council that they do have flexibility to work within the codes, especially when it is an existing building as they seek to fulfill the intent of the code
The Mayor called a five-minute recess at 6:50 p.m. The meeting resumed at 6:58 p.m.

Public Comment

Leah Robbins stated the assistance she has received from the town is amazing, and there is no negative side to it. Robbins stated that staff is persistent, and they get the information to the applicant as quickly as possible, complimenting the staff by saying, she does not believe there is room for any improvement.

Tom Pitts stated that he is the Chairperson for Rural Economic Development and they are attempting to set up a formal network with the state.

5. **Update, discussion and possible direction to staff regarding the e-Civis Grant Program.**

Town Manager Russ Martin gave an overview of the program informing Council of a recent audit done by e-Civis in regards to the Towns' usage, and how recently some staff has approached him asking not to let the program go, as they want to utilize it and make it a priority.

Councilor Bruce George reviewed grants that are currently being pursued by various department within the Town and believes the program is useful, and thinks we should continue.

Council questioned if the program provided assistance or if it is just a search engine, stating they believed the program could be useful but needs to be utilized all the time to be financially beneficial.
Steve Ayers- clarified the process and what E-Civis provides, how it helps sort through grants that users would not even qualify for upon further investigation.

Public Comment
Tom Pitts stated he is a professional grant writer and knows that Kathy Hellman from the Library Is very active in the grant process. E-Civis opens doors for development but it takes lots of work and homework. Mr. Pitts stated he believes a grant committee would be beneficial to the Town, and offered his help.

Council directed staff to place an item on the September Council agenda for possible approval or disapproval.

6. **Discussion and possible direction to staff regarding implementing a monthly award and possible sponsorship from business owners relative to beautification, included but not limited to areas in Town designated for possible sponsorship by various business, and awards to business that keep their premises clean and attractive. Discussion may include, but not limited to: 1) the criteria for being nominated, 2) who would decide the winner, 3) who would be in charge of the awards, 4) what would the prize be and 5) where will the funding come from.**

Town Manager Russ Martin reviewed what other communities have done ~~for~~ as a beautification project, and how this could promote a 'positive' attitude for the Community.

Council discussed in length different ideas and locations that were in need of beautification, especially the Main Entry ways into Town off Highway 260. Council also agreed it would be nice to have a committee determining how and who received awards, hoping that the newly formed Tree Committee Members would be willing to work on the project.

Public Comment

Cat Davis-Agreed the program is a wonderful idea. Informed Council that part of the charter mandate of the Tree Committee is not to influence over private properties and only extends to Town Properties and does not want to over step their boundaries. She strongly suggested the town speak to the Dark Skies program before going forth with Solar lights.

Leah Robbins-We should try to master the commercial beautification before we start residential. The awards should be monthly for individual businesses; the entrances from 260 should be quarterly and I like the idea of the solar lighting. Shared a program called Arizona Dollars, an Arizona based program where you can exchange services, buy in for $300.00 and you get the same in return. Encourage businesses, as it keeps it local and shoppers local. Suggested the Town should utilize their Facebook page to get more information out to the public, and believes there should be input from the community on the new program.

Ron Posten suggested we just do a simple Thank you to businesses, and we do need a committee for this new program, possibly a maintenance group that helps with easements and get the town more involved.

Adjournment

Meeting adjourned at 8:10 p.m.

Charles German, Mayor

Julie Scott, Transcriptionist

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 Work Session of the Town Council of Camp Verde, Arizona, held on August 12, 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

4a 7

MINUTES
SPECIAL SESSION
EXECUTIVE SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
FRIDAY, August 14, 2015 at 9:00 A.M.

1. **Call to Order**
Mayor German called the meeting to order at 9:00 a.m.

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

Also Present:
Town Manager Russ Martin and Town Clerk Virginia Jones

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

4. **Discussion of the Town Manager's Annual Performance review. Note:** Council may vote to hear this matter in Executive Session pursuant to ARS §38-431.03 (A)(1) for discussion or consideration of assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body. Staff Resource: Town Council

On a motion by Councilor Brad Gordon, seconded by Vice Mayor Bruce George, Council voted unanimously to adjourn to Executive session at 9:02 a.m.

Town Clerk Virginia Jones left the meeting

Council resumed Special Session at 10:29 a.m.

5. **Adjournment**

The meeting adjourned at 10:30 a.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 August 14, 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.C

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: September 2, 2015

☒ Consent Agenda ☐ Decision Agenda ☐ Executive Session Requested

☐ Presentation Only ☐ Action/Presentation

Requesting Department: Public Works – HURF Division

Staff Resource/Contact Person: Ron Long

Agenda Title (be exact): Discussion, consideration and possible authorization to award Agreement 15-111, Townsite Phase III Road Construction Project, to the apparent low bidder, Fann Contracting Inc. in the amount of $309,128

List Attached Documents: Agreement (10 Pages) Bid Posting (1 Page)
Registrar of Contractor License Information (1 Page)

Estimated Presentation Time: N/A.

Estimated Discussion Time: N/A

Reviews Completed by:

☒ **Department Head:** Ron Long **Town Attorney Comments:** Signed Agreement

☒ **Finance Department**

Grant funding for construction is $266,694 ($5,300 awarded for administration), Council authorized HURF funds in the amount of $152,000 to cover the required match; a total of $418,694 is approved for this project

Comments:

Background Information: In September, 2014, Camp Verde was awarded CDBG (Community Development Block Grant) #104-15 for Townsite Improvements Phase III, in the amount of $266,694. The funds will be used for street improvements from Arnold St. to Hollamon: Arnold Terrace, 3rd, 4th, 5th Streets between Arnold Street and Hollamon.

A Request for Quote was posted on July 29, 2015, the pre-bid meeting was held on August 4th, seven contractors attended the mandatory meeting. Four contractors submitted bids on August 4th. Bids ranged from $300,128 to $417,333. The apparent low bidder is Fann Contracting Inc., P.O. Box 436, Prescott, Arizona 86302

Recommended Action (Motion): Move to approve and authorize execution of Agreement #15-111, Townsite Phase III Road Construction Project, to the apparent low bidder, Fann Contracting Inc., in the amount of $309,128.

Instructions to the Clerk: Mayor to execute two originals, forward one original to Fann Contracting, Inc. P.O. Box 4356, Prescott, Arizona 86302

TOWN of Camp Verde
395 S. Main Street, Camp Verde, AZ 86322

TOWN Council

Mayor: Charles German

Vice Mayor: Bruce George

Council Member: Jackie Baker

Council Member: Carol German

Council Member: Brad Gordon

Council Member: Jessie Jones

Council Member: Robin Whatley

Public Works Department
Townsite Improvement Project – Phase III
Community Development Block Grant #104-15

TOWN OF CAMP VERDE BID NO.: 15-111

Ron Long, Public Works Director
(928) 554-0823
Fax: (928) 567-1540
E-Mail: ron.long@campverde.az.gov
deb.ranney@campverde.az.gov

Town of Camp Verde

CONTRACTOR AGREEMENT

THIS AGREEMENT, made and entered into this 2nd day of September, 2015, by and between the TOWN of Camp Verde, Yavapai County, State of Arizona (herein called the "**TOWN**") acting herein by the **Mayor, Charles German,** and Common Council, party of the first part, and Contractor, FANN CONTRACTING, INC. (hereinafter called the "**CONTRACTOR**") party of the second part.

WITNESSETH THAT:

The TOWN is in receipt of Community Development Block Grant # 104-15, from the Arizona Department of Housing to resurface approximately 9,620 square yards of asphalt roads as outlined in the plans and specifications for Townsite Improvements Phase III. The TOWN desires to engage the CONTRACTOR to render construction services for the project

1. **Work**
   CONTRACTOR shall complete all work as specified in the bid documents and set forth in detail in The Project Manual and incorporated in this Agreement. CONTRACTOR shall furnish the qualified personnel, materials, equipment and other items necessary to carry out the terms of this Agreement. CONTRACTOR shall be responsible for, and in full control of the work of all such personnel.

2. **Access to Information**
   It is agreed that all information, data reports, records as exist, available and necessary for carrying out of the work outlined in detail in The Project Manual and Bid Documents have been furnished to the CONTRACTOR by the TOWN and its agencies. CONTRACTOR hereby acknowledges receipt of same. No charge will be made to the CONTRACTOR for such information and the TOWN and its agencies will cooperate with the CONTRACTOR in every way possible to facilitate the performance of the work described herein.

3. **Project Manager - Administration**
   The TOWN has designated Public Works Director, Ron Long P.E., as the Project Manager, Stacy Perry, Streets Foreman as the Field Manager. The Project Manager and the Field Manager shall be empowered to perform all administrative functions as required for management of the project.

4. **Agreement Times**
   The work will be completed and ready for final payment within **90** calendar days of the date in the Notice to Proceed. The CONTRACTOR has submitted a project schedule to the TOWN Project Manager with their sealed bid.

5. **Compensation**
   The maximum amount of compensation and reimbursement to be paid hereunder shall not exceed: 309,128 (Three Hundred Nine Thousand One Hundred Twenty Eight Dollars). Originals of the Applications for Payment are to be submitted to:

The TOWN of Camp Verde
Attention: Deborah Ranney
395 S. Main Street
Camp Verde, AZ 86322

The Project Manager shall verify completion of all work as outlined in The Project Manual

6. Termination of Agreement

a. If, for any reason, the CONTRACTOR shall fail to fulfill in a timely and proper manner his/her obligations under this Agreement, or if the CONTRACTOR shall violate any of the covenants, accords, or stipulations of this Agreement, the TOWN shall thereupon have the right to terminate the Agreement by giving written notice to the CONTRACTOR of such termination and specifying the effective date thereof. In such event, all finished or unfinished site or structural improvements as well as all materials or equipment acquired or stored by the CONTRACTOR under this Agreement shall, at the option of the TOWN, become TOWN's property and the CONTRACTOR shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

Notwithstanding the above, the CONTRACTOR shall not be relieved of liability to the TOWN for damages sustained by the TOWN by virtue of any breach of the Agreement by the CONTRACTOR, and the TOWN may withhold any payments to the CONTRACTOR for the purpose of set-off until such time as the exact amount of damages due the TOWN from the CONTRACTOR is determined.

b. The TOWN may terminate this Agreement at any time by giving at least ten (10) days' notice in writing to the CONTRACTOR. If the Agreement is terminated by the TOWN as provided herein, the CONTRACTOR will be paid as provided in the Addendum for the time expended and expenses incurred up to the termination date. If this Agreement is terminated due to the fault of the CONTRACTOR, Paragraph 7.a hereof relative to termination shall apply.

c. This Agreement may be terminated as per A.R.S. §38-511, Conflict of Interest.

7. Miscellaneous Provisions

a. This Agreement shall be construed under and in accordance with the laws of the State of Arizona, and all obligations of the parties created hereunder are performable in Camp Verde, Yavapai County, Arizona.

b. This Agreement shall be binding upon and ensure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns where permitted by this Agreement. In any case one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable said holding shall not affect any other provision hereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision and never been contained herein.

c. Action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to recover, in addition to costs, such sum as the court including the appellate court, may adjudge reasonable as attorney fees.

d. This Agreement represents the entire understanding of the TOWN and CONTRACTOR as to those matters contained in this Agreement, and no prior oral or written understanding shall be of any force or effect with respect This Agreement may be amended only by mutual understanding of the parties hereto in writing to be attached to and incorporated into this Agreement.

8. Project Familiarity and Identification of Conflicts

In order to induce the TOWN of Camp Verde to enter into this Agreement, CONTRACTOR makes the following representation:

a. CONTRACTOR has familiarized himself/herself with the nature and extent of the Agreement documents, work, site, locality, and all local conditions and laws and regulations that in any manner may affect cost, progress, performance, or furnishing of the work.

b. CONTRACTOR has given the Project Manager a written notice of all conflicts, errors, or discrepancies discovered in the Agreement documents and the written resolution thereof by the Project Manager is acceptable to the CONTRACTOR.

c. CONTRACTOR has examined and carefully studied the Agreement documents and other related data identified in the bidding documents.

d. CONTRACTOR is familiar with the satisfied as to all federal, state and local laws and regulations that may affect cost, progress, performance and furnishing of the work.

9. Insurance

The CONTRACTOR shall procure and maintain, at CONTRACTOR'S sole expense, until completion of the Project the following insurance coverages:

a. General Liability: as shall protect the CONTRACTOR and the TOWN from claims for bodily injury, personal injury, and property damage which may arise out of the nature of the work or from operations under this contract ***and names the Town of Camp Verde, AZ as an additional insured (with corresponding endorsement relative to the additionally insured indemnification) in connection with the contracting services as provided herein.***

The CONTRACTOR shall have general liability coverage on a per project basis, per occurrence, and in comprehensive form.

At a minimum, the CONTRACTOR shall provide general liability and excess general liability coverage in the following amounts:

i.) Commercial General Liability
Each Occurrence $1,000,000
General Aggregate $2,000,000

b. Workers' Compensation Insurance (**Statutory**): CONTRACTOR shall furnish to the TOWN with satisfactory proof that he or she has, for the period covered under the Agreement, full Workers' Compensation coverage for all persons whom the CONTRACTOR may employ directly, or through subcontractors, in carrying out the work contemplated under the Agreement, and shall hold the TOWN free and harmless for all personal injuries of all persons whom the CONTRACTOR may employ directly or through subcontractors. Coverage Statutory, plus Coverage A: Each Accident, B: Each Employee and C: Disease, Each $1,000,000.

c. Commercial Automobile Liability: CONTRACTOR shall procure, and maintain, at CONTRACTOR'S sole expense, until the completion of the Agreement, coverage for any auto, including non-owned and hired autos, with a combined single limit of $1,000,000 per occurrence (each accident) and name the Town of Camp Verde, AZ as an additional insured (with corresponding endorsement relative to the additionally insured indemnification) in connection with the services as provided herein.

d. Property Insurance: The CONTRACTOR shall have property insurance for protection from claims or damages because of damage to or destruction of property including loss of use resulting therefrom in an amount not less than $1,000,000. The TOWN shall be held harmless for any damage to the CONTRACTOR'S property and/or equipment during the course of executing the Agreement.

e. The CONTRACTOR shall keep said policies in force for the duration of the Agreement and for any possible extension thereof. The policy shall not be suspended, voided, canceled or reduced in coverage for the duration of the Agreement and for any possible extension thereof without at least thirty (30) days' notice of cancellation of material change in coverage. Such notice shall be sent directly to Town of Camp Verde, 473 S. Main Street, Ste. 102, Camp Verde, AZ 86322, Attn: Risk Manager.

f. All carriers shall be approved to write insurance in the State of Arizona and possess an A- or better A.M. Best rating.

g. With the execution of this Agreement, prior to the Notice To Proceed, Issued, CONTRACTOR shall simultaneously furnish to the TOWN of Camp Verde any original Certificates of Insurance and corresponding endorsement(s) evidencing the required coverage to be in force on the date of this Agreement establishing that the contractor and all subcontractors have complied with insurance requirements previously stated.

h. CONTRACTOR shall furnish to the TOWN any renewal Certificates of Insurance and corresponding endorsement(s) evidencing the required coverage (if coverage has an expiration or renewal dates occurring during the term of this Agreement).

i. The receipt of any Certificate of Insurance and endorsement does not constitute an agreement by the TOWN that insurance requirements have been met.

j. Failure of CONTRACTOR to obtain Certificates or other insurance evidence from other subcontractors shall not be deemed a waiver by the TOWN.

k. The CONTRACTOR'S liability under this Agreement is not in any way limited by the insurance required by this Agreement.

l. Failure to comply with insurance requirements may be regarded as a breach of the Agreement terms.

10. Indemnity

CONTRACTOR agrees, to the fullest extent permitted by law, to indemnify, defend, save and hold harmless the TOWN, its departments, agencies, boards, commissions, and its officers, officials, agents, and employees (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of CONTRACTOR or any of its owners, officers, directors, agents, employees or subcontractors. This indemnity

includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such CONTRACTOR to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising from the negligent or willful acts or omissions of the Indemnitee, be indemnified by CONTRACTOR from and against any and all claims. It is agreed that CONTRACTOR will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of the award of this Agreement, the CONTRACTOR agrees to waive all rights of subrogation against the TOWN, its officers, officials, agents and employees for losses arising from the work performed by the CONTRACTOR for the TOWN.

11. Agreement Documents

The Agreement documents which comprise the entire Agreement between the TOWN and the CONTRACTOR concerning the work consist of the following:

a. This Agreement (6 Pages)
b. Townsite Improvement Phase III Project Manual
c. Performance, Payment and other Bonds: The bidder to whom an award is made will be required to execute a Performance and Payment Bond, each in 100 percent of the amount of the bid.
d. Certificate(s) of Insurance
e. Notice of Award
f. Notice to Proceed
g. All bidding documents
   i) Invitation to Bid
   ii) Information for Bidders
   iv) Project/Bid & Contractor's Schedule

IN WITNESSETH HEREOF, the parties have hereunto set their hands and seals.

Town of Camp Verde

Approved as to Form:

_____ _____

TOWN Attorney *Mayor, Charles German*

Attest:

_____

TOWN Clerk, Virginia Jones

CONTRACTOR: Fann Contracting Inc.

_____

Michael Fann, President

IN WITNESSETH HEREOF, the parties have hereunto set their hands and seals.

Town of Camp Verde

Approved as to Form:

TOWN Attorney

Mayor, Charles German

Attest:

TOWN Clerk, Virginia Jones

CONTRACTOR: Fann Contracting Inc.

Michael Fann, President

4.d

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: September 2, 2015

☒ 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): Possible authorization to proceed with two applications to Water Infrastructure Finance Authority of Arizona (WIFA): SR-260 for the Sewer Collection System Expansion Master Plan in the amount of $35,000 and The Wastewater Treatment Plant Energy Efficiency Study in the amount of $35,000

List Attached Documents: IGA

Estimated Presentation Time: N/A

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:** *$60,000*

Comments: Council approved $60,000 for the Sewer Expansion Study, the maximum grant is $35,000 which will be used to off-set this cost. If approved as green project, the Wastewater Treatment Plant Energy Efficiency Study will be fully funded.

Background Information: In order to coordinate the sewer expansion on the west side of I-17 with SR-260 project the Town requires a technical plan to locate pump/lift stations and placements for Sleeves within the project rights of way. Council has provided funding for work to begin. Shephard Wesnitzer Inc. has been retained to complete the task. Under the 2016 WIFA Planning and Design Technical Assistance, the Town may be eligible to receive up to $35,000 to offset the cost of the $70,000 study.

Due to the required processes the, Wastewater Treatment Plant has the highest electric use of all Town Departments. Wendel Companies has proposed providing the Town with a report that identifies options to reduce operating budgets and energy consumption, including possible photo voltaic (solar) system. Staff believes this will qualify as a WIFA "green project". If the application is approved, the cost of the study, $35,000, will be paid in full by

the WIFA grant. This study will evaluate the Aeration System, Lighting and Lighting Controls, Solids Dewatering & Disposal, and identify suitable locations for a Photo Voltaic Array

Recommended Action (Motion): Move to authorize submission of two grant applications to Water Infrastructure Finance Authority of Arizona (WIFA) for the SR-260 Sewer Collection System Expansion Master Plan in the amount of $35,000 and The Wastewater Treatment Plant Energy Efficiency Study in the amount of $35,000

Instructions to Clerk:

4.e

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: September 2, 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

Agenda Title (exact): Proposal to change October closed day from the Saturday of Fort Verde Days to the Monday that the Federal Government recognizes as Columbus Day.

List Attached Documents: N/A

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews Completed by:

☒ **Department Head: Kathy Hellman** ☐ **Town Attorney Comments**: N/A

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

Finance Director Comments/Fund:

Fiscal Impact: N/A

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

Comments:

Background Information:

The Library has closed the last couple of years during the Saturday of Fort Verde Days celebrations. We would like to stay open on Saturday and close on Monday so that we can have an all-staff training day. Since the Federal Government closes on the Monday that Columbus Day is recognized, many people expect the Library to be closed also. This seems like a great opportunity for several hours dedicated to staff development programs that all staff can participate in together.

Recommended Action (Motion): Direct library staff to change the October closed day from the Saturday of Fort Verde Days to the Monday that the Federal Government recognizes as Columbus Day.

Instructions to the Clerk: None

4.F

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: 09-02-2015

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

☐ *Presentation Only* ☐ *Action/Presentation* ☐ *Pre-Session Agenda*

Requesting Department: **Court**

Staff Resource/Contact Person: ***Presiding Magistrate, Paul Schlegel***

Agenda Title (be exact):

Discussion, consideration and possible approval of re-appointment for Ronald C. Ramsey, Esq. as an Assistant Magistrate for Camp Verde Municipal Court for a two (2) year term, effective September 18, 2015 and setting an hourly pay rate of $38.00 per hour on an as need basis with a three (3) hour minimum.

Estimated Presentation Time: n/a

Estimated Discussion Time:

Reviews Completed by:

☐ ***Department Head:***_____ ☐ ***Town Attorney Comments:*** N/A

☐ ***Finance Department:*** Budgeted item
Fiscal Impact:
Budget Code: N/A ***Amount Remaining:*** _____
Comments:

Background Information: Town code chapter 5-2-4 states the Town Magistrate may recommend to Council the names of individuals qualified to serve as assistant magistrates, subject to the assignment and direction of the town Magistrate, once appointed. Ronald C Ramsey's services are need to cover court hearings when the Presiding Magistrate is not available due to illness, vacation, training, conflict cases etc.

Recommended Action (Motion): Move to appoint Ronald C. Ramsey as an Assistant Magistrate for a two (2) year term, to serve under the direction of the Town Magistrate at the rate of $38.00 per hour on an as need basis, with a three (3) hour minimum.

Instructions to the Clerk: None

Town of Camp Verde
Camp Verde, Arizona

PROCLAMATION

"A Day to Remember"

Whereas, the unprovoked attacks of September 11, 2001 upon America by foreign terrorists have thrust the United States and other countries into a war it never envisioned, either militarily or diplomatically; and

Whereas, the challenges facing all the civilized people of the world as they relate to the war on terrorism will not end until those fanatics responsible are eliminated or brought to justice; and

Whereas, America is fully committed through "Operation Enduring Freedom" and "Operation Nobel Eagle" to ensure our freedom remains unfettered and sovereign for all generations, now and forever; and

Whereas, world opinion needs to remain focused upon the eradication of these inhuman acts perpetrated around the globe; and

Whereas, one way to accomplish this is to NEVER FORGET that those innocent victims did not die in vain; and

Whereas, America can fight back by reminding the world that the deaths of these people will always be remembered and that they will be forever loved; and

Whereas, a noble and appropriate way to accomplish this is through the annual celebration of their living; and

Whereas, this commemoration should be held each September 11th throughout the land to include:

- **The promotion of global peace and goodwill.**
- **The demonstration of America's resolve and perseverance to win the war on terrorism.**
- **The advancement of responsible citizenship.**
- **The encouragement of responsible citizenship.**
- **The encouragement of patriotism and love of country.**
- **The poignant remembrance of those innocent victims that died on September 11th as heroes, one and all.**

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde, Camp Verde, Arizona, do hereby issue this Proclamation to memorialize those men, women, and children who lost their lives; and be it further declared that this Proclamation be publicized for all to see and know that the citizens of Camp Verde remember with eternal respect those whose lives were suddenly, without cause, and pointlessly taken from them on September 11, 2001.

"May They Forever Rest in Peace and Abide in Our Memories"

Proclaimed this 2nd day of September 2015.

_____

Charles German - Mayor

ATTEST:

_____

Virginia Jones, Town Clerk

Proclamation

be it proclaimed by the Mayor

Town of Camp Verde

Whereas, the library card is the most important school supply of all;

Whereas, libraries play an important role in the education and development of children;

Whereas, libraries bridge the learning gap by offering a wide range of digital and print resources;

Whereas, libraries offer free access to technology and innovative educational programming;

Whereas, libraries continue to transform and expand their services in ways that meet the needs of the communities they serve;

Whereas, a free library card is the coolest card you can own;

Whereas, be it resolved that I (name, title of official) proclaim September Library Card Sign-up Month in (name of city, state) and encourage everyone to sign up for the "smartest card" @ your library.

NOW, THEREFORE, be it resolved that I, Charlie German, Mayor of the Town of Camp Verde, do hereby proclaim September 2015 Library Card Sign-Up month. and encourage everyone to sign up for the "smartest card" @your library.

Library Card Sign-Up Month

I encourage everyone to sign up for the "smartest card" @your library.

dutifully executed this day September 2, 2015.

_____

Mayor
Town of Camp Verde
State of Arizona

Proclamation
Designating
September 7-13, 2015
Suicide Prevention Week

WHEREAS, in the United States, one person dies by suicide every 12.8 minutes, with 41,149 deaths by suicide in our country during 2013;

WHEREAS, in our country, suicide is the 2nd leading cause of death for 15-24 year olds, and is the 10th leading cause of death for people of all ages;

WHEREAS, each person's death by suicide intimately affects at least six other people, with over 200,000 newly bereaved each year;

WHEREAS, in 2013, 1040 Arizonans died by suicide and several thousand friends and family members were changed forever by losing those people;

WHEREAS, many of those people who died may never have received effective behavioral health services for many reasons including the difficulty of accessing services by healthcare providers trained in best practices to reduce suicide risk, the stigma of using behavioral health treatment and the stigma associated with losing a loved one to suicide;

WHEREAS, the Mental Health Coalition of the Verde Valley is comprised of representatives of behavioral health organizations, law enforcement agencies, faith communities, and citizen advocates who are all dedicated to reducing the frequency of suicide attempts and deaths, and the pain for those affected by suicide deaths, through providing resources, education and support.

THEREFORE BE IT RESOLVED that, the Mayor and Common Council of the Town of Camp Verde, do hereby designate September 7-13, 2015, as "Suicide Prevention Week" in the Verde Valley and urge everyone to learn how they can help because suicide prevention is everyone's business.

Passed and approved by a majority vote of the Common Council at the Regular Session of September 2, 2015.

_____
Charles German, Mayor

_____
Date

Attest:

_____
Virginia Jones, Town Clerk
Town Clerk

GRANDFAMILY/KINSHIP CARE MONTH
SEPTEMBER 2015

WHEREAS, This year during the month of September, Grandfamily/Kinship Care Month is observed, the Town of Camp Verde is proud to recognize the children and their grandparents and other relatives who raise them in kinship care and who ensure their safety, promote their well-being and establish a stable household for these young people to thrive, and

WHEREAS, nationally 2.7 million children are living with grandparents and other relatives in kinship care of which over 104,715 caregivers reside in Arizona, and

WHEREAS, relationships with family are crucial for children, it is our responsibility to promote and preserve kinship, sibling, and other familial connections for children in Arizona, and

WHEREAS, Arizonians join to honor famous kinship caregivers such as President George Washington, as well those grandparents and relatives residing in urban, rural suburban households in every county of Arizona who 'famously' stop forward out of love and loyalty to care for relatives when the child's biological parents are no longer able to do so, and

WHEREAS, Arizonians join to honor famous youth who were raised in kinship care such as Maya Angelou, Sandra Day O'Conner, and Barack Obama as well as those children residing in urban, rural and suburban households in every county of Arizona who through the unconditional support of grandparents and other relatives, have successfully addressed the emotional trauma of losing their parents, and

WHEREAS, nationally Grandfamilies/Kinship Caregivers save tax payers more than 6.5 billion dollars a year, and

WHEREAS, one in eleven of all children will live within a kinship family sometime during their childhood, kinship care provides the best opportunity to retain the child's cultural heritage and community ties.

NOW THEREFORE, The Mayor and Common Council of the Town of Camp Verde do hereby proclaim September 2015 to be Grandfamily/Kinship Care Month in the Town of Camp Verde.

Issued this 2nd day of September 2015

_____
Charles German, Mayor

Attest:

_____
Virginia Jones-Town Clerk

Arizona Grandparent Ambassadors

A support network for grandparents who are raising their grandchildren

July 31, 2015

Mayor Bob Burnside
473 S Main St, Suite 102
Camp Verde, AZ 86322

Dear Mayor Burnside,

I'm a 73 year old grandfather raising my grandchild in Arizona. I'm also part of **Arizona Grandparent Ambassadors**, a growing support network for grandparents who are raising their grandchildren. When times were tough, we stepped up to keep our families together and strong. **We are the reason our grandchildren are not in foster care, group homes, or other non-familial settings**. Keeping families together and strong is a basic American value that is shared no matter your race, your political party, or where you live. We are proud and dedicated to raising our grandchildren. Our mission is to support, mobilize, educate, and advocate for Arizona's grandparents who are raising their grandchildren.

The first Sunday after Labor Day (September 13th this year) is National Grandparents Day. Throughout the month of September, the Arizona Grandparent Ambassadors are raising public and government awareness of the benefit Grandparents and other Kinship caregivers provide to the children they care for and to the state of Arizona by asking cities to proclaim September as Grandfamily/Kinship Care Month.

Would you be willing to declare September as Grandfamily/Kinship Care Month in the city of Camp Verde?

Surprise, AZ was the first city to agree to declare September as Grandfamily/Kinship Care Month. Since then, we have also received confirmation that Proclamations will also be presented in Tucson, Apache Junction, Casa Grande, Goodyear, Litchfield and Buckeye. I am writing today to ask that you consider doing the same for your city. I am attaching a copy of our proclamation to use as a sample, or use directly by simply editing the name of the Mayor and City.

We have a statewide press release planned for September 1, 2015, to announce the cities throughout Arizona who will be issuing this proclamation and reiterate the importance of supporting grandfamilies in our communities. Let me know if your city would like to be included in this release, and if we can count on you to issue a similar proclamation in your city. I can be reached at centralazga@gmail.com or by calling 602-456-0762.

Thank you,

John Jacob
Arizona Grandparent Ambassadors

Arizona Grandparent Ambassadors
c/o Children's Action Alliance
4001 N 3rd St. Suite 160
Phoenix, AZ 85012

7.

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: August 26, 2015

☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested

☐ Presentation Only ☐ Action/Presentation

Requesting Department: Clerk's Office

Staff Resource/Contact Person: Virginia Jones

Agenda Title (be exact:) Public hearing, followed by discussion, Consideration and possible approval of Special Event Liquor License for Verde Valley Rangers, Mounted Sheriff's Posse located at 75 E. Hollamon St. Camp Verde AZ 86322. This fundraiser is a part of Fort Verde Days.

List Attached Documents: –Special Event Application

Estimated Presentation Time: 5

Estimated Discussion Time: 5

Reviews Completed by:

☒ **Department Head: Virginia Jones** ☐ **Town Attorney Comments: N/A**

☐ **Finance Department N/A**

Fiscal Impact: None

Budget Code: N/A Amount Remaining: _____

Comments:

Background Information:

Recommended Action (Motion): approve Special Event Liquor License for Verde Valley Rangers, Mounted Sheriff's Posse located at 75 E. Hollamon St., Camp Verde AZ 86322

Instructions to the Clerk: Section II not required. Process application.

State of Arizona Department of Liquor Licenses and Control
800 W. Washington, 5th Floor
Phoenix, AZ 85007
www.azliquor.gov
(602)542-5141

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 APPROVAL

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

DLLC USE ONLY
LICENSE #

1. Name of Organization: VERDE VALLEY RANGERS, MOUNTED SHERIFF'S POSSE
2. Non-Profit/I.R.S. Tax Exempt Number: [redacted]
3. The organization is a: (check one box only)
   - ☐ Charitable
   - ☒ Fraternal (must have regular membership and in existence for over 5 years)
   - ☐ Civic
   - ☐ Political Party, Ballot Measure, or Campaign Committee
   - ☐ Religious
4. What is the purpose of this event? 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. [redacted]
   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) 567-6107
   Site Owner # / 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:	9 OCT 14	FRIDAY	4 PM	9 PM
Day 2:	10 OCT 14	SATURDAY	10 AM.	11 PM
Day 3:	11 OCT 14	SUNDAY	10 AM	4 PM
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 ___ 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 POSE 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

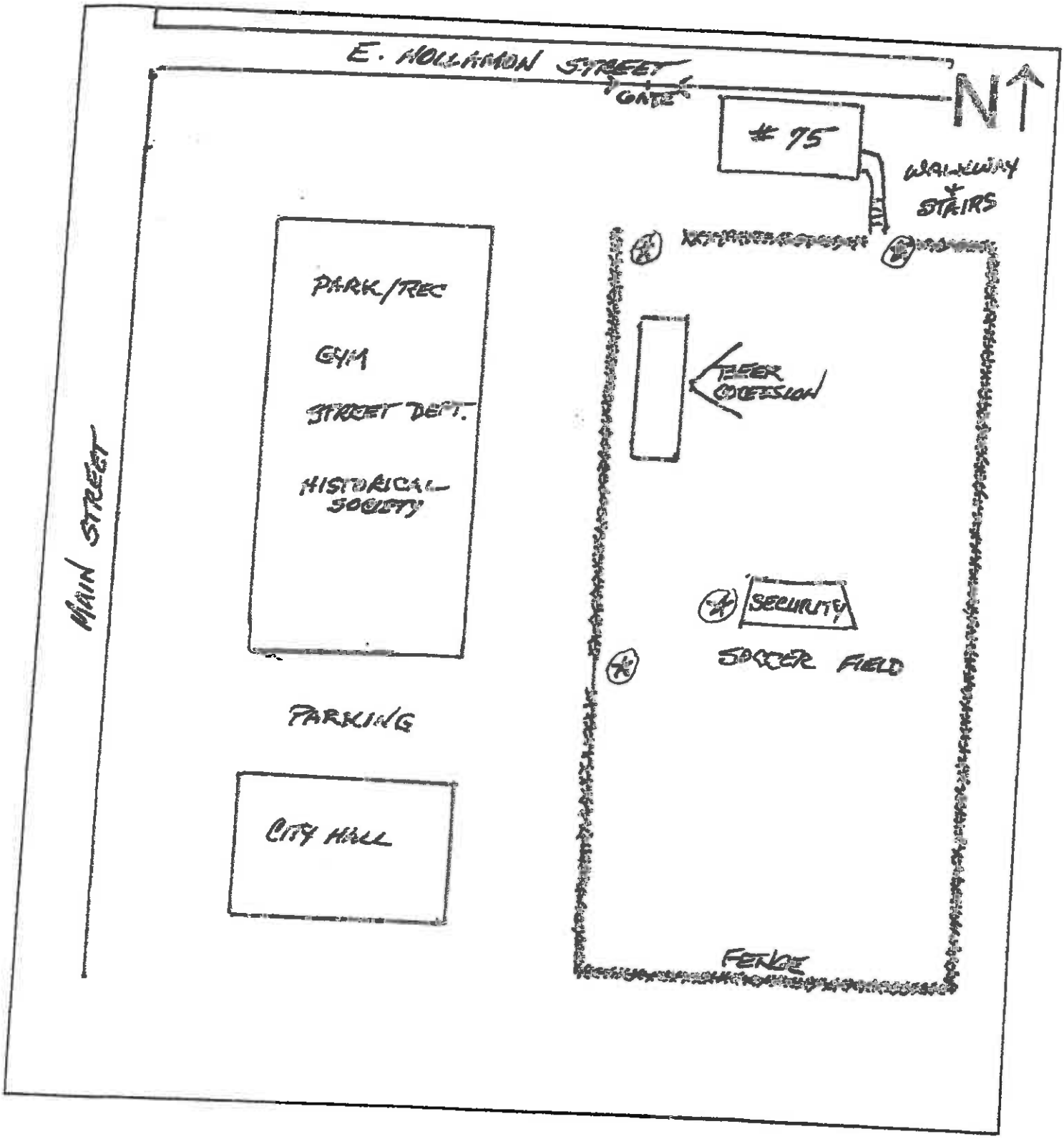
16. Is there an existing liquor license at the location where the special event is being held? ☐ YES ☒ NO
If yes, does the existing business agree to suspend their liquor license during the time period, and in the area in which the special event license will be in use? ☐ YES ☐ NO
(ATTACH COPY OF AGREEMENT)

_____ ( ) _____
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.

(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 L. WILLIAMS (Print full name) 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 L Williams (Signature) CHAIRPERSON (Title/Position) 8-3-15 (Date) (928) 567-6107 (Phone #)

State of ARIZONA Yavapai County of YAVAPAI

The foregoing instrument was acknowledged before me this 8-3-15 (Day Month Year)

BARBARA BRIDGE Notary Public - Arizona Yavapai County My Comm. Expires Nov 6, 2017

My Commission expires on: 11-06-2017 (Date) Barbara Bridge (Signature of NOTARY PUBLIC)

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

19. I, JAMES L. WILLIAMS (Print full name) 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.

X James L Williams (Signature) State of ARIZONA County of YAVAPAI

The foregoing instrument was acknowledged before me this 3rd August 2015 (Day Month Year)

BARBARA BRIDGE Notary Public - Arizona Yavapai County My Comm. Expires Nov 6, 2017

My Commission expires on: 11-06-2017 (Date) Barbara Bridge (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, _____ (Government Official) _____ (Title) hereby recommend this special event application 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)

8.

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: 09-02-2015

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

☐ *Presentation Only* ☐ *Action/Presentation* ☐ *Pre-Session Agenda*

Requesting Department: **Councilor Carol German**

Staff Resource/Contact Person:

Agenda Title (be exact):

Presentation by Sharon Massey and Dee Jenkins, followed by discussion, consideration and possible direction to staff relative to the Jordon Meadows Resident's concerns about the designation of Guinea Fowl as poultry under Town Code 6-1-7

Estimated Presentation Time:

Estimated Discussion Time: 10 Minutes

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

remove a dog tag from a dog required to be licensed, or to place a dog tag on a dog other than the dog for which the license was issued.

D. An exception to the licensing fees under this section shall be service animals or dogs used for search and rescue as described in ARS 9-500.32

SECTION 6-1-6 EXCESSIVE NOISE CAUSED BY ANIMALS OR BIRDS

A. It is unlawful for any person to own, possess, harbor, or control any animal or bird which frequently or for continuous duration barks, howls, meows, squawks, or makes other aggravating noises if they are clearly audible beyond the property line of the property on which they are conducted and they unreasonably disturb the peace and quiet of the neighborhood.

B. No person shall keep or harbor an animal which barks, howls, meows, squawks, or makes other aggravating noises in violation of this section. It shall be a violation of this section if the barks, howls, meows, squawks, or other aggravating noises that are made continually occur and are audible beyond the property line of the premises on which the animal is located If:

1. It occurs for more than five (5) minutes between the hours of 10:00 p.m. and 8:00 a.m.; or
2. It occurs for more than fifteen (15) minutes between the hours of 8:a.m. and 10:00 p.m.; or
3. For a shorter duration during the period cited above, but on more than five (5) occasions within a given ten (10) day period if attested to by complaints from two or more separate properties.

C. It shall be a defense to such violation if the owner of an animal proves by a preponderance of the evidence that the animal was barking, howling, meowing, squawking, or making other aggravating noises because it was being provoked by a person or otherwise being incited to make noise.

SECTION 6-1-7 STRAY ANIMALS

Any person who keeps or causes to be kept any horse, mule, cattle, burro, goat, sheep, swine (including potbellied pigs), or other livestock or poultry shall keep such animals in a pen or similar enclosure to prevent the animal from being at large within Town limits. Any such animal found at large may be impounded, with the cost for care to be paid by the owners or responsible parties, and a citation for animal at large may be issued.

SECTION 6-1-8 PROTECTION OF ANIMALS BY TOWN

A. Any peace officer or Camp Verde Animal Control Officer or other designated Town enforcement agent(s) is authorized to enforce ARS §13-2910, Cruelty to Animals and its subsections, as may be amended, and to use whatever force is reasonable and necessary to remove any animal from a vehicle or other enclosed space whenever it appears that the animal's life or health is endangered by extreme temperatures or lack of ventilation within a vehicle or other enclosed space.

B. No peace officer or any Camp Verde Animal Control Officer or other designated Town enforcement agents shall be liable for damages to property caused by the use of reasonable force to remove an animal from such a vehicle or other enclosed space under such circumstances.

C. Any peace officer or any Camp Verde Animal Control Officer or other designated Town enforcement agent(s) is authorized and empowered to remove and impound any animal in plain view and suffering from life threatening exigent circumstances. The owner of any animal removed or impounded under the provisions of this Article or the applicable state law shall be liable for any impoundment, boarding, or veterinary fees incurred in connection therewith.

DATE: Friday,, August 7, 2015
TO: Carol German, Council Member, Town of Camp Verde, AZ

FROM: Hugh W. & Sharon K. Massey
600 W. Fir St.
Camp Verde, AZ 86322
phone # 928.567.3842

Clif & Denise "Dee" Jenkiins
500 Pheasant Run Circle
Camp Verde, AZ 86322
phone # 928.567.2814

Re: GUINEA COMPLAINT IN JORDAN MEADOWS, CAMP VERDE, AZ

Time Line of Events

03/19/2015 – ACO D. Marshall received an anonymous telephone complaint regarding loose Guinea Hens in the area (see ADDENDUM # 2) attached.(page 3 of 7)

On or approximately the first week in April (04-01 – 04/04, 2015) - Massey's came home to a message on their answering machine from D. Marshall asking for them to call him back. They did so immediately that afternoon. Mary (Dispatch) said she couldn't locate him at the moment and she'd give him our message that we returned his call and to call us back. We did not receive a call back or hear anything more until.....

04/15/2015 (SEE ADDENDUM #1) CV Marshal Office Deputy Report for Incident V15003575 received by Jason Toogood and Responding Officer, ACO D. Marshall. (see ADDENDUM #1 cover page of report).

04/15/2015 ACO D. Marshall entered Massey's back yard at 0926 hr. regarding the complaint and encountered Hugh Massey and Clif Jenkins
Page 3 of 7 narrative – REABUTTAL SEE ADDENDUM #3 ACO D. Marshall failed to mention in the report that neighbor, Clif Jenkins, property owner just East of Massey's was also interviewed and questioned.

ACO D. Marshall proceeded to say he was there on a "complaint" on the Guinea Fowl and wanted to know who owned them. Hugh spoke up and said that actually, many of the people in Jordan Meadows "owned" them as they had hatched out in many property owner's yards. BUT, that he, Hugh, had originally been given them as a gift from a friend and were introduced to Jordan Meadows on July 2, 2013. Originally, 25 of the guinea's came to our property, but that more than half of those originals had been either killed by neighborhood dogs, cats, coyotes, foxes, raccoons, skunks, owls or hawks. That at the present time there were about half the original number. Clif spoke up and said that 14 little guinea's had hatched across the street at Epperson's back yard, but came into his pastures and they were all going back and forth between neighboring properties and many neighbors were seeing eggs and hens nesting. So really, the Guineas were not owned by any one person; they belonged to the property owners of Jordan Meadows.

Mr. Marshall asked Hugh if he fed them and Hugh said he did when they were babies and first came here, but not anymore for over a year or more. Hugh explained they are foraging and wild birds and browse in about a block or two circumference as they feed on insects, bugs, seeds and weeds. They don't eat bushes, plants, shrubs, vegetables in gardens, but eliminate all kinds of pests--bugs, insects and weeds/seeds, deter rattlesnakes and predators. Mr. Marshall asked Clif if he fed them and Clif said, "yes" so Mr. Marshall said they were Clif's guinea's, then.

Discussion was held between the three men and Mr. Marshall explained that the Guinea's had to go, be caught and restrained on personal property, caged, penned or.....

Hugh and Clif explained that they were uncatchable, they were wild and were not friendly nor were kept on any certain property. They foraged and roamed from dawn to dusk, then roosted in trees at dusk and "roamed" the neighborhoods in sunny areas in the cold and shady areas in the heat during the day—never staying or being in any one place or on any property for any length of time. Fences, domestic dogs on private properties barked and chased them off, so they soon learned what properties to avoid and which properties (with no outside dogs or fences) they could peck, forage and go on about their business.

Mr. Marshall said again, that they must be caught and done away with and when Hugh and Clif said that was impossible, what did he suggest on how to do it? Mr. Marshall said he guessed they'd have to shoot them. Hugh and Clif said, "What, we can't shoot in the Town limits." And Mr. Marshall backed off and said perhaps with a pellet gun/rifle or they would need to be caught and penned up.. Discussion was held but nothing was really settled at this point. Before leaving, D. Marshall said that Hugh could come to the Town Marshall's Office, put down a check for $50 to use two "traps" to place them on Massey's property to "catch" the Guineas. Hugh and Clif both explained that those guineas would NOT get into those small cages.....

04/15/2015 BUT, Hugh went down that very day and picked up the two cages leaving the $50 check. and the cages were put in two known areas of Guinea foraging while on our property and for several days, to no avail as they did not go near them!

04/15/2015 Re: V15003575, ADDENDUM #4 (page 5 OF 7) A report narrative by ACO D. Marshall reflects that the anonymous caller contacted him requesting a progress report. That person was advised that Mr. Hugh Massey had come in and checked out two traps. He (Hugh) is attempting to trap the Guinea Hens associated with this call.

04/16/2015 Dee Jenkins, Clif"s wife was told later the afternoon of 04/15/2015 about the backyard discussion with the ACO officer and that ACO D. Marshall had said Hugh could shoot the birds; then later saying maybe with a pellet gun. And she was livid that anyone would tell Hugh and/or Clif to "shoot" the birds. Dee called the CVMO the next day and filed a verbal complaint about the directive of the animal control officer to shoot the guineas.

04/17/2015 ADDENDUM #5 (page 5 of 7) Hugh took the cages back and his uncashed check was returned. At this point, Hugh asked the Animal Control officer, D. Marshall if he could have a copy of the complaint to see who filed the complaint so he could know who it was that was unhappy about the Guineas. The Officer stated yes he could but it cost $5.00 and he told Hugh he could save him the $5 fee because the complaint was signed anonymously. So Hugh didn't figure it was worth $5 and left it at that, not knowing who filed the complaint. REBUTTAL to ADDENDUM #5 (page 5 of 7) in Report Incident: V15003575 Nothing was mentioned in the report about Hugh's request for a copy of the complaint?????

APPROX. APRIL 23, 2015 CVMO Sgt. Laura Robinson appeared at the Jenkins's home and was there to get a report and to discuss with Ms. Jenkins in reference to her complaint to the Marshall's office about shooting the birds. Mrs. Jenkins proceeded to explain what her husband had been told in the Massey's backyard on 04/15/2015 and that she was appalled and wanted to report that the ACO D. Marshall had made the statement to shoot the birds.

Addendum #8

05/05/2015 Mrs. Jenkins received a letter from THE Marshall, signed and on formal stationary stating that her office didn't take complaints like this without investigation and her complaint was found to be accurate. Marshall Gardner stated in the letter that the animal control officer who made that statement had been called in and that more training of the Town's Animal Control officers would be implemented to eliminate this happening in the future.

05/11/2015 REBUTTAL to ADDENDUM #6 Massey's at NO TIME SAID THEY PURCHASD THE GUINEAS—THEY WERE GIVEN TO THEM BY A FORMER NEIGHBOR IN CHANDLER. Animal Control Officer, Britt Allen, appeared at the Massey's home with her clip board in hand and wanted to know about the Guinea issues. She was here approximately 30-40 minutes, writing down information as the Massey's detailed what had transpired from inception of the Guineas introduction in Jordan Meadows on July 2, 2013. ACO Allen was very surprised and wrote vigorously on her clip board that the Guineas had been in this area for almost 2 years---Massey's wanted to know why it took this long to have a complainant file when they evidently lived with them all this time! And why did it take almost a month after the complaint before ACO D. Marshall and a return phone message, to finally stop by to speak to Massey's? Upon learning that the Massey's had indeed been the first property owners to bring 25 Guinea Fowl onto their property July 2, 2013----she was amazed that the Guineas had been in this neighborhood for that long---nearly 2 years ----PRIOR to the one complaint filed back in March, 2015, After gathering her information and much discussion on "how" we could get rid of the Guineas without undue pain or killing them, as we had discussed shooting them with a pellet rifle, poison, etc., she said she was going back to the office and discuss the issues with her supervisor and said, "do nothing at this point" and she would get back to us.

05/11/2015 A few hours later, that same day, Officer Allen called and said, "Do not shoot the Guineas; do not poison them; do nothing and I will get back to you probably next week. My supervisor will be talking to the Town of Camp Verde's Attorney AND a contact to AZ State Game & Fish will be further investigated. Upon her return to the CVMO, Allen telephoned Carrie Montavon, the town attorney and after explaining the situation to her, she (Montavon) stated that without a complainant or victim it would be virtually impossible to prosecute. She also stated that we would not be able to positively identify which birds belonged to the Massey's and which were wild."

05/12/2015 ACO B. Allen telephoned Autumn Durnez with Cottonwood AC and advised her of our situation. She stated that she would not issue citations in this case and would treat the now wild birds like feral cats, in that the complainant could trap the birds and remove them at their discretion.

05/12/2015 SEE ADDENDUM #7 (page 7 of 7) Per phone call from ACO Britt Allen, her message to Massey's was: "This is how we are going to handle the Guinea issue, " and the complaintee—the Guinea's are determined to be a "WILD BIRD" and the person (Anonymous) who signed the complaint, if calling again to re-complain—will be told the Guinea's are deemed to be Wild Birds and that the complainant can do whatever is necessary to keep them off their property and/or do away with them if they are on their property." THE MASSEY'S THOUGHT THE ISSUE WAS LAYED TO REST..

SEE ADDENDUM #1, bottom of cover page of report V15003575 Disposition of this case CLOSED on May 21, 2015

---- TWO MONTHS LATER.....

APPROXIMATELY TUESDAY, JULY 21, 2015 ACO D. Marshall and ACO B. Allen (the same two Animal Control officers who had made the first and second contact with the Massey's were knocking on the door of Pattie Hamel immediately to the West of the Massey's property. Hugh spoke to them over the fence and told them Hamel was gone with her horse to ride & camp in the mountains. He didn't know when she would be back. They left saying nothing. Massey wondered if her dogs had run off or if there was a complaint because sometimes they barked a lot. No big deal.

APPROXIMATELY WEDNESDAY, JULY 22, 2015 ACO B. Allen and a uniformed CVMO officer were again in the Jordan Meadows neighborhood and at a home at the corner of Fir St. & Pearl Dr. The property owners, Ted & Teddie Whitakers told the Massey's that the officers discussed the Guinea issue and handed them a flyer stating what was coming in capturing and relocating the Guineas. A bit later, upon returning home shortly after, June Trinidad , who lives on Pearl Dr. flagged Hugh down in the road to say the Town's Animal Control officer AND a Marshall's uniformed officer had been across the street from her home and she stepped over to tell them the renters had moved out and no longer lived there. They handed her a flyer and told her they had a volunteer group who would be "rounding/catching" the local Guineas to remove them from the neighborhood due to a complaint of them being a nuisance and would she grant permission to come on her property to do so. June declined and said the Guineas were NOT a nuisance to her or her property, she liked them in the neighborhood. *NOTE - per Marshal Nancy Gardner (on 8/4/2015), there was is no active complaint after the original complaint was closed 5/21/2015.. The animal control officers are enforcing a town nuisance ordinance interpreted by and at the direction of the Marshal's boss which is the town manager which is Russ Martin.

THE FLYER BEING PASSED OUT Had a colored photo of two Guineas and Guinea Fowl in large letters at the top and Camp Verde Town Code, Chapter 6 Section 6.1.7 on it (SEE ADDENDUM # 8. *NOTE – The flyer was NOT DATED, nor was there any OFFICIAL signature on it. BUT the Camp Verde's Marshall Office Logo/Colored Stamp was on it along with the address, phone of CVMO.

07/24/2015

The Massey's were astounded at the news from Whitaker's and Trinidad because they had not been called, no one knocked on their door (but the opportune time to hand us a flyer was when they were next door at Hamel's house and spoke with Hugh over the fence.) WHY, when we were the first contact they made regarding the complaint on the Guineas, left out of this process of informing Jordan Meadows property owner's about the intent of capturing the birds to relocate and who had sent them into the area to hand out the flyer and the complaint issue had been RECORDED AS CLOSED on May 21, 2015. Sharon Massey started writing a time-line as to this incident with the intention of going to visit with CVMO and Marshall Nancy Gardner on Monday, July 27, 2015.

07/25, 26, 2015

Jordan Meadows quickly organized and June Trinidad, Mike Jacobson discussed taking petitions around in the Jordan Meadows neighborhood to gain signatures of Jordan Meadows property owners who felt the Guineas WERE NOT a NUISANCE to the property owner and/or their property. Trinidad and Clif Jenkins took petitions around and he and Sharon Massey made calls and messages were left that were returned. Signatures were signed and when asked if the Guineas were a nuisance to property owners ONE property owner REFUSED to sign the petitions or comment and ONE could not be reached. So 47 of the 49 properties felt the Guineas should be left alone.

Page 4

07/27/2015

It was near this time that many Jordan Meadows property owners began observing strange vehicles driving slowly on Fir St. and Pheasant Run Circle, scrutinizing properties--were they some of the people formed for the multi-jurisdictional task force observing the routines of the Guineas?

07/27/2015 Mid-morning on this day, before Mrs. Massey could finish her time-line and make the trip to the Marshal's office, the Massey's were visited by Marshall Nancy Gardner and Animal Control officer, Britt Allen who knocked on our door. After nearly an hour of discussions back and forth regarding the Town Ordinance as was written on the flyer handed out to just a few property owners and why weren't we approached as we were the FIRST property owner contacted regarding the complainant? CVMO Gardner said, "That is why we are here today." When Hugh asked WHY this was happening all over when we thought it was over two months ago, CVMO Marshall Gardner said, "because of the Ordinance" and handed him a flyer. When Hugh asked WHO started this action, CVMO said, "my boss." The Massey's felt there was not a clear cut conclusion as to how this was going to be solved. First, the Marshall, when questioned by the Massey's as to "Who is this multi-jurisdictional task force" and what is their background, and no organizations nor names were given out, the Massey's were concerned about the method and safety to the birds in the process of capturing or catching them. When they asked "how would they be captured?". The Marshall stated they would be "netted" and/or "darted" (tranquilized) for transport to be relocated to a ranch near Casa Grande and a Sanctuary in Cottonwood as both parties had agreed to take some of the birds. The task force, she then said, was made up of "multi-agencies of animal control persons." She stated she understood our concerns regarding the vulnerability of the Guinea's legs being prone to break bones if caught by the feet or legs. This was shared by the Massey's and referenced an article in Mother Earth Magazine, Aug/Sept issue, 1992 that would add much important information regarding Guinea Fowl.

When asked directly if we or any other Jordan Meadow's property owners HAD to allow them on our property to capture the Guineas---it was not answered as the conversations continued on other aspects of the capturing.

07/28/2015 Early morning on this date, Mrs. Massey called the Marshall's office and got a message machine. She left the following message, "myself and other Jordan Meadows property owners are asking about whether we have to allow the task force on our properties to capture the birds?" My phone number was left with a request for a call back.

Later in the day, I noticed the same car that CVMO Nancy Gardner & Britt Allen had driven into our driveway on their visit the day before was driving slowly down Fir St., turned around and went down Pheasant Run Circle with another car trailing slowly. They pulled side by side and conferred for a minute or so, then drove off.

A very few minutes later our phone rang and it was Marshal Gardner returning our call. Since I was out in our backyard, Hugh took the message. She said, " if we did not allow our properties to be entered, we would be cited and pay a fine, AND if we didn't catch them and/or pen them up while on our property, we would be cited and pay a fine, also."

More than half the properties have signs that read No Trespassing – Private Property on their fences/gates. We desperately need to know the truth of this statement and if/or a signed order by a judge/jurisdictional authority would have to be served before or IF we have to allow this despicable trespassing.

Most every property owner in Jordan Meadows has dogs/or multiple dogs, horses, cattle, chickens, -

turkeys, miniature donkeys/pony AND small children. These animals do not need to be frightened nor disturbed as they are on private property.

08/03/2015 Mrs. Massey called Virginia Jones, at Town Hall, requesting an electronic copy of the original complaint as we were told there was no charge for this type of copy. Virginia took my phone number and noted she had my e-mail address and she would find out and get back to me. She did e-mail me back and said I would have to go to CVMO to request a copy. I called and was told that we had to come down and sign a form, pay $5 for the report. We did so that very morning.

08/05/2015 Mrs. Massey called CVMO Nancy Gardner's office mid morning and left a message that she'd like a copy of the names of the "multi-jurisdictional task force." Later in the day, CVMO Sgt. Laura Robinson returned my call and said Marshall Gardner had asked her to return my call and that she would be there until 5 pm or call her the next day between 7 am and 5 pm.

08/06/2015 Mrs. Massey called at 7:15 am and talked to CVMO Sgt. Laura Robinson and asked for a copy of the names of the people on the "multi-jurisdictional task force" and she said she could not provide that as there were several/many people who would be called out when needed so they would not know "who" that would be on any given day or time as needed. NO LIST provided.

COPY

Addendum #1

CAMP VERDE MARSHAL OFFICE

Deputy Report for Incident V15003575

Nature: ANIMAL PROBLEM
Location: B3
Address: 600 W FIR ST CAMP VERDE AZ 86322

Offense Codes: ANPR
Received By: TOOGOOD, JASON
How Received: O
Agency: CVMO
Responding Officers: MARSHALL, D
Responsible Officer: MARSHALL, D
Disposition: CLO 05/21/15
When Reported: 09:26:15 04/15/15
Occurred Between: 09:26:11 04/15/15 and 09:26:11 04/15/15

Assigned To:
Status:
Detail: ANIM
Status Date: **/**/**
Date Assigned: **/**/**
Due Date: **/**/**

Complainant: 45
Last: CVMO
First:
Mid:
DOB: **/**/**
Dr Lic:
Address: 646 S 1ST ST
Race:
Sex:
Phone: (928)567-6621
City: CAMP VERDE, AZ 86322

Offense Codes

Reported: ANPR ANIMAL PROBLEM
Observed: ANPR ANIMAL PROBLEM
Additional Offense: ANPR ANIMAL PROBLEM

Circumstances

LT20 RESIDENCE/HOME/CARE FACILITY

Responding Officers: MARSHALL, D
Unit : CV68

Responsible Officer: MARSHALL, D
Received By: TOOGOOD, JASON
How Received: O OFFICER REPORT
Agency: CVMO
Last Radio Log: 09:47:46 04/15/15 CMPLT
Clearance: CRO CLEARED, RESPONDING OFFICER
When Reported: 09:26:15 04/15/15
Disposition: CLO **Date:** 05/21/15
Judicial Status:
Occurred between: 09:26:11 04/15/15
Misc Entry: Robinson
and: 09:26:11 04/15/15

Modus Operandi:
Description :
Method :

Involvements

Supplement

CAMP VERDE MARSHAL'S OFFICE
SUPPLEMENT REPORT

CASE #: V15003575

DATE: 05/14/2015

COMPLETED BY: ACO B. ALLEN CV67

On 03/19/2015 ACO D. Marshall received an anonymous complaint about guinea hens at 507 Pheasant Run Cr. The complainant stated that the birds belonged to Hugh and Sharon Massey at 600 W. Fir. St.

On 04/15/2015 ACO Marshall made contact with Mr. Massey who stated that some of the birds were his and would try to catch them. He got a cat trap from ACO Marshall but was unsuccessful in catching any birds.

On 05/11/2015 at approximately 1430 hours I arrived at 600 W. Fir St. and met with Hugh and Sharon Massey. They stated that they had purchased twenty five guinea hens in July 2012. Most of the birds had been killed by coyotes, neighborhood dogs, and two died from the heat. Six or eight had survived but got loose and they were unable to catch them. Since then the birds had been living on several properties in the neighborhood and had multiplied to approximately twenty birds. The Massey's said they had tried to capture the birds but could not get near them. They were willing to try catch the birds again or kill them with guns or poison if they could. I told them not to kill the birds at this time and I would do some research into the matter.

Addendum #6

Upon returning to the Camp Verde Marshal's Office I telephoned Carrie Montavon, the town attorney. I explained the situation to her. She stated that without a complainant or victim it would be virtually impossible to prosecute. She also stated that we would not be able to positively identify which birds belonged to the Massey's and which were wild.

On 05/12/2015 I contacted Autumn Durnez with Cottonwood Animal Control and advised her of our situation. She stated that she would not issue citations in this case and would treat the now wild birds like feral cats, in that the complainant could trap the birds and remove them at their discretion.

Addendum #7

After receiving all of this information it was determined that the birds could not be captured by the Massey's or animal control. The birds are now wild and roost on several properties where the property owners are not complaining. We could not determine which, if any, of the birds are the original six or eight that got loose from the Massey's in 2012 and citations could not be issued. The birds will be treated in the same manner as any other wild animal or feral cat and the complainant can trap them if they need to.

I telephoned Mr. Massey and explained that we would not be pursuing the matter any further.

END.

ACO B. Allen CV67
Thu May 14 15:34:44 MST 2015

CAMP VERDE MARSHAL'S OFFICE
646 S. First Street • Camp Verde, AZ 86322

Addendum #8

May 5, 2015

Jenkins, Denise
557 Pheasant Run Circle
Camp Verde, Arizona 86322

Re: Citizen Complaint filed on April 16, 2015

I received your complaint on April 16, 2015 and have looked into your concerns. I have reviewed the police report and the investigation conducted by Sergeant Laura Robinson. The concerns and allegations brought forward by you were found to be accurate.

It is a goal of the Camp Verde Marshal's Office to ensure our employees are conducting themselves in a professional manner and coming up with solutions to the citizens we serve.

David Marshall will receive the appropriate corrective action along with training as a result of this incident. I have assigned Animal Control Officer Britt Allen to your case.

Thank you for bringing this conduct to our attention. If you have any questions, feel free to contact me.

Sincerely,

Nancy Gardner
Town Marshal

(928) 567-6621 • Fax (928) 567-6238
Handicap Relay: Voice: 1-800-842-4681 • TDD: 1-800-367-8939

GUINEA FOWL

Camp Verde Town Code

Chapter 6 Section 6-1-7 states:

"Any person who keeps or causes to be kept any horse, mule, cattle, burro goat, sheep, swine (including potbellied pigs), or other livestock or poultry shall keep such animals in a pen or enclosure to prevent the animal from being at large within Town limits."

not poultry

Camp Verde Animal Control is working to ensure compliance with the town code pertaining to poultry in the Jordan Meadows neighborhood. During a recent investigation into Guinea Fowl causing a nuisance, and the inability to prove current ownership for the birds, an attempt to capture and relocate them will occur.

Camp Verde Animal Control has formed a multi-jurisdiction task force to coordinate efforts to capture and relocate the Guinea Fowl. We anticipate beginning to capture the birds in the next couple of weeks. This process may take several months.

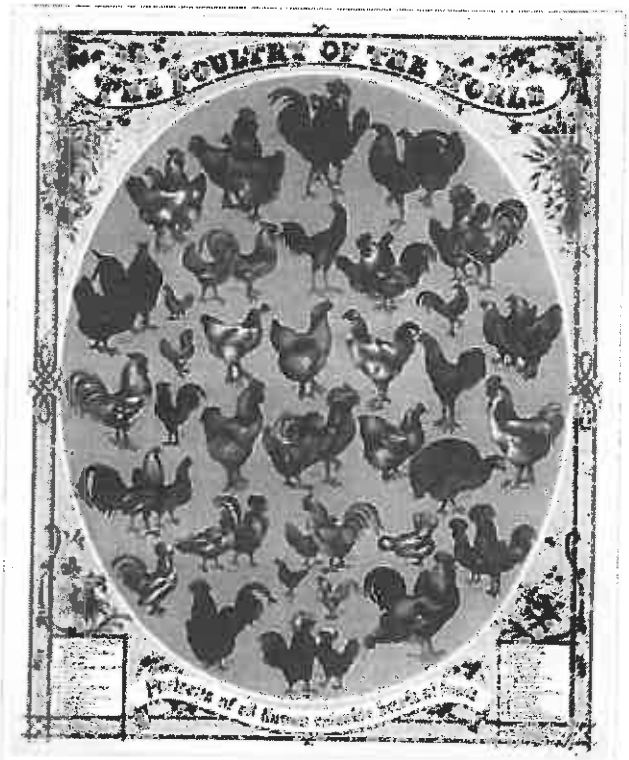
Please feel free to contact Camp Verde Animal Control if you have any questions or concerns about the Guinea Fowl or our plans to capture and relocate them.

CAMP VERDE MARSHAL'S OFFICE
ANIMAL CONTROL
646 S. 1st St.
Camp Verde, AZ 86322 (928) 554-8300

Poultry

From Wikipedia, the free encyclopedia

Poultry (/ poultri:/) are domesticated birds kept by humans for the eggs they produce, their meat, their feathers, or sometimes as pets. These birds are most typically members of the superorder Galloanserae (fowl), especially the order Galliformes (which includes chickens, quails and turkeys) and the family Anatidae, in order Anseriformes, commonly known as "waterfowl" and including domestic ducks and domestic geese. Poultry also includes other birds that are killed for their meat, such as the young of pigeons (known as squabs) but does not include similar wild birds hunted for sport or food and known as game. The word "poultry" comes from the French/Norman word *poule*, itself derived from the Latin word *pullus*, which means small animal.



Poultry of the World

The domestication of poultry took place several thousand years ago. This may have originally been as a result of people hatching and rearing young birds from eggs collected from the wild, but later involved keeping the birds permanently in captivity. Domesticated chickens may have been used for cockfighting at first and quail kept for their songs, but soon it was realised how useful it was having a captive-bred source of food. Selective breeding for fast growth, egg-laying ability, conformation, plumage and docility took place over the centuries, and modern breeds often look very different from their wild ancestors. Although some birds are still kept in small flocks in extensive systems, most birds available in the market today are reared in intensive commercial enterprises. Poultry is the second most widely eaten type of meat globally and, along with eggs, provides nutritionally beneficial food containing high-quality protein accompanied by a low proportion of fat. All poultry meat should be properly handled and sufficiently cooked in order to reduce the risk of food poisoning.

Contents

- 1 Definition
- 2 Chickens
  - 2.1 Cockfighting
- 3 Ducks
- 4 Geese
- 5 Turkeys
- 6 Quail

Now you CAN unbell an egg. Ah, only Wikipedia Britannica Company. Ah old phrase gets new life »
Goose, geese. Moose, moose? What's up with weird plurals? »
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poultry

SEARCH

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Dictionary

poultry

POPULARITY

noun poul·try \ˈpōl-trē\

Share Tweet

: birds (such as chickens and ducks) that are raised on farms for their eggs or meat

: meat from a bird

Full Definition of POULTRY

: domesticated birds kept for eggs or meat

See poultry defined for English-language learners »

See poultry defined for kids »

ADVERTISEMENT

Examples of POULTRY

This wine goes well with *poultry*.

Ask The Editor Videos

Origin of POULTRY

Middle English *pultrie*, from Anglo-French *pulletrie*, from *pulleter* poulterer, from *pullet* chicken — more at PULLET

First Known Use: 14th century

POULTRY Defined for Kids

poultry

Words at Play

Words We're Watching: Practical Effects

Surprising Words from the 1920's

Word Games

Take a 3-minute break and test your skills!

Name That Thing

True or False?

Spell It

Trend Watch

110 Acres – 49 Property Owners

Wild Guineas – Approx. 12-15 Birds

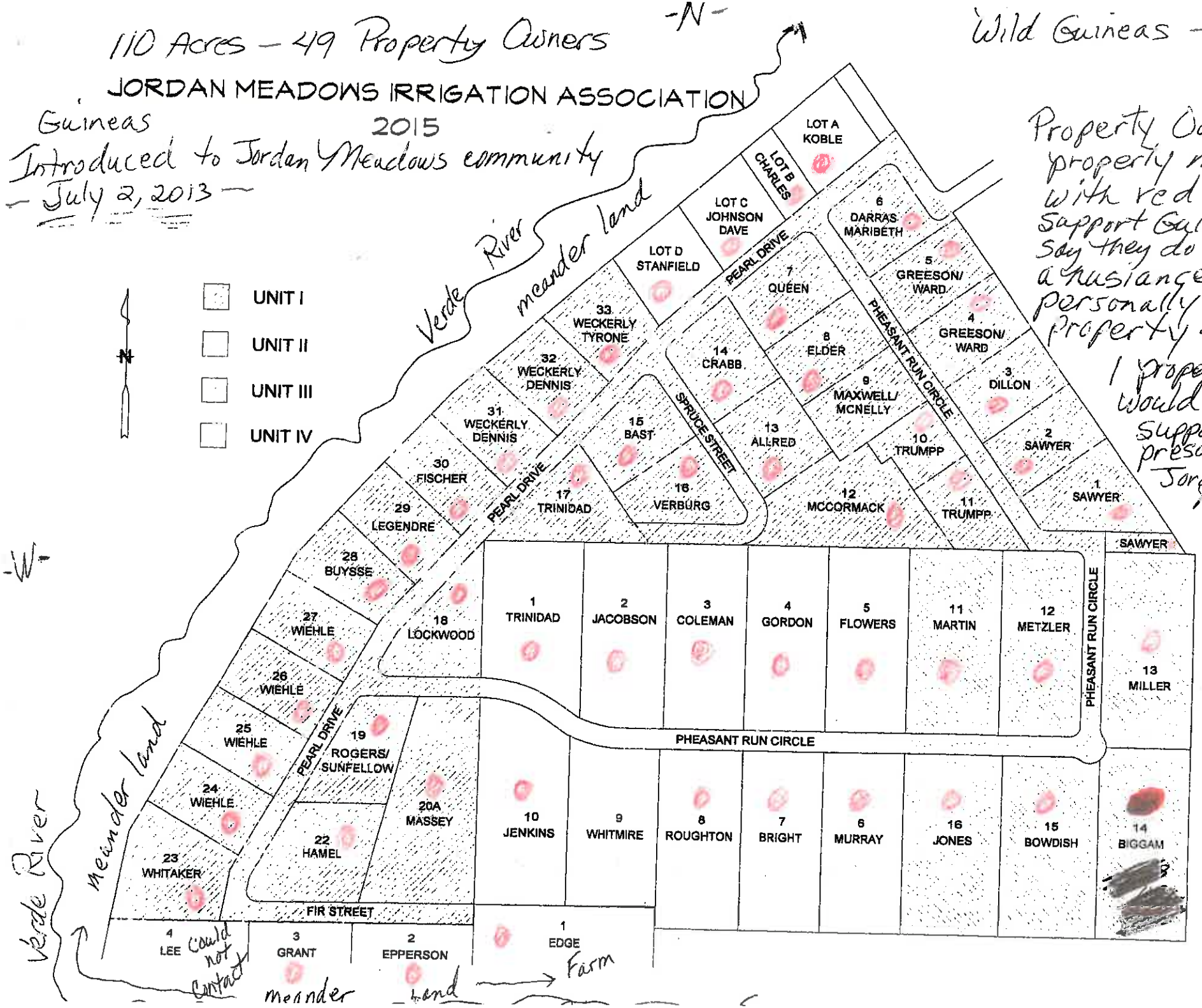
JORDAN MEADOWS IRRIGATION ASSOCIATION

2015

Guineas Introduced to Jordan Meadows community – July 2, 2013 –

Property Owner & property marked with red dot Support Guineas AND say they do not create a nusiance to the personally or to the property –

1 property owner would not support the presence in Jordan Meadows



To whom it may concern,

In such hard economic times, it's hard to fathom the "TOWN OF CAMP VERDE" using tax payer dollars to try to catch wild birds. Guinea Fowl contribute to insect control and have been known as watch dogs for anything threatening. I feel the town is groundless in such pursuit because of the wild designation of these birds. We will be monitoring the town's actions on this matter closely.

Marlene Lockwood
Leon C. Bechard
Kris [illegible]

Jordan Meadows Petition- Leave Guinea Fowl Alone

Whether migratory or wild, foul deemed so should be protected from human harassment or intervention.

Signed property owners at Jordan Meadows.

Kathleen Lockwood Kathleen Lockwood 602 W Pheasant Run Cir.

Leon C. Bechard Leon C. Bechard "

[illegible] Martin Diane Martin 352 Pheasant Run

Jo Ann Sawyer Jo Ann Sawyer 320 Pheasant Run Cir.

Kristi Bright 447 Pheasant Run Circle

Powell W Bird

[illegible]

Bob Grant 653 FIR ST.

Charlene Jones 347 W. Pheasant Run Cir

Josh Jones 347 W. Pheasant Run Cir

Jam Charles 1928 S Pearl Dr.

Dixie Eddes 415 Pheasant Run Circle

Jordan Meadows Petition- Leave Guinea Fowl Alone

Whether migratory or wild, foul deemed so should be protected from human harassment or intervention.

Signed property owners at Jordan Meadows.

Jeremia Snyellow
Heath Allen
Jami S Bast
Dennis Weekerly
Lupe Trindad
John Rodger
Margaret E. Edg
Martell Davis
Margaret Johns
Mary Stanfield
John McM
M. Maxwell
Michael Jacobson
Walter Mell
Bill Eppersen
Nellie Miller
Suzanne Gordon
Keigh Massey
Ken Bast
J. Murray
Gary Murray
Jane S Trinidad
M Jenkins
Lee C. Jenkins
Teresa Whitaker
Vern T. Whitaker
Sharon K Massey
Katherine Ott Verburg
Gary Verburg
Wally Dillon
Gloria McCormack
Gary W Allen

3-2151. Definitions

In this article, unless the context otherwise requires:

1. "Adulterated" shall apply to any poultry product under one or more of the following circumstances if:

(a) It bears or contains any poisonous or deleterious substance which may render it injurious to health, but in case the substance is not an added substance, such article shall not be considered adulterated if the quantity of such substance in or on such article does not ordinarily render it injurious to health.

(b) It bears or contains, by reason of administration of any substance to the live poultry or otherwise, any added poisonous or added deleterious substance other than one which is a pesticide chemical in or on a raw agricultural commodity, a food additive or a color additive which may in the judgment of the director or the director's authorized representative make such article unfit for human food.

(c) It is, in whole or in part, a raw agricultural commodity and such commodity bears or contains a pesticide chemical which is unsafe within the meaning of section 408 of the federal food, drug and cosmetic act, any food additive which is unsafe within the meaning of section 409 of the federal food, drug and cosmetic act or any color additive which is unsafe within the meaning of section 706 of the federal food, drug and cosmetic act. An article which is not otherwise deemed adulterated under this subdivision shall nevertheless be deemed adulterated if use of the pesticide chemical, food additive or color additive in or on such article is prohibited by rules of the director in official establishments.

(d) It consists in whole or in part of any filthy, putrid or decomposed substance or is for any other reason unsound, unhealthful, unwholesome or otherwise unfit for human food.

(e) It has been prepared, packed or held under unsanitary conditions whereby it may have become contaminated with filth or whereby it may have been rendered injurious to health.

(f) It is in whole or in part the product of any poultry which has died otherwise than by slaughter.

(g) Its container is composed in whole or in part of any poisonous or deleterious substance which may render the contents injurious to health.

(h) It has been intentionally subjected to radiation, unless the use of the radiation was in conformity with a regulation or exemption in effect pursuant to section 409 of the federal food, drug and cosmetic act.

(i) Any valuable constituent has been in whole or in part omitted or abstracted therefrom, or if any substance has been substituted, wholly or in part therefor, or if damage or inferiority has been concealed in any manner, or if any substance has been added thereto or mixed or packed therewith so as to increase its bulk or weight, or reduce its quality or strength, or make it appear better or of greater value than it is.

2. "Animal food manufacturer" means any person engaged in the business of manufacturing or processing animal food derived wholly or in part from carcasses or parts or products of the carcasses of poultry.

3. "Capable of use as human food" shall apply to any carcass or part or product of a carcass of any poultry, unless it is denatured or otherwise identified as required by rules prescribed by the director to deter its use as human food, or it is naturally inedible by humans.

4. "Container" or "package" includes any box, can, tin, cloth, plastic or other receptacle, wrapper or cover.

5. "Federal food, drug and cosmetic act" means the act so entitled, approved June 25, 1938 (52 Stat. 1040), and acts amendatory thereof or supplementary thereto.

6. "Federal poultry products inspection act" means the act so entitled approved August 28, 1957 (71 Stat. 441), as amended by the wholesome poultry products act (82 Stat. 791).

7. "Fresh" means any dressed or ready to cook poultry or poultry product which has not been frozen.

8. "Frozen" means any dressed or ready to cook poultry or poultry product which is in fact in a frozen state and which has been constantly maintained at a temperature of thirty-two degrees Fahrenheit or lower.

9. "Immediate container" includes any consumer package, or any other container in which poultry products, not consumer packaged, are packed.

10. "Intrastate commerce" means commerce within this state.

11. "Label" means a display of written, printed or graphic matter upon any article or the immediate container, not including package liners, of any article.

12. "Labeling" means all labels and other written, printed or graphic matter upon any article or any of its containers or wrappers or accompanying such article.

13. "Misbranded" shall apply to any poultry product under one or more of the following circumstances, if:

(a) Its labeling is false or misleading in any particular.

(b) It is offered for sale under the name of another food.

(c) It is an imitation of another food, unless its label bears, in type of uniform size and prominence, the word "imitation" and immediately thereafter the name of the food imitated.

(d) Its container is so made, formed or filled as to be misleading.

(e) It purports to be or is represented as a food for which a definition and standard of identity or composition has been prescribed by rules of the director under section 3-2155 unless it conforms to such definition and standard, and its label bears the name of the food specified in the definition and standard and, insofar as may be required by such rules, the common names of optional ingredients, other than spices, flavoring, and coloring, present in such food.

(f) It purports to be or is represented as a food for which a standard or standards of fill of container have been prescribed by rules of the director under section 3-2155, and it falls below the standard of

fill of container applicable thereto, unless its label bears, in such manner and form as such rules specify, a statement that it falls below such standard.

(g) It bears or contains any artificial flavoring, artificial coloring, or chemical preservative, unless it bears labeling stating that fact. To the extent that compliance with the requirements of this subdivision is impracticable, exemptions shall be established by rules of the director.

(h) It fails to bear on its containers, and in the case of nonconsumer packaged carcasses if the director so requires directly thereon, as the director may by rules prescribe, the official inspection legend and official establishment number of the establishment where the article was processed.

14. "Official certificate" means any certificate prescribed by rule of the director for issuance by an inspector or other person performing official functions.

15. "Official device" means any device prescribed or authorized by the director for use in applying any official mark.

16. "Official establishment" means any establishment as determined by the division at which inspection of the slaughter of poultry or the processing of poultry products is maintained.

17. "Official inspection legend" means any symbol prescribed by rule of the director showing that an article was inspected for wholesomeness.

18. "Official mark" means the official inspection legend or any other symbol prescribed by rule of the director to identify the status of any article or poultry.

19. "Person" means any individual, partnership, corporation, association or other business unit.

20. "Pesticide chemical", "food additive", "color additive" and "raw agricultural commodity" shall have the same meanings as under the federal food, drug and cosmetic act.

21. "Poultry" means any domesticated bird, whether live or dead, and includes chickens, turkeys, ducks, geese, guineas, ratites and squabs.

22. "Poultry product" means any poultry carcass, or part thereof, or any product which is made wholly or in part from any poultry carcass or part thereof, excepting products which contain poultry ingredients only in a relatively small proportion or historically have not been considered by consumers as products of the poultry food industry, and which are exempted by the director from definition as a poultry product under such conditions as the director may prescribe to assure that the poultry ingredients in such products are not adulterated and that such products are not represented as poultry products.

23. "Poultry products broker" means any person engaged in the business of buying or selling poultry products on commission or otherwise negotiating purchases or sales of such articles other than for the person's own account or as an employee of another person.

24. "Processed" means slaughtered, canned, salted, stuffed, rendered, boned, cut up or otherwise manufactured or processed.

25. "Renderer" means any person engaged in the business of rendering carcasses or parts or products of the carcasses of poultry, except rendering conducted under inspection or exemption under this chapter.

26. "Shipping container" means any container used or intended for use in packaging the product packed in an immediate container.

9.

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: 09-02-2015

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

☐ *Presentation Only* ☐ *Action/Presentation* ☐ *Pre-Session Agenda*

Requesting Department:

Staff Resource/Contact Person:

Agenda Title (be exact):

Update by Public Works Director regarding the construction of the new Camp Verde Community Library

Estimated Presentation Time:

Estimated Discussion Time: 10 Minutes

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

10.

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: 09-02-2015

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

☐ *Presentation Only* ☐ *Action/Presentation* ☐ *Pre-Session Agenda*

Requesting Department:

Staff Resource/Contact Person:

Agenda Title (be exact):

Update by Public Works Director regarding previous flooding in the Verde Lakes area, and Notice of Grant and Agreement Award from Natural Resources Conservation Services in the amount of $200,000.00

Estimated Presentation Time:

Estimated Discussion Time: 10 Minutes

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

TOWN OF CAMP VERDE - BULL-PEN WASH CONCERNS:

Concern was expressed via an e-mail to our Town Hall administrative staff regarding the "situation" concerning Bull-Pen Wash at Verde Lakes. It is our understanding a meeting was held where these concerns were expressed by those citizens who were flooded.

1. Dust was brought up as an immediate concern and what could be done about traffic driving so fast on Cactus Blossom Lane. How can we get them to slow down? Marshall's Office? Signs don't help.

    - We have a policy in Camp Verde that we make sure speed limit signs are posted in problematic areas and allow the Marshall's Office decide on whether or not the problem is severe enough to warrant enforcement of the speed limit.
    - We do not install speed bumps on normal public roadways. Speed bumps are deterrents for speeding and work well in parking lots with speed limits of less than 10 mph, but do not work on public roadways both hampering emergency vehicle travel as well as having the potential to cause liability and harm to drivers and their vehicles.
    - We have already scheduled a clean-up of the roadside areas and roadways with our streets crew for the impacted areas. This was scheduled to take place as soon as possible once the contractors were through with the Bull-Pen Wash channel project. A Blue-Stake of the entire area is currently underway. Work or clean-up of the right of way (roads) could not be included within the Bull-Pen Wash channel project due to federal funding regulation limiting the work to repair/remediation of the channel only. We will do our best to clean the dust from the roads the best we can.

2. Controlling erosion. How will the quads be controlled in the wash? How can homeowners help?

    - Off-road motorized vehicle use will not be allowed in the drainageways within the Verde Lakes Subdivision starting with the area we have just completed work on. A Town Ordinance will be submitted to the Town Council for vote that will make it illegal to drive motorized vehicles in washes, creeks, rivers, and drainageways where posted.
    - The project portion of Bull-Pen Wash has been temporarily posted with signs and barricaded with blocks and cables to prevent off-road vehicle travel. The signs state "No Trespassing" because of the current private property status. Bull-Pen Wash will eventually be barricaded with 3" steel pipe gates that allow pedestrian access and service access when unlocked by the Town and will also be posted once a new ordinance is passed by Council.

- The homeowners can help by notifying the Marshall's office when any off-road vehicle(s) are spotted in the wash areas. They should notify law enforcement right away to prevent further harm from being done.
- We have also seeded (at quite an expense) the entire disturbed area with native plant species in order to control erosion. Off-road vehicle travel will just disturb and ruin this plant growth. We all would like very much to give it the possibility to take hold and grow.

3. Understand drainage plans, easements, and responsibilities. Is there an easement on the Bull-Pen Wash property? Who is responsible for maintaining the drainage capacity of Bull-Pen Wash? Who is responsible for maintaining the culverts and ditches around our homes? Where would we find more information about these responsibilities and how can we work together?

    - Originally the Bull-Pen Wash property was a drainage easement given to Yavapai County via the Verde Lakes II Subdivision Plat. Over time this parcel was re-recorded as a private Tract "B" and was placed in private ownership. Other than in the 1970's, no drainage work was done on this specific parcel, and it was never anyone's defined responsibility. No past drainage work was done on this parcel by the Town of Camp Verde since the Town's incorporation. The Town was in the process of trying to effect an easement and permits in order to do and repairs when the flooding occurred.
    - A temporary drainage easement has been secured with the property owner by the Town of Camp Verde until a permanent and perpetual easement is recorded.
    - As of the completion of the current repairs that have taken place, the Town of Camp Verde will be responsible to maintain the Bull-Pen Wash to the capacity achieved by the repairs within the boundaries of this parcel for which we hold an easement. We are currently securing a permanent development permit with the Yavapai County Flood Control District and a permanent maintenance permit with the Corps of Engineers so that we may be able to always enter and clean the wash of debris, sediment, and overgrowth.
    - It is commonly the property owner's responsibility to maintain the roadside culverts and ditches in front of and around there homes. Because of the magnitude of damage done by the flooding and the equipment required, the Town Streets Department is going to clean the ditches and the streets throughout the flooded area. The Town is currently waiting for the completion of a utility blue-stake so that we may go in and clean the ditches and culverts along Cactus Blossom Lane, Sunrise Drive, Maple Drive, Palo Verde Lane, Oneida Lane, and Tumbleweed Drive and remove debris and dirt to get these ditches to work as efficiently as possible.
    - The residents can work together with the Town by maintaining the roadside ditches and culverts and letting the Town know when they see

something that needs repaired that is beyond simple maintenance or their means.

4. Build Transparency, cooperation and trust in the current process. Explain the process the Town is following to make a long-term maintenance plan for Bull-Pen Wash. This would include understanding the negotiations with the Bull-Pen Wash property owners. Is there anything that the homeowners can do to assist the Town in obtaining grants and other funding sources for the Bull-Pen Wash maintenance? (Homeowners are already logging clean-up hours and expenses as advised by Linda Peterson.)
    - As described in the answer to #3 above, the Town is securing what permission/permits it needs in order to provide long-term or permanent maintenance on that portion of Bull-Pen Wash that was just repaired.
    - Negotiations have been underway with the property owners of this portion of Bull-Pen Wash to achieve primarily a maintenance/access easement for drainage, followed by eventual Town ownership of the property. The property owner has been very cooperative in this endeavor.
    - The Homeowners can definitely assist the Town in obtaining grants/funding sources for future (and much needed) drainage work along Bull-Pen Wash as well as other portions of the Verde Lakes Subdivision. The most beneficial and logical step #1 in helping the Town in these efforts would be getting the Town key information about the costs/expenses of the current and past storm damages that have occurred on their properties. The Town circulated a survey questionnaire to all impacted property owners asking for key information needed when seeking financial assistance such as a grant for drainage improvements. To date, we have received only one (1) of these completed surveys back. Grants are all justified in these cases by prevention of repetitive damages. In order to quantify the amount requested in the grant, you must be able to verify what the total of past damages have been.

5. Explore cooperation to pool resources, mitigate costs. Will this issue appear on the Town Council meeting agenda? Will Homeowners be notified so that they can attend? Is there a Town organization that can help Homeowners with the maintenance of culverts and ditches? Does the Town have any suggestions to help Homeowners organize and cooperate in this effort?

    - The Bull-Pen Wash remediation project and the corresponding grant funding will be discussed at the September 2nd, 2015 Town Council meeting. This meeting will be in the Council Chambers at 473 S. Main Street, Suite #106, Camp Verde, Arizona at 6:30 pm.
    - The Homeowners will not be notified, but they are <u>very</u> welcome to attend this public meeting. The upcoming agendas are always posted on the Town of Camp Verde web-site as well as in front the Town Clerk's office at the address given above.

- There is no Town organization to help Homeowners with maintenance of ditches and culverts.
- The Town usually recommends to Homeowners that they maintain the ditches and culverts on their property borders as part of the landscaping and if kept in good repair constantly while cleaning the yard, these items should only require minimal maintenance.

6. Protecting the future. What is the long-term plan to protect the access and maintenance of Bull-Pen Wash? How can both the Town and the Homeowners have assurance that the Bull-Pen Wash maintenance plan will be followed in the long term?

    - The long-term or permanent plan for access and maintenance of this portion of Bull-Pen Wash has already been previously discussed.
    - As was mentioned before, the Town is currently securing a permanent development permit with the Yavapai County Flood Control District and a permanent maintenance permit with the Corps of Engineers so that we may be able to always enter and clean the wash of debris, sediment, and overgrowth. The Town will honor these permits once given and will do the required maintenance in the future.

U.S. Department of Agriculture
Natural Resources Conservation Service

NRCS-ADS-093
7/2012

NOTICE OF GRANT AND AGREEMENT AWARD

1. Award Identifying Number	2. Amendment No.	3. Award/Project Period	4. Type of Award Instrument
68-9457-15-538	n/a	Date of NRCS signature through DATE	Cooperative Agreement

5. Agency: Natural Resources Conservation Service (NRCS) (Name and Address)
USDA-NRCS
230 N 1st Ave., Suite 509
Phoenix, AZ. 85003-1733

6. Recipient Organization: (Name and Address)
Town of Camp Verde
395 South Main Street
Camp Verde, Arizona 86322

DUNS:	EIN:
174953414	86-0573698

7. NRCS Program Contact:	8. NRCS Administrative Contact:	9. Recipient Program Contact:	10. Recipient Administrative Contact:
Dave Beyman, P.E. david.beyman@az.usda.gov 602-285-6351	Dave Beyman, P.E. david.beyman@az.usda.gov 602-285-6351	Ron Long, P.E. (928) 554-0620 ron.long@campverde.az.gov	Linda Peterson 928-554-0624 linda.peterson@campverde.az.gov

11. CFDA Number	12. Authority	13. Type of Action	14. Project Director
10.923	Emergency Watershed Protection 33 U.S.C. 2203, as amended, 7 CFR Part 624	New Agreement	Ron Long, P.E. ron.long@campverde.az.gov

15. Project Title/Description:
Camp Verde Emergency Watershed Protection FY15 Exigency Project, Yavapai County, Arizona. Complete agreement includes this ADS-093 and Attachment A, and attachments B-G, attached hereto and incorporated by reference herein.

16. Entity Type: ____Profit ____Nonprofit ____Higher Education ____Federal x State/Local ____Indian/Native American ____Other

17. Select Funding Type:	✓ Federal	✓ Non-Federal
Original Funds Total:	$150,000	$50,000
Additional Funds Total:		
Grand Total:	$150,000	$50,000

18. Accounting and Appropriation Data

Financial Code	Amount	Fiscal Year	Treasury Symbol
	$150,000	2015	

19. APPROVED BUDGET

Personnel	$	Fringe Benefits	$
Travel	$	Equipment	$
Supplies	$	Contractual	$
Construction	$ 200,000	Other	$
Total Direct Cost\	$ 200,000	Total Indirect Cost	$
		Total Non-Federal Funds	$ 50,000
		Total Federal Funds Awarded	$ 150,000
		Total Approved Budget	$ 200,000

This agreement is subject to applicable USDA NRCS statutory provisions and Financial Assistance Regulations. In accepting this award or amendment and any payments made pursuant thereto, the undersigned represents that he or she is duly authorized to act on behalf of the awardee organization, agrees that the award is subject to the applicable provisions of this agreement (and all attachments), and agrees that acceptance of any payments constitutes an agreement by the payee that the amounts, if any found by NRCS to have been overpaid, will be refunded or credited in full to NRCS.

NOTICE OF GRANT AND AGREEMENT AWARD			
Award Identifying Number	Amendment No.	Award/Project Period	Type of Award Instrument
68-9457-15-538	n/a	Date of NRCS signature through DATE	Cooperative Agreement

Name and Title of Authorized Government Representative	Signature	Date
Keisha L. Tatem State Conservationist NRCS Arizona		
Name and Title of Authorized Recipient Representative	**Signature**	**Date**
Town of Camp Verde MAYOR		8/6/2015

NONDISCRIMINATION STATEMENT

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

PRIVACY ACT STATEMENT

The above statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. Section 522a).

INSTRUCTIONS FOR NOTICE OF GRANT/AGREEMENT AWARD

1. **Award Identifying Number:**
   Agreement number
2. **Amendment No.:**
   Amendment number (if applicable)
3. **Award/Project Period:**
   Start and end date of project
4. **Type of Award Instrument:**
   Cooperative, Grant, or Contribution
5. **Agency:**
   Name, Address, City, State, ZIP Code
6. **Recipient Organization:**
   Name, Address, City, State, ZIP Code, DUNS (Data Universal Numbering System), and EIN (employee identification number)
7. **NRCS Program Contact:**
   Name and contact information of person to be contact on matters involving the programmatic aspects of the agreement
8. **NRCS Administrative Contact:**
   Name and contact information of person to be contact on matters involving the administrative aspects of the agreement
9. **Recipient Contact:**
   Name and contact information of person to be contact on matters involving the technical aspects of the agreement
10. **Recipient Administrative Contact:**
    Name and contact information of person to be contact on matters involving the administrative aspects of the agreement
11. **CFDA Number:**
    The Catalog of Federal Domestic Assistance number under which assistance is requested
12. **Authority:**
    Authority under which the agreement is entered into
13. **Type of Action:**
    Select one type of action:
    - i. New Agreement.—Agreement awarded for the first time
    - ii. Amendment/Revision.—Any change in financial obligation or deliverables
    - iii. Extension.—Extend performance period
14. **Project Director:**
    Name and contact information of project director or principal investigator (if applicable)
15. **Project Title/Description:**
    Brief description of the purpose of the agreement
16. **Entity type:**
    Type of recipient
17. **Funding:**
    Federal amount of the award and the non-Federal to be contributed to the project
18. **Accounting/Appropriation Date:**
    Provide the following:
    - i. Financial Code.—Accounting classification code
    - ii. Amount.—Self explanatory
    - iii. Fiscal Year.—Self explanatory
    - iv. Treasury symbol.—Self explanatory
19. **Approved Budget:**
    Totals for each budget category

OMB Number: 4040-0004
Expiration Date: 03/31/2012

Application for Federal Assistance SF-424

*** 1. Type of Submission:**
- [ ] Preapplication
- [x] Application
- [ ] Changed/Corrected Application

*** 2. Type of Application:**
- [x] New
- [ ] Continuation
- [ ] Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received: Completed by Grants.gov upon submission.

4. Applicant Identifier:

5a. Federal Entity Identifier:

* 5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: Town of Camp Verde

* b. Employer/Taxpayer Identification Number (EIN/TIN): 86-0573698

* c. Organizational DUNS: 174953414

d. Address:

* Street1: 395 South Main Street

Street2:

* City: Camp Verde

County/Parish:

* State: Arizona

Province:

* Country: USA: UNITED STATES

* Zip / Postal Code: 86322

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name: Charlie

Middle Name:

* Last Name: German

Suffix:

Title: Mayor

Organizational Affiliation:

* Telephone Number: (928) 554-0820

Fax Number:

* Email: lcgerman@msn.com

Application for Federal Assistance SF-424

9. Type of Applicant 1: Select Applicant Type:

Municipal Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

United States Department of Agriculture - Natural Resources Conservation Service

11. Catalog of Federal Domestic Assistance Number:

10.923

CFDA Title:

Emergency Watershed Protection Program

*** 12. Funding Opportunity Number:**

Emergency Watershed Protection Program

* Title:

Emergency Watershed Protection Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Town of Camp Verde, AZ

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Implement emergency measures to protect community (homes & infrastructure) from continued flooding and erosion damages.

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: AZ-01
* b. Program/Project: AZ-01

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 8/10/15
* b. End Date:

18. Estimated Funding ($):

* a. Federal	$150,000
* b. Applicant	
* c. State	
* d. Local	$50,000
* e. Other	
* f. Program Income	
* g. TOTAL	$200,000

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- [ ] a. This application was made available to the State under the Executive Order 12372 Process for review on .
- [ ] b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- [x] c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- [ ] Yes
- [x] No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

- [x] ** I AGREE

** The list of certifications and assurances, or an Internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:	
* First Name:	Charlie
Middle Name:	
* Last Name:	German
Suffix:	
* Title:	Mayor
* Telephone Number:	(928) 554-0820
Fax Number:	
* Email:	jjcgerman@msn.com
* Signature of Authorized Representative:	Completed by Grants.gov upon submission.
* Date Signed:	Completed by Grants.gov upon submission.

OMB Approval No. 0348-0041

BUDGET INFORMATION - Construction Programs

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses	$ .00	$ .00	$ .00
2. Land, structures, rights-of-way, appraisals, etc.	$ .00	$ .00	$ .00
3. Relocation expenses and payments	$ .00	$ .00	$ .00
4. Architectural and engineering fees	$ .00	$ .00	$ .00
5. Other architectural and engineering fees	$ .00	$ .00	$ .00
6. Project inspection fees	$ .00	$ .00	$ .00
7. Site work	$ .00	$ .00	$ .00
8. Demolition and removal	$ .00	$ .00	$ .00
9. Construction	$ 200,000 .00	$ .00	$ .00
10. Equipment	$ .00	$ .00	$ .00
11. Miscellaneous	$ .00	$ .00	$ .00
12. SUBTOTAL *(sum of lines 1-11)*	$ 200,000 .00	$ 0 .00	$ 0 .00
13. Contingencies	$ .00	$ .00	$ .00
14. SUBTOTAL	$ 200,000 .00	$ 0 .00	$ 0 .00
15. Project (program) income	$ .00	$ .00	$ .00
16. TOTAL PROJECT COSTS *(subtract #15 from #14)*	$ .00	$ .00	$ .00

FEDERAL FUNDING

17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter the resulting Federal share.	Enter eligible costs from line 16c Multiply X 75%	$ 150,000 .00

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Approval No.4040-0009
Expiration Date 07/30/2010

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	* TITLE
Charles Deman	Mayor
* APPLICANT ORGANIZATION	* DATE SUBMITTED
Town of Camp Verde	Completed on submission to Grants.gov

ASSURANCES RELATING TO REAL PROPERTY ACQUISITION

A. PURPOSE — This form is to be used by sponsor(s) to provide the assurances to the Natural Resources Conservation Service of the U.S. Department of Agriculture which is required in connection with the installation of project measures which involve Federal financial assistance furnished by the Natural Resources Conservation Service.

B. PROJECT MEASURES COVERED —

Name of project Camp Verde Emergency Watershed Protection Project

Identity of improvement or development Verde Lakes Community

Location Town of Camp Verde

C. REAL PROPERTY ACQUISITION ASSURANCE —

This assurance is applicable if real property interests were acquired for the installation of project measures, and/or if persons, businesses, or farm operations were displaced as a result of such installation; *and* this assurance was not previously provided for in the watershed, project measure, or other type of plan.

If this assurance was not previously provided, the undersigned sponsor(s) hereby assures they have complied, to the extent practicable under State law, with the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act (42 U.S.C. 4601-4655), as implemented in 7 C.F.R. Part 21. Any exceptions taken from the real property acquisition requirements under the authority of 42 U.S.C. 4655 because of State law have been or is hereby furnished to the Natural Resources Conservation Service along with the opinion of the Chief Legal Officer of the State containing a full discussion of the facts and law furnished.

D. ASSURANCE OF ADEQUACY OF REAL PROPERTY RIGHTS —

The undersigned sponsor(s) hereby assures that adequate real property rights and interests, water rights if applicable, permits and licenses required by Federal, State, and local law, ordinance or regulation, and related actions have been taken to obtain the legal right to install, operate, maintain, and inspect the above-described project measures, except for structures or improvements that are to be removed, relocated, modified, or salvaged before and/or during the installation process.

This assurance is given with the knowledge that sponsor(s) are responsible for any excess costs or other consequences in the event the real property rights are found to be inadequate during the installation process.

Furthermore, this assurance is supported by an attorney's opinion attached hereto that certifies an examination of the real property instruments and files was made and they were found to provide adequate title, right, permission and authority for the purpose(s) for which the property was acquired.

If any of the real property rights or interests were obtained by condemnation (eminent domain) proceedings, sponsor(s) further assure and agree to prosecute the proceedings to a final conclusion and pay such damages as awarded by the court.

Town of Camp Verde
(Name of Sponsor)

By: [signature]

Title: Mayor

Date: 8-6-2015

This action authorized by ordinance 2008-A355
at an official meeting Adopted Sept. 17, 2008

_____ on _____

day of _____, 19____,

at Town of Camp Verde

State of Arizona

Attest: Virginia Jenio
(Name)

Town Clerk
(Title)

_____
(Name of Sponsor)

By: _____

Title: _____

Date: _____

This action authorized
at an official meeting _____

_____ on _____

day of _____, 19____,

at _____

State of _____

Attest: _____
(Name)

_____
(Title)

ORDINANCE 2008-A355

**AN ORDINANCE OF THE TOWN OF CAMP VERDE,
YAVAPAI COUNTY, ARIZONA,
ADOPTING BY REFERENCE
THE TOWN OF CAMP VERDE TOWN CODE.
A RECODIFICATION OF SELECTED PRIOR ORDINANCES OF THE
TOWN, AND PROSCRIBING PENALTIES FOR VIOLATIONS THEREOF.**

Section 1. Adoption by Reference. Pursuant to A.R.S. Section 9-802 (as amended) the Town hereby adopts for application and enforcement the **Town of Camp Verde Town Code**, dated July 30, 2008, a compilation of selected previously-adopted and modified ordinances that are declared a public record pursuant to Resolution 2008-752 and attached thereto.

Section 2. Effective Date. The effective date of the **Town of Camp Verde Town Code**, dated July 30, 2008, shall be August 30, 2008, or upon completion of publication and posting as a penal ordinance as provided by law, whichever date is later.

Section 3. Repeal. The **Town of Camp Verde Town Code** generally excludes ordinances concerning zoning, taxation, or adoption of intergovernmental agreements.

Section 4. Copies of the Town Code. At least three (3) copies of the **Town of Camp Verde Town Code**, dated July 30, 2008, and any future amendments or revisions, shall be kept on file in the office of the Town Clerk for public access. Additional copies may be purchased by the public at nominal cost for materials and reproduction. Copies placed for public access shall be readily available for public inspection during normal working hours.

Section 5. Penalty. Pursuant to A.R.S. Section 9-240.B.29 and A.R.S. Section 13-602, it is hereby declared that any violation of the **Town of Camp Verde Town Code**, dated August 2, 2006, and revisions adopted thereto is a Class 2 misdemeanor, with punishment as provided by law, unless otherwise specified within a particular section of the **Code**. For purposes of A.R.S. Section 9-803, the provisions of the Town of Camp Verde Town Code concerning penalty clauses are set forth on Exhibit A to this Ordinance.

*PASSED AND ADOPTED by a majority vote of the Town Council in an open meeting by the Town Council, Town of Camp Verde, Arizona, on the 17th day of September **2008**, to be effective when publication and posting, pursuant to A.R.S. Section 9-813, is completed.*

Approved: _____ Date: 9/18/08
Tony Gioia, Mayor

Attest: _____
Deborah Barber, Town Clerk

Approved as to form:

_____
Town Attorney

RESOLUTION 2008-752

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, DECLARING THE TOWN OF CAMP VERDE TOWN CODE, DATED SEPTEMBER 17, 2008 TO BE A PUBLIC RECORD

Whereas, A.R.S. Section 9-802 permits the enactment and publication by reference of a code or public record, including a statute, rule or regulation of the municipality, in the interest of economy, and

Whereas, the document entitled **The Town of Camp Verde Town Code,** dated September 17, 2008 is a lengthy re-codification or prior ordinances and resolutions enacted by the Town, together with additions and amendments, to be adopted by Ordinance 2008-A355, and which would qualify for enactment by reference by law.

NOW THEREFORE THE MAYOR AND THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE HEREBY DECLARE THE TOWN OF CAMP VERDE TOWN CODE, ATTACHED HERETO AND INCORPORATED HEREIN, TO BE A PUBLIC RECORD PURSUANT TO A.R.S. SECTION 9-802, TO BE ENACTED BY ORDINANCE 2008-A355, AND ORDER THAT THREE (3) COPIES OF THE TOWN CODE, TOGETHER WITH ANY FUTURE AMENDMENTS OR ADDITIONS WHICH ARE ADOPTED, BE PERMANENTLY FILED IN THE OFFICE OF THE TOWN CLERK AND AVAILABLE FOR PUBLIC INSPECTION.

PASSED, APPROVED AND ADOPTED by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, on the 17th day of September 2008.

Tony Gioia 9/18/08

Tony Gioia, Mayor

Attest:

Deborah Barber

Deborah Barber, Town Clerk

Approved as to form:

Town Attorney

EXHIBIT A

TOWN OF CAMP VERDE TOWN CODE PENALTY CLAUSES

Section 5-1-8 Penalty

Any person who violates or fails to comply with any provision of this article shall be guilty of a Class 2 misdemeanor, with punishment as provided by law, unless otherwise specified within a particular section of the Code.

---

1. Section 3-2 - concerning the appointment of an Acting Town Manager in the Town Manager's absence.

"OFFICERS

Pursuant to ARS §9-237, as may be amended,....Clerk. Other officers include the Town Manager, Finance Director, Community Development Director, Library Director, Magistrate, Parks and Recreation Director, Housing Department Administrator and Street Superintendent. In the temporary absence of the Town Manager (vacation or sick leave) the Town Manager shall appoint an Acting Town Manager In the temporary absence of an officer other than the Town Manager, or the officer shall appoint a temporary replacement in consultation with the Town Manager.

Section 3-2-5 Director of Community Development

A. Office Established. The Office of Director of Community Development is hereby established. The Director of Community Development shall be appointed by the Town Manager on the basis of ability, and shall hold office pursuant to Section 3-1-3.A of this code.

B. Powers and Duties

CHAPTER 2
MAYOR AND COUNCIL
Article 2-1
COUNCIL

Section 2-1-1 Elected Officers
A. The elected officers of the Town shall be a Mayor and six Council members. The Mayor and Council members shall constitute the Council and shall continue in office until assumption of duties of office by their duly elected successors.

B. The term of office of the Mayor shall be two years.

C. Council members shall serve four-year staggered terms as provided by ARS § 9-232.02, as may be amended, with three (3) members in each class.

Section 2-1-2 Corporate Powers
The corporate powers of the Town shall be vested in the Council and shall be exercised only as directed or authorized by law. All powers of the Council shall be exercised by ordinance, resolution, order or motion.

Section 2-1-3 Assumption of Office

Members of the Council shall assume the duties of office at the first meeting in June following the date of the general election at which the Council members were elected, or at any special meeting called to conduct business after the general election by the former Council. If a Council candidate, including Mayor, receives a majority of all votes cast at a primary election, then pursuant to ARS § 9-821.01, as may be amended, such candidate shall be declared elected to the office, but effective as of the date of the general election, to be seated as set forth herein.

Section 2-1-4 Vacancies in Council
The Council shall fill by appointment for the unexpired term any vacancy on the Council, including Mayor that may occur for any reason, within 60 days of the vacancy, unless a primary or general election for Council is set within 120 days. The vacancy shall not reduce any Council quorum requirements.

Section 2-1-5 Oath of Office Immediately before assumption of the duties of office, the Mayor and each Council member shall, in public, take and subscribe to the oath of office.

Article 2-2

MAYOR

Section 2-2-1 Direct Election of Mayor

A. The Mayor shall be directly elected by the people pursuant to ARS § 9-821.01. If a candidate receives a majority of all votes cast at a primary election, he or she shall be declared Mayor effective as of the date of the general election, and no general election shall be held for that position.

B. The term of the Mayor shall be for two years. In every election one of the declared vacancies on the Council shall be reserved for the election of the Mayor.

C. A candidate may not run for both Mayor and Council member at the same election, a seated Council member whose term is not expiring may not run for the office of Mayor. A Mayor whose term is expiring is permitted to run for the office of Mayor or Council member.

Section 2-2-2 Vice Mayor

The Council shall select in June, a Vice Mayor who shall serve for a one-year term at the pleasure of the Council. The Vice Mayor shall assume the duties of the Mayor in the absence, disqualification, or resignation of the Mayor.

Section 2-2-3 Acting Mayor
In the absence or disability of both the Mayor and Vice Mayor, the mayor will designate one of the current Council members to serve as acting Mayor who shall have all the powers, duties, and responsibilities of the Mayor during such absence or disability. In the event, the Town Council objects to any such designation, the Council may vote in a public meeting called pursuant to the provisions of this code, to override the mayor's designation and select an alternative person to serve as Acting Mayor.

Section 2-2-4 Powers and Duties of the Mayor

The Mayor shall be the Chief Elected Official who is the Chief Executive Officer of the Town; except as to the administrative duties delegated by Section 3-2-1 to the Manager, or other department heads, and in accordance with the procedures set forth in the code and applicable portions of any personnel manual adopted by the Town.

A. The Mayor shall be the chairperson of the Council and preside over its meetings and its agenda. The Mayor may make and second motions and shall have a voice and vote in all its proceedings.

B. The Mayor shall execute and authenticate by his signature such instruments as the Council or any statutes, ordinances, or this code shall require.

C. The Mayor and members of the Council may make such recommendations and suggestions to the Council, as they may consider proper.

D. The Mayor may, by proclamation, declare a local emergency to exist due to fire, conflagration, flood, earthquake, explosion, war, bombing or any other natural or man-made calamity or disaster or in the event of the threat or occurrence of riot, rout or affray or other acts of civil disobedience which endanger life or property within the Town. After declaration of such emergency, the Mayor shall govern by proclamation and impose all necessary regulations to preserve the peace and order of the Town, including but not limited to:

1. Imposition of a curfew in all or any portion of the Town.
2. Ordering the closing of any business.
3. Closing to public access any public building, street, or other public place.
4. Calling upon regular or auxiliary law enforcement agencies and organizations within or without the political subdivision for assistance.

E. The Mayor shall perform such other duties required by state statute and this code as well as those duties required as the Elected Official who is chief executive officer of the Town.

F. At the first meeting in January of each year, Council shall adopt a Policy Statement that authorizes the Mayor to support or oppose bills introduced during Legislative Sessions when they adversely affect the Town's interests and require an immediate response.

Section 2-2-5 Absence of Mayor
The Mayor shall not absent himself from the Town for a greater period than fifteen consecutive days without the consent of the Council.

Section 2-2-6 Failure to Sign Documents
If the Mayor refuses or fails to sign any ordinance, resolution, contract, warrant, demand or other document or instrument requiring his signature for five days consecutively, then a majority of the members of the Council may, at any regular or special meeting, authorize the Vice Mayor or, in his absence, an acting Mayor to sign such ordinance, resolution, contract, warrant, demand or other document or instrument which when so signed shall have the same force and effect as if signed by the Mayor.

Article 2-3
COUNCIL PROCEDURES

Section 2-3-1 Regular Meetings
Regular Council Meetings. The Town Council will hold regular meetings at 6:30 p.m. on the first and third Wednesday of the month at the Town Hall complex on Main Street for general business and public hearings as may be required by law, with the fourth Wednesday set aside for Planning & Zoning matters, and the second Wednesday set aside for work sessions as needed. A work session, in lieu of or in conjunction with a regular meeting, may be called. If a regular meeting or work session is cancelled, such as near a holiday, notice of the cancellation shall be posted.

Section 2-3-1.1 Times and Places of Special Meetings
A. The Mayor, after public vote of the Council to schedule a special session within the jurisdiction of the Town, shall direct staff to schedule a special session of the Council, or the Mayor and Manager may jointly schedule a special session to be held in appropriate facilities within Town limits, to begin at a time and place designated in the motion.

B. Notices and agendas will be posted for the special sessions as required by law, and additionally posted at the alternate site.

C. Special sessions herein will not be scheduled away from Town Hall if the agenda involves public hearings on **controversial topics** likely to interest citizens of the Town in general rather than a particular neighborhood.

Section 2-3-2 Special Meetings
Special and emergency meetings, as permitted by law, shall be called and posted in the same manner as regular meetings by the Mayor or the Town clerk, after confirmation of the availability of a quorum.

Section 2-3-3 Posting of Notices
A. Notice of Council meetings and agendas shall be posted at Town Hall, the United States Post Office, Bashas' store at Outpost Mall, and on the Town's website. Other public notices, such as public meetings of Commissions, committees, or boards, bidding, holidays, auctions, and zoning matters, will be posted at Town Hall only, but shall ~~may~~ also be posted on the Town's website. Locations for posting may be changed by Council resolution.

B. All notices shall contain a statement of posting signed by the Town clerk or a designated representative showing the date and time of posting.

C. **Posting of Alternate Meeting Locations.** In addition to the locations and content specified by 2-3-3 (Posting of Legal Notices), the Town Manager or Mayor may request that a meeting with an agenda item or public hearing which may attract a large audience, or need special presentation facilities, be scheduled for the gymnasium, school auditorium, or alternate site suitable for public participation. If the Council votes to change the location for that meeting, notice of the location change shall be posted in the normal locations, plus at the site, and the meeting may be called to order at the site without first being called to order at the Town Hall Council Chamber. This does not preclude the Council from relocating a meeting that is in progress to accommodate a crowd that exceeds maximum occupancy limits as established for Council Chambers.

Section 2-3-4 Meetings to Be Public
All proceedings of the Council shall be open to the public, except that upon approval by a majority vote of the Council, the Council may meet in a closed executive session pursuant to the provisions of state law.

Section 2-3-5 Quorum

No action shall be taken unless a quorum is present. Four or more Council members (the Mayor counting as a member) shall constitute a quorum for transacting business, but a lesser number may adjourn from time to time to compel the attendance of absent members. In any meeting where a quorum is present, it shall take a majority vote of the entire Council, or a minimum of four (4) votes, to enact any measure, resolution, ordinance, or other business on the agenda.

Section 2-3-6 Preparation of Agenda

A. Prior to each Council meeting, or on or before a time fixed by the Council for preparation and distribution of an agenda, whichever is earlier, the manager shall collect all written reports, communications, ordinances, resolutions, contracts and other documents to be submitted to the Council, prepare an agenda in consultation with the Mayor and members of the Council according to the order of business and furnish each Council member, the Mayor and the attorney with a copy of the agenda and other necessary reports and materials together with a copy of the minutes of the last preceding Council meeting.

From time to time, addenda and late additions to the agenda are required and may be authorized by the Manager and Mayor due to extenuating circumstances beyond the control of the person requesting the addendum or late addition.

All Council members are authorized to place item(s) on the agenda. Agenda item requests are to be submitted in written form to the Clerk. If the number of previously scheduled agenda items prevents the scheduling of a requested agenda item, the Mayor (with the consent of the requesting Council member) may schedule the requested item to be heard at the next meeting of the Council.

B. The Town may use a consent agenda to dispose of routine matters coming before the Council.

Section 2-3-7 Order of Business

The business of the Council shall be the following items, not necessarily in that order:

A. Call to Order: The Mayor shall take the chair precisely at the hour appointed for the meeting and shall immediately call the Council to order. In the absence of the Mayor, the Vice Mayor shall call the Council to order. In the absence of both the Mayor and Vice Mayor, the clerk shall call the Council to order and an acting Mayor shall be selected to chair the meeting. Upon the arrival of the Mayor or the Vice Mayor, the Vice Mayor or the acting Mayor shall immediately relinquish the chair upon the conclusion of the business immediately before the Council. The Mayor shall preserve order and decorum and decide all questions of order and conduct. Questions from the staff or public are addressed to the chair.

B. Pledge of Allegiance.

C. Roll Call. Before proceeding with the business of the Council, the clerk or the clerk's designee shall record the roll of the members and the names of those present shall be entered in the minutes. If a quorum is not present, the members present may adjourn pursuant to Section 2-3-5 of this code.

D. Consent Agenda: (Routine business, meeting dates, disbursements, and resolutions). Unless a member of the Council requests a reading of the minutes of the Council meeting,

the minutes of the preceding meeting shall be considered approved if correct, and errors rectified if any exist.

E. Call to the Public. The Council on items designated for public input may hear petitions, remonstrances, communications, comments or suggestions from citizens present. All such remarks shall be addressed to the Council as a whole, and not to any member thereof, or the staff. Such remarks shall be limited to three (3) minutes. No person other than the individual speaking shall enter into the discussion without the permission of the presiding officer. There will also be a Call to the Public for items NOT on the agenda. Council may direct staff to follow up on the item with a report or placement on an upcoming agenda.

F. Ordinances/Resolutions/Other Actions Requiring Council Approval. The Council shall consider any ordinances or resolutions or other actions requiring Council approval as may be listed on the agenda.

G. Reports by Officers. Town officials and committees shall present any reports required by the Council.

H. Information and Updates.

I. Adjournment. The Council may, by a majority vote of those present, adjourn from time to time to a specific date and hour. A motion to adjourn shall always be in order and decided without debate.

Section 2-3-7.1 Management of Meetings

A. Where practicable, executive sessions will be held prior to the regular business meetings, as opposed to during or following a meeting.

B. Meetings should conclude at 10:00 p.m. with planned recesses during the meetings.

C. Council member discussion is limited to three (3) minutes per member. If an item is opened for public input, the public may address the item ONE time. Public input is limited to three (3) minutes.

D. All routine, administrative-type items such as contract awards and approvals, proclamations, etc. shall be placed on the Consent Agenda.

E. Previously approved items, such as budgeted items do no require further Council action and will not be placed on an agenda.

F. All presentations are limited to ten (10) minutes for the presentation and discussion period.

Section 2-3-8 Voting

A. The Mayor shall vote as a member of the Council.

B. If requested by a Council member, the minutes shall show the ayes and nays of any question to be taken. Council members wishing to abstain for a conflict of interest shall state such on the record prior to any discussion or vote on the item and shall file a written declaration with the Clerk as soon as possible following the meeting. Any other abstention must be declared at the time of the calling for a vote, or a silence will be recorded as an affirmative vote. The Mayor or chairman of the meeting will announce on the record whether the motion passed or failed.

Section 2-3-9 Declaration of Vacancy

The office of any Council member is deemed vacant pursuant to ARS § 38-291, as may be amended, if such member fails to discharge the duties of his or her office for three (3) consecutive months, including failure to attend Council meetings unless otherwise authorized by the Council.

Article 3-2

OFFICERS

Section 3-2-1 Town Manager

A. Office Established. The office of Town Manager is hereby established.

B. Appointment of Town Manager. The Town Manager shall be appointed by majority vote of the Council on the basis of executive and administrative ability and shall hold office at the pleasure of the Council.

C. Eligibility. No member of the Council, their spouse or relatives to the first degree shall be eligible for appointment as Town Manager until one year has elapsed after such Council member shall have ceased to be a member of the Council. The Town Manager shall be a resident of the Town, unless such requirement is waived by the Council.

D. Powers and Duties of Town Manager. The Town Manager is the ~~Chief Executive Officer and~~ administrative head of the government of the Town under the direction and control of the Council, except as otherwise provided in this article. He shall be responsible for the efficient administration of all the affairs of the Town that are under his control. In addition to his general powers as administrative head and not as a limitation thereon, it shall be his duty and he shall have the following powers:

1. Law Enforcement. To see that all laws and ordinances of the Town and all franchises, contracts, permits, and privileges granted by the Council are faithfully observed and to report any failure in that regard to the Council. The Council shall then give such instruction and direction as it may desire for remedial, corrective or terminating action by the Manager.

2. Authority Over Employees. To control, order and give direction to all heads of departments (other than Council-appointed officers) and to subordinate officers and employees of the Town under his jurisdiction through their department heads.

3. Power of Appointment and Removal. To appoint, remove, promote, and demote any and all officers and employees of the Town, except ~~the Finance Director~~, the Town Attorney, and the Town Magistrate, all of whom shall be appointed by the Council. As to these officers, he shall recommend appointment and removal to the Council. All such actions of the Manager shall be subject to all applicable personnel ordinances, rules and regulations and state statutes.

4. Administrative Reorganization of Offices. To conduct studies and effect such administrative reorganization of offices, positions, or units under his direction as may be indicated in the interest of efficient, effective, and economical conduct of the town's business.

5. Ordinances. To recommend to the Council for adoption such measures and ordinances as he deems necessary.

6. Attendance at Council Meetings. To attend all meetings of the Council unless the Mayor excuses him individually or unless the Council excuses him, except when his removal is under consideration, in which case the Town Manager's attendance at a meeting shall be governed by the Arizona Open Meeting Act (A.R.S. § 38-431 *et seq.*, as may be amended). He may present recommendations relative to each item on the agenda for approval, rejection, or modification by the Council, and prepare the agenda as provided in Section 2-3-6.A.

7. Financial Reports. To keep the Council at all times fully advised as to the financial condition and needs of the Town.

8. Budget. To prepare and submit a proposed annual budget and a proposed annual salary plan to the Council.

9. Investigations and Complaints. To make investigations into the affairs of the Town and performance of any obligations of the Town and to report all findings to the Council. Further, it shall be the duty of the manager to investigate all complaints in relation to matters concerning the administration of the Town government. If the investigation involves the conduct of a person reporting directly to the Council (the Town Manager or Town Attorney) the Mayor and Vice-Mayor shall designate a person to conduct the investigation. If the Mayor and Vice Mayor cannot agree on such designation, the matter shall be referred to the Council.

10. Public Buildings. To exercise general supervision over all public buildings, parks, and other public property under the control and jurisdiction of the Council.

11. Additional Duties. To perform such other duties as may be required by the Council, not inconsistent with federal law, state law, or Town ordinances.

12. Salary Schedule. To recommend to the governing body a standard schedule of pay for each appointive office and position in Town service, including minimum, intermediate and maximum rates. To authorize the payment of overtime pay for such employees as may work in excess of a normal work period. Such rates of pay and periods of work shall be in conformity with rates and salaries enacted by the Council.

E. Internal Relations.

1. Council-Manager Relations. The Council and its members shall deal with the administrative services of the Town only through the Town Manager, except for the purpose of inquiry, and neither the Council, nor any member thereof shall give orders or instructions to any subordinates of the Town Manager. The Town Manager shall take his orders and instructions from the Council only when sitting in a duly convened meeting of the Council, and no individual Council member shall give orders or instructions to the Town Manager.

F. Attendance at Commission Meetings. The Town Manager may attend any and all meetings of the planning and zoning commission and all other commissions, boards or committees created by the Council. He shall cooperate to the fullest extent possible with the members of all commissions, boards, or committees appointed by the Council.

G. Other Departments. The Town Manager may, with the concurrence of the Council, establish other departments (in addition to the departments set forth in this Code) to conduct the business and affairs of the Town.

H. Before appointing a person to fill the positions of Town Clerk, Town Marshal, Director of Public Works/Town Engineer or any other department head position, the Town Manager shall solicit input from no more than three persons serving on the Council.

CHAPTER 4

BOARDS, COMMISSIONS AND COMMITTEES

4-2 Organization

B. Duties of Officers/Members. The duties and powers of the various officers and members of the boards and commissions are as follows:

1. Chairperson. The chairperson shall preside at all meetings and hearings of the board or commission, decide all points of order or procedure, and perform any duties required

by law, ordinance or the requirements established in this chapter. The term of the chairperson shall be one year, unless reelected to succeeding terms by a majority vote of the membership. The chairperson shall be responsible for becoming familiar with and adhering to the provisions of the open meeting law. The chairperson shall also become familiar with the provisions of Roberts Rules of Order, and, although general informality in such rules of order may prevail, shall adhere to such rules in the conduct of meetings where emotional content of the subject matter or the conflict of personalities may otherwise interfere with the orderly conduct of business. The chairperson may, to the extent necessary, work with the department head assigned to the board or commission to assist with special needs, requirements for assistance from the staff, reviewing monthly budget reports and preparation of agendas. The chairperson will determine whether he/she, staff liaison, or designee', will provide a written report to the Mayor and Council summarizing the board or commission activities during the prior quarter, identifying upcoming activities and reviewing any problems, concerns or proposals. Such reports are to be submitted to the Town Clerk for distribution to the Council. Meetings may be scheduled with Council as needed and/or on a regular quarterly basis. In addition, the chairperson shall sign all minutes and resolutions of the board or commission.

Article 4-3
MEETINGS

5. Abstentions/Conflict of Interest. If a member of a board or commission determines that they have a conflict of interest, they shall remove themselves from the meeting room and not take part in either the discussion or the vote. Such conflict should be stated prior to the item being introduced or just after introduction but prior to discussion. A *Conflict of Interest Disclosure Memorandum* form must be completed, signed, and submitted to the Clerk's Office for each conflict that is declared. A member may abstain from voting on an item even if a conflict of interest is not present; however, this is not a preferred action.

Section 5-2-2 Powers and Duties of Town Magistrate
The powers and duties of the Magistrate shall include:
A. The powers and duties set forth and conferred upon him under the provisions of the state constitution and statutes, this code, and the ordinances and resolutions of the Town.

B. The keeping of a docket in which shall be entered each action and the proceedings of the court therein.

C. The responsibility for fixing and receiving all bonds and bails and for fixing and receiving all fines, penalties, fees and other monies as provided by law.

D. Payment of all fees, fines, penalties, and other monies collected by the court at least once each month to the treasurer or other officer as designated by the Council.

E. Submitting a monthly report to the Council summarizing court activities for that month.

F. Preparation of a schedule of traffic violations not involving the death of a person, listing specific bail for each violation.

G. Designation of a deputy other than a law enforcement officer and a specific location, at which the deputy shall, during hours when court is not open, set the amount of bail in accordance with the foregoing schedule and collect such bail, or accept proper bail bonds in lieu thereof, for and on behalf of the court.

H. Preparation of a schedule of civil traffic violations listing a specific deposit for each violation. The Magistrate shall designate a person, a specific location and the hours during which such person will be at the location to accept proper deposits for civil traffic violations for and on behalf of the court.

I. Prepare an annual departmental budget as required by the Town manager.

J. Supervise and administer, including hiring, promotion and termination of court employees consistent with the requirements of the Town Code, Personnel Rules and adopted budget.

K. Purchase, acquire, or retain goods and services consistent with the requirements of the Town Code and adopted budget.

L. Provide coordination, input, and advice on court administrative matters to the Town Council and staff.

Section 5-2-4 Assistant Magistrate

The Town Magistrate may recommend to the Council the names of individuals qualified to serve as assistant magistrate, subject to the assignment and direction of the Town Magistrate, once appointed. All assistant magistrates shall serve for a specified term, subject to removal by the Council. All duly appointed assistant magistrate shall be compensated per a fee established by the Council, and subject to the reimbursement of those travel expenses and other out-of-pocket allowances permitted for Town employees.. All assistant magistrates are deemed to be part-time Town employees subject to contributing to the Arizona State Retirement under certain conditions and paying payroll taxes, but are not eligible for benefits such as health insurance and paid time off.

CHAPTER 9
BUSINESS REGULATIONS
Article 9-1
CASUAL BUSINESS LICENSE

9-1-1 Definitions
9-1-2 License Required
9-1-3 Applications
9-1-4 Fees
9-1-5 Fees for Charitable, Religious or Civic Organizations
9-1-6 License to be posted
9-1-7 Location Restrictions
9-1-8 Undue Noise Prohibited
9-1-9 Enforcement by Police Officers
9-1-10 Revocation
9-1-11 Signs to be Observed

Section 9-1-1 Definitions

In this article unless the context otherwise requires:
A. "Canvasser or solicitor" means any person, whether a resident of the Town or not, traveling either by foot, wagon, automobile, motor truck, or any other type of conveyance from place to place, from house to house or from street to street taking or attempting to take orders for sale of goods, wares and merchandise, personal property of any nature whatsoever for future delivery or for services to be furnished or performed in the future, whether such person is

collecting advance payments on such sales or not, provided that such definition shall include any person who, for himself or for another person, hires, leases, uses or occupies any building, structure, tent, railroad car, boat, hotel room, lodging house, apartment, shop, or any other place within the Town for the sole purpose of exhibiting samples and taking orders for future delivery.

B. "Peddler" means any person, whether a resident of the Town or not, traveling by foot, wagon, automobile, or any other type of conveyance from place to place, from house to house or from street to street carrying, conveying or transporting goods, wares, merchandise, meats, fish, vegetables, fruits, garden truck farm products or provisions, offering and exposing the same for sale or making sales and delivering articles to purchasers, or a person who, without traveling from place to place, shall sell or offer the same for sale from a wagon, automotive vehicle, railroad car or other vehicle or conveyance. It is further provided that a person who solicits orders and, as a separate transaction, makes delivery to purchasers as a part of the scheme or design to evade the provisions of this chapter shall be deemed a peddler subject to the provisions herein contained. The word "peddler" shall include the words "hawker" and "huckster".

C. "Transient merchant," "itinerant merchant," or "itinerant vendor" means any person, whether owner or otherwise, whether a resident of the Town or not, who engages in a temporary business of selling and delivering goods, wares and merchandise within the Town, and who, in furtherance of such purpose, hires, leases, uses or occupies any building, structure, motor vehicle, tent, railroad car, boat, hotel room, lodging house, apartment, shop, or any street, alley or other place within the Town for the exhibition and sale of such goods, wares and merchandise, either privately or at public auction, provided that such definition shall not be construed to include any person, firm or corporation who, while occupying such temporary location, does not sell from stock but exhibits samples only for the purpose of securing orders for future delivery. The person so engaged shall not be relieved from complying with the provisions of this chapter merely by reason of associating temporarily with any local dealer, trader, merchant, or auctioneer or by conducting such transient business in connection with, as a part of or in the name of any such local dealer, trader, merchant, or auctioneer.

D. "Special Event" includes the temporary sales and displays by street vendors, craft shows, fair booths, and similar operations usually associated with a special event or holiday.

Section 9-1-2 License Required
It is unlawful for any peddler, solicitor, canvasser, transient merchant, itinerant merchant, or itinerant vendor to engage in such business within the corporate limits of the Town without first obtaining a Casual Business license in compliance with the provisions of this chapter. This article shall also govern all special event sales and operations within the Town limits. This article does not apply to participants of Town Events who have paid booth fees, garage sales, auctions, sidewalk sales, student fund raising sales, and bake sales that occur less than three (3) times per year; events occurring more than three (3) times per year must obtain a Casual Business License. This article also does not apply to licensed retail businesses that conduct occasional off-site sales events, such as car and recreational vehicle shows and home shows. However, off-site sales may require zoning clearance.

Section 9-1-3 Applications
A. Applicants for a Casual Business License under this chapter must file with the clerk a sworn application in writing, on a form to be furnished by the Clerk, which shall give the following information:

1. Name and description of the applicant.
2. Address, legal and local.
3. A brief description of the nature of the business and the goods to be sold and, in the case of products of farm or orchard, whether produced or grown by the applicant.
4. Verification of a Transaction Privilege Tax License.
5. If employed, the name and address of the employer, together with credentials establishing the exact relationship.
6. The length of time for which the right to do business is desired. No Casual Business License shall be issued for a period longer than three (3) consecutive days.

7. If a vehicle is to be used, a description of the same, together with license number of any vehicles to be used in or near the display area or other area of business, and other means of identification.
8. A statement as to whether or not the applicant has ever been convicted of any crime, misdemeanor, or violation of any municipal laws and the nature of the offense and the punishment or penalty assessed therefore.
9. Obtain the written permission of the property owner and tenant, if any, for the operation.
10. Obtain any necessary health or other regulatory permits required by law.

B. No license issued hereunder shall be transferable.

Section 9-1-4 Fees
A. The license fees for peddlers, solicitors, canvassers, and transient merchants and the application fee provided in Section 9-1-3 shall be determined by resolution of the Council.

B. No fee shall be required of any resident of the Town of Camp Verde selling products of the farm or orchard actually produced by the resident.

Section 9-1-5 Fees for Charitable, Religious or Civic Organizations
There shall be no fees for charitable, religious, or civic organizations. It shall be the duty of the Clerk to determine if the organization making the application is a charitable, religious, or civic organization and that the individual making the application is a member of the organization. The determination by the Clerk may be appealed to the Town Manager, which may at his discretion decide such appeal or refer it to the Council.

Section 9-1-6 License to be Posted
The license issued by the Clerk shall be posted in a conspicuous place if the licensee is using a vehicle or a building in his business and otherwise must be kept by the person and exhibited at any time upon request.

Section 9-1-7 Location Restrictions
No peddler, canvasser, or transient merchant shall locate on the public street or property, and must have written permission of a property owner for private property. It is unlawful for any peddler, canvasser, or transient merchant to operate in any stationary location, to operate within three hundred feet of a public school ground, or to operate in any congested area where such operation might impede or inconvenience the public or cause traffic or parking hazards. The judgment of a law enforcement officer exercised in good faith shall be deemed conclusive as to whether the area is congested or the public impeded or inconvenienced.

Section 9-1-8 Undue Noise Prohibited
No licensee, nor any person on the licensee's behalf, shall shout, make any outcry, blow a horn, ring a bell or use any sound device, including any loud speaking radio or sound amplifying system, for the purpose of attracting attention to any goods, wares, or merchandise which such licensee proposes to sell upon any of the streets, alleys, parks or other public places of the Town or upon any private premises in the Town where sound of sufficient volume is emitted or produced that is capable of being plainly heard upon the public thoroughfares.

Section 9-1-9 Law Enforcement
It shall be the duty of any law enforcement officer of the Town to enforce the provisions of this article.

Section 9-1-10 Revocation
The Clerk after notice for any of the following causes may revoke permits and licenses issued under the provisions of this chapter:

A. Fraud, misrepresentation, or false statement contained in the application for license;
B. Fraud, misrepresentation, or false statement made in the course of carrying on business;
C. Any violation of this article;

D. Conducting business in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety or general welfare of the public.

Section 9-1-11 Signs to be Observed
It is unlawful for any peddler, solicitor, canvasser or transient merchant, in the course of his business to ring the doorbell or knock at any building whereon a sign bearing the words "No Peddlers," "No Solicitors," "No Canvassers," No Transient Merchants," or a similar message is exposed to public view.

Article 9-3
BUSINESS LICENSES

9-3 Definitions
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Section 9-3 Definitions

A. "Business" means occupation, work, or trade in which a person is engaged; commercial, industrial, or professional dealings; the buying and selling of commodities; and any commercial store or factory. For the purposes of this article, "Business" also includes those property owners that offer for lease three (3) or more residential units and/or one (1) or more commercial unit(s) that are located within the incorporated limits of the Town of Camp Verde.

B. "Business Location" means the physical location (address) of the business location. If business location includes more than one parcel, all parcel numbers must be listed on the Application for Business License and receive a Zoning Clearance approval before a Business License will be issued.

C. "Home Occupation" means an occupation, profession, activity or use located in a residential district, and which uses is merely incidential to the residential use and does not change the character of the neighborhood by externally detectable lighting, noise, odor, or appearance associated with the activity, and is created and operated as a sole proprietorship with no more than one non-residential employee. No storage or use of toxic materials and/or chemicals that are utilized in connection with a Home Occupation are permitted in a residential district.

D. "Property Owner" means the legal owner of the land/parcel on which the business is conducted.

E. "Occupier of Land" means a Business Owner that does not own the land/parcel on which the business is conducted.

F. "Telecommuting" means working from home as an employee or employer by way of electronic transmission devices. Telecommuting does not require a Business License.

G. "Toxic Materials/Chemicals" mean liquid, aerosol, or solid substances that are harmful, destructive, deadly, or poisonous to human, animal, or fowl.

Section 9-3-1 Purpose

The Council has determined that it is in the best interest of the public to maintain a list of business activities within the Town to provide contacts for emergency services, directories, compliance with zoning codes, building and fire codes, tax, and/or other ordinances and statutes.

Section 9-3-2 Registration and License Required
It is unlawful for any person, firm, organization, corporation or other entity to engage in business within the corporate limits of the Town without first obtaining a Business License in compliance with the provisions of this chapter.

Section 9-3-3 Issuance of Business License
It is the duty of the Town Clerk to prepare and issue a Business License under this article for every person, firm, company, or corporation liable therefore; the period of time covered; the name of the person, firm or corporation for whom issued; the type of business; the location or place of business and verification of privilege tax license.

Section 9-3-3.1 Certificate of Compliance
No operation of any new business, excluding Home Occupation businesses, will be allowed or Business License issued within the limits of the Town without the issuance of a Certificate of Compliance from the Building Department. The Certificate of Compliance requires a physical inspection of the building to verify that the proposed business activity and building are in compliance with all zoning, building, and fire codes.

Issuance of the Business License does not imply that the Town in any way regulates or warrants the manner in which the operator does business.

Section 9-3-4 Payment
A. All Business License fees shall be paid at the office of the Town Clerk in such manner as may be specified by the Clerk.

B. Business Licenses are issued for a 12-month period. Annual renewal payments are due on the first day of the month in which the license was first issued. For example, renewal fees for License #000 issued on January 30, 2008 become due on January 1, 2009.

C.The Business License and registration for all businesses which do not pay the required fees within thirty days of their due date will be cancelled. A new application and associated fees will be required to reinstate the Business License.

D. A full fee shall be paid for each fee period or portion of a fee period in which a business is carried on.

E. A separate Business License must be obtained for each branch established or separate place of business in which any business is carried on. If a business location includes more than one parcel, all parcel numbers must be listed on the Application for Business License. All parcels must receive Zoning Clearance approval before a Business License will be issued.

Section 9-3-5 Posting of Business License
Every person, firm, company, or corporation, having a Business License under the provisions of this article, shall keep such Business License posted and exhibited, while in force, in some conspicuous part of the place of business. Every person having such Business License and not having a fixed place of business shall carry such Business License with him at all times while carrying on that business for which the same was granted. Every person, firm, company, or corporation having a Business License under the provisions of this article shall produce and exhibit the same whenever requested to do so by any officer authorized to issue, inspect, or collect by the Town.

Section 9-3-6 License not Transferable
No Business License issued under the provisions of this article shall in any manner be assignable or transferable to any other person, firm, company, or corporation.

Section 9-3-7 Fees
All businesses liable shall pay a set fee as set forth by the Council by resolution. Fees are non-refundable and are not set on a pro rata basis.

Section 9-3-8 Penalty
It is unlawful for any person to commence, transact, or carry on any business within the Town without first having obtained a license from the Town or to comply with all provisions of this Chapter. Violations shall be punishable under Chapter 1, Article 1-8 with each day that such business is practiced, transacted or carried on constituting a separate offense. It shall be the duty of any authorized personnel or officer of the Town to enforce the provisions of this chapter.

SIMS MURRAY

2020 North Central Avenue
Suite 670
Phoenix, Arizona 85004
P: 602-772-5500 F: 602-772-5509

William J. Sims III
Direct Line: 602-772-5501
wjsims@simsmurray.com

August 6, 2015

Dino DeSimone
Recourse Conservationist
USDA-NRCS
230 N. First Avenue, Suite 509
Phoenix, AZ 85003

Re: Verde Lakes Drainage Project—Town of Camp Verde

Dear Mr. DeSimone:

This letter is written in connection with an emergency watershed protection project (**"Project"**) within the Town of Camp Verde (**"Town"**) in the area of the Verde Lakes subdivision caused by a storm that occurred on July 17, 2015.

You have inquired as to whether the Town has the appropriate access to real property to undertake the work necessary to accomplish the Project. I am informed that the scope of the Project is constrained to the drainage easement (the **"Drainage Easement"**) shown in yellow on the attached plat (the **"Plat"**). Although the Plat identifies the area in yellow as being subject to a drainage easement, the Plat does not identify the person or entity that has access to the Drainage Easement.

The granting clause for easements set forth on the Plat refers to public access for utilities and streets, but does not refer to the public having access to the Drainage Easement. Given that the Town has not assumed the duties of floodplain management pursuant to A.R.S. § 48-3610, and given that a portion of the Project lies within the West Clear Creek FEMA designated flood hazard area (**"Hazard Area"**), it is likely that a court would, in the first instance, construe the Drainage Easement as granting the Yavapai County Flood Control District (**"District"**) access to the Drainage Easement in order to conduct flood mitigation and other related measures.

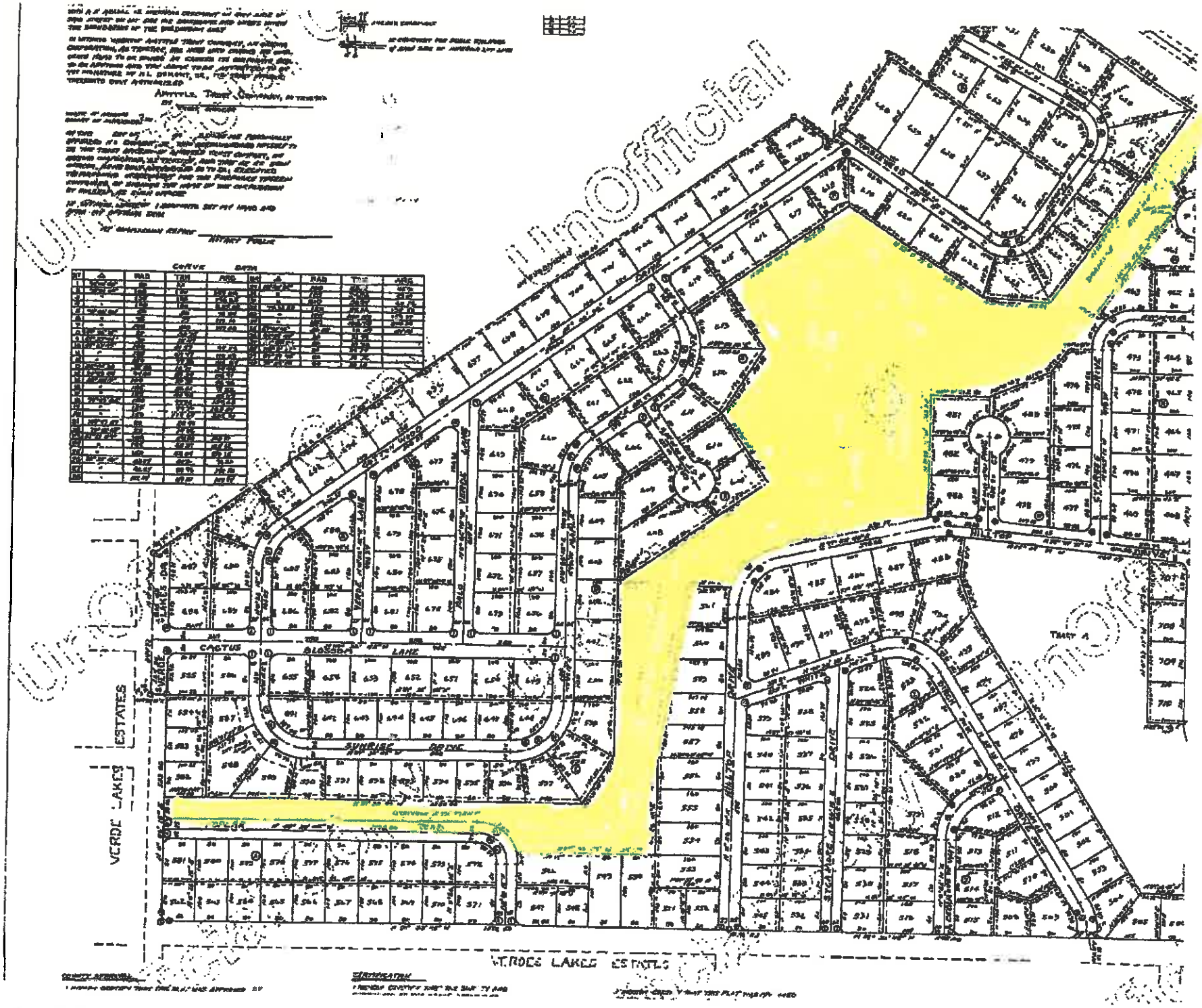
For those areas of the Drainage Easement outside the Hazard Area, given that A.R.S. § 9-240.A.5 provides that a town has the power to regulate and prevent the altering of watercourses, it is likely that a court would construe the Drainage Easement as granting the Town access to conduct flood mitigation and other related measures in the Drainage Easement for those areas outside the Hazard Area.

I understand that the District will review and likely approve a request by the Town for a Development Permit for the Town's work to accomplish the Project in the Drainage Easement. Assuming that such permit will be issued, I am of the opinion that based on the Plat, the Drainage Easement and the District's issuance of a Development Permit to the Town for the Project, that the Town has the appropriate access to the Drainage Easement to perform the work necessary for the Project.

Sincerely,

William J. Sims III
Camp Verde Town Attorney

cc: Town Manager


CACTUS BLOSSOM LANE
SUNRISE DRIVE
VERDE LAKES ESTATES
VERDE LAKES ESTATES
Tract A

This form is available electronically.

AD-3031

Form Approved – OMB No. 0505-0025
Expiration Date: 02/29/2016

U.S. Department of Agriculture

ASSURANCE REGARDING FELONY CONVICTION OR TAX DELINQUENT STATUS FOR CORPORATE APPLICANTS

NOTE: *The following statement is made in accordance with the Privacy Act of 1974 (5 USC 55a – as amended). The authority for requesting the following information for USDA agencies and offices is in sections 744 and 745 of the Consolidated and Further Continuing Appropriations Act, 2015, P.L. 113-235, as amended and/or subsequently enacted. The information will be used to document compliance with appropriations restrictions.*

According to the Paperwork Reduction Act of 1995 an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number of this information collection is 0505-0025. The time required to complete this information collection is estimated to average 3 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal and civil fraud, privacy, and other statutes may be applicable to the information provided.

This award is subject to the provisions contained in the Consolidated and Further Continuing Appropriations Act, 2015, P.L. 113-235, Division E, Title VII, Sections 744 and 745, as amended and/or subsequently enacted for USDA agencies and offices regarding corporate felony convictions and corporate federal tax delinquencies.

Accordingly, by accepting this award the corporation recipient acknowledges: (1) that it does not have a Federal tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, and (2) that it has not been convicted of a felony criminal violation under any Federal law within 24 months preceding the award, unless a suspending and debarring official of the United States Department of Agriculture has considered suspension or debarment of the recipient corporation based on these convictions and/or tax delinquencies and determined that suspension or debarment is not necessary to protect the interests of the Government. If the recipient fails to comply with these provisions, the agency will annul this agreement and may recover any funds the recipient has expended in violation of the above cited statutory provisions.

APPLICANT'S SIGNATURE (BY)

Mayor
TITLE/RELATIONSHIP OF THE INDIVIDUAL IF SIGNING IN A REPRESENTATIVE CAPACITY

Town of Camp Verde
BUSINESS NAME

08.06.15
DATE SIGNED (MM-DD-YYYY)

The U.S. Department of Agriculture (USDA) prohibits discrimination in all of its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, political beliefs, genetic information, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Assistant Secretary for Civil Rights, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, S.W., Stop 9410, Washington, DC 20250-9410, or call toll-free at (866) 632-9992 (English) or (800) 877-8339 (TDD) or (866) 377-8642 (English Federal-relay) or (800) 845-6136 (Spanish Federal-relay). USDA is an equal opportunity provider and employer.

11.

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: September 2, 2015 Regular Session

☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested

☐ Presentation Only ☐ Action/Presentation ☐ Pre-Session Agenda

Requesting Department: Administration

Staff Resource/Contact Person: Manager Russ Martin

Agenda Title (be exact): Discussion, consideration and possible approval of Budget Amendment to allocate approximately $30,000 of unallocated expenses in the CIP fund to put in 3 hydrants and fund eCivis grant software.

Estimated Presentation Time: 5 min.

Estimated Discussion Time: 10 min.

Reviews Completed by:

☒ **Department Head:** Russ Martin, comments included.

☐ **Town Attorney Comments:**

☒ **Finance Department:** Mike Showers
Fiscal Impact: Remaining would be available as necessary for other projects that may be identified through the rest of the fiscal year.
Budget Code: 03-000-20-80000 **Amount Remaining:** $37,089

Comments:

Background Information: Two previous discussions regarding constructing fire hydrants strategically to upgrade the firefighting capability and potential economic development opportunities in Town would be implemented by placing 3 with the allocation of $21,000 in the CIP fund this year. The Town is also on the final year of a three year contract for eCivis (Annually $15,600), the grant assistance software/subscription for Town and non-profits. eCivis has agreed to allow us to begin a new reduced version for three more years at $7800 annually that would more adequately meet our previously reduced usage. We remain per contract required to pay for a third year at $15,600 without a new contract and a budget amendment allocation for that would be necessary if we do not want to continue for three more years.

Recommended Action (Motion): Approve the budget amendment allocating in the amount of $21,000 for hydrants and $7800 for eCivis grant software.

Instructions to the Clerk: None

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: 08-26-2015

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

☒ *Presentation Only* ☐ *Action/Presentation* ☐ *Pre-Session Agenda*

Requesting Department: **Councilor Jackie Baker**

Staff Resource/Contact Person:

Agenda Title (be exact):

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

Estimated Presentation Time:

Estimated Discussion Time: 3 Minutes

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: The Town received the Ballot for Arizona Municipal Risk Retention Pool (AMRRP) on Monday August 10, 2015. Normally this item is placed on the agenda for Council decision however; there was not enough time to place the item on the agenda and return to the League. As the Town's appointed representative and elected member of the board, Jackie Baker completed the ballot and is taking this opportunity to update the community and the Council.

Recommended Action (Motion):

Instructions to the Clerk: None

Board of Trustees
2015 Election and Annual Members' Meeting

Pursuant to A.R.S. § 10-3708, the undersigned Member of the Arizona Municipal Risk Retention Pool (AMRRP) hereby casts the votes as designated below, which the undersigned is entitled to cast, as an AMRRP Member at the Annual Meeting of the Members on Tuesday, August 18, 2015. Responses by ballot are needed to meet quorum requirements.

Names were drawn in random order. That order is reflected herein.

BALLOT

Please cast *THREE* votes

★	**Arlene Alen,** Councilmember, Town of Dewey - Humboldt	☐
★	**Kelly Udall,** Town Manager, Town of Sahuarita **(I)**	☒
★	**Fred Carpenter,** Councilmember, Town of Payson **(I)**	☒
★	**Jackie Walker,** Human Resources/Risk Mgt Director, City of Kingman **(I)**	☒
★	**Karen Daines,** Assistant City Manager, City of Sedona	☐
★	**Brian Richards,** Town Manager/Finance Director, Town of Snowflake	☐
★	**Write In Candidate** _____	☐
★	**Write In Candidate** _____	☐
★	**Write In Candidate** _____	☐

(I) Incumbent AMRRP Trustee

I have read and hereby approve the **August 19, 2014** Annual Members' Meeting minutes as written.
YES ☒ **NO** ☐

x Jackie Baker	Camp Verde	8-11-15
Vo	**City/Town**	**Date**
Jackie Baker	Town of Camp Verde	
Voting Designee Printed Name		

Ballots must be received by The League of Arizona Cities and Towns by 5:00 p.m. on Friday, August 14, 2015.

League of Arizona Cities and Towns

Email kstrobeck@azleague.org *E-mailed 8-11-2015*
Fax 602-253-3874
Mail Attn: AMRRP Election ♦ 1820 West Washington ♦ Phoenix, AZ 85007

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