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TOWN OF CAMP VERDE
AGENDA
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MAY 4, 2016 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) Budget Work Session – April 22, 2016
      2) Regular Session –April 20, 2016
      3) Budget Work Session – April 15, 2016
      4) Work Session – April 13, 2016
   b) **Set Next Meeting, Date and Time:**
      1) Friday, May 13, 2016 at 8:00 a.m. Budget Work Session
      2) Wednesday, May 18, 2016 at 6:30 p.m. Regular Session
      3) Wednesday, May 25, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters
   c) **Possible approval of Job Order Contract Payment to Fann Environmental, LLC for a total of $179,803.48 for Camp Verde Wastewater Treatment Plant-New Plant Headworks. This is a budgeted item.** Staff Resource: Troy Odell

5. **Special Announcements and presentations:**
   - Proclamation declaring June 14, 2016 - recognizing Gunnery Sergeant Edward "Pete" Reeder followed by PowerPoint Presentation by Co-Chairman Phil Goode regarding Yavapai County All Veterans Memorial Plaque.
   - Proclamation declaring May 1-7, 2016 and Municipal Clerks Week

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

7. **Update and discussion relative to local, state and county matters with Yavapai County Supervisor Thomas Thurman.**

8. **Discussion, consideration & possible approval of Resolution 2016-963, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting fees for Town services for FY 2016-17 and superseding Resolution 2015-935.** Staff Resource: Michael Showers

9. **Possible approval (or Denial) of Resolution 2016-965, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, deeming the granting of a Franchise to Camp Verde Water System Inc. beneficial to the Town, and calling a Regular Election set for August 30, 2016 to submit the question to the qualified electors as to whether or not the franchise shall be granted.**

The following item was requested by Vice-Mayor Bruce George

10. **Discussion, consideration and possible direction to staff regarding alternatives to funding the Verde Valley Senior Center, to include but not limited to Valley Services, Inc.**

The following item was requested by Mayor German

11. **Discussion, consideration and possible direction to staff regarding possible implementation of a "Request to Speak Card" that would be used on Agenda item "Call to the Public for items NOT on the Agenda."**

12. **Discussion, consideration and possible direction to staff relative to proposed legislation by the 52nd State Legislature during its second regular session that convened on January 11, 2016.** Staff Resource: Russ Martin

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 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: Debra M. Scott Date/Time: 04/28/16 2:10pm

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

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

4.a.1

DRAFT MINUTES
BUDGET WORK SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS - 473 S. MAIN STREET, ROOM #106
FRIDAY, APRIL 22, 2016 AT 8:00 A.M.

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

NOTE: The 2015-16 Proposed Budget with each department's requests and the Town Manager's recommendations is available in the office of the Town Clerk, with each departments supporting documentation for their budget requests.

1. **Call to Order**

   Mayor German called the meeting to order at 8:00 a.m.

2. **Roll Call**

   Mayor German, Vice Mayor Bruce George, Councilors Robyn Whatley, Carol German, Jessie Jones-Murdock and Jackie Baker are present. Councilor Brad Gordon is absent.

   Also Present

   Town Manager Russ Martin, Finance Director Michael Showers, Public Works Director Ron Long, Wastewater Treatment Plant Manager Jan Grogan; Community Development Director Mike Jenkins, Marshal Nancy Gardner and Commander Jacqui McConnell, Barbara Bridge (Town Clerk's Office) and Recording Secretary Lynn Riordan.

3. **Pledge of Allegiance**

   Mayor German led the pledge

4. **Discussion, consideration, and possible direction to staff relative to the Draft FY 2016-22017 Tentative Budget.**

General Government:

- **Public Works** –
- ***Parks and Recreation***: Public Works Director Ron Long advised that the Parks and Recreation Department will be requesting additional staffing for fiscal year 2016-17, with the requested promotion of Mr. Marshall to manager and the addition of a parks and recreation coordinator. The Engineering Department of Public Works will not be replacing the vacancy (administrative assistant) to accommodate the needed changes in Parks and Recreation. This will impact the other divisions of Public Works, therefore, the Public Works Department will be requesting funding for the Administrative Assistant position in FY 2017-18. There are currently few requested changes in the operation budget for FY 2016-17, taking into consideration that Special Events will be shifted to the Parks and Recreation Department Budget from the Economic Development Department. There are other projects in progress being provided by Camp Verde Promotions and "The Old Guys", which are completed and financed outside of the Town's budget.
- ***Engineering:*** There are few requested changes in the operational budget for FY2016-17. Note – the Engineering Administrative Assistant position will not be filled to accommodate the necessary staffing in Parks and Recreation.
- ***Stormwater***: The requested increase in wages in the Stormwater Department reflects the loss of revenue from HURF funding, not additional employees (funding must now come from the Town's General Fund). Ron Long and Town Manager Russ Martin explained the funding requests for Consulting Services, which have become mandatory, as the Town is not meeting ADEQ MS-4 permit requirements. Additionally, the Stormwater Department of Public Works is requesting funding for infrastructure maintenance.

- ***Maintenance:*** Mr. Long advised that there are few changes to the operational budget requested for FY 2016-17; however, he is requesting funding for two additional full time employees. Mr. Long stated that Public Works is utilizing all available funding and manpower from HURF, contract labor, and Adult Probation services, however, Public Works (all departments of Public Works) have been short staffed since 2007. With the expansion of the new Library, new and upgrading of the parks, and the increase in development, more employees are needed, specifically grounds maintenance and janitorial. The Manager has recommended no new employees due to budget restraints. Council Discussion: Council requested alternatives, partnering with local businesses for services, volunteers, part-time positions and/or hiring of one employee with dual responsibilities. Mr. Long advised that the department is already taking full advantage of all volunteers that are available, including APO, part-time positions do not attract the level of commitment and skill that the department is needing and a "shared" responsibility position does not usually do justice for either position, therefore, if only one position is approved, he would recommend a full-time groundskeeper, and request that each department respectfully do all or a portion of their own janitorial duties.
- ***Streets***: Mr. Long advised that there are few requested changes to the operational budget for FY 2016-17. The Streets Division is understaffed and will be requesting additional employees in FY 2017-18. Council Discussion: Council discussed the 7-year revolving street maintenance program (CIP) that was proposed and discussed last year, acknowledging that street maintenance is a very high priority, however the loss of HURF funding has prevented the Town from moving forward on the 7-year revolving program. Mr. Martin advised that if the HURF funding is replaced and reinstated, the Town will be able to move forward on the street maintenance program.
- ***Wastewater/Sewer***: Jan Grogan advised that the RV Park (Dickinson Circle) will be installing their own lines, therefore this item has been removed from their budget, and the unused funds will be allocated to complete a study to determine fair rates and hook-up fees. There will be few requested changes in the operational budget, as this division of Public Works in in the process of finishing the wastewater plant (CIP). Ms. Grogan advised that they will be requesting reserve funds to purchase a new vac truck and camera van (CIP), both of which are acutely needed as development increases. The current truck and van were purchased used, and are now in desperate need of being replaced. With the increase in revenues from both commercial and residential hook-ups and rates, the department will be requesting funds to upgrade manholes and pumps.

- **Community Development** –
- ***Planning and Zoning***: Community Development Director Mike Jenkins advised there are few requested changes to the operational budget for FY 2016-17, except the Town Manager is recommending an increase in the legal fees for this department. Mr. Jenkins advised that he intends to retire at the end of the calendar year 2016. As he has been the Director and additionally filling the role of senior planner, Mr. Jenkins suggested the Town consider hiring a Senior Planner approximately 4 to 6 months prior to his retirement to familiarize and accomplished necessary training for the new hire, and not leave the department staffed with only one assistant planner.
- ***Building and Code Enforcement***: Mr. Jenkins advised the 2016-17 budget request for software and the abatement program have substantially been reduced. A request for software upgrades will be presented for FY 2017-18. There are few other operational budget changes. Robert Foreman advised that the consulting fees requests for FY 2016-17 have been reduced as the department has hired a quality employee. Mr. Foreman advised that this department is requesting additional wages to hire an additional building inspector and permit technician as the department is experiencing an increase in residential and commercial building permit requests. The department currently has a vacancy for a part-time employee. Although the Town Manager's recommendation does not reflect approval of the additional wages, Mr. Foreman advised that the increase in permit fees validates the requests. At the request of Council, Mr. Foreman advised that his first priority would be to hire a full-

time building inspector/permit technician; second priority being a plans examiner.

- **Camp Verde Marshall's Office** –
- ***Marshall's Office***: Marshal Gardner and Commander McConnell gave a power point presentation, requesting FY 2016-17 funding for two new positions (officers), as the Marshall's Office is currently understaffed, creating safety issues for both the community and the officers. Marshall Gardner advised that she is applying for grant funding for a school resource officer (Town's portion of resource officer wages/funding is 2 months per year/schools provide funding for 10 months per year). Additionally, the Marshall Office is requesting a new K-9 vehicle, stating a portion of the costs of the K-9 vehicle is grant funded. The current K-9 vehicle is experiencing transmission problems and has safety issues. Council Discussion: The Council stated support for the Marshall's Office requests. Officer Oscar Berrelez addressed the Mayor and Council in support of the Marshall's Office and the CVMO budget requests. Officer Bowers addressed the Mayor and Council in support of the new K-9 vehicle, stating it is on call 24 hours a day for all of the Verde Valley communities. Marshall Gardner advised purchase of the Spillman program was approved last year; FY2016-17 budget requests reflect this year's CIP expenditure, and noting that Spillman is already online and in use.
- ***Animal Control:*** Marshall Gardner stated there are no major changes in the operation budget for FY 2016-17, and noted that Animal Control is successful due to the extraordinary volunteers.

- **CIP** – Town Manager Russ Martin and Finance Director Mike Showers advised the Council that there is substantial funding allocated for CIP due to current lease payments for CIP already approved and in progress (CVMO vehicles, wastewater plant, parks, library, etc.). CIP does not include increases in wages/staff and does not include HURF funds. With the .65% sales tax, revenue has increased and it continues to increase. Mr. Martin and Mr. Showers requested the Council consider whether to place excess funds in reserve or allocate it for payment of current CIP and/or lease payments or future CIP. Council Discussion: Council requested monthly or quarterly reports on the progress of CIP projects and CIP funding/financial status (debt service report), as some projects are allocated for payment over time, and some projects are near being paid off which would make funding available for finishing (i.e. finishing the water treatment plant) or beginning (i.e. 7-year rotating streets maintenance program) CIP projects. Vice Mayor George stated support for CVMO requests. Mr. Martin stated support for 1.5% COLA for all employees and healthcare costs assistance. Mr. Showers advised that the debt service is available in the December 2015 financial reports. The Town's current revenues are remaining steady with an increase in local sales tax, therefore, the Council may consider CIP projects, increasing reserves, and/or approving budget requests. Mr. Martin and Mr. Showers will make their recommendations at the next Budget Work Session/CIP.

Mr. Showers advised that a community meeting budget forum would be held on May 9 from 7 pm to 8:30 p.m. Location is not yet designated.

Public Work Directed Ron Long would be meeting with the Corp of Engineers regarding a possible grant for improvements (storm water) in Clear Creek.

Adjournment

Mayor German adjourned the meeting at 10:53 a.m.

_____
Charles German, Mayor

_____
Lynn Riordan, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Budget Work Session of the Town Council of Camp Verde, Arizona, held on April 22, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2016.

_____
Virginia Jones, Town Clerk

4.a.2.

DRAFT MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, APRIL 20, 2016 at 6:30 P.M.

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

2. **Roll Call**
Mayor Charlie German, Vice Mayor Bruce George, Councilors Jackie Baker, Carol German, Brad Gordon (who attended through conferencing), Jessie Jones-Murdock, and Robin Whatley.

Also present are Town Manager Russ Martin, Town Clerk Virginia Jones, Community Development Director Mike Jenkins, Assistant Planner Kendall Welch, Building Official Robert Foreman, Marshal Nancy Gardner, and Recording Secretary Janet E. Turner.

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) Regular Session – April 6, 2016
   2) Executive Session – March 30, 2016 – Sealed & Confidential
   3) Special Session 5:30 p.m. – March 30, 2016
   4) Special Session 6:30 p.m. – March 30, 2016
   5) Regular Session – March 16, 2016

b) **Set Next Meeting, Date and Time:**
   1) Friday, April 22, 2016 at 8:00 a.m. Budget Work Session
   2) Wednesday, April 27, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters
   3) Wednesday, May 4, 2016 at 6:30 p.m. Regular Session
   4) Wednesday, May 11, 2016 at 5:30 p.m. Work Session
   5) Friday, May 13, 2016 at 8:00 a.m. Budget Work Session
   6) Wednesday, May 18, 2016 at 6:30 p.m. Regular Session
   7) Wednesday, May 25, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters

c) **Possible approval of Resolution 2016-964, A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for consideration the submission by the Marshal's Office for a GOHS (Governor's Office of Highway Safety) Grant in Arizona's 2017 Fiscal Year Highway Safety Plan. The amount of the Grant request will be $66,043.00 and is a no match Grant for the purchase of 9 in car camera equipment systems, computer server to house video evidence from the camera systems, and overtime to conduct speed enforcement details and DUI enforcement.** Staff Resource: Marshal Nancy Gardner

Councilor Baker recognized the Marshal's Department and thanked Marshal Nancy Gardner. On motion by Councilor Baker, seconded by Councilor German, Council unanimously approved the Consent Agenda.

d) **Possible authorization given to the Mayor to execute ADOT's "Letter of Concurrence" concerning the road improvement project along SR 260 between Cottonwood (mile post 209.06) and Camp Verde (mile post 218.43).** Staff Resource: Ron Long

On a motion by Vice Mayor George, seconded by Councilor Jones-Murdock, Councilor Baker asked Vice Mayor George to revise the motion with an exception of item 4(c). Vice Mayor George amended his motion with an exception of 4(c) which was seconded by Councilor Baker, and Council approved Consent Agenda unanimously with the exception of item 4(c).

5. **Special Announcements and presentations:**
   - **Approve Proclamation declaring May as Building Safety Month**
   - **Approve Proclamation designating April 21, 2016 as PowerTalk 21 Day**
   - **Approve Proclamation designating May 15, 2016, Peace Officer Memorial Day, and the week of May 15, 2016 as Police Week.**
   - **Recognition of the following businesses:**
     - **JP Morgan Chase Bank**
     - **Valentino Commercial Ref**
     - **YESCO LLC**
     - **HMW Holdings LLC**
     - **Quintus Inc.**

Mayor German announced and proclaimed May as Building Safety Month; announced and designated April 21, 2016, as PowerTalk 21 Day; announced and designated May 15, 2016, as Peace Officer Memorial Day and also designated the week of May 15, 2016, as Police Week.

Mayor German stated there have been 3,029 business licenses issued in Camp Verde and that he paid a personal visit to Quintus, Inc., to recognize Dick Cook, owner of Quintus Inc., whose business license #109, which obviously dates way back, and thanked him for making such a big footprint on Camp Verde. Mayor German then recognized and presented a plaque to each of the following businesses:

- JP Morgan Chase Bank, recognized as "key to our success as a community," was accepted by Char Robinson, Manager, Chase Bank Camp Verde
- Valentino Commercial Ref, recognized for long-time service to Camp Verde, was accepted by owner Mr. Valentino Cisneros.
- YESCO LLC, License #0148, was accepted by Jake Winklepleck, Region Sales Manager, who notably came down from Flagstaff to accept the recognition award
- HMW Holdings, Inc., License #0173, was accepted by Charlie and Nancy Wagner.

Mayor German also announced that the applicant withdrew Agenda Item 11.

6. **Call to the Public for Items not on the Agenda.**
None.

7. **Public Hearing and possible approval of a Series 13 – Farm Winery Liquor License for Valerie Lynn Wood/Heart Wood Cellars LLC. Located at 4626 Old Highway 279-Camp Verde. AZ.** Staff Resource: Virginia Jones

On motion by Councilor Baker, seconded by Vice Mayor George, the Council unanimously voted to approve a Series 13 Farm Winery Liquor License for Valerie Lynn Wood/Heart Wood Cellars LLC, located at 4626 Old Highway 279, Camp Verde, AZ.

Town Clerk Virginia Jones commented that the paperwork had been filed with the Alternating Proprietorship license but due to a clerical error, did not get on the agenda in a timely manner. Jones confirmed that all paper work was complete and the Town has received no comments or concerns.

Comment from Applicant
Daniel Wood thanked the Town staff and Council for their support.

Public Hearing Opened and Closed
There were no public responses in favor or against and Mayor German declared the public hearing closed.

8. **Public Hearing and possible approval of a Series 20-Alternating Proprietorship Liquor License for Keenan Maynard James/Caduceus Cellars LLC at 4626 Old Highway 279 Camp Verde, AZ.** Staff Resource: Virginia Jones

On motion by Vice Mayor George, seconded by Councilor Baker, the Council unanimously voted to approve a Series 20 Alternating Proprietorship Liquor License for Keenan Maynard James/Caduceus Cellars LLC located at 4626 Old Highway 279 Camp Verde, AZ

Staff Comments
Town Clerk Virginia Jones commented that the application had been properly posted and no complaints or comments had been received.

Comment from Applicant
Caduceus Cellars Manager Chelsea addressed Council on behalf of the applicant and thanked them for their support.

Public Hearing Open
Daniel Wood addressed the Mayor and Council in support of approving the application and expressed his thanks to Keenan James.

There were no further comments for or against and Mayor German closed the public hearing.

9. **Discussion, consideration and possible approval of restructuring the job descriptions in the Parks & Recreation Department. Adding the titles of: Parks & Recreation Division Manager, Parks & Recreation Coordination and Parks & Recreation Leader. These positions will replace Parks & Recreation Director, Recreation Supervisor and Special Events Coordinator.** Staff Resource: Russ Martin.

On motion by Vice Mayor George, seconded by Councilor Baker, the Council unanimously approved to accept restructuring the job descriptions in the Parks & Recreation Department. Adding

the titles of: Parks & Recreation Division Manager, Parks & Recreation Coordination and Parks & Recreation Leader. These positions will replace Parks & Recreation Director, Recreation Supervisor and Special Events Coordinator.

Town Manager Russ Martin commented there is a new of brand of folks who will be leading the Camp Verde Parks & Recreation division and restructuring these job descriptions and titles are the minor changes they wanted to make. Mr. Martin advised that making this move was a result of the Council's effort towards development of the sports complex. He also advised that Parks & Recreation Director Mike Marshall will be promoted to Division Manager, which will effectively remove stuff from his plate, and the Town will open the Director position to the public if this item is approved which will enable Mike to reflect on what needs to be accomplished with the park.

Vice Mayor George stated he was not in favor of promoting Mike because of his good work in his current position and expressed concerns about how to replace Mike.

10. Public Hearing, discussion and possible approval (or denial) of an exception waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC) to the Town of Camp Verde Engineering Standards for a rural road section utilizing Standard 512D Requirements (Road Development Standards) for the proposed Castle Heights subdivision as located on assessor parcel 404-18-181E and is adjacent to Arena Del Loma.

On a motion by Councilor German, seconded by Vice Mayor George, Council voted to approve an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC) to the Town of Camp Verde Engineering Standards for a rural road section utilizing Standard 512D Requirements (Road Development Standards) for the proposed Castle Heights subdivision as located on assessor parcel 404-18-181E and is adjacent to Arena Del Loma with the following condition of approval:

- That if this exemption/waiver to the Town's adopted "Engineering Standard 512D (Road Development Standards)" requirement, per the Town's Engineering Standards, is approved (in its original or any modified form) by the Town Council then, the applicant is to place a statement on the Preliminary & Final Plats for the Castle Heights Subdivision that gives the date of Council approval and the exception/waiver granted and a Road Cross Section Detail showing all road improvements as approved by the Town's Public Works Director

Staff Presentation

Community Development Director Mike Jenkins summarized the information in the packets provided in advance to each Council member. He highlighted that if the applicant wants to get an exception waiver to construction design standards, he needs to request that in writing—which the applicant had done—and then it is brought as a separate agenda item to the Council. He noted that the county engineer Public Works Director presented a letter, which is Exhibit B in the information packet, that explains this item and being in full agreement of the revisions for the preliminary plat and rural road section, which eliminates the gutter and sidewalk but requires paved roadway with a thickened road edge. Mr. Jenkins also noted that Town Ordinance states that any new road in Camp Verde is required to have gutter, curb, and sidewalk unless waived by Council.

Call for Applicant's Statement

Applicant John Bassous addressed the Mayor and Council stating that countless hours have been spent on this project and, "Here we are two years later." He expressed his belief that having been in the community for 30 years qualified him to be a local, and that throughout those 30 years he has been involved in a variety of projects and has seen Camp Verde grow, has been through a few recalls, and a lot of political stuff with the Town. He cited the wisdom garnered over these 30 years identified a definite underlying that what people desire in Camp Verde is a rural atmosphere which doesn't mean no indoor plumbing, but rather low density. He said that the driving force when they acquired the property was to keep it rural, not a main thoroughfare, and that each parcel has 1.6 acres and noted that there are very few parcels left in this area with these features. He pointed out that the road section was actually defined by the Town and he wants to make sure that the parcels these roads serve are adequate, but at the same time allows for privacy on those 1.6 acres, proper drainage for the next section, allows them to have animals, and so on. He ended his comments stating, "All we're saying is we want an environment that enjoys privacy and luxury of larger parcels."

Call for Comments from Other Persons (either in favor or against)

Rob Witt addressed the Mayor and Council in support of the project as a "most favorable subdivision," mentioning previous subdivisions such as Fort Lincoln and Sierra Lane where there is not much vacancy, and "characteristic of all of them is that we're not in the big city." He reminisced living in Phoenix in 1987 and how he rode his bike all the time through the 1980's with no problem but something happened in 1995-96 when the temperatures suddenly didn't get below 100 degrees anymore and it was believed to be caused by all the concrete in high density tract housing subdivisions. Mr. Witt stated he is "very much in favor of this project."

Nathan Jackson addressed the Mayor and Council in support of the project stating he has been here for 43 years and that this is the first non-irrigated property he's really interested to see and that it will be a pleasure to have it.

Pete Roulette, a local realtor, addressed the Mayor and Council stating he is in favor of the rural roads and that the area they live in there is a desperate need for the lots to sell and there are people that desire to live in Camp Verde. He concluded his remarks with, "Thanks. Don't slow it down."

Rob Harris addressed the Mayor and Council in support of the project, noting that it is well laid out and a nice subdivision compared to some recently; not jammed up and not a fire hazard.

Public Hearing Closed

Call for Council Discussion (may ask questions of applicant)

Councilor Gordon stated he had no problem with the road issue but expressed a drainage preference for a ribbon curb. He said he had no problem with the thickened edge but expressed concern that they were asking the Town to take on the maintenance for them and that a ribbon curb would last longer than a thickened edge, which was his preference.

Mayor German asked Mr. Bassous for a response. Jim Dunning, engineer, responded and explained that they had taken a look at the drainage issue and how it was actually pretty challenging

because, "We're taking water from the north national forest going on." He said they had looked at other options and the rural option fit their drainage properly. He noted that the flow on that road, which has a 5% grade, is not much and there was a ditch across the pavement area and water cascading from forest land, so they were conveying onsite/offsite water in these ditches and would prefer to put in a road section with a thickened edge because of the velocities they are dealing with. He added that it is not an arterial road so there is not much traffic, cross traffic, or traffic on shoulders which is what led them to decide against ribbon curbs, which would be an extraneous design issue they had not planned on doing.

Mayor German interjected and stated he had talked to Deputy Public Works Director Troy Odell and Troy was very comfortable with the design of this and that it was a real nice situation there and didn't feel like the additional armoring was inadequate at all.

Councilor Whatley questioned the waiving of the requirements and expressed her concerns.

Councilor German commented that in high density conditions such as The Cliffs where you have concrete curbing, sidewalks, and x-number of houses in that topography, the rain causes a lot of problems. She stated she believed John had solved those problems in the design with the rural area, size of properties, which all fits with something we have and that he has taken care of these issues in this instance, but added that the Town may want to reconsider for higher density area projects.

Councilor Whatley questioned if that was true; if there was anything in the ordinances that mentioned higher density plans and then emphatically stated no, there's nothing, it just says all new construction. It doesn't say low or high destiny and suggested that maybe that needed to be added to the ordinance.

11. **Public Hearing, discussion and possible approval (or denial) of an exception/waiver requested by the applicant and owner, John Bassous (Tierra Verde Holdings, LLC), to the adequate fire flow requirements for the proposed Castle Heights subdivision as located on assessor parcel number 404-18-181E and is adjacent to Arena Del Loma.** Staff Resource: Mike Jenkins

Mayor German indicated this item had been removed at the request of the applicant.

12. **Public Hearing, discussion and possible approval of Resolution 2016-956, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona; approving preliminary Plat 20150392 for the purpose of developing the "Castle Heights" subdivision, which is a twelve (12) lot, residential subdivision, located on parcel 404-18-181E, near the intersection of North Arena Del Loma Road and North Montezuma Castle Highway that consists of approximately 20.92 acres.**

On a motion by Vice Mayor George, seconded by Councilor Jones-Murdock, Council voted to approve Resolution 2016-956, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona; approving Preliminary Plat 20150392 for the purpose of developing the "Castle Heights" subdivision, which is a twelve (12) lot, residential subdivision, located on parcel 404-18-181E, near the intersection of North Arena Del Loma Road and North Montezuma Castle Highway that consists of approximately 20.92 acres to include the

exception/waiver allowing for a rural road section, and to require the developer to meet all other adopted development standards including adequate fire flow requirements.

Council emphasized that in the final plat there must be adequate fire flow and design standards. Voting "Aye" in favor of approving the motion were Mayor German, Vice Mayor George, and Councilors Baker, German, Gordon, and Jones-Murdock; Councilor Whatley voted "Nay", not in favor. Motion passed by majority vote.

Mayor German asked Mr. Jenkins if there were any concerns about Item 11 being pulled.

Mr. Jenkins replied there might be, then added that Council approval shall specify at the time and suggest condition(s) of approval. He noted that all other items have been met per Page 12 of the staff report; the three items listed have been corrected on the preliminary plat and preliminary grading and drainage sheets.

Call for Applicant's Statement
Mr. John Bassous stated his desire was to maintain the beauty of the views, the uniqueness of property, the natural contours, and to create a development that doesn't disturb what's there, and after conferring with numerous community leaders and individual citizens seeking their input to determine how the property would best work, this is the design they came up with.

Mr. Bassous expressed his appreciation of the comments by Council Members. He noted that his project was taking on a lot of the liability that actually existed for the Town regarding drainage and while it cost a lot of money, they were happy to do that because in the end it will benefit community. Regarding the road section, he agreed with Mayor German and noted that it was actually designed by the Town and that while they were simply complying, the roads actually met and exceeded the Town's standards and he pointed out that currently Arena Del Loma does not meet the standards. He remarked that, "If we're working with you, we're a mini street department," and explained that there's been a tremendous amount of engineering that's gone into the planning as they questioned how they could imitate what was next door. Rather than tract homes they decided on custom homes which they believe will be a prized area and people will speak highly of it as they do about Jordan Meadows. He added that the project will create a tremendous economic engine for the Town requiring 364 people of which over 350 live in this Town at a cost of $8 million that will get circulated in Camp Verde, which is more construction dollars developed than the medical center and the library combined, so it will have a huge impact, will increase the value of those neighbors next door, increases community, and it preserves the pristine peace there.

Mr. Bassous stated the intent is to have nice homes and a welcoming environment as people drive from the Interstate coming into town, and with this type of development it will draw other developers and who knows, "maybe we can buy a pair of shoes in this community." He thanked the Mayor and Council and stated he appreciated them taking a look at this and looked forward to what they came up with.

Call for Comment from Other Persons (either in favor or against)
There was no public input.

Public Hearing Closed
Call for Council Discussion (May ask questions of applicant)

Councilor Whatley wondered how it was possible to approve the Plat when Item #11 had not been approved and asked what was being done about fire suppression. She asked how the Council could approve a Plat without a discussion on Item #11, which had been pulled.

Mayor German explained that this was a preliminary approval and that the applicant no longer is requesting a waiver for fire suppression and they will have to provide adequate Fire suppression on the final plat.

In response to Councils question, Jenkins explained that Council could request preliminary plat design issues up front. Jenkins stated said it was a fair question to the developer on what he thinks he might do to fix the fire suppression issue and that the developer will not be able to do anything until the final plat is fleshed out. After the preliminary plat is approved, their next step is to go to the final plat and they have to provide an improvement plan in which water, fire flow, and all those issues have to be addressed and if not addressed, then it doesn't move forward.

Mayor German pointed out that if they get approval it was incumbent upon them—okay, we're approving this, but these are standing items—but it still leaves the applicant in the dark, so it was up to staff to give a clear picture of what's being approved and what remains to be addressed.

In response to questions regarding the 100 year water supply Jenkins stated that will be addressed in the final plat.

Councilor Jones-Murdock asked for clarification and if they could approve the preliminary plat, not the final plat, with conditions and whether approval/denial of waiver for Item #11 was a condition to Item #12, and whether they could they approve Item #12 and come back to Item #11 in the future.

Mr. Jenkins indicated she was correct and that they take all the conditions and attach them to the final plat.

Councilor German suggested there must be a reason that Item #11 was pulled and suggested a work session with the Fire Department and sit down for more discussion. She said a house on 1.6 acres with water not in close proximity bothered her, that they were talking about different things, and a house being built on 1.6 acres in rural areas with new materials that are fire-retardant—she would like to have a work session with staff, the developer, and the engineer and just really discuss the issue(s). She asked if this excluded the developer from coming back and asking for the waiver in the future, that it just postpones – correct?

Mr. Jenkins stated that this was the developer's one chance to ask for a waiver.

Councilor Gordon commented that it was suggested that Council, engineer, and developer meet but pointed out it's the Engineering Dept.'s responsibility, not Council's.

Councilor Jones-Murdock asked for clarification that there is no request for a waiver, so we shouldn't be talking about a waiver anymore – correct? And that right now the developer knows he needs address the fire flow requirements but we can approve the preliminary plat.

Mr. Jenkins replied that the developer's engineer can design approved requirements for the final plat.

Call for Staff Comments
Mr. Jenkins noted that the developer's letter to pull Item #11 came to the Town Clerk at 4:06 p.m. He added that they needed to make sure they took out any added requirements and allowed for urban road design and adequate fire flow in the motion.

13. **Discussion, consideration and possible direction to staff relative to proposed legislation by the 52nd State Legislature during its second regular session that convened on January 11, 2016.** Staff Resource: Russ Martin

Town Manager Russ Martin updated Council that other than negotiating the budget not much was happening right now. He noted they are working on a proposal is trying to take a proposal of folks working on the budget to put back $108 million, which is essentially what they take for roads, and put it back in as a one-time, if you will, good gesture, back to the municipalities—a minor win, not permanent, but at least a minor win. He said that is all he knows about the budget as far the Town was concerned and remains in a wait and see mode.

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

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

Councilor Whatley — Nothing to report.

Councilor Gordon — Nothing to report.

Vice Mayor George — Attended the Verde Valley Homeless Coalition meeting on April 7 and reported that people are in desperate need. He plans to find out more about this and that everyone is welcome to attend. Yesterday he attended a presentation, "Where Are We Now and Where Are We Headed," conducted by a meteorologist from the University of Arizona. What was touted as being the Godzilla of all El Niño's late last year was a bust. Arizona is in a prolonged drought and we need to live accordingly.

Councilor Baker — Nothing to report, but expressed a desire to have the information mentioned Vice Mayor shared, she would like a copy.

Councilor Jones-Murdock — Nothing to report.

Councilor German — Attended the Marshal's Office open house and previewed the new equipment for dispatch which is ergonomically correct and commented it's all very nice. Attended Yavapai

College Board meeting yesterday where they discussed the preliminary budget for the next fiscal year; it was a typical board meeting. German provided a copy of the Yavapai College agenda packet to Town Clerk Virginia Jones.

Mayor German — Nothing to report. He commented they still haven't heard from the Corps of Engineers regarding the habitat area, but noted they haven't said "No" either.

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.

Town Manager Russ Martin reminded everyone about Coffee with a Cop coming up April 25.

Mr. Martin said he is waiting with bated breath on the franchise agreement for next week's Agenda and that it will be a tight crunch to pull it off to have enough time to review, have Council review, and to provide commentary to assist Council, but hoped that maybe they could close this book in the next week or so. They will keep Council informed and will do their best to afford Council adequate time to prepare for it. He stated they have not yet received it; the water company thought it would happen two days ago but are still waiting on their attorney to produce it.

He updated the Council that his mother is home safe now.

Mr. Martin also gave a reminder that Tuesday, May 10, is an all staff meeting and that afternoon is open enrollment for health insurance. He added that they may need some help in setting that up and will let the Mayor know.

16. Adjournment

Mayor German, with no objection from Council, pronounced the meeting adjourned at 8:01 p.m.

_____

Charles German, Mayor

_____

Janet E. Turner, 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 Council Hears Planning & Zoning Matters by the Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on April 20, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this_____day of _____,2016

Virginia Jones, Town Clerk

4.a.3.

DRAFT MINUTES
BUDGET WORK SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS - 473 S. MAIN STREET, ROOM #106
FRIDAY, APRIL 15, 2016 AT 8:00 A.M.

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

NOTE: The 2015-16 Proposed Budget with each department's requests and the Town Manager's recommendations is available in the office of the Town Clerk, with each departments supporting documentation for their budget requests.

1. **Call to Order**
   Mayor German called the meeting to order at 8:00 a.m.

2. **Roll Call**
   Mayor German, Vice Mayor Bruce George, Councilors Robyn Whatley, Carol German, Jessie Jones-Murdock and Jackie Baker are present. Councilor Brad Gordon is absent.
   Also Present
   Town Manager Russ Martin, Finance Director Michael Showers, Community Development Director Steve Ayres, Risk Management Carol Brown, Library Director Kathy Hellman, Town Magistrate Paul Schlegel, Court Administrator Veronica Pineda, Town Clerk Virginia Jones and Recording Secretary Lynn Riordan.

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

4. **Discussion, consideration, and possible direction to staff relative to the Draft FY 2016-22017 Tentative Budget.**

   a. **Revenues**
   Finance Director Michael Showers advised the Mayor and Council that this year's proposed budget documents are in a new format, as a result of the Work Sessions and meeting from last fall. In addition to the new format, the same information is attached to the proposed budget as the Appendix (old format). Mr. Showers stated a community meeting will be held on May 9, 2016 for public comment; all department heads will be present to address any complaints, questions or concerns, and to consider any suggestions. The Work Sessions (today and April 22), the public comment meeting on May 9, are for Council information, with the Council to begin making Budget decisions on May 13, 2016 Regular Session.

   Town Manager Russ Martin advised that each department requested what they want, and believe they need, to accomplish their department goals for the next year "Department Requests"; the manager presents to the Council what he believes can be approved with the funding/revenues available "Manager Recommended". Each department is being very responsible and accountable, and has done an excellent job staying within their budget.

   Revenue: Mr. Showers advised that the Town's revenues have been increasing, even exceeding what was anticipated and budgeted, however the economy is expected to become stagnant. Mr. Showers advised that even with the current surplus of revenue the budget process needs to stay conservative. The Proposed Operating & CIP Budget documents are available for public review.

   General Government:
   - Municipal Court – Magistrate Paul Schlegel advised that the Municipal Court filings have decreased, noting that filings are contingent on law enforcement activity (specifically CVMO, YCSO and DPS), which has created a decline in revenue. The Court proposed expenses remain about the same as last year.

Judge Schlegel advised the Court is focusing on better case management. Town Manager Russ Martin advised that some staffing changes are being proposed that will allow Court personnel to provide administrative support (approximately 20 hours per week) for public works, rather than reducing current court/town staff.

- Library – Library Director Kathy Hellman advised the Library budget requests continue to increase due to the Library hours being increased by 70% and anticipation of moving into the new Library facility - the Library will need additional staff and operating money, even with the continued support of many dedicated volunteers. Mayor German commended Ms. Hellman for her excellence in managing the library services to the community, library personnel and volunteers. Ms. Hellman advised that her coordinating volunteer manager, Alice, was attending classes and would be receiving her Certified Volunteer Coordinator certification. Ms. Hellman estimated that the Library would need 12 full time employees if they did not have the continued service of their dedicated volunteers, however, additional staff, volunteers, equipment and operating expenses will need to be increased upon moving into the new facility. Mr. Showers advised that although increases are being requested, the actual operations increase requested is 25%, some budget requests are actually being reduced, and the Town's financial obligation for the Internet Access at the Library is only 20% of the actual costs with 80% being provided by E-Rate.

- Economic Development – Economic Development Director Steve Ayres advised that he agrees with the Manager's recommendations as presented in the Proposed Operating Budget for 2016-17, as he has been able to find more cost effective avenues for marketing and retail recruitment. Mr. Ayres advised that he is excited about a proposed educational pilot program for small business that will be available to middle school, high school and community college students, with many (14) local business owners showing an interest in supporting the program, in addition to Yavapai College small business curriculum and Focus Future. Mr. Ayres advised that currently there is an upswing in interest by potential investors in Camp Verde. Currently the Economic Development Department has two employees, however, the budget documents include four employees (two in Economic Development and two in the Visitor Center).

- Risk Management – Rick Manager Carol Brown stated this was her first year as the full-time Risk Manager for the Town. Her budget requests include allowances for continued education, which will allow her to obtain ARM certification. Ms. Brown stated the co-op for the safety consultant last year has become invalid, as the person retained to provide services moved out of state, however, one of the Town's current employees has been assisting with safety compliance. Ms. Brown advised the new State Compensation 24 hour Medical Contact system has been working very well, would save the Town money, reduce insurance rates, and provide better care for the employees. Vice Mayor Bruce suggested more hands on / in person safety training rather than video/computer class training. Ms. Brown advised that in addition to the video/computer classes, "tailgate" classes are also being used. Russ Martin advised that the continued computer or video classes keep awareness higher, and that the Town is currently below average in State Compensation Insurance costs.

- Non-departmental – Town Manager Russ Martin advised that the expenses in Non-departmental include basic utilities, water adjudication, recycling, Senior Center contributions, etc. These are Council approved items, no staff, and are proposed at the same level as last year's budget.

- Finance – Finance Director Michael Showers advised that there are few changes to be addressed in Finance. The new e-card system is working well to track and allocate expenses. Mr. Showers advised that at some point, his Department and the Town would need to address a large expenditure for a software upgrade – but it is not being proposed in the 2016-17 budget.

- Mayor & Council – Town Manager Russ Martin advised there are no changes from last year for the Mayor & Council. Mr. Martin reminded the Council that the town has a new car that is available for Council use to attend meetings and training.

- Clerk's Office – Town Clerk Virginia Jones advised there are few changes to be addressed in the proposed Town Clerk's Office requested budget. The large requested increase for 2016-17 is for required elections and the request for a deputy clerk position.

- Town Manager – Town Manager Russ Martin advised the 2016-17 budget remains about the same as the previous year.

- HR – Town Manager Russ Martin advised the large increase proposed in the 2016-17 budget for HR includes allocating Town-wide insurance enrollment to all employees – considered a "corporate expense" and will not be allocated out to each department separately. The actual cost for this benefit is not yet known.

- IT – Town Manager Russ Martin stated the IT Department budget continues to be a "rollercoaster", as the attempted co-op with the local schools to provide IT support did not work out. The IT department has the infrastructure, but needs full time employees or contracted employees; the IT department needs to be expanded. Mr. Martin stated the expansion of the IT Department will be expensive and it is not planned for 2016-17, but he will be looking into a solution possibly as soon as FY 2017-18.

Public Works (and all Departments under Public Works), Community Development (and all Departments under Community Development), Marshall's Office and CIP Projects will be addressed and discussed at the April 22, 2016 Budget Work Session.

Adjournment

Mayor German adjourned the meeting at 10:12 a.m.

_____
Charles German, Mayor

_____
Lynn Riordan, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Budget Work Session of the Town Council of Camp Verde, Arizona, held on April 15, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2016.

_____
Virginia Jones, Interim Town Clerk

4.a.4

DRAFT MINUTES
WORK SESSION
MAYOR AND COMMON COUNCIL
Of the TOWN OF CAMP VERDE
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, APRIL 13, 2016 at 5:30 p.m.

1. **Call to Order**
Mayor Charlie German called the meeting to order at 5:30 pm.

2. **Roll Call**
Mayor Charlie German, Vice Mayor Bruce George, Councilors Jackie Baker, Carol German, Jessie Murdock and Robin Whatley. Councilor Brad Gordon absent.

Also present: Town Clerk Virginia Jones, Economic Development Director Steve Ayers, Administrative Assistant Julie Scott, Library Programs & Outreach Representative Sebra Choe and Recording Secretary Marie Moore.

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

4. **Presentation and possible direction to staff as it relates to affordable housing solutions to include but not limited to; building code requirements, zoning issues and other challenges.** Staff Resource: Steve Ayers and Sebra Choe.

Economic Development Director Steve Ayres explained that the genesis of this agenda presentation is due to the lack of a rental housing market in Camp Verde. Steve Ayers presented Council with a Power Point presentation, which is attached to the record. Steve Ayers explained to Council that after thoroughly researching the area real estate agencies, it was determined that there is a currently a large waiting list for rental properties in the town and surrounding areas as well. Steve Ayers indicated that he would like to explore options that other towns allow, in order to increase housing options in Camp Verde.

Library Programs & Outreach Representative Sebra Choe addressed Council with information regarding her history with the Town of Camp Verde for the past 7 years and her current employment with the Town. Sebra Choe explained her current living situation as a single individual with a small income, which limits her financial ability while considering her living expenses. Sebra Choe explained she is an educated individual with a desire to live well and enjoy her life outdoors, and rather than devoting the majority of her income to a large home. Sebra Choe also gave numerous examples of other individuals in her situation that are in need of reasonably priced small housing and explained if such housing opportunities existed, people could enjoy living in Camp Verde due to all the amenities the Town has to offer. With the Power Point presentation, Sebra Choe asked Council to consider the benefits in allowing small-wheeled housing, recreation vehicle park models accessory dwelling units, independent residence detached from single-family homes, tiny house villages, stand-alone tiny houses with a determined square footage as long-term residential options for the Town of Camp Verde. Sebra Choe also indicated that Accessory Dwelling Units are allowed in the City of Sedona. Sebra Choe expressed that this is a new idea for many municipalities and research would need to be conducted by Town staff to fit the needs of the Town of Camp Verde, but regardless, the options provided are all viable for single individuals, senior citizens, high school graduates and even small families.

Ron Posten, member of the public, indicated that Prescott Valley currently allows similar housing situations, and there is a site that sells such options. Munds Park provides and allows small housing. Another option that Ron Posten suggested would be to allow small plot lots that were very common in the 30s and 40s and suggested the Town find land suitable with utilities and zone it accordingly.

Steve Goetting, member of the public, spoke of increased poverty levels and low wages and encouraged

the Planning & Zoning Department to look further into the options that are sensible and affordable for the area. Steve Goetting also suggested the Council consider bringing back the Housing Commission.

Mayor Charlie German acknowledged that the millennial generation would rather spend money on life experiences rather than on large housing and agreed that the Town of Camp Verde should consider the point.

Councilor Jessie Murdock questioned the current supply and demand as well as availability of current sub-division housing. Steve Ayers explained that there are currently three subdivisions potentially coming to the area but will provide larger homes on lots ranging from 5000 sq. ft. to approx. 1 ½ acres. Councilor Jessie Murdock questioned what the value of the small housing options presented would be over a long period and expressed her concern about the condition they would maintain, expressing that she would not want to see the Town left with dilapidated housing in five to ten years because the housing is not meant to be long-term. Councilor Jessie Murdock indicated her support of the idea with proper steps taken to assure such an issue would not occur.

Councilor Carol German commended the wonderful presentation given and acknowledged that codes would need to be changed to accommodate the idea to make such a thing possible. Councilor Carol German expressed her support of reinstating the housing commission and understands that there could be resistance from surrounding property owners if property values were decreased in their neighborhood Councilor Carol German acknowledged the current trend of small housing and indicated that high density/high quality housing is an idea to consider for the Town.

Councilor Jackie Baker questioned how Sedona went about changes in zoning to accommodate accessory dwelling units. Councilor Jackie Baker also recognized the housing issue in the Town of Camp Verde and encouraged pursuing the matter more thoroughly.

Vice Mayor Bruce George agreed with Councilor Murdock's point of view and questioned what would happen to surrounding property values if such housing was considered for the Town. Vice Mayor George also indicated he would like more information as to how the City of Sedona handled the situation and agreed the idea should be pursued.

Councilor Robin Whatley indicated that the requirement for a down payment makes it difficult for people to buy homes that are for sale in the area and acquiesced to the lack of housing options in the Town of Camp Verde. Councilor Robin Whatley expressed her consent for staff to retrieve more information for Council to consider on the small housing options.

Economic Development Director, Steve Ayers indicated that he would compile a list of pros and cons for the options presented for Council to consider.

Council directed staff to move forward with obtaining more information for their consideration of small housing within the Town of Camp Verde.

5. **Discussion regarding proper protocol and future action regarding items on the agenda, to include but not limited to Roberts Rules of Order, Open Meeting Law and Council Code of Conduct.** Staff Resource: Russ Martin

Town Clerk Virginia Jones briefly spoke about proper protocol during Council meetings and indicated that when in doubt, leave it out and expressed that if a Council member feels an individual is going to far, it is necessary to call for Point of Order. Council acknowledged and agreed with the Town Clerk. Mayor Charlie German explained that if an issue arises, the matter should be dealt with immediately.

6. **Discussion and possible direction to staff regarding business license applications, including application requirements, enforcement and penalties.** Staff Resource: Virginia Jones

Town Clerk Virginia Jones explained that the current Town Code indicates anyone conducting business with in the Town limits is required to have a business licenses. As of this time and in years past, the Code has not been enforced upon professional groups. Town Clerk Virginia Jones requested clarification that Council truly intends all business' to have a license or if they would like to amend the Code.

Vice Mayor, Bruce George, suggested staff find out how other municipalities handle similar situations. Councilor Robin Whatley indicated that all businesses should be required to obtain a license as the Code states, regardless of the operation.

Town Clerk, Virginia Jones, explained to Council that every business license is entered into the Marshal Office's database and, therefore, in case of an emergency, professionals are able to contact the business owners.

Councilor Jackie Baker stated that if the code currently states all businesses are required a license, the code should be enforced.

Mayor Charlie German expressed that having a license creates a level of trust within the community and indicated that charities should be registered as well, while they do not necessarily need to pay for a license, rather it would be a way for the Town to know who is raising funds in community and decreases the chance of fraud.

Administrative Assistant Julie Scott explained to Council that several businesses in the area are unaware of the requirement to have a license and just assume they can rent a space and start selling a product or providing a service.

Councilor Carol German questioned if a new business is required to start with Planning & Zoning to ensure proper zoning is maintained for the business. Town Clerk, Virginia Jones confirmed that a license is not issued until Planning & Zoning has been approved. The Town Clerk also explained that currently the Code states that a non-profit is exempt from the business license requirement.

Steve Goetting, member of the public, expressed he is in favor of level playing field for all businesses but indicated his concern regarding businesses who have operated previously without and asked that a grandfather status be considered. Steve Goetting suggested that a class be held at the Chamber of Commerce on the requirements of opening a business in the Town of Camp Verde.

Councilor Jessie Murdock stated that all businesses should be required to obtain a business license and it allows businesses to be held accountable as well as shows a level of professionalism. Councilor Jessie Murdock expressed concern with who and how the code would be enforced.

7. **Discussion and possible direction to staff regarding current Town Code requiring Department Monthly Reports.** Staff Resource: Russ Martin – Virginia Jones

Town Clerk Virginia Jones indicated that currently the Town Code requires Department heads to provide written reports each month and Council has previously discussed the possibility of Department heads appearing before Council in a public meeting in place of the written report. Jones indicated that if Council no longer wanted the written report the Town Code would have to be changed. .

Councilor Robin Whatley expressed that the reports are informational and it is an advantage for Council and citizens to know what is happening within departments.

Councilor Carol German indicated that not all department reports were included in the previous month report and agreed with Councilor Whatley that the reports are beneficial.

Vice Mayor Bruce George indicated that he likes the report to read but doesn't feel that appearance is necessary unless the department is working on a special project.

Councilor Jackie Baker also indicated she likes the monthly report and indicated she felt the appearance should be left to the discretion of the Department Head.

Councilor Jessie Murdock expressed she also enjoys receiving the report to stay informed on the departments progress.

Mayor Charlie German stated that he likes to read the monthly report and indicated the Department Heads should appear for the quarterly reports with project timelines being brought up to date for Council knowledge.

Town Clerk Virginia Jones indicated that monthly reports are available for public review. Vice Mayor Bruce George suggested attaching a link for the monthly reports to the Town Newsletter.

8. **Adjournment**

The meeting adjourned at 6:56 pm.

_____ _____

Charles German, Mayor **Marie Moore, 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 Work Session Council Meeting of the Town of Camp Verde, Arizona, held on April 13, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____day of _____, 2016.

_____

Virginia Jones, Town Clerk

handed out @ meeting

4/13/2016

Affordable Housing

Thinking Small

Steve Ayers
Economic Development Director
Town of Camp Verde

Sebra Choe
Programs & Outreach
Camp Verde Community Library

Affordable Housing
Some simple stats

- YC renters est. average wage in 2015 = $12.13
- Avg. Renter can afford $631 Monthly Rent (30% wage)
- CV 1 - 2 bd Apts = $650 - $800
- Avg. Renter must work 1.3 jobs to afford 2 bd Apt
- Homes rent for $1000 - $1400 avg.
- Trailers, Manufactured Homes slightly less

The situation that currently exists

- CV Realty manages 117 rental properties
- No Vacancies
- 3-page waiting list, 75 individuals / families
- Same story @ EVERY RE office in VV
- No better in Cottonwood / Sedona, regardless of $$
- "Hideous" & "desperate" describe the market

What is Affordability?

- Affordable ≠ Cheap
- "High-quality, budget-friendly" → ***"safe & satisfied"***
- Affordability → ***Increased discretionary spending***
- Will Camp Verde attract / keep the next generation with 40-year-old Trailers or Subsidized Apts?
- Answer: NO

Millennials . . . Who are they?

- Ages 21 - 38
- Largest source of demand - Rent, New Homebuyers
- 26% Millennials ID self → "Small Town"/ "Country"
- 40% in Single Family Homes, 28% Rent Apt / Condos
- Prefer their own Space over Multi-Family options

Attracting Millennials

- 41% = "Low Income" (200% of poverty level)
- Millennial increasingly choose compact housing in areas with vibrant downtowns, high walkability, and mixed-use development (Realtor Magazine, June 2015)
- 63% Prefer to live where they do not rely on a car
- 50% Rent
- 18% Live with Parents

Current Zoning Options

- Apartments - Allowed, Not Preferred
- Duplex – Allowed, Viable
- Triplex – Allowed, Viable
- RV's – Allowed, Prolific
- Mobiles – Allowed, Preferred in a traditional sense
- Vacation rentals – Allowed, Up to 2 rooms
- Accessory Dwelling Units – Not Rentals
- Tiny houses – Limited Options

Traditional Housing Options

New

$$$

- Apartments
- Duplex
- Triplex

OR

- Home Rental
- Home Purchase

* Multi-Family, Big, Commercial, Long Wait, Cookie Cutter, Costly

Think Small . . . For Us

Jessica Cho & Nadia Torabi
Youth Services Librarians

"Homeless Man"
By Megan Fish, NAU Dean's List

Sebra Choe, Former Army Captain

Bill Cook, 1st TAB President
Verde News Web / Editorial Tech

Small House Option A

Wheeled

RV-like, Residence vs. Recreational
larger/heavier, more stationary, DIY kits, custom

Paid for with Savings

500 hrs DIY Project

120 hrs Hire Pro

*Allow in certain zones: RV parks, personal property?

Small House Option B

RV Park Models

Built on single chassis in *Escape's* facility, towed free to site

Cost: $60K – 90K

*Option to use as residential dwelling?

RV Park Models

RV Park Models

Small House Option C

Accessory Dwelling Unit (AUD)

Independent residence within / attached / detached from Single Family Home

- Complete for living, sleeping, eating, cooking, sanitation
- Supplemental housing & income
- Integrate into exiting single-family neighborhoods
- Helps prevent illegal building
- Lower-priced housing alternative
- Adopted by Sedona 2010

*Option for Homeowners to Build or Convert Vacation / AirBnB Rentals to AUDs?

Small House Option D

Tiny House Village

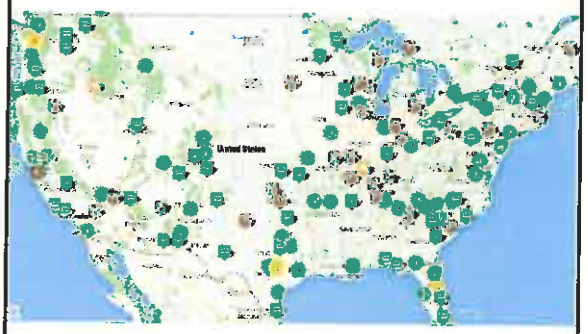
*Commercial Development with General Contractor
*Integrate into Housing Development with Traditional Single / Multi-family Homes
*Habitat for Humanity
*Crowdfunding Community Project
*Private Landowners: Dewey ad - "Build Tiny House Workshop for $3K" on 10 acres

Small House Option E

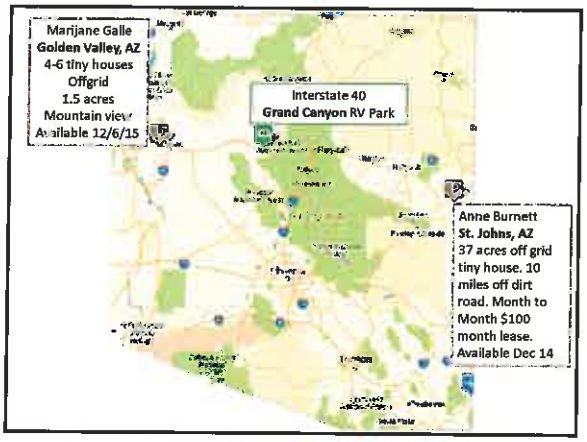
The Stand-alone Tiny House

Brainerd, MO City Council
voted June 2014
to change the zoning code
to allow construction of smaller houses
as small as 500 square feet-
on the hundreds of odd-sized and
otherwise unusable lots around town.

Tiny House Locations



http://tinyhouse.community.com/places-tiny-communities



Challenges

- Dimensions: Tiny vs. Small
- Zoning & Permitting considerations
- Building Code Enforcement

http://tinyhousecommunity.com/faq.htm#wheretolive

Why think small?

LIFE SIMPLIFICATION

Self Sufficiency

Life Adventures

Environmental Consciousness

Affordability

1/3 - 1/2 of income goes to housing
= 15 years of work
76% live paycheck to paycheck.

70% trapped in cycle of debt

http://thetinylife.com/solution: to-the top 5 barriers of the tiny house movement/

Questions

? ? ?

Tiny house people are TWICE as likely to have a MASTER's Degree

hand out during meeting

April 12, 2016

Dear Town and Council,

My name is Megan Fish, I'm 19 years old, I graduated from Camp Verde High School with a 3.9 GPA, and I'm currently attending Northern Arizona University in Flagstaff.

I have nowhere to live, aside from the dorms on campus, and I can't stay there during the summer. I can't go back to Kansas. My closest family aside from that is in Oregon. I have nowhere to live or stay on a permanent basis near Camp Verde. I want to, though. I want to find an apartment or a duplex or a townhome or even a tiny home I can rent here in Camp Verde. I just can't find anything, or the places I find are in Cottonwood or in Prescott or are too much money for my age and wage bracket.

This town is amazing. I can't say it enough. I want to live here. I know I'm a young adult and it's a small town, but it's still got a lot going on, and it has the potential to be so much more. I want to be a part of that, I want to help preserve what makes Camp Verde "Camp Verde" and to highlight more things that it can offer.

Unfortunately, it's hard to get involved with Camp Verde living in Flagstaff. I want to move back to Camp Verde, while continuing my education. However, it's incredibly difficult because there is no affordable or sometimes even available housing for people my age, even with two or three people living together. My friends and I have searched over the past year or two, trying to find a place that we'd be able to afford and still have money for utilities and insurances and all the other costs that come with living on your own. Things are different from when my mom and I were looking for a place only four years ago. It's nearly impossible unless you know a person who knows a person who knows a person who has a studio for rent. My friends and I ended up looking to Phoenix and other bigger cities for housing, because it's so much more affordable there.

In college last semester, I made the Dean's List. However, while I do want to continue my education, I would rather do it closer to home.

During my time living in Camp Verde, I grew to really love it. It's a place I want to live in and improve and, if I ever decide to have children, potentially raise them here. As I've learned by hanging out at the town library, it's so easy to get involved with the community and do things to get people together and having fun. I want to be a part of that. It's such a wonderful, beautiful town.

Sadly, I know I'm not the only young adult my age who wants to live and work in Camp Verde who's having trouble finding a way to reasonably do so. Thank you for your consideration of affordable housing options.

Sincerely,
Megan Fish

4.c.

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: May 4, 2016

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

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

Requesting Department: Public Works - Wastewater

Staff Resource/Contact Person: Troy Odell

Agenda Title (be exact): Approval of New Headworks Construction Contract

List Attached Documents: JOC Individual Job Order Quote Request Submittal

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 minutes

Reviews Completed by:

☐ ***Department Head:*** ☐ ***Town Attorney Comments:***

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

Finance Director Comments/Fund:

Fiscal impact:

Budget Code: **31-000-00-180100** ***Amount Remaining:*** _____

Comments: **Council has pre-approved this budgeted project.**

Background Information: Headworks project was an emergency repair to the treatment facility to replace the failing unit that was leaking onto the ground. Staff has presented this project and have informed council in the past that the project was underway as an emergency repair. Project is currently 100% complete with approximately one-half remaining in payments to Fann Environmental, LLC.

Recommended Action (Motion): Motion to approve the quotation from Fann Environmental, LLC for $179,803.48 for payment.

Instructions to the Clerk: N/A

Town of Camp Verde, Arizona

JOB ORDER CONTRACT QUOTE REQUEST

The Town of Camp Verde, Arizona is requesting JOC quotes for that work described below:

Wastewater Treatment New Plant Headworks

Location: At the Camp Verde Wastewater Treatment Plant at 1000 E. State Route 260, Camp Verde, Arizona.

Quotes shall be per any attached sketches, specifications, and item price schedule provided with this quote request.

A mandatory pre-quote meeting will be held on **Monday, June 29, 2015 at 9:00 am** on site. This will be a **mandatory** pre-quote meeting and all those intending to quote the work are required to attend.

The sealed quote for this project shall be clearly marked:

CV Wastewater Treatment Plant – New Plant Headworks
Attention: Troy Odell

The sealed quote shall be delivered to the Town of Camp Verde Public Works Office located at 395 S. Main Street, Camp Verde, Arizona by **Thursday, July 9th, 2015 at 10:00 am local Arizona time. Note: Any quotes submitted after the time and date specified will not be accepted.**

Any and all questions regarding this quote request shall be submitted via the Public Purchase Web Site (only) for **CV Wastewater Treatment Plant – New Plant Headworks** prior to **Monday, July 6th, 2015 at 10:00 am. Those questions asked after this time and date specified will remain unanswered.**

Terms and Conditions:

- ✓ The Contractor shall complete the Unit Price Table below. The entire Unit Price Table **MUST** be competed as this may be used for estimating purposes or for the assignment of additional work in the future.

- ✓ The requested quote shall be for the total cost of this project. All items included in the plans, specifications and Unit Price Table shall be included in the quote. Applicable local sales tax must be included as well.

- ✓ No additional charges, change orders, or other costs incurred by the Contractor shall be allowed unless as directed by the Town of Camp Verde.

- ✓ It is the Contractor's responsibility to return the work site and any surrounding areas affected by the work to its original or better condition. Damage to any appurtenance, property or facility (either public or private) shall be repaired solely at the Contractor's expense. All sidewalk, landscaping, curb, gutter, pavements, etc. removed or damaged outside of the scope of the enclosed Unit Price Table shall be returned to their original condition to the satisfaction of the Town Engineer by the Contractor at the Contractor's expense. If items are left in disrepair, they will be repaired by the Town and the cost of repair will be subtracted from the payment for this specific Job Order Request.

- ✓ Those parts, accessories, materials, and equipment provided by the Town of Camp Verde for the completion of this project are the responsibility of the Contractor to keep from damage or harm. Those items damaged by the Contractor in the process of this project shall be repaired and/or replaced to the satisfaction of the Town Engineer by the Contractor at the Contractor's expense.

- ✓ The Contractor is responsible for complying with all applicable Arizona Blue Stake Authority regulations. The Contractor shall provide the Town of Camp Verde Public Works Staff with evidence/verification of contacting Blue Stake two (2) days prior to the commencement of construction. The lack of a legitimate Blue Stake will cause work to be stopped until the proper Blue Stake marking is in place.

- ✓ The Town of Camp Verde Wastewater Staff shall mark the existing underground plumbing and lines to the best of their ability and as well as "as-built" plans allow. The Contractor is responsible for exercising extreme caution in demolition and excavation for this project in order to prevent damage to any unforeseen underground plumbing and lines.

- ✓ A pre-construction meeting shall be scheduled by the Contractor awarded this project in order to coordinate with the Town of Camp Verde Public Works Department and the Town of Camp Verde Wastewater Division. The Contractor shall call the Public Works Department at (928) 554-0872 to schedule the meeting immediately after the award is made and prior to being given a Notice to Proceed. The Notice to Proceed will typically be given to the Contractor at this meeting.

- ✓ The Town of Camp Verde shall not be held responsible for errors in estimates of quantities, materials, schedule, installation requirements, or size. The Contractor is responsible to perform his/her own estimate of quantities for quoting as well as verifying quantities by field measurement during the site visit. Errors in quantities noticed by any Contractor during the estimating/quoting process shall be brought to the immediate attention of the Town of Camp Verde Public Works Department so that the questionable quantity can be adjusted if required prior to the quote submittal deadline.

- ✓ All work shall be completed no later than August 21st, 2015.

- ✓ The Town of Camp Verde Public Works Department shall be notified by the Contractor a minimum of forty-eight (48) hours in advance of any work requiring inspections unless otherwise agreed upon. 48 hours means two working days. The Town of Camp Verde does not perform inspections on Friday s after 11:00 am.

- ✓ All work shall be inspected by the Town of Camp Verde Deputy Public Works Director together with the Town of Camp Verde Wastewater Division WRF Manager prior to being given

approval or final approval unless the Contractor had been notified otherwise. Work covered, which has not been inspected shall be uncovered and repaired/corrected at the Contractor's expense, at the request of the Town of Camp Verde Deputy Public Works Director at his discretion for the purposes of inspection of the work. Any reinforcing steel not inspected will mean removal of concrete and replacement with inspections at the Contractor's expense.

- ✓ The Contractor shall be responsible to determine all relevant standards as required for the safety and conformance to applicable OSHA regulations for construction standards for the entire term of this project.

- ✓ The Contractor is responsible for securing work areas whenever they leave. No unsafe conditions shall exist or be left at the end of each working day. No dangerous conditions shall be left unattended. If items such as uncured concrete/mortar are left at the end of a working day, the Contractor shall coordinate with the Town of Camp Verde Public Works Department a manner to prevent public access and damage to that portion of the project.

- ✓ The Contractor shall visit the site prior to submitting a quote to familiarize himself/herself with the site and any extraordinary difficulties at the site location. If a mandatory pre-quote meeting is scheduled, the Contractor **must** attend this meeting in order to be allowed to quote the work.

- ✓ All subgrade and base course grade shall be inspected for approval by the Town of Camp Verde Deputy Public Works Director prior to being covered by concrete. The Contractor shall complete and pass density testing on the base course by a qualified testing laboratory. The Contractor shall verify passing tests to the Town of Camp Verde Deputy Public Works Director at the time of their inspection(s).

- ✓ All concrete shall be tested for slump, air, temp, and compression. All concrete must meet the standards as they are outlined in the construction plans. All concrete must be cured a minimum of 14 days prior to being work on or with.

- ✓ The Town of Camp Verde will be responsible for the hiring and compensation of the certified testing laboratory for all soils, base course, and concrete work. At the discretion of the Town of Camp Verde, retests due to failure that exceed what is normally expected in quantity will become the financial responsibility of the Contractor.

- ✓ The Contractor shall notify the Town of Camp Verde Deputy Public Works Director at the completion of all grading and compaction for a final inspection prior to any concrete preparation work. Corrections deemed necessary at the time of this inspection shall be done at the Contractor's expense.

- ✓ The Contractor shall submit to the Town of Camp Verde a performance and payment bond for the amount quoted for the total cost of the project at the pre-construction meeting prior to being given the official Notice to Proceed for that project.

- ✓ The Contractor shall provide and maintain, and cause its subcontractors to provide and maintain, the following minimum insurance coverage:

    - Comprehensive general liability insurance with a minimum combined single limit of one million dollars ($1,000,000) each occurrence with a general aggregate amount of two million dollars ($2,000,000). The policy shall include coverage for bodily and personal

injury, broad form property damage, blanket contractual, Contractor's protective, and products and completed operations.

- Comprehensive automobile liability insurance with a combined single limit for bodily injury and property damage of not less than one million dollars ($1,000,000) each occurrence with respect to the Contractor's vehicles (whether owned, hired, non-owned), assigned to or utilized in the performance of the project.

- Worker's Compensation ($1,000,000).

- Employer's Liability Insurance ($1,000,000 each occurrence).

✓ Additional insurance coverage may be required at the Town of Camp Verde's discretion where the services to be performed are deemed to be hazardous in nature.

✓ The policies required above shall name the Town of Camp Verde and its respective agents, officials, and employees as additional insured, and shall specify that the insurance afforded the Contractor shall be primary insurance and that any insurance coverage carried by the Town of Camp Verde or its employees shall be excess coverage and not contributory insurance to that provided by the Contractor. Said policy shall contain a severability of interests provision.

✓ Failure on the part of the Contractor to procure and maintain the required liability insurance and provide proof thereof to the Town of Camp Verde within thirty (30) days following the commencement of a new policy period, shall constitute a material breach of the Agreement upon which the Town of Camp Verde may immediately terminate the Agreement. Prior to the effective date of the Agreement, the Contractor shall furnish the Town of Camp Verde with a certificate of insurance in a format acceptable by the Town. The Town of Camp Verde reserves the right to request and receive certified copies of any or all of the above policies and/or endorsements.

Complete and submit this sheet with you quote (other forms will not be allowed):

Unit Price Table
CV Wastewater Treatment Plant – New Plant Headworks

NO.	BASE BID ITEM DESCRIPTION	Unit	Quantity	Unit Price	Price
1	Construct New Plant Headworks per the plans and specifications provided.	LS	1	157,487.00	157,487.00
2	Install 6" thick 3000 psi concrete slab atop 6" thick aggregate base course as shown on site plan. Slab is reinforced with #4 grid at 24" c-c each way.	SF	450	10.50	4,725.00
3	Install single curb per MAG Std. Det. 222, Type "B" in locations shown on site plan.	LF	45	24.00	1,080.00
4	Demo and remove existing Headworks and slab. Dispose of as stated in the construction plan.	LS	1	6,210.00	6,210.00

These are estimated quantities. The Contractor shall visit the site prior to submitting a quote to familiarize himself/herself with the site and verify all quantities.

Sub-Total of all items in Unit Price Table: $ 169,502.00

Applicable Local Sales Tax on Sub-Total Above $ 10,301.48

Total Cost (Including applicable local sales tax): $ 179,803.48

Contractor: Fann Environmental, LLC

Address: 6708 Corsair Ave., Suite A

City: Prescott State: AZ Zip Code: 86301

CV Wastewater Treatment Plant – New Plant Headworks

Specific Job Order Contract Quote Request

I hereby agree to the Terms & Conditions for this project given in this Job Order Quote Request:

Authorized Signature: _____ Printed Name: Michael S. Young

Date: 7/9/15 Phone: 928-778-5335 E-Mail Address: mikeyoung@fannenvironmental.com

TOWN OF CAMP VERDE
PROCLAMATION
DECLARING JUNE 14, 2016
A DAY TO HONOR
GUNNERY SERGEANT EDWARD "PETE" REEDER, U.S. MARINE CORPS AND ALL OF YAVAPAI COUNTY'S FALLEN VERERANS.

WHEREAS, Some 186 veterans of the armed forces from Yavapai County have given their lives In various wars in defense of freedom; and

WHEREAS, The Town of Camp Verde and Yavapai County as a whole should honor their service and sacrifice in perpetuity; and

WHEREAS, there is a plaque that exists on the Yavapai County Courthouse grounds in Prescott which will be rededicated on June 14, 2016 at 12 noon, known as the "All-Veterans Memorial Plaque"; and

WHEREAS, a veteran from Camp Verde, Gunnery Sergeant Edward "Pete" Reeder who sacrificed his life on August 21, 2004 while serving with the United States Marine Corps during Operation Iraqi Freedom in Iraq will be added to this plaque and memorialized at this ceremony;

NOW, THEREFORE, the Mayor and Common Council of the Town of Camp Verde encourages the citizens of this town to honor, on the fourteenth day of June, 2016, this veteran and all those who have fallen in the military service to our nation during times of war by flying the United States flag half-staff, attending the ceremony or pausing for a moment of silence at twelve noon in remembrance of their heroic sacrifice.

_____ _____

Charles German, Mayor Date

ATTEST

_____ _____

Virginia Jones Date
Town Clerk

5.

Town of Camp Verde
Proclamation
Municipal Clerks Week
May 1 - 7, 2016

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

Whereas, The Office of the Municipal Clerk is the oldest among public servants; and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

Whereas, The Municipal Clerk serves as the information center on functions of local government and community; and

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations; and

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk;

Now, Therefore, The Mayor and Council of the Town of Camp Verde, recognize the week of May 4 - 10, 2014, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the Town of Camp Verde, Arizona, this 4th day of May 2016.

_____

Charles German, Mayor

ATTEST:

_____

Virginia Jones, Town Clerk

8.

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: May 04, 2016

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

☐ *Presentation Only* ☐ *Action/Presentation*

Requesting Department: Finance Dept. ***Staff Resource/Contact Person:*** Mike Showers

Agenda Title (be exact): Discussion, consideration & possible approval of Resolution 2016-963, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting fees for Town services for FY2016-17 and superseding Resolution 2015-935.

List Attached Documents: 1) Resolution 2016-963, 2) FY17 Proposed Town Fee Schedule

Estimated Presentation Time: N/A

Estimated Discussion Time: 5 mins

Reviews Completed by:

☐ ***Town Attorney Comments:*** N/A

☒ ***Department Head:*** All Departments

☐ **Budgeted** ☐ **Unbudgeted** ☒ **N/A**

Fiscal Impact:

Comments: Only 3 changes; 2 in Wastewater division and 1 in Clerk's office

Background Information: Per Town Code, the Town fees must be reviewed and adopted each year by Resolution. The fees will become effective July 1, 2016.

Recommended Action (Motion): Move to approve Resolution 2016-963, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting fees for Town services for FY2016-17 and superseding Resolution 2015-935.

Instructions to the Clerk: Process the Resolution.

RESOLUTION 2016-963

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING FEES FOR TOWN SERVICES FOR FY 2016-17 AND SUPERSEDING RESOLUTION 2015-835

WHEREAS, the Town Council is authorized by sections of the Town Code to set fees for Town services, building permits, business licenses, and for use of public facilities (Sections 3-4-3.3, 7-2-111, 9-3-7 and 13-1-2), to be adopted by resolution, and

WHEREAS, departments have submitted to Council recommended fees for services to the public as set forth in Exhibit A incorporated herein by reference,

NOW THEREFORE THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE RESOLVE TO ADOPT THE FOLLOWING FEE SCHEDULES:

1. *Departmental Fees.* Fees for services to the public, building permits, business licenses and use of public facilities as set forth in Exhibit A are hereby adopted, effective July 1, 2016.
2. *Prior Resolutions and Fee Schedules.* Any prior fee schedule established under the Town Code is hereby replaced.

PASSED AND APPROVED by majority vote of the Common Council at the regular meeting of May 4, 2016

PASSED AND ADOPTED:

Mayor Charles German	Date
Attest:	Approved as to form:
Virginia Jones, Town Clerk Date	William Sims, Town Attorney Date

Town of Camp Verde

FY17 Fee Schedule

Dept requests for FY17 to be effective 7/1/16

	2015-16	2016-17
	Council Approved 4/15/15	Department Proposed Changes
Clerk's Office		
Duplication Rates		
Current Agenda Packets (per page)	$0.25	
Minutes	$0.25	
Recordings (per CD)	$5.00	
Recordings (when town provides jump drive)	$7.00	
Public Records Request (per page)	$0.25	
Public Records Electronic Request	No Charge	
Business License List (Commercial request)	$200.00	Remove
Notary Fees	No Charge	
Publicity Pamphlet	$200.00	
Business License Fees		
Business License Fee/Inspection/Setup Fee	$50.00	
Peddler/Solicitor's License (in addition to $1,000 Bond & Cost of Background Ck)	25.00 Per day	
Special Event Promoter (Per Event)	No Charge	
Special Event Vendor (Non-Profits)	No Charge	
Special Event Vendor	$25.00 Per Event	
Renewal of Existing Current Business License		
Business License Fee (annual)	$25.00	
Name/Address Change in Addition to Annual Fee	No Charge	
Liquor License Permits		
Application/Posting/Inspection Fee	$250.00	
Business License (annually) + the following:		
Series 01 through 14 and Series 16 & 17	$50.00	
One-time Special Event Permit	$50.00	
Public Works		
Site Plan Review	$225.00 per applicable sheet (1st & 2nd Reviews)	
Engineering report reviews (drainage reports, design reports, traffic reports (TIA) soils reports, and others)	$250.00 per report (includes first 2 reviews; $150 for each subsequent review)	
Construction Plans and Grading Plans (Civil grading and drainage,	$225 per applicable sheet (includes first 2 reviews; $250.00 for each subsequent review)	
As Built Plan Review	$91.00	
Plat Review (Preliminary & Final plat reviews)	$250 per applicable sheet (includes first 2 reviews; $150 for each subsequent review)	
Right of Way		
Encroachment permit	$291.00	
Right of Way Permits (excluding utility companies)	$50.00	
After the Fact Right of Way Permit	$100.00	
Miscellaneous Plan Review		
Engineer's Cost Estimate Residential grading plan review ($100 for entire submittal)Plan revision reviews	$100.00 per applicable sheet	
Any Additional inspections	$50.00 per inspection	
Public Improvement Construction Inspection	$225.00	
Signs		
New Private Road Street Signs (per sign). Includes installation.	$85.00	
Adopt-a-road Street Signs (per sign), includes installation.	$100.00	
Finance Department		
Non Sufficient Funds (NSF) Check Charge	$10.00	

Municipal Court

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

Library

Photocopies - B&W	$0.10	
Photocopies - Color	$0.50	
B&W Printouts from Public Internet Computers. REVENUE FROM THESE LINES GO DIRECTLY TO QCI PRINT SERVICES PER OUR AGREEMENT	$0.10	
Color Printouts from Public Internet Computers	$0.50	
Local & Long-distance FAX - per page	$1.00	
Card Replacement	$3.00	
Overdue items (our Library) (per day)	$0.10	
Non-CV Library Overdue items (inside county)	Varies by Library	
Non-CV Library Overdue items (outside county) (per- day)	$1.00	
Lost items	Replacement Cost + Overdue Fines	

Marshal's Office

Reports (up to 20 pages)	$5.00	
Additional pages (per page)	$0.25	
Vehicle Impound Administrative Hearing	$150.00	
911 Tape	$10.00	
Photographs	$10.00	
Training Room Fee for all private and profit organizations		
4-8 hours	$25.00	
Less that 4 hours	$15.00	
Animal Shelter		
Impound Fee - where any of the following exist: 1) a current license pursuant to section 11-1008 exists or 2) animal has been sterilaized and implanted with microchip or 3) a veterinarian determines that a medical contraindication exists	$25.00	
Impound Fee - where any of the following **don't** exist: 1) a current license pursuant to section 11-1008 exists or 2) animal has been sterilaized and implanted with microchip or 3) a veterinarian determines that a medical contraindication exists	$50.00	
Additional Fee per night	$10.00	
Animal License Fees		
Altered Dog (purchased before March 1)	$10.00	
Unaltered Dog (purchased before March 1)	$20.00	
Altered Dog (purchased after March 1) recommend no late fee	$10.00	
Unaltered Dog (purchased after March 1) recommend no late fee	$20.00	

NO LICENSE WILL BE ISSUED WITHOUT PROOF OF RABIES VACCINATION

Parks & Recreation

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

Deposits		
Key Deposit (all classes) (per key)	$110.00	
Key Card Deposit (all classes) (per key card)	$40.00	
Heritage Pool Fees (Pool fees are effective opening day of pool in 2015)		
Adults (18 & over)		
Per Visit	$2.50	
10 Visits	$20.00	
Season Pass	$70.00	
Children		
Per Visit	$1.50	
10 Visits	$12.50	
Season	$50.00	
Family Pass (Immediate Family Only)		
10 Visits	$35.00	
Season - open swim & Family nights only	$135.00	
Swim Lessons		
Swim Lessons (30 minutes) two week session 4 days a week	$25.00	
Pool Rental Fee		
Private Use- Non-commercial up to 44 Participants (Per Hour) Includes 3 Lifeguards	$70.00	
Private Use - Non-commercial 45-88 Participants (Per Hour) Includes 4 Lifeguards	$90.00	
Cleaning Deposit- Class A & B	$100.00	
Pool Specialty Classes		
Adult - 25% of fees to Town/75% to Instructor. Fees to be determined by instructor.	25% / 75%	
Youth - 20% of fees to Town/80% to Instructor. Fees to be determined by instructor.	20% / 80%	
Parks & Recreation Facility Fees - General		
Banner Pole Fee		
Class A	No Charge	
Class B	$50.00	
Class C	Not Allowed	
Equipment		
None	N/A	
Tables		
Class A	No Charge	
Class B less than 10 tables	No Charge	
Class B (per table) if more than 10 tables	$5.00	
Class C (per table)	$8.00	
Chairs (if available)		
Class A	No Charge	
Class B less than 40 chairs	No Charge	
Class B (per chair) if more than 40 chairs	$1.00	
Class C	$2.00	
PA system (if available)		
Class A	No Charge	
Class B	No Charge	
Class C (per day)	$25.00	
Damage deposit - All Classes	$50.00	
Meeting Room Fee		
Class A	No Charge	
Class B (per hour(2hr min)/ per day)	$15 / $60	
Class C (per day(2hr min)/per day)	$25 / $100	
Rooms have tables & chairs on an "as available" basis for no additional charge		
Electrical Use Fee		
Park/Gazebo/Ramada - all classes (per event)	$20.00	

Parks & Recreation (Cont'd)

Ball Field Lights (24-hour cancellation notice required)		
Class A	No Charge	
Class B (per hour)	$50.00	
Class C (per hour)	$65.00	
Specialty Classes		
25% of fees to Town / 75% to Instructor (adult). Fees to be determined by instructor.	25% / 75%	
20% of fees to Town / 80% to Instructor (youth). Fees to be determined by instructor.	20% / 80%	
Fencing Fee		
Class A (per panel)	No Charge	
Class B (per panel)	$10.00	
Class C (per panel)	$15.00	
Soccer and Baseball Field Fee		
Class A	No charge	
Class B (per hour/per day)	$25 / $75	
Class C (per hour)	$40.00	
Gym Fees		
Class A - less than 100 attending	No Charge	
Class A (per hour-2hr min/per day) - more than 100 attending	$25 / $150	
Class B (per hour-2hr min/per day)	$50 / $300	
Class C (per hour-2hr min/per day)	$100 / $500	
Cleaning/Damage Deposit - All Classes	$500.00	
Gym Floor Preparation Fee		
All Classes	$75.00	
Park Ramada, Gazebo or Town Ramada Fee		
Class A	No Charge	
Class B	No Charge	
Class C	$75.00	
Exterior Light Fee (Commercial Grade String Lights)		
Class A	No Charge	
Class B	$50.00	
Class C	$50.00	
Town Ramada Electric Fee		
Class A per day	$100.00	
Class B per day	$100.00	
Class C per day	$150.00	
Use of Water Fee		
Class A per day	$40.00	
Class B per day	$50.00	
Class C per day	$100.00	
Kitchen Fee		
Class A	No Charge	
Class B -4 Hour	$25.00	
Class B (per day)	$75.00	
Class C - 4 Hour	$50.00	
Class C (per day)	$100.00	

Community Development

Board of Adjustment & Appeals		
Appeal	$500.00	
Variance	$800.00	
Additional Variance/Same Application	$55.00	
Copies of Maps (plotted or color)		
Large	$30.00	
11 X 17	$5.00	
8 X 11	$5.00	
General Plan Amendment		
Minor	$1,800.00	
Major	$1,800.00	
Map Change for Zoning (ZMC)		
To Agriculture zone	$1,700.00	

Community Development (Cont'd)		
Residential to Residential (50 acres)	$1,700.00	
plus $55 for each additional acre	$55.00	
Residential to Commercial (5 acres)	$1,700.00	
plus $85 for each additional acre	$85.00	
Commercial to Commercial (5 acres)	$1,700.00	
plus $85 for each additional acre	$85.00	
Commercial to Industrial (5 acres)	$1,700.00	
plus $85 for each additional acre	$85.00	
PAD and PUD (for one (1) acre)	$1,700.00	
plus $55 per acre up to 10 acres	$55.00	
plus $2.00 per acre over 10 acres	$2.00	
Major Amendment (one (1) acre)	$1,700.00	
plus $55 per acre up to 10 acres	$55.00	
plus $2.00 per acre over 10 acres	$2.00	
Minor Land Division	$200.00	
Lot Line Adjustment	$200.00	
Text Amendment to Planning & Zoning Ordinance (Citizen Initiated)	$1,800.00	
Subdivision Plats		
Administrative Conceptual Plan Review (Subdivisions)	$500.00 Plus $60 Fire Marshal Review Fee	
Preliminary Plat (for 10 lots)	$2,000.00 Plus $60 Fire Marshal Review Fee	
plus $10 lot over 10 lots, $4,300 max fee	$10.00	
Final Plat (for 10 lots)	$1,400.00	
plus $10 lot over 10 lots, $4,300 max fee	$10.00	
Amended Plat (for 10 lots)	$835.00	
plus $10 lot over 10 lots, $4,300 max fee	$10.00	
Final Site Plan PUD Review	$550.00	
Time Extensions	$300.00	
Development Standards Review (Commercial - Industrial & Multi-Family)	$500.00 Plus $100 Fire Marshal Review Fee	
Community Facilities District	As determined by the Town Manager	
Development Agreement		
Revision to Amend	Hrly. Wage of Emp. + Materials	
Reconsideration	Hrly. Wage of Emp. + Materials	
Use Permits		
Open Space Uses	$1,800.00 Plus $60 Fire Marshal Review Fee	
Residential Uses	$1,800.00 Plus $60 Fire Marshal Review Fee	
Commercial (RCD, RS, C1 & C2)	$1,800.00 Plus $60 Fire Marshal Review Fee	
Heavy Commercial/Industrial Uses (C3, PM, M1, M2)	$1,800.00 Plus $60 Fire Marshal Review Fee	
Mobile/Manufactured Home Parks (for 10 spaces)	$1,800.00 Plus $60 Fire Marshal Review Fee	
plus $15 per space up to 100 spaces	$15.00	
plus $10 for each additional space	$10.00	
RV Parks	$1,800.00 Plus $60 Fire Marshal Review Fee	
plus $15 per space up to 100 spaces	$15.00	
plus $5 for each additional space	$10.00	
Mining (5 acres)	$1,000.00 Plus $60 Fire Marshal Review Fee	
plus $55 per acre up to 50 acres	$55.00	
plus $10 for each additional acre	$10.00	
Temporary Use Permit or Dwelling Permit	$150.00	
Continuance of Hearing		
Before Advertising	$150.00	
After Advertising	$300.00	
Signs		
Non-Illuminated	$2.00 Per Square Foot/$20.00 Minimum Plus Building Permit Fee/Building Plan Review Fee If Attachment Or Footing Details Are Required	
Illuminated	$3.00 Per Square Foot/$30.00 Minimum Plus Building Permit Fee/Building Plan Review Fee If Attachement Or Footing Details Are Required	
A Frame Sign	$50.00	
Mural	$50.00	
Off Premise	$1,800.00	

Community Development (Cont'd)

Streets		
Street Abondonment	$1,800.00	
Street Name Change	$500.00	
Verification Letter	$300.00	
Underground Utilities Exemption	$200.00	
Wireless Communication		
Administrative Review	$500.00	
Applications requiring Special UP towers less than 99'	$1,800.00	
Towers 100 to 199'	$2,100.00	
Towers 200' and above	$2,700.00	
Zoning Clearance for Building Permits		
Residential remodel/residential accessory structure	$85.00	
Commercial Remodel - Interior	$100.00	
Commercial Remodel - Interior/Exterior	$225.00	
New Commercial	$300.00	
Fence	$25.00 Zoning Clearance Plus $25.00 Inspection Fee	
Residential single family dwelling	$175.00	

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

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

BUILDING PERMIT FEES

Total Valuation

NOTE: Unless otherwise noted, the fees listed below are utilized to establish Valuation (cost of construction including labor and materials) to be used in calculating permit fees and do not reflect the actual cost of the permit.

$1.00 TO $500.00	$24.00	
$501.00 TO $2,000.00	$24.00 for the first $500.00 plus $3.55 for each additional $100.00 or fraction thereof, to and including $2,000.01	
$2001.00 to $25,000.00	$77.25 for the first $2,000.00 plus $14.50 for each additional $1,000.00 or fraction thereof, to and including $25,000.01	
$25,001 to $50,000.00	$410.75 for the first $25,000.00 plus $10.60 for each additional $1,000.00 or fraction thereof, to and including $50,000.01	
$50,001.00 to $100,000.00	$675.75 for the first $50,000.00 plus $7.50 for each additional $1,000.00 or fraction thereof, to and including $100,000.01	
$100,001.00 to $500,000.00	$1,050.75 for the first $100,000.00 plus $6.00 for each additional $1,000.00 or fraction thereof, to and including $500,000.01	
$500,001.00 to $1,000,000.00	$3,450.75 for the first $500,000.00 plus $5.15 for each additional $1,000.00 or fraction thereof, to and including $1,000,000.01	
$1,000,001.00 and up	$6,025.75 for the first $1,000,000.00 plus $4.05 for each additional $1,000.00 or fraction thereof	

Community Development (Cont'd)

Other Building Fees

Investigation Fee (Building without a permit)	Equal to the cost of the Building Permit Fee and Building Plan Review Fee	
Inspection Outside of Normal Business Hrs	$100.00 Per Hour/1 Hour Minimum*	
Re-Inspection Fee (After 2 failed inspections)	$50.00 Per Inspection	
Miscellaneous Inspection Fee (Inspection fee for which no fee is specifically indicated*)	$50.00	
Building Plan Review Fee	65% of Bldg Permit Fee	
Master Building Plan Review Fee (First Floorplan Review)	65% of Bldg Permit Fee	
Master Building Plan Review Fee (Each additional Floorplan Review under same approved plan)	$150.00	
Additional Plan Review (After Two Failed Plan Reviews OR As Required By Changes, Additions, Alterations Or Revisions To Plans)	$50.00 Per Hour/1 Hour Minimum*	
Outside Plan Review Or Inspection (For Use Of Outside Consultants For Plan Review, Inspections, Or Both**)	Actual Cost**	
Building Permit Application Extension Fee (One Time Extension)	$25.00	
Building Permit Extension Fee (One Time Extension)	$25.00	
Temporary Issuance Fee (One Time Residential Certificate of Occupancy)	$300.00	
Temporary Issuance Fee (One Time Commercial Certificate of Occupancy)	$500.00	

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

Deposits For Building Permit Applications

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

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

Refunds

Building Plan Review Fees (Once Plan Review Has Begun)	No refund	
Project Cancellation/Withdrawl (Before Permit Has Been Issued)	Retain Deposit	
Issued Building Permits (One (1) Year From Permit Issuance, Where No Work Has Started/No Inspections Have Been Called For)	Retain $25 or 25%, Whichever is greater	
Issued Over The Counter Building Permits (One (1) Year From Permit Issuance, Where No Work Has Started/No Inspections Have Been Called For)	Retain $10 or 25%, whichever is greater.	

Valuation Data

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

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

Residential Accessory Buildings/Structures

Barn (Pole, Wood, Metal, or Masonary) (per sq ft)**	$20.00	
Shade/Mare Motel (per sq ft)**	$10.00	
Greenhouse (per sq ft)**	$15.00	
Storage Building (Shed) (Over 200 sq ft) (per sq ft)**	$20.00	
Carport (per sq ft)**	$18.00	
Balcony (per sq ft)**	$15.00	
Covered Patio at Grade Level (per sq ft)**	$15.00	
Covered Deck Elevated (per sq ft)**	$18.00	

Community Development (Cont'd)

Open Deck Elevated (per sq ft)**	$12.00	
Screened Porch Under Existing Roof Cover (per sq ft)**	$6.00	
Gazebo/Ramada (per sq ft)**	$15.00	
Pre-Fab Canvas/Metal Awning (Engineered) (per sq ft)**	$6.00	
Stairs (per sq ft)	$7.00	
Residential Alteration/Remodel Of Existing Structure	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	

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

Commercial (New Building)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
Commercial Accessory Buildings/Structures (New)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
Commercial Alteration/Remodel Of Existing Structure (Tenant Improvements)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
Demolition of Any Existing Structure (Residential or Commercial)		
Up To Two (2) Structures On Same Assessor's Parcel Number	$75.00	
More Than Two (2) Structures On Same Assessor's Parcel Number	$75.00 For First Two (2) Structures plus $25.00 For Each Structure Thereafter	
Fireplace/Free Standing Stove/Inserts (Other than New Construction)		
A. Fireplace/Freestanding Stove/Insert	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
Block/Retaining Wall (Measured from bottom of footing to top of wall. Walls over 4' require engineered plans) (Length x Height = Sq Footage)		
Retaining Wall: (CMU, Concrete, Brick, Manufactured Unit, Rock/Stone, Etc) (per sq ft)	$15.00	
Block Wall (Fence Or Free Standing Wall; No Retaining/Surcharge) (per sq ft)	$10.00	
Roof Structure Replacement	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
Shell Building	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	

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

Swimming Pool/Spas		
In Ground Pool (Includes Utilities)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
In Ground Spa or Whirlpool (Includes Utilities)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
On/Above Ground Pool (Pre-fabricated, Flat Fee) * Plus Any Utilities Installed	$150.00	
On/Above Ground Spa (Flat Fee, Utilities Included)	$200.00	
Above Ground Water Tank (Over 5,000 Gallons)		
A. Residential	$100.00	
B. Commercial	$500.00 + Building Plan Review Fee	
UTILITIES/EQUIPMENT		
New Construction or Addition		
Plumbing (per sq. ft)	$3.50	
Electrical (per sq. ft)	$2.50	
Mechanical (per sq. ft)	$1.50	
Single Permit, Plans Required (electric, plumbing, mechanical)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	

Community Development (Cont'd)

Over the Counter Permits		
Elecrical	$75.00 Flat Fee (Includes Two (2) Inspections)	
Mechanical	$75.00 Flat Fee (Includes Two (2) Inspections)	
Plumbing	$75.00 Flat Fee (Includes Two (2) Inspections)	
Building	$75.00 Flat Fee (Includes Two (2) Inspections)	
Combo (Any Combination Of The Above)	$75.00 Flat Fee Plus $25.00 For Each Added Over The Counter Permit (Includes Two (2) Inspections)	
Solar Installation, Wind Turbines, Generators		
Residential	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
Commercial	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
MISCELLANEOUS EQUIPMENT		
Fire Alarm		
Commercial	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees	
Residential	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees	
Kitchen Type I or II Hood System	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees	
Fire Suppression		
Commercial	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees	
Residential	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees	
Tower New Installation		
Up to $6,000	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
$6,001 or More	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
Co-Locate Existing Tower		
Up to $6,000	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
$6,001 or More	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
Mobile / Manufactured Housing		
NOTE: Fees are established by the Arizona Department of Fire, Building and Life Safety Office of Manufactured Housing and adopted by the Town of Camp Verde through intergovernmental agreement pursant to Arizona Administrative Code (A.A.C.) §R4-34-501 and §R4-34-801		
Residential Manufactured Home Set	See OMH Fee Schedule (Includes Three (3) Inspections)	
Residential Factory Built/Modular Building	See OMH Fee Schedule (Includes Three (3) Inspections)	
Commercial Factory Built/Modular Building	See OMH Fee Schedule (Includes Three (3) Inspections)	
Manufactured Housing Skirting (No Retaining/Surcharge)(per linear foot)	$6.00	

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

9.

RESOLUTION 2016-965

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, DEEMING THE GRANTING OF A FRANCHISE TO CAMP VERDE WATER SYSTEM BENEFICIAL TO THE TOWN, AND CALLING A REGULAR ELECTON SET FOR AUGUST 30, 2016 TO SUBMIT THE QUESTION TO THE QUALIFIED ELECTORS AS TO WHETHER OR NOT THE FRANCHISE SHALL BE GRANTED

WHEREAS, Camp Verde Water System, a corporation organized and existing under and by virtue of the laws of the State of Arizona, has presented a Franchise Agreement to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for the granting to Camp Verde Water System of a utilities franchise, pursuant to A.R.S. 9-502(A); and

WHEREAS, the Town Council has reviewed said Franchise Agreement and find that said franchise is deemed to be in the best interest of the public health, welfare and safety of the Town and its citizens, pursuant to A.R.S. 9-502(B); and

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

Section 1: That the question of whether or not the franchise shall be granted to Camp Verde Water System will be determined at a Regular Election scheduled set for August 30, 2016. Said election shall be held in compliance with A.R.S. 16-204 by submitting the following question to the voters of the Town of Camp Verde.

WATER FRANCHISE

SHALL A FRANCHISE BE GRANTED TO CAMP VERDE WATER SYSTEM, AN ARIZONA CORPORATION, ITS SUCCESSORS AND ASSIGNS, TO CONSTRUCT, MAINTAIN AND OPERATE A WATER UTILITY SYSTEM IN THE TOWN OF CAMP VERDE, ARIZONA, AND FUTURE ADDITIONS THERETO, IN ACCORDANCE WITH THE FRANCHISE AGREEMENT THAT WAS SUBMITTED TO THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, BY SAID CAMP VERDE WATER SYSTEM AND IS FILED IN THE RECORDS OF SAID TOWN?

PASSED AND ADOPTED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE THIS ___ DAY OF _____, 2016.

_____
Charles German, Mayor

ATTEST:

_____
Virginia Jones, Town Clerk

APPROVED AS TO FORM:

_____
William Sims, Town Attorney

10.

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: May 4, 2016

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

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

Requesting Department: Vice Mayor Bruce George

Staff Resource/Contact Person: *Russ Martin*

Agenda Title (be exact: *Discussion, consideration and possible direction to staff regarding* possible alternatives for funding the Verde Valley Senior Center, to include but not limited to Valley Services, Inc.

List Attached Documents:

Estimated Presentation Time: 5

Estimated Discussion Time: 10

Reviews Completed by:

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

☐ ***Finance Department*** N/A
Fiscal Impact: None
Budget Code: _____ ***Amount Remaining:*** _____
Comments:

Background Information:

Recommended Action (Motion):

Instructions to the Clerk:

Bringing Fresh Ideas to the Table

Services About Valley Careers Contact Us

Welcome

Welcome

We are **Valley Services**, a national company leading the way in contract food service management. Valley's innovative approach combined with our culinary expertise and impeccable service has led us to great distinctions in the food service industry. For several years, Food Management magazine has recognized Valley as one of the top 15 food service management companies in America. Our passion for food and people is the framework for creating memorable dining experiences in the 1.4 million meals we serve each week.

The Valley Vision of "**100% Customer Satisfaction by Serving with PRIDE (People Responding In Dedicated Excellence)** emanates within our Valley employees to bring fresh ideas to the table. Since our beginnings in 1960, the Valley vision has fostered extensive partnerships that resonates a personal approach to business.

Signature Venues

Valley signature venues are our interactive dynamic brands centered on great tasting foods. Senses come alive with the authentic ingredients selected by Valley chefs to shape our signature brands.

For a glimpse of the signature venues Valley brings to the table, *click here*.

News

Valley recently received the **Alumni Service Award from Hinds Community College** in Jackson, MS. This is the first time Hinds has named a company as the award recipient, instead of an individual.

Valley began providing culinary management services to Hinds more than 40 years ago and is committed to ensuring the program offerings are fresh and on-trend year-over-year. The partnership between Valley and Hinds goes beyond a client-supplier relationship. Valley supports Hinds College events, activities, fundraising and most recently a Hinds Connection Annual Scholarship.

Valley is committed to providing exemplary service to Hinds Community College. Jackie Granberry, Vice President for Advancement who oversees all district-wide special events for the college, shared about her experience working with Valley. "I depend on Valley quite a bit, and they have never let me down," Granberry said. "Whether it is a very dignified dinner for a few at the president's home, a dinner for 500, a reception for dignitaries or anything in between, they always provide the best service and the best food."

Congratulations to Jim Walt, President, George Ardelean, EVP of Dining and Health Services, Vince Randazzo, Area Food Service Director and the entire Valley Team at Hinds Community College for demonstrating the positive impact of delivering exemplary service to our client, students, faculty and guests each and every day.

TrustHouse Services Group adds Chief Growth Officer to Leadership Team: Chris Ciatto Brings Expertise in Strategy, Business Development & Performance Improvement to the Organization.
Click *here* for the entire article.

Valley Services, Inc.
P.O. Box 5454
Jackson, MS 39288
1-800-541-3805

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Bringing Fresh Ideas to the Table

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About Valley Executive Bios

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1960 Valley Services was founded.

1971 Valley signs Hinds Community College contract.

2001 Valley begins producing frozen and shelf-stable meals.

2005 Valley provides disaster relief meals for hurricane Katrina victims.

2010 Valley celebrates 50th anniversary.

2012 Valley merged with TrustHouse Services Group.

2013 Valley as part of TrustHouse Services Group merges with Elior.

Valley Partners with Elior

Valley, as a part of TrustHouse, partners with Elior in 2013. Elior is a prominent provider of contract and concessions catering. This partnership strengthens Valley's position as a market leader in contract food service management.

Mr. Hogg

Valley Services founder, Bill Hogg, was a visionary in the food services industry. A self-made entrepreneur, he started his first business in 1946 by selling foods to grocery stores out of a delivery truck. In these early years, his only hard assets were a Chevy truck, a desk, and an adding machine; however, he was committed to working long hours to achieve great success.

Mr. Hogg was one of the first to notice a growing trend of less scratch-prepared foods during the 1950's. He capitalized by selling frozen entrees and desserts, thus becoming a pioneer in prepared foods available for consumers to purchase

In 1958, Mr. Hogg seized another opportunity to manage the food service operations for businesses offering in-house dining to their employees. Ultimately the later move led to the launch of Valley Services. Valley quickly grew to expand to other market segments including healthcare, education, seniors and corrections.

Mr. Hogg had a deep philosophy to hire the best employees and treat every employee well. He remained involved in the day-to-day management of Valley Services until his death in 2008. His presence remains through his famous "Captain's Wheel," a training tool that is still used today.

Services
Business
Corrections
Education
Healthcare
Seniors

Navigation
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Valley Services, Inc.
P.O. Box 5454
Jackson, MS 39288
1-800-541-3805

11.

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: May 4, 2016

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

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

Requesting Department: **Mayor German**

Staff Resource/Contact Person:

Agenda Title (be exact): **Discussion, and possible direction to staff regarding the implementation of a 'Request to Speak Card" that would be used on Agenda item "Call to the Public for Items NOT on the Agenda.**

List Attached Documents: Sample Request to Speak Card

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 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: Would like discussion and Council input regarding the implementation of using a Request to Speak Card.

Recommended Action (Motion): Direction to Staff to implement (or not)

Instructions to the Clerk: None

TOWN OF CAMP VERDE COUNCIL
REQUEST TO SPEAK
CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA

How to address the Town Council

- **Your name will be called when it is your turn to speak**
- **Citizens are asked to restrict their comments to three (3) Minutes.**
- **Groups wishing to speak should select a spokesperson to represent the view of the group.**

PLEASE PRINT

Full Name:_____ **Date:**_____

Address:_____ **Phone#:**_____

Topic of Input:_____

This card should be submitted to the Clerk any time before Call to the Public for items not on the agenda.

12.

Issue 14 - April 15, 2016

Legislative Overview

Today is the 96th day of session. Once again most activity was on the floor, but even that was light. The chambers are slowly processing bills, seemingly adhering to the governor's advice to not send him bills until there is significant progress on the budget. A couple of bills of municipal interest, HB2107 and HB2483 had activity.

Earlier in the week there was some talk of a possible budget going forward, but as of today there's no visible movement. Last year the budget passed in the middle of March and the legislature adjourned April 3rd.

We remain at 106 bills passed, 105 signed, and one vetoed, the cursive writing mandate.

Legislative Bill Monitoring

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

HB 2107: S/E structured sober living homes

HB 2483: municipal population estimates; use

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

Issue 15 - April 21, 2016

Legislative Overview

Today is the 102nd day of session. There was very light duty on the floors of both chambers this week as the legislature continues to heed the governor's call to not send him bills until there is significant progress on the budget.

There are now reports that the legislature may move the budget early next week, with the goal of being done with that process by Wednesday, and completing the entire session by next Friday. There are no budget documents to review at this time.

We remain at 106 bills passed, 105 signed, and one vetoed: the cursive writing mandate. There was no activity on bills of municipal interest this week.

Legislative Bill Monitoring

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

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Traditions

Five Meal Variety Package
Spring 2016 Week 1

Menu Code
15102 (Milk Included)
15002 (Without Milk)

Breaded Pork	Breaded Chicken with White Gravy	Meatballs with Rice & Gravy	BBQ Chicken	Beef Patty Strips with Brown Gravy
Brussels Sprouts	Lima Beans	Peas & Carrots	Sweet Potatoes	Mixed Greens
Red Skin Potatoes	Mixed Vegetables	Cauliflower	Broccoli	Seasons Vegetables
Whole Wheat Bread	Whole Wheat Bread	Whole Wheat Bread	Whole Wheat Bread	Cornbread Muffin
Margarine | Milk	Margarine | Milk	Margarine | Milk	Margarine | Milk	Margarine | Milk
Grape Juice*	Orange Juice*	Lemon Crème Cookies	Blended Juice	Raisins
			Vanilla Goldfish Grahams	

*Calcium fortified juice

	Calories	Protein (g)	Fat (g)	% Calories from Fat	Sodium	Fiber (g)	Vitamin A (IU)	Vitamin C (mg)	Calcium (mg)
Breaded Pork	643	32.6	22	29.6	670	8.2	1911	61	536
Breaded Chicken & Gravy	661	33.4	22.5	30.3	816	11.2	4593	47	493
Meatballs with Rice & Gravy	615	35.3	22.2	31.4	771	8.2	7400	34	421
BBQ Chicken	609	43.7	12.5	18.5	890	7.9	13944	71	483
Beef Strips & Brown Gravy	608	33	22.3	31.3	766	10.6	9090	38	520
Average	**627**	**36**	**20**	---	**783**	**9**	**7388**	**50**	**491**
%of 1/3 DRI	**92**	**187**	**79**	---	**98**	**115**	**493**	**167**	**123**

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FRANCHISE

BETWEEN

CAMP VERDE WATER SYSTEM, INC.

AND

TOWN OF CAMP VERDE, ARIZONA

Section 1 – Grant of Franchise

There is hereby granted to Camp Verde Water System, Inc., a corporation organized and existing under and by virtue of the laws of the State of Arizona (herein called "**Grantee**"), the right, privilege, and franchise to construct, maintain, and operate upon, over, along, across, and under the public rights-of-way, (including, but not limited to streets, alleys, ways, highways, and bridges), in the Town of Camp Verde, Arizona (herein called "**Municipality**") water lines, pipes, and mains, together with all necessary or desirable appurtenances, (including, but not limited to valves, fittings, valve boxes, risers, fire hydrants, manholes, control devices, meters, meter boxes, and meter vaults) for its own use (herein called "**Franchise**"), for the purpose of supplying water to the Municipality, its successors, the inhabitants thereof, and all individuals and entities either within or beyond the limits thereof, for all purposes allowable under state law.

The Franchise hereby granted may not be transferred in whole or in part by the Grantee, its successors and assigns, without the prior consent of the Council of the Municipality, which consent shall not be unreasonably or arbitrarily withheld or delayed. No consent shall be required in connection with an assignment made as security pursuant to a mortgage or deed of trust in connection with subsequent transfers made pursuant to any such instrument. No consent by Municipality shall be required in the case of transfers of controlling interest in the utility or controlling interest in the utility's operating plant among members of the Bullard family, or involving trusts whose beneficiaries are members of the Bullard family. Upon the occasion of any transfer subject to review by the Municipality, Grantee shall make disclosure and application to the Municipality for consent. The Municipality shall promptly act on any application so received.

Section 2- Grantee's Compliance with Municipality Practice; Plans Submitted for Approval; Municipality Construction Near Grantee's Facilities

All construction under this Franchise shall be performed in accordance with established

practices of the Municipality with respect to such public rights-of-way and road standard ordinances. Before Grantee makes any installations in the public rights-of-way, Grantee shall upon request or direction from Municipality obtain a construction permit and submit for approval a map showing the location of such proposed installations to Municipality's Engineer. Municipality and Grantee agree and understand that there may be instances when Grantee is required to make repairs that are of an emergency nature. Grantee shall notify Municipality prior to such repairs, to the extent practicable, and shall obtain the necessary permits in a reasonable time after notification, showing the work performed in the public rights-of-way. Payment shall be determined based upon the circumstances and location of the emergency repairs as required by this Franchise.

If the Municipality undertakes either directly or through a contractor any construction project adjacent to or near the Grantee's facilities operated pursuant to this Franchise, for which the Grantee's rights concerning such facilities are prior to the City's acquisition of the public right of way where the construction project is located or near Grantee's facilities that another entity has paid or reimbursed Grantee for their construction, installation, and relocation (collectively, "Grantee Prior Rights Projects"), the Municipality shall include in all such construction specifications, bids, and contracts, a requirement that, as part of the cost of the Grantee Prior Rights Projects, the contractor or his designee shall compensate the Grantee for the temporary removal, barricading or draining of Grantee's lines, mains or equipment, the location of which may create an unsafe condition in view of the equipment to be utilized or the methods of construction to be followed by the Municipality or its contractor or his designee.

Further, all construction and relocation hereunder shall conform to any and all applicable federal, state, and local laws and regulations, including but not limited to those of the Arizona Corporation Commission and the Arizona State Department of Health Services.

Section 3- Construction and Relocation of Grantee's Facilities; Payment

The lines or related facilities installed or constructed pursuant to this Franchise shall be so located or relocated and so erected as to minimize the interference with traffic, or other authorized uses over, under or through the public rights-of–way. Furthermore, Grantee shall not install, construct, maintain or use its facilities in a manner that damages or interferes with any existing facilities of another utility located in the public rights-of-way and agrees to relocate its facilities, if necessary, to accommodate another facility relocation that has a prior rights interest in the public rights-of-way.

Those phases of construction of Grantee's facilities relating to traffic control, backfilling, compaction and paving, as well as the location or relocation of lines and related facilities herein provided for shall be subject to established practices and regulations with respect to

such public rights-of-way by the Municipality. The Grantee shall keep accurate records of the location of all facilities in the public rights-of-way and furnish them to the Municipality upon request. Upon completion of new or relocation construction of underground facilities in the public rights-of-way, the Grantee shall provide the Director of Public Works with corrected drawings showing the actual location of the underground facilities in those cases where the actual location differs significantly from the proposed location approved in the plans on file with the Municipality

If Grantee's facilities are required to be relocated, Grantee shall relocate its facilities. The costs of relocation shall be borne as follows:

A. If Grantee's existing facilities are located in private easements or rights-of-way obtained by Grantee prior to Municipality's acquisition of the public right-of-way, the entire cost of relocating Grantee's facilities (including the cost of purchasing a new private easement or right-of-way, if necessary) shall be borne by Municipality. Municipality shall also bear the entire cost of all subsequent relocations of the relocated facilities required by the Municipality, until such time as Municipality condemns or otherwise purchases Grantee's private easement or right-of-way.

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B. Except as referenced in Paragraph A above, Grantee shall bear the entire cost of relocating its facilities located on public rights-of-way, the relocation of which is necessary for Municipality's carrying out its governmental functions. Notwithstanding the foregoing, if Grantee is requested by the Municipality to perform work of a temporary nature on a governmental project to relieve construction problems which could be relieved by other means, the cost of said temporary work will be borne by Municipality or Municipality's contractor working on the governmental project. Governmental functions are those authorized duties of the Municipality, where the duties involve a general public benefit, not in the nature of a corporate or business undertaking for the corporate benefit and interest of Municipality. Without limiting the generality of the preceding sentence, examples of Governmental functions are listed below:

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1) Any and all improvement to Municipality streets, alleys and avenues, and other Municipality property;

2) Establishing and maintaining storm drains, water lines, sewer lines, effluent lines, water wells, wastewater treatment facilities and any other facilities related thereto;

3) Establishing and maintaining municipal parks, parking, parkways, pedestrian malls, or grass, shrubs, trees and other vegetation for the purpose of landscaping any street or

public property;

4) Providing fire protection and other public safety functions;

5) Collection and disposal of solid waste and recyclables;

6) Providing public transportation; and.

7) Such other uses as the parties may mutually agree, with such agreement not to be unreasonably withheld

C. Municipality will bear the entire cost of relocating any of Grantee's facilities, the relocation of which is necessitated by the construction on behalf of Municipality in furtherance of a proprietary function. All functions of Municipality which are not governmental are proprietary.

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D. In the event that Municipality abandons a public right-of-way, Grantee at its election shall abandon its facilities or shall request Municipality to convey its easement interest to Grantee to be held as a private easement of Grantee. If Grantee requests such conveyance by Municipality and there is no legal impediment to Municipality in doing so, Municipality shall convey such easement by quit claim and make no warranties of title.

E. Municipality will not exercise its right to require Grantee's facilities to be relocated in an unreasonable or arbitrary manner, or to avoid any Municipality obligation. Grantee and Municipality agree to cooperate on the location and relocation of facilities at Grantee's expense.

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F. Municipality agrees it will not require Grantee to relocate its facilities located within the public rights-of-way without providing Grantee adequate space within the rights-of-way to relocate the facilities that must be moved.

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G. Notwithstanding any other provision in this Franchise (except Section 3A above which shall supersede this Section G), from the when effective date of this Franchise during the term of this Franchise, if the Town requires a relocation for a governmental function and said relocation is required within ten (10) years of when the facilities are originally constructed or are relocated, Town shall pay the total cost of relocating the facilities; if said relocation is required within eleven (11) to fifteen (15) years of when the facilities are constructed or relocated, the Municipality will pay 50% of the cost of relocating said facilities.

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H. The Municipality shall consult with the Grantee in the planting of trees or the construction of structures in the public rights-of-way where Grantee's underground water lines or other

appurtenances currently exist.

l. In the event of a proposal by the Municipality to purchase the assets of Grantee, if the proposal is accepted by Grantee, approved by the Arizona Corporation Commission, and approved by a vote of the qualified electors of the Municipality as required by A.R.S. § 9-514, the Municipality shall, pursuant to the terms of its proposal, be liable for reimbursement of any expense incurred within the previous twelve (12) months for relocations demanded or directed by the Municipality, as well as for the interim period from the Municipality's proposal to the time of the actual conveyance of the assets.

Section 4: Indemnification

The Municipality shall defend, indemnify and hold the Grantee, its officers, directors, agents, and employees harmless from any and all claims, demands, causes of action, damages, liability, costs, losses, judgments, or expenses incurred by the Grantee as a result of the failure of the Municipality to comply with the requirements of Sections 2, 3, and 14 of this Franchise. Except as provided in this Section's preceding sentence, the Grantee shall defend, indemnify and hold harmless the Municipality from and against any and all claims, costs, suits, damages, judgments, expenses and losses including, but not limited to reasonable attorney fees and court costs relating to, arising out of, or alleged to have resulted from the exercise of this Franchise by Grantee. Grantee, so long as it maintains, operates or owns facilities with rights-of-way of the Town, at Grantee's own cost and expense, shall keep, or cause to be kept, in force insurance against claims and liability for personal injury, death and property damage arising from the construction, operation or maintenance by Grantee of its facilities in a reasonable amount sufficient to insure Grantee's obligations under this Section 4 with the Town named as an additional insured. Grantee shall provide Town with thirty (30) days' written notice of material change, cancellation or nonrenewal by the insurer. The policy shall be primary and noncontributing with any policy of the Town. Grantee shall file with the Town documentation of such insurance within sixty (60) days following the effective date of the Franchise.

Section 5: Restoration of Rights-of-Way

Whenever the Grantee shall cause any opening or alteration whatever to be made for any purpose in any public right-of-way, the work shall be completed with due diligence within a reasonably prompt time, and the Grantee shall, upon completion of such work, restore the property to meet applicable road standard ordinances.

Section 6: Fees

Grantee agrees to pay Municipality in consideration of the grant of this Franchise, a sum equal to two percent (2%) of the gross receipts of Grantee from the sale by it of water at retail for residential and commercial purposes, as determined by Grantee's revenue of the previous month within the present and any future corporate limits of Municipality that are within the Grantee's Certificate of Convenience and Necessity, as shown by Grantee's billing records ("Franchise Fee"). This Franchise Fee shall be due and payable monthly and shall be in lieu of all fees or charges for permits or licenses issued for the construction of Grantee's facilities hereunder or for inspections thereof. For the purpose of verifying the amounts payable hereunder, the books and records of Grantee shall be subject to inspection by duly authorized officers or representatives of Municipality at reasonable times.

Grantee may deduct from the Franchise Fee any tax or license paid by it or levied by Municipality exclusively upon utilities, up to the amount payable under the terms of this Section, unless Municipality's tax ordinances authorize the utility tax to be offset by the amount of any Franchise Fee paid pursuant to a Franchise , in which event the entire 2% Franchise Fee shall be paid and the utility tax offset thereby.

The amount payable under the Franchise Fee shall not be reduced by reason of the payment of any general ad valorem taxes, assessments for special improvements, general sales or transaction privilege license taxes, or any similar general levy measured by Grantee's receipts or sales within Municipality, provided the amount of such sales tax or similar levy may be lawfully and specifically added to Grantee's customer's bills.

Notwithstanding any provision contained herein to the contrary, the total amount of taxes, levies, assessments, and Franchise Fees paid by Grantee shall not exceed five (5%) percent of gross receipts of Grantee from the sale by it of water at retail for residential and commercial purposes within the corporate limits of Municipality.

Section 7: Scope of Information

Unless otherwise specified, all of Grantee's recordkeeping and disclosure obligations under this Franchise include and are limited to information relating to this Franchise or to Grantee's rights or obligations under this Franchise.

Section 8: Business License

Notwithstanding any provision to the contrary, the Grantee shall, in addition to the payment

provided in section 6, pay any occupation tax established by the Municipality, provided the tax is a flat fee per year and that the annual amount of such fee does not exceed the amount of fees paid by any other similar business operated within the Municipality.

Section 9: Term

This Franchise shall continue and exist for a period of twenty-five (25) years from the date this Franchise is approved by the Municipality's qualified voters provided, however, that either party may terminate this Franchise on its tenth (10th) anniversary by giving written notice of its intentions to do so not less than one (1) year before the date of termination. If such notice is given for the purpose of negotiating a new Franchise and such negotiation is successful, the party giving the notice of termination shall be responsible for the costs of the resulting franchise election.

Section 10: Non-Exclusive Franchise

This Franchise is not exclusive, and nothing herein contained shall be construed to prevent the Municipality from granting other like or similar grants or privileges to any other person, firm or corporation.

Section 11: Conflicting Ordinances

All ordinances and parts of ordinances in conflict with the provisions hereof, to the extent applicable to a franchised water public service corporation, are hereby repealed.

Section 12: Independent, Severable Provisions

If any section, paragraph, clause, phrase or provision of this Franchise, other than Section 6, shall be adjudged invalid or unconstitutional, the same shall not affect the validity of this Franchise as a whole or any part of the provisions hereof other than the part so adjudged invalid or unconstitutional. If Section 6 shall be adjudged invalid or unconstitutional in whole or in part by a final judgment of a court of law, after all appeals have been exhausted, this Franchise shall immediately terminate and shall be of no further force or effect.

Section 13: Condemnation; Right Reserved by Municipality

The Municipality reserves the right and power to purchase and condemn the plant, which includes distribution facilities and other property of the Grantee within the corporate limits or any additions thereto, as provided by law.

Section 14: Municipality Use of Facility

In consideration of this Franchise and the rights granted hereby, the Municipality shall have, the right to place, maintain, and operate on the lines of the Grantee, its successors, and assigns, erected and maintained upon and along the public rights-of-way within the Municipality's corporate limits any and all pipes, brackets and appurtenances (other than steps or climbing devices), which the Municipality may install and/or own during the term and period of this Franchise, for its municipal fire alarm and police telephone or other municipal communications services, free of any charges for the use of the Grantee's lines; provided, however, all such systems, the installation and maintenance thereof, shall comply with the applicable requirements of the Occupational Safety and Health Act and the National Water Safety Code, as amended, and any applicable requirements of the Arizona Corporation Commission and the Arizona Department of Health Services, in addition to any and all applicable federal, state, and local laws and regulations, and only after written notice to the Grantee; provided however that the Grantee shall assume no liability nor be put to any additional expense in connection therewith and provided, further, that the Municipality's use thereof shall be in such manner as not to interfere with the Grantee's use of its facilities.

Section 15: Expiration

The Municipality and Grantee hereby expressly agree that the following provision shall survive the termination or expiration of this Franchise:

Upon the termination or expiration of the Franchise, if the Grantee shall not have acquired and accepted a renewal hereof, it may remove its facilities and system within the Municipality or at its option, may continue operating its facilities and system within the Municipality, but it shall be required to pay for and obtain proper permits each time it makes additional extensions upon, over, along, across and under the public rights-of-way within the Municipality unless or until such time as a new franchise is obtained or the system and facilities are removed or are acquired by the Municipality through the exercise of its power of eminent domain. Grantee's and Municipality's right to its plant, facilities and its operation thereof shall be as their respective interest shall then appear.

Section 16: Voter Approval Required

This Franchise is subject to the approval of the electors of the Municipality. Grantee shall pay all costs associated with the franchise election required under A.R.S. § 9-501 et seq. by reimbursement to the Municipality if it is a special election duly and regularly called by the governing body of the Municipality solely for that purpose, except that if one or more additional propositions are presented to the electors at such election, Grantee shall pay only

that portion of Municipality's election expense determined by dividing all of Muncipality's expenses by the number of issues presented on the ballot.

Section 17: Mediation

If a dispute arises out of or relates to this Franchise, or breach thereof, including, but not limited to, governmental or proprietary uses, and if the dispute cannot be settled through negotiation, the parties agree first to settle the dispute through mediation before resorting to arbitration, litigation, or some other dispute resolution procedure. In the event that the parties cannot agree upon the selection of a mediator within ten (10 days) after settlement negotiations cease without arriving at a mutually acceptable resolution, either party may request the Presiding Judge of the Superior Court of Yavapai County to assign a mediator from a list of real estate experienced mediators maintained by the Arizona Municipal Risk Retention Pool. The mediator selected by the parties or the Presiding Judge shall be qualified by training by training and experience to mediate disputes of the nature arising under this Franchise and shall be impartial to both parties. The costs of mediation shall be borne equally by the parties. If mediation fails to resolve the dispute within thirty (30) days after the mediation actually commences, either party shall be free to resort to other means then available to it to resolve the dispute. If in the future, both parties agree to waive these provisions and agree to some other dispute resolution procedure, they may do so, and such agreement shall be reduced to writing.

Section 18: Notices

Any notice required or permitted to be given hereunder shall be in writing, unless otherwise expressly permitted or required, and shall be deemed effective either (i) upon hand delivery to the person then holding the office shown on the attention line of the address below, or, if such office is vacant or no longer exists, to a person holding a comparable office, or (ii) on the third business day following its deposit with the United States Postal Service, first class and certified or registered mail, return receipt requested, postage prepaid, addressed as follows:

To Municipality

Town Hall
473 South Main Street, Suite 102
Camp Verde, AZ
86322

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To Grantee

Camp Verde Water System, Inc.
Justin Bullard, Vice-President
P.O. BOX 340
Phoenix, AZ_86322

Section 19: No Third-Party Beneficiaries

There are no third party beneficiaries to this Franchise Agreement between Municipality and Grantee.

TOWN OF CAMP VERDE

CAMP VERDE WATER SYSTEM, INC.

_____
Mayor

_____
President

ATTEST:

_____
Town Clerk

_____
Secretary

APPROVED AS TO FORM:

_____
Town Attorney

_____
Attorney for Camp Verde Water System, Inc.