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**AGENDA
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, MAY 24, 2023 at 5:30 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/81355054518?pwd=a0RMWFZFVURkZVlLdTVHUWFPb2ZIUT09>

One Tap Mobile: 1-253-205-0468 or 1-253-215-8782

Meeting ID: 813 5505 4518

Passcode: 554969

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

1. **Call to Order**
2. **Roll Call.** Council Members: Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins.
3. **Pledge of Allegiance**
4. **Call to the Public or items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))
5. **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) **Proclamation – Designating May 21st-27th, 2023 as National Public Works Week. Staff Resource: Ken Krebs** Page 5
 - b) **Approval of the FY24 debt levy certification to Yavapai County for \$661,530, acting as the Trustee to the Camp Verde Sanitary District. Staff Resource: Mike Showers** Page 7

c) Approval of the FY24 special assessment levy of \$222,057 for annual payments against the Camp Verde Sanitary District's WIFA note 910175, acting as the Trustee to the Camp Verde Sanitary District. Staff Resource: Mike Showers Page 11

- 6. Discussion, Consideration, and Possible Approval to staff to submit an Arizona Commerce Authority Economic Strength Project grant in an amount up to \$500,000 to fund drainage project at Dickison Circle. Staff Resource: Molly Spangler and Jeff Low Page 13**
- 7. Discussion, Consideration and Possible Approval of a request for the Town of Camp Verde to be a sponsor for the Verde Valley Sanctuary's 30th Anniversary Gala, with potential sponsorship amount ranging from \$500-\$10,000. Resource: Mayor Dee Jenkins Page 15**
- 8. Discussion, Consideration and Possible Approval of the Finance Director to make the attached budget adjustment labeled BAFY23-03 for the FY23 budget year moving the budgeted \$41,035 expenses from the Risk Management division to the Public Works Admin division. Staff Resource: Mike Showers Page 23**
- 9. Discussion, Consideration and Possible Direction to staff relating to the implementation of Utility Rate Adjustments as outlined in the Town's Water and Wastewater Rate Study/Analysis prepared by Economists.com. Staff Resource: Jeff Low and Mike Showers Page 25**
- 10. Discussion and Review with Council of FY24 Town Manager recommended budget and proposed Capital Improvement Plan. Staff Resource: Mike Showers Page 51**
- 11. Adjournment**

Note: Upon a public majority vote of a quorum of the Town Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the purpose of discussion or consultation for legal advice with the Town Attorney as permitted by A.R.S. § 38-431.03(A)(3). Any other executive sessions will be separately included on the agenda above if an executive session will be held at the meeting.

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting. The Town of Camp Verde Council Chambers is accessible to persons with disabilities. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bashas on 05-18-2023 at 4:00 p.m. in accordance with the statement filed by the Camp Verde Town Council with the Town Clerk

Cindy Pemberton

Cindy Pemberton, Town Clerk

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PROCLAMATION

Designating May 21-27th, 2023, as "NATIONAL PUBLIC WORKS WEEK"

WHEREAS, the Congress of the United States per Joint Resolution 68 and President John F. Kennedy Presidential Proclamation 3484, first designated a National Public Works Week on July 18, 1962; and

WHEREAS, public works facilities and services are of vital importance to the health and well-being of the citizens of the Town of Camp Verde; and

WHEREAS, such facilities and services could not be provided without the dedicated efforts of public works staff representing the Town of Camp Verde Government, who are responsible for and must design, build, operate, and maintain the roads, drainage facilities, water supply, sewage and reclaim systems, public buildings, and other structures and facilities essential to serve our citizens; and

WHEREAS, it is in the public interest for the citizens and civic leaders of this Town to gain knowledge of and to maintain a progressive interest in the public works needs and programs of their community; and

WHEREAS, this year's theme "Connecting the World Through Public Works", signals a change in thinking and a new direction for public works.

WHEREAS, Public Works connects us all through infrastructure and service, which is further defined as;

Revitalizing our infrastructure means finding new ways to sustain performance, using new materials and increasing efficiency.

Reinvesting in our infrastructure will ensure safety, longevity and a positive quality of life.

Renewing our infrastructure means replacing and reinvigorating the systems and structures on which we depend.

NOW, THEREFORE, The Mayor and Common Council of the Town of Camp Verde, do hereby proclaim the week of May 21, 2023, through May 27, 2023, as National Public Works Week in the Town of Camp Verde, and call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our community adequate public facilities and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

Passed and approved by a majority vote of the Common Council at the Regular Session of May 24th, 2023.

Dee Jenkins, Mayor

Date

Attest:

Cindy Pemberton, Town Clerk



Agenda Item Submission Form – Section I

Meeting Date: May 24, 2023

- ☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested
☐ Presentation Only ☐ Action/Presentation

Requesting Department: Finance

Staff Resource/Contact Person: Mike Showers

Agenda Title (be exact): Discussion, consideration and possible approval of the FY24 debt levy certification to Yavapai County for \$661,530, acting as the Trustee to the Camp Verde Sanitary District.

List Attached Documents: 1) Certification to Yavapai County, 2) Notice of Debt Levy

Estimated Presentation Time: 2 mins

Estimated Discussion Time: 5 mins

Reviews and comments Completed by:

☐ Town Manager: _____ ☒ **Department Head:** (See Background info)

☒ **Town Attorney Comments:** These debt service payments were incurred under Title 48 and will continue to be until the debt is gone in July of 2032. The Town Council is acting as a Trustee for this debt and must certify to the County the amount necessary to collect for payment of interest and principal on the outstanding debt.

☐ **Risk Management:** _____

☐ **Finance Department**

Fiscal Impact:

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

Comments:

Background Information: The rates reflect what is necessary to be collected to offset the cost of paying the annual debt service. The Town Council is acting as Trustee of the Sanitary District debt. The calculations are based on the valuation of the District which fluctuates annually. This debt will continue to be paid by the District and is not a debt shared by the Town.

Recommended Action (Motion): Approve the FY24 debt levy certification to Yavapai County for \$661,530, acting as the Trustee to the Camp Verde Sanitary District.

Instructions to the Clerk: None.

YAVAPAI COUNTY



SPECIAL TAXING DISTRICT TAX LEVY CONFIRMATION FORM

FISCAL YEAR 2023-24NAME OF DISTRICT: Camp Verde Sanitary District

TAX LEVY REQUIRED: \$ _____

BOND DEBT SERVICE LEVY REQUIRED: \$ 661,530 (2.2117 per \$100)
(use only if you have bonded indebtedness)

COMMUNITY FACILITIES DISTRICTS (CFD):

(for City and/or Town Municipality use only)

NAME OF CFDTAX RATE REQUIRED

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Prepared By: Michael E. Showers Title: Finance DirectorDate: 5/17/23 Telephone Number: 928-554-0811E-mail Address: michael.showers@campverde.az.gov

This form is not supported by Google Chrome or Microsoft Edge. Please open this form using Internet Explorer or FireFox Web Browsers.

Please use the **submit button**, located in the upper right hand corner, above to send this form to Brenda Peterson, Administrative Assistant, Yavapai County Board of Supervisors.

We will need preliminary district information no later than June 25, 2018, in order to include your information on the July 3, 2018, tentative budget hearing schedule. If you have questions, please contact Brenda Peterson at 928-771-3200.

NOTICE OF PROPOSED DEBT SERVICE LEVY for FY24

The Town of Camp Verde will be discussing

The proposed debt service levy for FY24

On May 17, 2023 at 6:30 pm in the Council Chambers

at 473 S. Main St., Room 106, Camp Verde, AZ

Interested parties are invited to attend and present their comments

FY2023-24 Debt Service Budget of the Camp Verde Sanitary District

Amount to be certified:

Debt Reduction Levy of \$2.0110 per \$100 of Net Assessed Value of \$32,895,907

Debt Service Levy: \$661,530

WIFA Debt Service Budget: \$661,530

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Agenda Item Submission Form – Section I

Meeting Date: May 24, 2023

- ☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested
☐ Presentation Only ☐ Action/Presentation

Requesting Department: Finance

Staff Resource/Contact Person: Mike Showers

Agenda Title (be exact): Discussion, consideration and possible approval of the FY24 special assessment levy of \$222,057 for annual payments against the Camp Verde Sanitary District's WIFA note 910175, acting as the Trustee to the Camp Verde Sanitary District.

List Attached Documents: 1) Notice of Special Assessment Debt

Estimated Presentation Time: 2 mins

Estimated Discussion Time: 2 mins

Reviews and comments Completed by:

- ☐ Town Manager: _____ ☒ **Department Head:** (See background info)
☐ **Town Attorney Comments:** _____
☐ **Risk Management:** _____
☐ **Finance Department**
Fiscal Impact:
Budget Code: _____ **Amount Remaining:** _____
Comments:

Background Information: The rates reflect what is necessary to be collected to offset the cost of paying the annual debt service. The Town Council is acting as Trustee of the Sanitary District debt. This debt will continue to be paid by the District until July of 2032 and is not a debt shared by the Town.

Recommended Action (Motion): Approve the FY2 special assessment levy of \$222,057 for annual payments against the Camp Verde Sanitary District's WIFA note 910175, acting as the Trustee to the Camp Verde Sanitary District.

Instructions to the Clerk: None.

SPECIAL ASSESSMENT DEBT

Council will be discussing and approving the special assessment

For FY24 Sanitary District Debt Service payments

Special Assessment Levy: \$ 222,057

WIFA Debt Service Budget: \$ 222,057



Agenda Item Submission Form – Section I

Meeting Date: May 24, 2023

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

Requesting Department: Economic Development and Utilities

Staff Resource/Contact Person: Molly Spangler / Jeff Low

Agenda Title (be exact): Discussion, consideration, and possible Approval to staff to submit an Arizona Commerce Authority Economic Strength Project grant in an amount up to \$500,000 to fund drainage project at Dickison Circle.

List Attached Documents:

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Reviews and comments Completed by:

- ☐ Town Manager: _____
 ☒ Department Head: Molly Spangler / Jeff Low / Crisi Clark
☐ Town Attorney Comments: _____
☐ Risk Management: _____
☐ Finance Department
 Fiscal Impact:
 Budget Code: _____ Amount Remaining: _____
 Comments:

Background Information: The Economic Strength Project (ESP) is a competitive grant program designed to enhance the economic strength and competitiveness of Arizona’s rural communities. The Arizona Commerce Authority reviews the grant requests and makes recommendations for funding. All funded projects are then handled through ADOT during construction and reimbursement of grant funds. Competitive projects will demonstrate the ability for job creation and industry development. The maximum request is \$500,000 with a required 10% match. Staff was made aware of the grant in April and has identified this as the best eligible project for the ESP grant program. The grant deadline is June 6, 2023.

Staff seeks approval to apply for up to \$500,000 of ESP funds for the drainage project at Dickison Circle. This project is an existing priority for the Town and staff. This project will open up commercial acreage for commercial development; improves long-term access on Dickison Circle;

and will help to protect the Town's sewer and water lines. This project will maximize the future commercial potential of this project along a corridor that's both in the Opportunity Zone and been identified as an area for growth and development.

The total project cost may be around \$1,000,000. The Town Engineering staff is currently finalizing these estimates. In 2021, the Town approved ARPA funding in the amount of \$264,064 for the Dickison Erosion Repair project. Later, staff will be seeking an increase in funding for up to \$406,750 for this project. Additionally, staff believes there may be additional funding available from ADOT to help fund a portion of the diversion wall. With the ARPA funding already approved as well as the potential additional funds from ADOT, no new match funds will need to come from the Town.

Recommended Action (Motion): Approval for staff to submit a grant application to the Arizona Commerce Authority in an amount up to \$500,000 to fund the drainage project at Dickison Circle.

Instructions to the Clerk:



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: May 24, 2023

☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested

☐ Presentation Only ☐ Action/Presentation ☐ Work Session

Requesting Department: Town Council – Mayor Jenkins

Staff Resource/Contact Person: Gayle Mabery, Interim Town Manager

Agenda Title (be exact): Discussion, consideration and possible approval of a request for the Town of Camp Verde to be a sponsor for the Verde Valley Sanctuary's 30th Anniversary Gala, with potential sponsorship amount ranging from \$500-\$10,000.

List Attached Documents: Request Letter and Sponsorship Documents from Verde Valley Sanctuary

Estimated Presentation Time: 5 mins

Estimated Discussion Time: 5 mins

Reviews and comments Completed by:

☒ Town Manager: _____ ☐ Department Head: _____

☐ Town Attorney Comments: _____

☐ Risk Management: _____

☒ Finance Department

Fiscal Impact:

Budget Code: Community Outreach Amount Remaining: \$23,500

Comments:

Background Information: The Town Council recently received a request from the Verde Valley Sanctuary for funding for a sponsorship of that organization's 30th Anniversary Gala. Mayor Jenkins sponsored this agenda item so that the Council could consider allocating funding from the FY2023 budget for Community Outreach. The total budget line for Community Outreach in FY 2023 was \$60,000. The Town has spent \$36,500, leaving a remaining balance that could be allocated of \$23,500.

Recommended Action (Motion): If the Council determines that they would like to provide funding for this organization, the recommended motion would be:

Approve the request from the Verde Valley Sanctuary for a sponsorship in the amount of \$ _____ for their 30th Anniversary Gala, and direct staff to pay for the sponsorship using FY 2023 Community Outreach funds.

Instructions to the Clerk:



May 1, 2023

Mayor Dee Jenkins
Town of Camp Verde
473 S Main St, Ste 102
Camp Verde AZ 86322

RECEIVED

MAY 10 2023

Dear Mayor Jenkins,

Verde Valley Sanctuary (VVS) is excited to tell you that our **30th Year Anniversary Gala** will take place on Sunday, October 1, 2023. This milestone represents more than a quarter century of protecting individuals and children, collaborating with professionals, and engaging the community in our mission to provide safety, services, and comfort to survivors of domestic and sexual violence. The robust support VVS provides to its clients and their families continues to grow and make a difference in countless lives.

Our goal is to raise \$100,000 to support our free services to survivors of domestic and sexual violence. **We hope we can count on your help to make this year's event one of our very best yet!**

That is why we are writing to you. Would you consider being a sponsor for our event? By sponsoring our **30th Year Anniversary Gala**, you will be helping us continue to work toward our mission, and help many, many more survivors and their families.

In appreciation of your anticipated generosity, we would like to offer you a multitude of benefits listed in our enclosed sponsor packet.

Please include your Sponsorship in the self-addressed and stamped envelope enclosed in this letter, or register online for your sponsorship at <https://verdevalleysanctuary.org/30th-year-anniversary-gala/>. If you need more information, please contact Community Development Director Tracey McConnell at (928) 282-2755 or tracey@verdevalleysanctuary.org.

Thank you in advance for your sponsorship! We hope to see you at **our 30th Year Anniversary Gala** on Sunday, October 1, 2023, located in The Courtyard at The Collective Sedona, Village of Oak Creek (7000 State HWY 179) Sedona, AZ 86351.

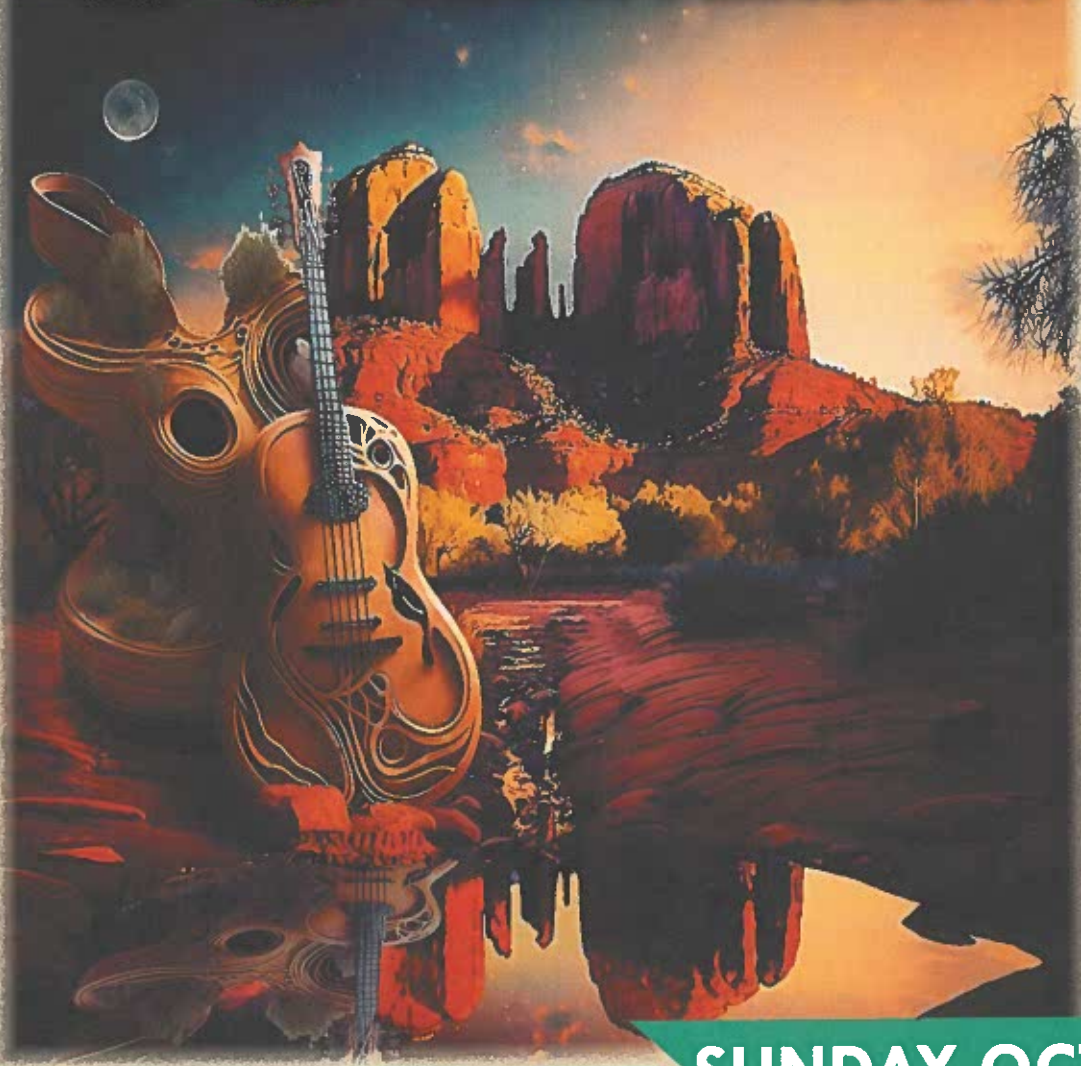
Sincerely,

Jessye Johnson, MPA
Executive Director
Verde Valley Sanctuary
(928) 239-4874
jessye@verdevalleydanctuary.org

Tracey McConnell
Community Development Director
Verde Valley Sanctuary
(928) 282-2755
tracey@verdevalleysanctuary.org

Verde Valley Sanctuary is a 501(c)(3) not-for-profit organization and qualifying charitable organization for the Arizona Tax Credit. Federal Tax ID: #86-0741314. Qualifying Charitable Organization (QCO) Code #20041.

30 Verde Valley Sanctuary ANNIVERSARY



SUNDAY OCT. 1

SURVIVING-to-THRIVING **4:30-7:30 PM**
THE COURTYARD AT
The Collective Sedona

Hors D'oeuvres • Dinner & Wine • Live Music • Auction
Hosted by Chef John and Nikki Ramagli

Sponsor's Package

Who We Are & What We Do

OUR HISTORY

The Verde Valley Sanctuary (VVS) began 30 years ago as a grassroots organization of women who were concerned about domestic violence in our community. The original group of volunteers began taking crisis calls in their homes and transporting victims of abuse to the nearest shelters 50+ miles away in Flagstaff, Prescott, and Phoenix.

Thanks to generous donations from the community, VVS opened the first domestic violence shelter in the Verde Valley region in 1994 with a leased modular home that slept six. Since then, VVS has strategically expanded and now offers comprehensive services for survivors of domestic and sexual violence in both residential and community-based formats.

OUR MISSION

Our mission is to provide safety, services, and comfort to survivors of domestic and sexual violence.

OUR SERVICES

All of the VVS services are provided without cost, 100% free.

- ▶ Pet Friendly Emergency Shelter 24/7/365
- ▶ Lay Legal Advocacy
- ▶ Community Based Advocacy
- ▶ Youth Violence Prevention Education
- ▶ Transitional Housing with a Match Savings Program
- ▶ Crisis Hotline 24/7/365
- ▶ Public Outreach and Awareness

OUR IMPACT

Between July 1st, 2021 and June 30th, 2022, VVS provided services to nearly 1,500 survivors of domestic violence and sexual assault. VVS also provided over 300 prevention education presentations to over 2,000 youth.

THE NEED

Over one-third of women, and one in four men, in the United States have been physically assaulted, sexually assaulted, and/or stalked by an intimate partner. Over half of women, and one in three men have experienced contact sexual violence not involving an intimate partner in their lifetimes. Trauma from domestic and sexual violence has immediate and long-lasting impact on survivors.

Without proper support from initial victimization to across the lifespan, the consequences of domestic and sexual violence are long lasting and can lead to poor health outcomes, negative coping skills, inability to maintain personal relationships and more. VVS is committed to meeting the immediate and long term needs of survivors which leads to lives free from additional violence.

YOU can be a part of the solution by investing in helping individuals find hope and healing after they have experienced the trauma of domestic and/or sexual violence.

Sponsorship Opportunities

Guardians **\$10,000**

Tickets for 10 guests (1 table) to the event
Name/Logo in event program
Full-page advertisement in event program
Opportunity to speak at event
Verbal recognition at event
Recognized as sponsor through media outlets – radio, TV & press releases
Logo in digital and print mailings to 2,000+ people
Highlighted as an event sponsor on VVS website and social media sites
VIP Event 3:30 to 4:30 pm – Meet VVS leaders, Co-emcees, the Simply
Renee Band

Ambassadors **\$7,500**

Tickets for 8 guests to the event
Name/Logo in event program
Half-page advertisement in event program
Verbal recognition at event
Recognized as sponsor through media outlets – radio, TV & press releases
Logo in digital and print mailings to 2,000+ people
Highlighted as an event sponsor on VVS website and social media sites
VIP Event 3:30 to 4:30 pm – Meet VVS leaders, Co-emcees, the Simply
Renee Band

Advocates **\$5,000**

Tickets for 4 guests to the event
Name/Logo in event program
Quarter-page advertisement in event program
Verbal recognition at event
Logo in digital and print mailings to 2,000+ people
Highlighted as an event sponsor on VVS website and social media sites

Defenders **\$2,500**

Tickets for 2 guests to the event
Name/Logo in event program
Verbal recognition at event
Name/Logo in digital and print mailings to 2,000+ people
Highlighted as an event sponsor on VVS website and social media sites

Supporters **\$1,500**

Tickets for 2 guests to the event
Name/Logo in event program
Verbal recognition at event
Highlighted as an event sponsor on VVS website and social media sites

Allies **\$500**

Tickets for 2 guests to the event
Name/Logo in event program
Highlighted as an event sponsor on VVS website and social media sites

Individual tickets are \$200 and a table of ten is \$2,000.

THRIVING BECAUSE OF YOU!



THERESA'S STORY

I remember completing a questionnaire with VVS, and it was then I realized the scale of the abuse. This was my first step to healing.

I worked with the legal advocates at the Legal Advocacy Center to file for a divorce. VVS also paid the court filing fees for me. It was with the help of VVS that I was able to understand that I was being abused. I didn't see it. I was so close to it emotionally.

This experience allowed me to help women who have experienced far worse than I have. I can pay it forward now too. Today, I am doing great, and I am in a wonderful relationship. I can stand up for myself. I am not broken.

I don't know how I could have done this without VVS.

ALICE'S STORY

The Verde Valley Sanctuary and the other residents reminded me that the abuse was not my fault. They made safety plans with me; that was so important. I needed my children to feel safe.

They didn't put any pressure on me. They didn't tell me I had to divorce my husband. They just gave me options. I had a choice and that empowered me.

Now I have my own apartment and we've been separated from my husband for two years. I decided to file for divorce, and I'm accessing the Legal Advocacy Center. I'm not happy about what happened, but I'm confident. I know the Sanctuary is there for me.

I'm forever in debt to the Sanctuary and for the lessons I learned there.



MARGIE'S STORY

The Verde Valley Sanctuary literally saved my life!

You see, I didn't realize I was being domestically abused. I lived with an alcoholic who was increasingly violent. I knew three to six months before I left that I'd die in this home if I didn't get help.

I learned about the VVS when I called a national hotline. One of the Advocates, Lisa, provided me with weekly education and therapy for nearly a year. VVS bought wood to keep my home heated. My oven broke down and VVS acquired a donation to replace it. It was the weekly therapy that saved my life.

My home is peaceful; it's my sanctuary. I'm back on my feet. Now I'm very vocal about my story. It wasn't my fault. This is my truth.

2023 Sponsorship Commitment Form

- ☐ **Guardians** - \$10,000
- ☐ **Ambassadors** - \$7,500
- ☐ **Advocates** - \$5,000
- ☐ **Defenders** - \$2,500
- ☐ **Supporters** - \$1,000
- ☐ **Allies** - \$500
- ☐ **Table Sponsor** (purchase a table of 10 tickets) - \$1,500
- ☐ We are unable to sponsor the event, but we would like to provide a donation in the amount of \$_____.

Payment

- ☐ Enclosed is a check made payable to Verde Valley Sanctuary

Charge my credit card

Card #

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Expiration Date

--	--	--	--

 Security Code

--	--	--	--

Printed Name _____ Signature _____

Company Name _____

Mailing Address _____

City/State/Zip _____

Telephone _____ Email _____

Please mail or email this completed form to:
Tracey McConnell at tracey@verdevalleysanctuary.org
PO Box 595, Sedona AZ 86339 (928) 282-2755.

Donation Request Form

The 30th Year Anniversary Community Development Committee is seeking donations of services and/or items to support the live and silent auction and raffle.

Yes! My business would love to support survivors of domestic and sexual violence in the Sedona/Verde Valley area.

Business/Individual Name _____

Contact Name _____

Mailing Address _____

Telephone _____ Email _____

Description of Donated Items _____

Estimated Cash Value _____

Your Support Benefits

**SURVIVING-to-
THRIVING**

Verde Valley
Sanctuary



NEW Transitional Housing Program - Desert Rose Court is a small, 7-bedroom, 6-unit property that ensures that a small number of survivors have access to all the same services that we currently provide in the shelter and through our community-based services department, for 6 to 24 months. Rent is prorated based on a survivor's income, although income is not a requirement of acceptance into this program. Once income is secured, survivors will be encouraged to save and VVS will match those savings, dollar for dollar for up to \$500, when a survivor exits transitional housing into permanent housing.

Physical space is a requirement of our current and future vision. Additionally, we know that it is better for survivors if they can access an array of services in one place. Thus, VVS's Community-Based Advocacy department, administrative and executive offices, and multi-disciplinary response center, need to be under one roof. When we achieve this, all services including case management, sexual assault forensic exams, safety planning, lay legal advocacy, and community prevention education and awareness are more accessible.

We are happy to tell you that our vision of a VVS campus is within reach. We recently acquired a property in Cottonwood, just two lots over from our Cottonwood Twice Nice Thriftique, where, with your support, our vision of having services and operations in one place will become a reality, in the not-so-distant future.

Please mail or email this completed form to:

Tracey McConnell at tracey@verdevalleysanctuary.org

PO Box 595, Sedona AZ 86339 (928) 282-2755.



Agenda Item Submission Form – Section I

Meeting Date: May 24, 2023

- ☐ Consent Agenda
 ☒ Decision Agenda
 ☐ Executive Session Requested
☐ Presentation Only
 ☐ Action/Presentation

Requesting Department: Finance

Staff Resource/Contact Person: Mike Showers

Agenda Title (be exact): Approve the Finance Director to make the attached budget adjustment labeled BAFY23-03 for the FY23 budget year moving the budgeted \$41,035 expenses from the Risk Management division to the Public Works Admin division.

List Attached Documents: 1) Budget entry sheet BAFY23-03

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews and comments Completed by:

- ☐ Town Manager: Reviewed
☐ Department Head: _____
☐ Town Attorney Comments: N/A
☐ Risk Management: N/A
☒ **Finance Department**
 Fiscal Impact:
 Budget Code: See attached **Available Balance:** N/A
 Comments:

Background Information: The Project Manager was budgeted within the Rick Management budget for FY23, however, in February, this position was relocated under Public Works. This adjustment will move 5 months of wages and ERE budget amounts from Risk Management to Public Works to cover Feb – June wage expenses in the new department.

Recommended Action (Motion): Approve the Finance Director to make the attached budget adjustment labeled BAFY23-03 for the FY23 budget year moving the budgeted \$41,035 expenses from the Risk Management division to the Public Works Admin division.

Instructions to the Clerk: None.

Date: March 31, 2023[illegible]

Journal Entry #: BAFY23-03

Approved By/Date: _____

Packet #: GLPKT-14264

Entered By/Date: HELLER 4.26.23



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: May 24, 2023

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

Requesting Department: Utilities Department

Staff Resource/Contact Person: Jeff Low/Michael Showers

Agenda Title (be exact): Discussion, Consideration and Possible Direction to staff relating to the implementation of Utility Rate Adjustments as outlined in the Town's Water and Wastewater Rate Study/Analysis prepared by Economists.com.

Background and Recommendations:

Based on the previous Council Workshop completed by Dan Jackson on April 19, 2023, staff asked Mr. Jackson to revise is presentation and has the following recommendations:

- Select Scenario II for the Water Rates
 - o Promotes responsible use of water where the current status quo method does not
 - o Make the first increase effective Oct 2023, with additional adjustments in January thereafter through 2027
- Continue with Fixture Based Rates for Wastewater
 - o Not enough usage data to change over to volume-based rates.
 - o Recommend re-evaluate study and change rates to volume base in late 2024.
 - o Make the first increase effective Oct 2023, with additional adjustments in January thereafter through 2027

The reasons we are recommending the October effective date are two-fold. First, just to comply with the Statutes for fee increases, we will probably land around that timeframe. Second, this will be a big adjustment for customers who use more than 5,000 gallons per month, and particularly for those who use more than 20,000 gallons per month. There will be an initial shock factor. If we implement in the summer months, when usage is at its highest point, that shock factor will be even higher. Implementing in October, and then going into the winter months, where outdoor water usage begins to diminish will give customers a truer picture of how the increases will impact them. It will also give them a little more time to adjust their water use patterns before the high-water use months start in 2024.

The additional timeframe will also allow staff to educate the public on the revised rate structures.

Timeline:

Once Council has decided that they are ready to move forward with a given option:

- 1) The increases (wage study) are posted on our website as notice of Intent to increase/change fees for 60 days with date of public hearing listed.
- 2) 15 days prior to Public Hearing, the Notice of Intent is re-posted on the website.
- 3) After 60 days posting, we have the Public Hearing that was referenced in the Notice of Intent.
- 4) If Council votes to pass the increases, it takes 30 days for increase to take effect.
- 5) Generally, we start the new fees "first-of-the-month" after that date.

June 23rd is probably our drop-dead date to post fees for an October 1st effective date.

List Attached Documents: Power Point Presentation

Estimated Presentation Time: 10 Minutes

Estimated Discussion Time: 10 minutes

Reviews Completed by:

☒ Department Head: Jeff Low/Michael Showers ☐ Town Attorney Comments: N/A

Finance Review: ☐ Budgeted ☐ Unbudgeted ☐ N/A

Finance Director Comments/Fund:

Fiscal Impact: None

Budget Code: _____ *Amount Remaining:* _____

Comments:

Background Information:

Recommended Action (Motion):

Instructions to the Clerk:



Town of Camp Verde

Water and Wastewater Rate Study/Analysis

And Long-Term Financial Plan

Council Presentation

Facts about Water and Wastewater Rates in the 21st Century



- Average utility has been increasing rates 5-6% every year
- Many reasons for rate increases are beyond a utility's control (inflation, environmental regulations, etc.)
- Cost of repairing and maintaining systems has increased significantly in recent years
- Conclusion: while still affordable, water and wastewater costs are going to be higher in the coming years



Town of Camp Verde Current Rate Structure



WATER Rates

Monthly Charge

5/8" & 3/4"	\$	23.75
1"		50.00
2"		175.00
3"		185.00
4"		225.00
6"		350.00
8"		600.00

Volume Rate (per 1,000 Gallons)

1	50,000	3.35
50,001	Above	5.70

Wastewater Rates

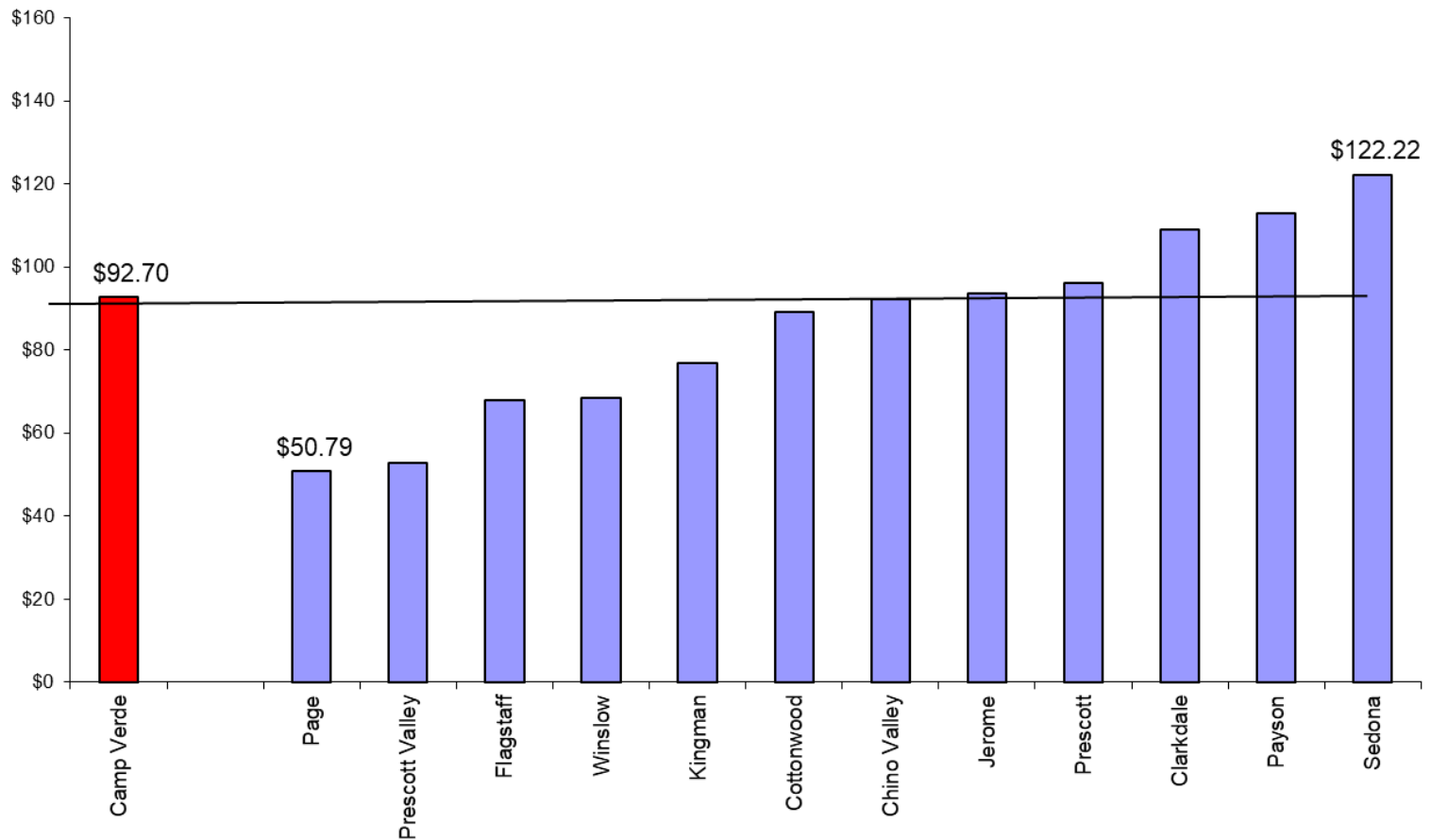
Residential

Minimum Charge	\$	-
Fixture Charge per Unit		2.90

Commercial

Minimum Charge	\$	-
Fixture Charge per Unit		4.51

Comparison of Monthly Charges 5,000 Gallons Water and Wastewater



*Source: WIFA Rate Dashboard

NOTE: CV total assumes 18 WW fixture units

Water and Wastewater Active Accounts

Fiscal Year 2023



WATER Accounts

Residential Inside	1,740
Non-Res Inside	243
Yavapai	5
Residential Outside	-
Non-Res Outside	3
Fire	37
Total	2,028

WASTEWATER Accounts

Residential Inside	921
Non-Res Inside	170
Yavapai	1
Residential Outside	-
Total	1,092

Fixture Units

Residential

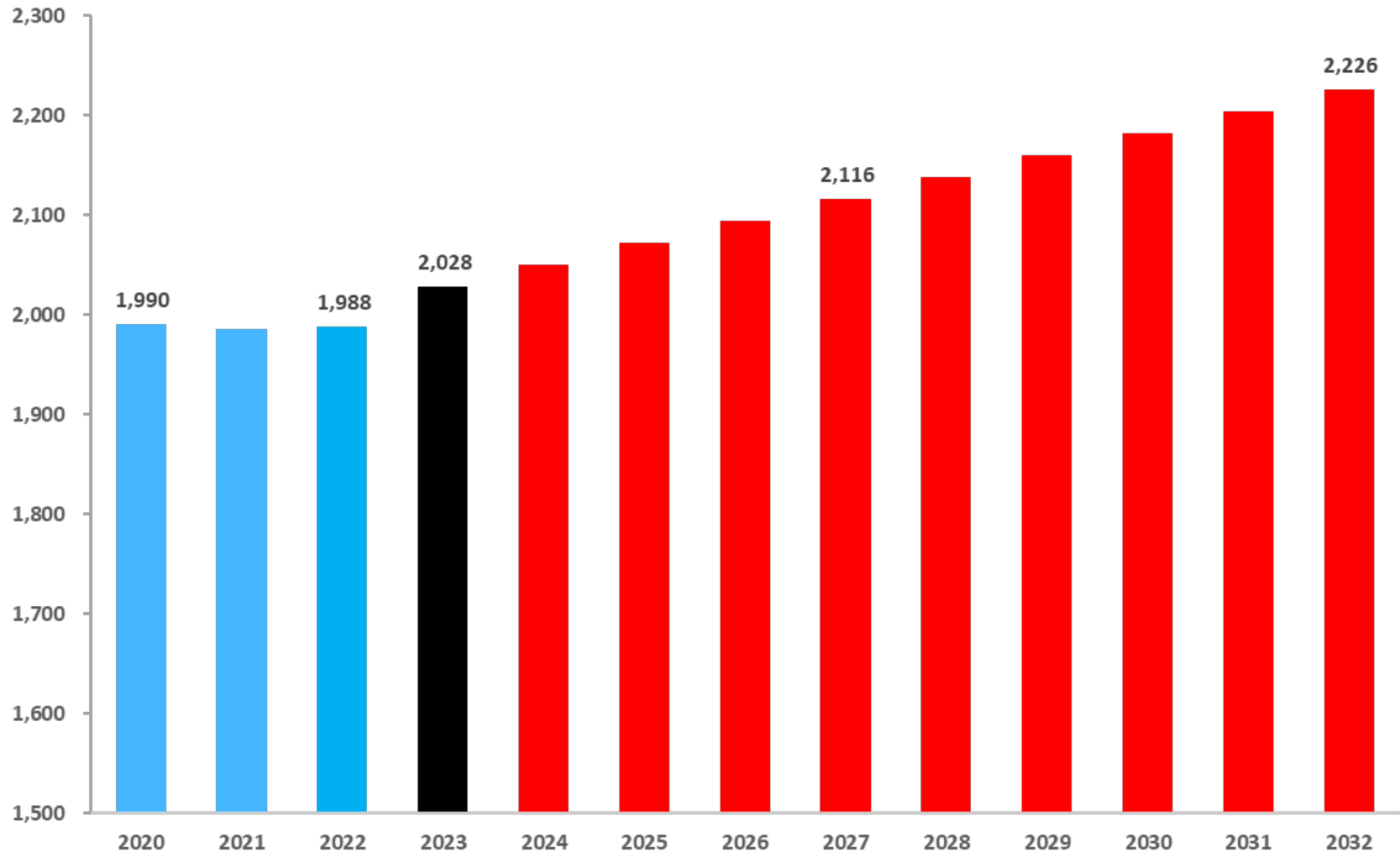
Total	29,216
Per Connection	32

Commercial

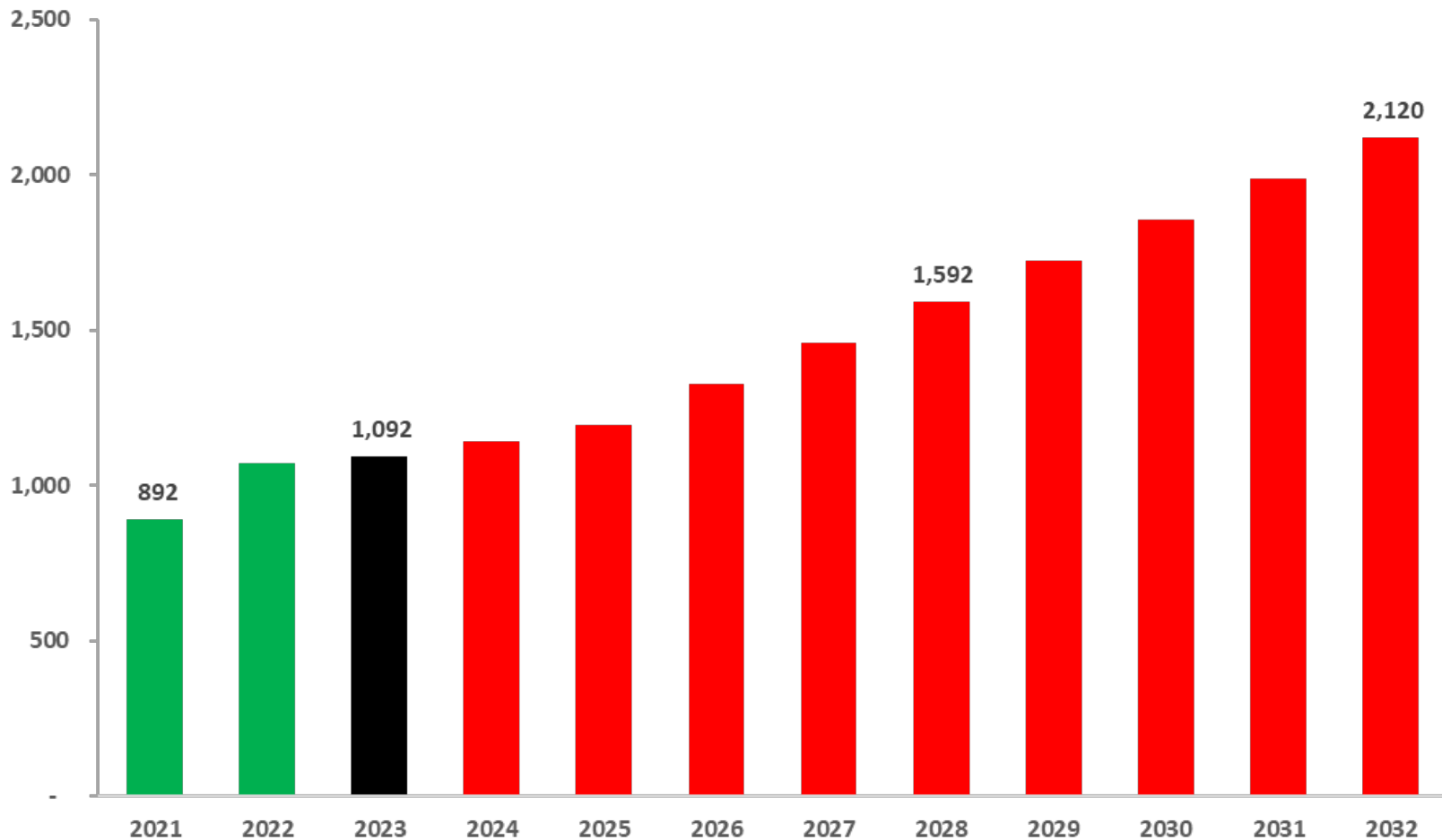
Total	5,714
Per Connection	34

NOTE: Town records indicate 18 for residential and 70 for commercial

Actual and Forecast Total Water Accounts



Actual and Forecast Total Wastewater Accounts

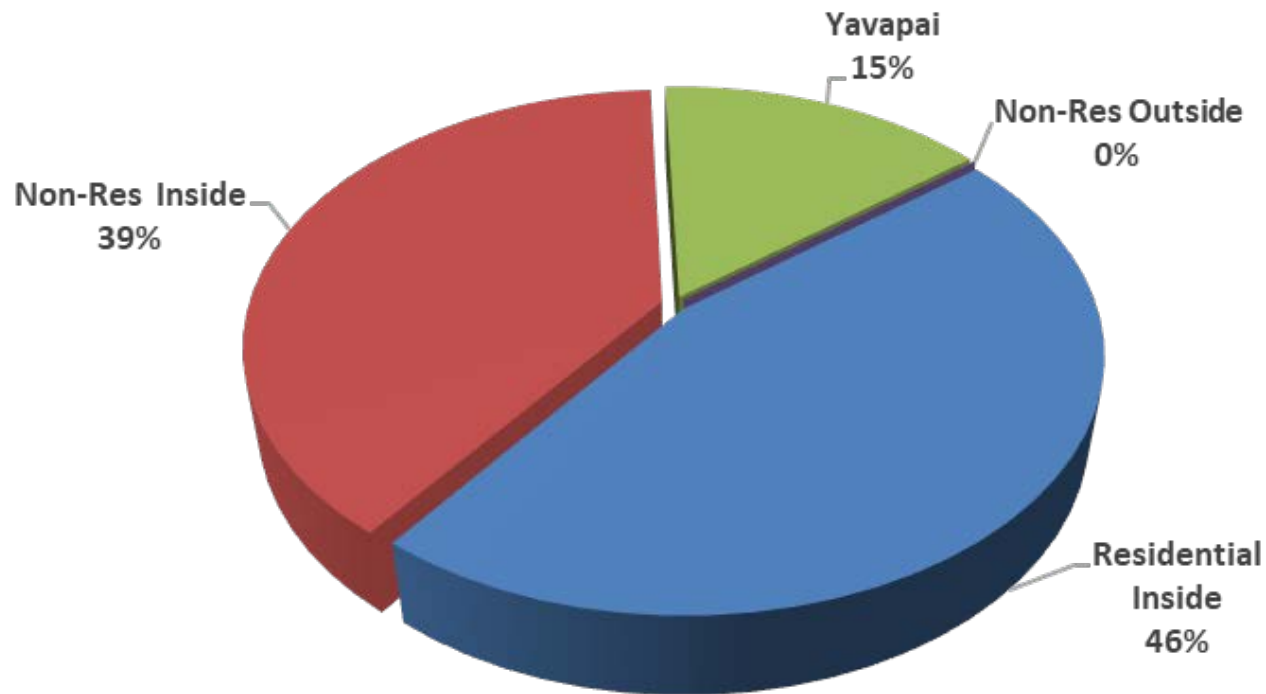


NOTE: Assumes Northern area begins connecting 80 accounts/year in 2026

Test Year 2023 Consumed Water



Total Gallons = 204,303,715



Water and Wastewater Utility 10 Year Cost of Service Forecast



- Most expenses expected to increase 4.0-6.0% 2023-2025, 3.0% afterwards; some expenses increase at higher rates
- Capital outlays expected to be \$500,000 per year
- Biggest impact on rate plan: \$23,957,429 in long term capital improvement needs over next decade
 - Forecast to require \$23,000,000 in long-term debt, 25 years, 4.0% interest



Town of Camp Verde Water and Wastewater CIP



WATER

Water Treatment

Design/Construction Mongini Well Arsenic Removal	\$	1,495,000
Verde River Estates Arsenic Removal Program		<u>427,000</u>
		1,922,000

Water Distribution

Water Master Plan		183,200
SCADA/Communication Tower Relocation		68,720
2024 Water Main Replacement Program		4,460,000
Additional Well Pump Station		2,000,000
Additional 2M Gallons Storage Facilities		1,500,000
Additional Well, Water Treatment and Pump Station		<u>4,500,000</u>
Total		12,711,920

Total Water CIP **14,633,920**

WASTEWATER

Wastewater Treatment

Treatment Plan Admin Office	\$	85,000
Plant Blower Building Addition		207,259
WWTP Control Panel Upgrade		206,250
Admin Building		200,000
Highway 260 Sewer Extension		2,000,000
WWTP Equalization Basin		<u>4,000,000</u>
Total WW Treatment		6,698,509

Wastewater Collection

Wastewater Master Plan		250,000
Sewer Lines -- Black Bridge Loop Area		575,000
Lift Station at Rezzonico Park		700,000
Annual Sewer Maintenance/Expansion		<u>1,100,000</u>
Total WW Collection		2,625,000

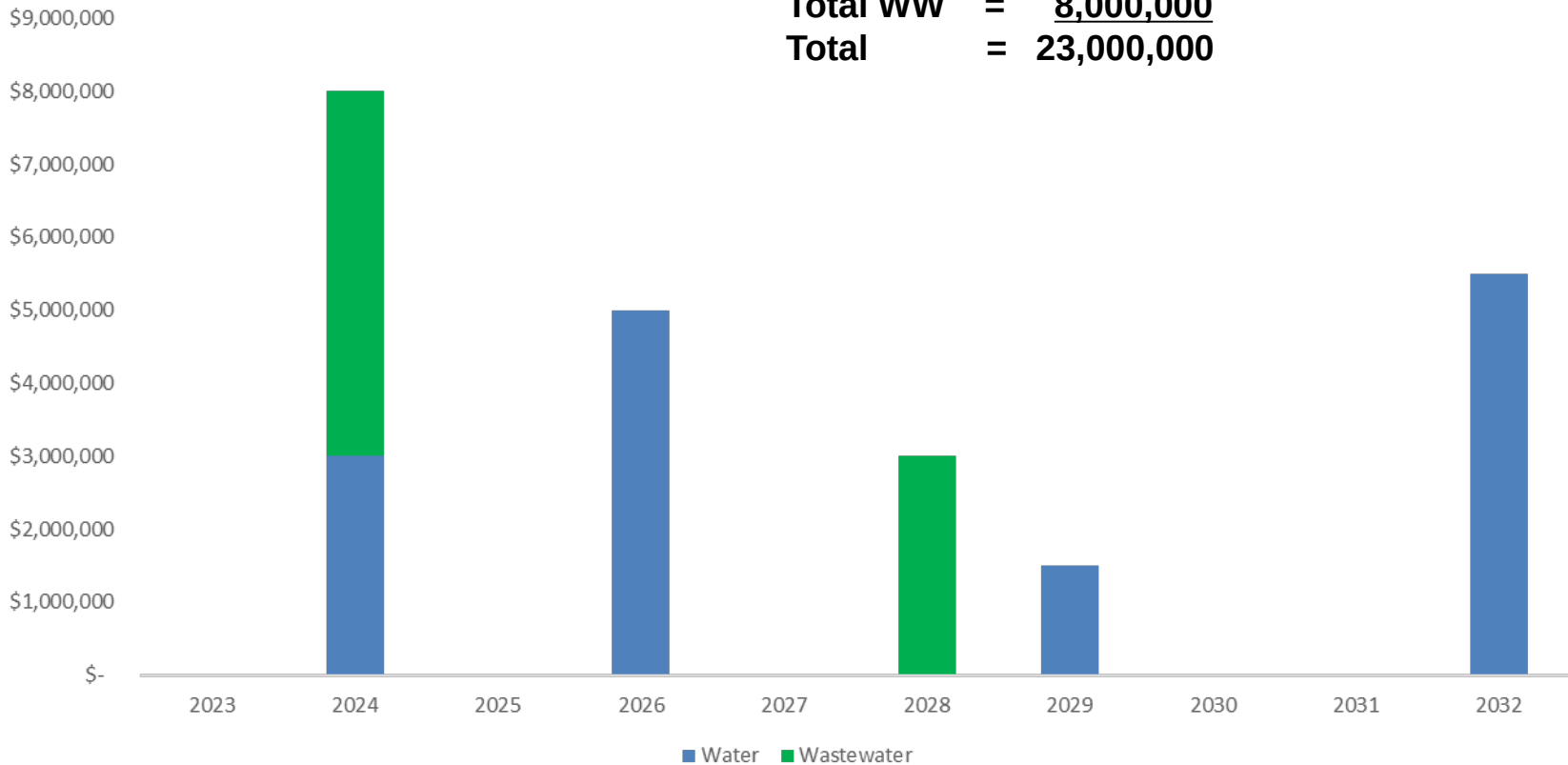
Total Wastewater CIP **9,323,509**

Total Water and Wastewater CIP **23,957,429**

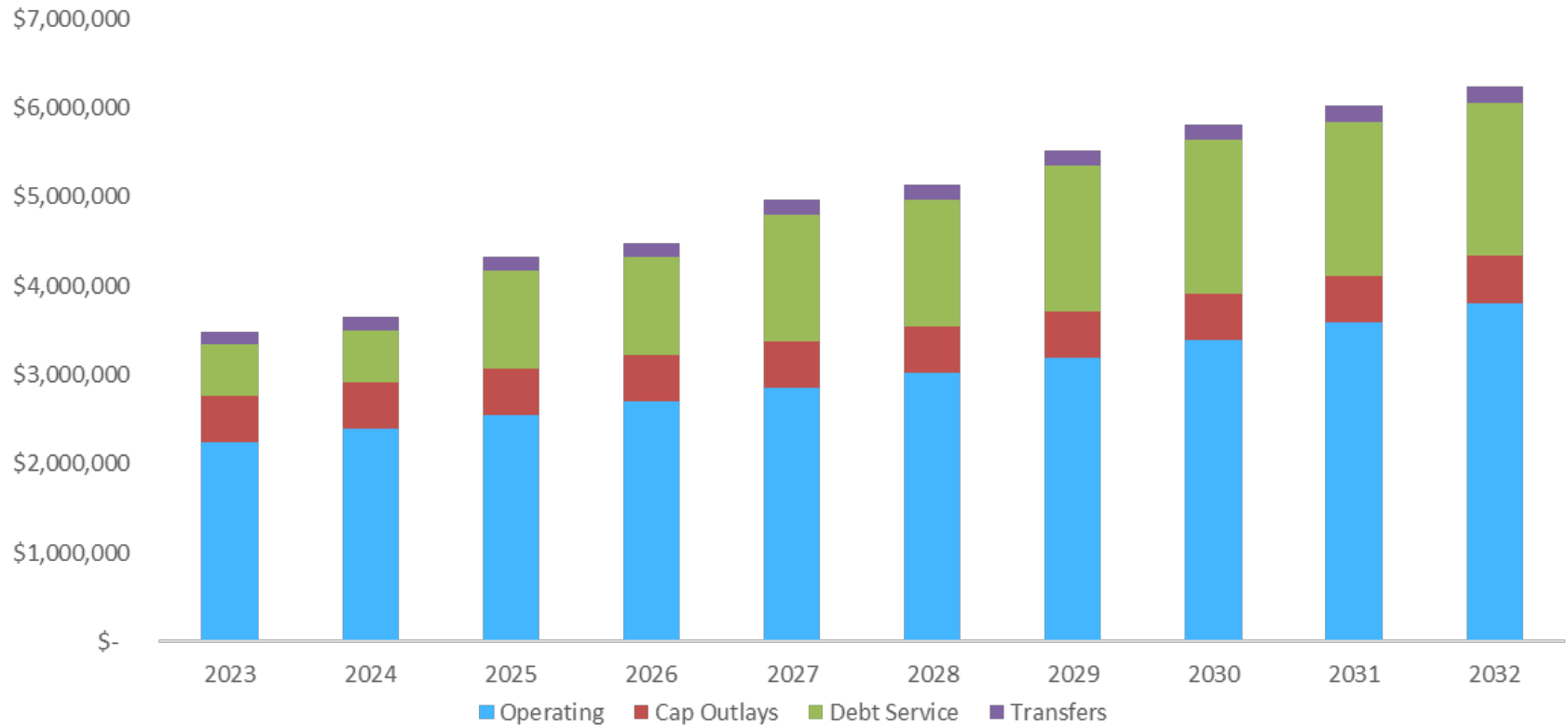
Town of Camp Verde Forecast Water/Wastewater Debt Issues



Total Water = \$15,000,000
Total WW = 8,000,000
Total = 23,000,000



Forecast Water/WW Cost of Service FY 2023 – FY 2032



Rate Plan Scenarios



□ Water Rate Plan

- Scenario I – Status Quo
- Scenario II – Conservation Rates

□ Wastewater Rate Plan

- Scenario I – Status Quo (Fixture Units)
- Scenario II – Volume-Based Rates



Water Rate Plan

Scenario I – Status Quo



		Current	Effective Oct-23	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
Water Rates							
Monthly Minimum Charge							
5/8" & 3/4"	\$	23.75	\$ 24.94	\$ 26.18	\$ 27.49	\$ 28.87	\$ 30.89
1"		50.00	52.50	55.13	57.88	60.78	65.03
2"		175.00	183.75	192.94	202.58	212.71	227.60
3"		185.00	194.25	203.96	214.16	224.87	240.61
4"		225.00	236.25	248.06	260.47	273.49	292.63
6"		350.00	367.50	385.88	405.17	425.43	455.21
8"		600.00	630.00	661.50	694.58	729.30	780.36
Volume Rate Per 1,000 Gal							
1 50,000		3.35	3.52	3.69	3.88	4.07	4.36
50,001 Above		5.70	5.99	6.28	6.60	6.93	7.41

Water Impact on Monthly Charges

Scenario I – Status Quo



Water Charge -- Status Quo

Meter = 5/8

		Current	Effective Oct-23	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
5,000 Gal	Total	\$ 40.50	\$ 42.53	\$ 44.65	\$ 46.88	\$ 49.23	\$ 52.67
	Increase -- \$		2.03	2.13	2.23	2.34	3.45
	Increase -- %		5.0%	5.0%	5.0%	5.0%	7.0%
10,000 Gal	Total	57.25	60.11	63.12	66.27	69.59	74.46
	Increase -- \$		2.86	3.01	3.16	3.31	4.87
	Increase -- %		5.0%	5.0%	5.0%	5.0%	7.0%
20,000 Gal	Total	90.75	95.29	100.05	105.05	110.31	118.03
	Increase -- \$		4.54	4.76	5.00	5.25	7.72
	Increase -- %		5.0%	5.0%	5.0%	5.0%	7.0%

Meter = 2"

50,000	Total	\$ 342.50	\$ 359.63	\$ 377.61	\$ 396.49	\$ 416.31	\$ 445.45
	Increase -- \$		17.13	17.98	18.88	19.82	29.14
	Increase -- %		5.0%	5.0%	5.0%	5.0%	7.0%
100,000	Total	627.50	658.88	691.82	726.41	762.73	816.12
	Increase -- \$		31.38	32.94	34.59	36.32	53.39
	Increase -- %		5.0%	5.0%	5.0%	5.0%	7.0%

Water Rate Plan

Scenario II – Conservation



		Current	Effective Oct-23	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
Water Rates							
Monthly Minimum Charge							
5/8" & 3/4"	\$	23.75	\$ 24.94	\$ 26.18	\$ 27.49	\$ 28.87	\$ 30.89
1"		50.00	52.50	55.13	57.88	60.78	65.03
1 1/2"		-	-	-	-	-	-
2"		175.00	183.75	192.94	202.58	212.71	227.60
3"		185.00	194.25	203.96	214.16	224.87	240.61
4"		225.00	236.25	248.06	260.47	273.49	292.63
6"		350.00	367.50	385.88	405.17	425.43	455.21
8"		600.00	630.00	661.50	694.58	729.30	780.36
Volume Rate Per 1,000 Gal							
1	5,000	3.35	3.35	3.52	3.69	3.88	4.15
5,001	10,000	3.35	4.00	4.20	4.41	4.63	4.95
10,001	50,000	3.35	4.85	5.09	5.35	5.61	6.01
50,001	Above	5.70	5.70	5.99	6.28	6.60	7.06

Water Impact on Monthly Charges

Scenario II – Conservation



		Current	Effective Oct-23	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
Water Charge -- Status Quo							
Meter = 5/8							
5,000 Gal	Total	\$ 40.50	\$ 41.69	\$ 43.77	\$ 45.96	\$ 48.26	\$ 51.64
	Increase -- \$		1.19	2.08	2.19	2.30	3.38
	Increase -- %		2.9%	5.0%	5.0%	5.0%	7.0%
10,000 Gal	Total	57.25	61.69	64.77	68.01	71.41	76.41
	Increase -- \$		4.44	3.08	3.24	3.40	5.00
	Increase -- %		7.8%	5.0%	5.0%	5.0%	7.0%
20,000 Gal	Total	90.75	110.19	115.70	121.48	127.56	136.48
	Increase -- \$		19.44	5.51	5.78	6.07	8.93
	Increase -- %		21.4%	5.0%	5.0%	5.0%	7.0%
Meter = 2"							
50,000	Total	\$ 413.00	\$ 440.00	\$ 462.00	\$ 485.10	\$ 509.36	\$ 545.01
	Increase -- \$		27.00	22.00	23.10	24.26	35.65
	Increase -- %		6.5%	5.0%	5.0%	5.0%	7.0%
100,000	Total	698.00	725.00	761.25	799.31	839.28	898.03
	Increase -- \$		27.00	36.25	38.06	39.97	58.75
	Increase -- %		3.9%	5.0%	5.0%	5.0%	7.0%

Wastewater Rate Plan

Fixture Units vs Volume Charge



	Current	Effective Oct-23	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
Wastewater Rates						
Scen I -- Status Quo -- Fixture Unit						
Residential	\$ 2.90	\$ 3.25	\$ 3.64	\$ 3.93	\$ 4.09	\$ 4.17
Non-Residential	4.51	5.06	5.66	6.12	6.36	6.49
Scen II -- Volume Based						
Monthly Minimum Charge	\$ 53.50	\$ 60.00	\$ 67.20	\$ 72.58	\$ 75.48	\$ 76.99
Volume Rate/1,000 Gal	8.50	9.25	10.36	11.19	11.64	11.87

Wastewater Impact on Monthly Charges

Impact on Monthly Charges



Wastewater Charge -- Status Quo

Residential Fixture Units

		Current	Effective Oct-23	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
12	Total	\$ 34.80	\$ 39.03	\$ 43.71	\$ 47.21	\$ 49.10	\$ 50.08
	Increase -- \$		4.23	4.68	3.50	1.89	0.98
	Increase -- %		12.1%	12.0%	8.0%	4.0%	2.0%
18	Total	52.20	58.54	65.57	70.81	73.64	75.12
	Increase -- \$		6.34	7.03	5.25	2.83	1.47
	Increase -- %		12.1%	12.0%	8.0%	4.0%	2.0%
32	Total	92.80	104.07	116.56	125.89	130.92	133.54
	Increase -- \$		11.27	12.49	9.33	5.04	2.62
	Increase -- %		12.1%	12.0%	8.0%	4.0%	2.0%
40	Total	116.00	130.09	145.70	157.36	163.66	166.93
	Increase -- \$		14.09	15.61	11.66	6.29	3.27
	Increase -- %		12.1%	12.0%	8.0%	4.0%	2.0%

Commercial Fixture Units

34	Total	\$ 153.34	\$ 171.97	\$ 192.61	\$ 208.02	\$ 216.34	\$ 220.66
	Increase -- \$		18.63	20.64	15.41	8.32	4.33
	Increase -- %		12.1%	12.0%	8.0%	4.0%	2.0%
70	Total	\$ 315.70	\$ 354.06	\$ 396.54	\$ 428.27	\$ 445.40	\$ 454.30
	Increase -- \$		38.36	42.49	31.72	17.13	8.91
	Increase -- %		12.1%	12.0%	8.0%	4.0%	2.0%
120	Total	541.20	606.95	679.79	734.17	763.54	778.81
	Increase -- \$		65.75	72.83	54.38	29.37	15.27
	Increase -- %		12.1%	12.0%	8.0%	4.0%	2.0%

Wastewater Impact on Monthly Charges

Impact on Monthly Charges



		Current	Effective Oct-23	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
Wastewater Charge -- Volume Based							
<u>Residential Gallons</u>							
3,000	Total	\$ 79.00	\$ 87.75	\$ 98.28	\$ 106.14	\$ 110.39	\$ 112.60
	Increase -- \$		8.75	10.53	7.86	4.25	2.21
	Increase -- %		11.1%	12.0%	8.0%	4.0%	2.0%
5,000	Total	96.00	106.25	119.00	128.52	133.66	136.33
	Increase -- \$		10.25	12.75	9.52	5.14	2.67
	Increase -- %		10.7%	12.0%	8.0%	4.0%	2.0%
<u>Commercial Gallons</u>							
20,000	Total	\$ 223.50	\$ 245.00	\$ 274.40	\$ 296.35	\$ 308.21	\$ 314.37
	Increase -- \$		21.50	29.40	21.95	11.85	6.16
	Increase -- %		9.6%	12.0%	8.0%	4.0%	2.0%
40,000	Total	393.50	430.00	481.60	520.13	540.93	551.75
	Increase -- \$		36.50	51.60	38.53	20.81	10.82
	Increase -- %		9.3%	12.0%	8.0%	4.0%	2.0%

Notes on Rate Proposal



- Combination of high levels of capital investment and restructuring rate design means that certain ratepayers may experience significant increases in monthly charges
- **Initial wastewater data is very tentative and inconsistent;** cannot be guaranteed
 - This is expected given the recent water system acquisition and the integration of billing systems
 - It also means that forecasting revenues under a volume-based system is risky because volume data may not be entirely accurate until billing system is entirely integrated
 - If Town adopts volume-based wastewater rate structure, it should closely monitor revenues in initial year and be prepared to make revisions to rate structure if appropriate

Presentation Summary

How Will Rate Plan Benefit Town



- Will enable Town to cover all costs of providing water and wastewater service
- Will ensure financial health of utility
- Will enable Town to make \$23 million investment in the future of the Town of Camp Verde



Presentation Summary

Next Steps



- Town must follow guidelines of ARS 9-511 to implement rate adjustment:
 - Council to adopt “Notice of Intent” to adjust rates
 - 60 days after NOI, public hearing on rate plan
 - Council can adopt proposed or revised rate plan after public hearing
 - Rate plan goes into effect 30 days after adoption





QUESTIONS?



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: May 24th, 2023

☐ Consent Agenda ☐ Decision Agenda ☐ Executive Session Requested

☐ Presentation Only ☐ Action/Presentation ☒ Work Session

Requesting Department: Finance

Staff Resource/Contact Person: Gayle Mabery, Mike Showers

Agenda Title (be exact): Discussion & review with Council of FY24 manager recommended budget & proposed Capital Improvement Plan.

List Attached Documents: 1) None, see below in background info.

Estimated Presentation Time: N/A

Estimated Discussion Time: 1 hour

Reviews Completed by:

☐ Department Head: ☐ Town Attorney Comments:

Finance Review: ☐ Budgeted ☐ Unbudgeted ☒ N/A

Finance Director Comments/Fund:

Fiscal Impact: N/A

Comments: None

Background Information: This is to discuss and review the FY24 proposed budget (still in process) and the FY24 proposed Capital Improvement Plan (still in process). Documents will be handed out at the meeting and displayed on projector for the audience.

Recommended Action (Motion): N/A

Instructions to the Clerk: N/A