



Town of Camp Verde Vision Statement

"Camp Verde is welcoming, a safe community, a vibrant economy, thoughtfully growing, and offering an exceptional quality of life."

**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, NOVEMBER 6, 2024 at 6:30 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/84513373226?pwd=A1FbaI93ZHDedj1oEe7TOfy3Vzc2ah.1>

one Tap Mobile: 1-253-215-8782 or 1-346-248-7799

Meeting ID: 845 1337 3226

Passcode: 881092

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. **Consent Agenda** – All those items listed below may be approved by one motion as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) Work Session – September 25, 2024 at 5:30 p.m. (P. 5-16)
 - 2) Special Executive Session (Public Portion) – October 2, 2024 at 5:30 p.m. (P.17-22)
 - 3) Regular Session – October 2, 2024 at 6:30 p.m.(P. 23-34)
 - 4) Work Session – October 16, 2024 at 6:00 p.m. (P.35-38)
 - 5) Regular Session – October 16, 2024 at 6:30 p.m. (P.39-44)
 - b) **Set Next Meeting, Date and Time:**
 - 1) Special Session – November 13, 2024 at 5:30 p.m.
 - 2) Regular Session – November 20, 2024 at 6:30 p.m.
 - 3) Regular Session – December 4, 2024 at 6:30 p.m.
 - c) **Possible approval and renewal of the Inspection Services Agreement between the Arizona Department of Housing and the Town of Camp Verde to enforce installation standards.** Staff Resource: Building Official Roxanne Jasman.(P.45-50)
5. **Call to the Public for 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))

6. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation.
7. **Special Announcements and Presentations.** All presentations are limited to 15-minutes.
 - **Oath of Office of Cristian Sotelo who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker.** Staff Resource: Town Clerk Leah Rhodes. (P.51-52)
 - **Oath of Office of Daniel Miller who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker.** Staff Resource: Town Clerk Leah Rhodes.(P.53-54)
 - **Oath of Office of Oscar Berrelez, Jr. who joined the Marshal's Office as a Deputy Marshal.** Staff Resource: Town Clerk Leah Rhodes. (P 55-56)
8. **Discussion, consideration and possible direction for the Heritage Pool restoration.** Staff Resource: Public Works Director Ken Krebs and Maintenance Division Manager Jeff Kobel. (P.57-70)
9. **Discussion, consideration and possible approval of accepting the proposal with Dalton's AC, for heating and refrigeration in the amount of \$56,950.00, for the replacement of the Camp Verde Marshal's Office evidence freezer.** Staff Resource: Public Works Director Ken Krebs and Maintenance Division Manager Jeff Kobel. (P71-76)
10. **Public Hearing:** Discussion, consideration and possible approval of Ordinance 2024-A494 an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Planning and Zoning Ordinance Section 305.1-Livestock Regulations. Staff Resource: Town Manager Miranda Fisher. (P.78-167)
 - **Staff Comments**
 - **Open Public Hearing**
 - **Close Public Hearing**

- **Council Discussion**

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. Pursuant to Town Code, Section 2-3-7.1 the Mayor shall call for a vote of the Council to allow the meeting to continue past the deadline of 10:00 p.m. 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 Bashes on 10-31-2024 at 4:00 p.m. in accordance with the statement filed by the Camp Verde Town Council with the Town Clerk

Leah Rhodes

Leah Rhodes, Town Clerk

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DRAFT MINUTES
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106 RD, CAMP VERDE, AZ 86322
WEDNESDAY, SEPTEMBER 25, 2024, at 5:30 P.M.

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

1. Call to Order

Mayor Jenkins called the meeting to order at 5:30 p.m.

2. Roll Call

Councilor Jackie Baker, Councilor Wendy Escoffier, Councilor Robin Godwin, Councilor Cris McPhail, Councilor Jesse Murdock (arrived at 5:36p.m.), Vice Mayor Marie Moore and Mayor Dee Jenkins.

Also Present

Town Manager Miranda Fisher, Town Attorney Trish Stuhan, Town Clerk Leah Rhodes, Administrative Clerk Jadie Edwards and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Councilor Escoffier led the Pledge.

4. Discussion, consideration and direction regarding Community Development priorities.

Staff resource: Town Manager Miranda Fisher and Planner II Cory Mulcaire.

Town Manager Miranda Fisher explained she was seeking feedback from Council. The Community Development Department has been working on various code updates and planning documents and now seeks guidance to establish priorities. Currently, the following code amendments and plans are in progress, but due to staff capacity, it is impractical to address all of these simultaneously:

- General Plan Update
- Residential & Commercial Uses/Standards & Definitions
- Sign Ordinance (on hold due to capacity constraints)
- Off-Highway Vehicles (Town Manager Miranda Fisher has identified that it would be more appropriate to address OHVs as a part of residential uses vs. a singular update)
- Livestock Ordinance

Manager Fisher reported that she presented a list of ongoing staff projects to the Planning and Zoning Commission and asked for their recommendations on prioritizing these initiatives. The Commission prioritized the following for Community Development:

- **General Plan Update**

- This is currently underway, with the Technical Advisory Group meeting bi-weekly.

- **Livestock Ordinance**

- The public hearing before the Planning & Zoning Commission has been continued to October 3rd. Staff expects a recommendation at that meeting, with the ordinance proceeding to the Council for review by the end of the year.

- **Comprehensive Planning and Zoning Plan Update**

- The Commission prefers a comprehensive update over subject-specific amendments to prevent code contradictions.

- **Rural Water Management Planning**

- The Commission recommends forming a committee to assess Town water capacity and resiliency, and to provide recommendations for potential code language related to water conservation. Town staff concurred with these priorities.

Manager Fisher inquired whether the Council concurs with the priorities established by Community Development staff and the Planning & Zoning Commission. Should the Council decide the consideration of retail marijuana establishments, the next agenda should address whether this change should be integrated into the comprehensive zoning update or treated as a separate item prior to the completion of the comprehensive update.

Vice Mayor Moore highlighted the need for a comprehensive update of the Planning and Zoning Code. She asked Manager Fisher whether staff, given their current schedules, would be able to undertake this update or if it would be necessary to engage a consultant. In addition, Vice Mayor stated the County was also working on updating their codes and thought the Town could piggyback off the County.

Manager Fisher emphasized that, regarding a comprehensive update of the Planning and Zoning Code, staff has the most thorough understanding of the Town's codes and their application, especially when inconsistencies arise. While acknowledging the complexity of the task, Manager Fisher noted that staff is already engaged with both the Comprehensive Plan and the General Plan. Although there is a contracted senior planner available for support, if necessary, Manager Fisher believes the work can be effectively managed internally by the staff.

Manager Fisher also stressed the importance of a unified approach. It is essential to avoid a situation where certain elements, such as "Signs" are later singled out for separate handling. The goal is to ensure a comprehensive alignment across all planning processes, including the General Plan, which will require about a year to accomplish. Confidence was expressed in the team's ability to manage this process administratively.

Manager Fisher explained that the County will take approximately three years to complete their update so aligning timelines likely won't work but that staff will monitor their amendments.

Planner II Cory Mulcaire will lead the effort, as Manager Fisher believes that internal staff is the best approach. Bringing in external support may risk a lack of understanding of the community, its specific challenges, and how changes will integrate with the General Plan, Vice Mayor Moore would like to see this done in one-year verses three. If the process takes up to three years, she would like the process to start with hiring a consultant.

Town Manager Fisher explained when staff met with Planning and Zoning Commission, staff requested the Commission to dedicate one of their meetings, each month, to discuss a new chapter and review the code chapter by chapter.

Town Manager Fisher believes that there is significant value in having the staff lead this effort, as they are already guiding the General Plan process. This allows them to strategically schedule updates to specific chapters of the code, ensuring alignment with the General Plan as developments progress. Being directly involved enables the staff to present recommendations to the Planning and Zoning Commission, particularly in relation to character areas, while being mindful that the General Plan will only be finalized once adopted by the voters. This approach allows for flexibility and coordination between the two documents, ensuring they advance in tandem. Additionally, a legal review will be conducted to confirm compliance with all relevant laws.

Vice Mayor Moore requested additional information regarding the Rural Water Management Plan. Town Manager Fisher emphasized that the Planning and Zoning Commission has expressed concerns that "water" is not being considered enough in the evaluation of certain land use applications. As staff reviews an increasing number of these applications, questions arise regarding water capacity. The commission is referring to this as a Rural Water Management Plan, and it requires conducting an Assured Water Management Study. This study is essential and will be developed regardless, but it fundamentally addresses the question, does the Town have sufficient water resources. The goal is to ensure this is considered when planning for future growth, and it could integrate well with the General Plan. While the General Plan may not provide an in-depth analysis of water resources, this study can serve as a valuable supplement.

Vice Mayor Moore inquired whether the existing Water Master Plan sufficiently cover the Town's needs.

Manager Fisher clarified that the plan primarily focuses on the Town's water system rather than the overall resiliency of water as a whole in Camp Verde.

Vice Mayor Moore acknowledged the importance of addressing these issues but expressed concern about creating plans without knowing when it will happen. Vice Mayor Moore emphasized the value of prioritization but stressed the need for defined time frames to avoid overburdening the department.

Manager Fisher responded by noting that Rural Water Management is more of a Utilities project, which reduces the workload for Community Development. Additionally, since the Town is already required to address Assured Water Supply, the focus is on integrating a broader approach to Rural Water Management within the existing framework managed by the Utilities Department.

Councilor McPhail stated she had every faith that staff can take on the Comprehensive Planning and Zoning Update task. Councilor McPhail stated that if staff believes there is a need to engage experts for any reason, they should be given the opportunity to do so, provided the Town has the financial capacity to support it. Councilor McPhail added that with the Rural Water Management Planning, she believes what would make everyone feel more comfortable is if there were a process for documentation. This is an opportunity to document what we have and how we're going to use it in the future. Councilor McPhail stated she would support this because we're all feeling a little water anxiety over some of these developments, and we want to be able to feel more comfortable and she believes the public does as well.

Councilor Escoffier agreed that staff is the logical place to start with the process of the Comprehensive Plan Update. Councilor Escoffier questioned if the sign code and the lighting code would fit into the overall plan.

Manager Fisher responded yes. Manager Fisher explained that matters related to residential uses, including sign codes and off-highway vehicles, will be addressed when the corresponding chapter is reviewed. Town Manager Fisher emphasized that there will be no expedited processes; each issue will be dealt with in sequence as the chapters are approached.

Councilor Escoffier expressed her concern that the focus on the Livestock Ordinance has diverted attention from other important matters, such as the RV Park Ordinance. Councilor Escoffier emphasized the need to address regulations that limit the stay to no more than 29 days to ensure the Town can properly collect revenue from these facilities.

Manager Fisher stated the Town will adopt the whole zoning code as one document. Although work on the zoning code is ongoing, it is not advisable to adopt it section by section, as doing so could result in potential conflicts, such as discrepancies could be found between Chapter One and Chapter Seven. Therefore, no provisions will be implemented until the entire zoning code has been fully reviewed and adopted as a whole.

Councilor Escoffier expressed her preference to prioritize the Comprehensive Planning and Zoning Plan Update over the General Plan. Councilor Escoffier noted that, as the Town continues to grow and receive increasing development requests, there have been missed opportunities where certain provisions could have been beneficial for the tax base.

Town Manager Fisher expressed concern that adopting code changes that are not aligned with the General Plan could lead to administrative decisions that do not accurately reflect the community's overall desires. The General Plan is intended to represent the community's collective vision, and any inconsistencies between it and the zoning code could undermine that objective. Town Manager Fisher stated the biggest concern is the Town updating the code without considering its alignment with the General Plan. While it is possible to amend specific sections after the General Plan is adopted, Manager Fisher emphasized that addressing both concurrently appears to be the most cohesive strategy. This approach ensures that community members are not concerned about decisions being made before they have had the opportunity to express their preferences through the General Plan vote.

Councilor Escoffier expressed her frustration that there has been a ratified General Plan by the public since 2005, the zoning codes have not been updated since then. Councilor Escoffier expressed appreciation that we now have staff that are willing and able to perform the updates. There's a certain amount of frustration regarding new developments, and the requests that come

in. There have been requests for certain initiatives that, while potentially beneficial for economic growth and revenue, are limited by existing constraints. As a result, we must operate within these current limitations.

Councilor Baker expressed her agreement and support for the staff's presentation, stating that it was clear, straight forward, and comprehensive in outlining the proposed approach moving forward. Mayor Jenkins stated that at the Planning and Zoning Commission meetings there were lively discussions on fragmented pieces of the Code. Mayor Jenkins knows that this is a priority but thinks obviously the Livestock Ordinance is going to be completed first, before any of other code changes Mayor Jenkins stated in doing this simultaneously, staff can avoid having to go back and modify changes. Statute defines the time frame to finish the General Plan. Mayor Jenkins added, as far as the County, staff has spoken to the County representative and they're going through the same comprehensive planning. The goal is that the County Codes and the Town's Codes don't conflict with each other, and we do what is best for our community. Mayor Jenkins stated our commitment was to review each other's code once everything is completed, ensuring that our codes are aligned.

Town Manager Fisher noted that, given the three-year timeline, there was an understanding that once the County finalizes its plan, we may need to review and potentially revise certain sections to ensure alignment with the County's regulations. Mayor Jenkins stated it was an excellent idea by Commissioners on Rural Water for their proactive approach in formally verbalizing a topic that is frequently discussed. Bringing this issue to the forefront and opening it to public discussion is a positive step. It reflects a conscientious effort to prioritize water management and ensure that, with ongoing development, water resources will be reliably available and properly documented. Mayor Jenkins believes this initiative will provide reassurance to the Planning and Zoning Commission, as water availability is a recurring concern during the review of preliminary plats.

Mayor Jenkins stated that the Council agreed with the Planning and Zoning Commission priorities and directed staff to move forward.

5. Discussion, consideration and possible direction regarding retail marijuana in the Town of Camp Verde. Staff Resource: Economic Development Director Molly Davies and Economic Development Specialist David Meyer.

Economic Development Specialist David Meyer explained the last time he spoke at a Council meeting, he presented PowerPoint Report on Retail Marijuana. Since the last meeting, staff did additional research which includes:

- **Ability to Tax Retail Marijuana Locally:**

Staff met with the Town Attorney, Trish Stuhan, and received information from the League of Arizona Cities & Town's Tax Policy Analyst. Despite numerous alternative taxing strategies in place in other states, in Arizona there are no alternative methods to extract taxes or revenue from marijuana production and sales. Per Prop 207 and A.R.S. 36-2864 (Transaction privilege tax; use tax; additional taxes prohibited; exception), cities and Towns are prohibited from imposing any tax on medical or recreational marijuana sales other than the regular retail TPT rate on sales by dispensaries to consumers. The state is only allowed to impose its retail TPT rate and the specified 16% excise tax (A.R.S. 42-5452, levy and rate of tax; effect of federal excise tax) which is dedicated primarily to public safety purposes. Given these statutes are voter protected, there is no realistic hope for any attempt to replicate any other tax schemes used in other states.

- Ability to Tax Marijuana Grow Facilities Locally:

While a dispensary makes taxable retail sales to end users, grow facilities are only allowed to make sales for resale to the dispensaries, so they are exempt from TPT. However, the Town may be able to explore a tiered water usage structure as part of its conservation strategy. This would require more research and exploration with the Utilities Department and Town Attorney.

Utilities Director Jeff Low stated staff performed a tiered rate structure and a water conservation structure. There are 4 different tiers. The highest usage tier, applicable to users consuming over 50,000 gallons per month, has already been established. Staff have recently completed a rate analysis, and at this time, Director Low would advised against conducting a new study on this matter.

Mayor Jenkins questioned if staff is saying the group facilities are in the 50,000 gallon range.

Director Low responded, he compiled a list of the top users and the only one on the list is Harvest. Harvest was using close to the 50,000 gallon amount. Most of the growth facilities were in the 10,000-to-50,000-gallon range.

Councilor McPhail stated she heard that most facilities have their own wells. Director Low responded that some facilities do have their own well in addition to being on the Town's water supply. Some facilities are connected to the Town's water for Fire Flow Protection only.

Vice Mayor Moore questioned if Harvest is the only one on the Town's water and is using more water.

Director Low responded there are 3 or 4 facilities that use Town water, and some facilities rotate between the Town's water and well use.

Economic Development Specialist David Meyer continued with the presentation:

- Business Interest and Feedback:

There has been and continues to be private business interest in opening a dispensary in Camp Verde. Currently, staff is engaged with an interested party to open a dispensary in the Town.

- Anticipated Timeline for an Ordinance:

In speaking with the Town Attorney Stuhan, she stated she could have a draft ordinance completed in a week. Attorney Stuhan can either do a combined ordinance or two separate ordinances for the Town Code and the Planning and Zoning Ordinances. There are templates available and examples of ordinances already in place in Arizona communities. The fastest the Town could have an ordinance in place would be 60-90 days. The process includes a Community Development Department review of the draft ordinance, Planning and Zoning Commission review and public hearing, Town Council review and public hearing, and a Town Council decision. If the Town Council would like to have more public outreach beyond the public hearing, that may increase the timeline. Arizona League of Cities and Towns also have an ordinance to use a sample.

Mayor Jenkins questioned if the Town still gains the sales tax. Economic Development Specialist Meyer responded yes, but the Town is not able to levy a new tax or create any new fees targeting dispensaries or grow facilities.

Economic Development Specialist Meyer continued with his presentation:

Considerations for Allowing Retail Marijuana in Camp Verde:

- *The Town of Camp Verde may enact zoning regulations to limit the use of land for retail marijuana; limit the number of retail marijuana establishments; and prohibit these establishments. Applicable Zoning Use Districts? Currently medical marijuana dispensaries are allowed in the Zoning Use Districts of C3, M1, and M2. Microbreweries and wineries for onsite consumption and wholesale distribution are allowed in C2 and C3. Microbreweries and wineries for manufacturing and processing beer are allowed in M1, and M2.*
- Should the Town require a Use Permit?

A Use Permit may allow the Town to further mitigate impacts on neighbors, and deal with issues around separation and setbacks.

- How many dispensaries should be allowed within the Town?

Concerns about the proliferation of retail marijuana dispensaries have been raised. The Town of Payson chose to limit the number of dispensaries to two with the ability to increase by one for each population increase over 50,000.

- Does the Town Council want staff to plan for additional public outreach?

There will be public hearings as part of any amendment to the ordinance. Town staff can solicit stakeholder feedback via a social media survey; inviting the public to email comments; and sharing information about the decision through a press release and our weekly updates.

Staff Recommendation:

Staff recommend amending the Planning & Zoning Ordinance and Town Code to allow for retail marijuana with the following stipulations:

- Retail marijuana facilities are only allowed in Zoning Use Districts of C2, C3, M1 and M2.
- Retail marijuana facilities would require a Use Permit.
- The number of marijuana facilities permitted within the limits of the Town of Camp Verde shall be limited to two. The number of permitted marijuana facilities would be increased by one for each population increase of 25,000 over and above the official 2020 census for Camp Verde.

Vice Mayor Moore questioned Town Attorney Trish Stuhan, do other Towns require a Use Permit.

Attorney Stuhan responded, there is a mixture and some cities require a use permit and some do not feel the need to. It is a local decision.

Town Manager Fisher highlighted the potential value of a use permit, emphasizing that it would allow the Council the opportunity to address certain uncertainties through further discussion. Manager Fisher stated that a well-defined ordinance is essential to fully understand all necessary considerations. Manager Fisher stated a use permit allows for a more tailored assessment based on the specifics of the location and the business. Depending on the zoning designation, there are certain additional requirements that would be considered through the use permit review process.

Vice Mayor Moore questioned, was there a law that's included in the template, listing location restrictions. The Vice Mayor would like to know what Chino Valley and other communities are doing.

Economic Development Specialist Meyer responded he was unaware of what other communities are doing and will conduct research.

Councilor Murdock returned to the discussion on taxation, and stated there is an excise tax on the usage, so it's not just the 10% that the Town would collect. It states there's a 16% tax and then that 16% is distributed back by the state twice a year and to what appears to be the Marshall's office from FY22, FY23 & FY24 at \$52,000, \$53,000 and then it appears \$61,000, disbursement back to the Marshall's Office. Councilor Murdock inquired whether the excise tax, which serves as a budget buffer, is regulated and collected by the state rather than the Town.

Economic Development Specialist Meyer responded that is correct. The excise tax goes right to the state and then is divvied up. The Town of Camp Verde receives the portion through the Marshalls Office. Also locally, Copper Canyon Fire receives some of the portions as well as Yavapai College.

Councilor Murdock wanted to confirm that there is a community benefit through the excise tax that is distributed to the Town. Councilor Murdock questioned if the funds wouldn't come directly to Marshal's office, but it wouldn't come back directly to the Town of Camp Verde itself, could the Town use the funds to offset any sort of budget or the Town use the revenue to go into the general fund. The state designates a portion of funds to be sent to the Marshal's Office, while the Town receives 3.6% separately.

Manager Fisher responded yes, the fund does go to the Marshalls office for public safety. Manager Fisher emphasized that as part of the budget, there should be a focus on utilizing funds to address the prevention of youth consumption. Manager Fisher expressed interest in exploring the possibility of allocating resources from Camp Verde Marshal's Office (CVMO) for educational and public awareness initiatives. Additionally, she acknowledged the importance of preventing an increase in youth consumption, especially if retail marijuana is allowed.

Councilor Escoffier wanted to confirm that the only benefit we'd get is the 3.65% sales tax on the local sales. Economic Development Specialist Meyer responded that is correct.

Councilor Escoffier wanted to confirm that marijuana is still illegal at the federal level. Economic Development Specialist Meyer responded that is correct.

Councilor Escoffier remarked that this issue could have lasting consequences for the Town. Councilor Escoffier acknowledged the legitimate use of medical marijuana, and noted that individuals could still face repercussions, particularly if they attempt to purchase a firearm. Councilor Escoffier quoted ATF form 4473, Question 21G and that it specifically asks, are you an unlawful user of marijuana? It even has a warning, and it states, warning the use or possession of marijuana remains unlawful under federal law. Regardless of whether it has been legalized or decriminalized for medicinal or recreation purposes in the state where you reside. Councilor Escoffier was adamant that it's still Illegal at the federal level. Councilor Escoffier stated she is not opposed to having a medicinal dispensary, but she is opposed to having a recreational dispensary in Camp Verde.

Vice Mayor Moore stated we have documentation that shows our citizens are driving out of Town to purchase marijuana in other jurisdictions. Vice Mayor Moore stated that Camp Verde has

growers in the Town and right now citizens leave to purchase marijuana elsewhere. When residents leave, they are buying other necessities like groceries and gas. A dispensary is another way for the Town to bring in additional funding but there needs to be limits on the number of dispensaries. Vice Mayor Moore's opinion was that it would be practical for the Town to collect revenue from the sales.

Councilor Escoffier expressed a preference for amending the RV Park Codes to generate comparable revenue. She emphasized that financial considerations should not outweigh the importance of maintaining principles.

Councilor Baker stated she did not support approving the item for the purpose of generating additional revenue for the Town. She emphasized a preference for promoting marketing efforts that attract other businesses for additional revenue that the citizens, as a whole, really need. Councilor Baker thanked staff for their hard work on the matter but disagreed with the proposal.

Councilor McPhail voiced concern about proceeding with this item at this time when staff already have a full workload, especially given the need for public input and hearings. Councilor McPhail noted she does not want an establishment on Main Street. McPhail added that staff will need to decide where to establish a location and this is a difficult decision that she has yet to be convinced of the need for a retail marijuana establishment Council McPhail stated she would not make this a priority.

Vice Mayor Moore asked Town Attorney Trish Stuhan if there is a legal opinion on the Federal vs State legality argument. Attorney Stuhan noted that the federal government periodically updates issues addressing the conflict between federal and state laws on this matter. There are 24 states including DC and Guam that have laws allowing for recreational use of marijuana. It remains illegal under federal law but there is no liability for cities and towns. The state has legalized marijuana and was approved by the voters. Attorney Stuhan stated she is not worried legally that Camp Verde will be exposed to a lawsuit, and this will be a local decision if the Town allows a facility or not. If marijuana is going to be sold in Camp Verde, we can allow it to be in commercial districts or industrial.

Attorney Stuhan added additional background to Vice Mayor's earlier question about the placement of a retail store. Attorney Stuhan stated after voters initially approve this measure, the League of Arizona Cities and Towns, along with the City Attorney Group, formed a working group to develop an ordinance. The group provided guidelines that cities and towns could adapt to suit their specific needs. Vice Mayor Moore stated she would like a survey conducted to see the priority and feedback the Town receives from the community. The Council can then decide how to move forward.

Councilor Murdock stated she thinks the reason the Council is discussing the matter this evening is because we've had interest from businesses, and we don't have the answers to give to the businesses. As a Council, we should become educated on the entire process of bringing a dispensary to the Town. What the revenues would be or would not be, if there could be a tax or there could not be a tax and what the public involvement would be. Councilor Murdock thinks that our Town is changing and would like to see more public engagement. This is a serious topic, and she would like to hear from our citizens. Councilor Murdock stated if there's a business interest in Town, she is willing and interested to hear what a proposal would be and what would happen, Councilor Murdock added that she is saddened that the Town is not able to capitalize on an additional excise tax. Councilor Murdock stated she would like to see the Town, work on street and road maintenance with the tax.

Public Comment

Ms. Charolette Salsman stated she would have been dead set against the use of marijuana four years ago. Ms. Salsman shared a personal story of how medical marijuana helped her daughter. Now, Ms. Salsman is for medical marijuana.

Mr. Alex Watson stated he has been in the cannabis industry for 20 years. Mr. Watson doesn't agree with cultivations throughout the area and would like to see a regulatory body of some sort, adding that he knows the state does inspections. Mr. Watson stated the Town has several growers that are utilizing Camp Verde's natural resources, and he would like to see an establishment of a retail dispensary that invests in the well-being of Camp Verde.

Mr. Ben Flood, a Cottonwood resident, provided a background of his experiences with cannabis and selling as a business owner. Mr. Flood stated the report staff provided was excellent but disagreed with the projected TPT data. Mr. Flood stated the Town could expect to bring in half a million dollars to \$750,000 a month. Additionally, there is plenty of space to have a facility, possibly along I-17, that would provide additional jobs within the Town.

Marshal Rowley met with citizens regarding their concerns on the use of marijuana with our youth. Marshal Rowley's biggest concern is that the Town is very unregulated when it comes to the growers within the Town limits. Marshal Rowley believes it would be beneficial to have an inspector or employee that goes into the grower facilities to see what chemicals are being used and what is going into the groundwater. Marshal Rowley thinks regular inspections should be taking place. If Council decided to move forward, Marshal Rowley asked that that money be set aside and not go into his general operating budget but to actually go into education and youth and for the narcotics operations. Councilor Baker questioned Marshal Rowley if the state has an inspector for the growth facilities.

Marshal Rowley responded that the State conducts inspections, but these typically occur only once a year, and even that frequency is not guaranteed. These growth facilities are unregulated. The Town is not collecting a canopy tax on growers.

Attorney Stuhan stated Arizona is not allowed to tax growth facilities.

Marshal Rowley stated the Town needs to regulate growth facilities.

Councilor Murdock questioned who will head up the community engagement portion if the Town moves forward.

Manager Fisher stated that Economic Development will assist with the community engagement but that the drafting of an ordinance would be done by Community Development.

Councilor Murdock questioned how other communities have handled this matter.

Manager Fisher responded staff could come back to Council and share how other communities had implemented their ordinance.

Attorney Stuhan reviewed how cities and towns had implemented ordinances in the past. Attorney Stuhan felt that it might be very difficult to really replicate other cities and towns processes since the process was implemented so quickly after marijuana was approved in the state of Arizona.

Vice Mayor Moore stated she would like to conduct a survey first. Following the completion of the survey, the Town Attorney, Council and staff can move forward with the results.

Councilor Escoffier agreed to conduct a survey.

Mayor Jenkins stated she represents the citizens of Camp Verde. Mayor Jenkins would like to hear from the public before making a decision and whatever direction is chosen, Mayor Jenkins would like this part of the Comprehensive Plan.

Manager Fisher wanted to confirm that staff would release a survey, giving an ample amount of time for completion. Council would also like staff to speak to the neighboring jurisdictions to understand their public engagement and how they went about implementing it. Mayor Jenkins confirmed Manager Fisher's understanding of the direction from Council

Councilor Murdock would like to know what worked and what didn't work for the neighboring jurisdictions and if there were any suggestions.

6. Adjournment

Mayor Jenkins adjourned the meeting at 6:56 p.m.

Mayor Dee Jenkins

Attest: Town Clerk Leah Rhodes

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on September 25, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2024.

Leah Rhodes, Town Clerk

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DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL EXECUTIVE SESSION (PUBLIC PORTION)
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 2, 2024 at 5:30 P.M.

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

1. Call to Order

Mayor Jenkins called the meeting to order at 5:30 p.m.

2. Roll Call

Councilor Jackie Baker, Councilor Wendy Escoffier, Councilor Robin Godwin, Councilor Cris McPhail, Councilor Jessie Murdock (arrived at 5:35 p.m.), Vice Mayor Marie Moore, and Mayor Dee Jenkins.

Also Present

Town Manager Miranda Fisher, Town Attorney Trish Stuhan, Town Clerk Leah Rhodes, Deputy Clerk Virginia Jones acting as Recording Secretary.

3. Pledge of Allegiance

Vice Mayor Moore led the Pledge of Allegiance.

4. An Executive Session pursuant to A.R.S. § 38-431.03(A)(1) for discussion or consideration of an appointed public officer. Discussion may include review of a complaint received against a board member. Staff Resource: Town Manager Miranda Fisher.

5. An Executive Session pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the Town Attorney regarding adoption of a code of conduct and ethics policy for public officials (including members of boards and commissions). Staff Resource: Town Manager Miranda Fisher.

Mayor Jenkins read Agenda Items 4 and 5 and Town Manager Miranda Fisher recommended Council adjourn into Executive Session.

Vice Mayor Moore motioned to go into Executive Session regarding agenda Items 4 and 5.

Councilor Escoffier seconded the motion, with discussion.

Mayor Jenkins opened the floor for discussion.

Councilor Escoffier questioned if the Council would be talking about a specific appointee since Agenda Item 4 states discussion may include review of a complaint received against a board member. Councilor Escoffier inquired whether notice was provided to the board member who the allegations were against, as the agenda cited A.R.S. § 38-431.03(A)(3).

Town Attorney Trish Stuhan indicated they would provide more information in Executive Session, noting they are not speaking of any one individual that is why a name was not provided on the agenda. In the Executive Session, Council can discuss complaint receipts and receive legal advice and direction to see how Council would like to proceed.

In response to Councilor Escoffier questions, Attorney Stuhan stated Council would not be speaking regarding any one appointee so a 24-hour Executive Session notice would not be required. Attorney Stuhan stated tonight the discussion will be more in regards to procedures and is not an evaluation of someone's performance. Attorney Stuhan stated Council is not speaking of any specific complaint, or removing or disciplining an appointed official, and the discussion is for legal advice regarding what the Council would like to do when a complaint is received against an appointed Board or Commission Member. Attorney Stuhan stated she would prefer to provide legal advice in the Executive Session. Additionally, the recommendation is to have a discussion regarding the Towns Policy and Procedures and inform Council there has been a complaint and how Council would like to handle complaints. (Councilor Murdock joined the meeting at 5:35 p.m.).

Attorney Stuhan addressed Councilor Escoffier's comments concerning Chapter 7 of the Attorney General's 2020 Handbook, clarifying that the Council has the authority to limit the scope of Executive Sessions. Furthermore, the Council is not required to identify individuals if doing so could result in harm or embarrassment, particularly when the session's purpose is to acknowledge the receipt of a complaint and discuss relevant policies or the possibility of assigning a review. Members of Boards and Commissions report to Council and if there is a complaint made, Executive Session can be used to inform Council of complaint. Additionally, Items 4 and 5 were separately agendized for the reason to discuss future policies and/or a Code of Conduct regarding future complaints.

Attorney Stuhan stated that if Council would like to specifically talk about an action for discipline about an individual, Council can meet at a later date for discussion. Attorney Stuhan confirmed that the meeting tonight is to inform the Council of a complaint, discuss rules, and discuss how Council would like to process any complaints.

Attorney Stuhan stated if Council wanted to discuss a complaint of an individual officer, member of board or commission, the individual would be provided 24-hour notice as required by law.

Council Escoffier stated she respected Attorney Stuhan but indicated she is not comfortable with discussing Agenda Item 4.

Councilor Baker expressed discomfort with discussing Agenda Item 4, emphasizing that

the Town has a specific complaint that is a matter of public record and the Council has received a copy of the complaint. She further stated, the matter should be addressed in an open meeting. Councilor Baker reiterated her concerns about discussing the complaint and the Code of Conduct in Executive Session. Additionally, she noted that the public has expressed dissatisfaction with the current frequency of Executive Sessions.

Attorney Stuhan highlighted that the Council has alternative options. She noted that while the Town has received a complaint, there is no established policy or guidelines for handling such matters. Staff determined that it would be prudent to schedule an Executive Session to inform the Council about the complaint and discuss the existing procedures and potential improvements. She further recommended that adopting a Code of Conduct should take place in an open session.

Attorney Stuhan explained that staff sought to provide the Council with a private session, acknowledging that certain complaints can be highly sensitive. The intention was to offer legal guidance and seek direction from the Council.

Councilor Murdock inquired if the Clerk could read the motion, if it was anything different than just moving into Executive Session.

Mayor Jenkins stated Vice Mayor made a motion and Councilor Escoffier made a motion to second and the item was in discussion.

Councilor Escoffier rescinded her second motion.

Councilor Baker left the meeting at 5:47 p.m., due to not feeling well.

Mayor Jenkins requested to ask a legal question, noting that all policies and procedures have been rescinded. She inquired whether staff is seeking direction from the Council on how to process the complaint. Additionally, she asked if there is any legal bearing to the complaint that warrants discussion. Mayor Jenkins further questioned whether this matter should be addressed in an open session or does the attorney need to provide legal advice.

Attorney Stuhan noted that there are currently no established Code of Conduct rules or Policies and Procedures in place, which is why Agenda Item 5 is being addressed this evening. She explained that there is a lack of clarity regarding the process for handling complaints or concerns, including where such complaints should be filed, whether they should be directed to the attorney for placement on an agenda, who should conduct the review, whether the issue could be resolved through a code amendment, or if it is a matter that might require the involvement of an external investigator.

Attorney Stuhan indicated that she has a legal opinion concerning the complaint and is prepared to present it either in a public session or during an Executive Session.

Councilor McPhail stated she would like to have legal advice in Executive Session.

Councilor Escoffier questioned Councilor McPhail, if legal advice would be for Agenda Item 5. In response to Councilor Escoffier's question, Councilor McPhail stated she would like legal advice on Items 4 and 5 in Executive Session.

Councilor McPhail stated she would second the first motion.

Mayor Jenkins called for a vote to move into Executive Session for Items 4 and 5.

Roll Call Vote:

Councilor Baker: Absent

Councilor Escoffier: Nay

Councilor Murdock: Aye

Mayor Dee Jenkins: Aye

Vice Mayor Moore: Aye

Councilor McPhail: Aye

Councilor Godwin: Aye

Motion Carried 5-1.

Council recessed into Executive Session at 5:55 p.m.

Council reconvened Open Session at 6:19 p.m.

Attorney Trish Stuhan stated for the record, the Town of Camp Verde had received a complaint against a member of a Board or Commission and the reason the Executive Session was scheduled was because the Town of Camp Verde does not currently have in place any rules or Codes of Conduct for elected or appointed officials. Resolution 2021-1067 rescinded all previous Town Council Policies, Rules and Procedures for Boards, Commissions and Committees. The Town Manager and Town Attorney reviewed the complaint and noting the absence of clear procedures raised the question, 'how does staff proceed with the complaint'. Attorney Stuhan explained, the Town currently lacks established rules for handling complaints or evaluating whether an individual is meeting the Council's expectations. Although higher standards apply to members of appointed bodies and elected officials, the absence of formal policies or procedures makes it challenging to determine how to address and enforce such complaints effectively.

Attorney Stuhan explained that the Executive Session was convened, and the Council did not name the individual of the complaint, no discussion took place of the individual or discussion of the specific factual basis or claim. The purpose of the Executive Session was to say Council had reviewed a complaint and for staff to receive guidance from Council on how to proceed. Coming back into open session, Attorney Stuhan emphasized the need for clear, easily understandable guidelines that can be provided to all members of Boards, Commissions, and the Council. Attorney Stuhan advised the Council to refrain from taking action on the complaint received, as there are currently no established rules and noted that it would be unfair to hold individuals to standards that do not exist. Attorney Stuhan recommended that the Council develop straightforward policies, which staff can expedite. These policies can then be discussed in an open public meeting to clarify expectations for appointed and elected officials. Additionally, the Council needs to reach a consensus on what constitutes an ethics violation.

Attorney Stuhan's recommendation was to:

1. Take no action
2. Put Rules into place

Mayor Jenkins concurred with the recommendation.

6. **Adjournment**

Mayor Jenkins adjourned the meeting at 6:21p.m.

Mayor Dee Jenkins

Town Clerk Leah Rhodes

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on October 2, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2024.

Leah Rhodes, Town Clerk

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DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 2, 2024 at 6:30 P.M.

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

1. **Call to Order** Mayor Dee Jenkins called the meeting to order at 6:30 PM.
2. **Roll Call**
Council Members Jackie Baker (absent), Councilor Wendy Escoffier, Councilor Robin Godwin, Councilor Cris McPhail, Councilor Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins.

Also Present

Town Manager Miranda Fisher, Town Attorney Trish Stuhan, Town Clerk Leah Rhodes, Deputy Town Clerk Virginia Jones.

3. **Pledge of Allegiance** Councilor Escoffier led the Pledge of Allegiance.

Before the Consent Agenda, Mayor Jenkins took the Mayor's Personal Privilege to recognize the passing of Copper Canyon Firefighter Shane Gage on September 27, 2024. Mayor Jenkins stated that details of his service will be in the paper, and she would leave information with the Clerk's Office.

Mayor Jenkins took a moment of silence.

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

a) Approval of the Minutes:

- 1) Special Session – September 11, 2024 at 5:30 p.m.

b) Set Next Meeting, Date and Time:

- 1) Regular Session – November 6, 2024 at 6:30 p.m.
- 2) Special Session – November 13, 2024 at 5:30 p.m.
- 3) Regular Session – November 20, 2024 at 6:30 p.m.
- 4) Regular Session – December 4, 2024 at 6:30 p.m.

- c) **Approval for staff to utilize up to \$50,000 of grant reimbursements from the Northern Arizona Good Jobs Network grant through Local First Arizona as unrestricted funds for workforce development, business development, and BRIC expenses; and approve the attached budget adjustment “BAFY25-02” for the FY25 budget.** Staff Resource: Economic Development Director Molly Davies.

Mayor Jenkins inserted a Regular Session into the Consent Agenda for October 16th at 6:30 PM.

Vice Mayor Moore had some concerns with the September 11th Special Session Minutes and asked to have them pulled. Vice Mayor Moore stated the September 11, 2024 minutes did not accurately reflect what was said. She would like to meet with Town Manager Miranda Fisher or Town Clerk Leah Rhodes to discuss this matter.

On a **motion** by Vice Mayor Moore, seconded by Councilor Escoffier, the Council **moved** to approve the Consent Agenda minus A1.

Roll Call Vote:

Councilor Baker: Absent

Councilor Escoffier: Aye

Councilor Murdock: Aye

Mayor Dee Jenkins: Aye

Vice Mayor Moore: Aye

Councilor McPhail: Aye

Councilor Godwin: Aye

Motion Carried 6-0.

5. **Call to the Public for 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))

No one wished to speak during the Call to the Public.

6. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety

Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation.

Councilor Godwin shared that on the 25th of September she attended the State of the Verde Water Shed Conference and found it to be very informative.

Councilor McPhail attended the Technical Advisory Group for the General Plan. She felt the group is working very well together and has great discussions. She also stated that The Old Guys installed the base for the water harvesting behind the ramada. She said the Yavapai Apache Nation had their elections at the end of September, and they will be seating 4 new Tribal Council Members, who will take their oaths at 9am on October 10th. She participated in the ASU Project Cities Tour along with Utilities Director Jeff Low and Stormwater Specialist Patty Mancini. They have two graduate students who will be doing a capstone project, which is a semester long project, focused on Camp Verde's water conservation. One student will be completing a comparison of Town Ordinances related to water conservation, and the other will be focusing on educational outreach. She also attended the final water modeling meeting for the Sustaining Flows committee and Teen Game Night.

She shared about the upcoming events:

- Next Wednesday October 9th will be Coffee with a Cop. The Council will be attending, too.
- Fort Verde Days and the Rodeo will start October 12th. Parks and Recreation still needs volunteers.

Vice Mayor Moore stated that Councilor McPhail covered what she was going to share.

Councilor Escoffier attended:

- General Plan Technical Advisory Group. She gave a shoutout to staff for their hard work.
- Lunch at the Senior Center.
- She's signed up as a Fort Verde Days Volunteer and stated there are a lot of activities at Fort Verde during Fort Verde Days.

Councilor Murdock had nothing to share.

Mayor Jenkins attended:

- Staff luncheon, which she felt was a very fun event.
- Thriving Community Needs Assessment with the Economic Development Department.
- Two-day Friends of The Verde River Water Shed Conference.
- September 28th Special Olympics Bocce Ball Tournament.
- She traveled to Prescott Valley for the ribbon cutting of USDA's new facility on Bob Drive. The take home message was they are to help and serve rural Arizona.

She mentioned the following upcoming events:

- Sycamore Vista Groundbreaking is on October 16th.
- She will be handing out ribbons to Girl's on the Run at the Sport's Complex on November 9th at 9:30AM.
- Rainbow Acres ribbon cutting is on October 26th at 11:30 am.
- She will be one of the judges for the Colonel's Daughter Competition on October 5th.
- Next week she will attend the NACOG Fall Tourism Forum

Town Manager Fisher shared:

-She attended the State of the Verde Water Conference with Utilities Director Jeff Low and Stormwater Specialist Patty Mancini.

-She will be attending the NACOG fall Tourism Forum with the Economic Development team.

-She acknowledged the Fall Festival they had with town employees and that the HR team put that together.

-She gave a shoutout to Permit Technician Rita Severson, who passed her Permit Technical Exam, and was promoted to Permit Technician II.

-Staff held a great meeting with contractors, developers, engineers, and architects. The point of the meeting was to get feedback from these stakeholders on how to improve their experience when building within the Town of Camp Verde. It was very well attended, and they received great feedback. They asked that staff hold a meeting again in 6 months.

-She announced that they're officially online with Code Complaints. They are looking to do online permitting with solar, and some small land use applications soon.

-The continuation of the Livestock Ordinance Public Hearing is on October 3rd at 5:00 PM before Planning & Zoning.

-National Night out is Thursday October 10th from 5:30-8:00 PM.

7. Special Announcements and Presentations. All presentations are limited to 15-minutes.

- **District One (1) Arizona State Representative Quang Nguyen update on State Legislation:** Staff Resource: Town Manager Miranda Fisher.

Mayor Jenkins welcomed Arizona State Representative Quang Nguyen. Town Manager Miranda Fisher introduced Arizona State Representative Quang Nguyen.

Representative Nguyen thanked staff for his introduction. Representative Nguyen shared what it means to be a representative. A state representative has 3 main functions- 1. Pass a balanced budget before June 30th. 2. Take care of state-wide issues. 3. Be a representative to the people on the needs of their community.

Representative Nguyen provided an example of each function and how he works on behalf of the Town of Camp Verde. Representative Nguyen stated he is also a chairman of Judiciary Committee and is assigned 110 Bills. He provided examples of some of these bills. Regarding Camp Verde, Representative Nguyen and his seat mate Selena Bliss are working on obtaining money for the U of A meat packing plant. Representative Nguyen's goal is to bring as much money to the county both economically and in infrastructure.

Mayor Jenkins thanked Representative Nguyen for his work on the meat packaging facility and stated the town is ready to help in whatever way that is needed.

- **Proclamation declaring the month of October 2024 as Fort Verde State Historic Park Month.** Staff Resource: Town Manager Miranda Fisher.

Manager Fisher stated that Fort Verde State Historic Park brings history to life for

the community. The Park conveys the true meaning of inheritance by reminding us that it's our privilege to live in a free country that is stemmed from loving our country, obeying its laws, respecting its flag, and defending it against all enemies.

Jennifer Stephen, Acting Park Manager of Rocking River Ranch State Park and Fort Verde State Historic Park was in attendance and spoke a few words prior to the adoption of the proclamation.

Ms. Stephen thanked Council and staff for having her. Fort Verde is an important destination for Camp Verde. It shares the diversity of the town. They see visitors from all over the world who are interested and engaged in learning the history of the town. The economic impact from State Parks in the county was \$47.1 million, which is all the state parks in the Verde Valley combined. This number came from a 2020 Economic Impact Survey. State Parks also contributed 508 jobs for the Verde Valley. Arizona State Parks are self-sustaining, all supported by fees. Support from the town is very important to her.

Mayor Jenkins and Common Council of the Town of Camp Verde hereby proclaimed the month of October 2024 to be Fort Verde State Historic Park Month in the Town of Camp Verde, and encouraged all citizens of Camp Verde and beyond to observe this month as a time to reinforce the priceless legacy we inherit with our citizenship in order to preserve our rich culture and heritage and maintain respect the principles upon which our great nation was founded.

- **Proclamation declaring the month of October 2024 as Domestic Violence Awareness Month.** Staff Resource: Town Clerk Leah Rhodes.

Town Clerk Leah Rhodes introduced Resident Service Director Cassandra Presmyk for the Verde Valley Sanctuary.

Ms. Presmyk provided a summary of the important roles of the public and private sectors, nonprofit organizations, communities, and individuals in helping to prevent and address domestic violence and create a culture that refuses to tolerate abuse. Ms. Presmyk provided insight into what services the Verde Valley Sanctuary offers.

Mayor Jenkins and the Town Council proclaimed the month of October 2024 to be Domestic Violence Awareness Month.

8. **Public hearing followed by discussion, consideration, and possible approval of Resolution 2024-1145, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for Preliminary Plat 20230707, submitted by Craig Baker, for the purpose of developing a 167-lot subdivision, in the High View at Boulder Creek Planned Area Development. The proposed project is generally located off Aultman Parkway and Boulder Creek Road on APN 403-15-003W.** Staff Resource: Planner II Cory Mulcaire.

- **Staff Comments**

Town Planner Cory Mulcaire led the staff comments. Planner Mulcaire stated this is the second subdivision preliminary plat that the Council was seeing for the Highview at Boulder Creek Subdivision Planned Area Development (PAD). Additionally, Planner Mulcaire stated that there is a development agreement for Highview that accompanies the Plat. This is a 167-lot subdivision of 145 sq ft lots. The developer has gone through all the development standards reviews and pre- application meetings. Planner Mulcaire stated that Jeremy Bach was in attendance if the Council had any questions.

Applicant Jeremy Bach thanked Mayor Jenkins and Council and stated that this was just part of the PAD and the second phase for the subdivisions.

- **Public Hearing Open** Mayor Jenkins opened the Public Hearing at 7:12 PM. *No one wished to speak during the Public Hearing.*
- **Public Hearing Closed** Mayor Jenkins closed the Public Hearing at 7:13 PM.
- **Council Discussion**

Councilor Escoffier asked Mr. Bach if the detention basin was going to be grass or open space.

Mr. Bach responded to Councilor Escoffier that the detention basin was going to be a grass open space that will be maintained by the HOA within the subdivision.

On a **motion** by Vice Mayor Moore, seconded by Councilor Godwin, the Council **moved** to approve Resolution 2024-1145.

Roll Call Vote:

Councilor Baker: Absent
Councilor Escoffier: Aye
Councilor Murdock: Aye
Mayor Dee Jenkins: Aye
Vice Mayor Moore: Aye
Councilor McPhail: Aye
Councilor Godwin: Aye

Motion Carried 6-0.

9. **Public hearing followed by discussion, consideration, and possible approval of Ordinance 2024-A496, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for a Zoning Map Change from M1-PAD (Industrial: General – Planned Area Development) to C2-PAD (Commercial: General Sales and Services – Planned Area Development) for approximately 12 acres, specifically described in Exhibit A (APN 403-15-003W) generally located at the southwest corner of Aultman Parkway and West State Route 260. Staff Resource: Planner II Cory Mulcaire.**

- **Staff Comments**

Planner Mulcaire stated this item, too, was for High View at Boulder Creek. The developer would like to move this parcel to the C2-PAD that was just approved. The applicant was in attendance but did not speak on this agenda item.

- **Public Hearing Open** Mayor Jenkins opened the Public Hearing at 7:15 PM. *No one wished to speak during the Public Hearing.*
- **Public Hearing Closed** Mayor Jenkins closed the Public Hearing at 7:16 PM.
- **Council Discussion**

Mayor Jenkins stated that the project has been something they've talked about for a long time and was glad to see it move forward.

On a **motion** by Councilor McPhail, seconded by Councilor Escoffier, the Council **moved** to approve Ordinance 2024-A496.

Roll Call Vote:

Councilor Baker: Absent

Councilor Escoffier: Aye

Councilor Murdock: Aye

Mayor Dee Jenkins: Aye

Vice Mayor Moore: Aye

Councilor McPhail: Aye

Councilor Godwin: Aye

Motion Carried 6-0.

10. **Discussion, consideration, and possible approval of Resolution 2024-1149, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for a final plat to develop a 161-lot residential subdivision, known as "High View at Boulder Creek" on approximately 26.94 acres. The proposed project is zoned C2-PAD (Commercial: General Sales and Services - Planned Area Development) generally located off Aultman Parkway and Boulder Creek Road (APN 403-15-010C).** Staff Resource: Planner II Cory Mulcaire.

Planner Mulcaire stated that this item was first heard before the Council in May, 2024. Planner Mulcaire stated staff has all the applicants' documentation for the final plat. The applicant has a builder ready to go, and the grading permit for the water line and the main road of Boulder Creek has been issued.

Mayor Jenkins asked if Council's desires were previously shared and are still in effect as part of the development agreement or PAD.

Planner Mulcaire responded it was part of the development agreement, and the Council's wishes are all still in place and have been addressed.

Manager Fisher responded that in the Resolution and Ordinance they just passed, there is a statement that notes the property is subject to a development agreement, entered into with the Town of Camp Verde and the owner on June 5th.

On a **motion** by Vice Mayor Moore, seconded by Councilor Godwin, the Council **moved** to approve Resolution 2024-1149.

Roll Call Vote:

Councilor Baker: Absent

Councilor Escoffier: Aye

Councilor Murdock: Aye

Mayor Dee Jenkins: Aye

Vice Mayor Moore: Aye

Councilor McPhail: Aye

Councilor Godwin: Aye

Motion Carried 6-0.

- 11. Discussion, consideration, and possible selection of colors for the exterior of the proposed concession/restroom building at the sports complex.** Staff Resource: CIP Project Manager Martin Smith.

CIP Project Manager Martin Smith stated that Core Worth Restroom Facilities is pressing forward with the construction of the new concession/restroom building at the Sport's Complex. Project Manager Smith questioned Council on what color the Council would prefer for the exterior. Project Manager Smith explained that there were initially 16 different color pallets that Town staff and the Parks and Recreation Commission helped to narrow down to seven. The seven color pallets were sent out to the community in the form of a survey. The top three color pallets that were presented to Council were voted on by the community.

Councilor Godwin questioned what the input was from the Parks and Recreation Commission.

Project Manager Smith responded to Councilor Godwin that the representatives of the Parks and Recreation Commission were involved in narrowing down the color pallets from sixteen to seven.

Councilor Murdock stated that her favorite option was Option 3. and felt the colors blend in well with the natural landscape.

Vice Mayor Moore asked if the blue roof would make the building hotter.

Project Manager Martin responded the blue roof would absorb more heat.

Vice Mayor Moore stated that she would steer away from Option 1. She did not have a preference on Option 2 or 3.

Project Manager Martin responded to Vice Mayor Moore that the Parks and Recreation Commission also mentioned a dark roof would add to the heat of the building.

Councilor Escoffier stated she was surprised the item was coming to Council, and that Council was not provided with the Parks and Recreation Commission input separately.

Project Manager Martin responded that the Parks and Recreation Commission members were provided the opportunity to voice their opinion.

Councilor Escoffier stated she trusts staff to choose the color.

Town Manager Fisher stated it was important to be transparent and have the item open for public comment, and to bring the item to Council. Manager Fiser stated the Parks and Recreation Commission members were a part of the process. Manager Fisher stated there was an urgency with Council's option.

Councilor Godwin felt that Option 2 was a great option.

Mayor Jenkins stated she would steer away from colors that would fade and felt that Option 3 color would hold over time the best.

Councilor McPhail stated that Option 2 or 3 would be fine with her.

Vice Mayor Moore stated that if 67 citizens picked Option 2 and 39 picked Option 3, her recommendation was Option 2.

On a **motion** by Councilor Godwin, seconded by Vice Mayor Moore, the Council **moved** to approve Color Group 2 for the exterior of the proposed concession/restroom building at the sports complex.

Roll Call Vote:

Councilor Baker: Absent

Councilor Escoffier: Aye

Councilor Murdock: Aye

Mayor Dee Jenkins: Aye

Vice Mayor Moore: Aye

Councilor McPhail: Aye

Councilor Godwin: Aye

Motion Carried 6-0.

12. **Discussion, consideration, and possible award of Bid No. 24-195, Town of Camp Verde Municipal Court Vestibule Addition Project to Skyline Builders & Restoration, Inc. in the amount of \$171,637.18.** Staff Resource: CIP Project Manager Martin Smith.

CIP Project Manager Smith stated that they are pressing forward with the court vestibule addition project. The item was originally submitted for an open bid, but no bids were provided. Staff pursued alternative bid methods. Project Manager Smith solicited the local Job Order Contracting (JOC). Project Manager Martin stated the Town has two local JOC's who do vertical construction- Kinney Construction and Tierra Verde. Kinney Construction declined to bid. Project Manager Martin was not certain that Tierra Verde would supply a bid, as they had voiced frustration over bidding for this project in the past and not being awarded. Project Manager Martin stated a solicitation was started with the State JOC. Tierra Verde ended up providing a bid for \$302,000+Skyline Builders, through the state JOC, which came in at \$172,000, and included the entire addition,

minus the technological material. The Town's Magistrate Court requested three additional cameras and a monitor be provided. The quote from Sunstate for the technology hardware and installation was \$3,150, with a monthly expense of \$15. The total of the vestibule was less than \$175,000.

Mayor Jenkins stated that it had been worthwhile taking the time to continue reviewing the matter until it aligned with the budget. Mayor Jenkins thanked Project Manager Smith for his efforts throughout the process.

Vice Mayor Moore stated she was glad to see the project moving forward.

On a **motion** by Vice Mayor Moore, seconded by Councilor McPhail, the Council **moved** to award Bid No. 24-195, Town of Camp Verde Municipal Court Vestibule Addition Project to Skyline Builders & Restoration, Inc. in the amount of \$171,637.18.

Roll Call Vote:

Councilor Baker: Absent

Councilor Escoffier: Aye

Councilor Murdock: Aye

Mayor Dee Jenkins: Aye

Vice Mayor Moore: Aye

Councilor McPhail: Aye

Councilor Godwin: Aye

Motion Carried 6-0.

13. **Discussion, consideration, and ratification of staff application and submission of a Water Infrastructure Finance Authority Grant (WIFA) Application with no match in the amount of \$2,000,000.00, with the possibility of applying for an additional WIFA loan of \$1,600,000 (\$2,000,000 is the Congressional District Office Grant we obtain from Senator Mark Kelly's Office) at 1.7 % interest rate, upon grant approval for a replacement well and arsenic treatment at the Mongini Well Site.** Staff Resource: Utilities Director Jeff Low & Administrative Support Manager Dorie Blair.

Administrative Support Manager Dorie Blair presented the proposed project location to the Council for the grant application submitted to WIFA, aimed at replacing the well and an arsenic treatment at the Mongini well site.

Manager Fisher stated the grant was due the past Wednesday and therefore was already submitted. This agenda item is the ratification of the submission of the grant application. Manager Fisher stated there was no match, but if the award goes over \$2 million, there is a low interest loan as an option. Staff determined that pursuing this grant was in the Town's best interest, with the opportunity being brought to their attention by Local First. If the grant is awarded, the project will return to Council for final approval. This represents an excellent opportunity for the town.

Councilor Escoffier commended staff on such a great job.

Call to the Public:

Tony Gioia complimented Council and staff, especially Utilities Director Jeff Low, the department and employees for their hard work on the needs of the Town. Mr. Gioia stated the Town has been extremely lucky to have Director Low, as the Town has acquired its own water company.

On a **motion** by Vice Mayor Moore, seconded by Councilor, the Council **moved** to approve the application and submission of a Water Infrastructure Finance Authority Grant (WIFA) Application with no match in the amount of \$2,000,000.00, with the possibility of applying for an additional WIFA loan of \$1,600,000 (\$2,000,000 is the Congressional District Office Grant we obtain from Senator Mark Kelly's Office) at 1.7 % interest rate, upon grant approval for a replacement well and arsenic treatment at the Mongini Well Site.

Roll Call Vote:

Councilor Baker: Absent

Councilor Escoffier: Aye

Councilor Murdock: Aye

Mayor Dee Jenkins: Aye

Vice Mayor Moore: Aye

Councilor McPhail: Aye

Councilor Godwin: Aye

Motion Carried 6-0.

- 14. Discussion, consideration, and ratification of staff application and submission of a Water Infrastructure Finance Authority Grant (WIFA) Application with no match in the amount of \$1,600,000.00, with the possibility of applying for an additional WIFA loan of \$3,000,000.00 at 1.7 % interest rate, upon grant approval for the installation of two, 500,000 gallon water storage tanks at Verde Commercial Site.** Staff Resource: Utilities Director Jeff Low & Administrative Support Manager Dorie Blair.

Administrative Support Manager Blair stated that this is the ratification of the second application that staff submitted to WIFA. The application was for the storage tanks project that will be located at the Verde Commercial Site. Administrative Support Manager Blair stated the application is very important, as the Town is limited in their water consumption and how much water is being used. Additionally, Administrative Support Manager Blair stated if one of the Towns' wells goes down, the Town is at less than what is needed in reserves.

Manager Fisher stated that Community Development and Utilities are working with Verde Commercial on an agreement that will provide an acre of land for the storage site and that the agreement must be finalized before accepting funds. Additionally, Verde Commercial is donating the land.

Vice Mayor Moore sought to clarify for the public the amount of water the new tanks will provide in reserve capacity.

Manger Fisher stated the tanks will add up to 1.7 million gallons.

Utilities Director Jeff Low stated that this will provide the Town with about a day and a half of water supply, which will triple capacity.

Councilor Murdock stated that if anything catastrophic were to happen, the Town could also declare a state of emergency and ask the users to be wise and conservative with their water.

Administrative Support Manager Blair stated that the purpose of this fund is for the sustainability of current and future users.

Councilor Escoffier stated that this initiative is a positive step forward that has been discussed by both the staff and the Council.

On a **motion** by Councilor Escoffier, seconded by Councilor McPhail, the Council **moved** to approve application and submission of a Water Infrastructure Finance Authority Grant (WIFA) Application with no match in the amount of \$ 1,600,000.00, with the possibility of applying for an additional WIFA loan of \$3,000,000.00 at 1.7 % interest rate, upon grant approval for the installation of two, 500,000-gallon water storage tanks at Verde Commercial Site.

Roll Call Vote:

Councilor Baker: Absent

Councilor Escoffier: Aye

Councilor Murdock: Aye

Mayor Dee Jenkins: Aye

Vice Mayor Moore: Aye

Councilor McPhail: Aye

Councilor Godwin: Aye

Motion Carried 6-0.

15. **Adjournment** Mayor Dee Jenkins adjourned the meeting at 7:48 PM.

CERTIFICATION

Mayor Dee Jenkins

Town Clerk Leah Rhodes

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on October 2, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2024.

Leah Rhodes, Town Clerk



DRAFT MINUTES
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106 RD, CAMP VERDE, AZ 86322
WEDNESDAY, OCTOBER 16, 2024, at 6:00 P.M.

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

1. Call to Order

Mayor Jenkins called the meeting to order at 6:00 p.m.

2. Roll Call

Councilor Jackie Baker, Councilor Wendy Escoffier, Councilor Robin Godwin, Councilor Cris McPhail, Councilor Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins were present.

Also Present

Town Manager Miranda Fisher, Town Clerk Leah Rhodes, Administrative Clerk Jadie Edwards and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Councilor Murdock led the Pledge.

4. Discussion, consideration and direction regarding Town Council agendas and minutes.

Staff Resource: Town Manager Miranda Fisher and Town Clerk Leah Rhodes.

Town Manager Miranda Fisher explained that after receiving varying feedback on Town Council agendas and minutes, staff would like clarification and guidance on how to move forward. Any direction given tonight would apply to the Planning & Zoning Commission, Board of Adjustments & Appeals and Parks & Recreation Commission.

Manager Fisher provided an overview of the current direction from the Council on agenda templates and formatting. Additionally, Manager Fisher stated recent changes to the cover sheets for agenda items, now referring to Agenda Information Memorandums (AIMs) and the new format includes several key additions including: reviewed by, financial review, connection to the FY25-FY30 Strategic Plan and questions to facilitate Council discussions.

Town Manager Miranda Fisher addressed Council feedback regarding preferences for either discussion or verbatim minutes. Manager Fisher noted that while more detailed minutes capture discussions, they are prone to unintentional errors and require extensive time for preparation and review by staff, resulting in higher costs and less efficient use of staff time. Given that all meetings are recorded on Zoom, allowing for playback of discussions, the Town Clerk and Town Manager recommend shifting to action minutes only.

Manager Fisher provided a summary of the three types of minutes:

- Action Minutes: Record only decisions and actions.
- Discussion Minutes: Include decisions, actions, and a summary of discussions.
- Verbatim Minutes: Provide a word-for-word transcription of the entire meeting dialogue.

Councilor Murdock questioned if staff would have the ability to bookmark recorded minutes, to show “times” when discussion changes between agenda items.

Manager Miranda Fisher responded if Council is interested in Action Minutes, staff could come back with a more robust video plan.

Mayor Jenkins stated the quality of the meeting videos must improve if staff decides to move forward with action minutes. Mayor Jenkins would like assurance of high-quality audio and video recordings.

Councilor Escoffier questioned if posting action minutes as well as the zoom video meets the Arizona Revised Statutes (ARS) requirements. Town Clerk Rhodes responded yes. Councilor Escoffier expressed her preference against verbatim minutes but raised concerns that decisions requiring the review of past minutes may lack sufficient detail, potentially resulting in legal issues.

Councilor Baker thanked Town Manager Fisher for the information provided.

Councilor McPhail stated she supports action minutes.

Vice Mayor Moore expressed concerns about relying on technology, emphasizing the importance of Council members using their microphones. Vice Mayor Moore questioned the contingencies for internet outages, audio/visual setups at alternate locations, and backup solutions.

Town Manager Fisher responded that staff would develop a policy addressing these concerns, including samples to illustrate the differences.

Councilor Godwin expressed her approval of action minutes.

Councilor Escoffier suggested that meetings at the Commission and Council level should include more detailed explanations and summaries.

Mayor Jenkins expressed her approval of the current agenda format as well as supporting the development of a plan to ensure high-quality audio, visual, and storage solutions.

Vice Mayor Moore emphasized that any decisions made must be consistently applied across all meetings, commissions, and boards. Verbatim minutes are not feasible if ZOOM is down.

Mayor Jenkins reaffirmed the directive for staff to provide a sample of what action minutes would look like for further review.

5. Adjournment

Mayor Jenkins adjourned the meeting at 6:29 p.m.

Mayor Dee Jenkins

Attest: Town Clerk Leah Rhodes

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on October 16, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2024.

Leah Rhodes, Town Clerk

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DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 16, 2024, 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

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

2. Roll Call

Councilor Jackie Baker, Councilor Wendy Escoffier, Councilor Robin Godwin, Councilor Cris McPhail, Councilor Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins were present.

Also Present

- 3.** Town Manager Miranda Fisher, Town Attorney Trish Stuhan, Town Clerk Leah Rhodes, Administrative Clerk Jadie Edwards and Recording Secretary Jennifer Reed

4. Pledge of Allegiance

Councilor Godwin 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 the Council requests.

a) Approval of the Minutes:

- 1) Special Session – September 11, 2024, at 5:30 p.m.
- 2) Work Session – September 18, 2024, at 5:30 p.m.
- 3) Regular Session – September 18, 2024, at 6:30 p.m.

b) Set Next Meeting, Date and Time:

- 1) Special Session – October 30, 2024, at 5:30 p.m.
- 2) Regular Session – November 6, 2024, at 6:30 p.m.
- 3) Special Session – November 13, 2024, at 5:30 p.m.
- 4) Regular Session – November 20, 2024, at 6:30 p.m.
- 5) Regular Session – December 4, 2024, at 6:30 p.m.

Motion was made by Councilor McPhail to approve the consent agenda. Second was made by Vice Mayor Moore.

Roll Call Vote:

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Godwin: aye

Councilor Escoffier: aye

Vice Mayor Moore: aye

Mayor Jenkins: aye

Motion carried 7-0.

5. **Call the Public for items not on the agenda. (Please complete Request to Speak Card and turn it 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 the 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))

Ms. Kelly Roberts, the Office Manager for Camp Verde Adult Reading Program reported that during the last eight months, four students earned their Citizenship through the program. Ms. Roberts provided an overview of high school dropout statistics and read a statement from a student who earned their GED. Ms. Roberts thanked the Council for their support.

6. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation.

The Mayor, Council and Town Manager reported on recent and upcoming events within the town.

7. **Special Announcements and Presentations:**
- **Oath of Office of Cristian Sotelo who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker.** Staff Resource: Town Clerk Leah Rhodes.

Town Clerk Leah Rhodes reported Cristian Sotelo was unable to attend the meeting. The item will be rescheduled to the November 6th Council Meeting.

• **Oath of Office of Daniel Miller who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker.** Staff Resource: Town Clerk Leah Rhodes.

Town Clerk Leah Rhodes reported Daniel Miller was unable to attend the meeting. The item will be rescheduled to the November 6th Council Meeting.

• **Proclamation declaring November 1, 2024, as Extra Mile Day.** Staff Resource: Town Clerk Leah Rhodes.

Mayor Jenkins read the proclamation and declared November 1, 2024 as Extra Mile Day.

8. **Discussion, consideration, and possible approval to purchase the pumps for the proposed lift station project at the Camp Verde Sports Complex from Hennesy Mechanical Sales in the amount of \$55,200.81, superseding the previous Council approval on July 17, 2024, for the pumps for the lift station for the amount of \$53,812.56.** Staff Resource: Public Works Director Ken Krebbs.

Public Works Director Ken Krebbs noted at the July 17, 2024 Regular Council meeting, Council approved the purchase of lift station pumps from Hennesy Mechanical Sales for \$53,812.56. However, the vendor's proposal was outdated and did not account for shipping and handling, bringing the total to \$55,200.81. Director Krebbs confirmed that the pumps have already been received.

Motion made by Councilor Godwin to approve the purchase of the pumps for the proposed lift station project at the Camp Verde Sports Complex from Hennesy Mechanical Sales in the amount of \$55,200.81, superseding the previous Council approval on July 17, 2024, for the pumps for the lift station for the amount of \$53,812.56. Second was made by Councilor McPhail.

Roll Call Vote:

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Godwin: aye

Councilor Escoffier: aye

Vice Mayor Moore: aye

Mayor Jenkins: aye

Motion carried 7-0.

9. **Discussion, consideration and possible adoption of Resolution 2024-1150, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, Yavapai County, Arizona, to authorize one or more applications for**

drinking water state revolving fund loans from the Water Infrastructure Finance Authority of Arizona for one or more of the following FY2024-25 Capital Improvement Projects: Adequate Water Supply Study, Northbound Highway 260 Production Wells, Mongini Replacement Well, Verde Commercial Tank and Pump Station, and/or Verde River Estates New Well and Storage Tanks. Staff Resource: Utilities Director Jeff Low & Finance Director Mike Showers.

Finance Director Mike Showers requested approval to submit one or more applications for drinking water state revolving fund loans from the Water Infrastructure Finance Authority (WIFA) of Arizona. The \$3.5M Mongini Well replacement project was submitted on October 2nd for approval of a \$2M WIFA grant. If the grant is approved or the cost is indeed less than \$3.5M, the full amount may not be necessary. Additionally, \$600K was included in the request as a backup plan for new storage tanks for possible WIFA grant funding, though the application was for 2 storage tanks, this debt request was only for 1 storage tank which was included within the Capital Improvement Plan. Approving the application submissions to WIFA, keeps the town moving forward quickly if the grant requests are not approved by WIFA.

Finance Director Mike Showers and Utilities Director Jeff Low responded to questions from the Council.

Motion made by Councilor Escoffier to adopt of Resolution 2024-150, a resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, Yavapai County, Arizona, to authorize one or more applications for drinking water state revolving fund loans from the Water Infrastructure Finance Authority of Arizona. Second was made by Councilor Baker.

Roll Call Vote:

Councilor Baker: aye
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Godwin: aye
Councilor Escoffier: aye
Vice Mayor Moore: aye
Mayor Jenkins: aye

Motion carried 7-0.

10. **Discussion, consideration and possible adoption of Resolution 2024-1151, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, Yavapai County, Arizona, to authorize one or more applications for clean water state revolving fund loans from the Water Infrastructure Finance Authority of Arizona for one or more the following FY2024-25 Capital Improvement Projects: Wastewater Treatment Plant Control Panels Upgrade, Blower Addition Building and Installation, Wastewater Treatment Plant Administration Building, Black Bridge Loop Sewer Main Extension, and/or**

Sludge Drying Bed Liner Installation. Staff Resource: Utilities Director Jeff Low & Finance Director Mike Showers.

Finance Director Mike Showers stated the resolution is not the final approval for the loans, but simply the approval to submit applications with the Water Infrastructure Finance Authority (WIFA) for wastewater. This agenda item falls under the Community Infrastructure Focus Area of the Town's Strategic Plan and does not present any budgetary issues.

Utilities Director Jeff Low added that the Septic Calling Station Project will be tied into the WIFA Grant Application.

Finance Director Showers noted that funding for the current projects will come solely from service-generated fees, with no general fund contributions. ARPA funds have been allocated for wastewater projects. The ten-year plan, developed through the Rate Study, outlines strategies for managing growth in our systems in the first five years. This plan has led to the creation of Capital Improvements aligned with the Capital Improvement Plan, and staff would budget for estimated debt service over the next five years. The budget includes a five-year debt plan detailing expected principal and interest payments, as well as a cash flow projection indicating a positive or negative trend. As of now, the cash flow is tending upwards. Director Showers stated we are committed to adhering to this five-year plan to ensure upward trends in debt service.

Finance Director Mike Showers and Utilities Director Jeff Low responded to questions from the Council.

Motion made by Councilor Godwin to approve the adoption of Resolution 2024- 151. Second was made by Councilor McPhail.

Roll Call Vote:

Councilor Baker: aye
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Godwin: aye
Councilor Escoffier: aye
Vice Mayor Moore: aye
Mayor Jenkins: aye

Motion carried 7-0.

11. Adjournment

Mayor Jenkins adjourned the meeting at 7:14 p.m.

Mayor Dee Jenkins

Attest: Town Clerk Leah Rhodes

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on October 16, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2024.

Leah Rhodes, Town Clerk

DRAFT

MEETING DATE: November 6, 2024

AGENDA ITEM TYPE:

- | | | |
|--|---|--|
| ☒ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☐ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

REQUESTING DEPARTMENT: Community Development

STAFF RESOURCE: Building Official Roxanne Jasman

AGENDA TITLE: Possible approval and renewal of the Inspection Services Agreement between the Arizona Department of Housing and the Town of Camp Verde to enforce installation standards.

ATTACHED DOCUMENTS:

- Inspection Services Agreement

ESTIMATED PRESENTATION TIME: 5 minutes

ESTIMATED DISCUSSION TIME: 5 minutes

REVIEWED BY:

- | | | | | |
|--|--------------------------------|---|----------------------------------|---------------------------------|
| ☒ Town Manager | ☐ Legal | ☒ Risk Management | ☐ Finance | ☐ Other: |
|--|--------------------------------|---|----------------------------------|---------------------------------|

FINANCIAL REVIEW (if applicable):

- Funding Source / GL Account Number: N/A
- Approved in the FY25 Budget? ☐ Yes ☐ No ☒ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

BACKGROUND INFORMATION:

The Town has had an active Inspection Service Agreement (ISA) with the Arizona Department of Housing (ADOH) since October 1st of 2014. The ISA allows the Town to take applications for manufactured and modular home sets, as well as modular buildings for commercial use, complete the necessary inspections on these structures, and enforce the installation standards set forth by ADOH.

CONNECTION TO THE FY25-FY30 STRATEGIC PLAN

Entering a new ISA with ADOH allows us to provide excellent customer service to our citizens and contractors and helps to eliminate barriers by saving them wait time on plan reviews and inspections, while providing a direct and local contact for questions on their project.

QUESTION(S) BEFORE THE COUNCIL:

- Does the Council have any questions about this Inspections Service Agreement?

PROPOSED MOTION:

Move to approve the Inspection Service Agreement between the Arizona Department of Housing and the Town of Camp Verde to enforce installation standards.

INSPECTION SERVICES AGREEMENT

BETWEEN

ARIZONA DEPARTMENT OF HOUSING

AND

TOWN OF CAMP VERDE

TO ENFORCE INSTALLATION STANDARDS

This **AGREEMENT** (“Agreement”) is entered into this _____ day of _____, by and between the **ARIZONA DEPARTMENT OF HOUSING** (“ADOH”) and the **TOWN OF CAMP VERDE** (“Agency”).

WHEREAS, pursuant to Arizona Revised Statutes (A.R.S.) § 41-4002 the purpose of ADOH is to maintain standards of quality and safety for manufactured homes, factory-built buildings, mobile homes, and the installation of the same.

WHEREAS, A.R.S. § 41-4004 (A) (5) directs ADOH to enter into agreements with local enforcement agencies to enforce the installation standards in their respective jurisdictions consistent with the installation standards of ADOH; and

WHEREAS, it is the desire of both parties to eliminate unnecessary duplication of inspections regarding installation standards within the Agency’s jurisdiction;

NOW, THEREFORE, in consideration of the premises and mutual promises and undertakings herein contained, and for other good and valuable consideration, the parties agree as follows:

1. **Monitoring and Enforcement.** For the duration of this Agreement, the Agency will monitor and enforce the installation standards set forth in A.R.S. § 41-4004 (A)(4) and Arizona Administrative Code (A.A.C.), including but not limited to, R4-34-102, R4-34-204, R4-34-606 and R4-34-801 as they apply to installation standards and accessory structures.
2. **Term.** The term of this Agreement shall be for three (3) years from the date of this Agreement.
3. **Standards of Performance.** In exercising the authority delegated hereunder the Agency shall perform to the same standards of performance that the law imposes upon ADOH in exercising the authority described in section 1 hereof. In addition, the Agency shall not approve any installation unless the installer affixes a State Insignia of Approval as required by A.A.C. R4-34-802 (A) and pays to the Agency the fee established by ADOH pursuant to the authority by A.A.C. R4-34-501.

4. Reporting. The Agency in this Agreement shall complete electronic reporting to ADOH via an online portal. A copy of each issued permit and corresponding installation inspection reports for mobile homes, HUD manufactured homes or factory built buildings shall be submitted within the portal. All permit and inspection activity shall be on submitted once per week if not reported to ADOH on a daily basis.

5. Fees Charged by the Agency. Permit fees charged by the Agency shall be the same as the Fee Schedule created by ADOH pursuant to its authority under A.R.S. § 41-4010 (A) (4), A.R.S. § 41-4010 (A) (5) and A.A.C. R4-34-501 and no more than permitted by R4-34-801(E). All fees collected by the Agency shall be kept by the Agency as compensation for the services performed by the Agency under this Agreement. The Agency shall not be entitled to any other compensation for services rendered by it under this Agreement.

6. Termination. Either party may terminate this Agreement at any time without cause by giving the other party thirty (30) days written notice prior to the date of termination. Additionally, ADOH may terminate this Agreement immediately and without notice, if ADOH determines that the installation standards required in the Agreement are not being maintained, or that local fees are not consistent with the inspection fees established by the Board of Manufactured Housing.

7. Qualifications of Personnel. The personnel that perform the functions delegated to the Agency in paragraph 1 hereof shall each have no less than one year of experience as a building code inspector or manufactured housing installation inspector.

8. Inspector Training. All Agency Inspectors performing under this Agreement shall participate in required initial and/or periodic training as set and coordinated by the State.

9. Duties of ADOH. Should ADOH require inspections of any portion of the installation of mobile, manufactured homes, accessory structures or factory built buildings not required by the Rules referred to herein and not covered under this Agreement, ADOH shall be responsible for the inspections and enforcement thereof.

10. Notices. All notices shall be mailed or delivered to the party to receive such notice to the following address.

a. If intended for ADOH to:

Arizona Department of Housing
Manufactured Housing and Building Division
1110 West Washington, Suite #280
Phoenix, AZ 85007-2935

Attn: Tara Brunetti
Title: Assistant Deputy Director
Phone: (602) 771-1035

b. If intended for Agency, to:

Town of Camp Verde
473 S Main St, Suite 108
Camp Verde, AZ 86322

Attn: Roxanne Jasman
Title: Chief Building Official
Phone: (928) 554-0061

11. Interpretation and Amendments. This Agreement contains the entire agreement between the parties hereto. This Agreement shall not be amended or modified in any manner, except by an instrument in writing signed by the parties hereto.
12. Headings. Headings are for convenience only and are not to be construed as part of this Agreement.
13. Invalidity of a Term. The parties agree that in the event any term, covenant or conditions herein contained should be held to be invalid or void, the invalidity of any such term, covenant or condition shall in no way affect any other term, covenant or condition of this Agreement.
14. Dispute. In the event of any dispute between the parties under this Agreement, the parties agree that they shall submit the dispute to arbitration pursuant to A.R.S. §§ 12-133(D) and 12-1518.
15. Inspection and Audit. Pursuant to A.R.S. §§ 35-214 and 35-215, all books, accounts, reports, files and other records relating to this Agreement shall be subject at all reasonable times to inspection and audit by the State of Arizona for five (5) years after completion of this Agreement. Such records shall be produced at the Auditor General's Office or such other office as the parties hereto may mutually agree within a reasonable time after request.
16. Conflict of Interest. The parties acknowledge that this Agreement is subject to cancellation by the Governor of Arizona pursuant to A.R.S. § 38-511, the provisions of which are incorporated herein.
17. Prohibition Against Discrimination. In the event that it applies, the parties agree to comply with the Arizona Governor's Executive Order No. 2009-09.
18. Governing Law and Venue. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Arizona. The exclusive venue for any litigation, arbitration, administrative hearing or the like concerning this Agreement or any matter arising therefrom shall be in Maricopa County, State of Arizona.
19. Unavailability of Funding. Every payment or financial obligation of the parties under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by any party at the end of the period for which funds are available. No liability shall accrue to any party in the event this provision is exercised, and neither ADOH nor Agency shall be obligated or liable for any future payments nor for any damages as a result of termination under this paragraph.

20. E-verify. To the extent applicable under A.R.S. § 41-4401, each party and its respective subcontractors warrant compliance with all federal immigration laws and regulations that relate to its employees and compliance with the E-verify requirements under A.R.S. § 23-214(A). Each party has the right to inspect the papers of the other party or its subcontractors participating in this Agreement and may result in the termination of the Agreement by a non-breaching party under terms of this Agreement.

21. Antitrust Violations. To the extent applicable, Agency assigns to the Department any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services supplied by third parties to the Agency toward fulfillment of this Agreement.

22. Boycott of Israel. To the extent applicable and permitted by law, Agency warrants that it is not currently engaged in, and agrees for the duration of the contract to not engage in, a boycott of goods or services from Israel as defined by A.R.S. § 35-393.01, as may be amended from time to time.

IN WITNESS WHEREOF, the parties hereto agree to carry out the terms of this Agreement and have executed this Agreement the day, month and year first written above.

ARIZONA DEPARTMENT OF HOUSING:

TOWN OF CAMP VERDE:

Names: _____
Tara Brunetti, Asst. Deputy Director
Arizona Department of Housing

Name: _____
Name, Title

ATTEST: _____
Name, Title

APPROVED this _____ day of _____, _____.

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Meeting Date: November 6, 2024

Agenda Item Type:

- | | | |
|---|--|--|
| ☐ Consent Agenda | ☒ Informational Presentation | ☐ Discussion Item |
| ☐ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Clerk's Office

Staff Resource: Leah Rhodes, Town Clerk

Agenda Title: Oath of Office of Cristian Sotelo who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker

Attached Documents:

- Copy of Oath of Office

Estimated Presentation Time: N/A

Estimated Discussion Time: 3 Minutes

Reviewed By:

- | | | | | |
|--|--------------------------------|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☐ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|--------------------------------|--|----------------------------------|---------------------------------|

Financial Review (if applicable): N/A

- Funding Source / GL Account Number:
- Approved in the FY25 Budget? ☒ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Background Information:

On Monday, September 16th, Cristian joined the Maintenance Division of Public Works. We welcome him to the Town of Camp Verde, and we are looking forward to his future success with our organization.

TOWN OF CAMP VERDE



*GENERAL OATH OF OFFICE
STATE OF ARIZONA, COUNTY OF YAVAPAI
TOWN OF CAMP VERDE*

I **CRISTIAN SOTELO** DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES OF AMERICA, AND THE CONSTITUTION AND THE LAWS OF THE STATE OF ARIZONA, THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME AND DEFEND THEM AGAINST ALL ENEMIES, FOREIGN AND DOMESTIC, AND THAT I WILL FAITHFULLY AND IMPARTIALLY DISCHARGE THE DUTIES OF THE OFFICE OF **MAINTENANCE WORKER** FOR THE TOWN OF CAMP VERDE, ARIZONA, ACCORDING TO THE BEST OF MY ABILITY, SO HELP ME GOD.

DATE

SIGNATURE

Subscribed and sworn to before me this 6th day of November 2024.

Leah Rhodes -Town Clerk Town
of Camp Verde

Meeting Date: November 6, 2024

Agenda Item Type:

- | | | |
|---|--|--|
| ☐ Consent Agenda | ☒ Informational Presentation | ☐ Discussion Item |
| ☐ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Clerk's Office

Staff Resource: Leah Rhodes, Town Clerk

Agenda Title: Oath of Office of Daniel Miller who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker

Attached Documents:

- Copy of Oath of Office

Estimated Presentation Time: N/A

Estimated Discussion Time: 3 Minutes

Reviewed By:

- | | | | | |
|--|--------------------------------|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☐ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|--------------------------------|--|----------------------------------|---------------------------------|

Financial Review (if applicable): N/A

- Funding Source / GL Account Number:
- Approved in the FY25 Budget? ☒ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Background Information:

On Monday, September 30th, Daniel joined the Maintenance Division of Public Works. We welcome him to the Town of Camp Verde, and we are looking forward to his future success with our organization.

TOWN OF CAMP VERDE



*GENERAL OATH OF OFFICE
STATE OF ARIZONA, COUNTY OF YAVAPAI
TOWN OF CAMP VERDE*

I **DANIEL MILLER** DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES OF AMERICA, AND THE CONSTITUTION AND THE LAWS OF THE STATE OF ARIZONA, THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME AND DEFEND THEM AGAINST ALL ENEMIES, FOREIGN AND DOMESTIC, AND THAT I WILL FAITHFULLY AND IMPARTIALLY DISCHARGE THE DUTIES OF THE OFFICE OF **MAINTENANCE WORKER** FOR THE TOWN OF CAMP VERDE, ARIZONA, ACCORDING TO THE BEST OF MY ABILITY, SO HELP ME GOD.

DATE

SIGNATURE

Subscribed and sworn to before me this 6th day November 2024.

Leah Rhodes -Town Clerk Town
of Camp Verde

Meeting Date: November 6, 2024

Agenda Item Type:

- | | | |
|---|--|--|
| ☐ Consent Agenda | ☒ Informational Presentation | ☐ Discussion Item |
| ☐ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Clerk's Office

Staff Resource: Leah Rhodes, Town Clerk

Agenda Title: Oath of Office of Oscar Berrelez, Jr., who joined the Marshal's Office as a Deputy Marshal.

Attached Documents:

- Copy of Oath of Office

Estimated Presentation Time: N/A

Estimated Discussion Time: 3 Minutes

Reviewed By:

- | | | | | |
|--|--------------------------------|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☐ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|--------------------------------|--|----------------------------------|---------------------------------|

Financial Review (if applicable): N/A

- Funding Source / GL Account Number:
- Approved in the FY25 Budget? ☒ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Background Information:

On Wednesday, October 30th, Oscar Berrelez, Jr., joined the Marshal's office. We welcome him to the Town of Camp Verde, and we are looking forward to his future success with our organization.

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TOWN OF CAMP VERDE



*GENERAL OATH OF OFFICE
STATE OF ARIZONA, COUNTY OF YAVAPAI
TOWN OF CAMP VERDE*

I **OSCAR BERRELEZ, JR.** DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES OF AMERICA, AND THE CONSTITUTION AND THE LAWS OF THE STATE OF ARIZONA, THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME AND DEFEND THEM AGAINST ALL ENEMIES, FOREIGN AND DOMESTIC, AND THAT I WILL FAITHFULLY AND IMPARTIALLY DISCHARGE THE DUTIES OF THE OFFICE OF **DEPUTY MARSHAL** FOR THE TOWN OF CAMP VERDE, ARIZONA, ACCORDING TO THE BEST OF MY ABILITY, SO HELP ME GOD.

DATE

SIGNATURE

Subscribed and sworn to before me this 6th day of November 2024.

Leah Rhodes -Town Clerk Town of
Camp Verde



TOWN COUNCIL AGENDA INFORMATION MEMORANDUM

MEETING DATE: November 6, 2024

AGENDA ITEM TYPE:

- ☐ Consent Agenda ☐ Informational Presentation ☐ Discussion Item
☒ Action/Decision Item ☐ Executive Session Request ☐ Other:

REQUESTING DEPARTMENT: Public Works

STAFF RESOURCE: Jeff Kobel, Maintenance Foreman

AGENDA TITLE: Discussion, consideration, and possible approval for the Heritage Pool restoration.

ATTACHED DOCUMENTS:

- Itemized quotes from Commercial Pool Repair, A2Z Pool and Spa Tech, and Aquatic Environmental Systems.
- Pool Closure Press Release

ESTIMATED PRESENTATION TIME: 5 minutes

ESTIMATED DISCUSSION TIME: 15 minutes

REVIEWED BY:

- ☒ Town Manager ☐ Legal ☐ Risk Management ☒ Finance ☐ Other:

FINANCIAL REVIEW (if applicable):

- Funding Source: N/A
- Approved in the FY25 Budget? ☐ Yes ☒ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☒ Yes ☐ No ☐ N/A ☐ Other:

In 2023, a CIP request for a new filtration system was approved, with plans for installation in FY26 at a budgeted amount of \$150K. The expected cost of the improvements will be more than the FY26 budgeted amount of \$150K as well. Since there are no current budget funds available in the FY25 budget for repairing the Heritage Pool, alternative funding options must be explored to secure the necessary financial resources.

The cost for the filtration system as well as the pool improvements is estimated at approximately \$610,000. However, without securing bids, we will not know for certain the cost of the pool restoration. Therefore, Town staff recommend seeking bids for this project in order to determine project cost and to finalize a funding strategy.

Once we know the project cost based on bids, Town staff have identified the following Capital Improvement Projects (CIP) or American Rescue Plan Act (ARPA) funds, which could be delayed, freeing up partial funding for the pool (approximately \$417,350).

CVMO Brick Building: It was determined during the discussions that CVMO no longer needs the \$45,000 allocated for the restoration of the brick building on First Street because the Town received the Brownfield grant for asbestos testing and remediation. The Yavapai Family Advocacy Center is also looking at occupying a different building currently so the urgency to restore the brick building is no longer in place.



TOWN COUNCIL AGENDA INFORMATION MEMORANDUM

3rd Street & Maryvale Sewer Extension: The Utilities Department also identified that they will not be able to execute the sewer extension project at 3rd Street and Maryvale by the required ARPA commitment deadline of December 31, 2024, so the \$52,000 allocated for that project could be used for the pool.

Court Addition: In addition, it was noted that since the Court Addition CIP project came in almost \$200,000 under budget, there are funds available there for the pool.

Parsons Preserve: The Parsons Preserve project involves the development of a parking lot to allow for river access off Rustlers Trail. This project is in its infancy and due to lack of current plans, could be delayed to another fiscal year. Parsons Preserve's currently has a budget of \$45,000.

Town Multiuse Field Sprinkler System: The goal of replacing the sprinkler system is to ensure there is adequate water all year long, which will allow the community to use the park throughout day because Town staff will no longer be required to manually water the grass. Replacing the multiuse sprinkler system is not urgent since this system is still operable and can continue to be maintained for another year or two. The amount budgeted for the sprinklers is \$75,350.

BACKGROUND INFORMATION:

The Heritage Pool has been an integral part of the Town of Camp Verde since its establishment in 1996. However, on August 16, 2024, the Town made the difficult decision to close the pool after it had been temporarily closed for a little over two weeks due to significant mechanical issues. These issues, primarily involving inadequate filtration and chemical dosing systems, posed risks to the health and safety of pool users. Since then, Town staff, in collaboration with third-party vendors, have worked to assess the situation, and identify the best path forward.

Summary of Events:

The Heritage Pool was originally outfitted with two residential sand filters during its construction, which have since limited the optimal flow rate needed to maintain the water's chemical balance. At the time of its design, the pool's 124,000-gallon capacity and 5-horsepower pump were expected to filter all the water within eight hours at a rate of 260 gallons per minute (GPM). Proper chemical dosing depends on this flow rate to ensure consistent levels of chlorine, acid, algicide, and other necessary treatments. However, over the years, the limitations of the residential filters and declining flow rate have led to inconsistent chemical dosing, requiring significant staff time to monitor and rebalance pH levels.

In the late 1990s and early 2000s, efforts were made to address the filtration issues. Mike Dumas submitted a Capital Improvement Project (CIP) request, supported by a bid from Commercial Pool Repair (CPR), to install a commercial-grade filtration system. Unfortunately, the project was denied due to insufficient funding. Despite this, some improvements were made over the years, including:

- **New bronze pump propeller:** \$3,943.59
- **Electric water filler:** \$4,344.85
- **Flow meters:** \$1,245.98
- **Pool heater:** \$54,514.82



TOWN COUNCIL AGENDA INFORMATION MEMORANDUM

Annual Chemical Costs for Pool Operations: The following are the chemical costs for running the pool's chemical feeders over the past four fiscal years:

- **FY21:** \$9,901.71
- **FY22:** \$6,738.03
- **FY23:** \$20,384.31
- **FY24:** \$15,441.01

This data reflects the expenses for both the IPS Controller and the Second Feeder System during regular and closed seasons.

Routine maintenance: Included replacing silica sand in the filter's multiple times and chemical testing, vacuuming, and backwashing.

Despite these improvements, the flow rate continued to deteriorate. In 2023, a CIP request for a new filtration system was approved, with plans for installation in FY26. However, due to the continued decline of the filtration system and the increasing turnover rate (from eight hours to nearly 24 hours), the pool became inoperable, leading to its closure in August 2024.

Current Status and Need for Immediate Action:

Over the years, the pool's plaster, tile, gutter system, and cool deck have also suffered from improper chemical levels and weather exposure, requiring extensive repairs. The plaster, last applied in 2013, is nearing the end of its lifespan and needs replacement, along with the pool tile. The stainless-steel gutter system, compromised by years of weathering and calcium buildup, also requires urgent attention. Additionally, the pool's cool deck and slide are in disrepair, with the slide needing full replacement due to severe cracking.

Following the pool's closure, three companies were contacted for preliminary quotes to remove and replace the filtration, plumbing, pump, and chemical dosing systems, as well as to address structural repairs. It is important to note that the lack of clear scope is the reason for the varying costs. If approved to proceed, Town staff will narrow the scope of work in order to ensure that we receive accurate bids. The estimate of \$610,000 was determined by Town staff following the completion of a preliminary cost estimate by CIP Manager Martin Smith.

The preliminary quotes received were:

- Commercial Pool Repairs: \$256,192.96
- A2Z Pools and Spa Tec/Blue Sedona Pools and Spas: \$69,193.11 / \$143,125.00 (Total: \$212,318.11)
- Aquatic Environmental Systems/Shasta Pools: \$495,000.00

The majority of these proposals do not allocate funding for the repair or replacement of the pool slide, which, while not an immediate priority, presents a safety concern due to its current condition. Given these safety issues and budget constraints, Town staff will restrict access to the slide following restoration of the pool area until funding for repairs or a replacement slide is secured.



TOWN COUNCIL AGENDA INFORMATION MEMORANDUM

Request for Council Action:

Given the severity of the issues and the need to restore the pool for community use, we are requesting that the Council authorize staff to put this project out for public bid to assess the cost for restoration, which in turn will allow us to devise a funding strategy depending on cost. Once bids are received, Town staff will return to Council with the official funding recommendation, which may include seeking alternative funding through grants, loans, donations, or public-private partnerships.

Recommendation from the Parks & Recreation Commission

The Parks & Recreation Commission will be reviewing this request at their meeting on Monday, November 4, 2024. Town staff will provide a verbal update of what this Commission is recommending to the Council for consideration during the staff presentation of this agenda item.

Other Financial Considerations

Should the Council want to move forward with restoration of the pool, it is recommended that the Town consider creating a Pool Manager position within the Parks & Recreation Division to provide more direct management and oversight of this asset.

CONNECTION TO THE FY25-FY30 STRATEGIC PLAN

This project complies with the Community Infrastructure section described in the Strategic Plan.

QUESTION(S) BEFORE THE COUNCIL:

- Does the Council have any questions regarding the project or estimates received?
- Does the Council want to put this project out for public bid?

MOTION:

I move to approve Town staff to place the project out for public bid.

PART 1 OF BID

Blue Sedona Pools and Spas
1771 W. State Rte. 89A, #2055
Sedona, AZ 86336
928-821-2062 ROC 336812

Ben McKown 602-339-9383 ben@bluesedonapools.com

Proposal

September 30, 2024

Camp Verde Heritage Pool Reno
290 W Apache Trail
Camp Verde, AZ 86322

Attn: Jeff Kobel jeff.kobel@campverde.az.gov

Blue Sedona Pools and Spas submits the following scope of work to renovate the pool interior and re-surface the pool deck:

- 1) Pool draining procedure must be approved by ADEQ.
- 2) Pressure test existing plumbing lines and maintain pressure throughout construction.
- 3) All existing plaster will be remove to the shotcrete surface and hauled away.
- 4) Remove all the swim lane tile and replace with 2"x 2" non-skid black tile
- 5) Existing 72 lin.ft. of waterline tile to be removed and replaced. A large selection of 6x6 tile available. Sawcut below gutter prior to chip out of plaster.
- 6) Remove and replace 1x1 non-skid tiles at the pool entry. Re-seal on sides of existing grate at waterline.
- 7) Deck work to start with a surface grind to remove pain and hollow areas to a solid substrate.
- 8) All plastic control joints in the existing deck to be removed & replaced with new control joint. Edging to be re-scored along 6" deck drain in front of entry.
- 9) All concrete cracks to be filled with a vulcum crack filler to better prevent crack from re-occurring through the new acrylic texture on deck.
- 10) Total square footage on deck (4,240 sq.ft.) to be textured including the existing concrete at slide entry (450 sq.ft.). Texture is an acrylic lace pattern bonded to existing solid concrete surface. Non-skid per code requirement. Choice of color to be selected.
- 11) Replace all 8 floor return fittings and 2-18"x 18" main drain grates

- 12) Remove existing handrail at sloped entry and re-install after interior completion. All anchors to be re-used. Four 29" 4-step w/cross brace ladders to be replaced and installed. One 10' handrail at entry steps replaced and installed
- 13) Install mini-pebble interior (white or light blue) per code
- 14) Next day acid wash & clean up. All decking, tile and pebble interior. Filling of pool to begin and continue until full.
- 15) Start-up included in A2Z Pool and Spa Tech proposal.

Total \$ 143,125.00

Payment Schedule:

- 25% due at signing
- 25% due at completion of chip out
- 25% due at completion of tile
- 25% due at completion of pebble

The warranty on pebble interior is unlimited 5 years. All other work and product warranty is 2 years including any delamination of acrylic texture on deck.

Signature: _____

Date _____

Blue Sedona Pools and Spas

PART 2 OF COMBINED BID - MECHANICAL PORTION OF WORK.

A2Z Pool and Spa Tech, LLC
2700 S Woodlands Village Blvd Suite 300-286
Flagstaff, AZ 86001
AZROC 320937, 928-637-4853

Camp Verde Heritage Pool
290 W Apache Trail
Camp Verde, AZ 86322

Work to be performed by A2Z Pool and Spa Tech, LLC:

- Remove existing pool pump and filters.
- MultiCyclone and heater to be left for reuse.
- Install 7.5HP EQ Series pump w/Acu-Drive controller.
- Install Stark SS Series SS1-96-06 sand filter.
- Install IntelliChem chemical automation system.
- Install IntelliFlo3 pump for slide.
- Install Emergency shut offs with alarms for pumps.

Equipment cost for job is as follows:

Pumps, filter, IntelliChem and emergency shut offs provided by A2Z Pool and Spa Tech, LLC.

All plumbing and electrical hook up to pumps, filter, MultiCyclone, heater, IntelliChem, emergency shut offs and system start up provided by A2Z Pool and Spa Tech, LLC.

Total: \$69,193.11

Access to room and removal of hot water heater provided by maintenance personnel.

1-year MFG warranty on pumps, filter, IntelliChem and emergency shut offs.

1-year warranty on installation.

Estimate good for 30 days.

These are installed prices and as such, cost break downs are not available.

Submitted by Shane Hankins 9/30/2024.

60% deposit required before work is started. (\$40,900.00)

Final payment due and payable at time of service. (27,293.11)

Zelle payments can be sent to 928-637-4853.

Customer's signature _____ (Required)

Date _____

Check# _____

1 of 1

Good afternoon Jeff,

Per our phone conversation this morning, I wanted to get you the numbers we had prepared ahead for your project. Unfortunately, due to the Covid I got starting middle of last week, it has kept me from being able to get written scope of work together, so I apologize for that.

For the base scope of work, per your attached word document (I've added some of our own notes in blue), we are coming up with a total base price of **\$495,000.00** not including any payment or performance bonds. I have a few clarifications I wanted to attached to that number:

- Payment and Performance bond not included- available at 1.5%.
- Includes all new interior pool tile.
- Interior finish based on commercial white plaster. Upgrade to commercial white quartz for **+\$8,500.00**.
- Stainless steel gutter repairs are limited to only what is visible. Anything broken or rusted out that we can't see or access isn't included and would need to be evaluated separately.
- Nothing has been included for the waterslide in this base number.
- Equipment replacement is based on providing and installing the following:
 - o Pentair EQ Series, 15HP Filter Pump w/ H2Flow Variable Frequency Drive
 - o Stark 42" x 96" Horizontal Sand Filter w/ Manual Backwash controls and #20 silica sand filter media.
 - o BECsys5 Chemical Controller with standard pH & ORP Probes
 - o Pulsar Precision Cal-Hypo feeder with initial chemicals
 - o Stenner Acid Feed pump from Carboy with acid fume scrubbing accessories to help slow future corrosion.
 - o **Note:** Shasta would plan on re-using your existing X-Therm heater, as is, as well as your water make up device.

The rough order of magnitude for the waterslide replacement is coming in at **\$775,000.00**. This number includes tearing down the old tower and foundations, and installing a new 21FT steel tower with a enclosed fiberglass flume similar in ride path to what you have currently. Design, Permitting, Demo and install all included. Since this is not a plastic slide, it will hold up better in the sun with routine maintenance and gelcoat application.

Lastly, I wanted to mention that Shasta does work under a JOC with the City of Scottsdale that nearly all municipalities have been using- most recently Town of Chino Valley made use of it. I've attached a copy of that for reference its something you want to present as a means of avoiding the bidding process and source the work to a pre-qualified contractor.

Let me know if you have any questions.

[jeffrey iverson](#)

480.776.0155 x102 office

602.510.3394 mobile



Commercial Pool Repair, A Landmark Aquatic
Company.
PO BOX 28397
SCOTTSDALE, AZ 85255 US
+14806617788
kay@commercialpoolrepairaz.com
www.landmarkaquatic.com

LANDMARK
AQUATIC

Estimate

ESTIMATE # 120596248
DATE 09/30/2024

ADDRESS
Town of Camp Verde
395 S. Main Street
Camp Verde, AZ 86322

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

ACTIVITY	QTY	RATE	AMOUNT
New Filtration System with EQ Pump and Accu-drive			
Sales Stark Filter System, End Conx, Side Manway, 27 SF Total Area, Manual Tandem Mount Linkage Backwash: Incl (1) C Style Horz Filter, 100-PSI Rating, 42" Dia X 27 SF, Clear Viewport Manway, Butterfly Valve Piping Kit (shipped in sub-assemblies) w/ 6" Inf/Eff & Waste Flgs, (2) 6" Tandem Butterfly Backwash Valves, Sight Glass/Spool, and B4221KIT Inf/Eff Gage Kit. Minimum Backwash Rate: 405 GPM Filter Conditions: Current: 8 HR. T/O = 260 GPM / 14.12 SF = 18.41 GPM/SF Proposed: 6 HR. T/O = 347 GPM / 27 SF = 12.85 GPM/SF	1	29,837.50	29,837.50T
Sales AD075X-2301-N12 Acu-Drive XS Variable Frequency Drive, 7.5 HP 200-240 VAC / Single Phase, NEMA 12 Enclosure, w/ Battery Backup & Fused Disconnect.	1	6,931.75	6,931.75T
White Goods:Pool Filter Sand #20 / 50# Plastic Bags #20 Pool Filter Sand / 50# Plastic Bags	96	24.00	2,304.00T
Sales 4" Flow senor with mounting saddle and 4-20ma output.	1	1,761.20	1,761.20T
Sales EQ Pentair 7.5hp	1	10,063.20	10,063.20T
Plumbing Pack Plumbing parts and supplies	1	5,160.00	5,160.00T

ACTIVITY	QTY	RATE	AMOUNT
Labor Filtration System Installation with new EQ pump and VFD	1	16,675.00	16,675.00
Service Site:Electrical Service Electrical Service New Chlorinator	1	5,655.00	5,655.00T
MT Accutab Package Install parts pack MT Accutab Package Install parts pack	1	288.00	288.00T
MT Accutab Package Installation Package MT Accutab Package Installation Package	1	595.00	595.00
Accu-tab Chlorination System:MT Accu-tab 3140 AT MT Accu-tab 3140 AT New Interior Finish	1	2,919.375	2,919.38T
Construction Materials:Pool Demo (chip-out of interior surface) Chip-out of existing interior surface in preparation for new surface	5,600	6.00	33,600.00
Construction Materials:Plaster White Pool Plaster	5,600	8.50	47,600.00T
(Free Upgrade for Loyal Customer)			
Quartz Plaster			
Construction Materials:Tile Install Tile Installation Water Line Tile	78	13.50	1,053.00T
New Tile Installation (Step Tread) Tile installation on all steps to delineate depth and Return Circles	245	25.20	6,174.00T
Tile:Lane Lines Lane Line Tile	450	35.00	15,750.00T
New Cool Deck Installation			
Labor Demo Grind and Scarify Existing Deck	4,000	2.95	11,800.00
Labor Cut Joints and Tool	345	8.70	3,001.50
Depth Markers (Remodel) Depth Markers (Add new depth Makers and No Diving	19	112.50	2,137.50T
Kool Deck Installation Kool Deck Coating Installation- 2 Coat of Kool Coating & 2 Coats of Seal Back Sealer	4,000	3.335	13,340.00
Pressure Wash Pressure wash Slide Pump	4,000	1.19	4,760.00
Sales Hayward Max Flow	1	1,635.20	1,635.20T
Labor Installation with Check Valve	1	872.50	872.50
Labor Surge Pit Inspection	1	989.00	989.00
*** Cannot fully determine what is needed in the surge pit until it is inspected. Additional parts and labor might be needed			
***** Slide Flume not include. Slide Flume part is Discontinued			
Sales ***** Optional Concrete is very bad shade. Bonding Agent should be applied.	1	5,880.00	5,880.00
Labor	1	2,937.25	2,937.25

ACTIVITY	QTY	RATE	AMOUNT
Gutter Repairs Stainless welding on 5 spots located in gutters			
Per Diem	21	298.00	6,258.00T
Travel Hotel and Fuel			
***** Backwash volume will double. Backwash will have to increase in size or it will overflow into parking lot. Enlarging backwash pit not included in bid			
*****Town of Camp Verde Responsible for removing clearing pool decks, draining and filling of pool.			
*****Town of Camp Verde responsible for relocating Water heater and Venting			
*****Pool cannot be completely drained by pool pump due to modulating valve in surge pit.			
***** Estop Button is working shape and has protective cover			
*** Warranty on all products limited to Manufacture warranty on all new Products. One year labor on all installed on all labor			
*** Start up and of all new equipment included in project.			
*** Plaster after care instructions will be handed out. Landmark will Polish, acid wash, and balance chemical's after pool is finished filling.			
Town of Camp Verde is responsible for filling and brushing of the pool.			

All prices are good for 30 days unless otherwise noted. Prices do not include tax or shipping.

SUBTOTAL	239,977.98
TAX	11,714.98
SHIPPING	4,500.00
TOTAL	\$256,192.96

Accepted By

Accepted Date



Town of Camp Verde

Press Release

August 16, 2024

FOR IMMEDIATE RELEASE

Camp Verde Heritage Pool Closed for the 2024 Season

On Thursday, August 1, 2024, the Town of Camp Verde made the difficult decision to temporarily close the Camp Verde Heritage Pool due to mechanical issues that could compromise the health and safety of our community. Since then, Town staff have been working diligently with third-party vendors to assess the situation and explore options for reopening the pool for the remainder of the 2024 season. Unfortunately, after careful consideration, we regret to inform the public that the pool will remain closed for the rest of the year due to the severity of the mechanical issues and the associated risks to user safety.

Below is a summary of the events leading to this decision:

As many community members know, the pool was constructed in 1996, and was initially managed by the school. In 2009, the Camp Verde Unified School District turned the operations of the pool over to the Town. Proper maintenance of a public pool requires regular cleaning and chemical balancing to ensure safe water quality. This involves daily checks and adjustments of chlorine and pH levels, filtration system upkeep, and debris removal. The Camp Verde Public Works Maintenance Division has been dedicated to maintaining the pool since it became a Town asset.

However, this summer, our maintenance staff encountered persistent challenges in maintaining proper chemical levels. Despite their best efforts, the issue became more apparent when we exhausted two barrels of acid in a short time. Acid is crucial for lowering the pool's pH to ensure a safe and comfortable swimming environment. Recognizing the magnitude of the problem, Town management enlisted the help of a third-party expert to address these issues.

Commercial Pool Repair (CPR), a long-time partner in maintaining our pool, conducted an assessment on Wednesday, July 31, 2024. While several adjustments were made, they



uncovered a more significant issue: an alarmingly abnormal flow rate of water through the system. The flow rate directly affects the turnover of the pool water, which is essential for maintaining clean and safe conditions. An inconsistent flow rate disrupts chlorine levels, leading to potential health and safety risks for pool users.

Inconsistent chemical levels and flow rates can also cause damage to the pool's mechanical systems, including the heater, which was installed just last year. Unbalanced water can deteriorate the plaster sides of the pool as well. Given the risks, protecting these critical components is a priority.

To confirm CPR's findings, we sought a second opinion from another third-party pool company, AES, who evaluated the situation on Thursday, August 8, 2024. Their assessment corroborated CPR's findings.

Over the years, the Town has made significant financial investments in the pool. In 2021, a Cyclone Filter was added to support the residential filters, which were part of the original construction. While these residential filters have served their purpose, a pool of our size ideally requires a commercial-grade filtration system. The Cyclone Filter was intended as a temporary solution expected to last three-to-five years. Unfortunately, we have now reached the three-year mark, and the system's efficiency has declined more rapidly than anticipated.

The Town has allocated funds for major pool repairs, including replacing the residential filters, as part of the Capital Improvement Projects for FY 2026. However, we recognize the urgency of addressing these issues sooner to ensure the pool can reopen for the 2025 season. This matter will be brought before the Council in the near future.

We understand that closing the pool early impacts our community, and we sincerely apologize for any inconvenience. Your health and safety remain our top priority. We are committed to resolving these issues promptly and look forward to welcoming you back to a fully operational facility in 2025. Thank you for your understanding.

For more information, please contact: Miranda Fisher, Town Manager – Miranda.Fisher@campverde.az.gov / 928-451-3670

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Meeting Date: November 6, 2024

Agenda Item Type:

- | | | |
|--|---|--|
| ☐ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☒ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Public Works

Staff Resource: Jeff Kobel, Maintenance Foreman

Agenda Title: Discussion, Consideration, and possible approval of accepting the proposal with Dalton's AC, for heating and refrigeration in the amount of \$56,950.00, for the replacement of the Camp Verde Marshal's Office evidence freezer.

Attached Documents:

- Itemized Quote from Daltons A/C, Heating & Refrigerant replacement of compressors at CVMO

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 minutes

Reviewed By:

- | | | | | |
|--|--------------------------------|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☐ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|--------------------------------|--|----------------------------------|---------------------------------|

Financial Review (if applicable):

- Funding Source / GL Account Number: 03-600-20-800000
- Approved in the FY25 Budget? ☒ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☒ Yes ☐ No ☐ N/A ☐ Other:

Background Information:

The condensers for the CVMO Evidence Department's freezer and cooler are the original units installed when the building opened in 2006. These systems, consisting of two condensers each for the freezer and cooler, operate on a 12-hour cycle to maintain specific temperatures crucial for preserving evidence. Over the past eight years, the condensers have become increasingly inoperable, having exceeded their expected lifespan. While one condenser was replaced two years ago, three remain that require urgent replacement, along with the installation of an upgraded alarm system.

Maintenance Foreman Jeff Kobel has reached out to several companies for quotes, but most did not provide viable solutions. The only local company that responded was Dalton's A/C Heating and Refrigeration, who provided an estimate of \$56,950. The other companies contacted include:

1. CRRS LLC Commercial Refrigerant & Restraint Repairs 928.237.8383: They do not replace freezer or cooler condensers.
2. Tiger Mechanical Services 928.900.0400: Their availability for estimates is currently out until the end of October, and they could not confirm a timeline for scheduling an appointment.
3. Prescott Application Repair Pros 844.818.9095: They indicated they do not service our area.

4. Affordable Appliance Repair 928.277.1447: This company does not work on commercial kitchen appliances.
5. Az Appliance 928.515.0805: They are scheduled to diagnose the problem on September 26, 2024, for a fee of \$95, but their availability is still pending due to administrative requirements.

While Az Appliance had initially indicated they could provide an estimate, they failed to follow up or reschedule after their initial contact.

Given these circumstances, staff recommend proceeding with Dalton's A/C Heating and Refrigeration. Relying on a local company is advantageous for servicing the condensers, especially as the work will be warrantied. This is critical, given the integrity of the evidence stored in the walk-in freezer and cooler hinges on maintaining the appropriate temperatures. If evidence is exposed to temperatures outside acceptable ranges, it risks becoming inadmissible, which could jeopardize ongoing cases.

Additionally, hiring a local provider ensures faster response times and availability for after-hours issues, which is essential for the proper management of the evidence. Input on this recommendation is welcomed.

Question(s) before the Council:

- Does the Council have any questions regarding the project or processes used to obtain the estimate?

Proposed Motion:

Move to Award to Dalton A/C, Heating & Refrigerant for the Replacement of Two Freezer and One Refrigerant Condenser Units, and Installation of a New Alarm System at CVMO in the amount of \$56,950.00.



3701 W. Cherry Creek Rd.
Camp Verde, AZ 86322
(928) 592-9146 / License251979
office@daltonac.net

Estimate

ESTIMATE#	1757
DATE	09/16/2024
PO#	

CUSTOMER
Camp Verde Marshalls 646 South 1st Street Camp Verde, AZ 86322 (928) 300-9734

SERVICE LOCATION
Camp Verde Marshalls 646 South 1st Street Camp Verde, AZ 86322

DESCRIPTION

Coolers & Freezers

Description	Qty	Rate	Total
The following proposal is to remove the existing evaporator head and condenser for one (1) of the coolers which services the evidence room and only the evaporator head on the another cooler unit for the evidence room. The job will include the following for the whole unit: Trenton outdoor condenser .8 hp 208/230V, scroll compressor, liquid line drier, sight glass, weatherproof cabinet, fan coil, new commercial fuse service disconnect, copper modifications inside and outside, we will modify line voltage wiring, flush refrigerant system for contaminants. The fan coil/air handler, solenoid, electronic expansion valve, drain. We will recharge with 10 LBs 404A refrigerant. The job will include the following for the inside evaporator head: The fan coil/air handler, solenoid, electronic expansion valve, drain. All labor, parts, material and equipment are included and this work will be in compliance with all current building codes. All workmanship will be performed and upheld to professional standards. Unit will be professionally started and ran upon completion of install. Equipment prices are only valid until 10/30/24 from our supplier and prices may be effected after that date.			
	1.00	15,000.00	15,000.00
The new ESP electronic managing system will make the existing Honeywell thermostat system obsolete.			
	0.00	0.00	0.00
There is a 1 year manufacture's warranty on the compressor and fan coil. We have a 2 year labor warranty for work performed at the time of installation on the cooler.			
	0.00	0.00	0.00

Description	Qty	Rate	Total
The following proposal is to remove the existing equipment which services the evidence walk-in freezers and replace with a new condenser and fan coil/evaporator heads. This estimate is for both walk in freezers and everything listed will be for each unit except as noted and will be a three (3) day install. The job will include the following: condenser, 3 hp 230V compressor, liquid line drier, sight glass, weatherproof cabinet with contactor and control circuit, EC fan motor, new fuse service disconnect, we will flush system for contaminants. The fan coil/air handler, solenoid, electronic expansion valve. We will recharge each condenser with 14 lbs. of 404A refrigerant and 1.3 lbs. of 404A for the evaporator head to manufacturer's specifications. *There will only be one (1) ethernet switch equipment for managing software. All labor, parts, material and equipment are included and this work will be in compliance with all current building codes. All workmanship will be performed and upheld to professional standards. Unit will be professionally started and ran upon completion of install. Equipment prices are only valid until 10/30/24 from our supplier and prices may be effected after that date.			
	1.00	41,950.00	41,950.00
In order for the electronic managing system to work correctly, both freezers need to be replaced at the same time.			
	0.00	0.00	0.00
We will include an extended warranty, brining the manufacturer warranty up to 5 years on the compressors in the condensers on the freezers. A one year manufacturer warranty on the fan coil and a 2 year labor warranty for work performed at the time of installation.			
	0.00	0.00	0.00
Equipment prices are only valid until 10/30/24 from our supplier and prices may be effected after that date.			
	0.00	0.00	0.00
We will remove, haul and dispose of old HVAC equipment, material and debris.			
	1.00	0.00	0.00
A 50% first draw is due upon acceptance of this bid to begin job, remaining amount due upon completion of installation.			
	0.00	0.00	0.00
Equipment will be ordered upon receiving the 50% draw and the signature of acceptance.			
	1.00	0.00	0.00
Thank you for your business.			
	0.00	0.00	0.00

CUSTOMER MESSAGE

We look forward to doing business with you.

Estimate Total:

\$56,950.00

PRE-WORK SIGNATURE

Signed By:



Heritage Pool Improvements Project - Preliminary Cost Estimate

Filtration System

No.	Description	Unit	Quantity	Cost	Total
1	Remove and dispose of existing pool filters	EA	2	\$ 750.00	\$ 1,500.00
2	Remove and dispose of existing multicyclone prefilter	EA	1	\$ 600.00	\$ 600.00
3	Remove and dispose of existing pvc plumbing and valves for filters	LS	1	\$ 125.00	\$ 125.00
4	Remove and dispose of existing electronic controls for pumps and filters	LS	1	\$ 275.00	\$ 275.00
5	Remove and salvage existing filter pumps to TOCV Maintenance Staff	LS	1	\$ 150.00	\$ 150.00
6	Remove and dispose of existing chlorination system	EA	1	\$ 650.00	\$ 650.00
7	Remove and dispose of existing chemical automation system	EA	1	\$ 650.00	\$ 650.00
8	Disconnect, relocate, and reconnect existing pool heater	EA	1	\$ 3,500.00	\$ 3,500.00
9	Disconnect, relocate, and reconnect water heater and venting	EA	1	\$ 1,850.00	\$ 1,850.00
10	Remove and dispose of existing acid pump	EA	1	\$ 650.00	\$ 650.00
11	Remove and dispose of existing emergency pump shut-off on exterior pool deck	EA	1	\$ 1,500.00	\$ 1,500.00
12	Inspect surge pit	LS	1	\$ 1,000.00	\$ 1,000.00
13	Install Stark Filter System, SS Series SS1-96-06, 27 SF total area**, or approved equal	EA	1	\$ 30,000.00	\$ 30,000.00
14	Install pool filter sand, #20 pool filter sand / 50 lbs. bags	EA	96	\$ 28.00	\$ 2,688.00
15	Install AD075X-2301-N12 Acu-Drive XS Variable Frequency Drive (7.5 HP 200-240 VAC / Single Phase), NEMA 12 Enclosure, with Battery Backup and fused disconnect, or approved equal	EA	1	\$ 7,000.00	\$ 7,000.00
16	Install 4" flow sensor with mounting saddle and 4-20ma output	EA	1	\$ 1,800.00	\$ 1,800.00
17	Install EQ Pentair 7.5 HP pump, or approved equal	EA	1	\$ 12,000.00	\$ 12,000.00
18	Install pvc piping, fittings, valves, etc. required to connect new equipment	LS	1	\$ 16,675.00	\$ 16,675.00
19	Install new electrical service to pump controller	LS	1	\$ 6,000.00	\$ 6,000.00
20	Install new chlorination system; MT Accu-tab 3140 AT or approved equal	EA	1	\$ 4,000.00	\$ 4,000.00
21	Install new IntelliChem chemical automation system or approved equal	EA	1	\$ 4,000.00	\$ 4,000.00
22	Install new bulk acid tank and pump	LS	1	\$ 2,750.00	\$ 2,750.00
23	Install Pentair IntelliFlo3 1.5 HP pump with check valve for slide	EA	1	\$ 1,700.00	\$ 1,700.00
24	Install new emergency shut-off with alarms for pumps and pool heater on pool deck	LS	1	\$ 2,500.00	\$ 2,500.00
25	Pressure test piping for leaks	LS	1	\$ 750.00	\$ 750.00
				Subtotal:	\$ 104,313.00
				10% Owner Allowance:	\$ 10,431.30
				TOTAL:	\$ 114,744.30

****Filter system shall include:**

Manual tandem mount linkage backwash with (1) C-style horizontal filter
100 PSI rating
42" dia x 27 SF
Clear viewport manway,
Butterfly valve piping kit with 6" Inf/Eff & waste flags
(2) 6" tandem butterfly backwash valves
Sight glass/spool
B4221KIT Inf/Eff guage kit
Minimum Backwash Rate: 405 GPM
Filter conditions:
Current: 8 HR. T/O = 260 GPM / 14.12 SF = 18.41 GPM/SF



Pool Improvements

No.	Description	Unit	Quantity	Cost	Total
26	Remove and dispose of existing plaster and tile in interior of pool down to shotcrete surface	LS	1	\$ 35,000.00	\$ 35,000.00
27	Remove and dispose of existing 1"x1" non-skid tiles at pool entry	SF	1	\$ 875.00	\$ 875.00
28	Remove existing plastic control joints in the existing deck	LF	1	\$ 200.00	\$ 200.00
29	Remove and dispose of floor return fittings	EA	8	\$ 35.00	\$ 280.00
30	Remove and dispose of 18" x 18" main drain grates	EA	2	\$ 65.00	\$ 130.00
31	Remove and salvage existing ADA handrail at sloped pool entry. Contractor to remove any rust and/or calcium deposits and restore handrail.	EA	1	\$ 775.00	\$ 775.00
32	Remove and dispose of existing 29" 4-step with cross brace ladder	EA	4	\$ 100.00	\$ 400.00
33	Remove and dispose of existing 10' long handrail at pool entry steps	EA	1	\$ 100.00	\$ 100.00
	Remove existing abandoned handrail sleeves and fill with concrete	EA	2	\$ 85.00	\$ 170.00
35	Repair and restore stainless steel gutters (stainless welding in 5 spots). Decalcify and polish gutters.	LS	1	\$ 5,500.00	\$ 5,500.00
36	Remove and reinstall existing steel frame at building	EA	1	\$ 150.00	\$ 150.00
37	Remove and dispose of existing steel trench drain cover adjacent to building.	LF	1	\$ 60.00	\$ 60.00
38	Remove existing abandoned automatic fill valve and fill with concrete	EA	3	\$ 85.00	\$ 255.00
39	Grind and scarify existing pool deck	SF	4,800	\$ 3.00	\$ 14,400.00
40	Cut joints and tool	LF	345	\$ 9.00	\$ 3,105.00
41	Fill cracks in concrete decking with a vulcum crack filler	LS	1	\$ 450.00	\$ 450.00
42	Install new trench drain cover in decking adjacent to building	LF	1	\$ 525.00	\$ 525.00
43	Install new control joint. Edging to be re-scored along 6" deck drain in front of entry	LF	30	\$ 115.00	\$ 3,450.00
44	Install 1" x 1" non-skid tiles at pool entry. Re-seal on sides of existing grate at water line. Color to be determined.	SF	90	\$ 12.00	\$ 1,080.00
45	Install 6" x 6" waterline tile. Color to be determined.	SF	78	\$ 42.00	\$ 3,276.00
46	Install 2" x 2" non-skid swim lane tile (pool floor). Color to be determined	SF	600	\$ 30.00	\$ 18,000.00
47	Install tile: Lane lines (pool walls) Color to be determined.	SF	20	\$ 30.00	\$ 600.00
48	Install tile: Step tread (tile installation on all steps to delineate depth)	SF	90	\$ 30.00	\$ 2,700.00
49	Install new floor return fitting	EA	8	\$ 75.00	\$ 600.00
50	Install new 18" x 18" main drain grate	EA	2	\$ 850.00	\$ 1,700.00
51	Install PebbleTec pool interior. Color to be determined.	SF	5,600	\$ 17.00	\$ 95,200.00
52	Reinstall salvaged handrail at sloped pool entry. Contractor to remove any rust and/or calcium deposits and restore handrail.	EA	1	\$ 450.00	\$ 450.00
53	Install 29" 4-step with cross brace ladder. Contractor to remove any rust and/or calcium deposits and restore ladder.	EA	4	\$ 450.00	\$ 1,800.00
54	Install new 10' long stainless steel handrail at pool entry steps	EA	1	\$ 875.00	\$ 875.00
55	Install concrete bonding agent	SF	4,800	\$ 1.25	\$ 6,000.00
56	Install depth markers (add new depth markers and no diving)	EA	19	\$ 30.00	\$ 570.00



Town of Camp Verde
Public Works Division
395 South Main Street
Camp Verde, AZ 86322
Tel: (928) 554-0820
www.campverde.az.gov

57	Install 2 coats Kool Deck coating and 2 coats of Seal Back sealer or approved equal.	SF	4,800	\$ 3.50	\$ 16,800.00
58	Acid wash and clean all decking, tile, and pebble interior	LS	1	\$ 5,000.00	\$ 5,000.00
59	Provide start-up and training with Town staff	LS	1	\$ 750.00	\$ 750.00
Subtotal:					\$ 450,714.60
10% Owner Allowance:					\$ 45,071.46
TOTAL:					\$ 495,786.06

Bid Alt 1 - Backwash Pit Improvements

60	Remove and reconstruct existing backwash pit. New pit shall have a capacity of at least twice existing pit	LS	1	\$ 5,000.00	\$ 5,000.00
61	Sawcut existing asphalt	LF	110	\$ 3.50	\$ 385.00
62	Remove existing asphalt pavement	SY	25	\$ 25.00	\$ 625.00
63	Install 6" C900 PVC pit drain to existing retention area	LF	110	\$ 48.00	\$ 5,280.00
64	Install 6" ABC below asphalt pavement.	SY	25	\$ 21.00	\$ 525.00
65	Install bituminous tack coat	LF	110	\$ 1.50	\$ 165.00
66	Install 3" AC pavement	SY	25	\$ 72.00	\$ 1,800.00
Subtotal:					\$ 13,780.00
10% Owner Allowance:					\$ 1,378.00
TOTAL:					\$ 15,158.00

Bid Alt 2 - Electrical Upgrades

67	Install electrical subpanel adjacent to existing panel in filter room	LS	1	\$ 1,800.00	\$ 1,800.00
Subtotal:					\$ 1,800.00
10% Owner Allowance:					\$ 180.00
TOTAL:					\$ 1,980.00

Bid Alt 3A - Pool Slide Intake

68	Upgrade pool slide water intakes as required	EA	2	\$ 3,500.00	\$ 7,000.00
Subtotal:					\$ 7,000.00
10% Owner Allowance:					\$ 700.00
TOTAL:					\$ 7,700.00

Bid Alt 3B - Pool Slide *(Installed by manufacturer)*

69	Perfect Settings 630-OS pool slide, or approved equal	LS	1	\$ 126,500.00	\$ 126,500.00
70	Installation costs	LS	1	\$ 40,500.00	\$ 40,500.00
71	Freight costs	LS	1	\$ 15,000.00	\$ 15,000.00
TOTAL:					\$ 182,000.00

TOTAL PROJECT COST: \$ 817,368.36

Meeting Date: November 6, 2024

Agenda Item Type:

☐ Consent Agenda ☐ Informational Presentation ☐ Discussion Item
☒ Action/Decision Item ☐ Executive Session Request ☐ Other:

Requesting Department: Community Development

Staff Resource: Town Manager Miranda Fisher

Agenda Title **Public Hearing:** Discussion, Consideration, and Possible approval of Ordinance 2024-A494, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Planning and Zoning Ordinance Section 305.1 – Livestock Regulations.

Attached Documents:

- Current Draft Livestock Ordinance
- Minutes from the Planning and Zoning Commission October 3, 2024
- Public comments received prior to the November 6th agenda packet being posted
- For additional information about previous work completed on the Livestock Regulations, please visit: <https://www.campverde.az.gov/departments/community-development/planning-zoning>

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 30 minutes

Reviewed By:

☒ Town Manager ☒ Legal ☐ Risk Management ☐ Finance ☐ Other:

Background Information:

On June 7, 2023, the Town Council held a public hearing regarding an Agritourism Use Permit to increase the number of livestock on a specific property. During the meeting, the Council decided to table the item until June 15, 2023, to allow more time for consideration.

At the June 15, 2023 meeting, the Council discussed the permit and ultimately voted to deny it. They also directed staff to initiate a text amendment to review the regulations concerning animal counts and accessory uses.

On August 9, 2023, the staff held a Special Session with a Town Council to seek direction on how to proceed with amendments to the Livestock Regulations. The Council provided the following guidance:

“The Town will establish a Town Manager Working Group, comprised of up to seven community members at the manager’s discretion. Any interested community members are encouraged to email Mr. Soltis to express their interest. The group will work on developing survey questions, researching best practices from other communities, and formulating a comprehensive public participation plan to present at a future meeting.”

Following the August 9, 2023 meeting, former Town Manager Mr. Soltis assembled the Working Group, which held its first meeting on September 5, 2023. Over the following months, the group continued to refine a draft ordinance, concluding their work on June 18, 2024.

On July 25, 2024, the Planning and Zoning Commission held a Work Session with the Working Group to discuss the draft ordinance. The goal was for the Working Group to address any questions from the Commission regarding proposed language.

On September 5, 2024, the Planning and Zoning Commission held a public hearing. After receiving public testimony, the Commission unanimously agreed to table the hearing and decision, requesting staff to make revisions to the draft ordinance. Commissioners were invited to provide further feedback via email, which was then incorporated into the Ordinance (see attached the [October 3, 2024 Planning and Zoning Commission agenda packet](#) for those comments).

On October 3, 2024, the Planning and Zoning Commission held a Special Session to discuss the Livestock Draft Ordinance presented by staff. Chairman Faiella opened the meeting to public comment (See Draft Minutes Attachment). Commissioner Foreman made a motion which was denied 3 to 4. The Commission did not make any further recommendations.

Town Staff Recommendations

Following the September 5, 2024 Planning and Zoning Commission meeting, Staff carefully reviewed the Commission's recommendations and included those that were deemed enforceable or aligned with the Working Group's objectives in the revised ordinance. Below is a summary of key changes:

- **305.1.A:** Citizen recommendation added to emphasize that the ordinance aims to reduce nuisances, hazards, and health impacts for the entire community, not just adjacent properties.
- **305.1.B:** Addition recommended by Attorney Winkler.
- **Table 305.1.A:** Removed the weight-based separation for cattle; all cattle now equate 12 points.
- **305.1.E:** Removed the prohibition on breeding bison and swine. Since offspring under six (6) months are exempt from animal counts, bison and swine are now treated like other livestock.
- **305.1.F:** Strengthened and clarified nuisance enforcement language.
- **305.1.F.3:** Removed the requirement to remove manure twice weekly due to variability in parcel sizes, livestock numbers, and enforceability. Instead, the section now focuses on ensuring no nuisances arise from delayed manure removal.
- **305.1.F.3.a.1:** Adjusted manure mound storage setback to thirty feet (30').
- **305.1.F.3.c:** Removed language about water trough drainage, as most troughs don't have a formal drainage system but rather, owners dump over the water storage system and the water seeps into the ground. Instead, enforcement will focus on preventing off-property runoff.

- **305.1.G.1:** Updated to reflect that bison and swine exemptions were removed (See above).
- **305.1.H:** Town staff recommend that the Administrative Adjustment Permit continue to be issued by the Community Development Director since the evaluation criteria are clear-cut. The applicant either meets the established criteria, or they do not, leaving little room for interpretation, making this process appropriate for administrative review. However, if more than 20% of neighboring property owners submit written objections, the application will be required to go through the Use Permit process, which involves a public hearing before the Planning and Zoning Commission and Town Council. Additionally, if an Administrative Adjustment Permit is denied, the applicant can appeal the decision to the Board of Adjustment and Appeals.
- **305.1.I:** Town staff and Attorney Stuhan recommend that revocation occur upon final determination of a violation.

Commissioner Foreman recommendations that failed on 3 – 4 motion

Based on the amendments made by staff, below are the recommendations that were in the motion by Commissioner Foreman that were discussed by the Commission and denial was recommended.

- **Table 305.1.A:** Recommended that cattle under 600 pounds remain six (6) points.
- **305.1.F.3.a.1:** Adjusted manure storage setback from thirty (30') feet to sixty (60') feet.
- **305.1.G.2.b.4.a:** Recommended the number of allowed livestock under a Youth-Equestrian Permit be increased from 50% to 100%.
- **305.1.H:** Recommended the number of allowed livestock under an Administrative Adjustment Permit be increased from 50% to 100%.
- **305.1.H.1.e:** Recommend that formal written objection be increased from twenty percent (20%) to fifty percent (50%) of neighbors within three hundred feet (300').
- **305.1.H.2.e:** Recommend that formal written objection be increased from twenty percent (20%) to fifty percent (50%) of neighbors within three hundred feet (300').
- **305.1.I:** Recommend the revocation statement to read as staff presented [*“Revocation. Youth-Livestock Permits, Youth-Equestrian Permits, and Administrative Review Permits may be revoked at any time upon final determination of violation.”*] and remove 305.1.I.1 and 2.

Since Commissioner Foreman’s motion did not pass and no additional motions were made, the Ordinance before Council is the one presented to the Planning and Zoning Commission on October 3, 2024. The only change is the one recommended by staff to **305.H.1.e.** and some revision of grammatical errors.

Question(s) before the Commission:

- Does the Council have any questions about the staff’s recommendations?

- Does the Council recommend any additional changes to the ordinance?

Proposed Motion:

Motion to **approve** Ordinance 2024-A494 an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Planning and Zoning Ordinance Section 305.1 – Livestock Regulations.

OR

Motion to **approve** Ordinance 2024-A494 an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Planning and Zoning Ordinance Section 305.1 – Livestock Regulations **with the following amendments...**

OR

Motion to **deny** Ordinance 2024-A494 an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Planning and Zoning Ordinance Section 305.1 – Livestock Regulations.



ORDINANCE 2024-A494

An Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the Planning and Zoning Ordinance Section 305.1 – Livestock Regulations.

WHEREAS, the Town of Camp Verde adopted the Planning and Zoning Ordinance 2011-A374, approved May 25, 2011; and

WHEREAS, Part 6, Section 300, C.1 of the Planning and Zoning Ordinance allows for the amendment, supplementation or change of the zoning text regulations of the Planning and Zoning Ordinance by the Town Council; and

WHEREAS, these Text Amendments were reviewed by the Planning and Zoning Commission on October 3, 2024, in a public hearing that was advertised and posted according to state law. The Commission recommended the Mayor and Common Council deny these amendments as presented; and

WHEREAS, the Town Council has an abiding interest in protecting the public health, safety, and welfare by establishing requirements for provisions of the Planning and Zoning Ordinance by including definitions and text amendments; and

WHEREAS, Text Amendments may be initiated by the Planning and Zoning Commission, the Town Council, staff of the Town of Camp Verde, or by application of a property owner, per Part 6, Section 600, C.1 of the Planning and Zoning Ordinance. This Text Amendment was initiated by Town Council in a Work Session held on August 9, 2023; and

WHEREAS, This Text Amendment was reviewed by the Planning and Zoning Commission on October 3, 2024, in a public hearing that was advertised and posted according to state law. A recommendation for denial was forwarded to the Town Council by the Planning and Zoning Commission.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE:

Section 1. The Mayor and Common Council hereby finds as follows;

- A. The proposed Text Amendment will not constitute a threat to the health, safety, welfare, or inconvenience to the general public of the Town of Camp Verde.
- B. The proposed Text Amendment is hereby adopted in accordance with Exhibit A. At least three paper copies or one paper copy and one electronic copy shall remain on file with the Town Clerk in compliance with A.R.S Section 9-802 and kept available for public use

and inspection.

Section 2: All ordinance or parts of the ordinances adopted by the Town of Camp Verde in conflict with the provision of this ordinance or any part of the code adopted, are hereby repealed, effective as of the effective date of this ordinance;

Section 3: If any section, sentence, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance; and

Section 4: This Ordinance shall be effective upon expiration of a thirty (30) day period following the adoption hereof and completion of publication and any posting as required by Arizona State Law; and

Section 5: In accordance with Article II, Sections 1 and 2, Constitution of Arizona, and the laws of the State of Arizona, the Mayor and Common Council has considered the individual property rights and personal liberties of the residents of the Town and the probable impact of the proposed ordinance on the cost to construct housing for sale or rent before adopting this Ordinance.

PASSED AND APPROVED BY A MAJORITY OF THE TOWN COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ON THIS 6th DAY OF NOVEMBER 2024.

Dee Jenkins, Mayor

Attest:

Approved as to form:

Leah Rhodes, Town Clerk

Trish Stuhan-Town Attorney

"Exhibits on file at the Town Clerk's Office, 473 S Main St. Ste 102, Camp Verde. Arizona."

10 -25-24

To:

Camp Verde Town Manager, P and Z Commissioners, Department Heads and Town Council. I would like this comment included in the written public comments regarding the proposed livestock ordinance

My husband and I have been residents of Camp Verde for the last six years and residents of the Verde Valley for the last 25 years. We purchased our 1.26 acres on Mustang Lane in the Town of Camp Verde in 2018. When we purchased our property we did our due diligence and were well aware we were allotted 30 livestock animal points. We felt this was very generous considering we only have 1.26 acres. We come from long history of farming, raising beef cattle, growing and selling hay, and our children were raised in 4H. We farmed large acreage. When we started looking at buying property in Camp Verde we were very surprised and pleased that we could house ANY livestock in a town residential setting. We knew our limitations on the number of livestock we could have and at the same time we wanted to be respectful to our neighbors with owning livestock in a residential setting. We knew that we would have to haul manure off site and we know the ramifications of overcrowding livestock on small parcels and how that can effect an entire neighborhood. It's common sense for anyone that has ever owned livestock. Livestock come with smells, noise, dust and manure and lots of it :). It is plain common sense that challenges arise with owning livestock in a residential setting.

In April of 2023 I read on social media there was a movement in Camp Verde to increase the current animal count. I had questions regarding any changes to the current livestock ordinance, so I started asking questions. Camp Verde has had a very simple and successful animal point system for over 20 years. This issue didn't even become a point of contention until new residents moved into town and wanted more animals that the current count allowed. My argument has been and still stands. Did the unhappy new property owners know about the current animal point system prior to moving to Camp Verde? If they didn't, why not? If they did know about the current ordinance, why did they go over the count when they knew what the rules were?

During my investigation of what prompted the proposed changes, I visited the property of a resident that approves of changing the current animal count. I wanted to be well informed of the reasons some property owners want a change. In addition our property was also included on the Town's Working Group tour this past spring. The tour was very beneficial to everyone, ourselves included. We welcomed them and thank them for their time serving on this committee.

In my opinion it seems as if we are considering changing an entire system that was working for many many years to appease a few people over the good of the whole. We must ask ourselves, who will benefit from these changes?

My questions regarding the current proposed change:

First and foremost:

1. If the count gets increased, who will enforce the change? Will a permanent Code officer/ag officer be hired for this work alone? Code enforcement is of utmost importance for this ordinance to be successful. If there is no code enforcement or monitoring the town will be opening themselves up a pandora's box of problems.
2. Why is the point assignment for cattle being changed? A cow or steer under 600lbs is only assigned a value of 6 points? And the value for a 600lb or more cow or steer is 12 points?? Who is going to weigh the cattle and when? A 400lb cow or steer makes just as much manure, attracts just as many flies and makes just as much noise, dust, breaks through fences just as easily as a 600 lb steer. That being said a property owner on 2 acres could, in essence, have twice as many 100lb up to 600lbs of cattle on that very small piece of property. And if these said cattle are used for roping, horses will also be in the mix, crammed onto this property where the property owner also has a home, outbuildings etc. All of these animals would then be housed in pens on less than the 2 acres that include the home and outbuildings. In addition the property owner with said cattle could have a neighbor right next door within feet of the animals. Where will the manure be kept? And again, who from the town is overseeing all of this? All this being said, after attending the Planning and Zoning meeting a few weeks ago, I learned there are apps for your that can weigh the cattle. I have since found out that those apps are not accurate and are only a "guesstimate" on the weight. And that the app still has a margin of error 3%.
3. We do agree with the change of status on adding horses to the youth section of the new ordinance. The current ordinance has no allowance for youth horses and only mentions market animals.
4. We do think the breeding of swine should be off the table. No breeding of swine in a residential setting. Nope.

We bought our property, located in a residential setting, and we abide by a set of conditions and rules that we knew when we moved into a township. . We followed those rules, as should everyone. We respect our neighbors. The town has a responsibility and obligation to protect our property rights, not just the rights of a few. The town also has an obligation to enforce any and all restrictions through fair and strong enforcement.

Thank you for your consideration.

Sylvia Strobel
Dave Bradford

2555 Mustang Lane
Camp Verde, AZ 86322

From: [Cathryn Noble](#)
To: [Animal Ordinance](#)
Subject: Concern
Date: Friday, October 25, 2024 10:09:08 AM

To Whom It May Concern:

It seems counterproductive to have a committee meeting for a year about animal count when the council can vote and overturn their work. Seems current animal count code is fine, the problem is enforcement not the wording. The rules seem to apply in Quarterhorse and Salt Mine areas, but for some reason certain individuals are exempt from rules. It pains me to see how Tanner Bryson cares for his property and animals on Arena del Loma.

Cathy Noble

From: [Miranda Fisher](#)
To: [Leah Rhodes](#)
Subject: Fw: Supporting Documentation for the Livestock Ordinance Updates - from Save the Rural Verde
Date: Wednesday, October 30, 2024 9:37:07 AM
Attachments: [How....pdf](#)
[SRV What we support.pdf](#)
[Survey Graph - point increase results 70% FAVORABLE.pdf](#)
[Animal count survey results.pdf](#)

For the 11/6 agenda packet - public comment for the livestock ordinance.

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From: Christa Brunori <christa.brunori@gmail.com>
Sent: Wednesday, October 30, 2024 9:30:45 AM
To: Animal Ordinance <animalordinance@campverde.az.gov>
Cc: Jordy Weaver <Jordyweaver85@gmail.com>; Miranda Fisher <Miranda.Fisher@campverde.az.gov>
Subject: Supporting Documentation for the Livestock Ordinance Updates - from Save the Rural Verde

Town Council Members,

On behalf of the Save the Rural Verde community members, we are reaching out to you in regards to a very important factor to consider when evaluating the proposed livestock ordinance changes on November 6th. One of the main issues up for debate, is the 'point allocation' for cattle. Let us help illustrate and break it down in a simpler manner to help everyone best understand our perspective...

- A full sized horse gets **12 points**. A miniature horse gets **6 points**. Why does a yearling horse weighing between 300-600lbs get the **SAME** amount of **12 points** as a full-sized horse?
- A full sized cow gets **12 points**. A miniature cow gets **12 points**. A weanling cow gets **12 points**. A yearling cow gets 12 points. Why does a cow that weighs 300-600lbs get the **SAME** amount of **12 points** as a full-sized cow?
- If a 500lb. llama gets **6 points**, why does a 500lb. cow get **12 points**?

Attached are illustrations that better exemplify the visual comparisons of our points. SIMPLY PUT... There should be a better equality in the allocation of points. It makes no sense to keep the inequality and not one person in opposition has successfully proven otherwise.

Who does the livestock ordinance affect? Every individual and family within the community of Camp Verde. What we are able to do today sets the foundation for what the next generation can do tomorrow.

Allowing these changes will help eliminate future discrimination against families and individuals, discrimination that is already happening, that want to embrace the western Ag related lifestyle that Camp Verde prides itself on so heavily. The mission statement for the town, uses these keywords prominently throughout. It will primarily... possibly most importantly... allow for town staff to have clear parameters on how to do their job more efficiently. There hasn't been an update to this ordinance in nearly a "quarter century"... even the Town's General Plan is updated more often than that.

This change will positively affect a wide array of ag, western and animal enthusiasts... Everything from the basic animal husbandry steward, to the English riding community including dressage riders and jumpers, to trail riders, from Reiner's to cutters, to barrel racers, and BreakAway-er's to Calf Ropers and bulldoggers... and yes, even the team Ropers. But, this is not about a person's preference of an extracurricular activity, rather an UPDATE to an outdated ordinance that originated from the wrong

criteria to begin with.

A lot has changed in this Town in 25 years. We are here because the current system does not work. We do not think that an increased use of animals on your own private property should be a permitted situation, it is a basic American and God Given Right, but, an update to the ordinance would provide clarity for the town staff to be more proficient with regulations. There are other codes to help with nuisances etc. With that said, in addition, larger parcels of land with a profit-making focus, should have an option for an AG-exempt permit, similar to how the County provides. We'd like to see language in the ordinance in regards to that consideration and develop something appropriate to suit.

In regards to the public survey, if Council feels the **171 surveyors** is not adequate for consideration of input, I would encourage counsel to look at the marketing efforts or lack of, made by the town to get the information into the hands of the community. At the end of the day, your number is **171**. Like it or not, That is what you have to work with and it was an overwhelming response of **70%, that was in favor of this change happening**. The community has already spoken and want these changes.

Most of the people in favor of relaxing the animal count realize that it is not an animal number issue but rather a cleanliness and nuisance issue. One of the main reasons the equestrian community has pushed for changing the animal count is for property owners that have parcels large enough for a roping, cutting or reined cowhorse arena, become in violation trying to recreate on their own property... as it takes more animals to provide a safe practice for the animals well-being than the current, inadequate animal count allows. This was a major oversight from the original livestock point system review.

As the town staff has made decisions to present for an updated animal count, it becomes a non-starter when considering all cattle regardless of size to be valued at 12 points.

- Mini-Horses that are a 1/4 to 1/2 the size of an adult horse are afforded less points, half to be exact.
- The size and breed of cattle used for roping are similar to a miniature horse -compared to an adult full-sized animal, especially a beef cow that has been bred for larger size.
- The Corrientes and longhorn cattle that are roped begin at 350 pounds and are too large once over 500lbs and removed from property at that stage of life and exchanged for smaller ones again.
- So, to apply a 12 point animal count to a steer that weighs 350-500 is not fair equity. And doing so will jeopardize one of the main reasons for animal count relief.

In closing, these properties are built in low density, large parcel areas. Noone is trying to put an abundance of livestock in high density housing in downtown areas. These arenas and livestock are in areas that are set aside and designed for such use. To improperly limit these properties, is effectively killing someone's American dream. When you move to the country, it comes with the country attached.

We appreciate you reviewing all the materials attached and we look forward to November 6th!

Regards,
Christa Brunori
Admin
Save The Rural Verde
(928)274-6975
christa.brunori@gmail.com



Save The Rural Verde

HOW... Are these different?



Full-Sized & Miniature Horse

CURRENT ANIMAL POINT SYSTEM

- Full - sized Horse: **-12- POINTS**
- 300lb. Mini - Horse: **-6- POINTS**



Full-Sized Horse & Weaned Calf

CURRENT ANIMAL POINT SYSTEM

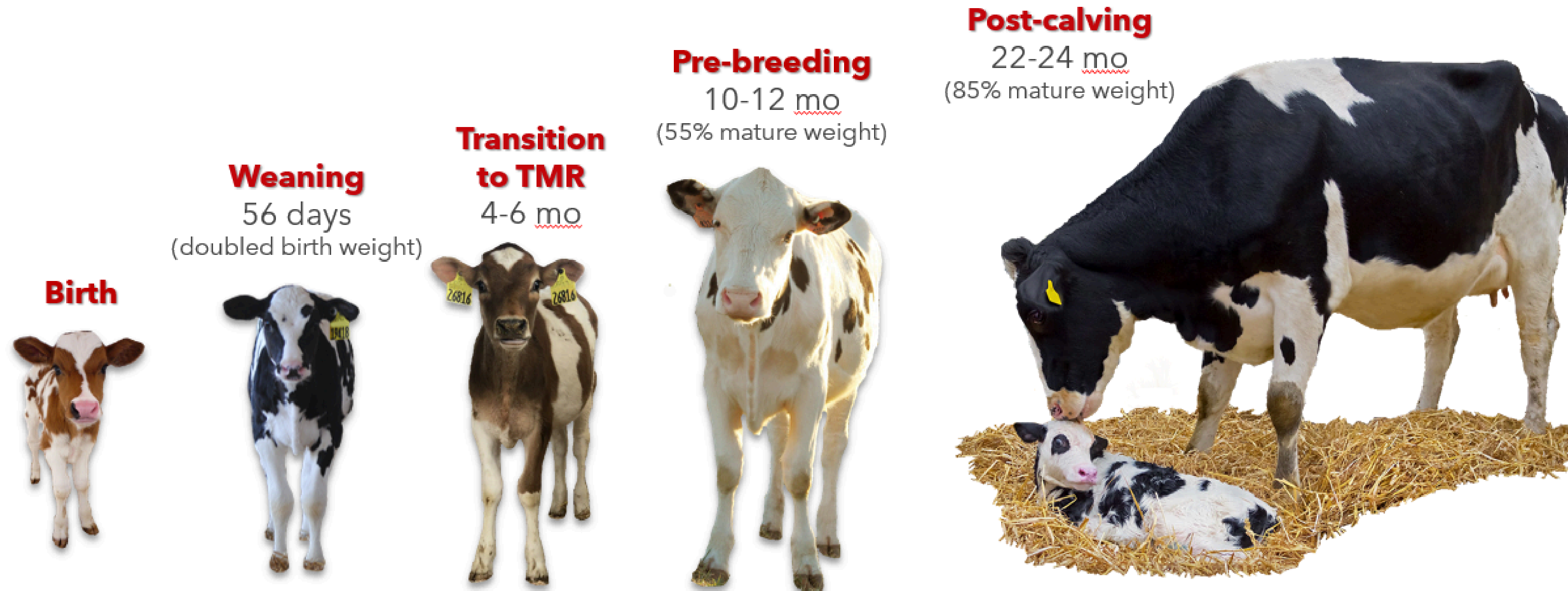
- Full - sized Horse: **-12- POINTS**
- 300lb. Weaned Calf: **-12- POINTS**

How...

Are these the same?

LIVESTOCK ORDINANCE

Proposed Change : **600lbs. or less = 6 POINTS**



PROPOSED FOR HORSES & CATTLE

- Birth: **-0- POINTS**
- Weaned: **-6- POINTS**
- 300 - 600lbs: **-6- POINTS**
- Full Sized Cattle: **-12- POINTS**



Save The Rural Verde

WHY...

Are these the same?



• Weaned: **-12- POINTS**

• 300 - 600lbs: **-12- POINTS**

• Full Sized Cattle: **-12- POINTS**

SAVE *The Rural Verde*

WE SUPPORT



Increased Animal Counts

...up to 100% with the Administrative Adjustment Permit.



Reduce points for livestock

...cattle and horses under 600lbs at 6 POINTS, instead of the current allotted 12 points, no matter their age and size.



Increase manure setback

...for property lines from 30 feet to 60 feet.



Increase the neighbor

...dispute for permits from 20% within 300ft. radius to 50% within 300ft. radius.



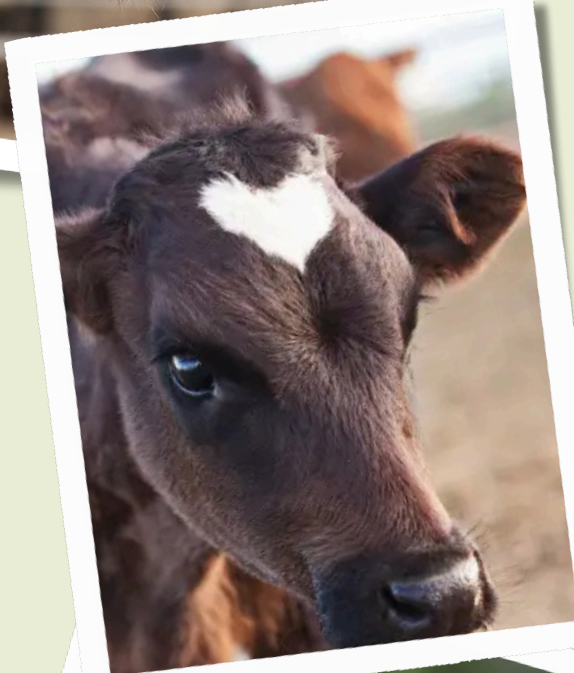
Leave the initial permit

...application approval with the Community Development Department and NOT with the Board of Adjustments.



Youth Permits

...permits needed for FFA, 4H, etc.



FIND US

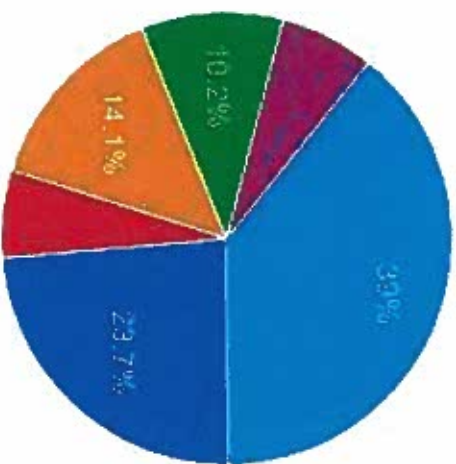


Facebook Page
SAVE THE RURAL VERDE



Section 305 of the current ordinance allots 24 animal points for a minimum lot size of $\frac{1}{2}$ acre to 1 acre. Each additional $\frac{1}{4}$ acre is allotted an additional 6 points. The Work Group's current recommendation is to retain this point count structure. Please mark one of the following:

177 responses



- Point count should remain as recommended by the Work Group...
- Point count should be decreased
- Point count should be increased by 50%
- Point count should be increased by 100%
- Point count should be increased...
- There should be no restriction...

Camp Verde Zoning Workshop: Livestock Update

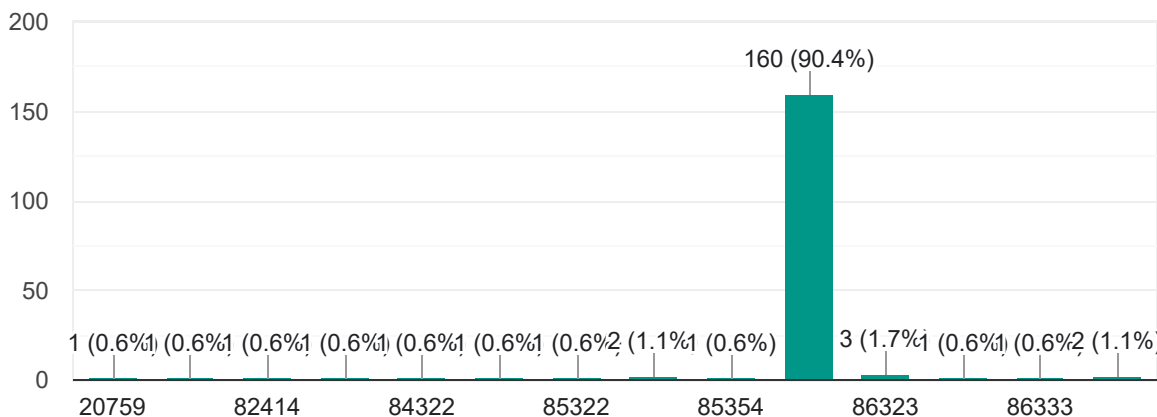
177 responses

Resident Profile

Please provide us with your zip code in the text field below.

 Copy

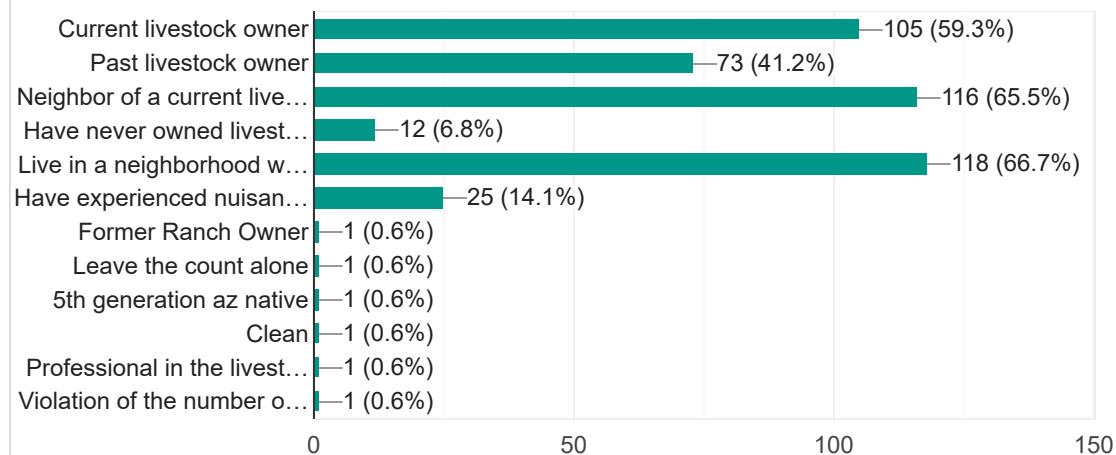
177 responses



With regard to your personal experience relating to livestock, please mark all that apply:

 Copy

177 responses

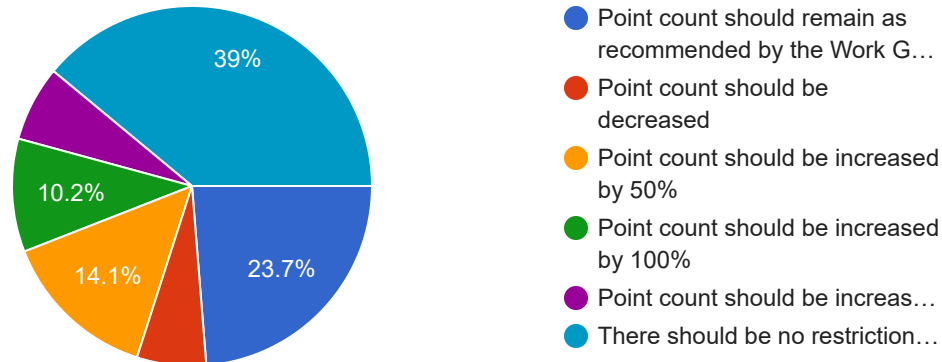


Land Uses



Section 305 of the current ordinance allots 24 animal points for a minimum lot size of ½ acre to 1 acre. Each additional ¼ acre is allotted an additional 6 points. The Work Group's current recommendation is to retain this point count structure. Please mark one of the following:

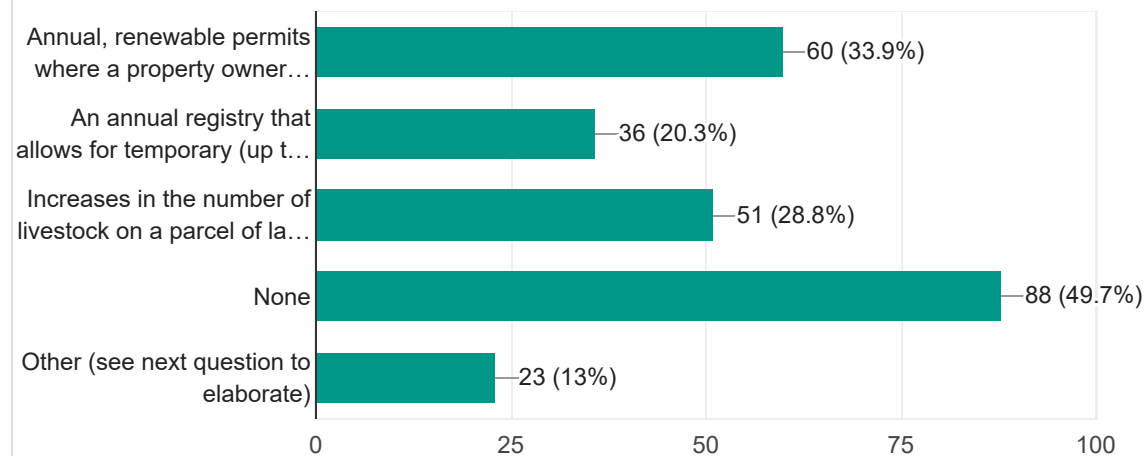
177 responses



The Work Group is exploring some modifications to the animal point counts. The following is a list of scenarios being considered. Please mark all that you feel should be explored.



177 responses



If you indicated "Other" in the question above, please explain. If not, feel free to write "N/A".

177 responses

N/A

Na

N/a

NA

n/a

Na

No points to one's OWN property! Focus on nuisance issues should they arise.

I answered the question

I didn't select other

There should be no points and I do not believe a permit system is not fair to people, especially if you're going to charge a fee. The system needs to be about each individual, if there is a problem then deal with that instead of making everyone limited.

Any permitting process must be defined in such a way that an incoming enforcer can not change the rules for someone already permitted and following the rules.

You should not have to control non resident or guest animals. They are just that. We don't control how many additional vehicles or children or families. What animals I have should not matter.

30 day limit per calendar year should be removed. We dont need micromanagement

No Way should you have annual renewable permits. No way you should have an annual animal registry that allows for temporary (up to 30 day) increases.

I disagree with allowing increases in the number of livestock between the hours of 6am and 10pm because of no annual limit.

Apply a nuisance standard and simplify the entire process. There should be no restrictions on animal counts if nuisance standards are applied. Remove enforcement from Planning and

Development Department.

Nope

Leave as is.

N/

Tighten up on thr nuisances and at that point what animals we have or how many we have shouldn't matter.

N:A

It's your property, you should be able to use it as such.

I feel like the town should have less say in homeowners business.

No limitations but instead if a complaint is made then someone sees if it is valid. If property is clean and animals cared for then leave us alone.

People should not have to get permits to use their land

There should not have to be a permit, registry, or anything to have temporary livestock that sets you over the animal count.

N A

The current point system seems fair

Increase of allotted animals should not be subject to permits/ registry. Base allotment should be increased without additional stipulations.

I don't think we should have to have a permit or anything to increase the number of livestock, as long as people can feed and take care of the animals it shouldn't matter how many or what kind they have.

Who will define excellence? How will do the survey, why risk expansion. If the counts are accepted why allow increase. Does not make sense. The counts are the counts period!

NA

My land i don't need a permit

Move back to the city if you don't like it here. Thx

A permit for the increased count should not be required as there are already codes in place to be able to enforce nuisances and monitor. If There isn't a need to get additional permission to utilize your land in accordance with a code that allows for certain amount of points per acre. we don't need more hassle for the town staff. It is enforceable by other codes that manage nuisance complaints and that is genuinely the only concern other community members would have. Having a permit is duplicating something that doesn't need duplication.

I do not want any further restrictions put on what I can do on my own property. There are already codes in place for neighbors to address nuisances and I feel that is adequate.

N?A

Manure count is silly and will serve no purpose to decrease whatever people complain about (especially smell)
Compost it by mound storing it

Should be 2 large animals per acre. Unlimited small animals. Doesn't matter about residency. Respect your neighbor as far as clean up. Special events should have to be approved by town and permit given.

There is no system of code enforcement to monitor any changes to the current ordinance

Limiting the number of livestock is redundant and overreaching. As we already have cleanliness and nuisance statutes and laws. If a person no matter the number of animals is already under scrutiny through these current laws and codes why are we adding another blanket restriction? If the nuisance of any Number of animals could rise to a level of non compliance why would we restrict those from having more animals if they can operate within nuisance and cleanliness compliance? This would be restrictions based on assumptions rather than performance.

I think this could get over regulated with too many non livestock people shutting down the rural lifestyle. It seems to become all red tape and also a tax burden. Maybe the money that will be spent on regulation should be spent on enforcement of reasonable logical laws (that address the conditions of the animals and the habitat) Possibly expand your code enforcement to include an officer that is in charge of animal neglect rather than animal count.

There should be lower number of total points on in town residential properties. Especially where there are a large number of smaller residential parcels impacted by larger parcels.

We don't need permission to use as our property as we deem appropriate. If we're following the rules, leave us alone. This is similar to gun control in that those who break the law already are not going to register. So who does this really affect? Those who already follow the law.

Stupid waste of resources, time, and our freedom. Enforce what already exists instead of bowing to newcomers with no common sense or understanding of rural life. Continue with the point system so there's something to hold people accountable to. Incorporate a strike system (perhaps 2 unresolved strikes and you're in trouble) where unresolved issues are monitored, cited if necessary and handled through the court. The solution is not to inflict more infringement and control of our rights, rather to protect the rights already granted.

Permits are just a way for the Community Development Department to give special privileges to their friends and ignore other property owners right to the enjoyment of their property. This effectively leads to spot zoning, diminution of neighboring property values, which will lead to compensation law suites filed against the Town. This compensation will have to be paid by Camp Verde tax payers.

N/a

Remove 30 day limit annually on guest animals. Keep 10 day limit to prevent abuse of overnight guest animals.

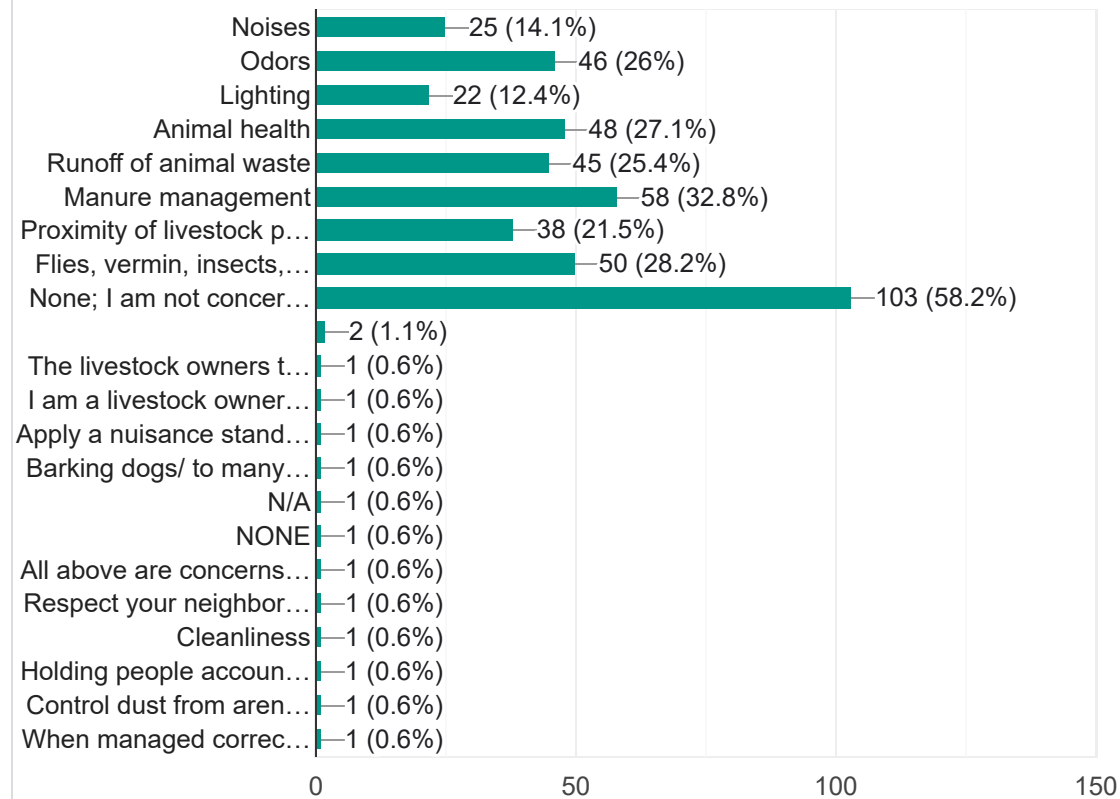
No, no, no on pig breeding operations. A youth project on raising a market pig is okay. No breeding!

None of the above are acceptable

Please check all livestock nuisances you're concerned about.

 Copy

177 responses



Please rank your top three nuisance concerns, with one being your greatest concern. If you responded "None" to the previous question, please respond "N/A" to this question.

177 responses

N/A

Na

NA

N/a

n/a

Manure management

Na

No concerns

Manure management, run off, animal health

Manure .management flies odor

Care maintenance for the quality of life of all animals

Manure, fly an pests, animal health

1 animal health, 2 manure mgmnt, 3 flies

1. Manure management 2. Flies, vermin, insects, and other pests 3.Runoff of animal waste

Flies

1.Proximity of livestock pens to neighboring parcel boundaries; 2.Lighting 3.Flies, vermin, insects, and other pests

Manure management, flies, odors

All of them

1-Manure Management

2-Runoff of animal waste

3-Flies, etc

4. Animal health

1. Noises

2. Odors

3. Animal health

Our town has witnessed arbitrary and capricious enforcement of code provisions. A “nuisance” standard would remedy this.

1 2 4

1,4,8

1-4-6

1/2/4

1 4 6

None

manure mgt, odors, animal health

Odors, flies and others lighting.

Animal health, manure management, runoff of waste

Animal health; pests; noise

Have pets that you don’t take care of.

Runoff, manure, flies vermin

Poverty,infrastructure, and economic development

Animal Health, Runoff,

Animal health, manure and fly/oest management

none

Health, odor, flies

Only concern I have is when people move to the community and want to change our ways in our town... we need to keep camp verde rural

Proximity and setback; manure management; odors

Animal Health

Manure

Largely concerned that proximity to property line is being discussed. Owners should be allowed to go up to their property line with whatever they want to do

Concerned we are catering to people worried about lights and odors it sounds like they should buy their own island or move somewhere very remote.

N A

Odors, flies, proximity

Animal health, pests, manure

1. Flies, vermin, insects, and other pests 2. Odors 3. Noises

Manure management, run off, flies etc

Move back to the city if you don't like it here. Thx

Animal health, manure management, flies and pests

Animal health, flies, manure management

I don't have any

Respect neighbors

odors

See top 3 answers

Proximity of livestock pens to neighboring parcel boundaries, manure management, flies,vermin,insects and other pests

Health and care of animals

Vermin, manure, animal waste

Jackpot ranch stole a horse and gave it away and refuses to help

Cleanliness - 1, odor - 2

Runoff of animal waste, proximity of pens to neighbors, lighting

1)Animal health 2) runoff from waste 3)proximity of livestock pens to neighbor fences

Greatest concern is over regulation by people who don't have common sense and also no common sense laws..

N/a

Proximity, odor, noise

Odors, runoff of animal waste into water wells, flies

1. Flies, vermin, insects, pests, and odors
2. Proximity of livestock pens to neighboring parcel boundaries
3. Manure Management

In any scenario there will always be someone who breaks the rules. Punish them accordingly rather than infringing on the rights of the masses who already comply. Bow down to the complainers and we may as well stay rolled over and cowering.

Lighting, manure, odors

Too many livestock on small parcels, smell, flies and animal health

1 - Odors; 2 - Proximity; 3 - Flies

1. Manure management, 2. runoff of animal waste, 3. proximity of livestock pens to neighboring parcels.

Manure management, waste runoff, odor

Animal health

We live in the country! Let it stay country!

na

Manure management, night activities, runoff/water safety for wells and waterways

Flies, odors,runoff

Manure management, proximity livestock pens

Final Comments & Future Outreach

Please list any remaining questions or feedback that you would like the team to know.

78 responses

N/A

None

None

NA

We should not be limited.

Enforcement solutions

Please explain how with the current point system as it is, one can have 24pts/2 horses on HALF an acre to ONE acre. BUT one can't have 4 horses on one acre?!?!? But 2 horses can reside on half an acre?!?!?

Also, please explain... How have larger property elotes for more horses BUT horses are still kept in a barn on 1/4-1/2 an acre REGARDLESS the size of the property. One acre or 3 acres,a 6 stall barn is still on a small portion of one's property. All horses reside in this barn regardless of the size of the property!

There should be no point system!

No additions to animal count, Revoke grandfather policies...

No restrictions

There shouldn't be a limit on how many animals you have on your property... It doesn't matter how many animals you have what matters is how you care for your animals.

I am generally opposed to permitting. Spell it out in the ordinance. If permitting is used it again must be clearly spelled out so that new city employee enforcers can not reinterpret the rules. I am opposed to guest horse registration, that is ridiculous. Again spell out the rules in the ordinance. I also believe chronic complainers should be fined or have to pay fees.

Please don't take our rights to own livestock and use our own property away from us.

Find an way to provide info to anyone wanting to buy property about livestock, arenas, river access etc before they buy into areas so they have the knowledge and complaints or issues do not become a problem for leadership/authorities later.

This whole debacle about animal count seems like targeted issues between certain town members with goals to enforce control and political leanings on a longstanding standard of not only this town but the entire country. Livestock ownership is a right not only for food, hobby, entertainment, but also income source. To impose more government control regarding this is targeted toward a class of people or to increase monetary income for the city. There are already in place animal welfare laws and other statutes for sanitary conditions. Any and all issues brought up already pertaining to nuisances exist in a natural setting from wild animals and insects. Unless real animal welfare is a issue which likely 80%-90% of the public is completely ignorant to animal condition or situation really is should be something discussed between neighbors or related parties. Only when the safety of the public is in danger should authorities be involved. The issue should be tabled indefinitely as this are problems solely between private parties. If properly brought to the attention of the populace would incur swift bureaucratic change along with removal of elected members via vote.

Enforcement concerns

Noted previously. Please consider doing away with anonymous complaints. They foster false complaints. Someone who feels their complaint is valid should be accountable for it, and that way we can keep track of serial complainers and lessen draw on code enforcement. Thank you!!!

Who will monitor and enforce the provisions?

As long as animals are healthy and being taken care of properly it should not matter how many "points" they are worth

The animal counts should not be changed

Don't turn us into a ranch. We are a town.

Stop trying to turn a city into a ranch

5 pigs per property is too much maybe 2-3

Stop trying to change what has worked 25 years.

As long as animals are fed and taken care of let it be

We live in a rural town where people should be able to raise livestock. A decrease in the numbers could negatively affect people's abilities to raise animals and feed their families or to earn a living for their families.

Code enforcement....

Nuisance control is more important than the number of animals.

Can we adress the lack of infrastructure and the dirth of economic development in some areas Campverde?

Cost of enforcement has not been addressed

I feel as long as the animals are in a space that they have enough room to roam, feed and water; why bother people with their request of animals and their property. As long as the manure is cleaned regularly and animals are healthy, there should not be a reduction.

The current horse "boarding" situation on Arena del Loma is disturbing to witness. Horses have no shade and barely enough room to move. Some look ill.

Wish you spent as much time on the Event Center as you have on this \$%&*#

We are living the American dream thanks to our property. I'm able to grow our own produce and raise livestock for enjoyment and to feed our family. My husband and I teach have been fortunate to teach our own children and give other children who may not have been given the opportunity exposure to our lifestyle. Our neighbors support us and have been great so we've had no issue. It'd be a shame to see how things will change has the vacant lots around us sell.

Both sides must learn to be better neighbors while still providing a light for our youth twords the future. also understanding that raising kids is tough enough without wondering if your neighbor will file a nuisance complaint against you for your childs laughter....

The PIG allocation is absurd - way too high. The management of pig manure is more complex than all other livestock types combined. The community has lost confidence in Code Enforcement.

Thank you :)

There should not be an animal count. It should be up to the land owner to decide how many animals their land can support. If a complaint is filed , it should be investigated and dealt with accordingly. There should not be a permit or registry for any guest animals on a property. I will not be filing with the town to let them know a friend is bringing over their animals for a few days. It is not necessary for them to know this.

N A

I'm concerned that this agenda is being pushed by outside parties that don't represent the hard working families of camp verde that don't have the time to invest into such forums. Countless number of residents are working multiple jobs, raising kids, and tending to their animals and rural lives with the inability to stand up for their rights to use their own private property. They are the heart and soul of this community and they don't deserve to be trampled on by a few loud voices who have made a career on complaining.

I think you shouldn't act like Nazis! If you don't like livestock don't buy a house next door then cry about it!!!!

I feel having a maintained amount of the animal count and people clean up the manure from the animals to maintain the flies

A lot of work! If no code enforcement what is the purpose. Maybe an animal count tax to pay for a code officer

Leave California in California

How to deal with people that constantly complain. If a complaint is unfounded, the complainer needs to be held accountable for wasting staff's time and resources. ie, taxpayer's money.

We moved to Camp Verde over 20 years ago to raise our children and both attended CVES, CVMS graduated from Camp Verde High school with Honors both kids raised animals for the Verde Valley Fair and learned the responsibility of caring for their animals. Now it appears out of state people have moved in and are complaining and wanting their rules and their ways to control our way of life. So sad that their way of life is like a cancer growing and taking over our small town. Maybe just investigate a complaint but don't regulate for a year if it is not necessary(to much big brother). Often people complaining don't even understand the genetics of a species or breed of animal . I.E. dairy cattle or aging process of an old horse .

Don't let outside opinions affect decisions that will affect everyone.

People with animals should not be constricted by people who have never owned animals and or do not like their neighbor.

Lots of complainers because there's nothing better to do

Animal increases

My number one concern is the lack of code enforcement. Until that issue is resolved I support no change to our current animal point ordinance. Code enforcement is very lax if non existent in town so to adopt more ordinances when the town cannot or will not enforce current code is opening up a pandoras box of litigation

People need to stop trying to change Camp Verde western heritage.

Love thy neighbor! Work with them!

Na

We live in the country. I chose to move here because it was country. Please don't start regulating a bunch of rules or I will move out. I am a tax payer/business owner. I support public school programs and am very active in our community. If people do not like the way things are ran here, don't move here and try to change things. We love our Camp Verde the way it is.

I am, like many a snowbird to the small western town of Camp Verde. I come from a small western town and choose to winter vacation in Camp Verde because of its small town western feel. This is a tight knit family community that still encourages the youth of our lifestyle and nation. This community has raised some of the strongest, independent, hard working God fearing youth I've ever seen, please don't lose this because a young adult can't have livestock to care for and teach them responsibilities and the way of the world. Embrace your youth and those that encourage and teach them and continue your heritage, all this community was built upon. Keep the American dream and way of life alive in Camp Verde, be the leaders of what our nations needs to return to.

There isn't even these kind of restrictions in rural California towns. This is beyond ridiculous. We are not a city we are country which includes animals and all that come with them. Please stop this nonsense

I spend winters in camp verde, family owned an art gallery for many years in Sedona. Because of the political choices being made in this area the western way of life is being destroyed. Sedona which at one time was one of America's top wester art towns attracting high end tourists that supported all the communities close by, choices made there have destroyed business. I hope Camp Verde can wake up and not make same mistakes.

Historically all land use in AZ has been for agriculture livestock production and property owners use of their land. In the 1970's the county ushered in the first restrictions blanket zoning for development. This action alone removed most property owner's rights for use and production of their historic rights of their own land. The county offers AG related operations to apply for permission through an AD Exemption to restore these historic use rights. I'm opposed to any and all measures that reduce these god given and historic rights and force land owners to ask permission for the use of their property whether it be through a permit or a code. I am not opposed to cleanliness and odor laws because these are true actual nuisance perimeters that neighbors should adhere to. Beyond that it becomes a level of draconian restrictions and government overreach in my humble opinion.

Code should include definition of residential arena and community arena. Residential arena for owner's use should have less restrictions than community arena where friends and others use it for "events".

I'm concerned about enforcement. I have a neighbor who has been told by the town that they have code violations. That was 3 years ago and still nothing has been done. People dint take it seriously.

Camp Verde has a unique opportunity right now to stand out as a community that backs up rural living. You will not be able to please everyone but why do things have to change for the non rural folks. Stand for something or we will fall into urban decline. One more thing...fowl must be addressed in the big picture...for example there is a lady in our neighborhood who has 75 peacocks. Do you all think that is a peaceful evening Nosie for the neighborhood? Logic and digression would give an officer the right to stop that.

Adults own property and they should be able to decide how they use that property. While I understand there are a few bad ones here or there they should not be able to ruin the ability of all others to choose what to do with their property. The vast majority of those that raise animals are not going to put their animals in a bad situation. By limiting the use of the property you limit people's ability to raise their own food and teach their family about raising/growing food as well as limiting the enjoyment that they can get from their home.

Under 12 points on 1/4 to 1/2 acre

Violations seem to be common and when offenders are approached with a valid complaint, they become unfriendly therefore zoning must step in to enforce codes. Suggestion, as a rule of thumb,, large livestock DOES NOT belong in populated residential areas.

Please stay the course and do not permit the minority to become the majority. Our town is growing, that's ok. Please maintain what we've always stood for though. For over 150 years this community has remained steadfast in its agricultural roots. For crying out loud, founded as Fort Verde, a cavalry base WITH HORSES AND ALL MEANS OF LIVESTOCK...let us not forget our roots or forsake what we know to be an honest and admirable lifestyle. Thank you for remaining true to what we hold dear.

I moved to CV because I liked the way it was when I first visited this town. I knew about the point system prior to purchasing property and accepted my limitations as it was.

Why? Not a single presentation at the gym answered why this was being jammed down our throats. Creating a workgroup, stacking it with those that have the same agenda as some individuals in the Community Development Department does not add any more legitimacy to these changes than this patently unscientific survey. What benefit does it bring the Town to have animal codes less restrictive than Yavapai County. Who is to gain from this? Most of us living in the town assign a value to living in a town as opposed to living in the county, It's one of the reasons we chose town living over county living. The fatal flaw in these changes is that they are less restrictive than the County, they attempt to diminish the rights of current property owners in the Town of Camp Verde. As a result these proposed changes will reduce the value of perhaps thousands of properties in town. Every property owner bordering a 2 acre parcel will be due compensation by the Town as a result of this land use change. The cost of placating the small but vocal minority demanding these changes will be enormous. Will the economic impact of that risk be included with the Community Development Department's recommendation? The elected officials of our town, the commissioners they appoint, and the managers they hire all need to start focusing on what is best for the Town of Camp Verde as opposed to how to dish out special favors and privileges for their friends and family.

I applaud the attempts of the group to add teeth for some Enforcement of issues, as this is a huge problem already. However, I fear many of the changes being considered create a further nightmare for Enforcement, which is already sorely lacking in Camp Verde.

Enforcement should be addressed

Camp Verde had been a rural town since it was founded. The people who are from Verde Valley. Who grew up there want it to stay the same that's why we chose to live there. The people who are moving in are now trying to change the way things always have been and should be. If they didn't like the town the way it was why did they decide to move here in the first place? Please take this into consideration when making your decision.

Thank you to this group for your work

More concerned with junk cars/ trash

The long-standing animal points system worked well. Use special permits for extraordinary needs. Protect neighborhoods.

Why are we even considering a change. Its fine the way it is

I hate to see the people who manage their animals and property appropriately lose their rights

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Google Forms

To: Town Council and Town Manager

Re: Community Collaboration Draft Livestock Ordinance

Camp Verde is a beautifully rich and diverse town with an equally diverse population. The community members who collaborated on and/or support this draft livestock ordinance come from very different backgrounds but are united in their love for Camp Verde and its rural lifestyle.

When drafting this ordinance, the members researched the best available livestock management information, current town ordinances and Arizona law.

Key Goals:

- Ensure all children can participate in livestock and equine organization projects and activities.
- Ensure all residents have equal protection under town codes and Arizona state law.
- Focus on public health and safety, quality of life and property values for all residents.
- Ensure compliance with A.R.S. § 12-1134, the Private Property Protection Act.
- Restore confidence in Code Enforcement by making nuisance provisions more objective.

Summary of Changes Based on our Key Goals:

- 1) The current introductory language of Section 305 was restored to ensure all residents of Camp Verde retain their right to enjoy their property as guaranteed by the state of Arizona.
- 2) Key terms were defined, and Arizona statutes were referenced for clarity and consistency with Arizona law.
- 3) Bison and bison breeding were removed from Table 305.1 out of public safety concerns.
- 4) The number of points for cattle less than or equal to 600lbs was not reduced from 12 points to 6 points due to nuisance concerns, Town Staff recommendations, and potential enforcement problems presented to Code Enforcement.
- 5) The general keeping of swine was limited to one (1) on a minimum two (2) acre parcel with additional provisions to mitigate a repeat of past negative impacts to the community.
- 6) Objective, measurable and observable nuisance provisions were added for transparency and to reduce the burden on Code Enforcement.
- 7) Specified “unweaned” offspring under 6 months of age as it is an observable trait.
- 8) Reinstated the current role and responsibilities of the Youth Advisor from Section 305 for the Temporary Youth Livestock Organization Permit to reduce the burden of Code Enforcement.
- 9) Added clarification to the Temporary Youth Equestrian Organization Permit.
- 10) Aligned the Livestock Special Use Permit with the current Special Use Application Process and Arizona State Law.

305.1 Livestock Regulations

A. *Purpose and Scope.* Although keeping farm animals in appropriate locations and circumstances is regarded as being consistent with the Town's rural character, the number, size, type or manner in which animals are maintained on any parcel shall not impair the enjoyment or use of nearby properties or violate other legal restrictions to which the properties are subject. Any lot where farm livestock are kept must be not less than one-half acre (21,780 sq ft.) in area except as specified in Section G.

B. *Applicability:* This Section does not apply to agricultural operations conducted on farmland as defined in A.R.S.§3-111 pursuant to A.R.S.§ 3-112.

C. *Permitted Use.* The use is determined by the following criteria:

1. Keeping livestock, as defined in Section 103 of this Ordinance, is prohibited on parcels less than one-half (1/2) acre.
2. Parcels equal to or greater than one-half (1/2) acre may keep livestock in compliance with the Livestock Point Count, as listed in Table 305.1.A and 305.1.D. of this Ordinance.
3. Keeping of fowl, as defined in Section 103 of this Ordinance, is permitted as an accessory use on all parcels within the Town of Camp Verde.
4. Keeping of domesticated animals, as defined in Section 6-1-0 of the Town Code, is subject to all care, maintenance, and nuisance provisions in this Ordinance, Town Code, Chapter 6 and A.R.S. § 13-2917.

TABLE 305.1.A. LIVESTOCK POINT COUNT

SPECIES	POINTS
Sheep, Goats, Alpacas, Emus	3 Points
Llamas, Deer, Miniature Horses/Donkeys, Ponies, Ostriches	6 Points
Cattle, Horses, Mules, Donkeys	12 Points
Swine	24 Points (see additional standards in Section 305.1.E. related to Swine)

D. *Livestock Point Count.* Parcels one-half (1/2) acre to one (1) acre in area may maintain livestock totaling up to 24 points as set forth in Table 305.1.A. Lots of one (1) acre or more may increase the allowable number of points by an increment of six (6) points for each additional, contiguous quarter (0.25) acre. See example in Table 305.1.B. Abutting parcels of the same ownership or legal control may also be included in the livestock point count.

TABLE 305.1.B. EXAMPLE OF LIVESTOCK ALLOWED

PARCEL SIZE (ACRES)	POINT COUNT	EXAMPLES OF LIVESTOCK ALLOWED
½ to 1.0	24	2 Horses or 8 Goats
1.25	30	2 Horses or 10 Goats
1.5	36	3 Horses or 12 Goats
1.75	42	3 Horses or 14 Goats
2.0	48	4 Horses or 16 Goats
Note – Point threshold can only be met by meeting the minimum parcel size. For example, a 1.67-acre parcel is allocated 36 points, which is the same as a 1.5-acre parcel.		

E. *Swine*. The keeping of swine shall include the following additional limitations and restrictions.

1. Parcel size must be two (2) acres or more.
2. No more than one (1) swine is allowed on any parcel or lot.
3. Swine breeding is not allowed.
4. Swine must be fed only manufactured swine feed in pellet form and must not be fed refuse or garbage.

F. *Nuisance Provisions*. All nuisance and sanitation mitigation measures in this Ordinance and Chapter 6 of the Town Code shall apply to livestock, fowl, and domesticated animals on any parcel.

1. *Maintenance of Livestock Areas*: All livestock pens, stalls, corrals, shelters, cages, areas, composting bins/piles, places, and premises where livestock, fowl, and domesticated animals are held or kept, must be maintained to prevent the accumulation of manure, garbage, filth, refuse, rubbish, trash, or other noxious materials. These areas must also prevent the proliferation of flies, insects, vermin, rodents, and the creation of foul odors, stagnant water, which are deemed a nuisance, as defined in Section 103 of this Ordinance and A.R.S. § 13-2917.

2. *Setbacks for Livestock Enclosures*: Livestock enclosures such as pens, stalls, shelters, cages or similar structure(s) for confining livestock on a temporary or permanent basis must meet the same setbacks as the primary dwelling unit on the parcel. Yard or pasture areas that allow livestock to roam freely outside defined enclosures are exempt from the setback requirements.

3. *Manure Management*: Livestock manure must be removed from pens, stables, yards, cages, and other enclosures at least twice weekly and more frequently as necessary to prevent the creation of a nuisance as defined in Section 103 of this Ordinance and A.R.S. § 13-2917.

a. When stored on the property, manure must be stored in covered containers. Manure on pasture land must be removed and stored in a covered container or covered manure mound, mulched or disced into pasture lands at least once weekly to avoid build up.

1. Manure stored in mounds is a public health hazard and is allowed only with the following provisions:

- a. Parcel size must be five (5) acres or more.
- b. A barrier must be placed between the manure and the ground, and a cover must be kept on the mound at all times to prevent odors, fly breeding and run off.
- c. Only one manure mound is allowed per property and total mound storage can be no more than five (5) cubic yards.
- d. Manure mounds must be at least 75 feet from any property line.
- e. Manure mounds must be closer to the owner's primary residence than any property line.

2. Manure stored in containers must meet the setback requirements of the primary dwelling unit and containers must be kept clean, in good repair, and continuously covered.

3. Nothing in this subsection shall be deemed to prohibit the use of livestock manure on any farm, garden, lawn, or ranch for horticultural purposes on any size parcel as long as use does not pose a nuisance as defined.

4. *Prohibition of Off-Property Runoff*: Provisions must be implemented to ensure that no runoff from livestock waste flows onto neighboring properties, public streets, rights-of-way, drainage or irrigation channels, ditches or surface water systems.

G. Exceptions to Livestock Point Count.

1. *Animal Husbandry.* Unweaned offspring (under six (6) months of age) of livestock on premises are not counted toward the number of permitted livestock on a parcel.

2. *Administrative Reviews to Exceed Livestock Point Count.* The following permits allow an increase in the livestock point count subject to the following criteria and restrictions.

a. Temporary Youth Livestock Organization Permit.

1. Application is made annually for the purpose of keeping market and/or breeding livestock for educational projects for youth enrolled and actively participating in a formally recognized educational youth organization.

2. The Town of Camp Verde recognizes the following as educational youth organizations for the purpose of a Youth Livestock Organization Permit:

a. 4H/Clover Buds,

b. FFA/PALS (Future Farmers of America/Partners in Active Learning Support), and

c. Organized Youth, or other formally recognized youth educational programs.

3. Temporary Youth Livestock Organization Permits may be allowed under the following scenarios:

a. The Youth Livestock project(s) will take place on a parcel that allows livestock, but the project would exceed the number of livestock allowed on the parcel as a result of the project per Table 305.1.A.

b. The Temporary Youth Livestock Organization Permit would allow one market or breeding animal per youth conducted on a property less than one half acre, or for swine on less than two acres, for a period specified by a start and stop date not to exceed ten months in duration.

1. One additional market swine project will be allowed with each additional one-half acre, not to exceed five (5) per parcel.

2. Swine will be limited to one (1) market swine project per youth exhibitor.

3. Swine must be fed as specified by the formally recognized livestock organization and must not be fed refuse or garbage.

4. Swine breeding is not allowed.

c. A complete application for the Temporary Youth Livestock Organization Permit shall be submitted to the Community Development Department who shall determine whether the application meets the criteria set forth in this Ordinance. There will be no charge for the permit.

d. An application shall bear the signature of the Youth Advisor of the formally recognized educational youth program acknowledging that the project is a valid youth project, and the signature of at least one parent or guardian, as well as the signature of the youth acknowledging and accepting complete responsibility for the project.

e. If the Youth Advisor agrees in writing to accept all enforcement responsibility for his/her members, no review will be required by the Community Development Director unless a complaint is filed.

1. In September, the Youth Advisor must register with the Community Development Department agreeing to this commitment.

2. The Youth Advisor will provide the following documentation to the Community Development Department by December 1st:

- a. A roster with the name, address and project type for all active members under their supervision
- b. Property owner's signed permission to conduct livestock activity on the subject parcel.
- c. Property owner's signed permission to conduct inspections by Community Development Department staff as necessary.
- d. Parent's signed statement of responsibility.
- f. A sign must be posted on the property where the Youth Livestock project is being conducted, indicating membership in a specific Youth Livestock Organization, with a Community Development approval sticker, including permit number, address, issue date and expiration date, number of students (youths) and number of livestock.
- g. If all requirements are met, a permit will be issued to the applicant and must be available to town government staff, including but not limited to, the Code Enforcement Officer, Animal Control Officer, or a designee of the Community Development Director upon request.
- h. A youth member is anyone who is an active member in one of the formally recognized youth educational clubs listed above and is under the age of twenty (20).
- i. If the youth does not reside on the same property as the subject livestock reside and are cared for, the host property must not exceed the allowed number of livestock per the Animal Point Count Table 305.1.A.

b. Temporary Youth Equestrian Organization Permit.

1. Application is made annually for a Temporary Youth Equestrian Organization Permit for the purpose of keeping horses and livestock to participate in equestrian activities including but not limited to, rodeo, mounted shooting, reined cow horse, cutting, dressage, or any other equestrian activity within a formally recognized organization that has a youth membership/competition component. No more than one permit can be issued on any parcel or lot. A property may qualify for a Temporary Youth Equestrian Organization Permit under the following scenarios:

- a. The youth reside on a parcel of land that is more than one-half (1/2) acre, but the livestock needed to successfully participate would exceed the number of livestock allowed on the parcel according to Table 305.1.A.
- b. The Temporary Youth Equestrian Organization Permit would allow for no more than a 50% total increase in the maximum number of livestock allowed on the parcel where the youth and livestock reside per Table 305.1.A.
- c. The Town of Camp Verde requires proof of membership in a formally recognized equestrian organization for the purpose of a Youth-Equestrian Organization Permit.
- d. A youth member is anyone who actively participates in a formally recognized equestrian organization and is under the age of twenty (20).
- e. A complete application must be received by the Community Development Department.
- f. The permit, with the Community Development Department approval sticker and the year issued, must be kept on the property where the permit has been issued and available on request to Community Development Department staff.

g. A sign must be posted on the property where the Temporary Youth Equestrian Activity is being conducted, with a Community Development approval sticker, including permit number, address, issue date and expiration date, number of students (youths) and number of livestock. The sign shall be provided by the Town of Camp Verde.

H. *Livestock Special Use Permit.* Any parcel where livestock is allowed may apply to increase the livestock count no more than fifty (50) percent of the number of livestock allowed according to Table 305.1.A. and subject to the following criteria.

The Livestock Special Use Permit cannot be applied for if the property has already been issued a Temporary Youth Livestock Organization Permit or Temporary Youth-Equestrian Organization Permit.

1. *Criteria.*

- a. Parcel size must be a minimum of one (1.0) acre.
- b. No citations or notice of violations of Section 305.1 have been issued within the previous twelve (12) month period prior to date of application received.
- c. No unresolved complaints regarding Section 305.1 at the time of application submission.
- d. Livestock pens must have setbacks of at least thirty feet (30') from any property line or the same setback as the primary dwelling unit on the parcel, whichever is greater.
- e. A Livestock Special Use Permit is valid for one year from the date of issuance.

2. *Process.*

- a. The Community Development Department shall provide an application form and a checklist of items that must be submitted for the application to be considered complete. The Town Council shall set a reasonable fee that must be paid at the time of application. A complete application must be submitted to the Community Development Director.
- b. The code enforcement officer must inspect the property within 2 business days of the submission of the application. If the property does not meet current codes or standards, a notice of violation will be issued, the application process will be discontinued, and the property is not eligible for a Livestock Special Use Permit for 12 (twelve) months.
- c. The Community Development Department must research the applicant and their property for current and past complaints, citations and notice of violations. A report must be completed by the Community Development Department staff for Town Council review prior to the public hearing.
- d. The public review process for the Livestock Special Use Permit will follow the requirements for Use Permits in Section 601 of the Planning & Zoning Ordinances with the exception that only a Town Council public meeting must be held. The Town Council will be the decision-making authority on whether the Livestock Special Use Permit is granted.
- e. The Town Council's determination is subject to appeal to the Board of Adjustment and Appeals.
- f. While this permit is in effect, an inspection must be performed within 2 business days any time a livestock related complaint is received.
- g. Any notice of violation or citation while this permit is in effect may result in the revocation of the Livestock Special Use Permit.

3. *Validity.* Permits are valid for twelve (12) months from the date of issuance and automatically expire unless renewed as specified below.

4. *Renewal.* Special Use Permits may be renewed by the Community Development Director under the following circumstances.

- a. A renewal application is received prior to expiration of the original permit.
- b. A renewal fee of fifty percent (50%) of the original application fee is paid at time of submittal.
- c. There were no citations or notice of violations of Section 305.1 during the period the Special Use Permit was in effect.
- d. No unresolved complaints at the time of application submission for renewal.
- e. An inspection performed by the Community Development Department staff prior to Town Council review and renewal of the permit finds no violations of Section 305.1 of this ordinance.

I. *Revocation.* Temporary Youth-Livestock Organization Permits, Temporary Youth-Equestrian Organization Permits, and Livestock Special Use Permits may be revoked at any time upon citation for violation of 305.1.

1. *Appeal.* Denial or revocation of Temporary Youth-Livestock Organization Permits, Temporary Youth-Equestrian Organization Permits, and Special Use Permits is appealable by the Board of Adjustments and Appeals, as outlined in Section 602.B. of the Planning and Zoning Ordinances.

Section 103 Key Definitions relevant to Section 305.1

ABUTTING PARCELS. Parcels which are directly touching and have common parcel boundaries. (Parcels across a public right of way or other easement shall not be considered abutting).

AGRICULTURAL OPERATIONS. Agricultural operations conducted on farmland that are consistent with good agricultural practices and established before surrounding nonagricultural uses are presumed to be reasonable and do not constitute a nuisance unless the agricultural operation has a substantial adverse effect on the public health and safety. A.R.S. § 3-112.A.

AGRICULTURE. The production, keeping or maintenance, for sale, lease or personal use, of plants or animal useful to man, including the breeding and grazing of any or all of such animals; or lands devoted to a soil conservation or forestry management program. This includes farm stands for the temporary or seasonal sales of agricultural products grown on site or grown on other properties owned or leased by the farm operator.

ANIMAL. Any non-human mammal, bird, reptile, amphibian, or fish.

ANIMAL HUSBANDRY. The act of breeding and caring for livestock.

CONTIGUOUS. Bordering or adjoining, meeting, or joining at the border or surface.

CORRAL. A pen or enclosure for confining animals.

FARMLAND. Land devoted primarily to the production for commercial purposes of livestock or agricultural commodities as defined in A.R.S. § 3-111.

FOWL. Chickens, ducks, geese, turkeys, guinea and peacocks.

DOMESTICATED. Domesticated means bred or trained to need and accept the care from human beings, usually creating a dependency, losing its ability to live in the wild.

LIVESTOCK. Animals such as swine, horses, mules, donkeys, ponies, sheep, goats, cattle, alpacas, llamas, deer, and large poultry such as emus and ostriches.

LOT. A parcel of land established by plat, subdivision, or otherwise permitted by law, having its principal frontage on a dedicated street or street easement. A half-street dedicated from such parcel shall be qualification for street frontage.

NUISANCE. Has the meaning set forth in Town Code Article 10-2. It is a nuisance and is no less a nuisance because the extent of the annoyance or damage inflicted is unequal, for anything to be injurious to health, indecent, offensive to the senses or an obstruction to the free use of property that interferes with the comfortable enjoyment of life or property.

PERMITTED USE. A use that is allowed in a Zoning District by reason of being listed among the “Permitted Uses” in the District and is subject to restrictions applicable to the District.

PLANNING AND ZONING ORDINANCES: The most recent version of the Planning and Zoning Ordinances of the Town of Camp Verde, Arizona.

SETBACK. The minimum distance between a structure and property lines of a parcel of land or other established reference point.

UNWEANED: Still nursing; only drinking mother’s milk.

References

Community Collaboration Draft Livestock Ordinance

October 30, 2024

Arizona Statute References

Listed below are a few of the laws that protect both agriculture and the public's rights.

A.R.S. § 13-2917

13-2917. Public nuisance; abatement; classification

A. It is a public nuisance, and is no less a nuisance because the extent of the annoyance or damage inflicted is unequal, for anything:

1. To be injurious to health, indecent, offensive to the senses or an obstruction to the free use of property that interferes with the comfortable enjoyment of life or property by an entire community or neighborhood or by a considerable number of persons.

2. To unlawfully obstruct the free passage or use, in the customary manner, of any navigable lake, river, bay, stream, canal or basin, or any public park, square, street or highway.

B. It is a public nuisance for any person to sell, offer to sell, transfer, trade or disseminate any item which is obscene as defined in section 13-3501, within two thousand feet, measured in a straight line, of the nearest boundary line of any of the following:

1. Any building used as a private or public elementary or high school.

2. Any public park.

3. Any residence district as defined in section 28-101.

C. The county attorney, the attorney general or the city attorney may bring an action in superior court to abate, enjoin and prevent the activity described in subsections A and B of this section.

D. Any person who knowingly maintains or commits a public nuisance or who knowingly fails or refuses to perform any legal duty relating to the removal of a public nuisance is guilty of a class 2 misdemeanor.

A.R.S. § 3-111

3-111. Definitions

In this chapter, unless the context otherwise requires:

3. "Farmland" means land devoted primarily to the production for commercial purposes of livestock or agricultural commodities.

A.R.S. § 3-112

3-112. Agricultural operations; nuisance liability; damages; state preemption

A. Agricultural operations conducted on farmland that are consistent with good agricultural practices and established before surrounding nonagricultural uses are presumed to be reasonable and do not constitute a nuisance unless the agricultural operation has a substantial adverse effect on the public health and safety.

B. Agricultural operations undertaken in conformity with federal, state and local laws and regulations are presumed to be good agricultural practices and not adversely affecting the public health and safety.

Bison References

Bison were removed from the Community Collaboration Draft Livestock Ordinance because of their unpredictable nature, size and strength, making them potentially dangerous in small numbers and spaces.

BISON CHARACTERISTICS

Bison are curious, intelligent, territorial, dignified, playful and tremendously strong. The nature of the animal requires they be treated with respect and caution. They are wild animals. While not mean, they will not hesitate to react if they feel threatened.

Bison are very protective and have a very strong herding instinct. They stay in cohesive groups and it takes learned knowledge to separate one from the herd. They are protective of their young and will position themselves between a perceived threat and their calves. One or two isolated bison will not thrive.

Handling them slowly and gently is the safest approach for both the animal and the handlers.

Even in farming /ranching environments, bison have retained their natural survival instincts. They can weather storms that are known to kill entire herds of cattle. By facing into the wind their hair lays down and that is all the protection they need. As summer arrives they shed their winter coats and they relax in the sun with noses turned into the breeze. The animal loves water and will demonstrate their excellent swimming abilities given the opportunity.

As massive and bulky as they appear, many people perceive the animal to be slow and awkward. In reality, bison can outrun and out-maneuver most horses. If on the run, they can easily break through fences, gates and most corrals. They can be unpredictable and may charge if they perceive danger. They are also capable of pivoting on either their front or hind feet with incredible speed.

Minnesota Bison Association. (2023, July 25). *Raising Bison - Minnesota Bison*

Association. [https://mnbison.org/raising-](https://mnbison.org/raising-bison#:~:text=While%20not%20mean%2C%20they%20will,separate%20one%20from%20the%20herd.)

[bison#:~:text=While%20not%20mean%2C%20they%20will,separate%20one%20from%20the%20herd.](https://mnbison.org/raising-bison#:~:text=While%20not%20mean%2C%20they%20will,separate%20one%20from%20the%20herd.)

The Key to Raising Backyard Bison

Understand the animal

Bison farming requires something of a different mindset than other types of livestock.

Undomesticated, bison simply don't care much for being handled. **When crowded, they become tense and more inclined to panic than other livestock.** For instance, compare the way horses are generally controlled by handlers. Cattle are often controlled and maneuvered from a distance, directed and guided by corrals and by humans.

Bison are a step beyond this; they require even slower and more careful handling to keep them calm, and some farmers recommend interfering with their daily life as little as possible, which means keeping handling to a minimum.

Understand the space requirements

Bison need room. **Don't think you can simply make a go of bison farming on a small-scale hobby farm with a half-acre lot. While the exact acreage needed will depend on the quality of your land, you may need to figure on several acres per head, so a herd of twenty bison could easily demand sixty acres of grazing land or more.**

Understand the proper infrastructure

Don't assume that you can just bring home a herd of bison to your farm and turn them loose in your preexisting infrastructure. **Bison require fencing that is stronger and taller than what you probably already have in place.**

The National Bison Association recommends that bison fencing be at least six feet tall, as bison are athletic jumpers. You'll also likely need a system of bison-safe corrals and chutes in order to work with them when you do need to perform veterinary care or other routine handling needs. It's critical to remember that even bison raised in a contained setting are not truly domesticated; some recommend installing bison fencing that can be climbed easily by human handlers.

The key to raising backyard bison. (n.d.). Concordwilshire. <https://acreagelife.com/hobby-farming/the-key-to-raising-backyard-bison>

GETTING STARTED WITH BISON RANCHING

CONVERTING FACILITIES TO ACCOMMODATE BISON

The two areas that require the most significant adaptation to handle bison are fencing and animal handling facilities. Bison are larger, more agile and more skittish compared to cattle. *Their larger size allows them to simply shove their way through fencing, and adult bison can jump up to six feet high.* Therefore, they require appropriate facilities and infrastructure that can accommodate those differences.

Fencing

It is important to understand that very few fences will prevent a sufficiently motivated bison from getting through it. Their large size and ability to jump normal-sized fences mean a three-strand, barb-wire fence good enough for cattle should not be expected to deter or hold bison. Thus, the objective is to utilize fencing and handling techniques designed to reduce the desire for a bison to want to go through the fence and to deter that desire if necessary.

As a rule of thumb, keeping the fence line at the eye level of bison (5–5.5 feet) may deter attempts to cross it. For barbed wire fences, three-to-five strands of high-tensile wire should suffice and may make for straight-forward renovation of existing cattle fencing. For woven wire fencing, 48-inch woven wire topped with two-to-three strands of high-tensile barbed wire may contain bison, while deterring access to pastures by predators (however, this may also unintentionally limit pronghorn, elk and deer access). Electric fencing can also be effective given good grounding and adequate charge capacity on the lines.

Handling facilities

Like fencing, handling facilities need to be robust enough to handle bison. Compared to cattle facilities, this requires higher pens, fences and panels, with an average height of at least seven feet. Sorting pens need to be larger; chutes need to be larger, and squeeze chutes must be custom made to accommodate the larger width and weight of bison. Specialty squeeze chutes and other handling equipment is available from several manufacturers or can be custom built.

More so than cattle, planning handling facilities to reduce animal stress is critical for bison herds. Placing chutes, alleys and pens with good forward visibility and blocked visibility of humans will allow bison to progress through the facility readily. Excessive stress during handling and leading can lead to animal and human injury, damage to the facilities and potentially animal death.

Getting Started With Bison Ranching. (n.d.). SDSU

Extension. <https://extension.sdstate.edu/getting-started-bison-ranching>

Bison Production

If possible, before purchasing any bison, observe several herds and visit farm sales and auctions. The best strategy is usually to start small and grow. Raising bison is similar, but not identical, to raising beef cattle. **Bison are larger, stronger, and more excitable than cattle and thus require special fencing and handling facilities.** Because bison are still considered a wild animal, you should plan a strong corral-chute system appropriate for your location and expected herd size.

Allow for the same amount of pasture per bison as is required for cattle in your area, usually 2 to 3 acres per cow and calf in the eastern United States. **In addition, know the state laws concerning liability and trespassing because your herd is likely to draw the attention of the public. You should check with your insurance provider before purchasing your first animal as bison are considered an attractive nuisance and require a specialty insurance product. This type of insurance policy may be more expensive than a traditional farm owner's policy.** More information on farm liability risk and agricultural business insurance can be found in "Agricultural Alternatives: Understanding Agricultural Liability" and "Agricultural Alternatives: Agricultural Business Insurance."

Bison raised for agricultural purposes are currently in the same category as cattle under state and federal law, but they are slaughtered under the regulations for exotic animals. Before purchasing your bison, you must understand these distinctions. Contact a lawyer for clarification of local ordinances and regulations. Bison are not domesticated animals and must be handled with caution if they get loose.

Fencing and Housing

Bison require no outside shelter and they will turn to face storms and may appear to become dormant during heavy snow fall. They will lie down during heavy snow and let the snow cover their bodies. Predators are also of little concern as the herd will defend themselves. They will circle the predator and drive it from their domain.

Because bison can jump fences and break through almost any barrier, a strong containment system is essential. Fences around the pasture should consist of eight high-tensile wires, three of which carry a high voltage of electricity, or equivalent fencing. A corral-chute system with no sharp turns or corners and with sides 7 to 8 feet high is recommended. The system should include catwalks, feed bunks, water, lighting, tractor access, plenty of space for each animal, and spring-loaded, locking slam gates. The squeeze chute should have a crash gate and palpation cage. A crowding circle, alleyway(s), and sorting pens are also necessary.

Ideal land for bison would have boulders, rocks, rugged areas, woods, and thickets, but the only requirements are adequate pasture and a water source. Running water is preferable, but a pond will suffice. If you satisfy a bison's food and water requirements, it will stay within the fenced area. Otherwise, almost no barrier can stop a hungry bison.

Harper, J. K., PhD. (n.d.). *Bison Production*. [https://extension.psu.edu/bison-](https://extension.psu.edu/bison-production#:~:text=Because%20bison%20can%20jump%20fences,crash%20gate%20and%20palpation%20cage)

[production#:~:text=Because%20bison%20can%20jump%20fences,crash%20gate%20and%20palpation%20cage](https://extension.psu.edu/bison-production#:~:text=Because%20bison%20can%20jump%20fences,crash%20gate%20and%20palpation%20cage).

Cattle Points References

Reducing the point allocation for cattle under 600 pounds had no basis in science or fact and the provision would be difficult to enforce. Data gathered from a smart phone application would not be admissible in court.

A False Equivalency

A 600lb steer is not to a full-size bovine what a miniature horse is to a full-size equine.



Doubling the amount of cattle allowed on properties by cutting their points in half is not currently part of Table 305.1A, and we want to ensure this is not part of the final ordinance. Reducing the points of roping steers would be an enormous increase in allowed livestock on properties with no basis in science or fact.

Cattle are ruminants, which results in manure with a higher moisture content than manure of the same size horse. Cattle manure is typically around 88% liquid and 12% solid, meaning the solid content of fresh cattle manure is roughly 12% of its total volume. Most of the liquid is unable to be removed from properties and manure that is wet is odorous. In contrast, horse manure is approximately 60% water and more easily removed from properties.

Small roping steers (less than 600lbs) defecate just as frequently as roping steers greater than 600lbs and their manure is as high or higher in moisture content as larger cattle. Doubling the amount of roping steers would provide twice as many opportunities (twice as many cowpies) for flies to breed and would be more odorous.

Cattle manure attracts fly species that are more detrimental to humans and livestock than other fly species. Preferred material, and likely the only material, for face fly egg-laying is fresh cattle manure, which makes face flies a primary concern in mixed-use facilities (those with horses and cattle) or at horse farms that are near cattle facilities. Adult flies can travel several miles while searching for new hosts. Diseases carried by face flies include pink eye and eye worms.

Point allocation in Table 305.1 is not just about the size of the animal, it is also about the potential nuisance factor for each species. Swine, for example, are 24 points, as their manure has a slightly higher moisture content (91% as opposed to cattle's 88%) and therefore their manure, like cattle manure, is more odorous.

The argument has been made that Corriente cattle weighing up to 600lbs should be treated the same as a miniature horse. The average weight of a miniature horse is 250 lbs., about 1/5 the weight (or 20%) of the average sized horse of 1200 lbs. In contrast, a 600lb steer/cow is over 1/2 the weight (or 55%) of the average full grown Corriente steer.

This provision would not be enforceable. After conducting extensive research and consulting multiple veterinarians, we were unable to find either an application or other method of determining livestock weight that would be easy, objective and transparent for code enforcement while reassuring to the general public.

- Application data would not be admissible in court should the situation result in a hearing or litigation.
- Applications have not been developed for all media. There was an application which potentially could work, but it was only for Androids, and there was no other that actually used “just a photograph.” This application also used an external device which raised safety concerns for both humans and livestock.
- The applications that do exist estimate weight using a measuring device or would calculate weight based on measurements entered into the software.
- The applications did not have enough reviews to post and accuracy was difficult to determine.
- Using an application put an unrealistic burden on code enforcement and has the potential to be subjective or even just the appearance of subjectivity.
- It is not realistic to take measurements or to drive cattle into a shoot for weighing every time a complaint is filed.
- Doubling the amount of cattle, along with any combination of the Youth Permits or Livestock Special Use would diminish property values as protected by A.R.S. § 12-1134.

Machtinger, E. (n.d.). *Filth fly control on horse farms*. <https://extension.psu.edu/filth-fly-control-on-horse-farms>

Consistency of Manure/Water mixtures - Oklahoma State University. (2017, February

1). <https://extension.okstate.edu/fact-sheets/consistency-of-manurewater-mixtures.html>

Agriculture. (n.d.). WisContext. <https://wiscontext.org/agriculture>

Beef Manure Management Systems in Missouri | MU Extension. (2000, October

1). <https://extension.missouri.edu/publications/eq377>

Corriente. (n.d.). <https://www.thecattlesite.com/breeds/beef/84/corriente>

Center for Equine Health | School of Veterinary Medicine. (n.d.). <https://ceh.vetmed.ucdavis.edu>

Summary of Research of Smartphone Applications Estimating Cattle Weight Using Photographs

At first glance, there seems to be multiple applications which can accurately calculate the weight of livestock using a photograph taken by an application on a smartphone, however, all the ones we were able to find required external devices, user input of measurements and/or posed safety concerns for both the animals and humans. If someone states there is an application that accurately calculates the weight of livestock simply by “taking a photograph,” please ask for a demonstration. Any data gathered from any application claiming to give an accurate estimate of livestock weight using photographs would not be admissible in court.

Beefie by Agroninja

This Hungarian application requires users to purchase and attach an external laser meter to calculate weight from photographs on Androids 5.1+ smartphone systems. Although it claims to be 95% accurate, we could find only one review and no data presented to prove that was an accurate estimation of results. In addition, on multiple sites which allowed downloads of this application, including Softonic and Digital Trends, they stressed there were safety concerns using the application and users would need to exercise caution not to point the laser at cattle or human eyes.

eWeigh by ILRI

The eWeigh is a Bluetooth weigh indicator that connects to weigh bars or load cells to calculate weight and transmits this data to your smartphone or tablet, where the animal data is stored and analyzed. Users are also able to input the HG of the animal, and the application is able to calculate an estimate of weight based on the input.

Cattle Weight Calculator by adorsho praniSheba (2.4 stars)

This application uses the measurement tools in some smartphones or users can input measurements like girth and length to estimate the weight of cattle or goats. It states the application is for estimates only and for accurate measurements to “contact a livestock professional.”

Weighrite by True North Technologies

An application that calculates livestock weight by communicating with new or existing weighbars.

Live Cattle Weight Calculator by BepariTeam

An application that estimates an animal’s weight from users’ input of the animal’s roundness and width in centimeters.

Cattle Weight Calculator by Controlenonet

Users input measurements and the application calculates the approximate weight of the animal.

This provision would not be enforceable. After conducting extensive research and consulting multiple veterinarians, we were unable to find either an application or other method of determining livestock weight that would be easy, objective and transparent for code enforcement while reassuring to the general public.

- Application data would not be admissible in court should the situation result in a hearing or litigation.
- Applications have not been developed for all media. There was an application which potentially could work, but it was only for Androids, and there was no other that actually used “just a photograph.” This application also used an external device which raised safety concerns for both humans and livestock.
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Machtinger, E. (n.d.). *Filth fly control on horse farms*. <https://extension.psu.edu/filth-fly-control-on-horse-farms>

Consistency of Manure/Water mixtures - Oklahoma State University. (2017, February

1). <https://extension.okstate.edu/fact-sheets/consistency-of-manurewater-mixtures.html>

Agriculture. (n.d.). WisContext. <https://wiscontext.org/agriculture>

Beef Manure Management Systems in Missouri | MU Extension. (2000, October

1). <https://extension.missouri.edu/publications/eq377>

Corriente. (n.d.). <https://www.thecattlesite.com/breeds/beef/84/corriente>

Center for Equine Health | School of Veterinary Medicine. (n.d.). <https://ceh.vetmed.ucdavis.edu>

Swine References

When swine were allowed previously, it became a contentious community issue which took years to resolve. Some of the minutes from past public meetings have been included in this section.

- Sows are able to have multiple litters per year; each litter can be up to 20 piglets.
- Swine are able to transmit many diseases directly to humans, which is why they are not allowed in many municipalities.
- Swine manure is 83% moisture, therefore more odorous than most other livestock, and more attractive to flies.

Pig Manure

Pigs are often considered to be more of a nuisance than other livestock because of their smell. They produce a variety of odorants, including ammonia, hydrogen sulfide and hundreds of VOCs. The amount of manure a pig produces depends on the pig's size and diet, but on average, a pig produces:

- **1.3 gallons per day:** This includes wash water and is the average amount produced by pigs at around 60 farms.
- **9.8 pounds per day:** A 200-pound finishing pig produces about this amount of manure per day.

Factors that can impact manure production include:

- **Diet:** Increasing the amount of fiber in a pig's diet, such as DDGS, increases fecal output.
- **Body mass:** Manure production rates increase exponentially with body mass.

Pig manure is 90% water and 7% volatile solids. It can produce 4.8 cubic feet of biogas daily. However, it's not recommended to use pig manure alone because it has a high nitrogen content and low amounts of carbon.

<https://www.nationalhogfarmer.com/manure/does-hog-size-impact-manure-production>

Town Council Meeting Minutes regarding Swine February, 27, 2008

12. **Public Hearing, discussion, consideration, and possible approval of Ordinance 2008-A348, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 108D of the Zoning Ordinance to define the criteria for raising swine within the Town, to add definitions for commercial livestock activity and livestock breeding activity, to change the Use Permit process for youth livestock activity on parcels smaller than ½ acre, and to add language for setback requirements for livestock activity as was previously stated in Section 109.**

A motion by Garrison to approve one swine only for one-half acre or less was seconded by Hauser who then withdrew her second; motion failed for lack of a second.

Staff was directed to move forward as soon as possible on the adding the recommended nuisance provision to the Town Code and bring it back to Council; staff is directed to work with Cody Carter on the details as discussed and bring it back to Council.

Buckel said that pursuant to direction from Council she has worked with the Youth Advisor, Cody Carter, on changing the language somewhat and streamlining the process for Temporary Youth Organization Use Permits, and the changes discussed by Council at the last meeting have been incorporated into the document referred to as 2nd Council Draft. Buckel explained that the Town Attorney has recommended changes to the Town Code for enforcement of violations, and she briefly outlined the difference between a civil hearing before the Magistrate and a criminal citation that would be heard in Superior Court. The recommended change would be to remove the nuisance language from the Zoning Ordinance and include it in the Town Code since the Code Enforcement Officer is limited in what he is able to enforce regarding violations of the nuisance prohibitions.

The Council discussed at length with Buckel the recommended changes to Section 108, together with input from Youth Advisor Cody Carter on the procedure arrived at from the meetings with Buckel on the Temporary Youth Organization User Permit process, as well as the recommendations made by the Town Attorney, all of which are noted in the final Summary below. During the discussion the option of accommodating several children in one family wanting to raise swine was addressed at length, countered with the argument that a choice should have to be made in order to comply with the generally preferred limit of one swine.

To clarify the issue of removing the nuisance provisions from 108, as had been recommended, the Town Attorney explained as follows, summarized in part: The Town Code, not the Zoning Code, needs more amplification on the power of the Town to enforce prohibitions on a nuisance as a criminal misdemeanor, whether related to the raising of swine, or noise. Simply referring to it in the Zoning Code would have no effect on concerns regarding rodents, vermin or noise. Nuisance provisions should be set forth in one portion of the Town Code, not solely in the Zoning Code; "nuisance" deals with actions whereas zoning deals with use of properties, setbacks, etc. The Code Enforcement Official can make a determination as to whether or not the Code is being complied with and can order remedies, but cannot go in and threaten the property owner with removal of the swine. The Magistrate can issue fines, or a jail sentence; he cannot lock the doors and keep the swine from smelling up the neighborhood, only a court can do that. The nuisance issue can be left in Section 108, but citizens should not be led to think the enforcement officer has the power to force compliance; he can only note the discrepancy. The nuisance issue remaining in 108 will have to be revisited later when the nuisance provision is included in the Town Code.

FINAL SUMMARY of changes and additions as recommended and discussed:

Changes recommended by Attorney:

- (1) Language in Paragraph 6.c.: "...shall have the authority to determine a

reduction in the number and removal of the animals is necessary to comply with this Section 108."

(2) Remove Paragraph **6.d.**

(3) Language in Paragraph **6.e.:** "...has the authority to determine that removal of the animals under circumstances where they constitute a health or safety hazard to human beings is necessary to comply with Section 108."

Per Cody Carter: Add **5.i.:** "More than one swine may be added with a petition filed with the Community Development Director by November 1st of the project year through the local Youth Group Advisor, providing that there is enough space to observe setbacks and space requirements for raising of the market swine project. No more than one swine project will be allowed per student."

Revised per discussion with Attorney): Paragraph **5.e.5)** The ultimate decision on whether the activity is considered to be in compliance with this Section 108 shall be made by the Community Development Director or designee.

Suggested during discussion: Paragraph **5.e.3.)** – "A sign must be posted on the property with the year and date where the livestock activity will be conducted, indicating membership"

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Susan Danner believes that swine should continue to be allowed as long as it does not interfere with the neighbors' rights to enjoy their property; breeding of swine should not be allowed in a residential neighborhood, unless one swine per household for 4-H or FFA project; Town Code should be enforced more quickly.

Ira Piper insisted on a limit of one swine, four months, and then get rid of it.

Vivian Raines said that permits should not be issued for any activity that has the potential to become a nuisance; the neighbors bear the brunt of the problems that arise, including decrease in property values and health issues; the Enforcement Officer should have clear-cut authority..

Loren Eldridge asked why all three kids in one family have to raise pigs; they can just share or choose a different animal.

Sue Peterson requested that the Council seriously consider the point system; a lot of families will be affected now by what is happening with the point system and it is unfair since there are obvious violations existing. *Buckel discussed the points with Ms. Peterson briefly.*

Leonard Krautbauer questioned whether the activity next door to him would be grandfathered in. *Buckel responded that it would not since it was never authorized to begin with.*

There was no further public input.

A poll of the Council requesting each member's preference for limiting and/or regulating the number of swine allowed is set forth in brief as follows:

Garrison: One swine.

Smith: One swine, plus conditional use process for additional one, with two maximum.

Kovacovich: One swine, and then let Youth Advisor decide; and if more land, then no problem.

Hauser: One swine; permit for a second one.

Elmer: Number determined on whether it is going to work.

Gioia: One swine regardless of size of property.

Kovacovich: One swine, and then let Youth Advisor decide; and if more land, then no problem.

Hauser: One swine; permit for a second one.

Elmer: Number determined on whether it is going to work.

Gioia: One swine regardless of size of property.

Buckel reminded the Council of the burden placed on staff through the Use Permit and neighborhood hearing process. Buckel outlined the areas that she felt the Council was still having difficulty with, including dealing with numbers and special exceptions, and pointing out that the Temporary Use Permit is only required where the property is less than one-half acre, or involves points. Basically, the questions are: Allow more than one swine? Allow excessive numbers of animals for 4-H projects only? Who determines the number, either by recommendation or the Use Permit process.

It was finally generally acknowledged that without agreement on the entire working process as discussed, no decision could be made at this time; staff will work with Cody Carter on the details discussed and bring back to Council for further review.

13. **Discussion, consideration, and possible direction to staff concerning citizen complaints about Zellner's Woodyard. Complaints include, but are not limited to noise, vermin, fire danger, and zoning issues.**

Staff was directed to follow through with the fact-finding as outlined; notify all parties as soon as possible; research past Minutes to determine what previous Councils have done and said on the issue; implement a rapid process to identify the scope of legal and illegal non-conforming uses; allow for a response from Zellners' attorney, and then come back to Council with a recommendation.

Councilor Smith explained that this issue arose as the result of a citizen complaint, and it was deemed important enough to bring before the Council. A petition with 45 signatures was submitted by Clinton Gray, together with some data that is being reviewed. Further steps will be taken by staff to investigate the status of the legal non-conforming operation, when that occurred, and whether expansion beyond the original site has taken place, including using aerial photographs. Both the community and Council will be kept informed of the resulting findings. Town Manager Scannell further explained that the intent is to try to resolve the problem with a fair and objective assessment of both sides of the issue.

Mayor Gioia read into the record the petition received from **Clinton Gray** that outlined the reasons supporting the citizens' complaint, including excessive noise, trash, dust, and traffic from the operation of the woodyard. **Mr. Gray** said he represented the neighbors and property owners who had signed the petition, and stressed the problems outlined in the petition, including the expansion of the operation over the years since 1984. The Council noted the documents that Mr. Gray has collected, copies of which will be supplied to Planning & Zoning; staff will also research further documents to trace the establishment and subsequent operation of the woodyard to date, as well as research possible deficiencies in the existing Fire Code.

Daryl Manhart spoke on behalf of the Zellner family, objecting that the recent citizen complaint was brought to Council without notifying that family. Mr. Manhart said the family feels they have resolved these issues several times in the past already, and he hopes no action will be taken at this meeting tonight. He added that he looks forward to working with Town staff to resolve the issues brought forward by Mr. Gray, issues with which the Zellner family does not agree. Mayor Gioia apologized that the family had not been notified, and briefly discussed that issue with staff.

Responding to the complaint that the Zellners were not notified in advance that this Agenda item was scheduled to be addressed, Town Attorney Sims explained that the public has the right to raise issues, but that this item is not intended to be a public hearing where property owners' rights will be impacted; it is simply an agenda item to raise the issue, possibly get advice from the Attorney at an Executive Session on the legal ramifications. Staff can then present facts at a

In response to questions from Smith, Town Manager Lee responded that the agreement provides for payment of \$1 per month, a purchase price that will recoup all the cost of shipping and handling plus the \$300 requested by Council, and all maintenance costs; the agreement also includes liability and property insurance.

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

Staff was directed to look into both Code Sections 108 and 109 to determine possible conflict, P&Z will review and then make a recommendation to Council.

Leonard Krautbauer expressed concern about what he considers a hog farm next door to his property; he estimates the number of pigs at over 50 at one time and the odor is offensive. Mr. Krautbauer would like to get rid of all the pigs in the Town of Camp Verde altogether, except for one hog for each 4-H person.

Susan Danner said she is another close neighbor and would like the Council to do something about the pig problem; the smell is disgusting and there should be a limit to the number of pigs allowed.

Eric Schweitzer also complained about the neighbors with the pig farm who let their rabbits run loose and breed and multiply into a neighborhood nuisance.

Gary Blair spoke on behalf of the pig situation and said he understands what the owner is up against, but also understands that only two pigs are allowed for each FFA or 4-H member.

Vern Johnson outlined his history growing up in the area and participating in 4-H, and stressed the importance of children being involved in 4-H and FFA; the pigs are very necessary for locally and economically supplying animals for the 4-H and FFA projects.

Greg Terry, referred to his sons as being the owners of the hog farm, and that it is a 4-H breeding project. Mr. Terry also outlined the benefits to all the children who are active in 4-H and FFA. Mr. Terry said he notified the neighbors of his plans to bring in pigs to breed and supply piglets for the children to choose for their projects. He believes that Ordinance Sections 108 and 109 are in conflict and need to be updated regarding ownership of swine and/or farm animals.

Norma Garrison said that she understands that the issue of Sections 108 and 109 will be discussed tomorrow at the P&Z meeting; maybe it can be resolved at Planning & Zoning.

There was no further public input.

6. **Presentation by Gwen Gunnell, Director, Camp Verde Adult Reading Program (CVARP), regarding CVARP activities and the Adult Literacy Week, and possible approval of a proclamation declaring February 18-24, 2007 as Arizona Adult Literacy Week.**

On a motion by Gioia, seconded by Hauser, the Council unanimously approved the Proclamation declaring February 18-24 Adult Literacy Week.

Gwen Gunnell distributed badges and brochures to the members on the Adult Reading Program with its current theme of "I Am In Love With Learning." Ms. Gunnell pointed out that the Governor has proclaimed Adult Literacy Week, gave a report on the 19-year history and past excellent results of the Camp Verde Adult Reading Program, and the benefits of important ongoing projects. Ms. Gunnell thanked the Town of Camp Verde for participating in issuing a proclamation as well.

There was no public input.



Zoonotic Diseases of Swine

Zoonotic Disease Etiologic Agent	R	Transmission	Clinical Signs in Swine		Clinical Signs in People	
			Prevention for Swine		Prevention for People	
Ascaris suum (Roundworms)		Ingestion: eggs in environment, on pigs, in manure, on fomites; contaminated plants, feed, water	Incubation period: 1-10 days Gastrointestinal: (young pigs) pendulous abdomen Respiratory: expiratory dyspnea ("thumps"); chronic paroxysmal cough Reproductive: delayed estrus, poor conception rates	Clean and disinfect; remove manure; deworm pigs; wash sows prior to putting in farrowing crate; wean pigs early (2-4 wks); all-in, all-out; rotate and till pastures	Incubation period: 7-14 days Respiratory: cough, due to larva migration Gastrointestinal: diarrhea; vomiting; abdominal pain, intestinal obstruction in children	Wash hands; wear gloves; wash fruits, vegetables; don't fertilize with pig manure; don't let children play in contaminated soil; don't drink untreated water
Brucellosis <i>Brucella suis</i>	A H	Direct contact: reproductive tissues/fluids Ingestion: contaminated feed, water Fomites	Incubation period: varies Reproductive: abortion, stillbirths; retained placenta; placentitis; orchitis; epididymitis Musculoskeletal: arthritis; lameness; spondylitis Cutaneous: abscesses	Clean and disinfect; prevent exposure to wild and feral swine; obtain animals from <i>Brucella</i> -free sources; screening; isolate/cull infected animals; establish separate area for birthing; remove, destroy aborted fetuses, placentas	Incubation period: 2-4 weeks, up to 6 months Flu-like: headache; fever; fatigue; chills; aches Chronic: waxing, waning fever; bone, joint infections Reproductive: epididymo-orchitis; seminal vesiculitis and prostatitis; abortion or premature birth	Wash hands; wear PPE (gloves, mask, eye protection, coveralls); cover wounds; don't touch your face; handle infected animal tissues with gloves
Campylobacteriosis <i>Campylobacter jejuni</i> , <i>C. coli</i>	H	Ingestion: feces; reproductive tissues; contaminated soil, water Direct contact: infected animals Fomites	Incubation period: 3-25 days Asymptomatic in most Gastrointestinal: enteritis, diarrhea	Clean and disinfect (including AI equipment); remove manure; prevent overcrowding; vaccinate (animals may still be carriers); isolate aborting animals; remove, destroy aborted fetuses, placentas	Incubation period: 1-10 days Gastrointestinal: mild to severe GI distress; fulminant or relapsing colitis; fever; headache; muscle pain; children/vulnerable people most at risk for diarrhea	Wash hands; wear gloves; control rodents; keep children/vulnerable people away from animals or feces; avoid consuming undercooked meat, raw dairy, untreated water; wash fruits and vegetables; disinfect kitchen surfaces
Colibacillosis <i>Escherichia coli</i> STEC-Shiga-toxin producing <i>E. coli</i> VTEC-Verotoxin-producing <i>E. coli</i> EHEC-Enterohemorrhagic <i>E. coli</i>	H	Ingestion: contaminated soil, food, water Direct contact: feces Fomites	Incubation period: varies Gastrointestinal: (piglets) diarrhea	Clean and disinfect; remove manure; vaccinate pregnant animals to reduce shedding; provide colostrum; minimize stress at weaning/diet changes; prevent crowding; all-in, all-out	Incubation period: 1-16 days with most signs in 3-4 days Gastrointestinal: watery diarrhea; hemorrhagic colitis; nausea; vomiting; abdominal pain; cramping Systemic: hemolytic uremic syndrome (HUS); fever	Wash hands; wear gloves; keep boots outside the home; launder dirty clothing separately; prevent manure from leaching into groundwater; don't consume raw dairy; cook meat thoroughly, especially ground beef; don't cross-contaminate; isolate infected people

R=Reportable Disease; A=for animals, H=for humans

Zoonotic Diseases of Swine, continued

Zoonotic Disease Etiologic Agent	R	Transmission	Clinical Signs in Swine		Clinical Signs in People	
			Prevention for Swine		Prevention for People	
Cryptosporidiosis <i>Cryptosporidium</i> spp	H	Ingestion: oocyst-contaminated food, water, soil Fomites	Incubation period: 3-5 days Asymptomatic Gastrointestinal: (neonatal calves, lambs, kids, piglets) watery diarrhea; tenesmus; anorexia; weight loss Clean and disinfect (organism is resistant); remove manure; prevent overcrowding; provide colostrum; isolate sick animals; prevent/treat other infections	Incubation period: 2-3 days to 2 weeks Gastrointestinal: mild to severe profuse, watery diarrhea; abdominal cramps; anorexia; nausea; gas; malaise Wash hands; wear PPE (gloves, coveralls); don't drink untreated water; wash fruits, vegetables; don't cross-contaminate; avoid young, sick animals if vulnerable	Incubation period: 2-3 days to 2 weeks Gastrointestinal: mild to severe profuse, watery diarrhea; abdominal cramps; anorexia; nausea; gas; malaise Wash hands; wear PPE (gloves, coveralls); don't drink untreated water; wash fruits, vegetables; don't cross-contaminate; avoid young, sick animals if vulnerable	
Cysticercosis/Taeniasis <i>Taenia</i> spp.	A	Ingestion: gravid proglottids in pastures; contaminated food, water or soil	Incubation period: months to years Asymptomatic Gastrointestinal: unthriftiness; poor appetite; diarrhea Neurologic: neurological signs Ocular: eyelid nodules; visual impairment Clean and disinfect; remove manure; deworm farm dogs and cats; remove and destroy dead stock; do not use river water for animals; keep animals away from human feces	Incubation period: months to years Gastrointestinal: proglottids in stools; nausea; gas; diarrhea; constipation; abdominal pain; poor appetite Neurologic: (neurocysticercosis) seizures; increased intracranial pressure; headaches; blindness Wash hands; do not defecate in fields, pastures, waterways; treat infected people; don't eat raw or undercooked meat; cook meat to proper internal temperature	Incubation period: variable; 8 weeks to years Gastrointestinal: proglottids in stools; nausea; gas; diarrhea; constipation; abdominal pain; poor appetite Neurologic: (neurocysticercosis) seizures; increased intracranial pressure; headaches; blindness Wash hands; do not defecate in fields, pastures, waterways; treat infected people; don't eat raw or undercooked meat; cook meat to proper internal temperature	
Dermatophytosis/Ringworm <i>Microsporum</i> spp., <i>Trichophyton</i> spp.		Direct contact: infected animals; skin lesions Fomites	Incubation period: 2-4 weeks Cutaneous: alopecia, scaling, crusts, erythema Clean and disinfect, specially shared equipment; quarantine and test new animals; isolate and treat affected animals; prevent exposure to rodents; do not overcrowd	Incubation period: 1-2 weeks Cutaneous: pink to red, scaly, slightly elevated skin lesions; follicular papules, pustules, or vesicles at the borders Wash hands; wear PPE (gloves, coveralls); clean, disinfect equipment; treat infected animals; treat infected people	Incubation period: 1-2 weeks Cutaneous: pink to red, scaly, slightly elevated skin lesions; follicular papules, pustules, or vesicles at the borders Wash hands; wear PPE (gloves, coveralls); clean, disinfect equipment; treat infected animals; treat infected people	
Erysipelas <i>Erysipelothrix rhusiopathiae</i> Erysipeloid in people		Direct contact: animals, fluids Ingestion: contaminated soil, feed, water; cannibalism (poultry) Mechanical vectors: biting insects	Incubation period: 1-7 days Acute: fever; prostration; red-purple spots on ears, skin; dyspnea; death Subacute: red-purple diamond-shaped skin lesions Chronic: joint swelling, lameness, dyspnea; death Clean and disinfect; remove manure; control rodents; vaccinate (pigs, turkeys); cull symptomatic pigs; destroy infected carcasses	Incubation period: 1-7 days Cutaneous: acute localized cellulitis; painful red/purple firm swelling, usually on hands and fingers; generalized disease possible Wash hands; wear gloves; cover wounds	Incubation period: 1-7 days Cutaneous: acute localized cellulitis; painful red/purple firm swelling, usually on hands and fingers; generalized disease possible Wash hands; wear gloves; cover wounds	
Giardiasis <i>Giardia duodenalis</i> or <i>G. intestinalis</i>	H	Ingestion: cysts in contaminated food, water, soil Direct contact: infected animals; grooming (self or others)	Incubation period: 3-10 days Asymptomatic , young more affected Gastrointestinal: (cattle, sheep, goats, swine) pasty to fluid, mucoid diarrhea; weight loss or failure to gain Clean and disinfect; remove manure; change bedding frequently; do not overcrowd; provide colostrum; do not use surface water as your water source	Incubation period: 1-45 days; signs usually within 1-2 weeks Gastrointestinal: mild-severe, acute-chronic diarrhea Systemic: anemia; anorexia; weight loss Wash hands; wear gloves; don't drink untreated water (treat or filter fresh water prior to drinking); treat infected animals; prevent contact with feces;	Incubation period: 1-45 days; signs usually within 1-2 weeks Gastrointestinal: mild-severe, acute-chronic diarrhea Systemic: anemia; anorexia; weight loss Wash hands; wear gloves; don't drink untreated water (treat or filter fresh water prior to drinking); treat infected animals; prevent contact with feces;	



Zoonotic Diseases of Swine, continued

Zoonotic Disease	R	Transmission	Clinical Signs in Swine	Clinical Signs in People
Etiologic Agent			Prevention for Swine	Prevention for People
Japanese encephalitis Flavivirus	A H	Vectors: <i>Culex</i> mosquitoes Reproductive: semen; transplacental possible	Asymptomatic Reproductive: Most common in naïve pigs; birth of stillborn or mummified fetuses; abortions; orchitis; infertility Neurologic (piglets): weakness; tremors; convulsions; death shortly after birth	Incubation period: 5-15 days Asymptomatic - Childhood disease in endemic areas (Asia, Western Pacific) Flu-like illness: fever; chills; myalgia; severe headache Neurologic: confusion; behavior changes; loss of consciousness; coma; difficulty moving; hemiplegia; quadriplegia; cerebellar disorders; neck pain and stiffness; mild to severe convulsions; transient Parkinson's like signs; severe encephalitis (esp. children under 15 yrs. of age); neurological deficits in half of survivors Gastrointestinal: (children) nausea; vomiting; abdominal pain; +/- diarrhea Reproductive: miscarriage if infected in first pregnancy
Leptospirosis <i>Leptospira</i> spp. - Sheep can serve as maintenance hosts of Hardjo serovar Weill's disease in humans	H	Direct contact: infected urine; contaminated water; aborted tissues Ingestion: contaminated feed, water Inhalation: aerosolized urine, water	Clean and disinfect; vector control; vaccines in endemic areas (Asia; Western Pacific); house animals in screened facilities; keep screens in good repair; minimize exposure to wild birds Incubation period: 7-12 days Reproductive: abortion; decreased fertility; stillbirth; weak offspring Systemic: (piglets) fever; icterus; anemia; death; Neurologic: (piglets) meningitis	Vaccination (endemic areas); prevent mosquito bites (insect repellants; protective clothing; permethrin-treated clothing and gear; bed nets); keep window screens in good repair Incubation period: 7-12 days Acute/septicemic phase: fever, chills; conjunctival suffusion, headache; myalgia; nausea; vomiting Immune phase: anicteric (common) or icteric forms; aseptic meningitis; stiff neck; headache; kidney failure; pulmonary hemorrhage; edema; dyspnea; death
Mange/Acariasis <i>Sarcoptes scabiei</i> var suis Scabies		Direct contact: infested animals Fomites: contaminated bedding	Clean and disinfect, especially breeding/birthing areas; vaccinate; control rodents; prevent contact with reservoirs; provide safe, clean water for drinking; avoid contaminated water sources/ flood waters; quarantine and test new animals; prevent contact between cattle and swine Incubation period: 10-60 days Cutaneous: rough, scaly skin; pruritus; alopecia; crusted skin Clean and disinfect; power spray mite hiding places; quarantine and treat new or affected animals; prevent exposure to rodents and wild birds	Wash hands; wear PPE (gloves, mask, eye protection, coveralls); cover wounds; control rodents; avoid wildlife; avoid contaminated water (like floodwaters); drain standing water if possible Incubation period: <24 hours to 4 days Cutaneous: severe pruritus on arms, chest, abdomen, thighs Wash hands; wear gloves; treat infested animals; remove wild bird nests from buildings; keep bird housing areas clean



Zoonotic Diseases of Swine, continued

Zoonotic Disease Etiologic Agent	R	Transmission	Clinical Signs in Swine		Clinical Signs in People	
			Prevention for Swine		Prevention for People	
Staphylococcosis <i>including methicillin-resistant Staphylococcus aureus (MRSA)</i>		Direct contact: skin wounds; feces Fomites Inhalation: aerosols (dust)	Incubation period: variable Cutaneous: wound infections, abscesses Reproductive: mastitis; metritis		Incubation period: variable; 4-10 days Cutaneous: skin, soft tissue infection; necrotizing fasciitis; staphylococcal scalded skin syndrome Gastrointestinal: acute gastroenteritis (food poisoning); nausea; vomiting; diarrhea; abdominal pain; +/- fever; headache; blood, mucous in vomit, stool	
Rabies <i>Lyssavirus</i>	AH	Direct contact: infected animal saliva (bite, droplet on mucous membrane, aerosol, broken skin)	Incubation period: 10 days to 6 months Paralytic: progressive paralysis; dysphagia; hypersalivation; ataxia; ascending paralysis; death in 2-6 days Furious: tremors; restlessness; aggression; ascending paralysis; death in 4-8 days; violent excitatory phase	Clean and disinfect; remove manure; do not overcrowd; isolate infected animals; isolate infected animals	Incubation period: a few days to several years, most commonly 1-3 mos. Neurologic: headache; fever; pain at inoculation site; anxiety; confusion; agitation; inability to swallow; hydrophobia; generalized paralysis; death	Wash hands; wear PPE (gloves, mask); cover wounds; avoid touching animal wounds, secretions; do not share personal items (towels)
Salmonellosis <i>Salmonella</i> spp. ser. Typhimurium ser. Enteritidis (humans)	H	Ingestion: contaminated feed, water Direct contact: infected animal, feces Fomites Reproductive: vertical (poultry) Mechanical vectors: flies	Incubation period: varies; less than 1-2 days if severe Gastrointestinal: severe enteritis +/- blood; young most affected Reproductive: abortion Systemic: septicemia; CNS signs; (piglets) pneumonia	Clean and disinfect, especially equipment, buildings; remove manure; practice good biosecurity; control vectors; reduce stress; prevent overcrowding; quarantine new animals; isolate and treat, or cull carriers; all-in, all-out	Incubation period: 6-72 hours Gastrointestinal: acute diarrhea (+/- blood); abdominal pain; nausea; vomiting; dehydration Flu-like: fever; muscle pain; headache; malaise; chills Systemic: (immunocompromised most at risk) bacteremia; septicemia (especially ser. Choleraesuis)	Wash hands; wear PPE around exposed animals (gloves, eye protection, coveralls); avoid saliva; get rabies vaccine if high-risk; cover wounds
Streptococcosis <i>Streptococcus suis</i>		Direct contact: infected animals Inhalation: aerosols Fomites Ingestion: contaminated feed, water Mechanical vectors: flies (<i>S. suis</i>)	Incubation period: varies; toxic shock within hours Reproductive: mastitis, metritis, placentitis; abortion Respiratory: purulent lung lesions; pneumonia Musculoskeletal: polyarthritis Neurologic: meningitis, ataxia, high mortality Systemic: septicemia	Clean and disinfect; remove manure; control flies; minimize stress; keep wounds clean; practice good animal husbandry; use good hygiene when milking (dip teats, keep milking machines clean, wear gloves); keep hair around udder short	Incubation period: hours to 3 days Flu-like: chills; fever; malaise; upper respiratory disease Gastrointestinal: nausea; vomiting; abdominal pain Systemic: septicemia; endocarditis; glomerulonephritis; meningitis (especially <i>S. suis</i>); septic shock	Wash hands; wear PPE (gloves, coveralls) when handling animals; clean, cover wounds; don't consume raw dairy



Zoonotic Diseases of Swine, continued

Zoonotic Disease <i>Etiologic Agent</i>	R	Transmission	Clinical Signs in Swine		Clinical Signs in People	
			Prevention for Swine		Prevention for People	
Swine influenza Influenzavirus A Most common: H1N1, H3N2 variant H1N2	AH	Direct contact: nasal discharge Fomites Inhalation: droplets and aerosols from coughing/sneezing	Respiratory: fever; anorexia; dry cough; labored breathing; nasal discharge; conjunctivitis Reproductive: abortion	Respiratory: fever; chills; myalgia; upper respiratory symptoms; sore throat; lethargy; headache Gastrointestinal: (especially children) poor appetite; nausea; vomiting; diarrhea	Respiratory: fever; chills; myalgia; upper respiratory symptoms; sore throat; lethargy; headache Gastrointestinal: (especially children) poor appetite; nausea; vomiting; diarrhea	Wash hands; wear PPE (gloves, mask or respirator, coveralls); don't touch your face; get the flu vaccine every year; avoid sick animals, wild birds; do not eat or drink around animals; cook meat and eggs properly; do not cross-contaminate
Toxoplasmosis <i>Toxoplasma gondii</i>	H	Ingestion: soil, plants, water, or feed contaminated with cat feces Reproductive: vertical	Incubation period: not known Reproductive: congenital infection; abortion; stillbirth; mummification Neurologic: encephalitis Respiratory: pneumonia; cough; dyspnea	Incubation period: 5-23 days Flu-like: fever; malaise; myalgia; lymphadenopathy Ocular: chorioretinitis; vitreous inflammation Reproductive: abortion; stillbirth (1 st trimester) Con genital: chorioretinitis; hydrocephaly; encephalitis; visual and learning disabilities later in life	Incubation period: 5-23 days Flu-like: fever; malaise; myalgia; lymphadenopathy Ocular: chorioretinitis; vitreous inflammation Reproductive: abortion; stillbirth (1 st trimester) Con genital: chorioretinitis; hydrocephaly; encephalitis; visual and learning disabilities later in life	Wash hands; wear gloves; do not clean if pregnant; cook meat properly; wash and peel fruits and vegetables; do not drink untreated water
Trichinellosis/Trichinosis <i>Trichinella</i> spp. (Parasitic nematode/roundworm)	AH	Ingestion: raw or undercooked meat (pork, wild boar, wild game meat, horse meat) containing encysted larvae Reservoirs: rodents; wildlife (bears, game animals)	Asymptomatic: detected during meat inspection	Incubation period: 8-15 days Asymptomatic Gastrointestinal: nausea; vomiting; diarrhea; pain Flu-like: fever; myalgia; fatigue; weakness; headache; chills; cough; joint pain	Incubation period: 8-15 days Asymptomatic Gastrointestinal: nausea; vomiting; diarrhea; pain Flu-like: fever; myalgia; fatigue; weakness; headache; chills; cough; joint pain	Wash hands; cook meat properly; freeze pork <6 in. thick for 20 days at 5°F to kill parasites; curing, smoking may not kill larvae; clean processing equipment after use; inspect home raised meat prior to eating
Trichuris suis (Whipworms)		Ingestion: egg-contaminated soil, feed, water; (people) Ingestion: contaminated food, water, soil	Incubation period: 2-3 weeks Gastrointestinal: diarrhea; weight loss; anemia; death may occur in piglets < 3 mos.	Incubation period: 2-3 weeks Gastrointestinal: diarrhea; vomiting; abdominal pain; intestinal obstruction, anemia, slow growth in children with high worm burdens	Incubation period: 2-3 weeks Gastrointestinal: diarrhea; vomiting; abdominal pain; intestinal obstruction, anemia, slow growth in children with high worm burdens	Wash hands; wear gloves; wash fruits, vegetables; do not fertilize with pig manure; do not let children play in contaminated soil; do not drink untreated water



Zoonotic Diseases of Swine, continued

Zoonotic Disease	R	Transmission	Clinical Signs in Swine	Clinical Signs in People
Etiologic Agent			Prevention for Swine	Prevention for People
Vesicular stomatitis <i>Vesiculovirus</i>	A	Direct contact: skin lesions, vesicles; saliva, nasal secretions Fomites Vectors: black flies, sand flies, others?	Incubation period: 3-7 days Asymptomatic Cutaneous: fever; papules, vesicles in/on oral cavity, udder, teats; prepuce, interdigital space, coronary band; inflammation; edema; pain Musculoskeletal: lameness Clean and disinfect, including milking equipment; milk animals with lesions last; minimize stress; control vectors; quarantine new animals; isolate infected animals; avoid hard, abrasive feeds to prevent mucosal injury; rule out foot-and-mouth disease	Incubation period: 1-6 days Flu-like: fever; headache; myalgia; malaise Cutaneous: (rare) vesicles Gastrointestinal: nausea; vomiting; diarrhea Wash hands; wear PPE (gloves, coveralls); clean and cover wounds
Yersiniosis <i>Yersinia enterocolitica</i>		Ingestion: fecal-oral; undercooked or raw pork, chitterlings/chitlins can be higher risk; fecal contamination of drinking water Direct contact: infected animals; animal feces	Asymptomatic Gastrointestinal: diarrhea in weaned pigs; mild fever; poor appetite Clean and disinfect; manure management	Incubation period: 4-7 days Gastrointestinal: acute diarrhea; nausea; vomiting; fever; abdominal pain; (young children) pseudoappendicitis; pharyngitis; mesenteric adenitis; (children) bloody diarrhea Musculoskeletal: reactive arthritis Cutaneous: rash "erythema nodosum", more common in women Systemic: (infants, immunocompromised) septicemia; myocarditis Wash hands; wear gloves when handling infected animals or feces; prevent cross-contamination from raw meat to surfaces or other foods; cook meat to proper internal temperatures; avoid consuming untreated water



Manure Management References

Providing barriers over and under manure storage will reduce fly breeding and odors as well as prevent leaching and run off. Wet manure is more odorous than dry manure and the heat generated in covered manure storage, especially in compost, will effectively kill all eggs, larvae or pupae.

PRACTICAL ADVICE FOR MANURE MANAGEMENT ON SMALL FARMS

By Sydney Young Riggi, Susan Truehart Garey and Dr. Amy Shober

Manure Storage

Manure contains nutrients that are essential for plant growth. Proper manure storage helps retain plant-essential nutrients in the manure for future use after land application. The goal of manure storage is to keep the manure dry. Nutrients are less likely to leach from dry manure, and dry manure will be less appealing to flies. The best method to keep manure dry is to keep it in a designated storage area. Building a manure storage area does not have to be an expensive endeavor. Some options include:

- Jersey barriers or pressure-treated lumber in a “U” shape with a tarp or roof over it
- A concrete, compressed clay or stone dust pad with a tarp or roof over it
- A dumpster with a lid or cover for pickup by a manure hauling service

If manure is stockpiled on the ground, it should be covered to keep it as dry as possible. The stockpile should be surrounded by a good stand of grass that will act as a filter strip. Manure stockpiles should adhere to these setbacks:

- 100 feet from any body of water or drainage ditch
- 100 feet from any public road
- 200 feet from any residence not located on your property
- 200 feet from any domestic well
- 300 feet from a public water supply

Stockpiling manure outside uncovered is only recommended for poultry litter. When stockpiled correctly, poultry litter forms an exterior crust that sheds water. Other types of manure and bedding do not form a crust and will act like a sponge to absorb water. As such, it is recommended to cover manure. Covering manure keeps the manure dry, which makes it easier to handle, conserves plant nutrients and reduces insect pest populations.

Spreading Manure

Ideally, manure is land applied to meet the fertility requirements of the plants being grown. Before spreading manure on any field or pasture, it is recommended that both manure and soil samples are taken for analysis. Once those analysis results are received, a custom fertilizer recommendation based on the soil sample results can be made. The fertilizer recommendation will provide guidance on how much manure and/or commercial fertilizer will be needed to meet the fertility needs of the crop. Soil samples can be analyzed by the University of Delaware Soil Testing Laboratory or a private laboratory. Manure and compost samples can be analyzed at the Delaware Department of Agriculture or a private laboratory.

Questions to ask prior to spreading manure include:

- Does the crop being planted or growing need an application of manure?
- Has the manure spreader been calibrated recently?
- What will the weather conditions be prior, during and after spreading?
- Are there water bodies (including ditches), wells and roads that should be avoided?
- Are there neighboring properties that should be avoided?

In Delaware, under the Nutrient Management Law, manure and fertilizer cannot be land applied between Dec. 7 and Feb. 15 because plants are not actively growing and cannot take up nutrients. If nutrients are applied during this time, they are more likely to runoff and enter a water body.

Flies and Odor

Manure attracts flies and gives off odors. Good management can minimize both of these annoyances.

Fly populations can be minimized by:

- Keeping manure dry
- Removing manure from the farm or land applying before the fly breeding season begins
- Cleaning up muddy areas, feed spills, or old decaying hay where flies can breed
- Turning manure or compost piles regularly
- Considering a biological control (parasitic wasps) or chemical control

Odor from manure can be reduced by:

- Keeping manure dry
- Avoiding storing manure in wet, wooded or flood-prone areas
- Locating manure storage area away from neighbors
- Planting a windbreak around the manure storage area
- Composting(not simply stockpiling) to reduce odor and volume
- Having manure picked up frequently if it will not be land applied

Practical advice for manure management on small farms.

(n.d.). <https://www.udel.edu/academics/colleges/canr/news/2022/september/small-farm-manure-management/>

Manure Storage 101



Which option is best for your farm?

*Acceptable
method to store
manure on small
farms*



Stockpiling

- Piling the solid manure and soiled livestock or horse bedding in a convenient location
- Using a plastic tarp to cover the stockpile will help to reduce odor and flies

Dry Stack

- Key components of a dry stack facility are the impervious floor and three walls used to contain the manure
- The cost for this type of facility can be moderate

*Most common and
most practical
method of manure
storage for small
livestock or horse
operations*



*Gaining in
popularity*



Composting

- Composting reduces the amount of available nutrients, kills pathogens, reduces the odor and reduces the volume of manure and bedding
- The cost of this method of storage can be moderate to high depending on the complexity of the facility

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Storing manure on small farms – Solid Storage

Stockpiling manure is essentially piling solid manure and soiled livestock or horse bedding in a convenient location that align with the recommendations in the Manure GAAMPs. It is an acceptable method to store manure on small farms. The base soil of the pile must be compacted and sealed to prevent manure nutrients from leaching into the soil profile. Clay soils are an excellent base for piles

as opposed to sandy soils which allow nutrients to leach through. The loading area should be firm to prevent rutting in wet periods (rainfall events or spring thaws). There should be a very slight slope (1-3%) to allow the pile to drain toward a vegetated filter strip. **Using a plastic tarp to cover the stockpile will help to reduce odor and pests.** It also reduces the concern for leaching as it prevents rainwater from contacting and soaking through the pile. Compared to all other storage methods, stockpiling is the lowest cost option.



Fig. 1. Use of a tarp to cover stockpile. Photo credit: Virginia Cooperative Extension.

Dry stacking manure is the most common and most practical method of manure storage for small livestock or horse operations. **The key components of a dry stack facility are the impervious floor, and three walls used to contain the manure.** A poured concrete floor is an excellent example of an impervious floor. The floor should be slightly sloped for drainage towards a vegetated filter strip or sump. The walls of the facility should be a minimum of four feet high and small farm owners should consider the outward pressure on the walls from piled manure. The walls can be poured concrete, cinder block, horizontal or vertical timbers. It is also critical to secure anchoring for the facility below the frost line. The cost for this type of facility can be moderate.

Horse Stable Manure Management

Insects

It is always easier and more effective to prevent fly breeding than it is to control adult flies. Eliminating the habitat required by the larvae to hatch and grow significantly reduces fly populations. Because flies deposit eggs in the top few inches of moist manure, minimizing moist manure surface area is one reduction strategy. Eggs can hatch in as little as 7 days under optimal temperature and moisture conditions. Fly breeding season starts when spring temperatures get above 65°F and ends at the first killing frost in the fall. Under ideal breeding conditions, it has been calculated that one fly can produce 300 million offspring in about 60 days! Few flies will develop if manure is removed from the stable site or made undesirable for fly breeding within a maximum 7-day cycle.

Keep manure as dry as possible, below 50 percent moisture, to make it less desirable for egg deposition. Spread manure out in thin layers during field application or field dragging, or keep out precipitation by roofing or tarping the permanent holding area and covering any dumpsters or temporary manure storage. Cleaning up decaying organic material is essential to fly control. Filth flies lay eggs in any decaying organic matter, including spilled feed, manure left in stall corners, grass clippings, and manure piles. Store small amounts of manure in containers with tight-fitting lids. Cleaning up spilled grain will not only suppress filth fly populations but will also reduce feed sources for mice and rats. Further information is available in *Pest Management Recommendation for Horses* (see Additional Resources).

Manure Storage

The stall waste will have to be stored somewhere whether temporarily or long term. Keep stored manure in a fly-tight area during the warm months or manage to prevent fly breeding and protect from rainfall and surface runoff. A well-built storage pad or container aids in waste handling and minimizes pollution potential from the pile. The pad can be as informal as a level, well-packed surface with a wood or masonry backstop (Figures 6, 7, 8) or a covered structure with impermeable flooring. If topography permits, a below-grade storage container is a less objectionable structure as it keeps the manure contained to a small area, is out of view, can be covered, and is easily filled using gravity to dump waste into it (Figure 9). One side should be at ground level for emptying. Longer-term manure storages are often more substantial structures than short-term storages. Large quantities of manure require a storage designed with wide door(s), a high roof, and strong construction to allow cleanout with power equipment. Construction features are shown in Figure 10. Additional details of large manure storages are available in the *Livestock Waste Facilities Handbook* (see Additional Resources). Manure for commercial pickup can be stored in a container or dumpster. With any large or small manure storage, a tarp or other cover is recommended to minimize leachate production from rainfall.

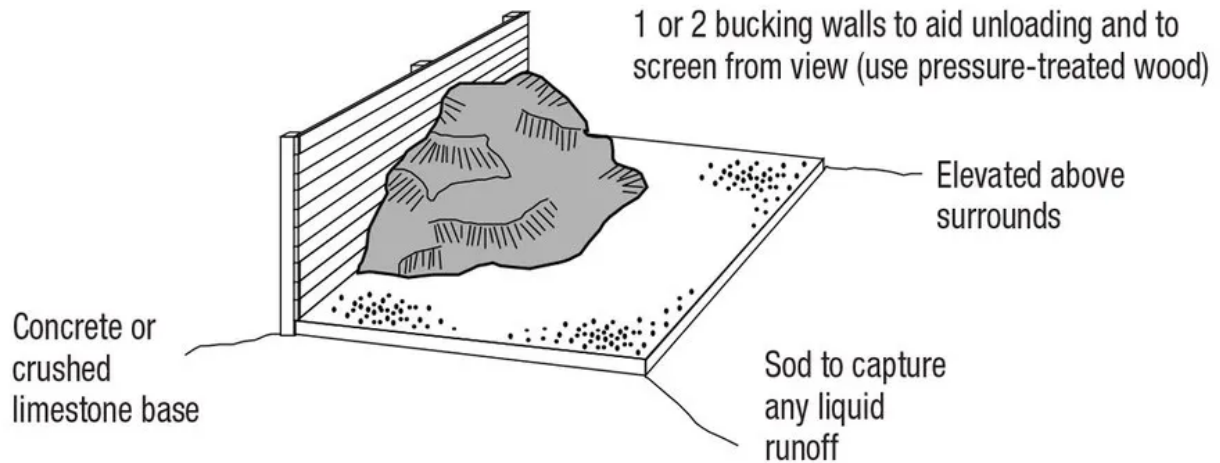


Figure 6. Simple manure stockpile pad with backstop, which is suitable for a small stable. Use a tarp or other cover to minimize leachate production from precipitation.

Fabian, E. E., PhD. (n.d.). *Horse Stable Manure management*. [https://extension.psu.edu/horse-stable-manure-management#:~:text=Eggs%20can%20hatch%20in%20as,Horses%20\(see%20Additional%20Resources\)](https://extension.psu.edu/horse-stable-manure-management#:~:text=Eggs%20can%20hatch%20in%20as,Horses%20(see%20Additional%20Resources).).

October 31, 2024

TO: The Honorable Mayor and Town Council:

FROM: Cheri Wischmeyer

RE: Proposed Amendments to Section 305 of the Town's Planning and Zoning Ordinance

I am submitting the following comments about the proposed draft that was prepared by the Community Development Department staff as a previous member of the Manager's Work Group that discussed and reviewed the Animal Ordinance (305) and as a citizen of the Town of Camp Verde.

I have spent a great deal of time reviewing all of the comments that were submitted to the Town, the surveys that were returned, and the minutes of the P&Z meetings relating to this topic.

In addition, I attended all of the P&Z Commission meetings on this topic and actively participated in providing feedback. It was clear that the P&Z Commission had a wide range of opinions on what should and should not be in the ordinance revisions. Ultimately, after much debate and discussion, they were unable to reach a decision on how the ordinance should be written and it was passed on to the Town Council for review.

I have also conducted a great deal of research on this topic (to include review of articles by subject matter experts and historical Town records) and was privy to the presentations by local veterinarians, subject matter provided by the Community Development Department staff and other members of the Manager's Work Group, as well as participated in property tours around Camp Verde. I have also spoken to a great many citizens of our Town on this matter as I worked to gather a full understanding of not just what the Town citizens wanted, but what was in the best interest of the entire community.

Camp Verde, by its very nature and history is a rural, western community. With that said we are also a Town that is growing and with that comes the need for rules to protect our citizens.

Additionally, being a rural, western community does not mean that we don't need to be mindful and respectful of our neighbor's rights to enjoy their property without excess noise, light, smell, or vermin. There must be a balance between what was in the past and what we now are. That is why there is a need to place clear, objective, measurable information in the ordinance where everyone knows what is expected and the consequences of not complying with the written laws. It is my opinion that a reference to where these consequences may be found within the ordinance must be made within the livestock ordinance.

I have reviewed the document that the Town's Community Development staff wrote and presented to the Planning and Zoning Commission and would like to present the following opinions relating to the document.

- Community Development Department staff opted to remove the 6 point smaller cattle. I think this is a wise decision since the enforcement of this would be burdensome to the Code Enforcement Division. Additionally, this change would allow for a significant increase in large animals on properties. For example, a 5 acre parcel that is currently allowed 10 large animals could potentially have an increase of up to 20 of the smaller cattle. If you take into consideration the other additional allowances such as youth, equestrian and special use permits the number could be much higher yet.
- The Town Attorney recommended adding section 305.1.B which covers protections for agricultural operations on farmland, but nowhere in the document is the definition of agricultural operations or farmland included as defined in Arizona statute. I recommend that the Town include definitions from the state statutes that clearly identify when agricultural operations on farmland apply. Arizona statutes

clearly identify when the exemption applies and it should be covered in our ordinance to avoid confusion at a later date. I believe that all sections of this ordinance need to be clearly measurable to aid our citizens in understanding and complying with our rules.

SWINE AND BISON

Breeding bison or swine should not occur in a municipal setting. Below is additional information about swine and bison to support the assertion that breeding of these two genres is not appropriate for a municipal setting.

- Community Development Department staff is recommending that any rules relating to the breeding of bison and/or swine be removed. These two animals were the topic of much discussion during the Manager's Work Group.

Swine:

- Swine was also a very highly contested topic with the general public's comments. The Town has already lived through a major "Swine Gate" in 2007 and 2008. A review of Town records has demonstrated that a significant number of people were upset about a swine operation where "up to 50 pigs at a time" were on a neighboring property.
- The historical minutes from 2007 and 2008 clearly indicate that the majority of council (including two from farming families) wanted to limit the number of pigs to one per parcel.
- Ultimately sometime around 2008 the number of pigs allowed was changed to reflect one (1) pet or butcher pig per parcel.
- The current Community Development draft document shows the allowance of swine on a 2 acre or greater parcel of land with an increase after the first 2 acres of one swine per acre based on the 24 point allocation in the point table of the document. The maximum number of swine is five (5) per parcel, a 500% increase over what was previously allowed.

- Additionally, the restriction on swine breeding that the Manager's Work Group placed has been removed by the Community Development Department staff.
- If we allow pig breeding, and we allow even one pig per parcel, that pig (if bred) could have anywhere from 10 to 20 piglets. Taking this further, the proposed code allows for up to five pigs on a parcel of land that is five acres or larger. This means a huge number of pigs on a property at any given time, anywhere from 55 to 105 pigs on five acres if all 5 pigs were bred. The proposed code does not set any limitations on how many pigs can be bred. This is not good for the property, the pigs, or the neighbors.
- A six month pig (no longer a piglet) if allowed to be left on the property for the full six months that is allowed by the code, could weigh upwards of 280 pounds and are market ready according to online research.
- Pigs also wean at a much younger age (6-8 weeks) and allowing them to remain on the property would be the equivalent of a pig farm and far exceed the intended animal counts. "Piglets are typically weaned between 19 and 22 days of age in North America, but can be weaned as early as 14 days. Some piglets are weaned as early as 17 to 20 days, while others are weaned between 21 and 34 days." This information was taken from an internet query on "when are piglets weaned".
- The Manager's Work Group had indicated no pig/swine breeding was allowed, except for a 4H/FFA Youth Permit. This would allow **an** individual to breed a specific type of pig for the purposes of providing our youth with the necessary piglets to participate in youth programs.
- We had been advised by Ms. Bolton that a specific type of pig is used for the youth projects.
- We also required that the piglets be removed from the property no later than three months after birth. This prevented a breeder from having a litter of swine that were not purchased for youth projects on his/her property and exceeding the approved animal count.

- In reviewing both the Community Development Department staff version and the Manager's Work Group version, the restriction on the age of swine was removed; however there is a notation that indicates "Except for swine and bison, offspring (under six (6) months of age) of livestock on premises are not counted toward the number of permitted livestock on a parcel." It does not define when those animals need to be removed or counted in the provisions of the ordinance.
- Pigs smell if not properly maintained. 4H and FFA projects have specific guidelines as well as a designated youth advisor to oversee diet and pen and manure management. A pig in a private setting may be feed refuse or a poor diet, resulting in foul odors and vermin. While one can say that this goes back to nuisance, why would the Town place the Code Enforcement Officers in a position to have to monitor a large number of swine in a residential community?

While I am not opposed to a pet pig or butcher swine, I do not feel that an increase or pig breeding is a wise idea based on historical Town data and internet research. It is my opinion that the swine limitation should be limited to a pet pig or butcher swine per parcel, regardless of the parcel size.

Bison:

Bison should not be allowed within the confines of the Town limits for the following reasons.

- Review of data from reliable sources indicates that the raising and/or breeding of bison should meet very specific requirement standards. The fencing requirements for bison are much more stringent as a bison leaning on a regular cattle fence is enough to knock it down.
- Additionally, an adult bison can make a standing six foot jump and therefore most fences will not keep in a determined bison. Fencing

should be at or above eye level, heavy duty and specific to criterion for Bison housing.

- Research also showed that Bison need to be maintained in a herd setting for the well-being of the animal and that each animal requires several acres to thrive. Bison are roaming animals and those that are enclosed in small corrals or pens will be more likely to look for greener pastures.
- Bison can run faster than a standard horse and therefore if they do escape, they are much more difficult to corral. They also are easily spooked and when this occurs they can be a danger to horses and humans.
- Bison mothers will protect their babies (as will any animal), but the difference is the size and unpredictability of bison. Allowing bison breeding may place the Town at risk of additional liability if someone is injured.
- On the other side of the six months that are allowed for young animals to remain with their mother, a bison calf will be approximately 12-14 months old before they are fully weaned. If we apply the six month restriction and allow for bison breeding, we are placing the calf at risk. This is another reason to restrict bison breeding within the Town boundaries.

NUISANCE PROVISIONS

Manure Management:

The entire Manager's Work Group was united in the need to have stronger, more objective and measurable nuisance guidelines. Throughout our process, there was a collaborative effort to make this section of the code strong to ensure that not only are the animals well cared for, but that neighboring properties are protected from a variety of nuisance issues.

- The Community Development Department staff has reduced the strength of this section significantly, using phrases such as "as

frequently as necessary” rather than sticking with the twice weekly requirement for manure pick-up as defined by the Manager’s Work Group.

- This section only applied to pens, stables, yards, cages, and other enclosures.
- The draft “Work Group Version” shows “Livestock manure shall be removed from pens, stables, yards, cages, and other enclosures as frequently as necessary to avoid the creation of a nuisance and at least twice weekly.”
- The Community Development Department staff’s version is subjective, rather than objective and measurable.
- Additionally, manure stored on property was able to be disked and/or mulched into pasture lands. This would cover the larger parcels of land that some members of the Planning and Zoning Commission were concerns about: therefore the statement that the “twice weekly” removal condition was removed due to a variety of parcel sizes is not applicable.

Manure Mound Storage:

The Manager’s Work Group spent a great deal of time on manure mound storage. There were some that felt we should not allow this at all, while others felt we needed to make some provision for mound storage.

It is my opinion that manure mound storage should be limited to the five acre minimum with the 200’ buffer on all sides. If a property is unable to comply with the restrictions they would not be able to have mound storage, but other alternatives have been made available to them.

- Originally, while the Manager’s Work Group discussed this, the Acting Town Manager, Gayle Mayberry, suggested that perhaps we should use a 200’ setback from all property lines. She indicated that this would be approximately a 5 acre parcel of land, alleviating the concern for smaller parcels having manure mounds closer to neighboring property lines.

- There was a significant amount of discussion surrounding the concerns that narrower parcels that met the 5 acre limit would not be able to meet the 200' setback. While the group did not have 100% consensus, a majority consensus felt that we should leave the 200' setbacks from all property lines, allowing only properties that could meet the requirement to have manure mound storage. The others could mulch or disc the manure into their pasture lands.
- When the Community Development Department staff's version returned to the Planning and Zoning Commission, they had revised the requirements to only 30' setback from any property line, allowing for parcels of land that were much smaller to have 5 cubic feet of manure piled on their property; much closer to their neighbor's property lines than originally requested by the workgroup who spent almost a year addressing these issues.

EXEMPTIONS TO LIVESTOCK POINT COUNT

Swine and Bison Breeding

- I have previously addressed the Community Development Department staff's choice to remove the restrictions imposed by the Manager's Work Group for swine and bison breeding.

Administrative Adjustment Permit

During the Manager's Work Group discussions, we determined that there was a need to reward those individual who had met a "gold standard" or high level of property and animal management by allowing them to increase their animal count. It is my opinion that if individuals have had previous problems within the past twelve months, or are currently violating the Town's livestock ordinance they should not qualify for the "gold standard" permit.

We also determined that there needed to be specific criterion put in place to ensure that this increase did not pose a nuisance to surrounding property or to reward those individuals who had not historically maintained their property in compliance with existing codes and standards.

After extensive discussion the Manager's Work Group decided to propose an Administrative Adjustment Permit. During those discussions, there was concern voiced by some members of the workgroup that the level of confidence with the Community Development Department staff's handling of complaints and permit issuance may be a problem for community acceptance of the proposal.

During the Manager's Work Group tours and individual research, there were observed many properties that felt their property met the "gold standard", only to demonstrate that they were already violating the animal count as established by the Planning and Zoning Ordinance, Section 305.

- Currently the proposed plan allows for Community Development Department staff to issue an "Administrative Adjustment Permit." The Manager's Work Group discussed this process at length and felt that this "gold standard" should only be issued to individuals who had demonstrated a history of a very high standard of property management and animal care. It was not to be issued if:
 - Any violation had been issued within the twelve months preceding the application.
 - Any violations existed at the time of the application. This would include:
 - Any violations observed at the time of the inspection which would result in the permit not being issued and the applicant would not be eligible for another application for twelve month following the date the violation occurred.
 - Livestock pens shall have a setback of at least 30' from adjacent parcels.
 - Required application for a special use permit if more than 200% of the neighbors within 300' oppose the application.

- There was discussion during the public hearing that was held at the Planning and Zoning Commission indicating that members of the community did not have confidence in the proposed process (mirroring the concerns that were voiced by some of the workgroup committee at the time this process was discussed) and that they would be more comfortable if this permit followed the same criterion that is utilized for a special use permit such as items that are covered on the checklist included with a special use permit application:
 - Completed application
 - Posting of property and advertisement
 - Outreach to citizens within 300 feet of the applicant property to allow for in person and written concerns
 - Community Outreach Meeting
 - Public Hearing with opportunities for both verbal and written input from all members of the community. (This type of permit could possibly be held only before the Town Council for approval since it will be an annual permit).
 - Renewals may not need to be heard by the Town Council
- During the review by the Community Development Department staff the proposed code was rewritten to include:
 - Changing any violation issued to “unresolved issues”
- The problem with changing the wording to “unresolved issues” means that a person who is applying for the application has already demonstrated that they have had issues with compliance.
- The purpose of the permit is for those who meet a “gold standard” and if there is a history of noncompliance within the previous twelve months, the applicant has not demonstrated a history of very high property management and animal care.
- Additionally, this wording encourages individuals who have violations and want to increase their animal count to resolve the issues just to be awarded the Administrative Adjustment Permit.
 - There have been reported instances of complaints being filed with the Community Development Department. Their process is to:

- Notify the property owner of the complaint
- Schedule an appointment for an inspection
 - This notification and scheduling of inspection at a later date allows for the property owner to resolve the issue prior to the inspector's arrival
 - Does not ensure future compliance since the complaint is notated as unfounded.
- A history of poor property and animal management should not be rewarded by allowing an individual to have more animals on their property. It is critical that if these types of permits are to be issued, the applicant must have demonstrated that they have and will continue to live up to the "gold standard" that this permit was intended to reward.

Definitions:

Another revision that was noted on the staff report indicated that the definitions for this section will be moved to Section 103 of the Town Zoning Ordinance.

The Manager's Work Group felt that it was imperative to include any relevant definitions within the animal code. This allows for individuals who are wishing to review what is and is not acceptable to easily find and understand the terms that are used within the particular section of the ordinance. We intentionally included these terms within the proposed livestock regulations of the zoning regulation and hope that the Council will see the benefit to making it easy for citizens find and understand the definitions contained therein.

The Arizona Revised Statutes has a definition section for each specific regulation section. While this may be repetitive, it allows for ease of use by citizens and prevents them from having to page back repeatedly.

Another issue with the definitions is that many times the Town's definitions do not mirror the Arizona Revised Statutes (ARS). There have been several times during recent Council deliberations when it was suggested by Council that they would like to see these definitions mirror the state's to avoid conflict and confusion. A couple of examples within the Planning and Zoning Ordinance are:

- Farmland
 - The Town's definition is "A parcel of land used for agricultural purposes"
 - The ARS definition in A.R.S. 3-111.3 is "land devoted primarily to the production for commercial purposes of livestock or agricultural commodities."
- Agriculture
 - The Town's definition is "The production, keeping or maintenance, for sale, lease or personal use, of plants or animals useful to man, including the breeding and grazing of any or all of such animals; or lands devoted to a soil conservation or forestry management program. This includes farm stands for the temporary or seasonal sales of agricultural products grown on site or other grown on other properties owned or leased by the farm operator."
 - The ARS definition of Agricultural Operations is defined in A.R.S. 3-111.1 as "all activities by the owner, lessee, agent, independent contractor and supplier conducted on any facility for the production of crops, livestock, poultry, livestock products or poultry products or for the purposes of agritourism."
- Agritourism
 - The Town's definition is "the act of visiting a working farm, ranch, agricultural or horticultural agribusiness operation for the purpose of enjoyment, education or active involvement of visitors to experience a rural lifestyle. Visitors may participate in events and services related to agriculture which may take place on or off the farm or ranch, and that connect consumers with the heritage, natural resource or culinary experience they value."

This may include but not limited to; farm stands or shops, U-pick, on-farm classes, fairs, festivals, pumpkin patches, wineries, barn dances, corn maze, hunting, fishing, guest ranches, agricultural tours, wildlife viewing or bird watching, wine tasting.

- The ARS definition in A.R.S. 3-111.2 is “means any activity that allows members of the general public, for recreational or educational purposes, to view, enjoy or participate in rural activities, including farming, ranching, historical, cultural, u-pick, harvest-your-own produce or natural activities and attractions occurring on property defined as agricultural real property pursuant to section 42-12151 if the activity is conducted in connection with and directly related to a business whose primary income is derived from producing livestock or agricultural commodities for commercial purposes.”
- A.R.S. 42-12151 defines agricultural real property as “In this article, unless the context otherwise requires, "agricultural real property" means real property that is one or more of the following:
 - Cropland in the aggregate of at least twenty gross acres.
 - An aggregate ten or more gross acres of permanent crops.
 - Grazing land with a minimum carrying capacity of forty animal units and containing an economically feasible number of animal units.
 - Land and improvements devoted to commercial breeding, raising, boarding or training equine, as defined in section 3-1201 or equine rescue facilities registered with the department of agriculture pursuant to section 3-1350.
 - Land and improvements devoted to high density use for producing commodities.
 - Land and improvements devoted to use in processing cotton necessary for marketing.
 - Land and improvements devoted to use in processing wine grapes for marketing.

- Land and improvements devoted to use in processing citrus for marketing.
- Land and improvements devoted to use as fruit or vegetable commodity packing plants that do not cut or otherwise physically alter the produce.
- Land and improvements owned by a dairy cooperative devoted to high density use in producing, transporting, receiving, processing, storing, marketing and selling milk and manufactured milk products without the presence of any animal units on the land.
- Land of at least five acres and improvements devoted to algaculture. For the purposes of this paragraph "algaculture" means the controlled propagation, growth and harvest of algae.
- Land and improvements devoted to agritourism as defined in section 3-111."

These are only a few of the conflicting definitions that have been identified in the Town's Planning and Zoning Ordinance which could cause confusion in what is or is not allowed within the ordinance.

CONCLUSION

In Conclusion, the livestock ordinance that is located within the Planning and Zoning Ordinance is a complex document that has far reaching implications. As the Town Council considers what direction will be taken in the best interest of the Town and **ALL** of its citizens, I encourage them to consider the issues I and other citizens have brought forth before making a final decision.

The Council has a difficult decision in front of them to weigh the historical rural, western community with the future growth of the Town and how any of the proposed changes will affect the entire community. Having worked on this document for the last twelve months, I don't envy you the necessity of making a final decision.

Thank you for your time in reading my thoughts on this very critical issue.