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**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 16, 2019 at 6:30 P.M.**

If you want to speak ON ANY ITEM ON THE AGENDA, PLEASE complete the Request to Speak Form

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

1. Call to Order

2. Roll Call. Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German.

3. Pledge of Allegiance

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

a) Approval of the Minutes:

- 1) Council Hears Planning & Zoning Matters – September 25, 2019
- 2) Regular Session – October 2, 2019
- 3) Special Session – October 8, 2019

b) Set Next Meeting, Date and Time:

- 1) Wednesday, October 23, 2019 at 6:30 p.m. – Council Hears P&Z Matters
- 2) Wednesday, November 6, 2019 at 6:30 p.m. – Regular Session
- 3) Wednesday, November 13, 2019 at 5:30 p.m. – Work Session
- 4) Wednesday, November 20, 2019 at 6:30 p.m. – Regular Session

c) Request for authorization for the Marshal’s Office to accept grant funding from the Governor’s Office of Highway Safety (GOHS) and the Department of Homeland Security (DHS) to pay for equipment and personnel expenses to be incurred in FY2019-2020. [Staff Resource: Russ Martin/Corey Rowley]

5. Special Announcements and presentations.

5.1. Extra Mile Day Proclamation.

5.2. October is Fort Verde State Historic Park Month Proclamation.

5.3. Third Quarter 2019 Report (July – September) from the Planning and Zoning Commission. [Staff Resource: Carmen Howard]

5.4. Third Quarter 2019 Report (July – September) from Board of Adjustments

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and Appeals. [Staff Resource: Carmen Howard]

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5.5. Promotional ceremony and badge presentation for the promotion of Steve McClure to the position of Sergeant with the Marshal’s Office. [Staff Resource: Corey Rowley]

29 **5.6. Responder 1st program presentation.** [Staff Resource: Corey Rowley]

6. 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 A.R.S. §38-431.01(H))

7. Business. Legal action can be taken.

35 **7.1. Possible approval for the Finance Director to make the FY19 budget adjustments as attached on the Budget Change/Re-Appropriation Form.** [Staff Resource: Mike Showers]

39 **7.2. Discussion, consideration and possible appointment of member to the Board of Adjustment and Appeals, with a term that expires January 2022.** [Staff Resource: Virginia Jones]

8. Call to the Public for items not on the agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

9. Council Informational Reports. These reports are relative to the 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. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

10. Manager/Staff Report Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.

11. Adjournment

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

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021

Agenda items may be taken out of order.

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - A. 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 A.R.S. §38-431.03(A)(2) and (A)(3), the Council may vote to go into Executive Session for the purpose of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

Camp Verde Council Meetings are recorded and may be viewed on the Camp Verde website. Pursuant to A.R.S. §1-602(A)(9), parents and legal guardians have the right to consent before the Town of Camp Verde makes a video or voice recording of a minor child. If you permit your child to participate in the Council Meeting, a recording will be made. You may exercise your right not to consent by not permitting your child to participate or by submitting your request in advance to the Town Clerk that your child not be recorded.

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DRAFT MINUTES

**TOWN OF CAMP VERDE
COUNCIL HEARS PLANNING AND ZONING MATTERS
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 25, 2019 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 German called the meeting to order at 6:30 p.m.

2. Roll Call

Mayor Charles German, Vice Mayor Dee Jenkins, Councilor Jesse Murdock, Councilor Joe Butner (via phone), Councilor Bill LeBeau, and Councilor Buck Buchanan were present. Councilor Robin Whatley was absent.

Also Present

Community Development Director Carmen Howard, Town Planner Melinda Lee, Town Manager Russ Martin, Town Clerk Judy Morgan and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Mayor German led the Pledge.

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

a) Approval of the Minutes:

- 1) Special Work Session – August 28, 2019
- 2) Regular Session – September 4, 2019

b) Set Next Meeting, Date and Time:

- 1) Wednesday, October 2, 2019 at 6:30 p.m. – Regular Session
- 2) Wednesday, October 9, 2019 at 5:30 p.m. - Work Session
- 3) Wednesday, October 16, 2019 at 6:30 p.m. – Regular Session
- 4) Wednesday, October 23, 2019 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c) Possible approval of Special Event Liquor License application for Verde Valley Rangers Sheriff's Posse for Fort Verde Days event, being held on October 11-12, 2019. [Staff Resource: Judy Morgan]

d) Possible approval of Special Event Liquor License application for Friends of the Verde River for Jackpot Ranch's State of the Verde Watershed Conference event, for the date of October 29, 2019. [Staff Resource: Judy Morgan]

e) Possible approval for the submittal of a Resource Advisory Grant for construction of Camp Verde Loop Trail located at Camp Verde Sports Complex Park. (Staff Resource: Steve Ayers)

Motion made by Councilor LeBeau to approve the consent agenda presented. Second was made by Vice Mayor Jenkins. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Murdock, LeBeau, Butner and Buchanan approving.

5. Special Announcements and presentations.

5.1. Overview of the Defense Reutilization and Marketing Office (DERMO) and Law Enforcement Support Office (LESO) “1033 Program” in which the Marshal’s Office participates to procure surplus military equipment for Law Enforcement use. [Staff Resource: Corey Rowley]

Marshal Corey Rowley explained the Marshal’s Office participates in the “1033” Military Surplus program managed by the Defense Reutilization and Marketing Office (DERMO) of the U.S. Government and Law Enforcement Support Office (LESO), which makes surplus military and government equipment available to police agencies to utilize in law enforcement operations. Marshal Rowley introduced Deputy Rotzler, who is in charge of the program in the Camp Verde Office.

Deputy Rotzler explained the Marshal’s Office has obtained a variety of items and equipment from this program, which has saved the Town a large amount of money they otherwise may have spent to purchase these items for “normal” police functions or to respond to emergencies. He showed slides of some of the equipment they have purchased. He explained through this program most things are free except for shipping costs and they only purchase items in A/B categories. There have a list of additional items they would like to acquire.

6. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

J. Hacker- stated she was a victim in a crime and she has found that Camp Verde has no victim services program. She would also like a Special Council appointed to review her misdemeanor case.

7. Business - Council Hears P&Z Matters. Legal action can be taken

7.1. Public Hearing, Discussion and Possible Approval of Ordinance 2019-A446, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Arizona for a Zoning Map Change from RS (Residential and Service) to RS-PAD (Residential and Services, Planned Area Development), to provide 4 RV sites for transitional resident housing. The 1-Acre Parcel is located at 2480 N. Arena Del Loma, Parcel No. 403-19-137, in Camp Verde, Yavapai County, Arizona. And providing that this ordinance shall be effective thirty (30) days after its passage and approval according to law. [Staff Resource: Melinda Lee]

- **Staff Comments-** Town Planner Melinda Lee explained the current application is to create a Planned Area Development (PAD) to develop an area to house four (4) recreational vehicles. This program is called “Abide Next Step”, providing for graduation to the next phase of their program. The RV spaces will serve as transitional housing to teach program participants how to manage their own households and start saving for future residences. She reviewed the program’s history. The applicant has gone through all the requirements for public input. They only had two neighbors comment. (1)- A neighbor is concerned about storage, and (2)- A neighbor is concerned about the proposed retaining wall, and up-keep of the RV Park.

Ms. Lee stated as part of the PAD process there will be a Final Site Plan Review to show more detail on the design. This project complies with the General Plan. She showed a map of the surrounding uses and an aerial view of the property. Staff supports the request and recommends approval of the project.

- **Public Hearing Open - 7:02 p.m.**

John White- a neighbor, asked if it is possible to approve with a contingency. He is concerned that if Abide outgrows the space and sells this property, the new owner could have 4 open spaces and then would not have to abide by the rules that are originally set. The area could be destroyed. Mayor German stated he could ask legal counsel to make a determination on that. Community Development Director Carmen Howard stated the PAD Zoning would run with the land and would continue with any other owners. Councilor Murdock asked if there was a way to place a "Sunset" if land exchanges hands. Ms. Howard stated it is not something that she's ever encountered and would not recommend this. Council talked about other options that might work. Vice Mayor Jenkins wanted to clarify if these spaces are for RV's and not mobile homes. Ms. Howard stated yes they are for RV's. Vice Mayor Jenkins asked if the residents would own the RV's and take them when they left the program. Representative of Abide, Michelle stated the residents will own them and take with them when they leave.

Bill Feldmeier, Representative of Abide, stated they are very pleased with this location and the neighbors. Allowing RV's is a key component to clients completing the program.

Ron Boseman, a neighbor, stated this will be a big improvement from what it is now.

- **Public Hearing Closed - 7:09 p.m.**

- **Council Discussion**

Councilor Murdock has heard wonderful things about program, and is in favor of this project.

Motion made by Councilor Murdock to approve an application for a zoning map change, as requested by the property owner, Abide Maternity Home, from RS (Residential-Services) to RS-PAD (Residential-Services, Planned Area Development), to develop four (4) recreational vehicle spaces for transitional housing. The property is located at 2480 N. Arena Del Loma, on Parcel 403-19-137. Second was made by Councilor Buchannan. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Murdock, LeBeau, Butner and Buchanan approving.

7.2. Public Hearing, Discussion, and Possible Approval of Ordinance 2019-A447, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Arizona for A Zoning Map Change from RR-2A (Rural Residential, 2-Acre minimum lot size) to apply Uniform Zoning of M1 (Industrial-General) throughout the property, on Parcel No. 403-16-002C, in Camp Verde, Yavapai County, Arizona, and providing that this ordinance shall be effective thirty (30) days after its passage and approval according to law. [Staff Resource: Melinda Lee]

- **Staff Comments** - Community Development Director Carmen Howard is recusing herself from this item because of a potential perceived conflict of interest.

Town Planner Melinda Lee stated the property has dual zoning on it; M1 (Industrial: General) and RR-2A (Residential: Rural, 2- Acre Minimum Lot Size). The dual zoning for the property is not necessary and as a general practice within the department, is

requested to be resolved whenever possible. Dual zoning can create problems with zoning enforcement. The current property owner has begun the process of growing hemp on the property, and intends to begin manufacturing tiny homes on the site in the future. The applicant will work with staff at a later date for this phase of proposal. There is an approved Temporary Use Permit for the recreational vehicle on site, for caretaker's quarters, which will be replaced with permanent caretaker's quarters.

The applicant has gone through the public input process and no comments have been received. Ms. Lee showed the property in a slide show. This project complies with the general plan and will encourage employment opportunities. Staff supports the project.

- **Public Hearing Open - 7:21 p.m.**

John Bradshaw was in attendance and available for questions. Councilor Butner asked Mr. Bradshaw if he would be using the property as a Medical Marijuana grow area. Mr. Bradshaw stated no it is a hemp farm. It is federally legalized and will be used for hemp/CBD production.

- **Public Hearing Closed - 7:23 p.m.**

- **Council Discussion - Motion** made by Councilor LeBeau to recommend approval of an application for zoning map change on a portion of a property, as requested by the property owner, CCJB Holdings, from RR-2A (Residential: Rural, 2-acre minimum lot size) District to match the zoning of M1 (Industrial: General) on the remaining portion of the property, located at 3905 W. Old State Highway 279, on Parcel 403-16-002C. Second was made by Vice Mayor Jenkins. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Murdock, LeBeau, Butner and Buchanan approving.

7.3. Presentation and possible direction to staff regarding request by CCJB Holdings, LLC for annexation into the Town of Camp Verde for parcels 407-21-015H, 015G, 015A, 015C and 015E located at 3445 South Grapevine Way. (Staff Resource: Steve Ayers)

Economic Development Director Steve Ayers explained that CCJB Holdings has recently completed the purchase of the Alcantara Vineyard located at 3445 S. Grapevine Way. Mr. Bradshaw would like to annex into the Town of Camp Verde.

Mr. Ayers stated he did have a conversation with the City of Cottonwood's Town Manager and there won't be any objections.

Applicant John Bradshaw stated this is a lease purchase agreement and it made a lot of sense to consolidate into the same town as the rest of their investments.

Councilor Butner asked what Mr. Bradshaw planned to use the property for. Mr. Bradshaw stated it would have a vineyard, wine making, a restaurant, lodging, and a tour company.

Mr. Ayers stated they are talking about applying for a grant to build out a good quality waste water treatment facility on the property. This could delay the actual annexation.

Vice Mayor Jenkins asked for the ROI and how it would benefit the Town of Camp Verde. Mr. Ayers stated it is a long standing wine business. Camp Verde could collect sales tax.

Town Manager Russ Martin stated Council is not approving annexation tonight, Council would just be giving staff direction if they are interested. It would be give and take as they work through the process.

Motion made by Councilor Murdock to direct staff to follow up regarding the request by CCJB Holdings, LLC for annexation into the Town of Camp Verde for parcels 407-21-015H, 015G, 015A, 015C and 015E located at 3445 South Grapevine Way. Second was made by Councilor LeBeau. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Murdock, LeBeau, Butner and Buchanan approving.

8. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

No public comment.

9. Council Informational Reports.

Mayor German attended the 9-11 Memorial held at the Ramada.

10. Manager/Staff Report

Town Manager Russ Martin:

- Lighting for the arena has been delivered.
- Would like to schedule an Executive Session for the quarterly Town Manager review/catch-up. He asked Council to provide their availability on October 2nd.

11. Adjournment

Mayor German adjourned the meeting at 7:50 p.m.

Attest:

Mayor Charles German

Judy Morgan, CMC, Town Clerk

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Council Hears Planning and Zoning Matters of the Town Council of Camp Verde, Arizona, held on September 25, 2019. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2019.

Judy Morgan, CMC, Town Clerk

DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 2, 2019 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 German called the meeting to order at 6:30 p.m.

2. Roll Call

Mayor Charles German, Vice Mayor Dee Jenkins, Councilor Jesse Murdock (arrived at 6:34 p.m.), Councilor Joe Butner, Councilor Bill LeBeau, Councilor Robin Whatley (attended by phone) and Councilor Buck Buchanan were present.

Also Present

Town Manager Russ Martin, Town Clerk Judy Morgan and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Mayor German led the Pledge.

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

a) Approval of the Minutes: None

b) Set Next Meeting, Date and Time:

- 1) Wednesday, October 9, 2019 at 5:30 p.m. – Work Session **Cancelled**
- 2) Wednesday, October 16, 2019 at 6:30 p.m. – Regular Session
- 3) Wednesday, October 23, 2019 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c) Formal consideration of obligating up to \$250,000 from the Town's FY2019-20 CIP Budget to assist in the development of an Arena, up to \$10,000 for renovations necessary for a private Human Resources Office and up to \$10,000 for completing the plantings and irrigation necessary at Finnie Flat and Main Street entry signs.
[Staff Resource: Russ Martin]

Motion made by Councilor Butner to approve the consent agenda. Second was made by Councilor LeBeau. Councilor Buchanan requested pulling Item 4c from the consent agenda.

Councilor Butner moved to amended his motion, removing 4c and move to approve consent agenda as amended. Councilor LeBeau moved to amend his second. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, LeBeau, Butner and Buchanan approving (Councilor Murdock did not vote on the motion as she arrived after the motion was made).

Councilor Buchanan asked for a representative of the Rodeo Association to come to the microphone and answer questions regarding 4c. Arena Association President Mary Phelps approached. Councilor Buchanan stated the amount of money listed in Item 4c for the Rodeo Association is a significant amount of money, and asked how much the Rodeo Association planned to raise. Mary Phelps stated there is a never ending need to fundraise, and they are currently working on a truck raffle fundraiser.

Councilor Buchanan asked for the cost to open; total cost to build; and donated work done thus far. Ms. Phelps stated it will cost nothing to open, the approximate total cost to build is about 1 million and she doesn't have donated work tallied up, but the donated work done so far has included engineering, surveying and dirt work.

Councilor Buchanan asked how much more dirt work is still needed and how long it will take to complete. Ms. Phelps stated dirt work should take about two more months.

Councilor Buchanan asked Ms. Phelps if the Association can come up with the additional money that is needed to complete the arena. Ms. Phelps stated the Association would be able to come up with the rest.

Councilor Buchanan asked when the first rodeo was planned? Ms. Phelps stated January 2020 and it would be operated entirely by volunteers.

Councilor Buchanan is concerned with the opening date of January, is feeling like this isn't going to fly and is tempted to "can" the idea, losing the money that has already been spent.

Town Manager Russ Martin clarified what this particular item would be, up to \$250,000, that would be the cap out of the CIP Fund as directed by Council. By approving the agenda item, up to the \$250,000 would be spent out of this 2019/2020 budget (CIP is budgeted for \$500,000).

Vice Mayor stated this is only housekeeping on the Council direction that was already given.

Councilor Butner made a point of clarification that this is a cap of capital funds up to \$250,000. He clarified this was discussed in the Work Session previously, about the problems and delays in the rodeo dirt work and site work being done. Now they have all the approvals necessary and work has begun, with labor being done at a discounted rate. The Association will pursue sponsors to cover additional costs.

Motion was made by Councilor Buchanan to accept Agenda Item 4c as presented. Second was made by Councilor Butner. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Murdock, LeBeau, Butner and Buchanan approving.

5. Special Announcements and presentations.

5.1. Friends of the Libraries Proclamation. [Staff Resource: Kathy Hellman]

Mayor German read the proclamation and declared it so.

6. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

Charlotte Salsman spoke on reducing or minimizing increase of sewer rates.

Marie Declue spoke on a Meals on Wheels raffle during Fort Verde Days, encouraging Council and the public to purchase tickets. There will be lots of prizes. The drawing will be late Saturday afternoon. Councilor Murdock will take tickets to sell and to buy.

7. Business - Legal action can be taken

7.1. Council discussion and possible selection of option for Council recommendation to Yavapai County for the Middle Verde Connector Roadway.

Mayor German stated public's correspondences have been passed on to the Council and they are aware of the positions of these people. The neighborhood is standing firm on "no build" statement. The Council received a letter from the County wanting them to weigh-in on one of the two connector roads, the Mayor referred it to the neighborhoods because he thought there could be a compromise. Communication from the neighborhoods came back that they were at an impasse and there was no compromise. Mayor German explained that Council has the responsibility to look at it as to how it would benefit the community overall.

Councilor LeBeau raised a Point of Order and stated Council has already spoken on the matter and passed a resolution to oppose the project that would connect the Middle Verde. For the council to try to make a binary choice at this time between A or B would be a bit premature. If they decided to do this, they would have to bring the resolution back up and be properly posted and noticed and placed on the agenda.

Mayor German disagreed, as it was not recommending the removal of the resolution that is in place.

Councilor LeBeau stated if they were to select from the choices tonight Council would be in violation of their resolution.

Council asked to pull up the resolution on the overhead so they could review it, which was done.

Councilor Whatley stated the agenda item doesn't allow Council to change the resolution at this meeting. She stated the County is going to continue to move ahead with a connector road. When they do, the Town must be part of the discussion in giving our opinion. We would just be stating a preference. These are two separate things.

Mayor agreed it was clear and simple to just make a choice.

Russ said they could give direction or no direction: the no build direction to staff stands and they can do nothing.

Mayor German addresses Councilor LeBeau and his point of order and stated in light of reviewing the resolution, the Council is not able to address this agenda item as it is written.

Councilor Butner clarified that Mayor German sustained the point of order objection. Mayor German stated that is correct.

Town Manager Russ Martin stated staff remains open for direction but will follow the resolution from this point forward.

Recess: 7:21 p.m.

Resume: 7:31 p.m.

7.2. Discussion, consideration and possible approval to amend the Town's Salary Plan by adding the Wastewater Division Foreman to the Plan. [Staff Resource: Russ Martin]

Town Manager Russ Martin stated this is a long-awaited addition to the job description in the Wastewater Division. It will not involve adding an additional employee but they

are looking at adding a better job description and salary plan to more accurately reflect the duties already being performed.

Councilor Butner asked if the staff-person would be getting a raise. Mr. Martin stated an increase was approved by Council during the budget season but they had to wait because without this adjustment the current position is outside the current salary scale.

Public comment was taken: Charlotte Salsman, referring to pay scale, asked if the new salary was already budgeted for.

Motion made by Councilor Murdock to approve the revisions to the Town's Salary Plan adding Wastewater Division Foreman. Second was made by Councilor LeBeau.

Motion carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, LeBeau, Butner and Buchanan approving.

8. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

Charlotte Salsman wanted to talk about weeds on Highway 260. Fort Verde Days is coming up and there are lots of weeds alongside the roadside. She was told the Town is responsible for the maintaining the roadside, not the State. Mr. Martin stated it would be illegal to do this maintenance on the State's right-of-way.

9. Council Informational Reports.

Councilor Butner spoke on attending National Night Out and helped cook burgers and hotdogs. He also had the opportunity to kayak down Verde River, put on by Friends of Verde River and met Tribal Council women Thomasene Cardona. She supported a joint meeting for the two Councils to meet and speak on shared issues.

Councilor Buchanan received two assignments for Fort Verde Days and asked if any other Council Members were interested in helping out.

Vice Mayor Jenkins received her assignment for Fort Verde Days and received a letter asking for donations for Halloween (Trunk or Treat event).

Mayor German also helped with National Night Out cooking hamburgers and hot dogs.

Councilor LeBeau has been asked to be a parade judge for Fort Verde Days and attended the Colonel's Daughter. He feels community events need to be more publicized.

Vice Mayor Jenkins- also attended the Special Olympics Bocce Tournament. She thanked the Roughton Family, as this is their 9th year sponsoring the event.

10. Manager/Staff Report

Town Manager Russ Martin spoke on the following:

- November 6th reminder to get registered for emergency management training.
- Streets/Drainage Project(s) have made some progress. Project is not over.
- Reminder- Dark Skies starts in the gym on Saturday (10/5/2019).
- Will be reviewing Human Resources Director applications Friday.

Town Clerk Judy Morgan announced that she has given her notice, with her last day being October 10th.

11. Adjournment

Mayor German adjourned the meeting at 7:55 p.m.

Attest:

Mayor Charles C. German

Virginia Jones, CMC, Deputy Town Clerk

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, 2019. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2019.

Virginia Jones, CMC, Deputy Town Clerk

DRAFT

**DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
CAMP VERDE, AZ 86322
TUESDAY, OCTOBER 8, 2019 at 12:00 P.M.**

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

1. Call to Order

The meeting was called to order at 12:00 p.m. Mayor German presiding.

- 2. Roll Call.** Councilors Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock; Vice Mayor Dee Jenkins; and Mayor Charles German were present. Councilor Robin Whatley was absent.

Also Present: Parks and Recreation Manager Michael Marshall, Risk Manager Carol Brown, and Town Clerk Judy Morgan.

3. Pledge of Allegiance.

Led by Mayor German

4. Special Session – Legal action can be taken

- 4.1. Possible approval of Special Event Liquor License application for the Town of Camp Verde for Fort Verde Days event, being held on October 11-12, 2019, at 75 E. Hollamon Street, Camp Verde, Arizona. [Staff Resource: Judy Morgan]**

Parks and Recreation (P&R) Manager Michael Marshall gave an overview of the Special Event Liquor License request. Council approved a Special Event Liquor License application for the Fort Verde Days, submitted by the Verde Valley Rangers (VVR) at the September 25th meeting. The VVR were notified by the State Liquor Board that a rule change excludes 501C4s (which VVR is) from obtaining the license. In an effort to still provide a Beer Garden at the Fort Verde Day event P&R Staff has stepped up to get this Special Event Liquor License for the (10/11-10/12) event, with the Town of Camp Verde as the applicant. Following a VVR Board meeting last night VVR withdrew their involvement this year in the Beer Garden, therefore a last-minute change was made to the application (Section 10, #5) updating the form so the Town will receive the proceeds.

There was discussion on how the beer will be purchased and considerations to allow for the sales to cover expenses; how the profits will be used and which account they apply to; consideration for future events of other non-profits to take over this event; and finding volunteers to man the beer garden. P&R Manager Marshall explained P&R staff will obtain special training in advance of Friday's event.

Risk Manager Carol Brown explained the Risk Pool can issue the Liability

insurance rider for this type of event but it not ideal for them to cover it. It will cost \$400 to cover this event only. Councilor Murdock spoke on her concerns with the town purchasing liquor.

Councilor Butner made a motion to approve the Special Event Liquor License application for the Town of Camp Verde Days event, being held on October 11-12, 2019, at 75 E Hollamon Street, Camp Verde, Arizona. It was seconded by Councilor LeBeau and approved unanimously (Councilors Buchanan, Butner, LeBeau, Murdock; Vice Mayor Jenkins and Mayor German voting in favor).

5. Adjournment

Without objection the meeting was adjourned at 12:26 p.m.

Attest:

Mayor Charles German

Virginia Jones, CMC, Deputy Town Clerk

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Council Special Session of the Town Council of Camp Verde, Arizona, held on October 8, 2019. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2019.

Virginia Jones, CMC, Deputy Town Clerk



Agenda Item Submission Form – Section I

Meeting Date: October 16, 2019

Consent Agenda *Decision Agenda* *Executive Session Requested*

Presentation Only *Action/Presentation* *Work Session*

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Russ Martin/Corey Rowley

Agenda Title (be exact): Request for authorization for the Marshal's Office to accept grant funding from the Governor's Office of Highway Safety (GOHS) and the Department of Homeland Security (DHS) to pay for equipment and personnel expenses to be incurred in FY 2019-2020.

List Attached Documents:

Estimated Presentation Time: 10 Minutes

Estimated Discussion Time: 10 Minutes

Reviews and comments Completed by:

Town Manager: _____ **Department Head:** Corey Rowley

Town Attorney Comments: _____

Risk Management: _____

Finance Department
Fiscal Impact:
Budget Code: _____ **Amount Remaining:** _____
Comments:

Background Information:

The Marshal's Office is seeking to apply for funding through several grant sources to pay for equipment and personnel overtime expenses for several projects, which will not require matching funds on the part of the Town. The Marshal's Office has applied for several of these grants in past years and has been awarded similar grants in several cases. The Marshal's Office has already made application for these grants and been awarded the funds contingent on approval of acceptance by the Town Council.

Governor's Office of Highway Safety (GOHS) – There are two separate grant opportunities from GOHS.

- 1. Impaired Driving grant.** Request for \$7000 for overtime expenses to conduct DUI Saturation and Enforcement in and around the Town of Camp Verde. CVMO has requested and received this grant funding for the last several fiscal years. There is no obligation to match funds.

2. **Traffic Services/Speed Control grant.** Request for \$8,000 for overtime expenses to conduct specific traffic related enforcement in and around the Town of Camp Verde. CVMO has requested and received this grant funding for the last several fiscal years. There is no obligation to match funds.
3. **Traffic Services/Speed Control grant – Part 2.** Request for \$8,019 to purchase hand-held Radar speed detection units for speed enforcement. The request is to replace old vehicle mounted radars for which parts are no longer available. This is a new grant request with no obligation to match funds.

Department of Homeland Security

4. **Department of Homeland Security grant.** Request for \$1,309 to purchase protective equipment. The request is for 1 portable ballistic shield for tactical response to active shooter and violent situations. This is a new grant request.

Recommended Action (Motion):

Move to approve the Marshal's Office to apply for grant funding from the Governor's Office of Highway Safety (GOHS) and the Department of Homeland Security (DHS) to pay for equipment and personnel expenses to be incurred in FY 2019-2020 and FFY2019-2020.

Instructions to the Clerk:



PROCLAMATION
Designating November 1, 2019 as
EXTRA MILE DAY

WHEREAS, Camp Verde, Arizona is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

WHEREAS, Camp Verde, Arizona is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Camp Verde, Arizona is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

WHEREAS, Camp Verde, Arizona acknowledges the mission of Extra Mile America to create 500 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2019.

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde, AZ do hereby proclaim November 1, 2019 to be Extra Mile Day. We urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

Passed and approved by a majority vote of the Common Council at the Regular Session of October 16, 2019.

Charles German, Mayor

Date

Attest:

Judy Morgan, Town Clerk

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**PROCLAMATION
DECLARING
THE MONTH OF OCTOBER AS
FORT VERDE STATE HISTORIC PARK MONTH**

WHEREAS, Fort Verde State Historic Park brings history to life for the communities it serves and beyond with educational programs, reenactments, a museum of exceptional quality, knowledgeable and caring staff, and a host of dedicated volunteers; and

WHEREAS, the members of the Arizona Society of the National Society Colonial Dames, by virtue of their lineal descent from some of these early arrivals, feel an obligation to work for the preservation of the priceless legacy that these individuals left to all American citizens; and

WHEREAS, they continue to convey the true meaning of the inheritance by reminding us that our privilege to live in a free country has stemmed from "loving our country, obeying its laws, respecting its flag, and defending it against all enemies".

NOW THEREFORE, The Mayor and Common Council of the Town of Camp Verde do hereby proclaim the month of October 2019 to be:

FORT VERDE STATE HISTORIC PARK MONTH

In the Town of Camp Verde, and encourage all citizens of Camp Verde and beyond, to observe this month as a means of reinforcing the priceless legacy that we inherit with our citizenship, or order to help preserve our rich culture and heritage with deep respect for the principles upon which our great county was founded

Issued this 11 day of October 2019.

Charles German, Mayor

Attest:

Judy Morgan, CMC Town Clerk

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QUARTERLY REPORT
Planning and Zoning Commission
July – September 2019

Scheduled Meetings: **1**

July 4, 2019: Cancelled due to lack of business.

July 11, 2019: Cancelled due to lack of business.

August 1, 2019: Cancelled due to lack of business.

August 8, 2019: Cancelled due to lack of business.

September 5, 2019:

Present: George, Vanlandingham, Blue, Hough, McPhail, and Baker

Absent: Norton

- a. Public hearing and recommendation of approval to Council for a Zoning Map Change-PAD application for RV Spaces as transitional housing, submitted by Michele Evans, Abide Maternity Home, at 2480 N. Arena Del Loma.
- b. Public hearing and recommendation of approval to Council for a Zoning Map Change application to create uniform zoning, submitted by CCJB Holdings, on Parcel 403-16-002C.

September 12, 2019: Cancelled due to lack of business.

There were no items tabled by the Commission.

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**QUARTERLY REPORT
Board of Adjustments
July – September 2019**

Regularly Scheduled Meetings, as needed: 0

July 9, 2019 – Regular Session

Cancelled – No business before the Board.

August 13, 2019 – Regular Session

Cancelled – No business before the Board.

September 10, 2019 – Regular Session

Cancelled – No business before the Board.

Special Session Meetings: 0

Work Sessions: 0

There were no applications approved.

There were no appeals denied.

There were no application denied.

There were no items discussed.

There were no items discussed in work sessions.

There were no presentations heard by the board.

There was no training.

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Agenda Item Submission Form – Section I

Meeting Date: October 16, 2019

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

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Corey Rowley, Marshal

Agenda Title (be exact): Promotional ceremony and badge presentation for the promotion of Steve McClure to the position of Sergeant with the Marshal's Office.

List Attached Documents:

Estimated Presentation Time: 10 Minutes

Estimated Discussion Time: 2 Minutes

Reviews and comments Completed by:

- Town Manager: _____ Department Head: Corey Rowley
- Town Attorney Comments: _____
- Risk Management: _____
- Finance Department
Fiscal Impact:
Budget Code: _____ Amount Remaining: _____
Comments: _____

Background Information:

The Camp Verde Marshal's Office would like to hold a brief promotional ceremony, which will consist of administering the oath of office and badge presentation for the newly promoted Sergeant. This promotion is to fill the sergeant position vacated in after the promotion of a lieutenant.

On October 9, 2019 the Marshal's Office conducted a testing process for the position of sergeant. Corporal Jeff Patten participated in the testing and performed very well passing all of the phases, and in addition has demonstrated good leadership skills during the time he was in the position of corporal over the past several months. Deputy Patten will be promoted to sergeant effective October 13, 2019 and the Marshal's Office would like to recognize this accomplishment before the Town Council by holding the promotional ceremony and swearing-in at the Council meeting on October 16, 2019.

Recommended Action (Motion):

N/A – Special Announcement

Instructions to the Clerk:



Agenda Item Submission Form – Section I

Meeting Date: October 16, 2019

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

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Corey Rowley

Agenda Title (be exact): Responder 1st program presentation

List Attached Documents:

- 1) Responder 1st Flyer
- 2) Responder 1st Terms and Conditions

Estimated Presentation Time: 10 Minutes

Estimated Discussion Time: 10 Minutes

Reviews and comments Completed by:

Town Manager: _____ Department Head: Corey Rowley

Town Attorney Comments: _____

Risk Management: _____

Finance Department
 Fiscal Impact:
 Budget Code: _____ Amount Remaining: _____
 Comments:

Background Information:

Spectrum Health wishes to partner with local agencies to better the mental wellbeing of first responders and their families. Services are provided to first responders and their families, as needed, to help process the traumas and work stressors they face every day. The goal is to create a customer experience that is unmatched in ease of access, and superior in care. Presentation given by Jessie Peters, FNP-BC, Director of Strategy and Innovation of Spectrum Healthcare Group.

Recommended Action (Motion): None



spectrUm
responder1st

Created by you, for you - built by Spectrum.

Specialized Services

- Discreet scheduling with unique number
- Online appointment requests
- No waiting in lobbies
- Location of choice
- Can be seen from home, via telehealth
- Real-time help
- Services for staff and families
- No external paper trail

First Responder Statistics

- The lifetime prevalence of suicidal ideation for first responders is 25% for females and 23% for males
- Following a traumatic event 24.7% of first responders report depression
- Following a traumatic event there is a 12.9% prevalence of PTSD seen in first responders

Responder1st

Spectrum Healthcare provides high quality whole health service to the communities of Yavapai County. Partnering with local agencies to better the mental wellbeing of first responders and their families would be an honor, as we want to put YOU first!

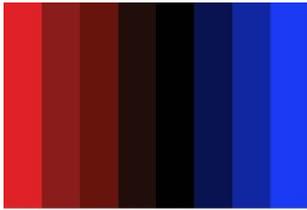
First Year Pilot

- Spectrum Healthcare will provide financial and utilization information
- Each agency will determine the amount of funding they would like to allocate into a pool for the first year pilot

Responder1st vs. EAP

- Counselors trained in first responder trauma
- Our scheduling and services will be uniquely catered to each individual's and family's needs
- Appointments that happen when and where you need them
- Heightened customer service experience





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responder1st

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Terms & Conditions

Spectrum Healthcare Group's *Responder1st* Program

Pilot Year 1: June 1, 2019 - May 31, 2020

Pilot Group: Law Enforcement & First Responders

Scope of Work:

Spectrum Healthcare Group (SHG) has created a unique and confidential way for your department/agency to access counseling services. Services are provided to your teams and their families, as needed, to help process the traumas and work stressors they face every day. Our goal is to create a customer experience that is unmatched in ease of access, and superior in care. SHG believes that at the point your team member demonstrates the bravery to reach out for help - we will be there to help 24/7. We have your privacy as our priority.

Deliverables:

Discreet and confidential scheduling -

- Through a designated phone number specific to *Responder1st*, staffed by a small team of administrators. These administrators will answer your call, triage your needs, and facilitate an appointment time of your choice. No pre-authorization, no phone trees, no hassle.
- Through a designated website, unique to *Responder1st*, staff can enter their contact information, request contact, or choose an appointment time of their choice.

Specialized experience -

- There will be no external paper trail generated from your counseling sessions. No reporting on your information to your employer, no 'fit for duty' designation, no insurance claims, etc.
- You will not need to wait in our lobbies.
- You can choose from any of our five locations across the Verde Valley and Prescott.
- If preferred, you can have your counseling sessions from the privacy of your home via electronic connection on your phone or computer.
- The therapists utilized in the *Responder1st* pool have been specifically trained not only in the treatment of post-traumatic stress disorder (PTSD), but are also trained to handle the traumas first responders face. Additional training includes systems theories, stress reduction techniques, and family counseling.

Yearly training:

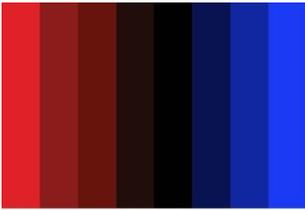
- As a *Responder1st* participating department, you will be entitled to a yearly department-wide training for your staff and their families on PTSD, signs, symptoms, and resources.

Contributions:

Spectrum is requesting departments to consider donating a monetary amount that would be pooled with other departments' funds, to work as seed money for a piloted first year of the program. Utilization information (de-identified) will be shared with *Responder1st* participating departments at the conclusion of the first year.

Every person's needs are different, however for some context - a six month cycle of counseling (to include staff and family) costs roughly \$2000. Spectrum is suggesting participating departments contribute \$2000 - \$5000 based on the size of their departments, to be placed into the pool of funds. Any funds left in the pool at the end of year one would roll over into year two.

As the volume of utilization is entirely unknown and difficult to estimate, SHG would shoulder the financial risk of the program. The financial data would be shared with you at the conclusion of year one, to help inform your decisions as to the size of your contribution (if any) toward year two.



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responder1st

Created by you - built by Spectrum.

Application for Participation

Spectrum Healthcare Group's *Responder1st* Program

Pilot Year 1: June 1, 2019 - May 31, 2020

Pilot Group: Law Enforcement/First Responders, and their Families

Name of Agency/Department:

Lead Contact Responsible for Participation (and authorized to approve funds):

Name

Address

Phone

Email

Donation amount for first year:

Please return this page to:

responder1st@spectrumhg.org

Please return donation payment to:

Spectrum Healthcare Group

Attention: Responder1st

8 East Cottonwood St.

Cottonwood, AZ 86326

Signature

Date:

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Agenda Item Submission Form – Section I

Meeting Date: October 16, 2019

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

Requesting Department: Finance

Staff Resource/Contact Person: Mike Showers

Agenda Title (be exact): Possible approval for the Finance Director to make the FY19 budget adjustments as attached on the Budget Change/Re-Appropriation Form dated 10/16/19.

List Attached Documents: 1) FY19 Budget Change/Re-Appropriation Form

Estimated Presentation Time: 5 mins

Estimated Discussion Time: 5 mins

Reviews and comments Completed by:

- Town Manager: _____ Department Head: _____
- Town Attorney Comments: _____
- Risk Management: _____
- Finance Department:
 Fiscal Impact:
 Budget Code: _____ Amount Remaining: _____

Comments: See next page.

Background Information:

Recommended Action (Motion): Authorize the Finance Director to make the FY19 budget adjustments as attached on the Budget Change/Re-Appropriation Form dated 10/16/19.

Instructions to the Clerk: None

Comments

The budget adjustments are for the following reasons:

- 1) Budgeted \$225,000 lease debt for Enterprise vehicles and other equipment. I am requesting to move \$147,860 from the Debt fund to the CIP fund for this year only to offset vehicle purchase expenses.
- 2) The Economic Development department is using \$2,000 from their Projects line item to cover required expenses for the RDGB grant in Fund 08. This would move \$2,000 of expense budget to Fund 8 and allow for the transfer of GF monies (backing the original \$2,000 budget amount) to cover the excess expenses in Fund 8. Unplanned grant budget amounts for Rev's and Exp's are also being moved from Fund 06 to the RDBG Grant in Fund 08.
- 3) A FY18 100 Club grant of \$2,880 was fully expensed in the general fund in FY18 and was missed and carried forward to FY19. This would simply allow for the transfer of those funds to the General Fund and release the restriction.
- 4) An Az. State Parks grant is paying for part of the Sports Complex expenses but was not budgeted for. Nearly \$53,000 has been received and needs to be transferred to the Parks Fund to cover these expenses. This adjustment would allow the transfer of these funds to the Parks Fund.
- 5) Though equipment leases of \$225,000 were budgeted for in FY19, the actual equipment price and debt revenue was not put in the CIP budget. Because of this the CIP expense budget will be over expended and by State law is not supposed to be. This adjustment would move an available expense budget in the Water fund into the CIP fund to cover the budget shortage. Keep in mind, these were not truly over budget expenses and do not require moving any actual monies or funding of any kind. It is simply a house-keeping entry.
- 6) The HURF fund over-spent their FY19 budget by just over \$107K. As mentioned in item 5, this is not allowed and must also be covered by utilizing another \$110,000 of the Water expense budget.

Town of Camp Verde

Budget Change/Re-Appropriation Form

Department Making Request: Finance

Council Agenda Date: 10/16/2019

Department Head Approval: _____

Account Transferred FROM

Fund	Department	Account Number	Account Name	Amount
13	Non-Dept	880010	Principle	131,600.00
13	Non-Dept	880110	Interest	16,260.00
1	EconDev	757100	Projects	2,000.00
6	Non-Dept	990000	Unplanned Exp	10,000.00
6	Non-Dept	433950	Unplanned Rev	10,000.00
33	Water	600000	Wages	485,000.00
33	Water	600000	Wages	110,000.00

Account Transferred TO

Fund	Department	Account Number	Account Name	Amount
3	Non-Dept	821000	Vehicles	131,600.00
3	Non-Dept	821000	Vehicles	16,260.00
1	Non-Dept	550800	Transfer Out	2,000.00
8	Non-Dept	500101	Transfer In	2,000.00
6	Non-Dept	550100	Transfer Out	2,880.00
1	Non-Dept	500101	Transfer In	2,880.00
8	Az State Parks	550400	Transfer Out	53,000.00
4	Parks & Rec	500800	Transfer In	53,000.00
8	RDBG Grant	712000	Contract Labor	2,000.00
8	RDBG Grant	712000	Contract Labor	10,000.00
8	RDBG Grant	433700	Grant Rev	10,000.00
3	Non-Dept	800000	Equipment	485,000.00
20	HURF	871300	Chip Seal	110,000.00

Finance Director Approval: _____

Date: 10/16/2019

Comments: See Attached

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Agenda Item Submission Form – Section I

Meeting Date: October 16, 2019

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

Requesting Department: Clerk's Office

Staff Resource/Contact Person:

Agenda Title (be exact): Discussion, consideration and possible appointment of member to the Board of Adjustment and Appeals, with a term that expires January 2022.

List Attached Documents: Letters of Interest from Michael Hough

Estimated Presentation Time: N/A

Estimated Discussion Time: 5 Minutes

Reviews Completed by:

Department Head: Town Attorney Comments: N/A

Finance Department N/A

Fiscal Impact:

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

Comments:

Background Information: The Board of Adjustment and Appeals has had 2 vacancies for some time, Michael Hough has presented a Letter of Interest for Council Consideration.

Recommended Action (Motion): Move to appoint Michael Hough to the Board of Adjustment and Appeals for a term that expires January 2022.

Instructions to the Clerk: N/A – Oath of Office if necessary.



Camp Verde, Arizona

LETTER OF INTEREST

Name: <u>MICHAEL HOUGHT</u>		Date: <u>10-8-2019</u>	
Home Address: <u>158 E. Silver Bugle Dr.</u>			
Mailing Address, if different: <u>P.O. BOX 1858</u>			
Email Address: <u>mdhough66@CenturyLink.NET</u>			
Home Telephone:		Work Telephone:	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Length of residency in the Town of Camp Verde: <u>47 YEARS</u>		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <u>Retired after 43 years Business</u>	
Name and address of business (if applicable):			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: <u>PROPRIETOR OF CAMP VERDE AUTOMOTIVE & PART STORE</u>			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served:			
<u>Town Council, Board of Adjusters, P&Z and Design Review</u>			
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. <u>BOA</u>	3.		
2.	4.		
Education and Community Service			
Schools Attended:	Degree:	Year:	
<u>B.S. Engineering NAU</u>		<u>1972</u>	
Civic Activities-Service Organizations	Office Held:	Year Begun:	Year Ended:
<u>Chamber of Commerce</u>	<u>President</u>	<u>2 YEARS</u>	
<u>" " " "</u>	<u>BOARD</u>	<u>6 YEARS</u>	
Please state why you would like to be appointed to a Town Board, Commission, or Committee: <u>Interested in Growth of Camp Verde</u>			
Have you ever been charged and convicted of a crime? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes please explain.			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a)			
(b)			
(c)			

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

18 Years of Previous Boards for
Town of Camp Verde

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 567-6631, extension 105 if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

Mail or deliver your completed application to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Applicant's Signature: [Signature] Date: 10-8-2019

	Date
Date Contacted & Invited to Appear before Council:	
Staff Contacting Individual	
Date Appointed by Council	
Board or Commission appointed to	