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AGENDA

**TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MAY 3, 2017 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**
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) Work Session – April 21, 2017
 - 2) Regular Session – April 19, 2017
 - 3) Work Session – April 14, 2017
 - 4) Executive Session – April 14, 2017 (recorded and sealed)
 - b) **Set Next Meeting, Date and Time:**
 - 1) Wednesday, May 10, 2017 at 5:30 p.m. – Work Session
 - 2) Wednesday, May 17, 2017 at 6:30 p.m. – Regular Session
 - 3) Wednesday, May 24, 2017 at 6:30 p.m. – Council Hears Planning & Zoning Matters
5. **Special Announcements and presentations:**
 - Proclamation recognizing the 242nd Birthday of the United States Army.
 - Proclamation declaring the week of May 7-13, 2017 as Municipal Clerk's Week
 - Proclamation declaring the Month of May 2017 as Building Safety Month
 - Presentation by Judy Sultrop from Congressman Tom O'Halleran's Office, District 1
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 ARS §38-431.01(H))
7. **Public Hearing, discussion, consideration and possible approval of Series 13, (Farm Winery) Liquor License for the Oddity Wine Collective, LLC located at 4626 Old Highway 279 in Camp Verde. Staff Resource: Virginia Jones**
 - Staff Comments
 - Comment from Applicant
 - Public Hearing Open
 - Public Hearing Closed
 - Council Discussion

8. **Update to Council relating to the Sign Code.** Staff Resource: Carmen Howard.
9. **Discussion, consideration and possible approval of an Agreement to the lowest, responsible bidder for Bid #17-121-Gymnasium Re-Roof project. The bid opening will be held on May 1, 2017.** Staff Resource: Ron Long
10. **Discussion, consideration and possible authorization to utilize Town Funds to install 6 prioritized crossings, perform 2 existing sewer crossing locations, and install 665 linear feet of a future 8" force main within the ADOT SR 260 Highway Improvements. Work will go to the Job Order contractors for quote.** Staff Resource: Troy Odell .
11. **Discussion, consideration and possible direction to staff relative to proposed legislation by the 53rd State Legislature.**
12. **Call to the Public for items not on the agenda. (Please complete Request to Speak Card and turn in to the Clerk.)**
13. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.
14. **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.
15. **Adjournment**

Posted by: Date/Time: 4-28-2017 9:00 a.m.
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 928-554-0023

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.

- Bashas's Community Board
- Town Hall
- Website

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**MINUTES
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
FRIDAY, APRIL 21, 2017 at 8:00 A.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 8:00 a.m.

2. **Roll Call**

Mayor Charles German, Vice Mayor Jessie Murdock (8:19 a.m.), Councilor Brad Gordon, Councilor Jackie Baker, Councilor Dee Jenkins, and Councilor Robin Whatley were present. Councilor Buck Buchanan was absent.

Also Present

Town Manager Russ Martin, Town Clerk Virginia Jones, Finance Director Michael Showers, Marshall Nancy Gardner, Public Works Director Ron Long, Deputy Public Works Director Troy O'Dell, Street Superintendent Stacy Parry, Parks & Recreation Manager Mike Marshall, Maintenance Supervisor Mike Dumas, and recording secretary Lynn Riordan. Magistrate Paul Schlegel and Veronica Pineda were present 9:00 a.m. – 9:15 a.m.

3. **Pledge of Allegiance**

Mayor German led the Pledge of Allegiance.

4. **Discussion with Finance Director and various department representatives regarding the Town of Camp Verde Capital Improvement Plan and Department Budgets for Fiscal Year 2018.**

Town Manager Russ Martin and Finance Director Michael Showers advised this work session is a continuation from April 14 work session and will be primarily Public Works, the Court and CIP, each Council member has been provided with a Proposed Operating and CIP Budget prior to the work session on April 14, 2017. The Proposed Operating and CIP Budget documents outline each department's proposed budget and the manager's recommended budget for 2017-18.

Parks and Recreation - Public Works Director Ron Long and Mike Marshall addressed the Mayor and Council regarding budget requests for Parks and Recreation administration, programs and the pool stating that there were few changes in the operations budget for Parks and Recreation except for employees and salaries, noting that requested increases are the result of new legislation (state minimum wage laws) and increases in costs of operations (pool chemicals, etc.); the department requests additional employees, specifically for summer programs, with revenues from the programs helping to offset the cost of additional employees. Mr. Long stated the Town would be filing for grant funding for assistance in paying for new ball fields, however, the design and prep for the park / ball fields must be completed before applying for the grant funding.

Engineering - Public Works Director Ron Long addressed the Mayor and Council regarding budget requests stating he concurs with the Town Manager's recommendations.

Storm Water - Public Works Director Ron Long and Troy O'Dell addressed the Mayor and Council regarding budget requests stating they concur with the Town Manager's recommendations except for personnel requests and wages; the vacancy will not be filled and the Storm Water department is in need of additional manpower; advising there are ADEQ and EPA mandatory requirements that must be met, and this department will be generating additional revenue from property tax this year – NOTING there are no tax increases scheduled but the Town will be receiving an increase in the distribution of current county property tax.

HURF/Streets - Public Works Director Ron Long and Stacy Parry addressed the Mayor and Council regarding budget requests stating they concur with the Town Manager's recommendations except for personnel requests

advising that the department provides services to roads/streets, maintenance, and parks; they continue to fall behind in maintenance and are not being able to meet necessary needs and requirements (OSHA) for traffic control on street projects; the department is scheduled to build the new library parking lot; the department is over-allocated as it provides services to many departments and is in need of additional manpower.

Maintenance - Public Works Director Ron Long and Mike Dumas addressed the Mayor and Council regarding budget requests stating they concur with the Town Manager's recommendations except for personnel requests stating the department needs an additional employee, or make the current part-time position full-time, as the demands on the department have grown substantially with meeting the janitorial and maintenance needs of the new library and the new Court, (16,000+ additional square feet).

Break 8:50 – 8:57

Court - Town Magistrate Paul Schlegel and Veronica Pineda addressed the Mayor and Council stating they were now in the new court building and invited all Council members to tour the new facility; Judge Schlegel advised that they do not agree with the Town Manager's recommendations with respect to the budget; requesting the part-time position be maintained (not cut from the budget) and requests the Magistrate position be increased to full time to better serve the community and potentially increase the Court's ability to generate additional revenue, however, the primary function of the court is to deliver justice, not revenue.

Wastewater - Public Works Director Ron Long, Troy O'Dell and Jerry Tinagero addressed the Mayor and Council regarding budget requests noting that he concurs with the Town Manager's recommendation except for personnel requests; Mr. Long stated that the Wastewater division of Public Works has equipment sitting idle, as the department does not have enough manpower; the addition of another operator would cost the Town less than the cost of overtime; completion of the lift stations would generate revenue and prepare for expansion. Town Manager Russ Martin advised the Wastewater Division of Public Works, unlike most other Town departments, supports itself with respect to operations and staff. Mr. Martin recommended a work session be set (tentatively JUNE 16, 2017 8:00 AM) to address the Wastewater short-term and long-term needs including staff, maintenance and repairs, replacement of equipment and/or refinancing of the plant and equipment.

Break 10:18 – 10:25

Marshall's Office – Marshall Nancy Gardner addressed the Mayor and Council regarding budget requests stating she concurs with the Town Manager's recommendations, stating the necessity for public safety in obtaining the mobile data units and security/surveillance as soon as possible; Marshall Gardner explained her five-year plan for replacing vehicles, increasing vehicles and the need for shelving in records/evidence.

CIP Projects – Town Manager Russ Martin addressed the Mayor and Council regarding CIP projects and the potential 5-year plan for CIP, and requests Council consider revenue vs. current debt service, taking into consideration the need to replace CMVO and other vehicles and equipment within 5 to 7 years. Mr. Martin advised the reserve fund is healthy, and the Council may consider spending \$200,000 of reserve funds for CIP this year. Mr. Martin advised that Homestead Parkways will be funded by \$230,000 ADOT grant with actual cost being \$350,000 which the Town has \$75,000 marked for this project and will need to provide the difference; the new pool roof estimate came in at \$54,000 (not \$24,000). Mr. Martin provided the Council with a hand-out that outlines requested CIP projects and recommended expenditures, advising that he recommends no purchases for vehicles or new equipment this year. Mr. Martin, again advising that revenue from sales tax is flat, requested the Council consider CIP projects (road, parks, wash/drainage, infrastructure, etc.). Mr. Martin advised that the Town could start the new park/ball fields with \$250,000 and piece work the project as revenue was available, or could borrow money to complete the project, with an annual payment of \$250,000 +/-.

Council Discussion: Councilor Baker stated support for acquiring adequate funding to complete the park/ball fields and do it right from the beginning, not piece work it together, advising the Town has had this property for many years without development. Councilor Gordon stated an interest in being conservative, supporting infrastructure, roads, economic development, and parks, however, stating reservations about dedicating 1/3 of the CIP budget for 10 to 20

years for parks/ball fields. Vice Mayor Murdock stated the sales tax increase was intended for CIP and stated support for the parks and ball fields to be designed and completed. Councilor Whatley concurred with Councilor Baker and Vice Mayor Murdock, stating the community park and ball fields should be designed and completed as one large project, and not be pieced together. Mayor German agreed, and stated that he supported the sales tax increase to provide infrastructure and the funds should be used to invest in the community. Mayor German advised the Town has been considering park projects and ball fields for 20+ years, the Town has owned the property for a long time and the project should be planned and completed as one project, not piece work, however, he would like for the Town to remain conservative in obligating the funding.

Finance Director Michael Showers advised that a community forum regarding the budget and CIP project was scheduled for May 8, 2017 at 7:00 p.m.

5. **Adjournment.** Mayor German, with no objection from Council, pronounced the meeting adjourned at 11:16 a.m.

Charles German, Mayor

Lynn Riordan, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on April 21, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2017.

Virginia Jones, Town Clerk

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**TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, APRIL 19, 2017 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 6:30p.m.

2. **Roll Call**

Mayor Charles German, Vice Mayor Jessie Murdock, Councilor Robin Whatley, Councilor Brad Gordon, Councilor Jackie Baker, and Councilor Dee Jenkins. Councilor Buck Buchanan is absent.

Also Present

Town Manager Russ Martin, Building Official Robert Foreman, Community Development Director Carmen Howard, Librarian Kathy Hellman, Marshal Gardner, Intern Jessica Panitz, Town Clerk Virginia Jones and Recording Secretary Jennifer Shilling.

Mayor German removed Item 5b, Beatification Award to Udderly Devine from the agenda.

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:

Regular Session – April 5, 2017

b) Set Next Meeting, Date and Time:

- 1) Friday, April 21, 2017 at 8:00 a.m. – Work Session
- 2) Wednesday, April 26, 2017 at 6:30 p.m. – Council Hears Planning & Zoning Matters
- 3) Wednesday, May 3, 2017 at 6:30 p.m. – Regular Session
- 4) Wednesday, May 10, 2017 at 5:30 p.m. – Work Session
- 5) Wednesday, May 17, 2017 at 6:30 p.m. – Regular Session
- 6) Wednesday, May 24, 2017 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c) Possible approval to apply for a no-match grant through the Arizona Community Foundation for K-9 training and temporary kennels, in the amount of \$2,752.75.

d) Possible approval of the \$57,700 Kimley-Horn Scope of Services for design of the Community Park Entrance Road.

Motion was made by Councilor Gordon to approve the Consent Agenda. Second was made by Councilor Baker. Council unanimously approved the Consent Agenda.

5. **Special Announcements and presentations:**

Mayor German read the proclamation, declaring April 22, 2017 as Camp Verde Arbor Day Celebration 2017.

Mayor German took a Point of Personal Privilege to recognize Interns Harriett Bui and Jessica Panitz . He stated he appreciates their time and talents and presented them with gift bags.

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 ARS §38-431.01(H))

Bruce George- As the local coordinator of the AARP Tax Aid Service, indicated they had an overwhelming request for help this year. He wanted to thank the Camp Verde Community Library for letting them use their space to do these taxes.

7. **Public Hearing followed by discussion, consideration and possible approval of a Series 12 (Restaurant) Liquor License application #12133675 for La Margarita, agent Gladira Hernandez-Vazquez located at 77 General Crook Trail in Camp Verde, AZ.**

- **Staff Comments-** Staff received the application on March 24, 2017 and has posted the application for 20 days as required by law.
- **Comment from Applicant-** was not able to be present at the meeting.
- **Public Hearing Open:** 6:40p.m.
No public comments.
- **Public Hearing Closed:** 6:41p.m.
- **Council Discussion-** Councilor Murdock inquired an email she received from the sewer district is tied to this applicant. Town Manager Russ Martin stated they were not tied together.

Motion made by Councilor Baker to approve Class 12 (Restaurant) Liquor License application #12133675 for La Margarita, Agent Gladira Hernandez Vazquez located at 77 General Cook Trail in Camp Verde. Second was made by Councilor Jenkins. **Motion** carried unanimously.

8. **Quarterly reports from Planning & Zoning Commission and the Board of Adjustments and Appeals.** Community Development Director Carmen Howard stated there were not many meeting to report on but would be able to answer any questions the Council may have from the Planning and Zoning Commission or the Board of Adjustments and Appeals. Council did not have any questions.

9. **Discussion, consideration and possible approval of an Intergovernmental Agreement between the Town of Camp Verde and Yavapai Community College District.** Staff Resource: Kathy Hellman

Librarian Kathy Hellman stated they are working with Yavapai College's IT Department to bring their presence into the library. Yavapai College was able to make laptops available for students to use while in the library. There are many students using the library's internet to connect to the college's website.

Motion made by Councilor Baker to approve the Intergovernmental Agreement between the Yavapai Community College District and the Camp Verde Community Library regarding use of computer equipment provided for Yavapai College Students specifically. Second was made by Councilor Gordon. **Motion** carried unanimously.

Mayor German would like to move Item 12 up because the Homeowners are in attendance and live in Phoenix.

12. **Discussion, consideration and possible approval of Resolution 2017-977, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structure(s) located on parcel 403-11-084, 1648 N Rustler Trail. Camp Verde, Arizona; directing and authorizing the building official to issue a start work order to Hollamon Generations for the purpose of demolishing and removing the above referenced structure(s); and declaring an emergency; and approving and authorizing the Town Manager to allocate any additional funds, if required, to complete the abatement process.**

Building Official Robert Foreman stated the home owners are showing good faith and have cleaned up a lot of the outside and inside of the property. They have pulled a demo permit and have shown receipts that shows purchase of plywood to board up windows. He recommends allowing the homeowners 60-90 days to finish the cleanup. Councilor Gordon stated he would be inclined to allow the homeowners 120 days because they have shown some interest in cleaning up the property and he has a hard time taking away the homeowner's property rights.

Motion made by Councilor Baker to approve the of Resolution 2017-977, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structure(s) located on parcel 403-11-084, 1648 N Rustler Trail. Camp Verde, Arizona; authorizing the owner of the property to demolish the structure and allow 120 days from this date to accomplish the abatement. Second was made by Councilor Jenkins. **Motion** carried with 5 yeas and 1 nay (Councilor Gordon).

10. **Discussion, consideration and possible approval of Memorandum of Understanding between the Town of Camp Verde and Friends of Camp Verde Library, Inc.** Staff Resource: Kathy Hellman
 Librarian Kathy Hellman introduced Jeanette Teets President of the Friends of the Library. Jeannette handed out brochures to each Councilor present, that explains what the Friends of the Library is about. She stated the main purpose of this group is to raise funds for programs featured at the library. There are three projects they are working on:
1. Summer Reading Program
 2. Purchasing a vending machine for the 2nd floor, to be placed near the teen room to allow teens to have snacks without leaving the library. It will be managed by the Friends of the Library Members and will include healthier snack options.
 3. Plaques for Purchase- these will be placed on the exterior of the Library that will include quotes from the donor's favorite author.

Motion made by Councilor Baker to approve the Memorandum of Understanding between Friends of Camp Verde Library Inc., and the Town of Camp Verde. Second was made by Councilor Gordon. **Motion** carried unanimously.

11. **Discussion, consideration and possible approval of Resolution 2017-976, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structure(s) located on parcel 404-16-232, 3855 E Clinton Ln. Camp Verde, Arizona; directing and authorizing the building official to issue a start work order to Hollamon Generations for the purpose of demolishing and removing the above referenced structure(s); and declaring an emergency; and approving and authorizing the Town Manager to allocate any additional funds, if required, to complete the abatement process.** Staff Resource: Robert Foreman

Building Official Robert Foreman explained this structure was destroyed by fire. He stated several years ago, the homeowner's daughter had showed some interest in cleaning up the property but she is now unavailable. The property is now up for a Trusteeship Sale which is scheduled for May 19, 2017. The attorney informed Mr. Foreman that any liens placed on the property after the notice of the Trustee Sale would be in subordinate and more than likely the Town would not be able to recoup any cost for demolition. Mr. Foreman recommends waiting until after the sale of the property and deal with the new homeowner. Mayor German asked about the fence that had been placed around the property after the fire. Mr. Foreman stated the Town had put a fence up until contact with the daughter had been made. The cost of the fence was costing the Town in excess of \$1,000.00 per month. After the daughter pulled a demolition permit, the Town took down the fence. Mr. Foreman went on to say that the Town currently has a lien against the property for the cost of the fence.

Council directed staff is to wait until after the sale of the property, then contact the new homeowner.

13. **Discussion, consideration and possible approval of Resolution 2017-978, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structures(s) located on parcel 404-15-093, 3030 S Wagner Dr., Camp Verde, Arizona: directing and authorizing the building official to issue a start work order to Hollamon Generations for the purpose of demolishing and removing the above referenced structure(s); and declaring an emergency; and approving and authorizing the Town Manager to allocate any additional funds, if required, to complete the abatement process. Staff Resource: Robert Foreman**

Building Official Robert Foreman stated that he has contacted the homeowner and she is not in good health but is willing to pay for the work to clean up the property. Mr. Foreman recommends placing a lien against the property prior to the work being done.

Motion made by Councilor Baker to approve the of Resolution 2017-978, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structures(s) located on parcel 404-15-093, 3030 S Wagner Dr., Camp Verde, Arizona: directing and authorizing the building official to issue a start work order to Hollamon Generations for the purpose of demolishing and removing the above referenced structure(s); and declaring an emergency; and approving and authorizing the Town Manager to allocate any additional funds, if required, to complete the abatement process. Second was made by Councilor Jenkins. Councilor Gordon stated that because the woman is not in good health and the lady has agreed to this, is the reason his vote will be affirmative. **Motion** carried unanimously.

14. **Discussion, consideration and possible approval of amendments to the Town of Camp Verde Personnel Manual. Staff Resource: Russ Martin**

Town Manager Russ Martin stated the three items in front of Council tonight have been revamped. He has done research on each policy.
Council Members discussed two policies in depth.

Fragrance Policy: Councilor Gordon stated that fragrances can be a bad situation for some people. He feels this is a good policy. Councilor Whatley feels the Fragrance Policy might mean visitors would feel unwelcome to come into the Town Offices. Councilor Murdock asked who gets to determine who is offended by what smell. She does not support the Fragrance Policy.

Nepotism Policy: Councilor Whatley suggested that if members from the same family work for the Town, they be placed in different departments so that the family member would not be directly supervising the other family

member. Councilor Gordon stated that because of the history, the cost and the public perception, he is against the Nepotism Policy. Councilor Murdock stated because the Town of Camp Verde is a smaller community, we should welcome any person who wants to apply for a job and not determine who is eligible based on a "what if" situation. Councilor Baker feels issues that arise between family members working for the town should be dealt with by a professional manager.

Motion made by Councilor Whatley to approve the additions to the Sick Leave Policy, Section 4-8-2. Second was made by Councilor Baker. **Motion** carried unanimously.

Motion made by Councilor Murdock to approve the changes in Sections 1-2-3 Conflicts of Interest. Second was made by Councilor Baker. **Motion** carried with 5 yeas and 1 nay (Councilor Whatley).

Motion made by Councilor Gordon to approve the addition of 5-3-4 Fragrance Products. Second was made by Councilor Jenkins. **Motion** failed with 3 yeas and 3 nays (Councilors Baker, Murdock and Whatley).

15. **Discussion, consideration and possible direction to staff relative to proposed legislation by the 53rd State Legislature.**

Town Manager Russ Martin stated there isn't really anything going on right now that will be affecting the Town.

16. **Call to the Public for items not on the agenda. (Please complete Request to Speak Card and turn in to the Clerk.)**
No Public Comments.

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

Councilor Baker- She will leave a copy of the Head Start Year End Report in the Clerk's Office. Ms. Baker also stated she recently did a ride along with the Marshal's Office and enjoyed it.

Mayor German- Stated that he went to the Board of Supervisors to ask them to continue to fund Verde Front. He said it was well received and anticipates being able to maintain that.

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

Town Manager Russ Martin stated if anyone wants a tour of the new Court Room he will have a key first thing Friday morning. He also announced:

- All Hands Exercise Tuesday, April 25, 2017 at the Library. It will be Team Building Exercises.
- May 12th The Town will be hosting with the Nature conservatory, the Watershed Conference.
- Moving the Budget Meeting from May 12th to May 17th or 24th, Councilors should check their schedules.

19. **Adjournment**

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

Charles German, Mayor

Jennifer Shilling, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on April 19, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2017.

Virginia Jones-Town Clerk

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**MINUTES
SPECIAL SESSION
EXECUTIVE SESSION
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
FRIDAY, APRIL 14, 2017 at 8:00 A.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 8:00 a.m.

2. **Roll Call**

Mayor Charles German, Vice Mayor Jessie Murdock, Councilor Brad Gordon, Councilor Jackie Baker, Councilor Dee Jenkins, Councilor Robin Whatley and Councilor Buck Buchanan were present.

Also Present

Town Manager Russ Martin, Town Clerk Virginia Jones. .

3. **Pledge of Allegiance**

Mayor German led the Pledge of Allegiance.

4. **Discussion and consultation with the Town Water Attorney for legal advice relative to proposed water rights agreements.** Staff Resource: Russ Martin. Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) Discussion or consultation for legal advice with the attorney or attorneys of the public body. ARS §38-431.03(A)(4) Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation.

On a motion by Councilor Gordon, seconded by Councilor Jenkins, Council voted unanimously to adjourn to Executive Session at 8:03 a.m.

Work Session reconvened at 9:12 a.m. and Mayor German called the meeting to order.

After the Executive Session, present were Mayor Charles German, Vice Mayor Jessie Murdock, Councilor Brad Gordon, Councilor Jackie Baker, Councilor Dee Jenkins, Councilor Robin Whatley and Councilor Buck Buchanan.

Also Present: Town Manager Russ Martin, Town Clerk Virginia Jones, Community Development Carmen Howard and Robert Foreman, Library Director Kathy Hellman, Economic Development Director Steve Ayres, Finance Director Michael Showers, Marshall Nancy Gardner, Risk Manager Carol Brown, and recording secretary Lynn Riordan.

5. **Discussion with Finance Director and various department representatives regarding the Town of Camp Verde Capital Improvement Plan and Department Budgets for Fiscal Year 2018.**

Town Manager Russ Martin and Finance Director Michael Showers provided each council member with a Proposed Operating and CIP Budget, advising that the Proposed Operating and CIP Budget documents outline each

department's proposed budget and the manager's recommended budget for 2017-18; Mr. Martin advised that revenues are currently "flat", advised that three of the current four open positions will not be filled this year, and have been withdrawn from next year's budget (1 police officer, 1 draft person Waste Water Treatment Plant, and 1 building inspector), and he recommends no increases in any department. Mr. Martin advised that there is about \$30,000 of undesignated funding – for all departments combined – based on his recommendation, this amount is subject to change based on actual growth and revenue. Mr. Showers, at request of Council, advised that there are no actual numbers at this time that reflect whether or not the Hwy 260 construction has, or has not, directly affected sales tax revenue.

Library Director Kathy Hellman addressed the Mayor and Council regarding her budget requests, stating that the Library is understaffed, specifically the public service desk and children's library, therefore she is requesting 1 new full-time employee and having the current two part-time employees being upgraded to full-time; the library will be losing one full time employee and one part-time NACOG employee; the library usage has increased by 21% since opening; and the library currently uses 80 hours per week from volunteers. Ms. Hellman stated she is grateful for the Town's continued support and generosity, and is aware that if the Town fulfills her request for additional employees it possibly would be taking away from some other Town department's needs.

Economic Development Director Steve Ayres addressed the Mayor and Council regarding budget requests stating he has requested only modest changes and concurs with the Town Manager's recommendations. Mr. Ayres invited each council member to come by his office at any time to discuss "in-progress" and potential business and investment possibilities that may materialize in Camp Verde. Mr. Ayres advised that the MOU with the Camp Verde Business Alliance is already proving to be a positive investment for the Town and Focus Future.

Community Development Director Carmen Howard and Robert Foreman addressed the Mayor and Council regarding budget requests stating they concur with the Town Manager's recommendations however, if any of the proposed large building developments become reality, the department will need an additional building inspector, noting that one of the positions not filled, and not budgeted for next year, is a building inspector. Mr. Foreman requested the Mayor and Council keep in mind that it takes months to train and season a new inspector for this specific area; noting that the Town can contract with Yavapai County when needed for plans examination and inspection, however the service is not as expedient and not personalized to our community. The Town Manager has recommended the percentage of the current position (building inspector) be re-allocated from 10% for risk management to 20%, which is acceptable at this time, but lack of needed staff continues to be problematic with respect to anyone in the department being ill, injured or on vacation. Vice Mayor Murdock stated support for the department's needs for a building inspector as the need increases and revenues increase, noting that lack of service in this department could deter new business and building, and could shed a negative light on the Town.

Marshall Nancy Gardner addressed the Mayor and Council regarding her budget requests and acknowledging that the Town Manager and Council have always provided the Marshall's Office with their requested needs; the department has several vacancies that are currently budgeted for and the department continues to hope these vacancies get filled soon; noting that one of the positions that did not get filled and will not be budgeted for next year is a patrol officer. Marshall Gardner stated that she concurs with the Town Manager's recommendations, except the request to have the part-time records person upgraded to full-time, as the records requirements and retention are state law mandated and the work load in records is over-whelming. Additionally, the records department generates revenue and the revenue from impound hearings (restricted, not general fund) will off-set the request for upgrading this position.

Risk Manager Carol Brown addressed the Mayor and Council regarding her budget requests stating she concurs with the Town Manager's recommendations, noting that she is only requesting the current shared employee (building inspector) be re-allocated 20% to risk management (increased from 10%). Ms. Brown noted that the Risk Management Department has saved the Town substantially in insurance rates and losses.

Town Clerk Virginia Jones addressed the Mayor and Council regarding budget requests noting that the Clerk's Office concurs with the Town Manager's recommendations. The Clerk's Office will be assuming administrative duties for the Public Works Department and the Town will be advertising and seeking a candidate to fill the Town Clerk position. Jones indicated she would like to support the increase of the part time records position at the Marshal's Office to a full time position, noting the amount of records produced and the retention period is so much greater.

Town Manager Russ Martin addressed the Mayor and Council regarding the Manager's budget and the Council budget, advising no significant changes have been requested or recommended, however there were some small increases in training and legal fees (for water rights issues), and savings on travel/conference costs.

Finance Director Michael Showers addressed the Mayor and Council regarding budget requests noting that he concurs with the Town Manager's recommendation; Mr. Showers has requested an increase in technology as the department is in need of new or upgraded software and technology capabilities.

Town Manager Russ Martin and Barbara Bridge addressed the Mayor and Council regarding her budget requests with respect to Human Resources and Non Departmental Budgets, noting some changes include the transition of the Clerk's office taking some of the administrative duties for public works, the proposed hiring of a Town Clerk (priority), and an increase in employee benefits. Mr. Martin advised the Town employee wages were 90% market, with most department head wages 80% market, which is relatively close to neighboring communities and communities with the same budget, geographic size and population to serve. Mr. Martin noted the \$80,000 in profit sharing was up from \$65,000 and, although it is a substantial increase, it means we collected more revenue. Mr. Showers explained the contingency fund (emergency fund) and the cost of benefits (employee dependents).

The Mayor noted the next Budget Work Session was scheduled for Friday, April 19, 2017 at 8:00 a.m.

Adjournment. Mayor German, with no objection from Council, pronounced the meeting adjourned at 11:02 a.m.

Charles German, Mayor

Lynn Riordan, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on April 14, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2017.

Virginia Jones, Town Clerk



PROCLAMATION

Recognizing the 242nd Birthday of the United States Army

WHEREAS, on June 14, 1775, the Second Continental Congress, representing the citizens of 13 American colonies, authorized the establishment of the Continental Army; and

WHEREAS, the collective expression of the pursuit of personal freedom that caused the authorization and organization of the United States Army led to the adoption of the Declaration of Independence and the codification of our country's basic principles and values in the Constitution; and

WHEREAS, for the past 242 years, the Army's central mission has been to fight and win our Nation's wars; and

WHEREAS, the motto of "Duty, Honor, Country" is the creed by which the American soldier lives and serves; and

WHEREAS, no matter what the cause, location or magnitude of future conflicts, Americans can rely on their Army to produce well-trained, well-led and highly motivated soldiers to carry out the missions entrusted to them; and

WHEREAS, many citizens in the Camp Verde community have proudly served and made the ultimate sacrifice for our country's freedom while serving in the United States Army and other branches of our Nation's military.

NOW, THEREFORE, the Mayor and Council of the Town of Camp Verde commend the soldiers of the United States Army, past and present, and recognize the historic significance of

June 14, 2017 as the 242nd birthday of the United States Army

and expresses the appreciation of the citizens of the Town of Camp Verde to the United States Army and to the dedicated soldiers who have served for 242 years.

Passed and approved by a majority of the Common Council at the Regular Session of May 3, 2017.

Charles German, Mayor

Date

Attest:

Virginia Jones, Town Clerk



**Town of Camp Verde
Proclamation
Municipal Clerks Week
May 7 - 13, 2017**

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

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

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

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

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

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

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

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

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the Town of Camp Verde, Arizona, this 1st day of May 2013.

Charles German, Mayor

ATTEST:

Virginia Jones, Town Clerk



Town of Camp Verde

Proclamation

Building Safety Month – May 2017

Building Codes: Driving Growth through Innovation, Resilience and Safety

WHEREAS, our Town's continuing efforts to address the critical issues of safety, energy efficiency, water conservation, and resilience in the built environment that affect our citizens, both in everyday life and in times of natural disaster, give us confidence that our structures are safe and sound, and;

WHEREAS, our confidence is achieved through the devotion of vigilant guardians – building safety and fire prevention officials, architects, engineers, builders, tradespeople, laborers and others in the construction industry – who work year-round to ensure the safe construction of buildings, and;

WHEREAS, these guardians – dedicated members of the International Code Council – use a governmental consensus process that brings together local, state and federal officials with expertise in the built environment to create and implement the highest-quality codes to protect Americans in the buildings where we live, learn, work, worship, play, and;

WHEREAS, the International Codes, the most widely adopted building safety, energy and fire prevention codes in the nation, are used by most U.S. cities, counties and states; these modern building codes also include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires and earthquakes, and;

WHEREAS, Building Safety Month is sponsored by the International Code Council, to remind the public about the critical role of our communities' largely unknown guardians of public safety – our local code officials – who assure us of safe, efficient and livable buildings, and;

WHEREAS, "Building Codes: Driving Growth through Innovation, Resilience and Safety" the theme for Building Safety Month 2016, encourages all Americans to raise awareness of the importance of building safe and resilient construction; fire prevention; disaster mitigation, water safety and conservation; energy efficiency and new technologies in the construction industry. Building Safety Month 2016 encourages appropriate steps everyone can take to ensure that the places where we live, learn, work, worship and play are safe and sustainable, and recognizes that countless lives have been saved due to the implementation of safety codes by local and state agencies, and,

WHEREAS, each year, in observance of Building Safety Month, Americans are asked to consider projects to improve building safety and sustainability at home and in the community, and to

PROCLAMATION – BUILDING SAFETY MONTH – MAY 2017
05-03-2017

acknowledge the essential service provided to all of us by local and state building departments and federal agencies in protecting lives and property.

NOW, THEREFORE, The Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona do hereby proclaim the month of May 2016 as Building Safety Month. Accordingly, we encourage our citizens to join with their community in participation in Building Safety Month activities.

Proclaimed this 3rd day of May 2017.

Charles German, Mayor, Town of Camp Verde

Date

ATTEST:

Virginia Jones, Town Clerk

Date



Agenda Item Submission Form – Section I

Meeting Date: 05-03-2017

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

Requesting Department: Town Clerk

Staff Resource/Contact Person: Virginia Jones

Agenda Title (be exact): Public Hearing, Discussion consideration and possible approval of Series 13 (Farm Winery) Liquor License for The Oddity Wine Collective, LLC located at 4626 Old Hwy 279 in Camp Verde, AZ

List Attached Documents: Liquor License Application

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 3 Minutes

Reviews and comments Completed by:

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

Background Information: The application was received by staff on April 6, 2017, the applicant paid the Town fee and the documents were posted on April 7, 2017. Staff has received no comments regarding the application

Recommended Action (Motion): Approve Series 13 (Farm Winery) Liquor License for The Oddity Wine Collective, LLC located at 4626 Old Hwy 279 in Camp Verde, AZ

Instructions to the Clerk: Complete and send to Arizona Department of Liquor



Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

Application for Liquor License
Type or Print with Black Ink

APPLICATION FEE AND INTERIM PERMIT FEES (IF APPLICABLE) ARE NOT REFUNDABLE
A service fee of \$25 will be charged for all dishonored checks (A.R.S. § 44-6852)

SECTION 1 This application is for a:

- Interim Permit (Complete Section 5)
New License (Complete Sections 2, 3, 4, 13, 14, 15, 16)
Person Transfer (Complete Section 2, 3, 4, 12, 13, 14, 16)
Location Transfer (Bars and Liquor Stores Only)
Probate/ Will Assignment/ Divorce Decree
Government (Complete Sections 2, 3, 4, 10, 13, 16)
Seasonal

SECTION 2 Type of Ownership:

- J.T.W.R.O.S. (Complete Section 6)
Individual (Complete Section 6)
Partnership (Complete Section 6)
Corporation (Complete Section 7)
Limited Liability Co (Complete Section 7)
Club (Complete Section 8)
Government (Complete Section 10)
Trust (Complete Section 6)
Tribe (Complete Section 6)
Other (Explain)

SECTION 3 Type of license

1. Type of License: Farm Winery (Series 13) LICENSE # 13133056

SECTION 4 Applicants

1. Individual Owner/Agent's Name: Baird David Ray
2. Owner Name: The Oddity Wine Collective, LLC
3. Business Name: The Oddity Wine Collective LLC
4. Business Location Address: 4626 Old Jerome Hwy 279 Camp Verde AZ 86322 Yavapai
5. Mailing Address: PO Box 943 Clarkdale AZ 86324
6. Business Phone: 928-592-2804 Daytime Contact Phone: 928-592-2804
7. Email Address: davidraybaird@gmail.com

- 8. Is the Business located within the incorporated limits of the above city or town? Yes No
9. Does the Business location address have a street address for a City or Town but is actually in the boundaries of another City, Town or Tribal Reservation? Yes No
If yes, what City, Town or Tribal Reservation is this Business located in:

10. Total Price paid for Series 6 Bar, Series 7 Beer & Wine Bar or Series 9 Liquor Store (license only) \$

Fees: Application \$100.00, Interim Permit, Department Use Only, Site Inspection, Finger Prints \$166.00, Total of All Fees \$166.00
Is Arizona Statement of Citizenship & Alien Status for State Benefits complete? Yes No
Accepted by: [Signature] Date: 3/30/17 License # 13133056

SECTION 5 Interim Permit

- If you intend to operate business when your application is pending you will need an interim permit pursuant to ARS § 4-203.01
- There **MUST** be a valid license of the same type you are applying for currently issued to the location or for the replacement of a Hotel/Motel license with a Restaurant license pursuant to A.R.S. § 4-203.01.

1. Enter license number currently at the location: _____

2. Is the license currently in use? Yes No If no, how long has it been out of use? _____

Attach a copy of the license currently issued at this location to this application.

I, _____ (Print Full Name)	declare that I am the CURRENT OWNER, AGENT, OR CONTROLLING PERSON on the stated license and location.
X _____ (Signature of CURRENT Individual Owner/Agent)	State of _____ County of _____ The foregoing instrument was acknowledged before me this _____
My commission expires on: _____ Date	_____ of _____ Day Month Year
_____ Signature of NOTARY PUBLIC	

SECTION 6 Individual, Partnership, J.T.W.R.O.S., Trust, Tribe Ownerships

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE, AN "APPLICANT" TYPE FINGERPRINT CARD AND \$22 PROCESSING FEE FOR EACH CARD.

Individual

Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code

Is any person other than above, going to share in profit/losses of the business? Yes No
 If Yes, give name, current address, and telephone number of person(s). Use additional sheets if necessary.

Last	First	Middle	Mailing Address	City	State	Zip Code	Phone #

Partnership

Name of Partnership: _____

General-Limited	Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code
<input type="checkbox"/>	<input type="checkbox"/>							
<input type="checkbox"/>	<input type="checkbox"/>							
<input type="checkbox"/>	<input type="checkbox"/>							
<input type="checkbox"/>	<input type="checkbox"/>							

J.T.W.R.O.S (Joint Tenant with Rights of Survivorship)

Name of J.T.W.R.O.S: _____

Last	First	Middle	Mailing Address	City	State	Zip Code

SECTION 6 - continued

TRUST

Name of Trust: _____

Last	First	Middle	Mailing Address	City	State	Zip Code

TRIBE

Name of Tribal Ownership: _____

Last	First	Middle	Mailing Address	City	State	Zip Code

SECTION 7 Corporations/ Limited Liability Co

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE, AN "APPLICANT" TYPE FINGERPRINT CARD AND \$22 PROCESSING FEE FOR EACH CARD.

- Corporation Complete Questions 1, 2, 3, 4, 5, 6, and 7
- L.L.C. Complete Questions 1, 2, 3, 4, 5, 6, and 7

1. Name of Corporation/ L.L.C: The Oddity Wine Collective LLC
2. Date Incorporated/Organized: 3/11/2015 State where Incorporated/Organized: AZ
3. AZ Corporation or AZ L.L.C File No: L19908155 Date authorized to do Business in AZ: 4/16/2015
4. Is Corp/L.L.C. Non Profit? Yes No
5. List Directors, Officers, Members in Corporation/L.L.C:

Last	First	Middle	Title	Mailing Address	City	State	Zip Code
Baird	David	Ray	Member	PO Box 943	Clarkdale	AZ	86324
Weiss	Aaron	Samuel	Member	PO Box 943	Clarkdale	AZ	86324
Nation	Briana	Lee	Member	PO Box 943	Clarkdale	AZ	86324

(Attach additional sheet if necessary)

6. List all Stockholders / percentage owners who own 10% or more:

Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code
Baird	David	Ray	30%	PO Box 943	Clarkdale	AZ	86324
Weiss	Aaron	Samuel	40%	PO Box 943	Clarkdale	AZ	86324
Nation	Briana	Lee	30%	PO Box 943	Clarkdale	AZ	86324

(Attach additional sheet if necessary)

7. If the corporation/ L.L.C are owned by another entity, attach an Organizational **FLOWCHART** showing the structure of the ownership. Attach additional sheets as needed in order to disclose the Officers, Directors, Members, Managers, Partners, Stockholders and percentage owners of those entities.

SECTION 13 Proximity to Church or School

Questions to be completed by all in-state applicants.

A.R.S. § 4-207. (A) and (B) state that no retailer's license shall be issued for any premises which are at the time the license application is received by the director, within three hundred (300) horizontal feet of a church, within three hundred (300) horizontal feet of a public or private school building with kindergarten programs or grades one (1) through (12) or within three hundred (300) horizontal feet of a fenced recreational area adjacent to such school building.

The above paragraph DOES NOT apply to:

- a) Restaurant License (§ 4-205.02) Series 12
- b) Hotel/motel License (§ 4-205.01) Series 11
- c) Microbrewery Series 3
- d) Craft Distillery Series 18

- e) Government License (§ 4-205.03) Series 5
- f) Fenced playing area of a golf course (§ 4-207(B)(5))
- g) Wholesaler Series 4
- h) Farm Winery Series 13

1. Distance to nearest School: 2 Miles Name of School: Yavapai Apache Montessori
 (If less than one (1) mile note footage) Address: 3580 Smith Ave, Camp Verde 86322 AZ

2. Distance to nearest Church: 1.4 Miles Name of Church: Middle Verde Rock Church
 (If less than one (1) mile note footage) Address: 2221 Reservation Loop Rd, Camp Verde AZ 86322

SECTION 14 Business Financials

1. I am the: Lessee Sub-lessee Owner Purchaser Management Company

2. If the premise is leased give lessors: Name: Caduceus Cellars, LLC
 Address: PO BOX 905 Jerome AZ 86331
Street City State Zip

3. Monthly Rent/ Lease Rate: \$ 584.00

4. What is the remaining length of the lease? Yrs. _____ Months 4

5. What is the penalty if the lease is not fulfilled? \$ See Attached Contract or Other: Contract Attached
(Give details-attach additional sheet if necessary)

6. Total money borrowed for the Business not including lease? \$ 0
 Please List Lenders/People you owe money to for business.

Last	First	Middle	Amount Owed	Mailing Address	City	State	Zip

(Attach additional sheet if necessary)

7. What type of business will this license be used for (be specific)?
Processing grapes to make wine, aging and bottling wine to be sold for consumption on and off premises.

8. Has a license or a transfer license for the premises on this application been denied by the state with in the past (1) year? Yes No If yes, attach explanation.

9. Does any spirituous liquor manufacture, wholesaler, or employee have an interest in your business? Yes No

10. Is the premises currently license with a liquor license? Yes No

If yes, give license number and licensee's name:

License #: 13133031 Individual Owner /Agent Name: Maynard James Keenan
(Exactly as it appears on license)

SECTION 15 Restaurant or hotel/motel license applicants

1. Is there an existing Restaurant or Hotel/Motel Liquor License at the proposed location? Yes No
2. If the answer to Question 1 is YES, you may qualify for an Interim Permit to operate while your application is pending; consult A.R.S. § 4-203.01; and complete SECTION 5 of this application.
3. All Restaurant and Hotel/Motel applicants must complete a Restaurant Operation Plan form provided by the Department of Liquor Licenses and Control.
4. As stated in A.R.S. § 4-205.02. (H)(2), a Restaurant is an establishment which derives at least forty (40) percent of its gross revenue from the sale of food. Gross revenue is the revenue derived from sales of food and spirituous liquor on the licensed premises. By applying for this Restaurant Hotel/Motel, I certify that I understand that I must maintain a minimum of forty (40) percent food sales based on these definitions and have included the Restaurant Hotel/Motel Records Required for Audit form with this application.

(Applicant's Signature)

5. I understand it is my responsibility to contact the Department of Liquor Licenses and Control to schedule an inspection when all tables and chairs are on site, kitchen equipment, and, if applicable, patio barriers are in place on the licensed premises. With the exception of the patio barriers, these items are not required to be properly installed for this inspection. Failure to schedule an inspection will delay issuance of the license. If you are not ready for your inspection 90 days after filing your application, please request an extension in writing; specify why the extension is necessary; and the new inspection date you are requesting.

(Applicant's Initials)

SECTION 16 Diagram of Premises

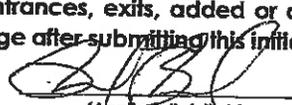
Check ALL boxes that apply to your business:

- | | | | |
|---|--|---------------|---|
| <input checked="" type="checkbox"/> Entrances/Exits | <input checked="" type="checkbox"/> Liquor storage areas | Patio: | <input type="checkbox"/> Contiguous |
| <input type="checkbox"/> Walk-up windows | <input type="checkbox"/> Drive-through windows | | <input type="checkbox"/> Non Contiguous |

1. Is your licensed premises currently closed due to construction, renovation or redesign? Yes No
If yes, what is your estimated completion date? _____

Month/Day/Year

2. **Restaurants and Hotel/Motel** applicants are required to draw a detailed floor plan of the kitchen and dining areas including the locations of all kitchen equipment and dining furniture. Place for diagram is on section 16 number 6.
3. The diagram (a detailed floor plan) you provide is required to disclose only the area(s) where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored on the premises unless it is a restaurant (see # 3 above).
4. Provide the square footage or outside dimensions of the licensed premises. Please do not include non-licensed premises such as parking lots, living quarters, etc.
5. As stated in A.R.S. § 4-207.01 (B), I understand it is my responsibility to notify the Department of Liquor Licenses and Control when there are changes to the boundaries, entrances, exits, added or deleted doors, windows, service windows or increase or decrease to the square footage after submitting this initial diagram.


(Applicant's Initials)

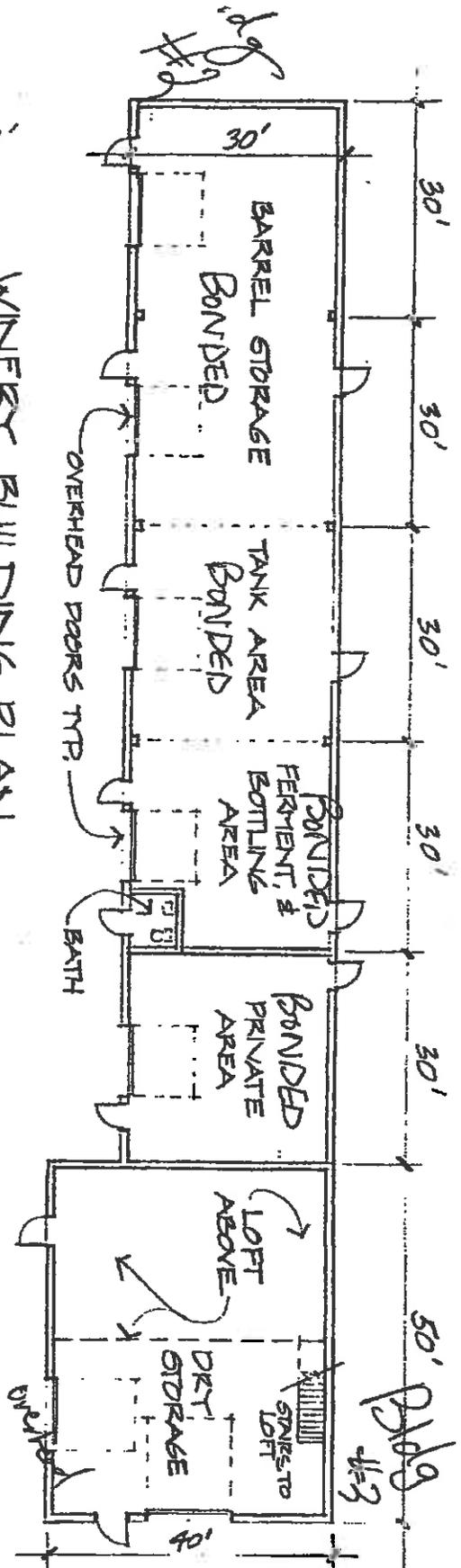
SECTION 16 Diagram of Premises – continued

6. On the diagram please show only the areas where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored. It must show all entrances, exits, interior walls, bars, hi-top tables, dining tables, dining chairs, dance floor, stage, game room, and the kitchen. DO NOT include parking lots, living quarters, etc. When completing diagram, North is up ↑.

If a legible copy of a rendering or drawing of your diagram of the premises is attached to this application, please write the words "DIAGRAM ATTACHED" in the box provided for the diagram on the application.

DIAGRAM OF PREMISES

See Attached

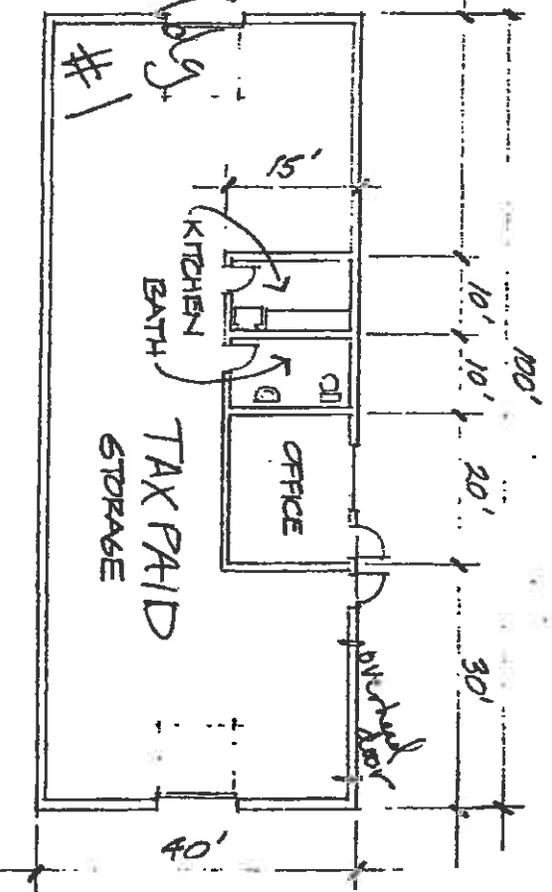
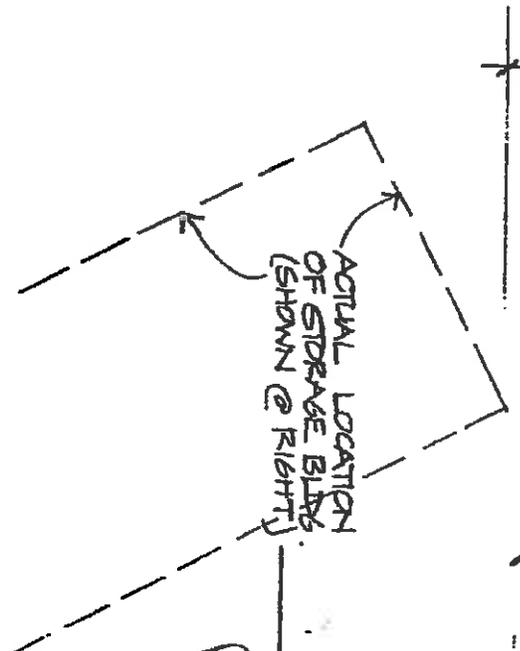


WINERY BUILDING PLAN

SCALE: 1" = 20'-0"



CRUSH HIGH CRAD



SECTION 17 SIGNATURE BLOCK

NOTARY

I, (Print Full Name) David Ray Baird, hereby declare that I am the Owner/Agent filing this application as stated in Section 4 # 1. I have read this application and verify all statements to be true, correct and complete.

X [Signature]
(Signature of CURRENT Individual Owner/Agent)

State of Arizona County of Yavapai
The foregoing instrument was acknowledged before me this

My commission expires on: January 24, 2020
Date

21st of March, 2017
Day Month Year



[Signature]
Signature of NOTARY PUBLIC

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.



Agenda Item Submission Form – Section I

Meeting Date:

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

Requesting Department: Community Development

Staff Resource/Contact Person: Carmen Howard

Agenda Title (be exact): Update to Council relating to the Sign Code

List Attached Documents:

Estimated Presentation Time: 2 min

Estimated Discussion Time: 2 min

Reviews and comments Completed by:

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

Background Information: None

Recommended Action (Motion): None

Instructions to the Clerk: None



Agenda Item Submission Form – Section I

Meeting Date: May 3, 2017

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

Requesting Department: Public Works

Staff Resource/Contact Person: Ron Long, Public Works Director

Agenda Title (be exact): Discussion, consideration and possible approval of an Agreement to the lowest, responsible bidder for Bid #17-121 – Gymnasium Re-Roof Project. The Bid opening will be held on May 1, 2017.

List Attached Documents: Bid Opening Sheet (1 Page)
Agreement (9 Pages)

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews and comments Completed by:

Town Manager: _____ **Department Head:** Ron Long

Town Attorney Comments: Agreement Approved as to Form _____

Risk Management: Carol Brown, Approved

Finance Department
Fiscal Impact:

Budget Code: 03-000-20-810400 **Amount Remaining:** \$98,981.42

Comments:

Background Information: The Gymnasium roof and portions of its support structure are in critical need of repairs. The shingles are deteriorated exposing the roof system, including the underlayment, sheathing, and fascia to the elements. That combined with the age of these mostly wood or wood composite products has caused the roof to noticeably sag in many areas. In addition, when the original roof structure was constructed some of the rafters and supports were not installed correctly per the building codes or have since been damaged. For these reasons, structural repairs are required prior to applying the new roofing.

In anticipation that the cost of the structural repairs will be significant the bid schedule will be broken into four separate roof areas; the base bid plus three additive alternates (Add/Alt) allowing staff to award all or some of the work depending on the bid amounts received. The base bid contains the most critical area; the east side of the gymnasium and adjoining office space (formally occupied by Adult Learning Center & the Weight Room). This is the

area requiring the most involved structural improvements necessary to add support to the sagging roof directly under the HVAC units.

The project also includes the possibility of adding a covered walkway on that east side of the roof as an Add/Alt. The existing overhang is in very poor condition structurally and visibly. The overhang is warped from years of roof leaks and exposure and needs to be replaced. The existing overhang only projects a couple of feet beyond the building draining the roof directly onto the sidewalk below. The new covered walkway will cover the entire sidewalk providing shelter for those using the sidewalk and greatly improve the aesthetics of that side of the building. This would be a worthwhile improvement keeping in mind that this side of the building faces the field where all of our events are held and that these rooms will be utilized frequently as part of the events and also for Town and public use and should look as good as the front does on Main Street.

The other Add/Alts include the west side of the gym, the Hollamon Street entrance to the gym and the two maintenance shop roofs next to Hollamon Street. The Hollamon Street entrance roof and the two shop roofs could be postponed if necessary, however the west side of the gym needs to be re-roofed this year.

Based on the bids received, it is possible to complete the Base Bid, and Alternates XX. Re-roofing on the remaining roof sections are still required at an estimated cost of XXXXXXXXX

Recommended Action (Motion): Approve award of the Agreement with XXXX Contractor, in the amount of XXXXX for Bid #17-121 – Gymnasium Re-Roof Project.

Instructions to the Clerk: Obtain Mayor's Signature, forward executed original to XXX Contractor

**Town of Camp Verde
475 S. Main Street, Camp Verde, AZ 86322**



**Public Works Department- Maintenance Division
Gymnasium Re-Roof Project**

TOWN OF CAMP VERDE BID NO.: 17-121

Bid Documents prepared by:

Ron Long, P.E. - Public Works Director

928-554-0823

Fax: 928-567-1540

E-Mail: deb.ranney@campverde.az.gov

TOWN COUNCIL

Charles German, Mayor

Jessie Murdock, Vice Mayor

Jackie Baker

Buck Buchanan

Dee Jenkins

Bradford Gordon

Robin Watley

AGREEMENT

THIS AGREEMENT, made and entered into this ___day of _____, by and between the Town of Camp Verde, Yavapai County, State of Arizona (herein called the "**Town**") acting herein by the **Mayor, Charlie German**, and Common Council, party of the first part, and Contractor, _ _ (hereinafter called the "**CONTRACTOR**") party of the second part.

WITNESSETH THAT:

The Town of Camp Verde desires to engage the CONTRACTOR to render construction services for Re-Roofing the Town Gymnasium (Town Facilities Re-Roofing Project) Project in Camp Verde, Arizona - Bid No.:**17-121 Gymnasium Re-Roof Project**.

1. Work

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

2. Access to Information

It is agreed that all information, data reports, records as exist, available and necessary for carrying out of the work outlined in detail in The Scope of Work and Plans and Specifications have been furnished to the CONTRACTOR by the Town and its agencies. CONTRACTOR hereby acknowledges receipt of same. No charge will be made to the CONTRACTOR for such information and the Town and its agencies will cooperate with the CONTRACTOR in every way possible to facilitate the performance of the work described herein.

3. Project Manager - Administration

The Town of Camp Verde has designated the Public Works Department Director, Ron Long P.E., as Project Administrator; Project Management will be facilitated by Mike Dumas, Maintenance Division Manager. The Project Manager shall be empowered to perform all administrative functions as required for management of the project.

4. Agreement Times

The work will be completed and ready for final payment within **60** calendar days of the date in the Notice to Proceed. The CONTRACTOR has submitted a project schedule to the TOWN Project Manager with their sealed bid.

5. Compensation

The maximum amount of compensation and reimbursement to be paid hereunder shall not exceed: XXXXXXXXXXXXXXXXXXXXXXXXXXXX. Originals of the Applications for Payment are to be submitted to:

**The Town of Camp Verde
Attention: Public Works
395 S. Main Street
Camp Verde, AZ 86322**

The Project Manager shall verify completion of all work as specified in the bid documents, Scope of Work and Plans and Specifications.

6. Termination of agreement

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

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

- b. The Town of Camp Verde may terminate this agreement at any time by giving at least ten (10) days' notice in writing to the CONTRACTOR. If the agreement is terminated by the TOWN as provided herein, the CONTRACTOR will be paid as provided in the Addendum for the time expended and expenses incurred up to the termination date. If this agreement is terminated due to the fault of the CONTRACTOR, Paragraph 7.a hereof relative to termination shall apply.
- c. This agreement may be terminated as per A.R.S. §38-511, Conflict of Interest.

7. Miscellaneous Provisions

- a. This Agreement shall be construed under and in accordance with the laws of the State of Arizona, and all obligations of the parties created hereunder are performable in Camp Verde, Yavapai County, Arizona.
- b. This Agreement shall be binding upon and ensure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns where permitted by this Agreement. In any case one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable said holding shall not affect any other provision hereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision and never been contained herein.
- c. Action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to recover, in addition to costs, such sum as the court including the appellate court, may adjudge reasonable as attorney fees.
- d. This Agreement represents the entire understanding of the TOWN and CONTRACTOR as to those matters contained in this Agreement, and no prior oral or written understanding shall be of any force or effect with respect This Agreement may be amended only by mutual agreement of the parties hereto in writing to be attached to and incorporated into this Agreement.

8. Project Familiarity and Identification of Conflicts

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

- a. CONTRACTOR has familiarized himself/herself with the nature and extent of the agreement documents, work, site, locality, and all local conditions and laws and regulations that in any manner may affect cost, progress, performance, or furnishing of the work.
- b. CONTRACTOR has given the Project Manager a written notice of all conflicts, errors, or discrepancies discovered in the agreement documents and the written resolution thereof by the Project Manager is acceptable to the CONTRACTOR.
- c. CONTRACTOR has examined and carefully studied the agreement documents and other related data identified in the bidding documents.
- d. CONTRACTOR is familiar with the satisfied as to all federal, state and local laws and regulations that may affect cost, progress, performance and furnishing of the work.
- e. CONTRACTOR is familiar with and shall furnish all Safety Data Sheets (SDS's) for the chemicals they will use at the Construction/Job Site, simultaneously, with the execution of the Agreement between the Town and Contractor.

9. Insurance

Minimum Insurance Requirements:

The contractor shall procure and maintain, at Contractor's sole expense, until completion of the contract the following insurance coverages:

- a. General Liability: shall protect the CONTRACTOR and the TOWN from claims for bodily injury, personal injury, and property damage which may arise out of the nature of the work or from operations under this Agreement. *And name the Town of Camp Verde, AZ as additional insured, with the corresponding Endorsement relative to the additional insured indemnification, in conjunction with the contracting services provide herein.*

The CONTRACTOR shall have General Liability coverage on a per-project basis, per occurrence an in comprehensive form.

At a minimum, the CONTRACTOR shall provide General Liability and excess General Liability coverage in the following amounts:

\$1,000,000 Per Occurrence \$2,000,000 Aggregate

- b. Workers' Compensation Insurance (Statutory): CONTRACTOR shall furnish to the TOWN satisfactory proof that he/she has, for the period covered under the Agreement, full Workers' Compensation coverage for all persons whom the CONTRACTOR may employ directly, or through subcontractors, in carrying out the work under the Agreement, and shall hold the TOWN free and harmless for all personal injuries of all persons with the contractor may employ directly or through subcontractors. In addition to Statutory Coverage:

- (i) **A: Each Accident** **\$1,000,000**
- (ii) **B: Each Employee** **\$1,000,000**
- (iii) **C: Each Disease** **\$1,000,000**

- c. Commercial Automobile Liability: If you are driving for the TOWN, beyond the commute to the construction site, the CONTRACTOR shall procure and maintain (at CONTRACTOR'S sole expense) until the completion of the Agreement, coverage for any auto, including non-owned and hired autos, with a combined single limit of \$1,000,000 per occurrence (each accident). And name the Town of Camp Verde as additional insured with the corresponding endorsement, in connection with the services provided herein.

The CONTRACTOR shall keep all policies in force for the duration and any extension(s) of the Agreement. Policies shall not be suspended, voided, canceled or reduced in coverage without at least thirty (30) days' notice of cancellation or material change in coverage. All notices shall be sent to Town of Camp Verde, 473 S. Main Street, Ste. #102, Camp Verde, AZ 86322, Att: Risk Manager. If coverage of any policy renews or expires during the term of this Agreement, renewal Certificates of Insurance and the corresponding endorsement(s) evidencing the required coverage shall be sent to the TOWN.

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

In order to issue the Notice to Proceed, the TOWN shall require the Certificates of Insurance and corresponding endorsements evidencing the required coverage is in force on the date of the Agreement establishing the CONTRACTOR and all subcontractors have complied with the stated requirements.

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

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

The CONTRACTOR'S liability under this Agreements is not in any way limited by the insurance required by this Agreement. Failure to comply with the insurance requirements may be regarded as a breach of the Agreement terms.

12. Indemnity

CONTRACTOR agrees, to the fullest extent permitted by law, to indemnify, defend, save and hold harmless the Town of Camp Verde, its departments, agencies, boards, commissions, and its officers, officials, agents, and employees (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of CONTRACTOR or any of its owners, officers, directors, agents, employees or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such contractor to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising from the negligent or willful acts or omissions of the Indemnitee, be indemnified by Contractor from and against any and all claims. It is agreed that Contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of the award of this Agreement, the Contractor agrees to waive all rights of subrogation against the Town of Camp Verde, its officers, officials, agents and employees for losses arising from the work performed by the Contractor for the Town of Camp Verde.

13. Agreement Documents

The agreement documents which comprise the entire agreement between the Town of Camp Verde and the CONTRACTOR concerning the work consist of the following:

- a. All Bidding documents
- b. This Agreement including Exhibit "A"
- c. Performance, Payment and other Bonds. The bidder to whom an award is made will be required to execute a Performance and Payment Bond, each in 100 percent of the amount of the bid.
- d. Certificate of Insurance and corresponding endorsements
- e. Notice of Award
- f. Notice to Proceed

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

Town of Camp Verde

Attest:

Town Clerk, Virginia Jones

Mayor, Charles German

Approved as to Form:

Town Attorney

Contractor

CONTRACTOR: XXXXXXXX

Name/Title

Exhibit "A"
TERMS AND CONDITIONS

1. Changes

The TOWN may request changes in the scope of the services of the Agreement to be performed hereunder. Such changes, including any increase or decrease in the amount of the CONTRACTOR'S compensation, which are mutually agreed upon by and between the TOWN and the CONTRACTOR, shall be incorporated in written amendments to this agreement.

2. Personnel

- a. The CONTRACTOR represents that he/she has, or will secure at his own expense, all personnel required in performing the services under this agreement.
- b. All of the services required hereunder will be performed by the CONTRACTOR or under his/her supervision and all personnel engaged in the work shall be fully qualified, authorized and permitted for such work under state and local law to perform such services.
- c. None of the work or services covered by this agreement shall be subcontracted without the prior written approval of the Town of Camp Verde. Any work or services subcontracted hereunder shall be specified by written agreement or agreement and shall be subject to each provision of this agreement.

3. Assign ability

The CONTRACTOR shall not assign any interest on this contact, and shall not transfer any interest in the same (whether by assignment or notation), without the prior written consent of the TOWN thereto: Provided, however, that claims for money by the CONTRACTOR from the TOWN under this agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the TOWN.

4. Payment

A monthly estimate of work completed and materials delivered to the work site for the preceding month shall be made by the CONTRACTOR to the Town. Payment will be made to the CONTRACTOR, if in the opinion of the Town Project Manager, the work progress and delivered materials are certified. The submittal estimate shall be deemed certified/approved for payment after seven days from the date of submission unless the Town's Project Manager issues a written finding setting forth any items not approved for payment. The Town shall retain 10% of the amount of each payment request as a guarantee for complete performance of the contract. When the contract is 50% complete the CONTRACTOR may request, and upon approval by the Project Manager, one-half of the retained amount shall be paid to the CONTRACTOR; thereafter 5% shall be retained from any subsequent payment requests providing the CONTRACTOR is making satisfactory progress. The remaining retention funds shall be paid to the CONTRACTOR within sixty days after completion of filing notice of completion of the contract.

5. Copyright

No report, plan drawing or other documents produced in whole or in part under this agreement shall be the subject of an application for copyright by or on behalf of the CONTRACTOR.

6. Compliance with Local Laws

The CONTRACTOR shall comply with all applicable laws, ordinances and codes of the State and Local and Federal governments, and the CONTRACTOR shall save the Town of Camp Verde harmless with respect to any damages arising from any tort done by the CONTRACTOR or representatives in performing any of the work embraced by this agreement.

7. Compliance with Federal and State Laws

CONTRACTOR understands and acknowledges the applicability to it of the Americans with Disabilities Act, the Immigration Reform and Control Act of 1986 and the Drug Free Workplace Act of 1989. The CONTRACTOR must also comply with A.R.S. § 34-301, as amended, "Employment of Aliens on DEPARTMENT NAME Prohibited", and A.R.S. § 34-302, as amended, "Residence Requirement for Employees".

Under the provisions of A.R.S. §41-4401, CONTRACTOR hereby warrants to the Town that the CONTRACTOR and each of its Subcontractors ("Subcontractors") will comply with, and are agreementually obligated to comply with, all Federal Immigrations laws and regulations that relate to their employees and A.R.S. §23-214(A) (hereinafter "CONTRACTOR Immigration Warranty").

A breach of the CONTRACTOR Immigration Warranty shall constitute a material breach of the Agreement and shall subject the CONTRACTOR to penalties up to and including terminations of this Agreement at the sole discretion of the TOWN.

The TOWN retains the legal right to inspect the papers of any CONTRACTOR or Subcontractor employee who works on this Agreement to ensure that the CONTRACTOR or Subcontractor is complying with the CONTRACTOR Immigration Warranty. CONTRACTOR agrees to assist the TOWN in regard to any such inspections.

The TOWN may, at its sole discretion, may conduct random verification of the employment records of the CONTRACTOR and any of the Subcontractors to ensure compliance with the CONTRACTOR Immigration Warranty. CONTRACTOR agrees to assist the TOWN in regard to any random verification performed.

Neither the CONTRACTOR nor any of Subcontractor shall be deemed to have materially breached the Contractor Immigration Warranty if the CONTRACTOR or Subcontractor establishes that it has complied with the employment verification provisions prescribed by sections 274A and 274B of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. §23-214, Subsection A.

8. Business Operations in Sudan/Iran.

In accordance with A.R.S. § 35-397, the Provider certifies that the Provider and its affiliates and subsidiaries do not have scrutinized business operations in Sudan or Iran. If the TOWN determines that the Provider's certification is false, the TOWN may impose all legal and equitable remedies available to it, including but not limited to termination of this Agreement.

9. The Parties agree that they are not currently engaged in, and agree that for the duration of the Agreement they will not engage in a boycott of Israel, as that term is defined in A.R.S. §35-393.
10. **Interest of Members of the Town of Camp Verde Governing Body**
No member of the Governing body of the Town of Camp Verde and no other officer, employee, or agent of the Town of Camp Verde who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct, or indirect, in this agreement; and the CONTRACTOR shall take appropriate steps to assure compliance.
11. **Interest of CONTRACTOR and Employees**
The CONTRACTOR covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, which would conflict in any manner or degree with the performance of his/her services hereunder. The CONTRACTOR further covenants that no person having any such interest shall be employed in the performance of this Agreement.

DRAFT



Agenda Item Submission Form – Section I

Meeting Date: May 2nd, 2017

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

Requesting Department: Public Works – Wastewater Division

Staff Resource/Contact Person: Troy Odell, Public Works Deputy Director

Agenda Title (be exact): Discussion, consideration and possible authorization to utilize Town Funds to install 6 prioritized crossings, perform 2 existing sewer crossing locations, and install 665 linear feet of a future 8" force main within the ADOT SR260 Highway Improvements. Work will go to the Job Order Contractors for quote.

List Attached Documents:

Estimated Presentation Time:

Estimated Discussion Time:

Reviews Completed by:

Department Head: Ron Long Town Attorney Comments:

Finance Department

Fiscal Impact:

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

Comments: The estimated cost for each crossing (trenched) is \$45,000. The approximated cost for the proposed 665 linear feet of 8" force main would be \$88,000.

Background Information: The sewer crossings that are proposed are those that are most needed for what we fill will be the sewer expansion area within the next few years and need to be in place now or in the very near future. The section of force main proposed is through a large drainage crossing along the shoulder of the proposed highway and will be in place where a large box culvert and fill embankment will be installed with the highway project. Getting to this area and through it later (post highway construction) will be too prohibitive. This also gives the Town a type of "prior right" to install the rest of the force main required along the corridor at a later date. We had previously opted out of installing sewer crossings under the highway due to requirements that all crossings would have to be bored and sleeved entirely from right-of-way line to right-of-way line, which proved at the time to be cost prohibitive and would significantly reduce the number of crossings we could do. Since that decision, ADOT decided to allow us to open trench select crossings in, which saves us considerable money. Some members of Council and staff have

discussed how they would still like to do some prioritized crossings and work that would further the sewer expansion through this area under this ADOT allowed opportunity to trench the crossings in.

Recommended Action (Motion): Fund crossings and force main while the trenching opportunity is there to avoid higher cost installation later.

Instructions to the Clerk:

PLOTTED: Mar 21, 2017 9:56am

TOWN OF CAMP VERDE SR-260 SANITARY SEWER CROSSINGS



LEGEND

- EXISTING 260 RIGHT OF WAY
- NEW 260 RIGHT OF WAY
- PROPOSED GRAVITY SEWER
- PROPOSED FORCED MAIN SEWER
- PROPOSED 18" PVC PIPE SLEEVE FOR FUTURE CROSSING

ENGINEER'S NOTES:

1. THE PARCEL LINES SHOWN HEREON WERE PROVIDED BY YAVAPAI COUNTY AND ARE FOR REFERENCE PURPOSES ONLY.
2. THE ROADWAY DESIGN, PROJECT CONTROL AND TOPOGRAPHIC INFORMATION SHOWN HEREON WERE OBTAINED FROM 100% REVIEW PLANS FOR ADD7 PROJECT NO. STP-260-AC208)S PREPARED BY STANLEY CONSULTANTS, RECEIVED BY SHEPHARD-WESNITZER, INC. ON APRIL 25, 2016.

QUANTITY SUMMARY

ITEM/DESCRIPTION	QUANTITY	UNIT
8" DIA. D.I.P. FORCED MAIN SEWER LINE	665	L.F.
18" DIA. SLEEVE (TRENCH INSTALLATION)	1844	L.F.
STORM WATER POLLUTION PREVENTION MEASURES	1	L.S.

PROJECT CONTROL:

HORIZONTAL DATUM: AZSPCS CENTRAL ZONE (MODIFIED - SEE BELOW FOR "GROUND" COORDINATES)

VERTICAL DATUM: NAVD88 (2011)

POINT# 3001: NGS CONTROL POINT "A 494"
 N: 1313510.140
 E: 701479.564
 EL: 3290.290

POINT# 3002: NGS CONTROL POINT "VERDE"
 N: 1323362.200
 E: 694310.535
 EL: 3240.511

POINT# 3003: 3" BRASS CAP "SC" # NW25 T14N R4E
 N: 1304211.264
 E: 708677.440
 EL: 3203.351

SCALE: 1" = 2500'



FILE: \\V:\Projects\2015\150889\Drawings\Construction Plans\150889 SR-260 SEWER PLANS.dwg AMR 2014

CALL TWO WORKING DAYS BEFORE YOU DIG
 1-800-STAKE-IT

REVISIONS			
NO.	DESCRIPTION	DATE	BY

SWI
 Shephard & Wesnitzer, Inc.
 www.swioz.com

1756 E. Villa Drive
 Suite C-17
 Cottonwood, AZ 86326
 928.639.2712
 928.639.2713 fax

JOB NO: 15088
 DATE: MAR 17
 SCALE: AS SHOWN
 DRAWN: AMR
 DESIGN: JTL
 CHECKED: JTL

CAMP VERDE SEWER

CAMP VERDE ARIZONA

SR-260 SEWER PLANS
 COVER



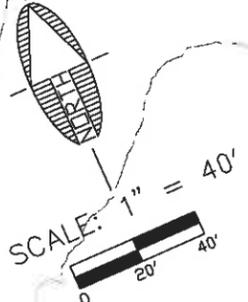
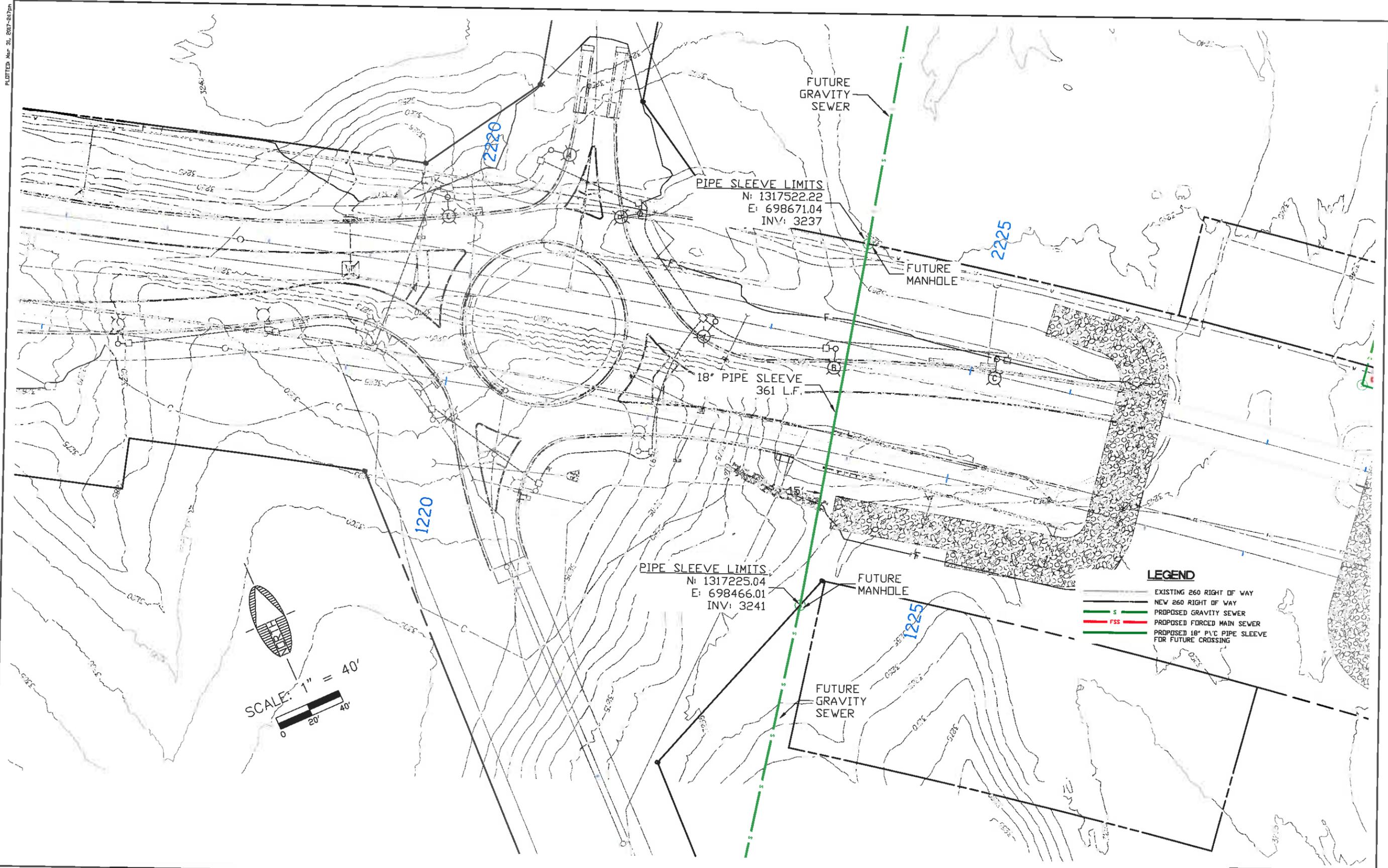
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C1

SHT NO. OF
 1 OF 9

PLOTTED Mar 31, 2017 9:07 AM

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LEGEND

- EXISTING 260 RIGHT OF WAY
- NEW 260 RIGHT OF WAY
- PROPOSED GRAVITY SEWER
- PROPOSED FORCED MAIN SEWER
- PROPOSED 18" PVC PIPE SLEEVE FOR FUTURE CROSSING

REVISIONS			
NO.	DESCRIPTION	DATE	BY

SWI
Shephard Wesnitzer, Inc.
www.swiaz.com

1756 E. Villa Drive
Suite C-17
Cottonwood, AZ 86326
928.639.2712
928.639.2713 fax

JOB NO: 15089
DATE: Mar. 2017
SCALE: AS SHOWN
DRAWN: AMR
DESIGN: JTL
CHECKED: JTL

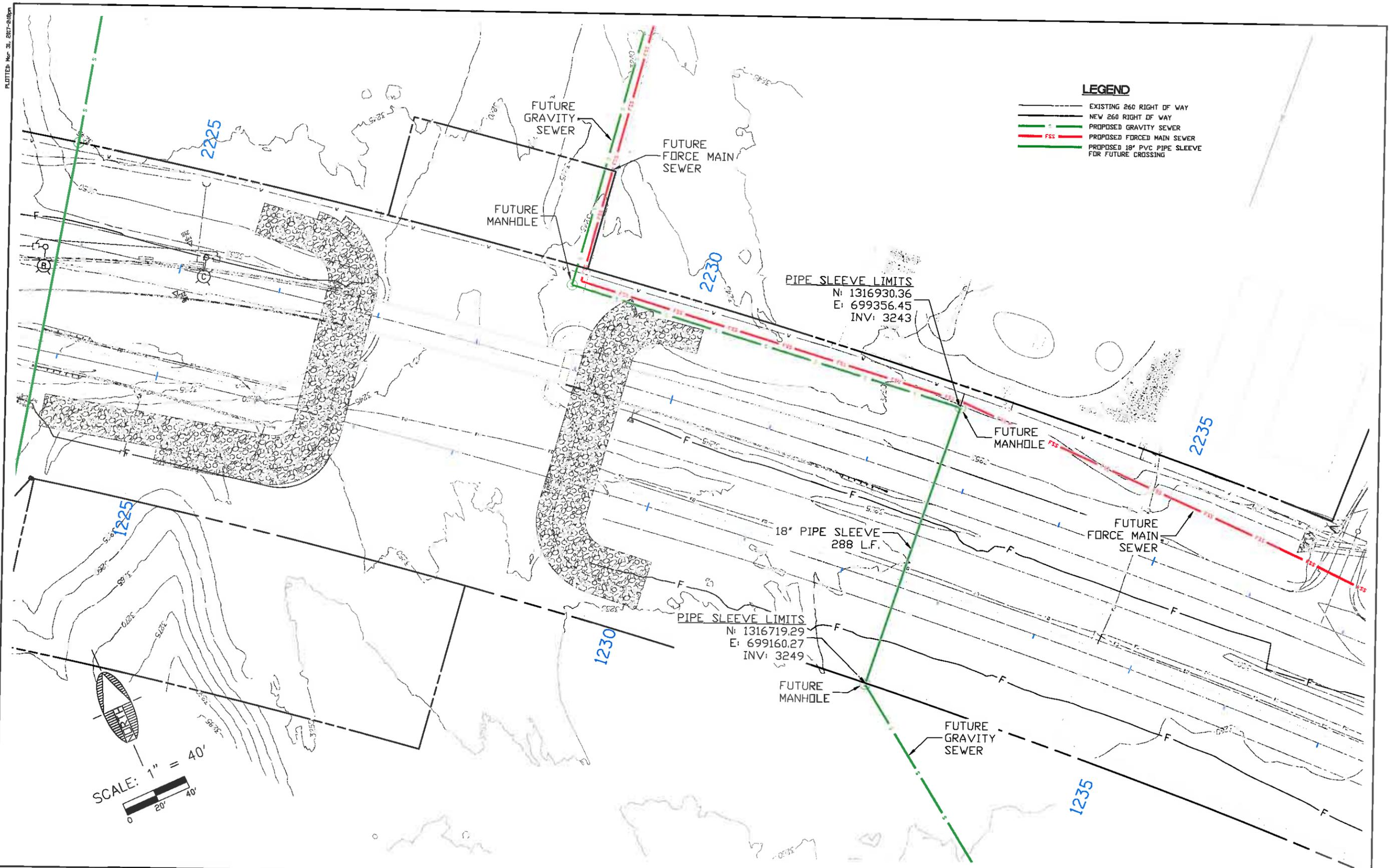
CAMP VERDE SEWER
CAMP VERDE ARIZONA
**SR-260 SEWER PLANS
CROSSING #1**



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C2
SHEET NO. OF
2 OF 9

PLOTTED Mar 31, 2017 2:05pm

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CALL TWO WORKING DAYS BEFORE YOU DIG
 1-800-STAKE-IT

REVISIONS			
NO.	DESCRIPTION	DATE	BY

SWI
 Shephard Wesnitzer, Inc.
 1756 E. Villa Drive
 Suite C-17
 Cottonwood, AZ 86326
 928.639.2712
 928.639.2713 fax
 www.swiaz.com

JOB NO: 15099
 DATE: MAR 17
 SCALE: AS SHOWN
 DRAWN: AMR
 DESIGN: JTL
 CHECKED: JTL

CAMP VERDE SEWER
 CAMP VERDE ARIZONA
 SR-260 SEWER PLANS
 CROSSING #2



DRAWING NO.
C3
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 3 9

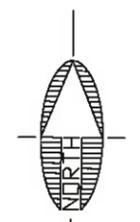
PLOTTED: Mar 30, 2017 - 09:09am

1245

2250

2255

- LEGEND**
- EXISTING 260 RIGHT OF WAY
 - NEW 260 RIGHT OF WAY
 - PROPOSED GRAVITY SEWER
 - PROPOSED FORCED MAIN SEWER
 - PROPOSED 18" PVC PIPE SLEEVE FOR FUTURE CROSSING



SCALE: 1" = 40'



PIPE SLEEVE LIMITS
 N: 1315393.26
 E: 700299.74
 INV: 3287

PIPE SLEEVE LIMITS
 N: 1315556.44
 E: 700556.94
 INV: 3284

18" PIPE SLEEVE
304 L.F.

FUTURE MANHOLE

FUTURE MANHOLE

FUTURE GRAVITY SEWER

FUTURE FORCE MAIN SEWER

FUTURE GRAVITY SEWER

FUTURE FORCE MAIN SEWER

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CALL TWO WORKING DAYS BEFORE YOU DIG
 1-800-STAKE-IT

REVISIONS			
NO.	DESCRIPTION	DATE	BY

SWI
 Shephard Wesnitzer, Inc.

1756 E. Villa Drive
 Suite C-17
 Cottonwood, AZ 86328
 928.639.2712
 928.639.2713 fax
 www.swiaz.com

JOB NO: 15089
 DATE: MAR 17
 SCALE: AS SHOWN
 DRAWN: AMR
 DESIGN: JTL
 CHECKED: JTL

CAMP VERDE SEWER

CAMP VERDE ARIZONA

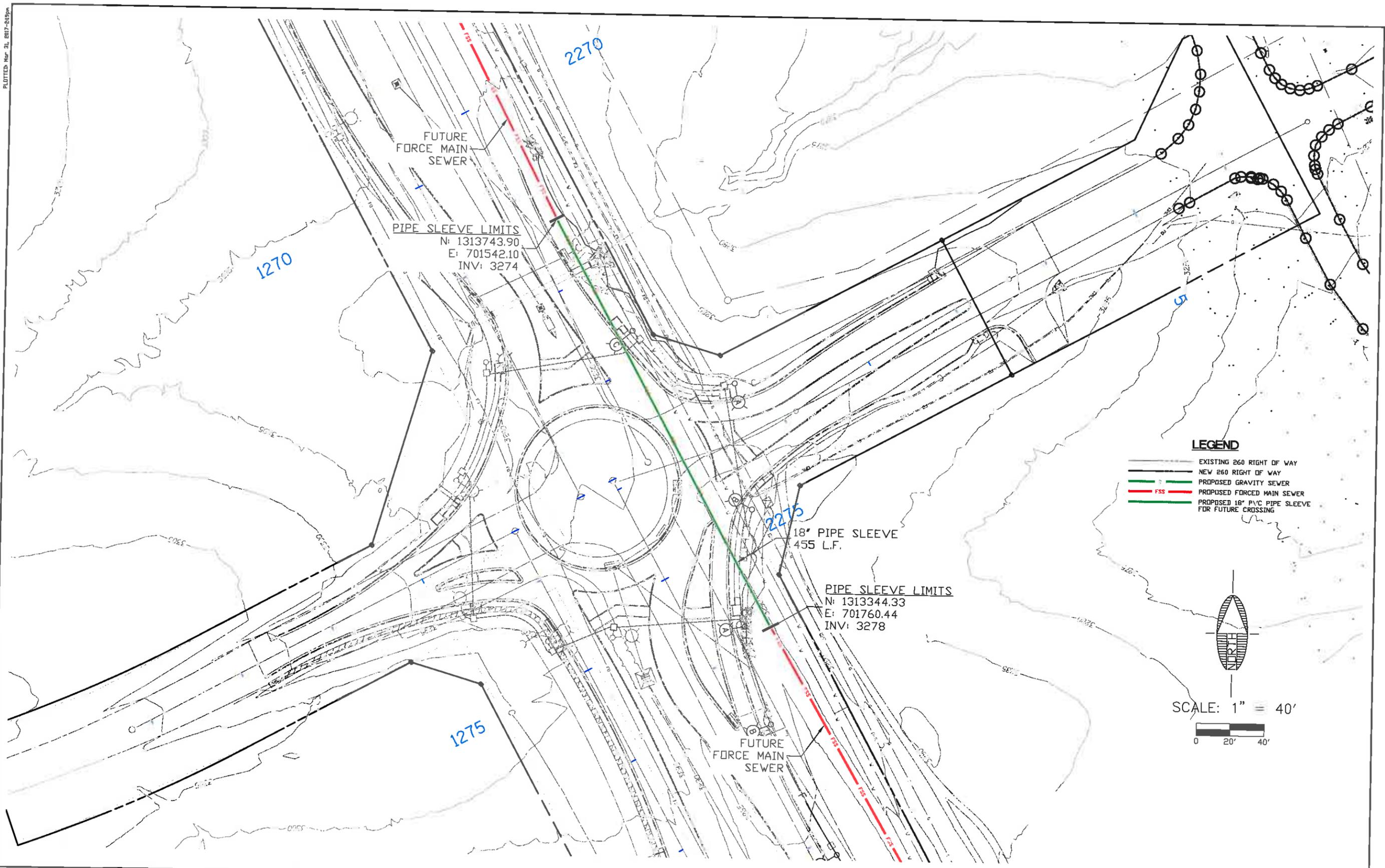
SR-260 SEWER PLANS
 CROSSING #3



DRAWING NO.
C4
 SHT NO. OF
 4 9

PLOTTED: Mar 31, 2017 2:19pm

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LEGEND

- EXISTING 260 RIGHT OF WAY
- NEW 260 RIGHT OF WAY
- PROPOSED GRAVITY SEWER
- PROPOSED FORCED MAIN SEWER
- PROPOSED 18" PVC PIPE SLEEVE FOR FUTURE CROSSING



SCALE: 1" = 40'



REVISIONS			
NO.	DESCRIPTION	DATE	BY

SWI
Shephard Wesnitzer, Inc.
www.swiaz.com

1756 E. Villa Drive
Suite C-17
Cottonwood, AZ 86326
928.639.2712
928.639.2713 fax

JOB NO: 15089
DATE: MAR 17
SCALE: AS SHOWN
DRAWN: AMR
DESIGN: JTL
CHECKED: JTL

CAMP VERDE SEWER

CAMP VERDE
ARIZONA

**SR-260 SEWER PLANS
CROSSING #4**

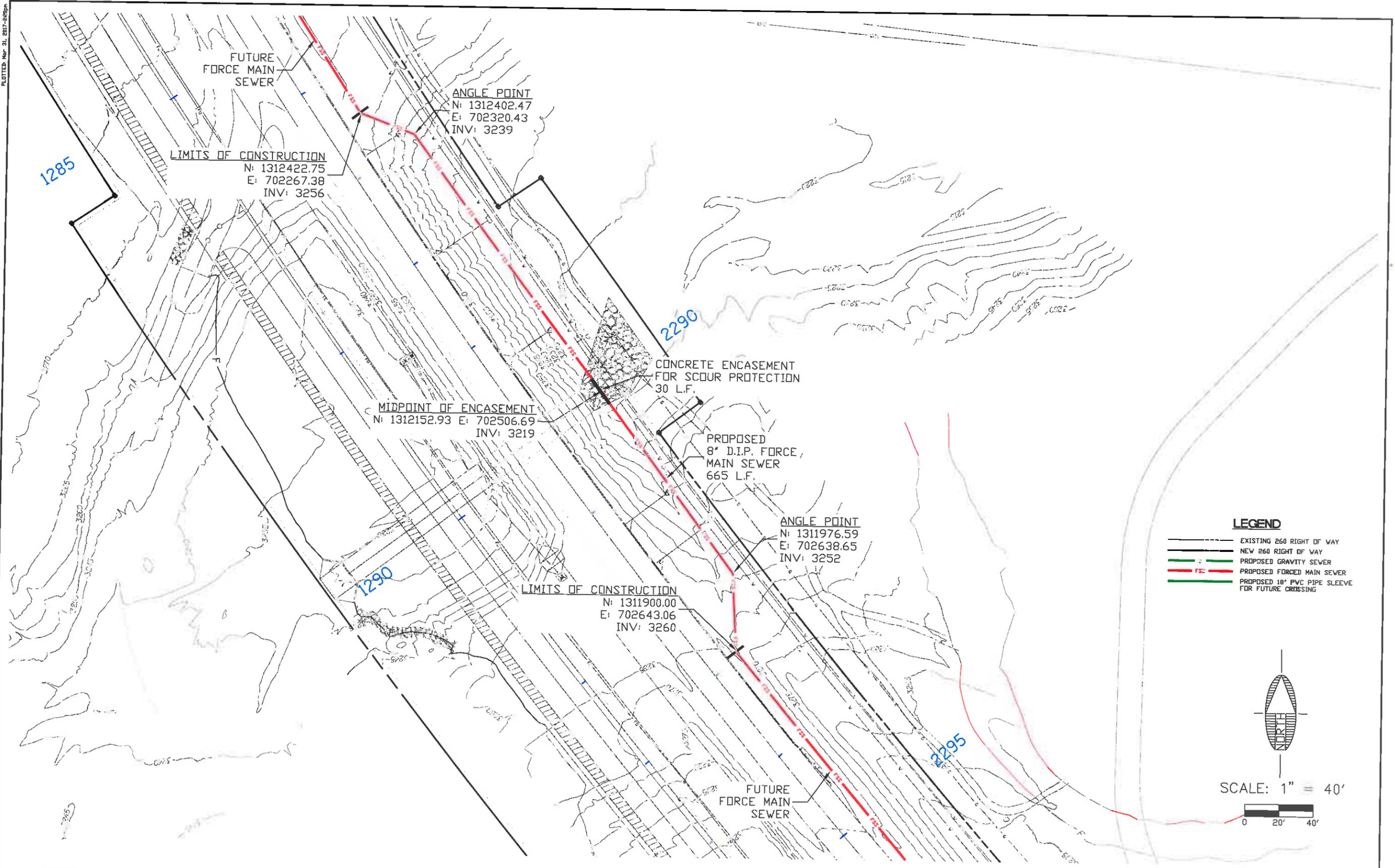


DRAWING NO.
C5
SHT NO. OF
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FILE: \\w-filesystems\projects\2017\20170309\Drawings\Construction\Plans\15089 SR-260 SEWER PLANS.dwg ARZ 2014



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928.639.2713 fax
www.swiaz.com

JOB NO: 15089
DATE: MAR 17
SCALE: AS SHOWN
DRAWN: AMR
DESIGN: JTL
CHECKED: JTL

CAMP VERDE SEWER
CAMP VERDE ARIZONA

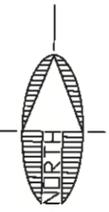
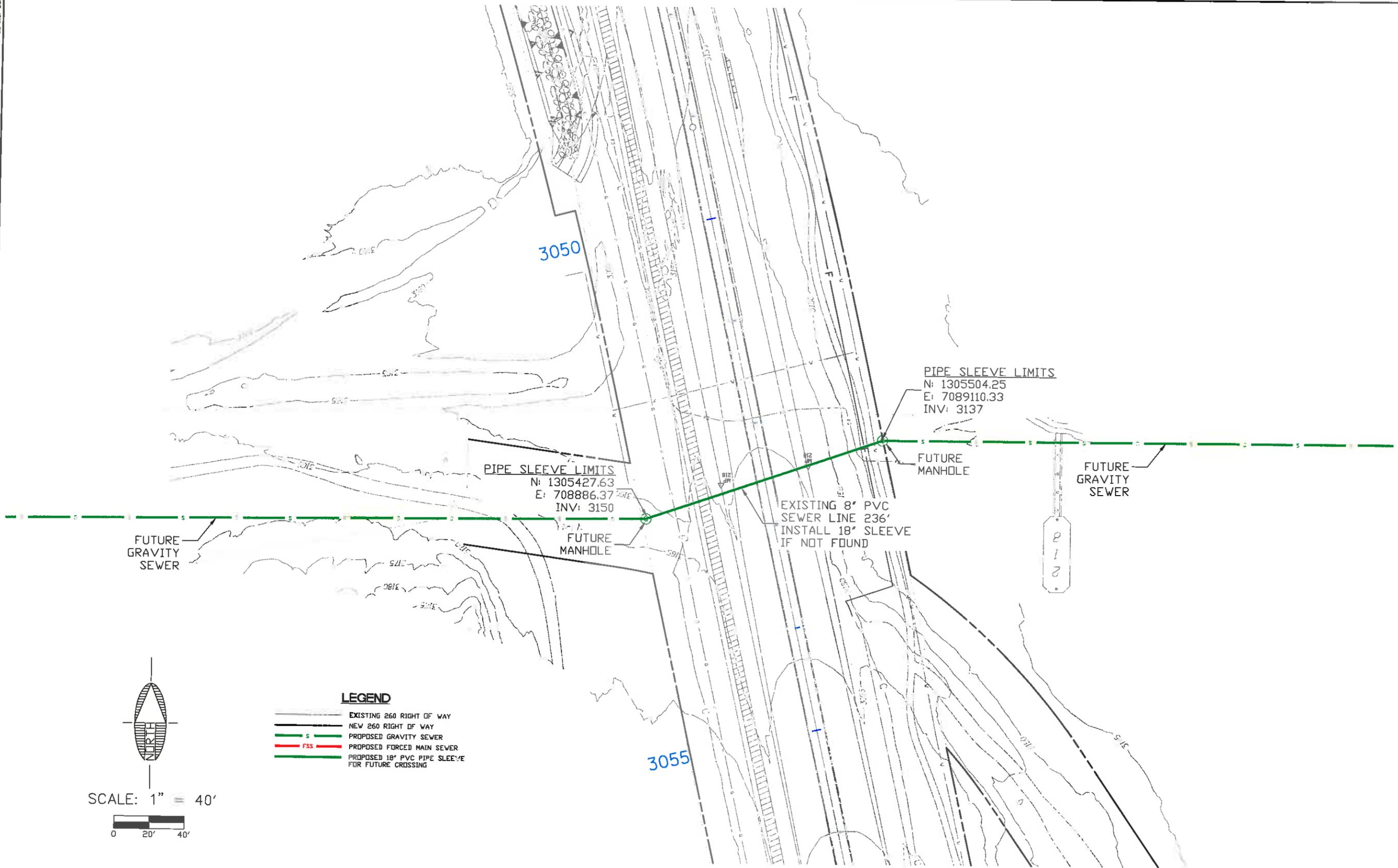
SR-260 SEWER PLAN
CROSSING #5



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SCALE: 1" = 40'



LEGEND

- EXISTING 260 RIGHT OF WAY
- NEW 260 RIGHT OF WAY
- PROPOSED GRAVITY SEWER
- PROPOSED FORCED MAIN SEWER
- PROPOSED 18" PVC PIPE SLEEVE FOR FUTURE CROSSING

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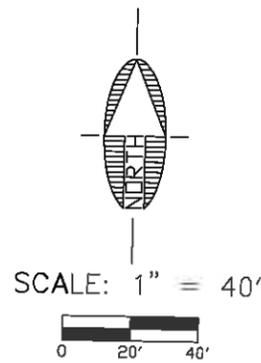
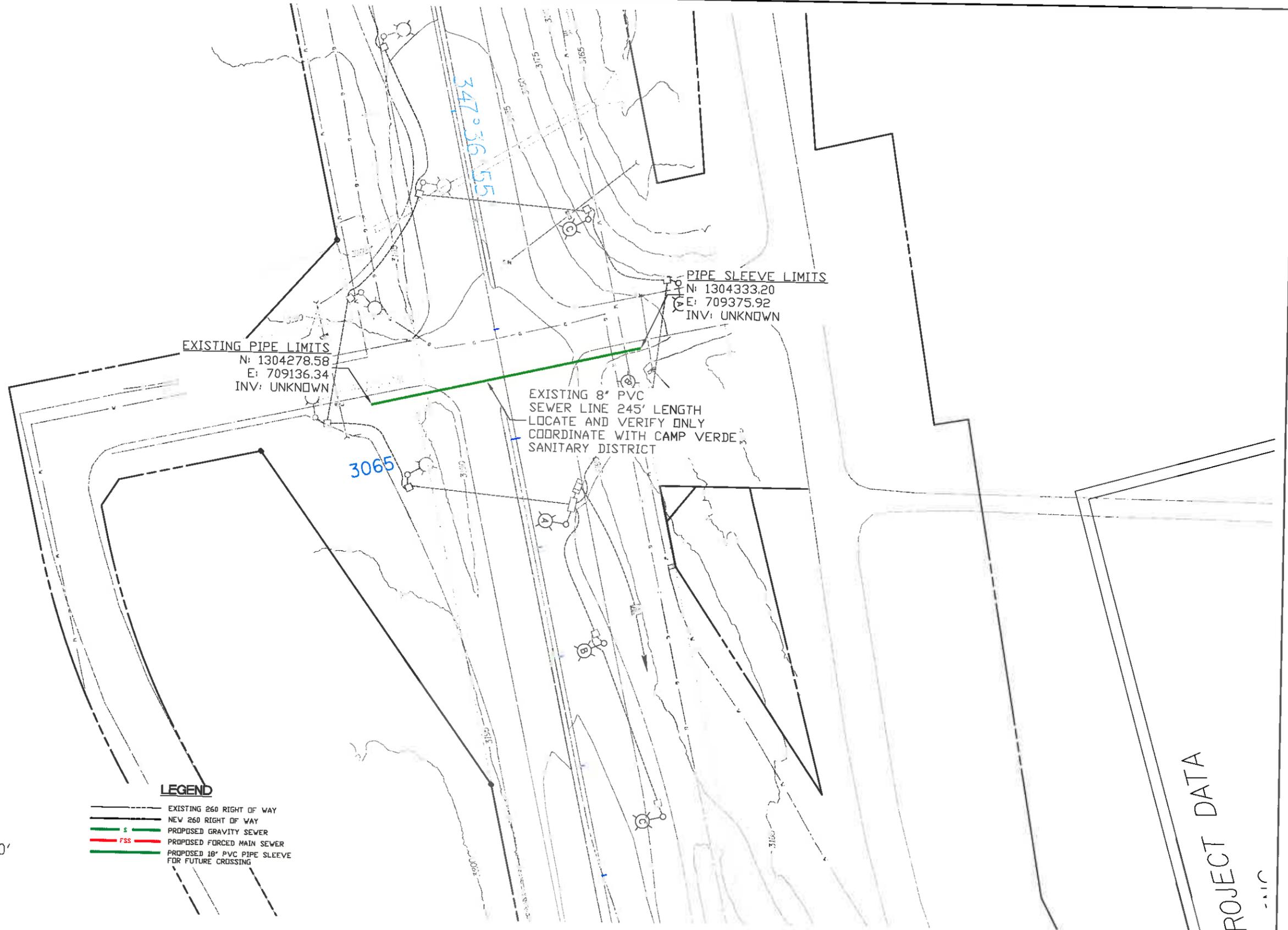
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CAMP VERDE SEWER
CAMP VERDE ARIZONA
**SR-260 SEWER PLAN
CROSSING #6**



DRAWING NO.
C7
SHT NO. OF
7 9



- LEGEND**
- EXISTING 260 RIGHT OF WAY
 - NEW 260 RIGHT OF WAY
 - PROPOSED GRAVITY SEWER
 - PROPOSED FORCED MAIN SEWER
 -

PROJECT DATA
-110

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DATE: MAR 17
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CAMP VERDE SEWER
CAMP VERDE ARIZONA

SR-260 SEWER PLAN
CROSSING #7



DRAWING NO.
C8
SHT NO. OF
8 9

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SWPPP GENERAL NOTES

- ALL CONSTRUCTION SHALL CONFORM TO ADOPT STANDARDS, APZDES STANDARDS AND SPECIFICATIONS AND GENERALLY ACCEPTED CONSTRUCTION PRACTICES.
 - THESE PLANS REPRESENT A REASONABLE EFFORT TO IMPLEMENT THE MOST CURRENT BEST MANAGEMENT PRACTICES (BMPs) IN MITIGATING STORM WATER POLLUTION DURING CONSTRUCTION. THE EFFECTIVENESS OF THE MITIGATION MEASURES DEPICTED IN THESE PLANS DEPENDS IN PART ON PROPER INSTALLATION, IMPLEMENTATION, MAINTENANCE, AND REPAIR OF THE DEVICES SELECTED.
 - THE DETAILS SHOWN ARE BY SHEPHARD - WESNITZER, INC. AND BY EROSION DRAW 4.0 (COPYRIGHT 2002 JOHN MULLAV) UNDER A LICENSE AGREEMENT.
 - TOPOGRAPHIC AND BASE MAP INFORMATION (SHOWN FADED ON PLANS) PROVIDED BY SWI.
 - STRAW ROLL AND SLOPE TREATMENT LOCATIONS SHOWN ON BASE MAP FILES ARE APPROXIMATE. THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING EXACT FILL SLOPE LOCATIONS AND PROVIDING STRAW ROLL FOR ALL SLOPES.
- EROSION & SEDIMENT CONTROL STANDARD NOTES**
- THE CONTRACTOR MUST NOTIFY BLUE STAKE AT 1-800-STAKE-IT AT LEAST 24 HOURS PRIOR TO THE START OF CONSTRUCTION IN ACCORDANCE WITH APPLICABLE AGENCY ORDINANCES AND POLICES.
 - THE CONTRACTOR GRANTS THE RIGHT-OF-ENTRY ON TO THIS PROPERTY TO THE DESIGNATED AGENCY PERSONNEL FOR THE PURPOSE OF INSPECTING AND MONITORING FOR COMPLIANCE WITH THE ARIZONA POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT REQUIREMENTS FOR DISCHARGE FROM CONSTRUCTION ACTIVITIES TO WATERS OF THE UNITED STATES.
 - ALL EROSION CONTROL MEASURES SHOWN ON THE APPROVED PLAN MUST BE IN PLACE AND INSPECTED AND APPROVED PRIOR TO CLEARING, STRIPPING OF TOPSOIL OR GRADING.
 - THE CONTRACTOR SHALL POST A SIGN AT THE MAIN ENTRANCE TO THE CONSTRUCTION SITE CONTAINING THE APZDES AUTHORIZATION NUMBER AND/OR COPY OF NOTICE OF INTENT AUTHORIZATION, CONSTRUCTION SITE OPERATOR CONTACT NAME AND TELEPHONE NUMBER, A BRIEF PROJECT DESCRIPTION, AND THE LOCATION OF THE APPROVED STORM WATER POLLUTION PREVENTION PLAN. THE SIGN SHALL ALSO DISPLAY THE NAME, CONTACT INFORMATION, AND QUALIFICATIONS OF THE PERSONNEL PERFORMING ROUTINE INSPECTIONS.
 - THE CONTRACTOR'S REPRESENTATIVE IS RESPONSIBLE FOR THE INSTALLATION OF ANY ADDITIONAL EROSION CONTROL MEASURES NECESSARY TO PREVENT EROSION AND SEDIMENTATION.
 - ALL DISTURBED AREAS ARE TO BE RESTORED TO APPROVED SEDIMENT CONTROL MEASURES AT ALL TIMES DURING LAND DISTURBING ACTIVITIES AND DURING SITE DEVELOPMENT UNTIL COMPLETE AND ADEQUATE STABILIZATION IS ACHIEVED.
 - WATER MUST BE PUMPED INTO AN APPROVED FILTERING DEVICE DURING DEWATERING OPERATIONS.
 - THE CONTRACTOR'S REPRESENTATIVE SHALL INSPECT AND DOCUMENT ALL EROSION AND SEDIMENT CONTROL MEASURES DAILY AND AFTER EACH SIGNIFICANT RAINFALL. THE FOLLOWING ITEMS WILL BE CHECKED IN PARTICULAR:
 - SEDIMENT BASINS WILL BE CLEANED OUT WHEN THE LEVEL OF SEDIMENT BUILDUP REACHES THE CLEANOUT ELEVATION INDICATED ON THE RISER PIPE. SEDIMENT SHALL BE DISPOSED IN SUITABLE AREAS AND IN SUCH A MANNER THAT WILL NOT ERODE OR CAUSE SEDIMENTATION PROBLEMS. THE BASIN EMBANKMENT SHOULD BE CHECKED REGULARLY TO ENSURE THAT IT IS STRUCTURALLY SOUND AND HAS NOT BEEN DAMAGED BY EROSION OR CONSTRUCTION EQUIPMENT. EMERGENCY SPILLWAYS SHOULD BE CHECKED REGULARLY TO ENSURE THAT ITS LINING IS WELL ESTABLISHED AND EROSION RESISTANT.
 - SEDIMENT BASINS WILL BE CHECKED REGULARLY FOR SEDIMENT CLEANOUT. SEDIMENT SHALL BE REMOVED AND THE BASIN RESTORED TO ITS ORIGINAL DIMENSIONS WHEN THE SEDIMENT HAS ACCUMULATED TO ONE HALF THE DESIGN VOLUME OF THE NET STORAGE. SEDIMENT REMOVED FROM THE BASIN SHALL BE DEPOSITED IN A SUITABLE AREA AND IN A SUCH A MANNER THAT IT WILL NOT ERODE AND CAUSE SEDIMENTATION PROBLEMS.
 - GRAVEL OUTLETS WILL BE CHECKED REGULARLY FOR SEDIMENT BUILDUP WHICH WILL PREVENT DRAINAGE. IF THE GRAVEL IS CLOGGED BY SEDIMENT, IT SHALL BE REMOVED AND CLEANED OR REPLACED.
 - STRAW ROLL BARRIERS WILL BE CHECKED REGULARLY FOR UNDERMINING OR DETRIORATION OF MATERIAL.
 - SEEDED AREAS WILL BE CHECKED REGULARLY TO ENSURE THAT A GOOD STAND IS MAINTAINED. AREAS SHOULD BE FERTILIZED AND RESEED AS NEEDED.
 - STREAM DIVERSION AND STORM CONVEYANCE CHANNELS SHALL BE INSPECTED DAILY AND AFTER EACH RAIN TO ENSURE THEY'RE FUNCTIONING PROPERLY AND THAT THE INTEGRITY OF THE LININGS ARE NOT IMPAIRED. ANY NECESSARY REPAIRS OR CLEANUP TO MAINTAIN THE EFFECTIVENESS OF THE EROSION CONTROL DEVICES MUST BE MADE IMMEDIATELY AFTER THE INSPECTION.
 - INSPECTION FORMS SHALL BE COMPLETED BY THE CONTRACTOR'S INSPECTOR WITH THE MINIMUM FOLLOWING INFORMATION: INSPECTION DATE, TITLE AND QUALIFICATIONS OF EACH INSPECTOR, WEATHER INFORMATION FOR PERIOD SINCE LAST INSPECTION, LOCATION OF DISCHARGE OF SEDIMENT OR OTHER POLLUTANTS, LIST OF BMPs THAT NEED TO BE MAINTAINED OR INADEQUATE, LIST ADDITIONAL NEEDED BMPs, CORRECTIVE ACTION REQUIRED, SOURCES OF ALL NON-STORMWATER AND CONTROL MEASURES, DATES WHEN MAJOR GRADING ACTIONS OCCURRED, POLLUTANT DISCHARGE STATUS OF STORAGE AREAS, AND DATES WHEN CONSTRUCTION ACTIVITIES CEASED.
 - CONTRACTOR IS RESPONSIBLE FOR MAINTAINING INSPECTION RECORDS FOR AT LEAST THREE (3) YEARS FOLLOWING THE COMPLETION OF PROJECT.
 - THE SWPPP SHALL BE MODIFIED BY THE CONTRACTOR WITHIN 7 CALENDAR DAYS FOLLOWING THE INSPECTION OF AN INADEQUATE BMP WHEN NEEDED. BMPs SHALL BE MODIFIED OR ADDED AS SOON AS PRACTICABLE AFTER THE BMP HAS BEEN DETERMINED INADEQUATE.
 - SEDIMENT BASIN MEASURES WILL BE INSTALLED AS A FIRST STEP IN GRADING AND WILL BE SEEDED AND MULCHED IMMEDIATELY FOLLOWING INSTALLATION.
 - PERMANENT SOIL STABILIZATION SHALL BE APPLIED TO DENuded AREAS WITHIN SEVEN (7) DAYS AFTER FINAL GRADE IS REACHED AND ALL WORK COMPLETED ON ANY PORTION OF THE SITE. TEMPORARY SOIL STABILIZATION SHALL BE APPLIED WITHIN SEVEN (7) DAYS TO DENuded AREAS THAT MAY NOT BE AT FINAL GRADE BUT WILL REMAIN UNDISTURBED FOR LONGER THAN FOURTEEN (14) DAYS. ROADS AND PARKING AREAS SHALL BE STABILIZED AS SOON AS PRECIPITATION OR IRRIGATION IS AVAILABLE.
 - ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES WILL BE REMOVED WITHIN 30 DAYS AFTER ADEQUATE SITE STABILIZATION AND AFTER THE TEMPORARY MEASURES ARE NO LONGER NEEDED, AS AUTHORIZED BY THE COUNTY INSPECTORS. TRAPPED SEDIMENT AND THE DISTURBED SOIL AREAS RESULTING FROM THE DISPOSITION OF TEMPORARY MEASURES WILL BE PERMANENTLY STABILIZED TO PREVENT FURTHER EROSION AND SEDIMENTATION.
 - WHEN SEDIMENT IS TRANSPORTED ONTO A PAVED ROAD SURFACE, THE ROAD WILL BE CLEANED THOROUGHLY AT THE END OF EACH DAY. SEDIMENT WILL BE REMOVED FROM THE ROADS BY SHOVELING OR SHEEPING AND TRANSPORTED TO A SEDIMENT CONTROL DISPOSAL AREA. STREET WASHING WILL BE ALLOWED ONLY AFTER SEDIMENT IS REMOVED IN THIS MANNER.
 - AREAS WHICH ARE NOT TO BE DISTURBED WILL BE CLEARLY MARKED BY FLAGS, SIGNS, ETC.
 - FLOOD PLAIN LIMITS SHALL BE CLEARLY MARKED IN THE FIELD BY FLAGS, SIGNS, ETC.
 - TREE SAVE AREAS SHALL BE CLEARLY MARKED IN THE FIELD BY ORANGE SAFETY FENCE.
 - ORANGE SAFETY FENCE MUST BE INSTALLED AROUND ALL SILT TRAPS AND SEDIMENT BASINS.
 - SEEDING AND MULCHING SHALL BE IN ACCORDANCE WITH THE SEEDING SPECIFICATIONS SECTION OF THIS PLAN.
 - THE SWPPP SHALL BE MODIFIED BY THE CONTRACTOR WITHIN 15 BUSINESS DAYS FOLLOWING ANY CHANGE IN DESIGN, CONSTRUCTION OPERATION, OR MAINTENANCE THAT HAS A SIGNIFICANT EFFECT ON DISCHARGE OR NOT PREVIOUSLY ASSESSED IN THE SWPPP.
 - THE SWPPP SHALL BE MODIFIED BY THE CONTRACTOR WITHIN 15 BUSINESS DAYS IF IT IS DETERMINED THAT DISCHARGE IS CAUSING OR CONTRIBUTING TO WATER QUALITY EXCEEDENCES OR THE SWPPP IS INEFFECTIVE.

EROSION CONTROL MEASURES

ALL VEGETATIVE AND STRUCTURAL EROSION AND SEDIMENT CONTROL PRACTICES SHALL BE CONSTRUCTED AND MAINTAINED ACCORDING TO MINIMUM STANDARDS AND SPECIFICATIONS ESTABLISHED HEREIN.

STRUCTURAL PRACTICES

- STRAW ROLL BARRIER STRAW ROLL SEDIMENT BARRIERS WILL BE INSTALLED DOWNSLOPE OF DISTURBED AREAS TO FILTER SEDIMENT LADEN RUNOFF FROM SHEET FLOW AS INDICATED ON THE PLANS.
- A TEMPORARY CONSTRUCTION ENTRANCE SHALL BE INSTALLED WHERE THE ACCESS AREA INTERSECTS WITH EXISTING ROADS DURING MUDDY CONDITIONS. DRIVERS OF CONSTRUCTION VEHICLES WILL BE REQUIRED TO WASH THEIR WHEELS BEFORE ENTERING THE HIGHWAY.
- STORM DRAIN INLET & SPILLWAY PROTECTION ALL STORM SEWER INLETS AND SPILLWAYS SHALL BE PROTECTED DURING CONSTRUCTION. SEDIMENT-LADEN WATER SHALL BE FILTERED BEFORE ENTERING THE STORM SEWER INLETS AND CULVERTS.

VEGETATIVE PRACTICES

- TOP SOILING (STOCKPILE) TOPSOIL WILL BE STRIPPED FROM AREAS TO BE GRADED AND STOCKPILED FOR LATER USE. STOCKPILE LOCATIONS ARE TO BE STABILIZED WITH TEMPORARY VEGETATION PRIOR TO LAND DISTURBING ACTIVITIES. THE CONTRACTOR SHALL SUBMIT A SUPPLEMENTARY EROSION & SEDIMENT PLAN TO THE OWNER COVERING THE STOCKPILE AREA WHICH MAY HAVE TO BE APPROVED BY THE PLAN APPROVING AUTHORITY BEFORE ANY ACTIVITY COMMENCES.
- TEMPORARY SEEDING ALL DENuded AREAS WHICH WILL BE LEFT DORMANT FOR EXTENDED PERIODS OF TIME SHALL BE SEEDED WITH FAST GERMINATING TEMPORARY VEGETATION IMMEDIATELY FOLLOWING GRADING. SELECTION OF THE SEED MIXTURE WILL DEPEND ON THE TIME OF YEAR IT IS APPLIED.

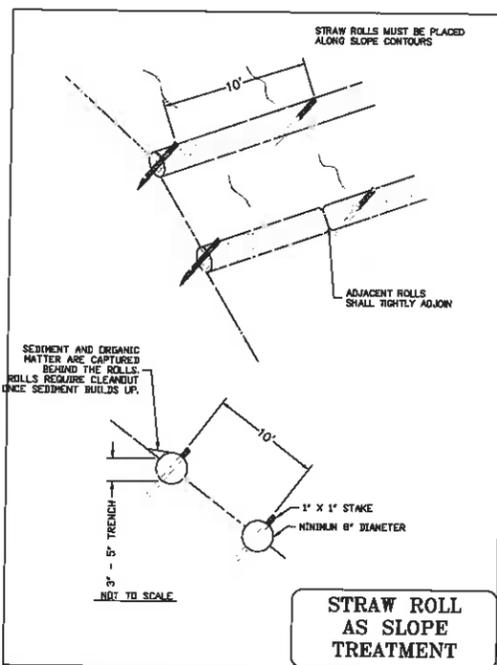
MANAGEMENT STRATEGIES

- CONSTRUCTION WILL BE SEQUENCED SO THAT GRADING OPERATIONS CAN BEGIN AND END AS QUICKLY AS POSSIBLE.
- INSTALL TEMPORARY CONSTRUCTION ENTRANCE. MUD AND DEBRIS SHALL BE WASHED FROM ALL CONSTRUCTION VEHICLES AND EQUIPMENT BEFORE LEAVING THE SITE. A WATER TANK TRUCK WILL BE USED IF PUBLIC WATER IS UNAVAILABLE.
- INSTALL PERIMETER CONTROLS AS SHOWN TO INCLUDE DIVERSION DICES AND SILT FENCE. SEDIMENT TRAPPING MEASURES SHALL BE INSTALLED AS A FIRST STEP IN GRADING.
- GRADING OPERATIONS MAY COMMENCE ONCE PERIMETER CONTROLS, DIVERSIONS AND TRAPPING MEASURES ARE INSTALLED.
- FILL SLOPE SURFACES SHALL BE LEFT IN ROUGHENED CONDITION TO REDUCE SHEET AND RILL EROSION OF THE SLOPES. THE CONTRACTOR SHALL REDIRECT CONCENTRATED FLOW AWAY FROM THE FILL SLOPES BY INSTALLING EARTH BERMS AND DIRECT THE RUN-OFF TO STABILIZED OUTLET OR SEDIMENT BASIN AND TRAPPING DEVICES.
- TEMPORARY SEEDING OR OTHER STABILIZATION METHODS WILL FOLLOW IMMEDIATELY AFTER GRADING.
- ONCE THE IMPROVEMENTS ARE BROUGHT NEAR FINAL GRADE IN A MANNER SUCH THAT STORM SEWER SYSTEMS ARE FUNCTIONAL, INSTALL THE STANDARD INLET PROTECTION AROUND THE STRUCTURES AND SILT FENCE ALONG THE SITE PERIMETER.
- FOR VEGETATIVE STABILIZATION OF ALL DENuded AREAS SEE EROSION CONTROL MEASURES AND VEGETATIVE PRACTICES.
- THE JOB SUPERINTENDENT SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL EROSION AND SEDIMENT CONTROL PRACTICES.
- AFTER ACHIEVING ADEQUATE STABILIZATION, THE TEMPORARY EROSION & SILTATION CONTROLS WILL BE CLEANED UP AND REMOVED FROM THE SITE.

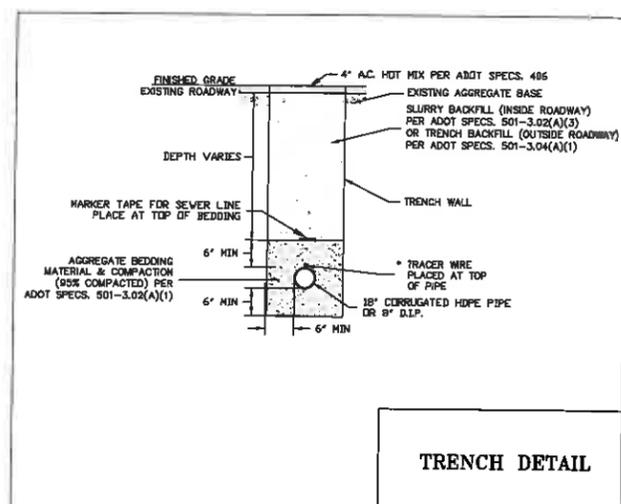
MAINTENANCE

IN GENERAL, ALL EROSION & SEDIMENT CONTROL MEASURES WILL BE CHECKED DAILY AND AFTER EACH SIGNIFICANT RAINFALL. REFER TO THE ATTACHED EROSION & SEDIMENT CONTROL STANDARD NOTES FOR DETAILED MAINTENANCE AND REVEGETATION / STABILIZATION REQUIREMENTS. GENERAL LAND CONSERVATION NOTES

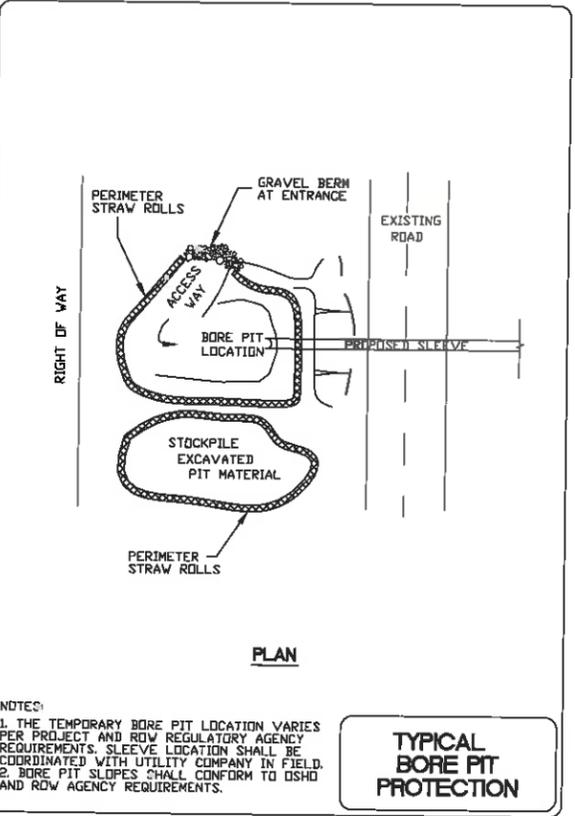
- VEGETATED STABILIZATION MEASURES MUST BE INITIATED AS SOON AS PRECIPITATION OR IRRIGATION IS AVAILABLE.
- ALL EROSION AND SILTATION CONTROL MEASURES ARE TO BE PLACED PRIOR TO OR AS THE FIRST STEP IN GRADING. FIRST AREAS TO BE CLEARED ARE TO BE THOSE REQUIRED FOR THE PERIMETER CONTROLS.
- ALL STORM AND SANITARY LINES NOT IN STREET ARE TO BE MULCHED AND SEEDED AS SOON AS PRECIPITATION OR IRRIGATION IS AVAILABLE.
- ELECTRIC POWER, TELEPHONE, AND GAS SUPPLY TRENCHES ARE TO BE COMPACTED, SEEDED, AND MULCHED AS SOON AS PRECIPITATION OR IRRIGATION IS AVAILABLE.
- DURING CONSTRUCTION, ALL STORM SEWER INLETS WILL BE PROTECTED BY INLET PROTECTION DEVICES, MAINTAINED AND MODIFIED AS REQUIRED BY CONSTRUCTION PROGRESS.
- ANY DISTURBED AREAS NOT PAVED, SOODED OR BUILT UPON IS TO BE MULCHED WITH HAY OR STRAW MULCH AT THE RATE OF TWO TONS PER ACRE AND OVER-SEEDED AS SOON AS PRECIPITATION OR IRRIGATION IS AVAILABLE.
- AT THE COMPLETION OF CONSTRUCTION PROJECTS, AND PRIOR TO THE RELEASE OF THE BOND, ALL TEMPORARY SILTATION AND EROSION CONTROLS SHALL BE REMOVED AND DISTURBED AREAS SHALL BE STABILIZED.
- TEMPORARY DIVERSIONS, SEEDED AND MULCHED OR SILT FENCE AND OTHER CONTROL MEASURES AS NECESSARY ARE TO BE PLACED AS INDICATED ON THE DRAWINGS PRIOR TO OR THE FIRST STEP IN EXCAVATION.
- WHERE CONSISTENT WITH JOB SAFETY REQUIREMENTS, ALL EXCAVATED MATERIAL IS TO BE PLACED ON THE UPDRILL SIDE OF TRENCHES. NO MATERIAL IS TO BE PLACED IN STREAMBEDS. NO STOCKPILE IS PERMITTED WHERE SOIL IS PLACED ON DOWNHILL SIDE OF TRENCHES. IT IS TO BE BACK-SLOPE TO DRAIN TOWARD THE TRENCH WHEN NECESSARY TO BEWATER THE TRENCHES. THE PUMP DISCHARGE HOSE MUST OUTLET IN A STABILIZED AREA TO AN EXISTING STORM INLET OR DITCH IF NO INLET AVAILABLE.



STRAW ROLL AS SLOPE TREATMENT



TRENCH DETAIL



TYPICAL BORE PIT PROTECTION

CALL TWO WORKING DAYS BEFORE YOU DIG
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CAMP VERDE SEWER
 CAMP VERDE ARIZONA
**SR-260 SEWER PLANS
 STORMWATER POLLUTION PREVENTION NOTES
 AND TRENCH DETAIL**



DRAWING NO.
C9
 SHEET NO. OF
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Issue 14 - April 14, 2017

Legislative Overview

Today is the 96th day of session and this week floor activity remained at a moderate pace as both chambers worked to debate, amend and vote on bills. There has been no visible movement and no certainty of when we will see the FY '18 budget. Meanwhile, both chambers are gradually processing bills and scheduling conference committees as budget discussions continue in the House and Senate and negotiations continue with the governor.

To date, 171 bills have been passed by the legislature; 149 signed and four have been vetoed by the governor.

ABOR Proposal and State Budget

Small groups continue to meet and we continue to hear the Arizona Board of Regents' bonding proposal remains a major sticking point. Legislators have not been receptive to the mechanism proposed in the Executive budget for a number of reasons. First and foremost, it undermines our transaction privilege tax and shared revenue systems. Additionally, as legislators start to understand the overall cost of the program, it is becoming equally concerning to them that the proposal would give universities hundreds of millions of dollars without the oversight of the legislative appropriations process.

A number of legislators seem inclined to provide additional funding for a university bonding program but are still unwilling to agree to the proposed mechanism. Local governments have no objection to the universities receiving additional revenues but also oppose the mechanism. However, until this deadlock is broken, it is unlikely a budget agreement will be reached.

We encourage you to continue to reach out to your legislative delegation about our concerns with the bonding proposal.

In other budget news, we hear that restoring some of the Highway User Revenue Funds (HURF) that has traditionally been swept to fund Highway Patrol operations remains a high priority for members. We will continue to encourage the restoration of these monies and ask that you do so as well.

CALL TO ACTION

HB 2419 Now: municipal and county occupational licenses would only allow cities and towns to license those professions they current regulate. Municipalities could not license any new professions without first seeking permission from the state legislature. Additionally, the bill caps fees for existing licenses indefinitely at their current level.

The representatives of the out-of-state think tank that is pursuing the legislation had never reached out to us regarding the strike-everything amendment either before or after the bill was heard in committee. With the help of the sponsor of the underlying bill, Rep. Vince Leach, R-Tucson, LD 11, we had set up our first meeting to discuss our concerns with them. Unfortunately, before we could even hold that meeting to discuss potential ways to resolve our concerns, the proponents pushed the bill through the Senate Committee of the Whole (COW).

The bill was amended in COW to add an exception that allows cities and towns to "impose an occupational fee or licensing requirement that is demonstrated to be necessary to specifically fulfill a public health, safety or welfare concern." This language is cumbersome and vague. If we have no measurable means "to demonstrate" the necessity of the regulation because if it is a new field that does not have any history in the state or city or town, it may mean we would have to allow the occupation to be unregulated for an unspecified period of time until someone is harmed. This is bad public policy.

In our disruptive economy, new technologies and occupations are being developed every day. We cannot anticipate what will emerge in the future. As amended, this bill continues to pose a danger to the public since our local officials may be powerless to protect our residents due the restrictive language.

The bill will probably be voted on in the Senate on Monday. This is our best opportunity to stop this bad legislation so please contact your legislators and ask them to vote "**NO**" for the following reasons:

- There has been no evidence provided to indicate we are over regulating at the local level. In fact, there is agreement that our local licensing protects the public from significant harm.
- There is no local constituency advocating for the bill.

- We cannot predict the future so we do not know what unintended consequences this bill will create.
- This bill has not had the thorough vetting it should have in order to make such a sweeping change to an important public policy.

PSPRS Reform Bills

SB1063 NOW: PSPRS; risk pool, sponsored by Sen. Debbie Lesko, R-Peoria, LD 21, received a do-pass recommendation in House Committee of the Whole on Wednesday. The bill enacts most of the final details from last year's SB 1428 that created a new Tier III for the PSPRS system. Tier III begins with public safety employees hired on or after July 1, 2017. This bill creates a single Risk Pool for Tier III PSPRS members whose plans have 250 or fewer active members and leaves those with more than 250 active members as separate plans. The bill also establishes a 50-50 contribution schedule for employees and employers for the normal costs and unfunded liability for the new tier, and requires employers to pay 100 percent of the cost for any decision that produces a deviation of more than 20 percent above the average of all employers over a 24-month period. The League supported the bill and thanks Senator Lesko for her work over the last two years in leading the reforms of the PSPRS system.

SB 1442 NOW: modifications; corrections officer retirement plan, received final approval in the Senate this week and was sent to the governor for his signature. The bill, sponsored by Sen. Debbie Lesko, R-Peoria, LD 21, deals primarily with members of the CORP (Corrections Officer Retirement Plan) but does have a provision that applies to cities and towns and their Tier I and II unfunded liability. The bill establishes 20 years as the default amortization period for the unfunded liability, but allows an employer to request an amortization period of up to 30 years by passing a resolution of the governing body and sending that resolution along with a written request for the additional amortization time, to the PSPRS Administrator. There is also a requirement to post the employer's funding ratio for each of their PSPRS plans on their public website.

Legislative Bill Monitoring

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



Issue 15 - April 21, 2017

Legislative Overview

Today is the 103rd day of session and both chambers this week continued at a moderate pace processing and taking final action on bills and transmitting them to the governor for signature. Another week has gone by with no official action taken on the FY '18 budget. Rumor at the Capitol is both chambers are getting closer to striking a deal but one of the last remaining items of discussion is still the Arizona Board of Regents' TPT recapture proposal. We have heard the legislature could take action on the budget next week and, if the budget is adopted, the legislature will be positioned to quickly wrap up on the last remaining bills and sine die.

Occupational Licensing Preemption

Last week we included a Call to Action in the Bulletin urging you to contact your legislators regarding HB 2419 NOW: occupational regulation; municipalities; counties. As you will recall, this bill would have limited a city's or town's ability to license occupations. Additionally, it would have capped fees for existing licenses indefinitely at their current level.

The bill was scheduled for a floor vote in the Senate on Wednesday but was pulled from the calendar at the last minute. Unfortunately, it has turned up on the Senate's calendar again for a vote on Monday.

Oftentimes, there is an anecdote about one city or town that gives our opponents an opportunity to say there is a need for legislation. That is not the case with this bill. The bill's advocate—an out-of-state think tank—has not been able to point to one example of over regulation by a city or town. This is bad public policy making and we should not stand by and be preempted without putting up a fight.

Please reach out to your Senators and let them know you want them to **OPPOSE** this bill.

State Budget

We have heard there is agreement between the House, Senate and governor's office on most of the budget items. The sticking point remains the Arizona Board of Regents' bonding proposal. It has been reported to us that this issue was the only topic in this week's round of small group budget meetings.

There is still very little support at the legislature for using the Transaction Privilege Tax (TPT) diversion as the mechanism for funding the proposal but the governor and universities have not yet been willing to publicly support any alternative revenue sources for the bonding program. So the stalemate on the budget continues.

While individual cities and towns have provided considerable financial support for the universities' capital programs within their communities, it is not the role or responsibility of local government to fund operations for higher education. We would typically be an ally for the universities, so it is even more unfortunate that this proposal forces us into a position of opposing them.

Please express your appreciation to your legislators for holding strong on this issue. It is critical that the TPT and revenue sharing system are not compromised.

GOOD NEWS – Wastewater Fees

This week the House Committee of the Whole (COW) took action on SB 1430 municipalities; wastewater fees; vacant land, sponsored by Senator David Farnsworth, R-Mesa, LD 16. As mentioned in previous Bulletin articles, a strike-everything amendment was adopted in the Senate, sponsored by Senator Warren Petersen, R-Gilbert, LD 12, that would have prohibited cities and towns from charging vacant land owners a standby fee to recover the cost of maintaining and repairing sewer infrastructure available to the property and repaying outstanding bonds. As a result, this bill would have required cities and towns to restructure existing debt obligations incurred to construct wastewater facilities and force some property owners to pay for sewer capacity and infrastructure available to and on behalf of undeveloped property owners that are receiving benefits from its availability.

Representatives Brenda Barton, R-Payson, LD 6; Isela Blanc, D-Tempe, LD 26; and Regina Cobb, R-Kingman, LD 5, provided explanations during COW that highlighted the negative impacts the bill would have, predominantly in the cities of Sedona, Lake Havasu City and Sierra Vista. Their effort led to the House defeating the measure with a

vote of 17-37. Please reach out to and thank Representatives Barton, Blanc and Cobb and the other House members that voted to defeat this measure.

Legislative Bill Monitoring

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