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**AGENDA
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, JULY 15, 2015 at 6:30 P.M.**

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

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) June 24, 2015 – Council Hears Planning & Zoning Matters
 - 2) July 1, 2015 – Regular Session
 - 3) July 8, 2015 – Work Session
 - b) **Set Next Meeting, Date and Time:**
 - 1) Wednesday, July 22, 2015 at 6:30 p.m. Council Hears Planning & Zoning Matters
 - 2) Wednesday, July 29, 2015 at 5:30 p.m. Executive Session Manager Evaluation
 - 3) Wednesday, August 5, 2015 at 6:30 p.m. Regular Session
 - 4) Friday, August 7, 2015 at 9:00 a.m. Manager Evaluation and Goal Setting
 - 5) Wednesday, August 12, 2015 at 5:30 p.m. Work Session
 - 6) Wednesday, August 19, 2015 at 6:30 p.m. Council Hears Planning & Zoning Matters-Cancelled
 - c) **Possible approval of Fiscal Year 2015-16 Intergovernmental Agreement (IGA) between Yavapai County Flood Control District (District) and the Town of Camp Verde. Wherein the District has approved and budgeted a \$75,000 financial contribution to the Town for the Verde Lakes Estates Drainage Improvements, Phase I. Staff Resource Ron Long**
 - d) **Possible approval of Resolution 2015-945, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, pertaining to the Marshal's Office purchasing a Spillman CAD System. Staff Resource: Nancy Gardner**
5. **Special Announcements and presentations:**
 - **Proclamation designating August 2015 as Drowning Impact Awareness Month**
6. **Call to the Public for Items not on the Agenda.**
7. **PowerPoint Presentation by Keith Vogler-Verde Valley Detachment Marine Corps League - to provide information on a military park that is being constructed in the Verde Valley to honor our veterans for their many sacrifices. Staff Resource: Virginia Jones**
8. **Presentation and possible discussion of Quarterly Reports as presented by:**
 - **Planning & Zoning Commission**

- **Board of Adjustment's & Appeals**

9. **Public hearing, discussion, consideration, and possible approval of Resolution 2015-947, 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 404-16-088, 3305 Ripple Road, 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: Michael Jenkins**
10. **Discussion consideration and approval of notice and order calling for a Special Recall Election to be held on November 3, 2015 for the Recall of Council Member Bruce George, whose name will automatically appear on the ballot as a candidate. Staff Resource: Virginia Jones**

The Following items was requested by Vice-Mayor Bruce George.

11. **Discussion regarding implementing a monthly award to be given to a business that keeps their premises clean and attractive looking. Discussion may include, but not limited to 1) who would pick the winner, 2) who would be in charge of the awards and 3) what budget would it come from.**
12. **Call to the Public for items not on the agenda.**
13. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Fire District, 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: Virginia Jones Date/Time: 7-10-2015 8:00 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.

2/01

DRAFT MINUTES
COUNCIL HEARS PLANNING & ZONING MATTERS
AND
ADOPTION OF TENTATIVE BUDGET
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, JUNE 24, 2015 at 6:30 P.M.

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

1. **Call to Order**

Mayor German called the meeting to order at 6:30 pm.

2. **Roll Call**

Mayor German, Councilors George, German, Gordon, Jones and Whatley. Vice Mayor Baker arrived at 6:50pm.

Also Present: Town Manager Russ Martin, Town Clerk Virginia Jones, Marshal Nancy Gardner, Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, Building Official Robert Foreman, Economic Development Director Steve Ayers, Finance Director Michael Showers and Recording Secretary Marie Moore.

3. **Pledge of Allegiance**

Mayor German led the pledge.

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

a) **Approval of the Minutes:**

- 1) Work Session – June 10, 2015
- 2) Regular Session – June 3, 2015
- 3) Special/Work Session – May 27, 2015

b) **Set Next Meeting, Date and Time:**

- 1) Wednesday, July 1, 2015 at 6:30 p.m. Regular Session Wednesday, July 8, 2015 at 5:30 p.m. Work Session
- 2) Wednesday, July 15, 2015 at 6:00 p.m. Special Session – Public Hearing – Budget
- 3) Wednesday, July 15, 2015 at 6:30 p.m. Regular Session
- 4) Wednesday, July 22, 2015 at 6:30 p.m. Council Hears Planning & Zoning Matters

c) **Possible approval of an Emergency Management Intergovernmental Agreement with Yavapai County Office of Emergency Services to include \$4,675.00 in the FY 2015/16 Budget for these services.** Staff Resource: Nancy Gardner

d) **Possible approval of Agreement for Contracted Services between the Town of Camp Verde and the Camp Verde Cavalry.** Staff Resource: Russ Martin

e) **Possible approval of Resolution 2015-948 A Resolution of the Mayor and Common Council of the Town of Camp Verde approving the Mayor to execute an Intergovernmental Agreement (IGA) between the State of Arizona Department of Revenue for the administration, collection, audit, and licensing of Transaction Privilege Tax (TPT), Use Taxes, Severance Taxes, Jet Fuel Excise and Use Taxes and Rental Occupancy Taxes imposed by the State, Cities or Towns.** Staff Resource: Michael Showers

f) **Possible approval of agreement between the Town of Camp Verde and the Verde Valley Archaeology Center and Summerset at Camp Verde, LLC.** Staff Resource: Steve Ayers

Councilor Bruce George requested item 4d be removed and Councilor German requested item 4f be removed.

On a motion by Gordon seconded by Whatley, Council approved the consent agenda with items 4(d and 4(f) removed.

Councilor George indicated that there is a typo regarding 4(d). Town Manager Russ Martin acknowledged the mistake and stated the word "Town" would be replaced with "Calvary" to correct the mistake.

Councilor German requested clarification in reference 4(d) and stated that rather than the Town of Camp Verde signature, the Mayor should sign the document because Council is approving the matter. Economic Development Director Steve Ayers indicated he agreed the document

needed to be signed by the Mayor. Councilor Gordon questioned the term "Early Completion Deadline" and what the specific terms would be. Ayers and Town Manager Martin explained that the owner, Mr. Simonton, may complete the obligations regarding the road and water line prior to July 30, 2018 but the Town is not required to pay for those completions until July 30, 2018. After that time there would be a 12% interest accrued if not paid. Councilor German also indicated that she felt this agreement should be a separate vote, not included in the consent agenda. Councilor German questioned the cost to complete the water line. Ayers explained that the actual cost will be less, but the amount of \$75,000.00 will be more than enough to complete the matter.

On a motion by George, seconded by Gordon, Council unanimously approves items 4(d) with the amended change of "Calvary" and item 4(f) to include the Mayors signature on the document.

5. **Special Announcements and presentations:**
 - **There are no Special Announcements or Presentations**
6. **Call to the Public for Items not on the Agenda.**

Elaine Bremner, Executive Director of the Verde Valley Senior Center handed out three documents to the Council and public in attendance, which included an invitation to an upcoming fundraiser to be held on Saturday, a menu outlining what Seniors are fed for a month in Camp Verde and a list of testimonies from Senior Citizens from Camp Verde explaining how important the program is to them. Elaine strongly voiced how important the program is to the Citizens and the need for funds to keep the program going.

Ed Lee, Chair of the Camp Verde OLLI Steering Committee, addressed Council explaining what OLLI is composed of and handed out a calendar of upcoming events that OLLI has scheduled for the community.

Marshal Gardner invited Council and the public to attend and participate in a food drive on Saturday morning in front of CVS in Camp Verde to help support the Verde Valley Senior Center Meals on Wheels Program. Marshal Gardner indicated it is the goal to fill an entire patrol car with non-perishable foods.

7. **Public Hearing, discussion and possible approval of Resolution 2015-941 a Resolution of the Common Council of the Town of Camp Verde, Arizona, Yavapai County, on Use Permit 20150131, an application submitted by Ms. Brenda Ayers, owner of parcels 404-18-167, a total of 2.5 acres. The property owner is requesting a Use Permit to Operate a Bed & Breakfast in a residential neighborhood zoned R1-70 (Residential Single Family). A Bed & Breakfast is an allowed use under the Planning & Zoning Ordinance with a Use Permit, limited to four bedrooms. The property is located at 1512 N. Montezuma Heights Road. Staff Resource: Jenna Owens**

On a motion by George, seconded by Gordon, Council unanimously approves Resolution 2015-941 a Resolution of the Common Council of the Town of Camp Verde, Arizona, Yavapai County, on Use Permit 20150131, an application submitted by Ms. Brenda Ayers, owner of parcels 404-18-167, a total of 2.5 acres. The property owner is requesting a Use Permit to Operate a Bed & Breakfast in a residential neighborhood zoned R1-70 (Residential Single Family). A Bed & Breakfast is an allowed use under the Planning & Zoning Ordinance with a Use Permit, limited to four bedrooms. The property is located at 1512 N. Montezuma Heights Road.

Asst. Planner Jenna Owens gave an overview, history and intent of the property and need for the use permit application. The owner of the property Brenda Ayers was unaware that a permit was required to operate a Bed & Breakfast facility. Owens indicated that Ms. Ayers has been diligently working to become in compliance since she was notified such permit was needed. It is noted that the buildings were not on record, but the Building Official has listed the requirements for the property to meet the intent of the Building Codes. Due to the age of the buildings it is not possible for the buildings to meet all requirements. Owens indicated it is the recommendation of the Planning and Zoning Commission to approve the application with a limit of a 30 day stay and a 5 year term regarding the permit.

Applicant, Brenda Ayers indicated her background with the property and her experience with hotel management. Ayers expressed her desire to proceed with the property as a Bed and Breakfast facility.

Ann DeRoseah spoke of the changes the applicant has accomplished with the project and the effort she has put forth in bringing new visitors to the town with the opportunity for them to stay longer than a few days in town in a hotel room.

Councilor George stated that he attended the Planning & Zoning Commission meeting and was impressed with the support the neighbors of the applicant showed toward the project. Councilor George indicated his support toward approval of the application for the Use Permit.

Councilor Gordon expressed his concern that there is no stipulation the cabins would need to be brought up to Building Codes and meeting P&Z Ordinance. Owens explained that the applicant understands that she will not be allowed to operate if she does not finish the process and meet the requirements set forth.

Councilor German questioned the kitchen status of the cabins and Building Official Robert Foreman indicated that the owner has removed the stove in each cabin to meet the P&Z Ordinance requirements.

Councilor Whatley acknowledged that the structures on the property were built prior to the current owners purchase and were not properly recorded with the Town. Community Development Director did indicate that due to the circumstance, the property is an exemption to State Law.

Vice Mayor Baker expressed her concern that the structures were built without knowledge of the town and the applicant was operating prior to holding a permit. Baker indicated that safety was a large concern for the patrons of the business as well as the lack of access she witnessed for a firetruck to make it to the property regardless of the Fire Marshal approval. Building Official Robert Foreman indicated his confidence that the property will be under good working order once the required upgrades have been met, but also clarified that there is no way that the structures could be brought up to the current code, they can only be brought up to the intent of the current code.

8. **Public Hearing, Discussion, consideration and possible approval or Ordinance 2015-A406 an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, a text amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts), Item D, RR (Residential-Rural) adding use to item (3) (Uses and Structures subject to Use Permit. The use added is "Agri'Tourism". This amendment will allow for Agri-Tourism uses, as defined under Part One, Section 103 (DEFINITION OF TERMS), SEE Exhibit "A" attached, of the planning & Zoning Ordinance, in the Residential-Rural Zoning District and requires a Use Permit. Staff Resource: Michael Jenkins**

On a motion by German, seconded by George, Council unanimously approves Ordinance 2015-A406 an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, a text amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts), Item D, RR (Residential-Rural) adding use to item (3) (Uses and Structures subject to Use Permit. The use added is "Agri'Tourism". This amendment will allow for Agri-Tourism uses, as defined under Part One, Section 103 (DEFINITION OF TERMS), SEE Exhibit "A" attached, of the planning & Zoning Ordinance, in the Residential-Rural Zoning District and requires a Use Permit.

Community Development Director Mike Jenkins explained that in a rewrite for the ordinance in 2011 allowed for the use agri-tourism but the problem lies in the fact that there is no agriculturally zoned land in Camp Verde. This revision would allow the included use for residents with a minimum of 2 acres to have the ability to participate in agri-tourism. Jenkins outlined with detail what the revision of the Ordinance would include and how the process of the Use Permit would take place.

Cat Davis addressed Council and expressed her strong support of the revision. As an Agri-Tourism business owner herself, she attested to how this would benefit the town.

9. **Public Hearing, Discussion, consideration, and possible approval of Ordinance 2015-A407, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona. A Text amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) H., C3 District (Commercial: Heavy Commercial), I. PM (Performance Industrial), J. M1 District (Industrial: General) and K. M2 (Industrial: Heavy) to allow for Automobile Repair (Heavy). Adding a definition for Automobile Repair (Heavy) to Part 1, Section 103 Definition of Terms (See Exhibit "A" attached). Staff Resource: Michael Jenkins**

On a motion by Baker, seconded by Jones, Council unanimously approved Ordinance 2015-A407, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona. A Text amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) H., C3 District (Commercial: Heavy Commercial), I. PM (Performance Industrial), J. M1 District (Industrial: General) and K. M2 (Industrial: Heavy) to allow for Automobile Repair (Heavy). Adding a definition for Automobile Repair (Heavy) to Part 1, Section 103 Definition of Terms (See Exhibit "A" attached).

Community Development Director Mike Jenkins explained to Council that this approval would allow the Automobile Repair (Heavy) to be conducted in the listed zoning districts.

Councilor German questioned that that this would not be conducted in C2 zoning unless indoors. Jenkins clarified that this would not include C2 Zoning district.

10. **Public Hearing, Discussion, and possible approval of Ordinance 2015-A409, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, a Text amendment to the Town of Camp Verde Planning & Zoning Ordinance part 3 section 306, Mobile/Manufactured Home parks.**
- **Changing B.1b.4 from the current language from "Building Department" to "Arizona Department of Fire, Building and Life Safety, Office of Manufactured Housing.**
 - **Changing B.2.c from "Town of Camp Verde" (wording located two time in the paragraph) to Arizona Department of Fire, Building and Life Safety, Office of Manufactured Housing. Staff Resource: Michael Jenkins**

On a motion by Gordon, seconded by George, Council unanimously approved Ordinance 2015-A409, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, a Text amendment to the Town of Camp Verde Planning & Zoning Ordinance part 3 section 306, Mobile/Manufactured Home parks.

- **Changing B.1b.4 from the current language from "Building Department" to "Arizona Department of Fire, Building and Life Safety, Office of Manufactured Housing.**
- **Changing B.2.c from "Town of Camp Verde" (wording located two time in the paragraph) to Arizona Department of Fire, Building and Life Safety, Office of Manufactured Housing**

Community Development Director Mike Jenkins explained that originally the State department was in charge of the Building Codes pertaining to Manufactured Homes and due to the lack of staff, was confident in relinquishing the duties back to the State at this time.

Councilor Gordon expressed his reluctance in giving the State authority but understood the matter would be better handled than keeping it with in the Town.

11. **Public Hearing, Discussion, consideration and possible approval of Ordinance 2015-A408, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, Amending Town Code, Chapter 9, Article 9-4 (Mining), Section 9-4-3.B.3 to amend procedure for "A permit is non-transferable without Council approval". Staff Resource: Michael Jenkins**

On a motion by George, seconded by Jones, Council unanimously approves Ordinance 2015-A408, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, Amending Town Code, Chapter 9, Article 9-4 (Mining), Section 9-4-3.B.3 to amend procedure for "A permit is non-transferable without Council approval".

Community Development Director Mike Jenkins explained that the mining permit should remain with the property and because a Use Permit can be revoked, if a new owner does not meet the conditions of the permit, it can be rescinded.

12. **Discussion, consideration and possible approval of the Town of Camp Verde Fiscal Year 2015-16 proposed Tentative Budget. Staff Resource: Michael Showers**

On a motion by Councilor George seconded by Councilor Gordon, Council voted 5 to 2 to approve the Town of Camp Verde Fiscal Year 2015-16 proposed Tentative Budget. Vice Mayor Baker and Councilor German opposed.

Town Manager Russ Martin explained that this matter is for the proposed budget and in July Council will vote on each individual line expenses. Martin explained that the approval for this matter would simply be setting a cap on expenditures and the budget can be adjusted throughout the year.

Elaine Bremner, Executive Director of the Senior Center indicated that in past years Council allotted \$12,500.00 toward Meals on Wheels for Camp Verde residents. Last year the amount was reduced to \$5,000 and Bremner explained that this amount doesn't even cover the vehicle expenses for the year that are associated with the services provided to Camp Verde.

Councilor German indicated she could not vote in support of the entire budget and provided a statement which is attached and becomes a permanent part of the record.

Councilor Whatley explained that it is necessary to proceed with the matter in order to keep the Town in operation, as the new budget must be put in place.

Councilor George indicated that there are matters in the budget he does not agree with it, but this is a compromise of the needs of the Town and it is necessary to approve budget.

Mayor German stated his support toward the approval of the budget although there are matters he doesn't fully agree with but feels it is in the best interest of the budget.

Vice Mayor Baker expressed her reasoning for voting against the budget due to the fact that she felt there could have been more compromise of the budget that would have been wiser and more efficient uses of town funds which would have been in better interest of the citizens of the town. Mayor German requested the Vice Mayor provide a written list of her concerns.

Councilor Jones strongly expressed her support toward the Town and its Employees to improve the Town, which is why she supports the approval of the budget.

Mayor German called a short recess at 8:08 p.m. The meeting reconvened at 8:15 p.m.

13. **Discussion, consideration and possible approval of the FY 2016 Debt Levy Certification to Yavapai County for \$781,114.00 acting as Trustee to the Camp Verde Sanitary District. Staff Resource: Michael Showers.**

On a motion by Gordon, seconded by Baker, Council unanimously approved the FY 2016 Debt Levy Certification to Yavapai County for \$781,114.00 acting as Trustee to the Camp Verde Sanitary District.

Finance Director Mike Showers expressed that the amount has not increased and there are no extra expenses associated with this matter.

14. **Discussion, consideration, and possible approval of the FY16 special assessment levy of \$251,922 for annual payments against the Camp Verde Sanitary District's USDA Notes, which includes payoff of the note 92-09 in the amount of \$414,008.00 plus accrued interest, acting as the Trustee to the Camp Verde Sanitary District. Staff Resource: Michael Showers**

On a motion by George, seconded by Gordon, Council unanimously approved the FY16 special assessment levy of \$251,922 for annual payments against the Camp Verde Sanitary District's USDA Notes, which includes payoff of the note 92-09 in the amount of \$414,008.00 plus accrued interest, acting as the Trustee to the Camp Verde Sanitary District.

Finance Director Mike Showers explained to Council that proceeding with the payoff will save funds that would have to be spent on interest, in return cutting costs for the residents.

15. **Discussion, consideration, and possible appointment of a Vice-Mayor for a two-year term. Staff Resource: Virginia Jones**

On a nomination by Councilor Gordon, seconded by Councilor Whatley, Councilor George accepts nomination for Vice Mayor. Council unanimously appoints Councilor George as Vice-Mayor for a two-year term.

Vice Mayor Baker extended thanks to the Town for the honor and pleasure to serve on Council and as Vice Mayor.

16. **Discussion, consideration, and possible appointment of Mayor to act as liaison to the String of Pearls Committee as it relates to the Verde River. Staff Resource: Mayor German**
THIS ITEM WAS REMOVED FROM THE AGENDA

17. **Call to the Public for items not on the agenda.**

Bob Johnson addressed an article in the paper regarding the Yavapai Ranch consisting of approximately 400 acres. Mr. Johnson also indicated that the trees located by the cannon on the corner of Highway 260 and Finnie Flat are in need of care, stating that he has been watering them as well as the lack of an adequate irrigation system that is now sun damaged.

18. **Council Informational Reports.**

Councilor German showed an article in the Arizona Republic featuring Fort Verde.

Vice Mayor Baker attended a memorial for Sandra Marcum in Prescott at the Court House square and indicated it was a lovely ceremony.

Councilor Gordon attended the Fire District Meeting who are wrapping up their annual budget as well. Gordon stated that there was an article in the paper regarding the roadside trash pickup but it did not give credit to all members who participated.

Councilor George indicated that the roadside trash pickup was successful with filling 20 bags of trash along Hwy 260.

19. **Manager/Staff Report**

No reports.

20. **Adjournment**

The meeting adjourned at 8:35 p.m.

Charles German, Mayor

Marie Moore, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on June 24, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2015.

Virginia Jones, Town Clerk

#12

Council's statement to be
attached to minutes

6-21-2011

REASONS FOR VOTE ON THE TENTATIVE BUDGET

I do not like voting against the budget because I agree with most of it, but a yes vote means that I am voting for the entire budget. So, the following statements are the reasons I cannot vote for this budget and I will submit this to the Clerk to be part of the record.

1. Town has grown to 92 employees over the last couple of years. With this budget we will be adding another part-time employee for Economic Development, and creating a whole new department and promoting a current administrative assistant to be the director of that department. It is my opinion that the Town as an equal opportunity employer, should have advertised that these two positions to give other employees and the public an opportunity to apply. With savings from this and other line items we could afford a Human Resources Director that could also perform the risk management duties.
2. I am still opposed to the \$20,000 spent on an extra attorney for the Marshal's office when all other towns in Yavapai County use the County attorney's office that has an attorney available 24/7. The Manager assured me last year that it would not be in the next budget once the new Marshal's Manual was finished. But it is included again.
3. I am not opposed to another raise for our Town employees, however in our basic budget work sessions the Manager said we could not afford it this year, as we gave a 3% two years ago and another 1.67% last year with more salary adjustments for certain employees. Also last year the Public Safety employees got a 4.5% increase because we were told that their retirement contribution was going up by 3%, but in actuality it only went up .6%
4. We raised the sales tax by .65% to try to increase our revenues & I don't believe we should be creating additional expenditures.

Carol Steiner
Council Member

4.a.2

DRAFT MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, JULY 1, 2015 at 6:30 P.M.

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

1. **Call to Order**
Mayor German called the meeting to order at 6:30 p.m.
2. **Roll Call**
Mayor Charles German, Vice Mayor Bruce George, Councilors Robin Whatley, Brad Gordon, Jackie Baker, Jessie Jones, and Carol German were present.

Also Present

Town Manager Russell Martin, Marshal Nancy Gardner, Town Clerk Virginia Jones, and Recording Secretary Saepyo Choe.

3. **Pledge of Allegiance**
Mayor German led the Pledge.
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) There are no minutes for approval
 - b) **Set Next Meeting, Date and Time:**
 - 1) Wednesday, July 8, 2015 at 5:30 p.m. Work Session
 - 2) Wednesday, July 15, 2015 at 6:00 p.m. Special Session – Public Hearing – Budget
 - 3) Wednesday, July 15, 2015 at 6:30 p.m. Regular Session
 - 4) Wednesday, July 22, 2015 at 6:30 p.m. Council Hears Planning & Zoning Matters

On a motion by Vice Mayor George, seconded by Jones, Council voted unanimously to approve the Consent Agenda.

5. **Special Announcements and presentations:**
 - There are no announcements or presentations
6. **Call to the Public for Items not on the Agenda.**
Barbara Goetting, owner of the Horn Saloon, reported that previously, the Town took 47 days to respond to her request for information, and that this time it has been two weeks. She submitted electrical plans and she has asked twice for an update on the permits. She asked for a rough timeline in order to update the insurance companies, and asked for support so they can open for business again.

Nikki Miller announced that Cornfest is right around the corner, and thanked Bobbie and Marie who work to provide this event. She thanked Mike Dumas and his department for the electrical support, and thanked Barbie Bridges and Steve Ayers for promotional support. Camp Verde Promotions needs more support from the Town to promote events. She reported an increase in Visitor's Center statistics during the weekends of their festivals, explaining that their events are a benefit to the Town. The school system should be a way to get information out, but that does not work. They need volunteers for Cornfest and a better way to reach the community.

Sue Mesa, owner of Clear Creek Vineyard and Winery, distributed information packets to Council. Last December 18th, Council approved extending the winery from their private house to a new facility, which they built beginning in August 2013. She reported a detailed history of the date of application, Town approval, and the five inspections for the slab, foundation, framing, electrical, barn construction--which were all approved. They built a stand-alone tasting room and await opening to the public, but now Planning & Zoning will not issue a use permit, deeming the building "unsafe." Steve Ayers recommended having a civil engineer inspect it, so they hired a certified engineer with 25 years of experience to review it. Planning & Zoning deemed that his accreditation was "not sufficient," and required numerous calculations. They have suffered six months of lost revenue, and the Town has missed out on tax revenue. She requested help to resolve this issue and explained that more detail could be found in the packet.

Mayor German assured Sue Mesa that the issue would be promptly addressed.

Steve Goetting reported that the www.selectcampverde.com website contains many errors, including Latin jibberish on the "government" page, and last year's rates on the business license page. Phoenix businesses are listed in the Camp Verde directory, and information is inaccurate. It is embarrassing that someone is listing the site as an accomplishment in their performance evaluation when it is in its current state, and he should not have to be the one to call the Town out on these errors.

Hub Harris has volunteered for Cornfest. He informed that there is an event calendar in AZ Highroads magazine. He believes they accept free advertising, and recommended that Camp Verde take advantage of the opportunity. Events for small towns like Clarkdale, Pine, and Strawberry are being featured, and Camp Verde deserves to be featured as well. He disapproved of increased salaries for the Town Manager and others. He has nothing against them personally, but is concerned because Camp Verde is a small Town. The Town is dying and cannot keep going into debt with high-class salaries.

7. **Discussion and possible approval of Town Managers Performance Review timeline for 2015-2016.** Council agreed to reschedule the start time for the Goal-Setting session to 9am, and had no other issues with the timeline. Town Manager Russ Martin distributed an updated Performance Review timeline. He rescheduled the date of the Performance Review to a week later, and the "Goal-Setting" to a separate day.

Vice Mayor George thanked Martin for his ethical standard, and outstanding performance for the last five years, which has raised the reputation of the Town. Council expressed agreement.

8. **Discussion consideration and possible approval of amendment to the Town's Salary Plan with the addition of the CAD Technician job description.** Staff Resource: Russ Martin
On a motion by Vice Mayor George, seconded by Jones, Council voted 6-1 to approve the Town's Salary Plan with the addition of the CAD Technician job description, with Councilor Baker voting "No."

Russ Martin explained that Staff did not have enough time to submit this proposal in time for the budget sessions. Councilor Baker commented that the job requires only a High School GED and two years of experience, but pays \$41-\$63K plus benefits. She suggested it would be better to contract out the job as needed, instead of paying for benefits.

Martin explained that the job includes a comprehensive list that would take beyond a year, and that the Town would have to pay overhead either way, since consultants are expensive. He said it is the best-value option to hire as a temporary position, rather than to contract out. Currently, the Staff is doing some of this work, but it is best for them to stick to project management. 80% of the wages would come out of funds that have already been allocated for this year, from the Sanitary District.

Gordon explained that it is expensive to contract out, due to having to pay the wage, benefits, and pay a premium on top of that. Also, engineer companies do not want to lose an employee for an entire year or more.

Jones said there are many important projects such as storm water, ponds, and flood control that are needed to improve the community for citizens; and agreed with the salary plan for the position.

Mayor German explained that the funds available from the Water Infrastructure Finance Authority (WIFA) are also important factor to consider.

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

On a motion by Vice Mayor George, seconded by Whatley, Council voted 6-1 to approve the Town of Camp Verde Personnel Manual, with Councilor Baker voting "No."

Martin explained that the main change to the manual includes the Health Care Affordability Act requirements for employees working over 30 hours a week. They will now be considered "full-time" and the Town is responsible for covering their health care benefits as required by federal law.

Public Hearing

Cheri Wischmeyer referenced the "take home vehicles" section of the manual, authorizing any law enforcement or animal control officer within a 30-minute response-time to take home a patrol vehicle. She disagrees with the Town paying for an extra one-hour commute roundtrip per officer per day, and additional 60 miles of daily wear-and-tear to the vehicle. That adds up to a lot of extra cost and wear-and-tear for these 5-year lease vehicles.

Corporal Jacobs explained that this benefit is important to recruitment and retention. When he left the Sheriff's Office, he sought this benefit. The time to commute to the office and change vehicles also increases response time.

Deputy Richardson explained that he looked a year ago at options for police officer positions, and that the pay and incentives are less in Camp Verde. It is hard to support two kids and a wife in school with the current pay and insurance package, but at least the take-home vehicle benefit balances out where the rest falls short. Officers clock in for duty when they hit Camp Verde Town limits and clock out when they leave Town limits, so the Town does not pay for the commute. The fact that 40 people are testing for law enforcement positions in other places, but only four when he applied, shows that Camp Verde is not competitive.

Debra Fenner said she appreciates seeing patrol cars in different neighborhoods, because police presence deters crime.

Dana Schmidt, a retired Assistant Chief of Police, explained that small towns have trouble keeping good officers, so any small benefit helps. There is nothing worse than having an Officer for a year, then watching them leave for better benefits and pay.

David Marshal, Animal Control Officer and Crime Scene Technician, explained that crime scenes deteriorate quickly, and that it is imperative to arrive as quickly as possible. He reported that they recently solved a crime with a fingerprint.

Canine Officer Jeff Bowers said he requires a special system for his patrol dog to keep him cool during hot temperatures while out on call. The patrol vehicle is already equipped with this system, but if he is not permitted to take it home, he would need to install one into his personal vehicle. He also lives in Cottonwood, so commuting, along with having to cool down the patrol car for the dog, would extend his response time. It also sends the message that "Camp Verde must be doing something right," if someone lives in Cottonwood, but chooses to work for Camp Verde.

Steve Goetting recommended increasing wages and keeping cars inside the community. He expressed concern about the Officer's responsibility and liability when in a Camp Verde patrol car in another jurisdiction.

Deputy C. Jackson said he has been working for the Town for two years, and loves Camp Verde. He lives five miles outside of the district, and Cottonwood and the Yavapai County Sheriff's Office are always asking him, "Where's your patrol vehicle?" He said take-home vehicles communicate pride for your job and shows that your community supports you. He mentioned that having to defrost windshields for two different vehicles in the winter also adds to response times.

Oscar Berrelez, an officer of 19 years, lives in Verde Lakes. He explained he and Officer Bowers just had a big case this morning that required back up from the day shift, who happen to live out of Town. They had two suspects, a bunch of evidence, and needed their help immediately. They get several calls for DUIs and drug recognition, and it looks bad in court if Officers show up late on scene. When the Walmart shooting happened in Cottonwood, Camp Verde Officers would have been available to assist if they had take-home vehicles. Camp Verde needs more Officers as the last two years have been most hectic. The Town really needs the help.

Discussion

Councilor Gordon shared an example of a private company that conducted a study, which showed it is financially smarter to allow take-home vehicles, and more efficient due to eliminating the factor of personal vehicles breaking down.

Vice Mayor George said studies have shown that take-home vehicles last longer due to Officers taking pride in their vehicles; and noted that they will never have to drive passed the scene of an incident due to having to pick up a patrol vehicle.

Councilor German thanked the Officers for sharing their reasons on the issue of take-home vehicles.

Mayor German stated that he use to serve as a volunteer firefighter and appreciates how important it is to secure the scene as fast as possible. He appreciated the need for stability in the department and said that CVMO deserved all the support and equipment they needed.

Councilor Jones said she was unbelievably proud of our Marshal's Office and that take-home vehicles allow them to respond efficiently. She sees patrol vehicles of multiple agencies in Camp Verde and would like to see CVMO vehicles in surrounding neighborhoods.

Councilor Whatley said she was wholeheartedly in favor of take-home vehicles, due to it being more than a perk, but a matter of public safety.

Councilor Baker recognized CVMO as being the best police department, and is proud of them--especially Officers Dave Freeman and Oscar Berrelez, who have served the Town for so many years. The Marshal's Office was there for her family during a hard time. The governor of Arizona at one point in history took away

all the take-home vehicles in the prison system except for one. There are many factors, including economical and mechanical, that municipalities have to consider. It is never because we do not care.

Councilor German clarified the details of the retirement system on page 71 of the manual. The Town will match up to 3% if an employee opts to set aside a percentage of their salary. Staff explained that the Employer Contribution Rate to the Public Safety Personnel Retirement System increased to 28%, a 10% increase from last year. Many places are obligated to pay 40% - 50%, so Camp Verde is fortunate to retain lower rates.

Mayor German Requested the following item.

10. **Discussion, consideration and possible appointment of Mayor German to act as liaison to the Verde Front Leadership Council.**

On a motion by Councilor Baker, seconded by German, Council voted unanimously to approve Mayor German as a liaison and Brad Gordon as an alternate liaison to the Verde Front Leadership Council.

Mayor German announced that the Verde Front Leadership Council is going public to all our communities--moving from informal to formal. They will not make any promises without the Town's direction. Councilor Brad Gordon, who has been a part of the Council since the beginning, volunteered to be the alternate liaison.

Councilor Whatley requested the following item.

11. **Discussion and clarification to the public regarding the extension of the Mayor and Council Term limits per ARS 16-204 as amended, followed by, but not limited to, possible direction to staff.**

On a motion by Mayor German, seconded by Vice Mayor George, Council unanimously approved posting ARS 16-204, SB 1454, and all pertinent information, to the Town website, local newspapers, and the Town Hall board of Public Notices, in order to remind the public of the changes to the candidate election year.

Robin Whatley explained that during one Council Session, a citizen claimed that Council "took it upon themselves to add 1.5 years to their terms." She wanted to clarify that this is misinformation. In 2012, House Bill 2826 amended ARS 16-204, which reads: "Beginning with elections held in 2014 and later and notwithstanding any other law or any charter or ordinance to the contrary, a candidate election held for or on behalf of any political subdivision of this state other than a special election to fill a vacancy or a recall election may only be held on the following dates and only in even-numbered years: 1. The tenth Tuesday before the first Tuesday after the first Monday in November." Camp Verde has always held elections in odd number years. Then Senate Bill 1454 deemed that term limits could only be lengthened, not shortened. This meant that Camp Verde could not have its election in 2017 as planned, but had to lengthen terms until the fall of 2018. Whatley never anticipated a longer term, and hopes the rumors will go away.

Council added that two Councilors would have been up reelection in 2015.

Councilor Baker thanked Whatley for the explanation. The League of Cities and Towns fought against this, but only the charter cities were successful. Council requested that Staff post all this information on the wall of public notices, in the newspaper, and on the Town website. Jones clarified that this is a separate issue than the recall election in 2015.

12. **Call to the Public for items not on the agenda.**

Ignacio Mesa, husband of Sue Mesa, and co-owner of Clear Creek Vineyard and Winery, reported that they have had to turn business away daily. Yavapai College's Small Business Development Center, magazines, and the Cottonwood Chamber of Commerce have approached them, but they are not able to move forward

on any opportunities until the permit issue is resolved. He said it seems they are receiving support from everyone but their own Town. They have four people on staff, and it is important to them to open as soon as possible.

A Camp Verde resident asked to get to know the Council and Staff better, and recommended that they host coffee talks. This may be a good way to find out everyone's goals and vision for the Town. He is also a Cornfest volunteer, and he asked for more help for Cornfest.

Steve Goetting said he was sick and tired of the 3-minute time limit during the "Call to the Public," because it feels like talking to a wall. He agreed with the coffee talk idea.

Mayor German spoke as a citizen addressing Steve Goetting, disapproving of the manner in which he addresses Council. He explained that he has the option to place any item he wishes on the Agenda, as long as one Council member sponsors the Agenda item. This option has no 3-minute time limit and allows for dialogue, but Steve has seldom chosen this method to resolve issues.

13. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Fire District, 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.

Vice Mayor George attended "Coffee with a Cop," and invited the public to join the last Monday, monthly 8:00 p.m. to 9:00 p.m at Thanks a Latte.

Gordon reported on "Coffee with a Cop," the library construction update, and the Verde Valley Water Users Association.

Whatley attended the library construction update: they are currently digging trenches and pouring concrete, and expect the delivery of steel on July 27th.

Councilor Baker acknowledged NACOG Director Mary Luedtka for receiving an invitation to the White House July 13, 2015 for a national conference on aging.

German reported on the library construction update and invited the public to participate.

Mayor German reported on the NACOG meeting.

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.

Russ Martin reported that Tom Jones has picked up his business license, and expects to convert Steve Coury into a Ford dealership within a month or two.

Manager Russ Martin addressed a previous comment made by Cheri Wischmeyer during the June 3, 2015 Regular Session regarding her displeasure of the fact that the Marshal's Office employees receiving, and Council approving, a 4.5% increase in salary due to the alleged mandatory increase of 4% contribution to the retirement fund. Mr. Martin stated that at the time the item was presented to Council he believed the increase for Public Service State Retirement had increased 4% for the employee, when after doing research, realized that was the Town's cost. The Officer's increase was actually .7%. Mr. Martin stated his

error was trying to balance, what her perceived as a significant cost to staff that would have a detrimental effect on their take home pay, and it was something that needed to be addressed. The result of the error was in fact a 2.16% cost of living adjustment above other staff for all sworn officers in the 2014-2015 budget year.

15. **Adjournment**

Mayor German adjourned the meeting at 8:17 p.m.

Charles German, Mayor

Saepyo Choe, 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 of the Town Council of Camp Verde, Arizona, held on July 1, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2015.

Virginia Jones, Town Clerk



7-1-2015 from
Sue Mann Durin
Meeting

Clear Creek Vineyard & Winery, LLC

June 30, 2015

Town of Camp Verde
Attn: Town Manager & Council Members
473 Main Street
Camp Verde, AZ 86322

We are a licensed (Domestic Farm Winery - Series #13) and bonded winery entitled to grow, process and sell our wine by the State of Arizona. At the December 17, 2014 Council Meeting the Council voted unanimously to approve our Application for Extension of Premise initiated by Arizona Department of Liquor Licenses and Control to move our operations to the new winery on our property.

Our building plans were submitted to the Town for Review on March 12, 2013 and a Zoning Clearance Permit was finally approved by Michael Jenkins on August 9, 2013. A remodel permit was issued on August 14, 2013 by P&Z. The project was started in late August 2013. Subsequently there were no less than five (5) inspections by Inspector Robert Foreman as follows:

- Inspection - 09.04.13 pre-slab inspection - approved Robert Foreman
- Inspection - 10.22.13 Foundation - approved Robert Foreman
- Inspection - 01.06.14 Framing - approved Robert Foreman
- Inspection - 02.18.14 Rough Electrical - approved Robert Foreman
- Inspection - 05.09.14 Final on Barn - approved Robert Foreman

At the Town of Camp Verde Council Meeting on 12.18.14 - the Clear Creek Vineyard & Winery, LLC and AZ Department of Liquor Licenses and Control (AZ DLLC) Application for Extension of Premises was unanimously approved by the Council. (see attached Letter from Town of Camp Verde informing the AZ DLLC of the approval by the Town.

Subsequent to this action by the town we have had numerous meetings with Steve Ayers regarding the process of getting a building permit to start our stand alone Tasting Room however due to code issues the Town was resolving internally we have not been able to request a building permit.

In lieu of a building permit we sought a Use Permit to allow us to have Tastings and Wine sales in our winery in an area closed off and separate from the wine tanks and equipment. However the Town P&Z Department has blocked our efforts to have the public enter our winery stating the building is "unsafe" for the public.

Steve Ayers suggested we seek a degreed, licensed, experienced Civil/ Structural Engineer to review the plans and the building to make a determination on the status of our structure and to document to the Town the outcome arrived at by a professional Civil Engineer.

We sought out and hired a professional from Sedona to review our documents and the structure so he could make a determination on the status of the building. We contracted Luke Sefton, a professional known to the town from past projects. His qualifications as follows:

Luke A. Sefton, P.E., C.F.M. is a Licensed Professional Civil Engineer and longtime Arizona resident with over 25 years of civil engineering, surveying, project/fiscal management, and military leadership experience. He holds a Bachelor of Science in Civil Engineering from Northern Arizona University as well as completion of the Engineer Officer Course in Fort Belvoir, VA and is licensed to practice civil engineering in Arizona and New Mexico.

As Principal of the firm Luke is responsible for complete oversight and coordination of client projects. He specializes in flood studies, drainage reports, storm sewer design, subdivision development, infrastructure design (including street and utility plans), and project management. He has special expertise in hydrology, hydraulic system engineering and floodplain development. Luke has a long history of being actively involved in infrastructure design, including utility plans, sewer/water and grading plans for residential and commercial developments.

Upon presenting his professional opinion that building was very sound as documented by the Town's own P&Z Department inspections. The Structural Engineer was questioned and told that his accredited opinion was insufficient and numerous calculations would be needed to prove the building safe. Luke Sefton, P.E. is willing to put his Licensed Professional Engineer opinion on record that the building is sound yet Mr Jenkins who is not a degreed engineer is still not satisfied.

May we remind the Council we have personally suffered a huge loss of income these past 6 months waiting for the Town to support our business but the Town is also suffering a loss of revenue as every bottle of wine we sell provides TPT tax revenue to the Town as well as Yavapai County. The behavior of the Town P&Z Department is not only hurting our right to income but is also damaging revenues for the Town and the county economies.

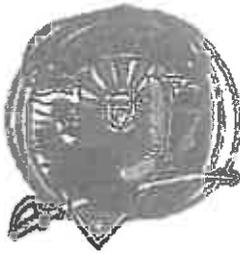
We sincerely request the Council's support at a meeting to discuss this issue and our loss of revenues at the Council's earliest possible convenience.

Ignacio & Sue Mesa
Clear Creek Vineyard & Winery
Home of Rio Claro Wines
4053 E Hwy 260
Camp Verde, AZ 86322

Inspections

During construction, the Town will conduct scheduled inspections of the building project to ensure that the construction is in accordance with the approved plans and Town adopted safety codes. Building inspectors look for building code compliance related to the construction of a structure. Their goal is to make sure the structure is safe.

You are required by law to have inspections completed for any construction activities in order to secure not only your safety, but the safety of future occupants. Inspections are required at different phases of a project.



Town of Camp Verde

Gateway to the Verde Valley

◆ 473 S. Main Street, Suite 102 ◆ Camp Verde, Arizona 86322 ◆

◆ Telephone: 928.567.6631 ◆ Fax: 928.567.9061 ◆

◆ www.campverde.az.gov ◆

December 18, 2014

Arizona Department of Liquor Licenses & Control
800 W Washington, 5th Floor
Phoenix, AZ 85007

RE: Application for Extension of Premises -Ignacio Mesa – Clear Creek Vineyard & Winery

Dear Sir or Madam:

The Common Council of the Town of Camp Verde reviewed the above-mentioned Application at the Regular Session of December 18, 2014. The Council voted unanimously to recommend the approval of said application.

Thank you for your assistance in this matter.

Thank you.

Virginia Jones
Deputy Clerk

14 DEC 26 11:47 AM 2014

15 JAN 14 11:47 AM 2015



**SEFTON
ENGINEERING
CONSULTANTS**
Your Ideas to Completion.
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Dugan McDonald RLS
Luke Sefton PE, CFM
Clint Gillespie RLS
Tim Huskett, PE, CFM
Shane Nauert RLS
Sam Musser, Planner

July 1st, 2015

Ignacio Mesa
4053 East Highway 260
Camp Verde, AZ 86322

RE: Camp Verde Winery

Dear Ignacio:

I have been requested to perform a visual inspection on a barn conversion to a wine storage room with partial cold storage and a tasting room. The total barn square footage is approximately 1900 sf consisting of approximately 450 sf for the tasting room and 1000 sf for the cold storage. This report includes a visual inspection only, and no drawings are included. This visual inspection is to determine the general condition of the building and is not to be considered a detailed review or a review that states that the current construction meets today's code standards.

The site inspection and investigation found a 1950 barn that was refurbished and was enclosed during this recent renovation. The construction was completed under a Town permit that included Inspection Reports by the Town for the framing and footing improvements. The Owner provided me with copies of these documents and I have since reviewed them.

The site inspection of the original barn showed no signs of stress, settling, or visible cracks. The roof and original structure appear to be of sound construction and no dry rot or area of failure was noted. This is only a partial engineered analysis of this construction, a full analysis is not part of this report.

The above concludes the scope of my visual inspection and report. If you should have any questions please do not hesitate to call.

Sincerely,



Luke Sefton, P.E.
President

Expires 3/31/17

20 Stutz Bearcat Drive, Suite 8, Sedona AZ 86336 Phone: (928) 202-3999 • Fax: (614) 437-4383

Email: info@sefengca.com • Internet: www.seftonengineeringconsultants.com

In affiliation with:

Heritage Land Survey & Mapping, Inc. with offices in Sedona, Camp Verde, and Colorado



Updated 4/13/09

A.R.S. §4-205.04. Domestic farm winery license; issuance; regulatory provisions; retail sale

- A. The director may issue a domestic farm winery license to any person who meets the requirements of subsection c of this section. Each location that engages in producing and bottling these products must obtain a separate domestic farm winery license. The licensee may not transfer the domestic farm winery license from person to person or from location to location.
- B. An applicant for a domestic farm winery license, at the time of filing the application for the license, shall accompany the application with the license fee. Persons holding a domestic farm winery license shall report annually at the end of each fiscal year, at such time and in such manner as the director may prescribe, the amount of wine manufactured by them during the fiscal year. If the total amount of wine manufactured during the year exceeds the amount permitted annually by the license, the licensee shall apply for and receive A producer's license.
- C. A person may be licensed as a domestic farm winery to sell wine produced or manufactured if in a calendar year it produces at least two hundred gallons and not more than forty thousand gallons of wine and may make sales and deliveries of wine only as specifically provided in this section and as follows:
 1. A licensed domestic farm winery may make sales and deliveries of wine to wholesalers licensed to sell wine under this title.
 2. a licensed domestic farm winery may serve wine produced or manufactured on the premises for the purpose of sampling the wine.
 3. A representative of the licensed domestic farm winery may consume small amounts of the products of the licensed domestic farm winery for the purpose of sampling the wine.

4. A licensed domestic farm winery may sell to a consumer physically present on the premises wine produced or manufactured on the premises in the original container for consumption on or off the premises.
5. A licensed domestic farm winery may purchase and sell wine produced by another licensed domestic farm winery only if the retail sale is to a consumer physically present on the premises of the domestic farm winery.
6. If the licensed domestic farm winery is not otherwise engaged in the business of a distiller, vintner, brewer, rectifier, blender or other producer of spirituous liquor in any jurisdiction, the licensed domestic farm winery may hold licenses prescribed in section 4-209, subsection b, paragraphs 7, 10 and 12 on the licensed domestic farm winery premises or other retail premises. The licensed domestic farm winery shall purchase all spirituous liquor for sale at the other on-sale retail premises from wholesalers who are licensed in this state, except that a licensed domestic farm winery may:
 - (a) Purchase wine from other domestic farm wineries pursuant to paragraph 7 of this subsection.
 - (b) Make deliveries of the wine that the domestic farm winery produces to the domestic farm winery's own commonly controlled retail licensed premises.
7. A licensed domestic farm winery that produces not more than twenty thousand gallons of wine in a calendar year may make sales and deliveries of the wine that the licensed domestic farm winery produces to on-sale and off-sale retailers.
8. Notwithstanding section 4-244, paragraphs 3 and 7, an on-sale or off-sale retailer may purchase and accept delivery of wine from a licensed domestic farm winery pursuant to paragraph 7 of this subsection.
9. A licensed domestic farm winery that produces not more than twenty thousand gallons of wine in a calendar year may make sales and deliveries of wine that the licensed domestic farm winery produces to consumers off of the licensed premises and that is ordered by telephone, mail, fax or catalogue, through the internet or by other means if all of the following apply:
 - (a) The purchaser of the wine provided the licensed domestic farm winery with verification of the purchaser's legal age to purchase alcohol.

- (b) The shipping container in which the wine is shipped is marked to require the signature on delivery of an adult who is of legal age to purchase alcohol and delivery confirmation.
 - (c) The wine is for personal use only and not for resale.
 - (d) The wine is shipped to a residential or business address other than a premises licensed pursuant to this title.
 - (e) The purchaser could have carried the wine lawfully into or within this state.
 - (f) The delivery is made by a person who is at least twenty-one years of age.
 - (g) The domestic farm winery shall collect payment for the price of the spirituous liquor no later than at the time of delivery.
10. A licensed domestic farm winery may make sales and deliveries as expressly permitted by sections 4-203.03, 4-203.04 and 4-244.04.
- D. The domestic farm winery is liable for any violation committed in connection with any sale or delivery of the wine. The rules adopted by the director pursuant to section 4-203, subsection j shall apply to the delivery of wine under subsection c, paragraph 9 of this section. An act or omission of any person who makes a sale or delivery of wine for a licensee under subsection c, paragraph 9 of this section is deemed to be an act or omission of the licensee for the purposes of section 4-210, subsection a, paragraph 9.
- E. A domestic farm winery that sells or delivers wine pursuant to this section shall:
- 1. Pay to the department of revenue all luxury taxes imposed pursuant to title 42, chapter 3 and all transaction privilege or use taxes imposed pursuant to title 42, chapter 5.
 - 2. File all returns or reports required by law.
- F. A delivery of wine by a domestic farm winery to a purchaser in this state is a transaction deemed to have occurred in this state.
- G. The director shall adopt rules in order to administer this section.

STATE OF ARIZONA
DEPARTMENT OF LIQUOR LICENSES
AND CONTROL
ALCOHOLIC BEVERAGE LICENSE

License 13133013

Issue Date: 2/8/2008

Expiration Date: 8/31/2015

Issued To:

IGNACIO MORENO MESA, Agent
CLEAR CREEK VINEYARD & WINERY LLC, Owner

Domestic Farm Winery

Mailing Address:

IGNACIO MORENO MESA
CLEAR CREEK VINEYARD & WINERY LLC
CLEAR CREEK VINEYARD & WINERY
4053 E HWY 260
CAMP VERDE, AZ 86322

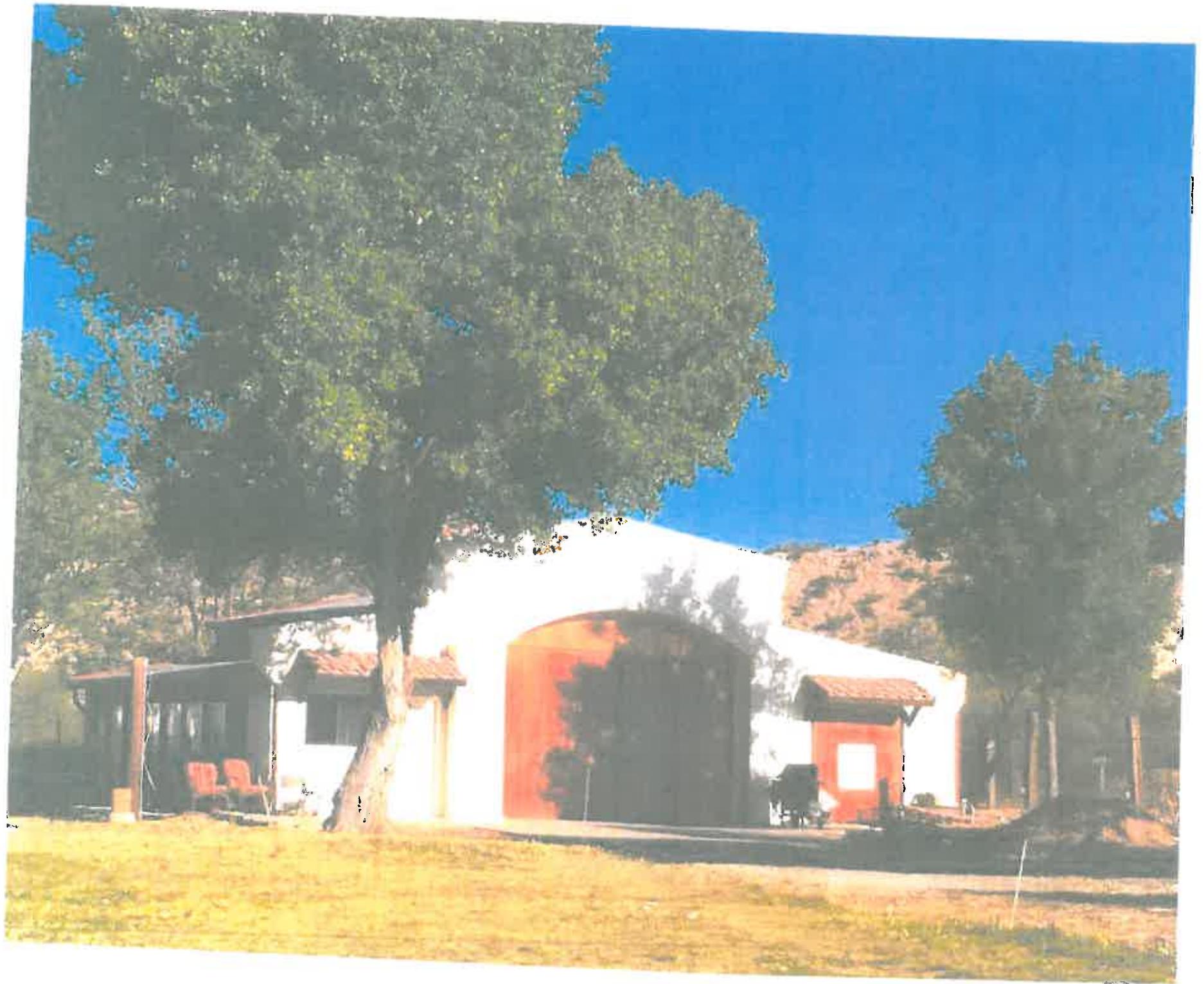
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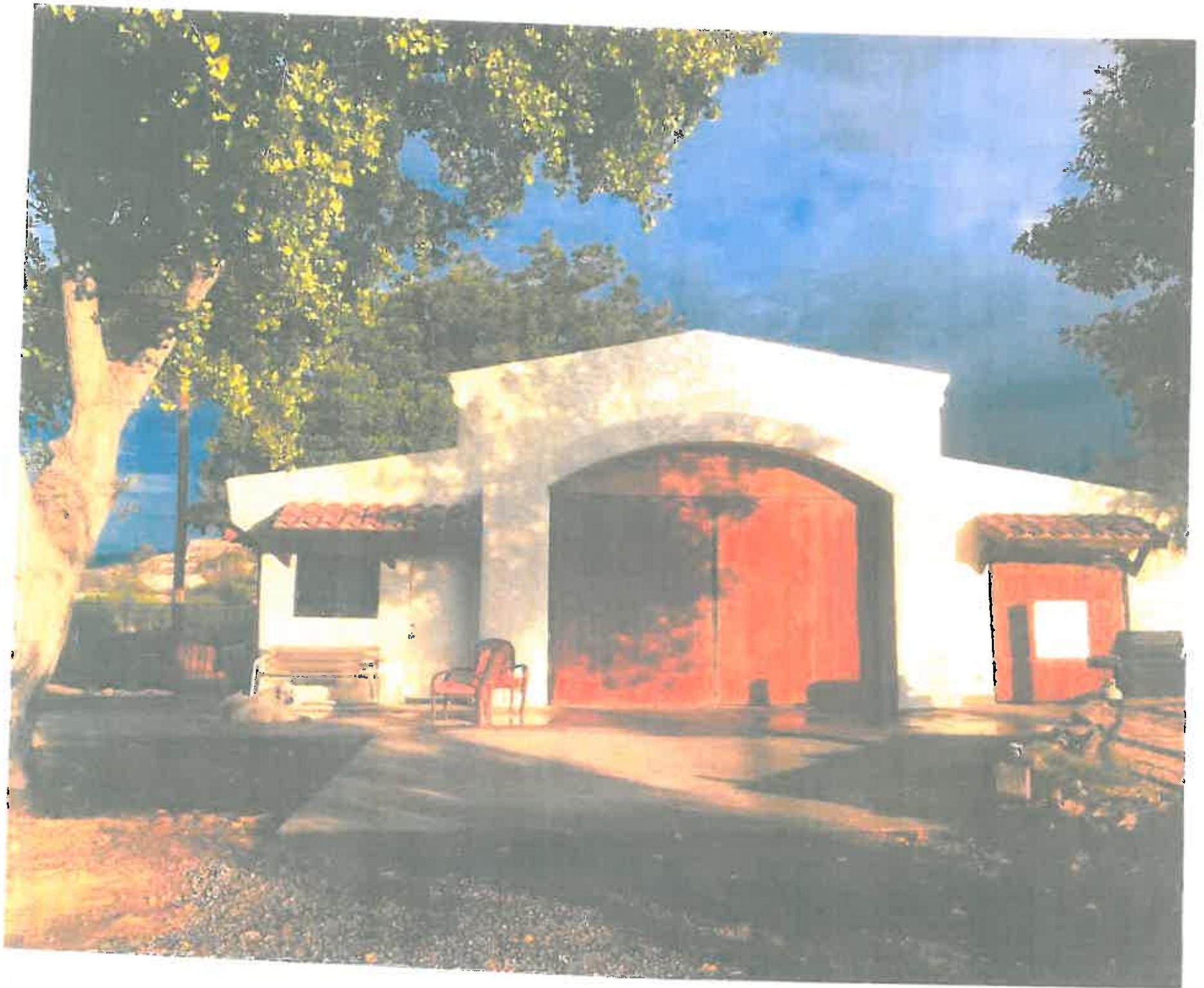
CLEAR CREEK VINEYARD & WINERY
4053 E HWY 260
CAMP VERDE, AZ 86322



POST THIS LICENSE IN A CONSPICUOUS PLACE

EXP 8/31/2015





4. a⁷

**DRAFT MINUTES
WORK SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS - 473 S. MAIN STREET, ROOM #106
WEDNESDAY, JULY 8, 2015 AT 5:30 P.M.**

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

1. **Call to Order**

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

2. **Roll Call**

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

Also Present

Town Manager Russ Martin, Marshall Nancy Gardner, CVMO Dispatch Supervisor Mary Newton, Ed Lee, Town Clerk Virginia Jones and Recording Secretary Lynn Riordan.

3. **Pledge of Allegiance**

Mayor German led the pledge.

4. **Discussion and update to Council regarding the purchase of a Spillman CAD System for CVMO as a standalone system, migrating from the current IGA with Cottonwood Police Department for this service.**

Staff Resource: Nancy Gardner

Marshall Nancy Gardner presented the Mayor and Council with a handout outlining the need for a standalone Spillman CAD System and the costs associated with this purchase. Marshall Gardner advised the Council that the Town has paid \$306,000 to the City of Cottonwood pursuant to the Intergovernmental Agreement for the Spillman access and services since 1998. The costs associated with purchasing the Spillman CAD System, after the initial purchase, will reduce the annual maintenance costs from 18,000 a year to 15,000 a year and allow CVMO to have a more reliable and consistent system to provide service to the Community, including dispatch services for the Yavapai Apache Nation, Town of Clarkdale and Town of Jerome, evidence inventory and control, records and data base, and statistical reports. After specific inquiries by Vice Mayor George, and Councilors Jones, Gordon and German, Marshall Gardner advised that the initial costs for this budget year would be covered by the already budgeted \$18,000 for Spillman services allocated for the City of Cottonwood (services for fiscal year 2015-16 were paid from the 2014-15 budget as services are required to be paid for a year in advance), plus funds available in RICO, thereafter, the annual maintenance costs will be reduced to \$15,000 and CVMO will own, and manage, their own Spillman CAD system. Currently the system experiences outages as it is being supported by a server in Cottonwood. The new system will be supported by Camp Verde's own server and reduce lost calls, delays, and outages. Purchasing the new Spillman CAD system will have no negative effect on the current intergovernmental support between Cottonwood and Camp Verde. All records and data will be available to CVMO, including all archived records and data, at no additional cost. Mary Newton will obtain additional training and have administrative rights to manage the new CAD system. Marshall Gardner stated that the system should go "live" in January or February, with continuing support from Spillman and Cottonwood PD during the transition. Marshall Gardner advised that no additional funds were being requested in budget year 2015-16 to acquire the CAD system, but that CVMO will need an additional \$8,000 to complete the purchase in budget year 2016-17, thereafter the Town should see a savings of about \$3,000 per year. As upgrades are needed to support the system, Marshall Gardner stated the administration fees collected from YAN and Clarkdale should cover the upgrade costs. Russ Martin, Town Manager, advised the Council that many options were investigated for a new CAD system, however, the only realistic and cost effective system was Spillman as CVMO has had a long standing relationship with Spillman through the Intergovernmental Agreement, all records and data were available and easily transferred. The Mayor and Council unanimously agreed that this purchase appeared to be a

necessity for the safety of Camp Verde's residents and the effective management of CVMO, and therefore should be placed on the Regular Session Agenda for consideration, and possible approval.

5. **Discussion and possible direction to staff regarding a lease purchase agreement for vehicles and equipment.** Staff Resource: Russ Martin
Russ Martin, Town Manager, requested clarification from the Mayor and Council with respect to direction of lease purchase of CIP equipment and vehicles. Mr. Martin presented a handout with the list and suggested cost of equipment and vehicles (in priority listing), advising that the list provided shows a cost of approximately \$119,000, the Mayor and Council had directed an expenditure of \$100,000, however, approximately \$15,000+ of HURF funds can be applied for equipment. The equipment list includes a Mower/Tractor, Grader, Seal Coat Machine, Manlift or Lift Truck, 15 passenger van, Administrative vehicle, and two (2) CVMO patrol cars. The specific list is available in the Clerk's Office. After discussion, the Mayor and Council unanimously agreed that approval of equipment/vehicle purchase and lease purchase agreement for the same should be placed on the Regular Session Agenda for consideration, and possible approval.
6. **Discussion, consideration and possible recommendation and suggestions for appointment to the Yavapai College Advisory Board to include, but not limited to Steve King** Staff Resource: Russ Martin
After discussion by the Mayor and Council Members, the Mayor and Council unanimously agreed to submit a recommendation of the following persons for appointment to the Yavapai College Advisory Board: Steve King (with his knowledge and experience as an educator, and a resident of Camp Verde), and Jewell Koel (with her knowledge and experience as a business owner, business planner, insurance and banking, and a resident of Camp Verde).
7. **Adjournment**
Mayor German declared Adjournment of the Work Session at 6:24 p.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 Special Work Session of the Town Council of Camp Verde, Arizona, held on July 8, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2015.

Virginia Jones, Interim Town Clerk



Agenda Item Submission Form – Section I

Meeting Date: July 15, 2015

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

Requesting Department: Public Works –

Staff Resource/Contact Person: Ron Long

Agenda Title (be exact): Consideration and possible approval of Fiscal Year 15/16 Intergovernmental Agreement (IGA) between Yavapai County Flood Control District (District) and the Town of Camp Verde. Wherein the District has approved and budgeted a \$75,000 financial contribution to the Town for the Verde Lakes Estates Drainage Improvements, Phase I.

List Attached Documents: IGA (6 pages)

Estimated Presentation Time: N/A

Estimated Discussion Time:

Reviews Completed by: N/A

Department Head: Town Attorney Comments: approved

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: **Budget Code:** _____ **Amount Remaining:** _____

Comments:

Background Information: The special taxing district of Yavapai County Flood Control District (District) receives general funding for planning, construction and maintenance of flood control improvements. The District distributes funds to Towns and political subdivisions in Yavapai County to complete flood control projects in their boundaries.

Staff has requested that the Fiscal Year 15/16 contribution be used to begin Phase I drainage improvements in Verde Lakes Estates; Council has approved additional CIP funding in the amount of \$62,400 to begin the planning, engineering and initial improvements to the stormwater drainage in Verde Lakes Estates

Recommended Action (Motion): Move to approve and authorize the signing of the Fiscal Year 15/16 Intergovernmental Agreement (IGA) between Yavapai County Flood Control District (District) and the Town of Camp Verde Wherein the District has approved and budgeted a \$75,000 financial contribution to the Town for the Verde Lakes Estates Drainage Improvements, Phase I.

Instructions to Clerk: Forward Three (3) original IGAS to Yavapai County Flood Control, Att: Dan Cherry, 1120 Commerce Drive, Prescott, AZ 86305

PLEASE SCAN ONE OF THE SIGNED AGREEMENTS TO PUBLIC WORKS PRIOR TO SENDING TO THE COUNTY.

INTERGOVERNMENTAL AGREEMENT

BETWEEN THE YAVAPAI COUNTY FLOOD CONTROL DISTRICT AND THE TOWN OF CAMP VERDE FOR THE FISCAL YEAR 2015/2016 FINANCIAL CONTRIBUTION FROM THE DISTRICT TO THE TOWN FOR FLOOD CONTROL IMPROVEMENTS

THIS INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE YAVAPAI COUNTY FLOOD CONTROL DISTRICT AND THE TOWN OF CAMP VERDE, FOR THE FISCAL YEAR 2015/2016 FINANCIAL CONTRIBUTION TO THE TOWN FOR FLOOD CONTROL IMPROVEMENTS (the "Agreement") is entered into, effective this ___ day of ____, 2015, between the Yavapai County Flood Control District, a political subdivision of the State of Arizona (the "DISTRICT"), and the Town of Camp Verde, Arizona, a municipal corporation of the State of Arizona (the "TOWN"). The District and the Town are sometimes collectively referred to as the "Parties" or individually as the "Party."

RECITALS

WHEREAS:

- A. The DISTRICT is a special taxing district legally created in the State of Arizona and organized by Yavapai County to include and govern its jurisdiction.
- B. The DISTRICT administers the Federal Emergency Management Agency ("FEMA") Regulations under the National Flood Insurance Program.
- C. The Yavapai County Board of Supervisors is the Board of Directors of the DISTRICT.
- D. A portion of the TOWN lies within the legal boundaries of the DISTRICT.
- E. The DISTRICT, the TOWN, and the County are separate and distinct political subdivisions, but each can provide for the benefit of the other(s), for the benefit of public health, safety, and welfare, and other public purposes.
- F. The DISTRICT and the TOWN have authority to enter into Intergovernmental Agreements pursuant to Arizona Revised Statutes ("A.R.S.") §§11-952, 48-3603, and 9-240, and TOWN's Code.
- G. Among other things, the DISTRICT receives tax proceeds as general funding for the planning, construction, and maintenance of flood control improvements.

- H. Under the budgeting process for the DISTRICT, a category of "Contributions" (hereinafter "Funds") has been established, setting aside monies that may be utilized by the various political subdivisions located within the boundaries of Yavapai County.
- I. The DISTRICT has approved and budgeted Funds to provide funding assistance for flood mitigation work and is authorized to expend such Funds for flood control projects (including storm water control) to political subdivisions for projects so long as the projects are flood or drainage related, cost-effective, a benefit to the County, the DISTRICT, and the political subdivision and are in accordance with FEMA regulations.
- J. The TOWN has experienced storm water control and flooding problems for a number of years in various locations and seeks to mitigate such problems to increase safety and protect public and private property and persons within the TOWN.
- K. The TOWN seeks to improve its storm water control, make drainage improvements, and/or mitigate flooding problems by constructing the Verde Lakes Estates Drainage Improvements, Phase 1 (hereinafter the "Project").
- L. The TOWN desires to receive DISTRICT Funds for the 2015/2016 fiscal year to be used for its Project.
- M. The DISTRICT has budgeted Funds to support the Project in an amount not to exceed Seventy-Five Thousand Dollars (\$75,000) for fiscal year 2015/2016 which begins on July 1, 2015.

AGREEMENTS

NOW THEREFORE, for good and valuable consideration, including consideration of the mutual promises, terms, and conditions hereinafter set forth, including the mutual promises and obligations to be performed by the Parties hereto, IT IS AGREED BETWEEN THE TOWN AND THE DISTRICT AS FOLLOWS:

I. PURPOSE

The purpose of this Agreement is to authorize the DISTRICT to pay and contribute to the TOWN Funds in support of the TOWN's Project. Such funding for fiscal year 2015/2016 shall not exceed Seventy-Five Thousand Dollars (\$75,000).

II. COMMENCEMENT, DURATION, AND TERMINATION

The effective date is as set forth on page one (1) of this Agreement. Performance under this Agreement shall commence following the effective date and shall terminate upon the earliest of:

- A. The completion of the Project as determined by the TOWN;
- B. The exhaustion of the Funds allocated to the TOWN for the Project;
- C. The end of the fiscal year 2015/2016; or
- D. The mutual agreement of the Parties.

III. RESPONSIBILITIES OF PARTIES

A. The TOWN shall:

1. Be solely responsible for the design, engineering, bidding, right-of-way acquisition, supervision, construction, inspection, administration, and project management of the Project and for contracting directly for all Project work.
2. If plans are used to bid, provide the DISTRICT a copy of the final Project plans.
3. Use the Funds for the Project in fiscal year 2015/2016.
4. Use the Funds exclusively for costs associated with the Project described above.
5. When requesting Funds from the DISTRICT, provide detailed invoices with supporting documentation for the request(s).
6. Request Funds from the DISTRICT on or before July 31, 2016 (for work completed in fiscal year 2015/2016).
7. Be responsible for the proper disbursement of the Funds provided by the DISTRICT.
8. Be responsible for maintaining the Project and the resulting improvements.

B. The DISTRICT shall:

1. Make Funds available to the TOWN for the Project as approved by the Board of Directors.
2. Provide funding as available and appropriate upon proper request(s) by the TOWN.
3. Pay properly invoiced requests monthly or on an alternate schedule as agreed to by the TOWN and DISTRICT.
4. Pay properly invoiced requests for work completed by the TOWN in fiscal year 2015/2016 so long as TOWN's requests are received by the DISTRICT on or before July 31, 2016.

C. The DISTRICT and TOWN mutually agree:

1. That they recognize the Funds to be used by Parties pursuant to this Agreement are tax funds. The agreements herein for funding are based upon projected tax funds to be received. In the event the projected income is not received, there is the possibility that some or all of the Funds anticipated by this Agreement and set forth herein will not be available. All monetary obligations under this agreement shall be subject to annual budget approval of the respective governing bodies of the parties. A failure of either party's governing body to approve funding for payment of any obligation hereunder shall constitute grounds for termination of this agreement.
2. The Project is the sole responsibility of the TOWN, and not of the DISTRICT or the County. All real property upon which the Project work will occur is within the TOWN limits and not owned or under the control of the DISTRICT or County.

VII. INDEMNIFICATION

The TOWN agrees to defend, indemnify, and hold harmless the DISTRICT, its Board of Directors, the County, its Board of Supervisors, officers, employees, agents, or other representatives from any and all claims for damages or otherwise arising under this Agreement and from any negligent acts of the Town, its officers, employees, agents, or other representatives. This Indemnification provision shall survive the termination of this Agreement.

VIII. OTHER PROVISIONS

A. NOTICE. All notices or demands upon any party to this Agreement shall be in writing and shall be delivered in person or sent by certified mail, return receipt requested, addressed as follows:

TOWN OF CAMP VERDE
Mayor
473 South Main Street
Camp Verde, AZ 86322

DISTRICT
Yavapai County Flood Control District Director
1120 Commerce Drive
Prescott, AZ 86305

B. ENTIRE AGREEMENT. This Agreement represents the entire understanding between the parties with respect to the subject matters herein, and may be amended, modified, or waived only by written instrument signed by both Parties.

C. CONFLICT OF INTEREST. This contract is subject to the cancellation provisions of A.R.S. §38-511.

D. SEVERABILITY. In case one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained therein.

E. NON-DISCRIMINATION. The Parties shall comply with Executive Order 2009-09, which mandates that all persons, regardless of race, color, religion, sex, age, national origin or political affiliation, shall have equal access to employment opportunities, and all other applicable State and Federal employment laws, rules and regulations, including the Americans with Disabilities Act. The Parties shall take affirmative action to ensure that applicants for employment and employees are not discriminated against due to race, creed, color, religion, sex, national origin or disability.

F. EMPLOYMENT VERIFICATION. The Parties are required to comply with A.R.S. §41-4401, and hereby warrants that they will, at all times during the term of this Agreement, comply with all federal immigration laws applicable to the employment of their respective employees, the requirements of A.R.S. §41-4401, and with the e-verification requirements of A.R.S. §23-214(A) (together the "state and federal immigration laws"). The Parties further agree to ensure that each subcontractor that performs any work under this Agreement likewise complies with the state and federal immigration laws. A breach of a warranty regarding compliance with the state and federal immigration laws shall be

DETERMINATIONS OF COUNSEL
FOR THE
INTERGOVERNMENTAL AGREEMENT

BETWEEN
THE YAVAPAI COUNTY FLOOD CONTROL DISTRICT AND
THE TOWN OF CAMP VERDE

FOR THE FISCAL YEAR 2015/2016 FINANCIAL CONTRIBUTION
FROM THE DISTRICT TO THE TOWN FOR FLOOD CONTROL IMPROVEMENT

Pursuant to A.R.S. §11-952, as amended, the foregoing Agreement has been submitted to the undersigned Attorney Town of Camp Verde. The undersigned has determined that this Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona and the Town of Camp Verde.

Attorney Date
Town of Camp Verde

Pursuant to A.R.S. §11-952, as amended, the foregoing Agreement has been submitted to the undersigned Attorney for the Yavapai County Flood Control District, Prescott, Arizona. The undersigned has determined that this Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona to the Yavapai County Flood Control District.

Deputy County Attorney Date
Flood Control District



Agenda Item Submission Form – Section I

Meeting Date: July 15, 2015

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

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Marshal Nancy Gardner

Agenda Title (be exact): CVMO is requesting to migrate from Cottonwood and purchase the Spillman CAD software and server, which will allow CVMO to tailor the system to the needs of the town and ultimately save money.

List Attached Documents:

Estimated Discussion Time:

Reviews Completed by:

- Department Head:** The Town Marshal supports this decision
- Town Attorney Comments:**

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: None

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

Budget Code: N/A

Comments:

Background Information: Since 1998, CVMO has paid a maintenance fee to the City of Cottonwood approximately \$18,000.00 per year for Spillman CAD software in order to provide dispatch services to patrol. The Spillman software system is also utilized by patrol to write reports, mapping software and to research prior calls for service. Property and Evidence, Detectives, Records and Fleet also utilize the system. CVMO is requesting to migrate from Cottonwood and purchase the Spillman software in order to tailor the system to fits the needs of Camp Verde. This will be a more cost effective and efficient manner to do business. Clarkdale and Yavapai Apache Nation Police will migrate to CVMO's system and pay an annual administrative fee to the Town of Camp Verde.

Recommended Action (Motion): Approve the motion

Instructions to the Clerk:



RESOLUTION 2015-945

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
PERTAINING TO THE MARSHAL'S OFFICE PURCHASING A SPILLMAN CAD SYSTEM**

WHEREAS, The Camp Verde Marshal's Office has been a user of Cottonwood's Communication Aided Dispatch system (CAD system) since 1998 at an approximate cost of \$18,000.00 per year. The purchase of the CAD system would be a system that could be tailored to meet the needs of the community and CVMO.

WHEREAS, The Camp Verde Marshal's Office will provide service to the Clarkdale Police Department and the Yavapai Apache Nation Police Department through an interagency agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the Town of Camp Verde, Arizona as follows:

1. THAT approval of the purchase of the Spillman CAD system be approved.
2. THAT the Town Marshal Nancy Gardner is the appointed agent for the Town of Camp Verde, to coordinate the purchase and migration of the system as a standalone system for the Marshal's Office.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona on the 15 day of July 2015.

Charles German, Mayor

Date: _____

Attest:

Approved as to form:

Jones, Virginia, Town Clerk

Town Attorney

7-8-2015

TO: Russ Martin, Town Manager
FROM: Nancy Gardner, Town Marshal
DATE: July 8, 2015

CVMO History with the Spillman System

- In 1998 the Camp Verde Marshal's Office entered into an interagency agreement with the City of Cottonwood for Spillman services and to be part of a consortium in regards to any changes, purchases or modifications to the system.
- The interagency agreement assigned the City of Cottonwood as the primary financial administrator for the consortium, which included the general administration, system upgrades, modifications and changes for the overall operation of Spillman.
- The Town of Camp Verde has paid an annual maintenance fee to Cottonwood for Spillman services in the amount of approximately \$18,000.00.
- Since 1998, the Town of Camp Verde has paid Cottonwood approximately \$306,000.00 in maintenance fees (with nothing to show for the money).

Plan to purchase a Spillman Server and control system

- The Camp Verde Marshal's Office has worked with Spillman representatives directly and have worked out a cost effective means to reduce the annual maintenance fee for the Camp Verde Marshal's Office and came up with a process to own the server and system at a reasonable cost.
- This would allow the Marshal's Office to make changes to the system that are appropriate for the needs of the town and to provide an environment for our IT employees to have access to the system when repairs or changes need to be made.
- This will allow the Camp Verde Marshal's Office to provide a higher level of service to the Camp Verde Citizens and offer support to deputies in the area of extracting data for enforcement, reporting crime information as recommended by Spillman and the FBI and adapt the system to meet the needs of the Town and employees.
- The Camp Verde Marshal's Office currently dispatches for the **Town of Clarkdale, The Yavapai Apache Nation, and The Jerome Police Department**. Clarkdale and the YAN currently pay the Town of Cottonwood an annual fee for the use of Spillman. With CVMO purchasing a server - Clarkdale and the YAN would pay their maintenance fees directly to Spillman, with a small administration fee to CVMO for administration of the server and connectivity. **Jerome Police Department** utilizes a different system and this change will not affect them.

Breakdown of Clarkdale and YAN's cost:

2016 – Clarkdale PD and Yavapai Apache Nation PD will pay CVMO their maintenance fee (Spillman will not charge CVMO, Clarkdale or the YAN maintenance fees the first year).

2017 - Clarkdale PD and the Yavapai Apache Nation PD will pay their annual costs directly to Spillman.

2017 – CVMO will charge an annual administration fee to each agency.

*** *Jerome will not be affected by the change*

Clarkdale PD annual fee to CVMO = \$2,000.00 (due to having Tablets (similar to MDC's) in vehicles

YAN PD annual fee to CVMO = \$1,000.00 (this fee is lower due to fact they have no Mobile Data Computers)

CVMO annual maintenance fees will go down:

CVMO annual maintenance costs \$18,045.00 - \$3,000.00 = \$15,045.00

5



PROCLAMATION

**DESIGNATING AUGUST 2015
AS
DROWNING IMPACT AWARENESS MONTH**

WHEREAS, Drowning Impact Awareness month will raise awareness that the number and impact of child drownings in Arizona affects everyone; and

WHEREAS, the drowning incidents in Arizona take the lives of the equivalent of a classroom of children each year; and

WHEREAS, a child drowning can happen to any family regardless of education, race or socio-economic background; and

WHEREAS, families can take simple steps to protect their children around water to avoid the tragedy of the unnecessary loss of life; and

WHEREAS, water safety remains a priority for Arizona families, communities, and government, and Water Watchers at Phoenix Children's Hospital; and

WHEREAS, keeping children healthy and safe is the goal of Water Watchers at Phoenix Children's Hospital, Fire Departments and other prevention institutions in Arizona, raising awareness will increase understanding and education of effective ways to prevent drownings.

THEREFORE, BE IT RESOLVED, that the Mayor and Common Council of the Town of Camp Verde do hereby proclaim August 1 through 31, 2015 as DROWING IMPACT AWARENESS MONTH in the City of Camp Verde.

Passed and approved by a majority vote of the Common Council at the Regular Session of July 15, 2015.

Charles German, Mayor

Date

Attest:

Virginia Jones, Town Clerk
Town Clerk



Agenda Item Submission Form - Section I

Meeting Date: July 15, 2015 Regular Session Consent Agenda Decision Agenda Executive Session Requested

Presentation Only Action/Presentation Pre-Session Agenda

Requesting Department:

Staff Resource/Contact Person: Virginia Jones

Agenda Title (be exact): PowerPoint Presentation by Keith Vogler-Verde Valley Detachment Marine Corps League to provide information on a military park that is being constructed in the Verde Valley to honor our veterans for their many sacrifices.

List Attached Documents: Copy of PowerPoint

Estimated Presentation Time: 10

Estimated Discussion Time: 5

Reviews Completed by: N/A

Department Head: _____

Town Attorney Comments: N/A

Finance Department N/A

Fiscal Impact: None

Budget Code: N/A **Amount Remaining:** _____

Comments:

Background Information:

Recommended Action (Motion): No Action is necessary, Mr. Vogler wanted the opportunity to share with the community

Instructions to the Clerk: None

Verde Valley Military Service Park

June 2015

The purpose of this presentation is to provide information on a military park that is being constructed in the Verde Valley to honor our veterans for their many sacrifices.

I would hope that the end result of this presentation is your support and encouragement.

Garrison Park



Aerial view of the park in general



Entrance view showing the 65 foot American Flag surrounded by 30 foot flags, one for each branch of the service



Park entrance with military history on the wall.



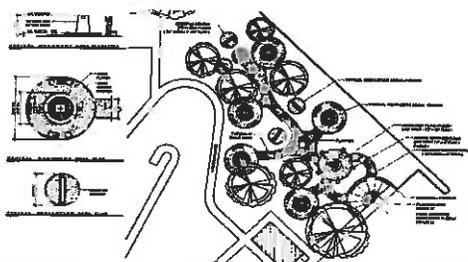
One of the five military pods. There will be a logo on the pod for the service branch and veteran's names will be inscribed on these pods



There will be numerous pods available for special purposes such as one for K-9's, to commemorate Korean War veterans, etc.



This is the general site plan



Some general comments regarding the Verde Valley Military Service Park are:

The park will be built in phases with phase 1 being the American flag and the military flags.

Phase two will be the military pods.

All phases will be built on a pay as you go basis.

Veterans can have their name inscribed on the appropriate pod if they have an honorable discharge for a \$50.00 fee.

There will be an endowment fund available for those veterans that want to be included but do not have the funds. We want to make sure that anyone that wants to be recognized will have the opportunity.

We currently have the following in-kind donations:

- a project manager, Keith Newton from High Performance Buildings
- A construction engineer Luke Sefton from Sefton Engineering Consultants
- An architect Jonathon Schoch from CaddWorx Studio

Any Questions?

**QUARTERLY REPORT
Planning and Zoning Commission
April – June 2015**

REGULARLY SCHEDULED MEETINGS: 0

WORK SESSIONS: 5

JOINT WORK SESSIONS: 0

SPECIAL SESSIONS: 2

THURSDAY APRIL 02, 2015 – SPECIAL SESSION

Chairman Davis, Vice Chairman Freeman Commissioners Blue, Burnside, Hisrich, Norton and Parrish present.

THURSDAY APRIL 09, 2015 – GENERAL PLAN WORK SESSION

Chairman Davis, Commissioners Blue, Burnside, Hisrich, Norton and Parrish present.
Absent: Vice Chairman Freeman

THURSDAY APRIL 23, 2015 – GENERAL PLAN WORK SESSION

Chairman Davis, Commissioners Blue, Hisrich and Norton present.
Absent: Vice Chairman Freeman and Commissioner Parrish

THURSDAY MAY 14, 2015 – GENERAL PLAN WORK SESSION

Vice Chairman Freeman, Commissioners Blue, Burnside and Norton
Absent: Chairman Davis, Commissioners Hisrich & Parrish

THURSDAY JUNE 04, 2015 – Special Session

Chairman Davis, Vice Chairman Freeman, Commissioners Blue, Burnside, Norton and Parrish.
Absent: Commissioner Hisrich

THURSDAY JUNE 11, 26, 2015 – GENERAL PLAN WORK SESSION

Chairman Davis, Vice Chairman Freeman, Commissioners Burnside and Hisrich Norton. Absent: Commissioner Blue, Norton and Parrish.

THURSDAY JUNE 25, 2015 – GENERAL PLAN WORK SESSION

Chairman Davis, Vice Chairman Freeman, Commissioners Blue, Hisrich, Norton and Burnside. Commissioner Parrish arrived at 6:05 pm.

THE FOLLOWING WAS A JOINT WORK SESSION WITH COUNCIL:

There were no joint work sessions with Council

THE FOLLOWING REGULAR SESSION ITEMS WERE DISCUSSED:

There were no Regular Session meetings held this quarter.

April 02, 2015

6. **Public Hearing, Discussion and Possible Recommendation for approval (or denial) to Council on Use Permit 20150033, an application submitted by Joe Link – agent for owner Altman Land & Cattle III & IV, LLC of parcels 403-15-002Y, and a portion of 403-15-003C. The Use Permit will allow an operation that will mine, quarry and extract natural resources from the property which will be a total of 195.33 acres. The property is located on State Route 260 at milepost 214.27 on parcels 403-15-002Y & 403-15-003C.**

On a motion by Blue, seconded by Norton, Commission unanimously recommends approval to Council on Use Permit 20150033, an application submitted by Joe Link – agent for owner Altman Land & Cattle III & IV, LLC of a portion of parcel 403-15-002Y, and a portion of 403-15-003C with clarification regarding the annual review and

location to an entrance gate to allow traffic to turn around. The Use Permit will allow an operation that will mine, quarry and extract natural resources from the property which will be a total of 195.33 acres. The property is located on State Route 260 at milepost 214.27 on parcels 403-15-002Y & 403-15-003C.

THE FOLLOWING SPECIAL SESSION ITEMS WERE DISCUSSED AND RECOMMENDATIONS WERE MADE TO THE TOWN COUNCIL:

April 02, 2015

6. **Public Hearing, Discussion and Possible Recommendation for approval (or denial) to Council on Use Permit 20150033, an application submitted by Joe Link – agent for owner Altman Land & Cattle III & IV, LLC of parcels 403-15-002Y, and a portion of 403-15-003C. The Use Permit will allow an operation that will mine, quarry and extract natural resources from the property which will be a total of 195.33 acres. The property is located on State Route 260 at milepost 214.27 on parcels 403-15-002Y & 403-15-003C.**

On a motion by Blue, seconded by Norton, Commission unanimously recommends approval to Council on Use Permit 20150033, an application submitted by Joe Link – agent for owner Altman Land & Cattle III & IV, LLC of a portion of parcel 403-15-002Y, and a portion of 403-15-003C with clarification regarding the annual review and location to an entrance gate to allow traffic to turn around. The Use Permit will allow an operation that will mine, quarry and extract natural resources from the property which will be a total of 195.33 acres. The property is located on State Route 260 at milepost 214.27 on parcels 403-15-002Y & 403-15-003C.

June 04, 2015

6. **Public Hearing, Discussion and possible Recommendation for approval (or denial) to Council on Use Permit 20150131, an application submitted by Ms. Brenda Ayers owner of parcel 404-18-167, which is 2.5 acres. The property owner is requesting a Use Permit to operate a Bed & Breakfast in a residential neighborhood zoned R1-70 (residential: single-family). A Bed & Breakfast is an allowed use under the Planning & Zoning Ordinance with a Use Permit, limited to four bedrooms. The property is located at 1512 N. Montezuma Heights Rd.**

A motion by Commissioner Norton, seconded by Commissioner Blue, to recommend for approval to Council on Use Permit 20150131, an application submitted by Ms. Brenda Ayers owner of parcel 404-18-167, located at 1512 N. Montezuma Heights Rd, which is 2.5 acres, for a Use Permit to operate a Bed & Breakfast in a residential neighborhood zoned R1-70 (residential single-family). The Use Permit would comply with the Planning & Zoning Ordinance, limited to four bedrooms and must conform to the parking regulations in Part 4, Section 403. We further recommend that the duration of stay for Bed & Breakfast customers would be for no more than 30 days, and that the duration of the Use Permit be limited to a period of 5 years. The motion passed unanimously.

7. **Public Hearing, Discussion and possible Recommendation to Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance under Part 2, Section 203 (Use Districts) item D., RR (Residential-Rural) adding use to item (3) uses and structures subject to use permit. The use added is “Agri-Tourism”.**

A motion by Commissioner Norton, seconded by Vice Chairman Freeman, to recommend to Council, for approval, a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance under Part 2, Section 203, (Use Districts) item D, RR (Residential-Rural) adding use to item (3) Uses and Structures subject to Use Permit. The Use added is “Agri-Tourism”. Excluding items “G” through “L” in the Staff Report. The motion passes unanimously.

8. **Public Hearing, Discussion and possible Recommendation to Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance under Part 2, Section 203 (Use Districts) H., C3 District (Commercial: heavy commercial), I. PM (Performance Industrial), J. M1 District (Industrial: General) and K. M2 (Industrial: Heavy) to allow for Automobile Repair (Heavy). Adding a definition for Automobile Repair (Heavy) to Part 1, Section 103 Definition of Terms.**

A motion by Commissioner Norton, seconded by Commissioner Burnside, recommending to Council, for approval, a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance under Part 2, Section 203, (Use Districts) H., C3 District (Commercial: heavy commercial), I. PM (Performance Industrial), J. M1 (Industrial: General) and K. M2 (Industrial: Heavy) to allow for Automobile Repair (Heavy). Adding a definition for Automobile Repair (Heavy) to Part 1, Section 103 Definition of Terms. Motion passed unanimously.

9. **Public Hearing, Discussion and possible Recommendation to Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance under Part 3, Section 306 Mobile/Manufactured Home Parks.**

- **Changing B.1.b.4 from the current language from “Building Department” to Arizona Department of Fire, Building and Life Safety, Office of Manufactured Housing.**
- **Changing B.2.c from “Town of Camp Verde” (wording located two times in the paragraph) to Arizona Department of Fire, Building and Life Safety, Office of Manufactured Housing. Changing sentence “Arizona Department of Manufactured Housing” to Arizona Department of Fire, Building and Life Safety, Office of Manufactured Housing.**

A motion by Vice Chairman Freeman, seconded by Commissioner Parrish, to recommend to Council, for approval, a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance under Part 3, Section 306, Mobile/Manufactured Home Parks. Changing B.1.b.4 from the current language from the “Building Department” to “Arizona Department of Fire, Building and Life Safety, Office of Manufactured Housing.” Changing B.2.c from “Town of Camp Verde” (wording located two times in the paragraph) to “Arizona Department of Fire, Building and Life Safety, Office of Manufactured Housing.” Motion passed unanimously.

THE FOLLOWING GENERAL PLAN UPDATE WORK SESSION ITEMS WERE DISCUSSED:

April 09, 2015

5. **Discussion, Public Input and Commission Consensus on Chapter 3,**
- **Update on State Route 260 proposed project.**
 - **Land Use table calculations on pages 3.1 and 3.2 & 3.3.**
 - **Under ‘Major Amendments’ the second and third bullet points on page 3.5.**
- It was the consensus of the Commission to approve the updates and amendments on Chapter 3.
6. **Discussion, Public Input and Commission Consensus on the “Introductions” for each Character Area.**
- Each of the 10 Character area “Introductions were discussed, changes were recommended.

April 23, 2015

5. **Update on Chapter 3 Land Use table calculations on pages 3.1 and 3.2 & 3.3.**
- Chairman Davis requested to see both the calculations, as well as the relationships behind the table line items at the next meeting.

6. **Discussion, Public Input and Commission Consensus on the introduction for the 260 West Character Area language.**
Commission gave consensus to approve the 260 West Character Area Introduction as written.
7. **Discussion, Public Input and Commission Consensus for Chapter 5 Growth Area.**
Chapter 5 was discussed, changes were recommended.

May 14, 2015

4. **Update on Chapter 3 Land Use table calculations on pages 3.1 and 3.2 & 3.3.**
Mike Jenkins stated as soon as the Open Space Element was implemented, the figures would be adjusted and the County would assist at that time.
5. **Discussion, Public Input and Commission Consensus for Chapter 5 Growth Area.**
Continued discussion on Chapter 5, changes were recommended.

June 11, 2015

5. **Discussion of General Plan Schedule.**
Burnside requested a meeting with council to update with progress of the general plan. Commission reviewed the proposed schedule with the understanding that dates are subject to change. Commission is encouraged to review it again and send any requests for change to Chairman Davis.
6. **Discussion, Public Input and Commission Consensus for Chapter 9 Open Space & Recreation.**
Chapter 9 was discussed, changes were recommended.
7. **Discussion, Public Input on Commission Consensus for Chapter 6 Cost of Development.**
There was no discussion on this item it will be continued until the June 25, 2015 P&Z General Plan Work Session

June 25, 2015

5. **Discussion of General Plan Schedule.**
Commission discussed the upcoming calendar of events and meetings to take place until August 2016.
6. **Discussion, Public Input and Commission Consensus for Chapter 9 Open Space & Recreation. Review the Camp Verde Recreation Inventory and Evaluation Chart and to continue review beginning at new Goal C.**
Continued discussion on Chapter 9, changes were recommended.
7. **Discussion, Public Input on Commission Consensus for Chapter 6 Cost of Development.**
This item was briefly discussed and it was agreed to continue this item at the next P&Z General Plan Work Session on July 09, 2015.

THE FOLLOWING PRESENTATIONS WERE HEARD BY THE COMMISSION:

There were no items discussed by the Commission



B.J. Davis, Chairman of the Planning and Zoning Commission

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QUARTERLY REPORT Board of Adjustments & Appeals January - March 2015

REGULARLY SCHEDULED MEETINGS: 3

April 14, 2015 – Regular Session
Cancelled, no business before the Board

May 12, 2015 - Regular Session
Cancelled, no business before the Board

June 09, 2015 - Regular Session
Chairman Binick, Members Stevens, Lichty, Buchanan, and Blue.
Absent, Vice Chairperson Hough and member McHenry.

SPECIAL SESSION MEETINGS: 0

WORK SESSIONS: 0

THE FOLLOWING APPLICATIONS WERE APPROVED:

No Applications were approved.

THE FOLLOWING APPLICATIONS WERE DENIED:

There were no applications denied.

THE FOLLOWING APPEALS WERE DENIED:

There were no appeals denied.

THE FOLLOWING ITEMS WERE DISCUSSED BY BOARD:

There were no items discussed by the Board.

THE FOLLOWING ITEMS WERE DISCUSSED IN WORK SESSIONS:

There were no items discussed in work sessions.

THE FOLLOWING PRESENTATIONS WERE HEARD BY THE BOARD:

June 09, 2015

- 6. Update and discussion on the status of the Verde Valley Medical Clinic Camp Verde Campus and update of the Camp Verde Library.**

Robert Foreman, Building Official, gave an overview of the status of these projects.



Chairman Jim Binick



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Exhibit A - Agenda Item Submission Form - Section I

Meeting Date: July 15, 2015 - Town Council

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

Requesting Department: Community Development/Building Division

Staff Resource/Contact Person: Michael Jenkins, Community Development Director; Robert Foreman, Building Official/Town Safety Officer; Kendall Welch, Permit Technician

Agenda Title (be exact): Public hearing, discussion, consideration, and possible approval of Resolution 2015-947, 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 404-16-088, 3305 Ripple Road, 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.

List Attached Documents: Draft Resolution No. 2015-947; Thirteen (13) Photos of Structure; Notice of Posting To Owner Dated January 20, 2015, Quote From Hollamon Generations

Estimated Presentation Time: 15 minutes

Estimated Discussion Time: 30 minutes

Reviews Completed by:

- Department Head:** Michael Jenkins
- Town Attorney Comments:** Remove all references to ARS §9-499.

Finance Department

Fiscal Impact: \$7,475.00 - Quote From Hollamon Generations

Budget Code: 01-540-20-756220

Amount Remaining: \$2,525.00(Estimated)

Comments:

Instructions to the Clerk: None

Exhibit B – Agenda Item Submission Form – Section II (Staff Report)

Town of Camp Verde

Agenda Item Submission Form – Section II (Staff Report)

Department: Community Development/Building Division

Staff Resource/Contact Person: Michael Jenkins, Community Development Director; Robert Foreman, Building Official; Kendall Welch, Residential Plans Examiner/Permit Technician

Contact Information: Michael Jenkins, Community Development Director, (928) 554-0051; Robert Foreman, Building Official, (928) 554-0061; Kendall Welch, Residential Plans Examiner/Permit Technician, (928) 554-0064

Background: On January 15th, 2015 the Building Division received an anonymous complaint of manufactured home being set without a permit at 3305 Ripple Road, Parcel 404-16-088. Community Development Director Michael Jenkins verified the complaint on January 15th, 2015 and a site visit was conducted by Building Official Robert Foreman on January 20th, 2015.

During the initial site visit conducted by Mr. Foreman, it was discovered that the manufactured home had previously been posted with a Stop Work Order. Unfortunately, information regarding the original Stop Work Order was not able to be determined due to the sunlight-faded condition of the posting. The manufactured home was re-posted as a Dangerous Structure on January 20th, 2015 per Town Code Section 7-2-108 Unsafe Structures and Equipment due to the dilapidated and unsecured condition of the home.

The owners of the property, Ed Flores and Chrystal S. Proctor were noticed with a certified letter on January 20th, 2015. The owner, Ed Flores also picked up an additional copy of the certified letter at the Community Development Department/Office on April 21st, 2015.

To date, the Building Division has not received any of the requested reports or letters certifying that the existing structure is structurally sound, mold free, or that the electrical wiring within the structure has been tested and is safe for habitation. The Building Division also has not received an application to complete the manufactured home set.

The owners of the property, Ed Flores and Chrystal S. Proctor were noticed with a courtesy certified letter on June 26th, 2015 with the July 15th, 2015 meeting date, time and location. A Notice of Hearing also appeared in the newspaper on Sunday, June 28th, 2015.

Statement of the Problem or Opportunity: The structure on Parcel 404-16-088, 3305 Ripple Road, Camp Verde, Arizona has been posted as unsafe and a public nuisance since January 20th, 2015. The property owners, Ed Flores and Chrystal S. Proctor, have failed, neglected and refused to comply with the notice to repair, rehabilitate, or to demolish and remove the building, structure or portion thereof per Town Code Section 7-2-108.4, Right to demolish. Therefore, it is the recommendation of the Building Division that Town Council approve Resolution 2015-947 and move forward with the abatement process.

Recommended Motion: A motion to approve or deny Resolution 2015-947, 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 404-16-088, 3305 Ripple Road, 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.



RESOLUTION 2015-947

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 404-16-088, 3305 RIPPLE ROAD, 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.

WHEREAS, the structure(s) on the above referenced property were deemed to be an 'unsafe building(s)' per Town Code Section 7-2-108.1, General.

WHEREAS, the property owner(s) were notified in accordance with Town Code Section 7-2-108.2.1, Notice to owner; and proper service was performed in accordance with Town Code Section 7-2-108.2.2, Proper service.

WHEREAS, the structure(s) were posted in accordance with Town Code Section 7-2-108.3, Posting of signs.

WHEREAS, the property owner(s) have failed, neglected or refused to comply with the notice to repair, rehabilitate, or to demolish and remove said building, structure or portion thereof per Town Code Section 7-2-108.4, Right to demolish.

WHEREAS, the Town Council may order the owner of the building prosecuted as a violator of the provisions of this code and may order the Building Official to proceed with the work specified in such notice per Town Code Section 7-2-108.4, Right to demolish.

WHEREAS, the costs incurred under Town Code Section 7-2-108.4, Right to demolish, for the demolishing, inspection, and removal of the above referenced structure(s) shall be paid out of the Town Treasury and shall be charged to the owner and collected by the Financial Director in the manner specified in Town Code Section 7-2-108.5, Costs.

NOW THEREFORE, THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, DO HEREBY RESOLVE AS FOLLOWS:

Section 1: To direct the Town Manager, to direct the Building Official, to proceed with the abatement of dangerous structure(s) located on Parcel 404-16-088, 3305 Ripple Road, Camp Verde, Arizona; and to issue a start work order to Hollamon Generations, as the designated agent, for the purpose of demolishing and removing the above referenced structure(s).

Section 2: That upon inspection of the completed work by Hollamon Generations, the Building Official will present the total costs and penalties incurred, paid out of the Town Treasury, to the Financial Director for collection pursuant to Town Code Section 7-2-108.5, Costs.

PASSED AND ADOPTED BY A MAJORITY VOTE OF THE TOWN COUNCIL IN AN OPEN MEETING BY THE TOWN COUNCIL, TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, this 15th day of July, 2015.

Charles C. German, Mayor Date:

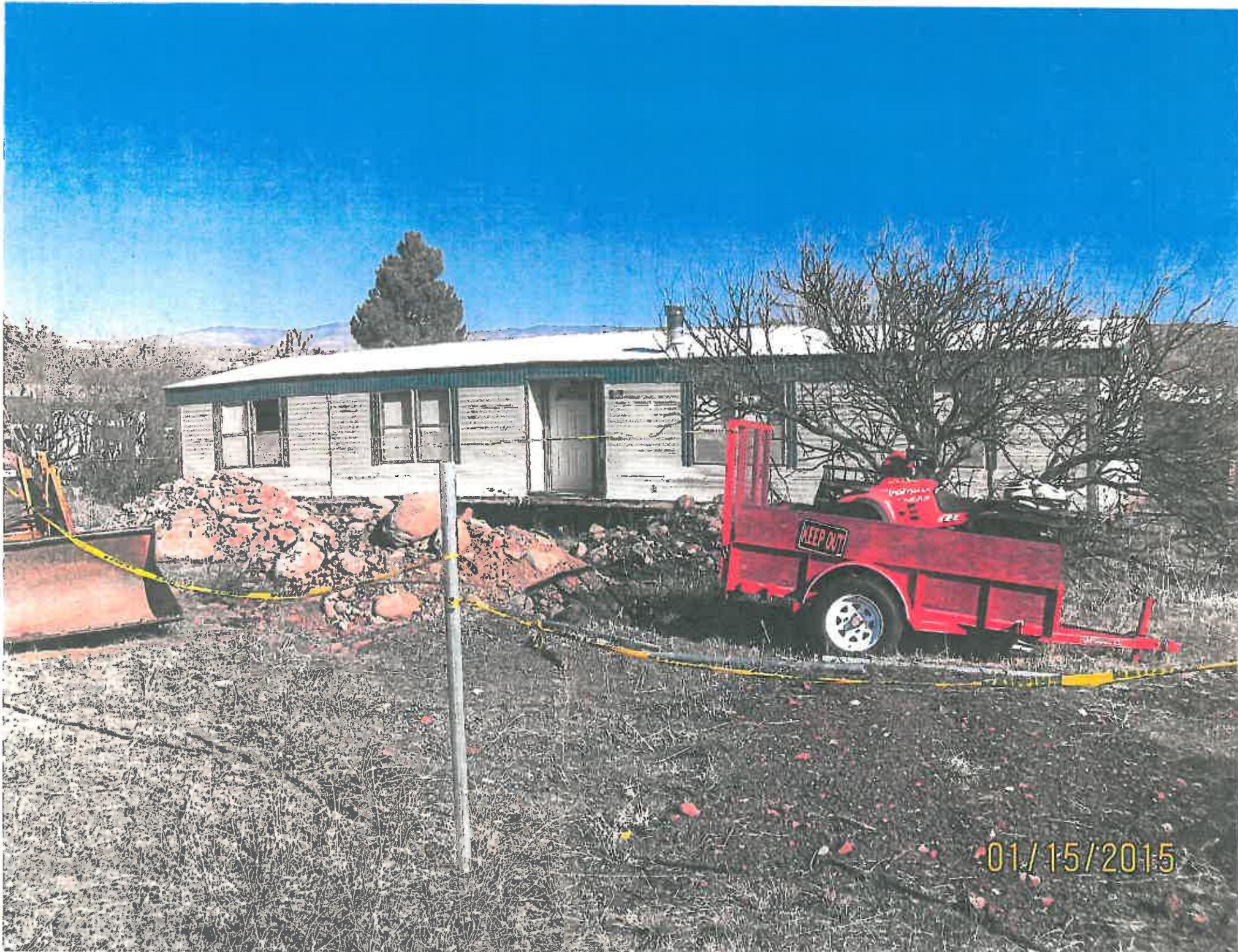
Attest:

Approved As To Form:



Town Attorney

Virginia Jones, Town Clerk Date:



01/15/2015





01/20/2015





01/20/2015



06/11/2015 08:47



06/11/2015 08:47

DO NOT ENTER
UNLESS TO OCCUPY

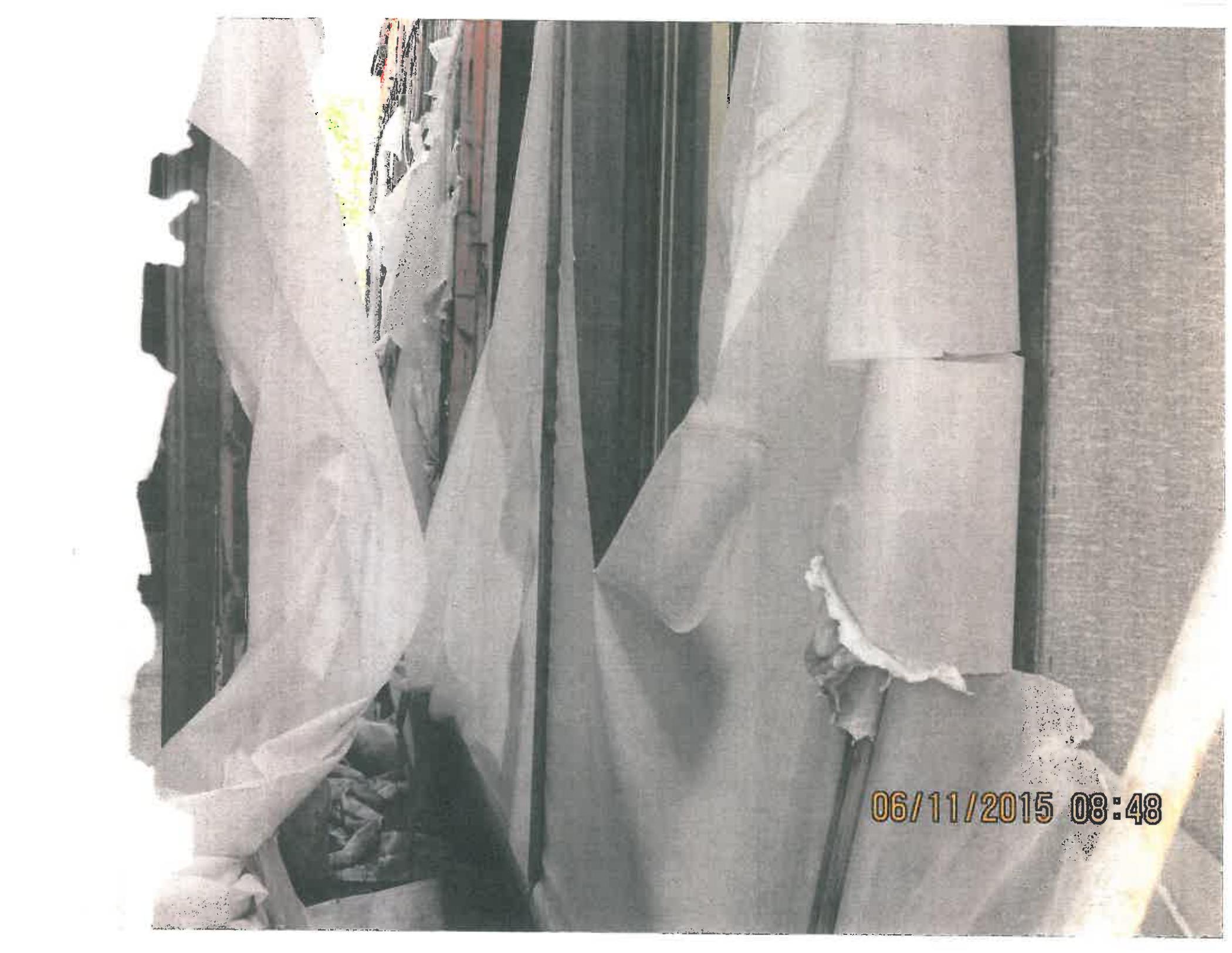
06/11/2015 08:51



06/11/2015 08:47



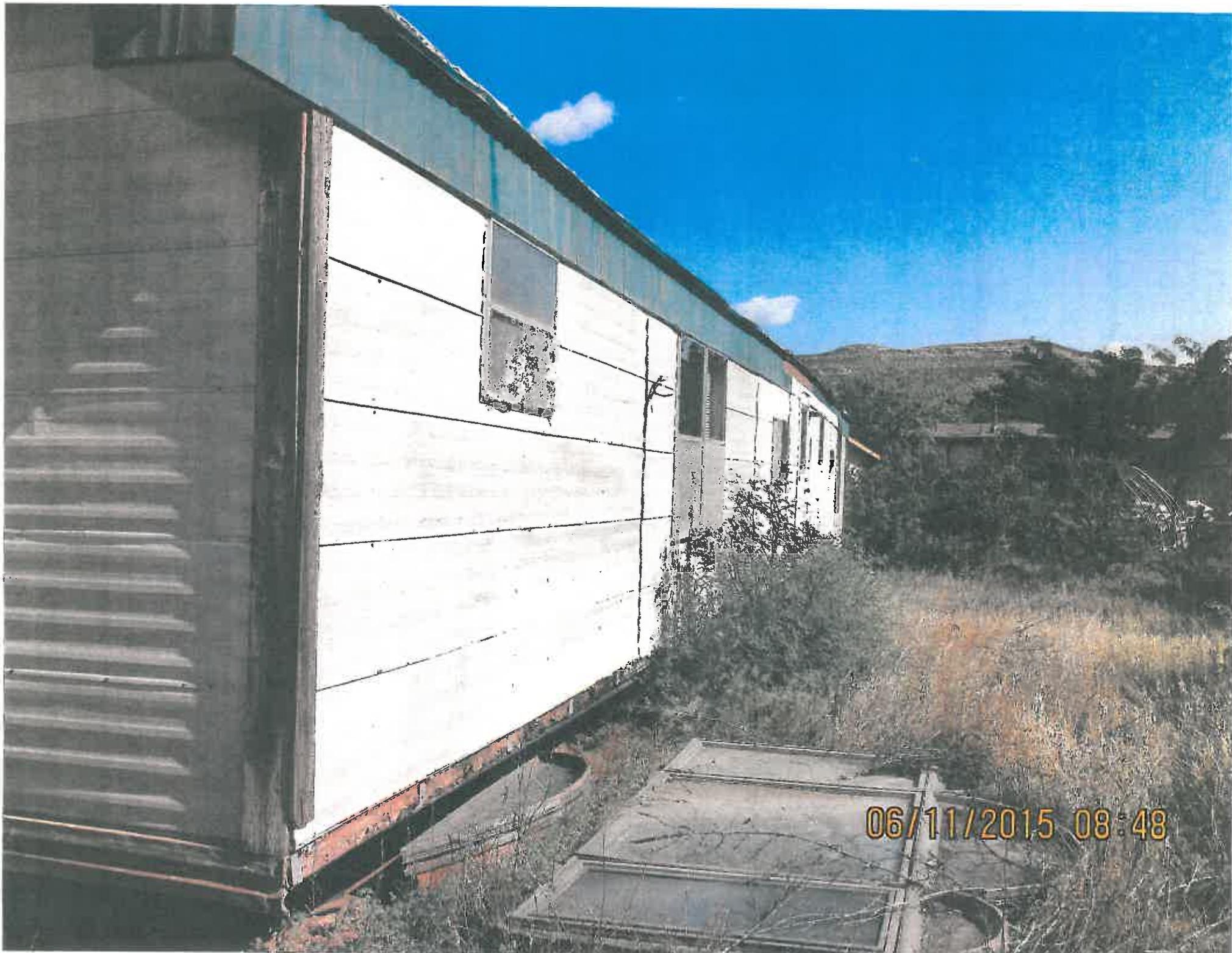
06/11/2015 08:48



06/11/2015 08:48



06/11/2015 08:48



06/11/2015 08:48



Town of Camp Verde

Community Development – Building Division

◆ 473 S. Main Street, Suite 108 ◆ Camp Verde, Arizona 86322 ◆

◆ Telephone: 928.554.0050 ◆ Fax: 928.567.7401 ◆

◆ www.campverde.az.gov ◆

Ed Flores OR Chrystal S. Proctor
PO Box 331
Rimrock, AZ 86335-0331

Re: 3305 E. Ripple Rd., Camp Verde, AZ 86322
Parcel Number: 404-16-088

Date: January 20, 2015

Mr. Flores or Ms. Proctor,

This letter is to inform you that on January 20th, 2015 our office posted the above property as unsafe and a public nuisance per **Town Code Section 7-2-108 Unsafe Structures and Equipment**.

7-2-108.1 General. Structures or existing building service equipment that are or hereafter become structurally unsafe, insanitary or deficient because of inadequate means of egress facilities, inadequate light and ventilation, or which constitute a fire hazard, or are otherwise dangerous to human life or which in relation to existing use constitutes a hazard to safety or health, or public welfare, by reason of inadequate maintenance, dilapidation, obsolescence, fire hazard, or abandonment, or that involve illegal or improper occupancy as specified in this Chapter, technical codes or any other effective ordinance, are for the purpose of this section unsafe buildings, and shall be deemed an unsafe condition. Unsafe conditions and structures shall be taken down and removed or made safe, as the Building Official deems necessary and as provided in this Chapter. A vacant structure that is not secured against entry shall be deemed an unsafe condition. All such unsafe buildings are hereby declared to be public nuisances and shall be abated by repair, rehabilitation, demolition or removal in accordance with the procedure specified in Sections 7-2-108.2, 7-2-108.3, 7-2-108.4 and 7-2-108.5.

This letter will serve as written notice per **Town Code Article 7-2-108.2 Record**, and requires the owner or person in charge of the property to begin required repairs or demolition of the structure within ninety (90) days from the date of this letter and all repairs or demolition to be completed within one hundred and eighty (180) days from the date of this letter.

Per **Town Code Section 7-2-108.2 Record**, upon inspection of the structure located on Parcel 404-16-088, 3305 East Ripple Road on January 20th, 2015 it was noted by our office that the structure is vacant and has previously been posted with a Stop Work Order. Our records indicate that no progress has been made since the Stop Work Order posting in order to obtain a manufactured home set permit to complete the manufactured home installation process. At this point in time the Building Department is requesting you that you either obtain a manufactured home set permit to finish the installation of the home, or obtain a residential demolition permit in order to have the unit removed from the lot.

Included with this notice you will find an application for a manufactured home set permit. In order to move forward with the permitting process a completed building permit application along with two (2) sets of construction documents will need to be submitted to our office for review. In addition to the requirements outlined in the manufactured home permit application packet, the following items will also need to be submitted to our office prior to a building permit being issued:

1. A report or letter that has been prepared and wet sealed by an Arizona Registered Structural Engineer certifying that the existing structure is structurally sound.
2. A report or letter that has been prepared by a Certified Mold Abatement Inspector certifying that the existing structure is mold free or has been rendered mold free.
3. A report or letter that has been prepared by an Arizona Licensed Electrical Contractor certifying that the existing electrical service and wiring within the structure has been tested and is safe for habitation.

This letter serves as proper notice per **Town Code Article 7-2-108.2.1 Notice to owner**, and the posting of the above property on January 20th, 2015 serves as proper notice.



Handicap Relay: 711 or Voice: 1-800-842-4681 TTD: 1-800-367-8939



Per Town Code Articles 7-2-108.4 Right to demolish, and 7-2-108.5 Costs, the neglect, refusal or failure to comply with the notice to repair, rehabilitate, or to demolish and remove said building or structure the Town Council may order the owner of the building to be prosecuted and may order the Building Official to proceed with the work specified in such notice. Costs incurred shall be charged to the owner and collected by the Financial Director.

In the event you choose to demolish the structure, an over the counter residential demolition permit will be required. A copy of this permit application packet may be obtained directly through our office located at 473 S. Main St. Ste. 108 or by visiting the Town's website at <http://www.cvaz.org>.

If you have any questions or concerns, or would like to discuss the matter in further detail, please contact our office directly at (928) 554-0063.

Respectfully,



Robert Foreman, CBCO
Building Official
Town of Camp Verde
473 S. Main St. Ste., 108
928-554-0063
robert.foreman@campverde.az.gov



Handicap Relay: 711 or Voice: 1-800-842-4681 TTD: 1-800-367-8939





Town of Camp Verde
 Community Development
 473 S. Main St., Suite 108
 Camp Verde, AZ 86322
 Tel: (928) 567-8514
 Fax: (928) 567-7401
 Email: Robert.Foreman@campverde.az.gov

TO: Hollamon Generations
Attn: Mary & Kelly Hollamon – Owners
 285 E. Hollamon St.
 Camp Verde, Arizona 86322

From: Robert Foreman
Building Official

Date Issued: 6-10-15

Quote and Start Work Order (specific parcel)
Abatement of Dangerous Building

Subject Property: Parcel No. 404-16-088

Street Address: 3305 NIPPLE RD.

Complaint No. 2015-947

Scope of Work: To supply all labor, equipment and transportation necessary to remove dangerous building(s) and associated rubbish and debris.

1.) Structure(s)/Building(s). REMOVE UN-SET MANUFACTURED HOME & ALL DEBRIS

2.) Rubbish/Debris. _____

3.) Special. 25' x 65' = 1625 sq/ft @ \$4.60 sq-ft

Contractor's Specific Quote: \$7,475⁰⁰

Robert Foreman, CBCO
 Building Official

Kelly Hollamon
 Hollamon Generations-Mary & Kelly Hollamon

Date:

6-26-15

Date:



**PUBLIC NOTICE OF THE TOWN OF CAMP VERDE
AND
ORDER CALLING FOR SPECIAL RECALL ELECTION**

Notice is hereby given, and it is hereby Ordered, that the Town of Camp Verde will hold a Special Recall Election to be held on November 3, 2015.

Recall Election: November 3, 2015

Town Council seat currently held by Council Member Bruce George, whose name will automatically appear on the ballot as a candidate.

Procedure and Schedule for Filing of Nominating Petitions by Other Candidates:

Candidate Packets will be available at the Camp Verde Clerk's Office located at 473 S Main Street, Camp Verde, AZ 86322 beginning July 16, 2015

Candidate Petitions must be filed **NO EARLIER THAN 90 days** prior to the Election day – that day is no earlier than Wednesday August 5, 2015; and

Candidate Petitions must be filed **NO LATER THAN 60 days** prior to the Election Day – that day is no later than Friday September 4, 2015 at 11:00 a.m.

Nomination papers for write-in candidates are due by September 24, 2015.

VOTER REGISTRATION DEADLINE IS OCTOBER 5, 2015

DEADLINE TO REQUEST AN EARLY MAIL BALLOT IS OCTOBER 23, 2015

For more information, please contact the Town Clerk's Office at 928-554-0024.

Publish Legal Notice:

Bugle: July 22, 2015 and July 29, 2015

Journal: July 22, 2015 and July 29, 2015

Posted by: _____ Date/Time _____

Agenda Item:

Beautify Camp Verde Business Award

Discussion and consideration of an award to be given to a business on a monthly basis for the business that keeps their premises clean and attractive looking. Perhaps the award could be a planter with flowers or even a plaque in a prominent place in the business being honored.

Questions to be answered: Who would pick the business? Who would be in charge of the awards? What budget would it come out of?

Benefits to the town would of course be that it would look more attractive to people when driving through and our residents could be proud of our town.

Submitted by,

Bruce M George