

## AGENDA



**REGULAR SESSION  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
473 S. Main Street, Room #106  
WEDNESDAY, SEPTEMBER 17, 2008  
at 6:30 P.M.**

1. **Call to Order**

*As a reminder, if you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time.*

2. **Roll Call**

3. **Pledge of Allegiance** – *(Please remove your hat.)*

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) Retreat – September 4, 2008
- 2) Regular Session – September 3, 2008
- 3) Park Visioning Meeting – September 3, 2008
- 4) Council Hears P&Z – August 27, 2007
- 5) Special Session – August 27, 2007
- 6) Executive Session – August 27, 2008 (taped)
- 7) Executive Session #2 – August 27, 2008

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

- 1) September 24, 2008 at 6:30 p.m. – Council Hears Planning & Zoning
- 2) October 1, 2008 at 6:30 p.m. – Regular Session
- 3) October 8, 2008 at 6:30 p.m. – Work Session with RBF for Park Master Plan/  
Quarterly Work Sessions with Commissions
- 4) October 15, 2008 at 6:30 p.m. – Regular Session
- 5) October 22, 2008 at 6:30 p.m. – Council Hears Planning & Zoning
- 6) October 29, 2008 at 4:00 p.m. – Joint Tribal & Council Session with RBF

c) **Possible approval for out-of-state travel for an officer to attend Homicide Investigation training in Las Vegas, NV.** (Staff Resource: Marshal Smith)

d) **Possible approval of Resolution 2008-756, a Resolution of the Mayor and Council of the Town of Camp Verde, Yavapai County, Arizona, superseding Resolution 2008-753, adopting fees for Town services.** (Staff Resource: Debbie Barber)

d) **Possible approval Resolution 2008-752, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring the Town of Camp Verde Town Code, dated September 17, 2008 to be a public record.** (Staff Resource: Debbie Barber)

e) **Possible approval of Ordinance 2008-A355, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the Town of Camp Verde Town Code, a recodification of selected prior ordinances of the Town and proscribing penalties for violations thereof.** (Staff Resource: Debbie Barber)

f) **Possible approval of proclamation, declaring September 27, 2008 as Verde River Day.** (Staff Resource: Tony Gioia)

5. **Call to the Public for Items not on the Agenda.**

6. **Council Informational Reports** Individual members of the Council may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will 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.

7. **Presentation by Camp Verde Unified School District (CVUSD) Superintendent Jeff Van Handel relative to the CVUSD's Master Plan for school-owned properties. Note: Presentations are limited to 10 minutes for the presentation and discussion.** (Staff Resource: Matt Morris)
8. **Discussion, update, discussion, consideration, and possible approval of funding of \$55,000 for upgrading the planned reconstruction of roads disturbed by the Sanitary District's sewer expansion project in Fort River Caves, Reddell Ranch Acres, and Tres Rios.** (Staff Resource: Ron Long)
9. **Discussion, consideration, and possible appointment to the following Boards/ Commissions:**
  - **Board of Adjustment – 2 positions expiring September 2011**
  - **Library Advisory Commission – 3 positions expiring in 2011**
  - **Housing Commission – 3 positions expiring in 2011**
  - **Parks & Recreation Commission – 1 positions expiring in September 2011**
  - **Planning & Zoning – 3 positions expiring in 2011**
  - **Trails & Pathways – 1 position expiring in 2010**
10. **Robin Whatley will update Council on the first annual Non-Profit Funding Ad-hoc Committee meeting and recommendations for funding. Council will follow with discussion, consideration, possible approval of funding allocations, and possible direction to staff relative to the remaining funds.** (Staff Resource: Debbie Barber)
11. **Discussion, consideration, and possible prioritization of projects to submit to the NACOG for the Comprehensive Economic Development Strategy Goals and Priorities List.** (Staff Resource: Michael Scannell)

Councilor Smith requested item #11:

12. **Discussion, consideration, and possible clarification of the roles of the Library Advisory Commission and the Citizens Committee for Camp Verde Library (CCCVL) relative to their role(s) in building a new library facility and in fund raising activities.**
13. **Discussion, consideration, and possible authorization to hire an employee to assist with recreational programs for 15 weeks through the Book Rehab program. The cost of this employee will be \$4,104.20, with \$2,052.10 to be paid from the Book Rehab program and the remaining balance of \$2,052.10 to be paid from the Tribal Gaming Compact monies.** (Staff Resource: Lynda Moore)
14. **Call to the Public for Items not on the Agenda.**

**There will be no Public Input on the following items:**

15. **Advanced Approvals of Town Expenditures**
  - a) **There are no advanced approvals.**
16. **Manager/Staff Report**
17. **Adjournment**

Posted by:



Date/Time: 9-12-08

9:45 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.

**MINUTES  
RETREAT  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
CVMO TRAINING ROOM  
THURSDAY, SEPTEMBER 4, 2008  
2:15 P.M.**

**Minutes are a summary of the discussion. They are not verbatim.**

**Welcome and Opening Comments**

The Mayor called the meeting to order at 2:15 p.m.

**Present:**

Mayor Gioia, Vice Mayor Hauser, and Councilors Garrison, German, Kovacovich, and Smith were present. Councilor Elmer was absent.

**Also Present:**

Town Clerk Barber

Mayor Gioia reviewed the retreat objectives as listed on the agenda 1) To discuss current issues affecting Camp Verde and local government; 2) To identify productive ways for policy makers to collaborate with each other and 3) To develop the short-term actions needed to move into the future.

*After a brief discussion, members felt that the retreat would progress much better if they employed a free-flowing discussion format and did not follow the order of the agenda, though they were appreciative of Lance Decker's format.*

The Mayor asked each member to state his or her objectives for the meeting.

Kovacovich said that he wanted to address economic development, in particular, answer the question, "How do we pull ourselves up and move forward?" He said that Council members need to work together to help the manager so that he is not bogged down.

Smith said that economic development was his number one priority, noting that we are the largest Verde Valley municipality, yet we have the smallest budget. His concerns lied with the perception that it was difficult to get anything done in this Town. He noted that we are cash-strapped and that we should look into outsourcing some services, such as weed control.

Hauser explained that her objective was economic development, stating that she did not believe that it was hard to get things done because she believed that Council made it easy by waiving every requirement, such as sidewalks and gutters. She said that she was concerned about citizen complaints. She said the her plan for today is that she would like to see us take care of local things – things with the school, drugs, the Teen Center, noting that there was so much to do for the people who live here today.

Members discussed at length the complaint process and the Council's Correspondence Policy, noting that it is extremely important to each of them that the government is responsive to the citizens. Members were also concerned about the Manager's level of stress and discussed various alternatives that could offer some relief.

Council discussed Rio Verde, tax subsidies, tenancy, and possible uses of the site. Members also discussed customer service and potential cost-cutting measures. At the end of the meeting, members

agreed that that the meeting was productive and that the free flow of the discussion led to a much better understanding of each other and offered valuable insight into "where each of them was coming from".

**Adjournment**

On a motion by Hauser, seconded by German, the meeting was adjourned at 8:40 p.m.

\_\_\_\_\_  
Deborah Barber, Town Clerk

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the discussion 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 the 4<sup>th</sup> day of September 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
Deborah Barber, Town Clerk

**MINUTES  
REGULAR SESSION  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
WEDNESDAY, SEPTEMBER 3, 2008  
6:30 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.  
Public input is placed after Council motions to facilitate future research.  
Public input, where appropriate, is heard prior to the motion

1. **Call to Order**  
The meeting was called to order at 6:30 p.m.
2. **Roll Call**  
Mayor Gioia, Vice Mayor Hauser, Councilors Smith, Garrison, Kovacovich, Elmer and German were present.  
  
**Also Present:** Town Manager Mike Scannell, Public Works Director Ron Long, Parks & Recreation Director Lynda Moore, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**  
The Pledge was led by Smith.
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) September 4, 2008 at 2:00 p.m. – Council Retreat
    - 2) September 17, 2008 at 6:30 p.m. – Regular Session
    - 3) September 24, 2008 at 6:30 p.m. – Council Hears Planning & Zoning
    - 4) October 1, 2008 at 6:30 p.m. – Regular Session
    - 5) October 8, 2008 at 6:30 p.m. – Work Session with RBF for Park Master Plan/  
Quarterly Work Sessions with Commissions
    - 6) October 15, 2008 at 6:30 p.m. – Regular Session
    - 7) October 22, 2008 at 6:30 p.m. – Council Hears Planning & Zoning
    - 8) October 29, 2008 at 4:00 p.m. – Joint Tribal & Council Session with RBF
  - c) **Possible approval of a Resolution 2008-751, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, superseding Resolution 2003-568, and adopting the Town of Camp Verde Code of Conduct for elected and appointed officials.** (Staff Resource: Norma Garrison)
  - d) **Possible approval of a proclamation declaring September 27, 2008 as “Dump the Prescription Drugs Day” in Camp Verde.** (Staff Resource: Vice Mayor Hauser)
  - e) **Possible appointment of Harry Cipriano for a two-year term as an Assistant Magistrate to the Camp Verde Municipal Court to commence October 5, 2008.** (Staff Resource: Judge Overholser)
  - f) **Possible approval of a proclamation recognizing and congratulating the Yavapai County Community Foundation in its celebration of 15 years of exemplary service.** (Staff Resource: Mayor Gioia)
  - g) **Possible authorization of establishing budget appropriations for grants awarded to the Town of Camp Verde and donations expected to be received for the Youth Center in the 2008-2009 fiscal year that were not included in the adopted 2008-2009 Budget.** (Staff Resource: Lisa Elliott)
  - h) **Possible approval of the reversion of the \$18,300 allocation to the Non-**

~~Departmental budget line item "LTAF II Grant Match—Transit Voucher Program" account (7821).~~ **POSSIBLE APPROVAL OF THE REALLOCATION OF \$18,300 FROM THE GENERAL FUND NON-DEPARTMENTAL BUDGET LINE ITEM TITLED "LTAF II GRANT MATCH – TRANSIT VOUCHER PROGRAM" (ACCOUNT 01-20-17-7821) TO THE GENERAL FUND NON-DEPARTMENTAL NEWLY CREATED BUDGET LINE ITEM TITLED "LEGAL SERVICES" (ACCOUNT 01-20-17-7110) AND INCREASE THE BUDGET APPROPRIATIONS IN THE AMOUNT OF \$20,733.59 FOR BOTH THE LTAF II GRANT REVENUES (ACCOUNT 06-41-18-4335) AND EXPENDITURES (ACCOUNT 06-50-18-9999) FOR PUBLIC TRANSPORTATION RELATED EXPENDITURES IN THE STATE GRANT FUNDS (FUND 06)** (Staff Resource: Lisa Elliott)

- i) **Possible approval to change the Town of Camp Verde’s trash service from Waste Management of Arizona to Northern Arizona Waste Systems (N.A.W.S.), which will result in a cost savings of approximately \$3,552.61.** (Staff Resource: Lynda Moore)
- j) **Possible approval of the IGA for the establishment of Unified Emergency Management with Yavapai County, authorization of payment to Yavapai County in the amount of \$3,969.00, and possible appointment of Marshal David R. Smith as the Town’s Emergency Management Coordinator.** (Staff Resource: Debbie Barber)
- k) **POSSIBLE APPROVAL OF SFY 2009 LTAF II APPLICATION FOR FUNDING AS IT RELATES TO PUBLIC TRANSPORTATION PLANNING AND/OR PUBLIC TRANSPORTATION PROJECTS** (Staff Resource: Debbie Barber)

On a motion by Smith, seconded by Hauser, the Consent Agenda was unanimously approved as presented.

Vice Mayor Hauser read for the record, Item 4.d), the Proclamation declaring September 27, 2008 as "Dump the Prescription Drugs Day" in Camp Verde.

**5. Call to the Public for Items not on the Agenda.**

There was no public input.

**6. Council Informational Reports**

**German** reported that a letter from the Sanitary District should be forthcoming delineating their offer to our 15 acres.

**Garrison** commented that the Holiday weekend was wonderful.

Mayor Gioia requested item #7:

- 7. **Presentation and discussion of the Project Wet Water Festival and a call for volunteers and donations to help with the festival that is scheduled for October 23, 2008 from 7:30 a.m. to 2:00 p.m.**

There was no action taken.

Vice Mayor Hauser gave a brief presentation on the proposed festival, to ask for assistance on the project which will emphasize the importance of protecting water resources for future generations, with education beginning with the 4<sup>th</sup> Grade children. Hauser is on the Planning Committee for the Water Festival to be held October 23<sup>rd</sup> in Cottonwood, at no cost to the School District or to any child. Hauser distributed handouts regarding the proposed event, and requested volunteers to ask as presenters; the only requirement is to attend a 2-hour training session. She said she was also asking for a small donation, perhaps \$50, from the Town to help with the expenses. Hauser reported that unfortunately the Camp Verde School District has chosen not to participate.

Councilor Smith suggested that an application for funds be submitted to the Council for review,

and that the money might be available. Gioia confirmed the procedure mandated for the Town in connection with requests for funding from non-profit groups.

**PUBLIC INPUT**

(Comments from the following individuals are summarized.)

**Chip Norton** said that he is working on the same panel as Hauser on the project; it is hoped that the event will be held on an annual basis, and in-kind donations are also being solicited from businesses for supplies for the event.

**Robin Whatley** suggested that there might be some participation from the charter schools; she will certainly press them for help wherever she can. The next non-profit meeting will be held September 19<sup>th</sup>.

There was no further public input.

Gioia added that everyone is invited to participate; those willing to make donations may contact the County Supervisor's Office, 639-8110.

8. **DISCUSSION, CONSIDERATION, AND POSSIBLE DIRECTION TO STAFF REGARDING THE PLANNED RECONSTRUCTION OF ROADS IN TRES RIOS, FORT RIVER CAVES, AND REDDELL RANCH ACRES SUBDIVISIONS.**

The Town Engineer and staff, working with Liaison German, were directed to approach the Sanitary District and start the discussion, move the discussion forward as quickly as possible; if an agreement is possible, arrange a Joint Session or Special Session if necessary, and brief Council on the findings beforehand.

Public Works Director Ron Long explained that he had added this item to the agenda because he felt a problem had come up that needed to be addressed as soon as possible, or at least get a discussion started. Long distributed handouts to illustrate the current issue, including two letters, one from the Sewer District Liaison, Charlie German, and the other from Greg Freeman, the District Chairman, both letters referring to an attached section drawing that shows the proposed design for the subject roads. Another handout shows the proposed schedule that was presented through CWC Engineering. Long said that the cross-section drawing from the District indicates what is planned to be put over all the streets that have been excavated for the sewer. Long said that what is shown does not meet Town standards, and he therefore cannot approve it without direction from Council. The very aggressive schedule proposes a start date of September 8<sup>th</sup> in the three areas and the date of October 3<sup>rd</sup> to finish, with chip sealing to commence the week of October 6<sup>th</sup>. Based on the section view and the proposed schedule, Long reiterated that he needs Council direction before the project proceeds further. Long pointed out that the emphasis throughout the long history of the Sanitary District's planning has been to try to save money, and one of the areas they have chosen to save money on has been the street sections, with the result that the specifications have been consistently downgraded through numerous change orders to the point where they do not meet the street standards required by the Town. What is being proposed would be less expensive, but the lifespan would be as short as five years, would require constant maintenance and would compromise the Town standards that are imposed on other developers. Long said that a decision needs to be made as soon as possible in light of the existing condition of the roads during the ongoing construction that the residents are continuing to have to tolerate. Long estimated that the cost to now bring the roads up to Town minimum standards would be "totally out of the ballpark," and he has been unable to get the District to cooperate in getting together to try to discuss alternate solutions. Long discussed in detail with the Council different materials and technical specifications and approaches to the resurfacing of roads, as well as the work schedule based on weather considerations, the estimated costs involved and lifespan of what would ultimately be temporary "fixes."

The Council reviewed with Long the long history of negotiations with the Sanitary District on the

roads, the succession of unapproved change orders, and the frustration experienced because of the lack of cooperation and communication on the part of the District Board members despite consistent attempts by staff to work with them. It was pointed out that without involvement of the District, discussion of options, costs or solutions was being held in a vacuum, and without further communication and information, no decision can possibly be made on how to move forward. The need to sit down with the District to discuss the problem as soon as possible was emphasized as urgent.

During the discussion it was suggested that perhaps the Town should consider the option of bringing the existing roadways back up to an acceptable standard to at least buy a five-year plan with the funds that are available; how can the Town complete the project and do it acceptably to where health issues are addressed and the residents are happy, while fitting it into the budgetary considerations. Based on his research, Long reiterated his belief that the design proposed for the roads originally was acceptable to the Town and was what the Town committed to funding a portion of; however, the subsequent changes would result in substandard, unacceptable roads.

### **PUBLIC INPUT**

(Comments from the following individuals are summarized.)

**George Young** commented on the problem of "changing horses in mid-stream." He reviewed the history of the Board dealing with the question of the roads, and the assurance from Bill Lee that the Town would take care of them, and the problem that the previous Board went under that assumption. The upcoming election will possibly be bringing in two new Board members who have no knowledge of what is going on, and that will cause even more delay. Young added that past Minutes of the Board do not properly reflect all that was going on in the meetings; the new Board lacked the experience and knowledge, and that resulted in many of the mistakes.

**Mike Hough**, a resident of Fort River Caves, said he believes there is no winning solution; he suggested that the Town just go with the money that is available knowing it will have to be added to in the future; use chip seal for dust control, and then do it to Town standards later.

**Chip Norton** commented that with the election drastically changing the makeup of the Sewer Board, there might be a great opportunity for German and Long to meet again with the Sewer Board; the Town may not get what it ultimately wants, but may have to settle on something to bridge between what is available now and what is wanted in the future.

There was no further public input.

Town Manager Scannell summarized his attempts to work with the Sewer District, with no response; he and staff have consistently stood ready, willing and able to meet, discuss and debate, review options, do all that could have been done to resolve the issue. Mr. Scannell agreed that the "train wreck" began when a former Town official directed Long to discontinue his participation in the Sewer District meetings; that was a serious tactical error that the Town will pay dearly for. The residents in the three subdivisions have struggled under the conditions that are present and want an immediate resolution. Mr. Scannell lauded the efforts of Ron Long on the issues and his dedication to serving the Town of Camp Verde. Mr. Scannell reviewed several possible options, stressing that the key point to consider is the residents in the community and improving the environmental conditions. He assured the Council that he and his staff will assess all financial options if the Council elects to consider expending more than the \$240,000. Under the circumstances, something has to be done to serve the community, and to do the best that can be done right now.

Ron Long said that he believes the Sanitary District would like to sit down with him to discuss engineering the roads in order to get a good sub base at this time; to that end the Town will need to add funds. But Long said he needs to negotiate a good engineering solution with the Sewer District, not some mathematical shuffling of numbers. He looks for the District to come up

**MINUTES  
VISIONING MEETING  
MAYOR and COMMON COUNCIL  
of the  
TOWN OF CAMP VERDE  
473 S. Main Street, Room 106  
WEDNESDAY, SEPTEMBER 3, 2008  
5:00 P.M.**

1. **Call to Order**

Mayor Gioia called the meeting to order at 5:01 p.m.

2. **Roll Call**

Mayor Gioia, Vice Mayor Hauser, Councilors Elmer, German, Garrison, Kovacovich, and Smith

**Also Present:** Recreation Coordinator Joe Perez, Parks & Recreation Director Lynda Moore, and Town Clerk Deborah Barber.

3. **Discussion with RBF Consulting concerning the Council's vision for the Community Park. Discussion may include, but not be limited to Council's objectives and desires relative to the park facilities, active and passive recreational uses, access points, water, lighting, funding, cost-saving measures, and other miscellaneous concerns.**

Kevin Kugler of RBF Consulting introduced the RBF team. Kugler said that RBF is excited to work with Council and on the Park project. Kugler explained that tonight's exercise was to establish a vision. He advised that several flyers were handed out during the block party that generated a lot of interest. He also advised that flyers are being distributed at Bashas'. Kugler said there would be an Open House on September 16 from 6:00 p.m. to 8:00 p.m. and that the RBF team will complete a community-wide survey along with a 'design your own park exercise.' Kugler stated the purpose is to get a vision of what the community wants with no preconceived ideas. Kugler noted the team hopes to establish values, priorities, and vision for the park. Kugler advised that RBF would be doing this same exercise with the Tribal Council next week. He further advised that they plan to meet with the Technical Advisory Committee to develop three conceptual park plans. On October 2, the team will present the plans and survey the participants. From the information gathered, the Council will have a work session and RBF will present the results, and hold a joint work session with Yavapai Apache Nation on October 29.

When asked if the Parks Commission would participate, Director Moore indicated the Commission will participate during the work sessions and the community meetings. Councilor Smith requested that the Trails Committee be asked to participate in the work session, noting that all the trails can be accessed at White Hills and it would be a good location for a trailhead.

Councilor Kovacovich stated he has lived in the area and would like to see enough facilities for the community to enjoy.

Councilor Garrison stated she has lived in the community for thirty five years and stated her two most important issues are the Town only get one shot, and we need to do it right and the community owns this park and it is important their fingerprints are all over the project.

Council Smith stated he has lived in the area for 15 years and he hopes to see ball fields, access to USFS trail system, along with a trailhead.

Council Houser stated she has been in the area for forty years, and stated the Town needed ball fields and a park with picnic tables & parkland.

Councilor Elmer indicated he has been in the area for 17 years, and coached Little League for many of those years. Elmer stated the need for ball fields and to be cautious of development, stating the Town must be a good neighbor.

Council German stated he has been in the area since 1951 and served as volunteer firefighter, and taught school for years. German noted he felt the same in that we need to take care of the kids and be conscious of our kid's needs. German commented he would like to see the Town get it right from the outset.

Mayor Gioia stated he has been an elected official for eleven years and an appointed official two years prior to being elected. Gioia stated the Town needs everything that has been expressed, plus more. Gioia indicated his number one issue is that every citizen is heard and that some wonderful Godsend pays for it. Gioia noted he would like to see the ball fields first; it is the loudest cry from the community.

Kugler stated the access to the park is the cornerstone of this project and will be the key to success and will determine where everything will be placed. Kugler recommended that vehicular access be off McCracken, explaining that this point is the most logical and efficient due to safety, ADOT plans, and planned signalization.

Council discussed the impact to the neighbors and requested that the design have as little impact on the surrounding neighborhood as possible. Council discussed the possibility of a maintenance yard access and the need to identify the area early in the project.

Council questioned Kugler regarding right-of-ways from the Forest Service and ADOT. Kugler responded that there would be no right-of-way concerns if the main access were off McCracken, a Town-owned road.

### **Public Input**

Linda German asked for clarification of the proposed location of the development. German stated she would have to disagree with the McCracken access noting that it is a very dangerous road. She suggested a one-way loop out to 260. She said the park would be a disastrous change to our area.

Carol German asked the Council to also consider the traffic that will be created because people may believe that there is river access.

Council Elmer stated he would like the school district to have input in the community involvement, and Director Moore stated the Town will send flyers to the school inviting the kids and parents, and focus on the kids.

Council Hauser stated she did not want to see a skateboard park; however, a BMX track might be a good idea.

Jim Ellington stated he has been waiting for a BMX track and needs about 3 acres.

Mayor Gioia stated he has a commitment from the Cottonwood Mayor & the recreation department to use their cloverleaf ball fields building plans that would save the Town a lot of money. Kugler said that the fields must be constructed with existing topography in mind and that we might not be able to use Cottonwood's construction plans.

Kugler asked Council if they had a 'theme'. Council stated the Town identifies with a western heritage and associated with agrarian in the part of the area along with Wagon Wheels. Council requested the Native American history be included.

Kugler suggested a multi-generational center where there would be co-mingled uses.

Kugler pointed out some of the Active Recreation facilities Council may want to include: baseball, softball, soccer, football, basketball, volleyball, tennis, golf, rodeo grounds, skateboard park, horseshoe park, racquetball courts, shooting range, shuffleboard, BMX, roller hockey, and a playground.

Kugler then reviewed some passive Recreation – picnic areas, walking trails, hiking, amphitheater, public garden, plaza/fountain, stargazing/observation, Dog Park, fishing, equestrian trails, natural open spaces, communal agriculture.

**Public Input**

Linda German stated she like the idea of a trail circling the perimeter of the park.

Lisa Mina asked Council to consider underground parking so that fields can be on top. Kugler stated that would be very expensive and a measure that would only be taken if there is not sufficient land.

4. **Adjournment**

On a motion by Hauser, seconded by Garrison the meeting adjourned at 6:22 p.m.

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Deborah Barber, Town Clerk

**CERTIFICATION**

I HEREBY CERTIFY THAT THE FOREGOING, minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona held on the 30<sup>th</sup> day of January 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2008

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Deborah Barber, Town Clerk

**MINUTES  
COUNCIL HEARS PLANNING AND ZONING  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
WEDNESDAY, AUGUST 27, 2008  
6:30 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.  
Public input is placed after Council motions to facilitate future research.  
Public input, where appropriate, is heard prior to the motion

1. **Call to Order**  
The meeting was called to order at 6:30 p.m.
2. **Roll Call**  
Mayor Gioia, Vice Mayor Hauser, Councilors Smith, Garrison, Kovacovich, Elmer and German were present.  
  
**Also Present:** Town Manager Mike Scannell, Town Clerk Debbie Barber, Community Development Director Nancy Buckel, Sr. Planner Mike Jenkins, and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**  
The Pledge was led by Garrison .
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) Regular Session – August 6, 2008
    - 2) Special Session – August 6, 2008 at 6:15 p.m.
    - 3) Special Session – August 6, 2008 at 5:00 p.m.
    - 4) Executive Session – August 6, 2008 (taped)
    - 5) Special Session – August 5, 2008
    - 6) Special Session – July 30, 2008 at 6:00 p.m.
    - 7) Executive Session – July 30, 2008 at 6:00 p.m.
    - 8) Special Session – July 30, 2008 at 5:00 p.m.
    - 9) Executive Session – July 30, 2008 at 5:00 p.m. (taped)
    - 10) Special Session – July 29, 2008
  - b) **Set Next Meeting, Date and Time:**
    - 1) September 3, 2008 at 4:30 p.m. – Visioning Meeting for the Park Master Plan
    - 2) September 3, 2008 at 6:30 p.m. – Regular Session
    - 3) September 17, 2008 at 6:30 p.m. – Regular Session
    - 4) September 24, 2008 at 6:30 p.m. – Regular Session
  - c) **Possible approval of a professional services contract for court-appointed attorneys for indigent defendants for the Camp Verde Municipal Court.** (*Staff Resource: Judge Overholser*)
  - d) **Possible approval of the 18-month lease agreement with the Camp Verde Chamber of Commerce effective July 1, 2008 through December 31, 2009 with a rental payment of \$1.00 to the Town for the facilities located at 385 S. Main Street.** (*Staff Resource: Michael Scannell*)
  - e) **Possible approval of the 12-month Services Agreement effective July 1, 2008 through June 30, 2009 between the Town and the Camp Verde Chamber of Commerce and possible approval of the FY 08-09 funding for the Chamber of Commerce: 1) \$70,000 for the Chamber’s Visitor Center operations; 2) \$16,626 for matching funds as required by the Chamber’s application to the Arizona Office of Tourism TEAM grant that will be used for marketing, advertising, and promoting Camp Verde; and 3) in addition to the budgeted**

- funding, the Town agrees to advance to the Chamber a possible performance-based incentive payment of 50% of the Bed Tax Revenue in excess of \$135,000, up to a maximum of \$20,000. (Staff Resource: Michael Scannell)**
- f) Possible approval of a conveyance of a utility easement to APS across Town property to provide residential underground electrical service to owner of parcel 404-20-023F located at 517 Basham Circle. (Staff Resource: Michael Jenkins)**

On a motion by Smith, seconded by Garrison, the Consent Agenda was unanimously approved as presented, with the exceptions of Items **d)** and **e)**, and the corrections to the August 5<sup>th</sup> Special Session Minutes, Page 7 as noted by Councilor German.

Councilor German requested that draft corrections noted on Page 7 of the Special Session Minutes of August 5<sup>th</sup> be confirmed by staff; Garrison requested that Item **d)** be pulled for separate consideration, and Elmer requested that Item **e)** be pulled as well.

**4.d) Possible approval of the 18-month lease agreement with the Camp Verde Chamber of Commerce effective July 1, 2008 through December 31, 2009 with a rental payment of \$1.00 to the Town for the facilities located at 385 S. Main Street.**

Councilor Garrison questioned the 18-month term of the proposed lease agreement instead of the usual 12-month term to fit into the budget cycle. Town Manager Scannell explained that the extra period would give the Chamber time to plan for an alternative location, and the Town a period time within which to retrofit the building and consider other occupancy.

**4e) Possible approval of the 12-month Services Agreement effective July 1, 2008 through June 30, 2009 between the Town and the Camp Verde Chamber of Commerce and possible approval of the FY 08-09 funding for the Chamber of Commerce: 1) \$70,000 for the Chamber's Visitor Center operations; 2) \$16,626 for matching funds as required by the Chamber's application to the Arizona Office of Tourism TEAM grant that will be used for marketing, advertising, and promoting Camp Verde; and 3) in addition to the budgeted funding, the Town agrees to advance to the Chamber a possible performance-based incentive payment of 50% of the Bed Tax Revenue in excess of \$135,000, up to a maximum of \$20,000.**

On a motion by Hauser, seconded by Elmer, the Council unanimously approved Items **d)** and **e)**.

Councilor Elmer requested that the reports from the Chamber be submitted quarterly, as is done by the Commissions; the members as well as the Chamber representative agreed on that procedure.

**Mayor Gioia announced that pursuant to a request by the Town Attorney, Item 8 would be moved forward and addressed following Item 5.**

**5. Call to the Public for Items not on the Agenda.**

( Comments from the following individuals are summarized.)

**Howard Parrish** requested that the Flag be illuminated after dark by a light, as required by the rules of etiquette to show proper respect. Mr. Parrish also thanked all of those who participated in his 60<sup>th</sup> Anniversary party, and who made the occasion a success.

**Ginger Mason** reported on the great success of the Block party, adding that donations are still coming in, and that the Chamber played a key role in that success. A meeting has been scheduled for September 4<sup>th</sup> for planning the next event.

There was no further public input.

**6. Council Informational Reports**

**Smith** commented on the great time had by all at the Block Party.

**Garrison** reported on marathon meetings she has had with NACOG, and the failure of the transportation measure that failed and will not be on the ballot for vote in November. Garrison reminded everyone about the major event coming to town on October 23<sup>rd</sup> with much participation from the community, and outlined major economic development activities in other communities. She also commented on hearing very positive reports on the Block Party. Garrison stressed that any comments she may make regarding the Sanitary District are strictly as an individual and not as a member of the Council.

**German** outlined an extensive report as Liaison to the Sanitary District, including information on the District now meeting some of the ADEQ requirements, design reinforcement of the tanks, and a suggestion to hold a future Work Session to transition in the Council on future responsibilities in connection with future growth. German also addressed the issue of resurfacing roads in subdivisions following the laying of lines. The position for a new Manager has been advertised to receive resumes. German reported that the Town would derive no benefit from refinancing of the project, if approved by the voters, and suggested that the issue be placed on a future agenda for discussion. German also recommended that the issue of resurfacing certain roadways and bring them up to Town standards be added to an agenda for Council discussion and consideration.

**Elmer** reported that the Chamber had been working very hard on the service agreement that has now been approved; the Chamber is looking for volunteers, and will be recruiting new Board members after the November election.

**Hauser** reported on attendance at the League of Cities and Town Convention; the Growing Smarter report card is due by the 1<sup>st</sup> of January. Loans and grants are available; she will get with staff to work on filling out the report card. Project Wet is coming up in October for 4<sup>th</sup> graders. The pool heater is in the building, ready to be installed next week.

**Gioia** extended his appreciation for the Block Party, especially the merchants who took on the responsibility for the event. Gioia also reported in detail on his attendance at the League of Cities, and the Executive Resolutions Committee meeting, including, as well as others, the status of resolutions on affordable housing, the housing trust fund, and the Uniform Property Tax Assessment method. Gioia also reported that Hauser received an award for her many years of service as an elected official. Camp Verde has received recognition for breaking ground in the State for its exemplary Tribal Government relations, and other communities have requested help to develop such cooperation. Gioia said that staff has put together a booklet for Council members to review all the information gathered at the meeting and sessions.

**7. Public hearing, discussion and possible approval of Resolution 2008-754, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, vacating a portion of the right-of-way of Spruce Court to the owner of Lot 17 of Jordon Meadows within the Town limits. The petition was initiated and submitted by Carlos & June Trinidad, owners of adjacent parcel 404-03-042, Unit 1, Lot 17 in Jordon Meadows, physical address 2045 S. Pearl Drive. (Staff Resource: Michael Jenkins)**

On a motion by Hauser, seconded by Garrison, the Council unanimously approved Resolution 2008-754, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, vacating a portion of the right-of-way of Spruce Court to the owner of Lot 17 of Jordon Meadows within the Town limits.

**STAFF PRESENTATION**

Sr. Planner Jenkins said that on June 27<sup>th</sup> the petitioner came before the Council to request the subject abandonment, and by unanimous vote the Council agreed to do so. The petitioner has now procured all the documents required, including among others the correct legal description. Staff is recommending approval.

**PUBLIC HEARING OPEN  
Applicant's Statement**

**June Trinidad** said she had nothing further to add.

**COMMENT FROM OTHER PERSONS**

There was no comment from other persons

**APPLICANT'S REBUTTAL**

No rebuttal was necessary

**HEARING CLOSED**

**Council Discussion**

There was no Council discussion

**(The following Item 8 was addressed following Item 5.)**

8. **Discussion, consideration, and possible approval of Resolution 2008-755, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving the Development Agreement between the Town and Cherry Creek Trail, LLC, Dugan McDonald, owner, for the development of property know as Ringo Rio and located between Old Highway 279 and SR 260, and authorizing the Mayor to execute the agreement. The Development Agreement allows for a Comprehensive Grading Permit on parcel 403-15-002P (initially) and parcel 403-16-001F (in the future) as a phased project. Parcel 403-15-002P is approximately 31 acres. (Staff Resource: Michael Jenkins)**  
On a motion by Hauser, seconded by Garrison, the Council voted unanimously to go into Executive Session.

**A recess was called at 6:46 p.m.; the meeting was called back to order at 7:21 p.m.**

There was no action taken.

Mayor Gioia announced that, pursuant to recommendation from the Town Attorney, Council would like to recommend that the developer work with staff to address some questions in the proposed document and to create a Development Agreement that may be used as a template for future development agreements of this nature. **Dugan McDonald** pointed out that he, as the developer, had already worked with the Town Attorney to prepare the document that has been submitted, and expressed concern about any further delay to the project. Town Manager Scannell said that working with staff, as suggested, the revised document could be brought to the Council for discussion and/or approval at the meeting scheduled for September 24<sup>th</sup>. After further discussion, since he felt he had no other choice, Mr. McDonald agreed to work with staff to create a Development Agreement that would be acceptable, as recommended by the Council.

9. **Discussion, consideration, and possible direction to staff relative to and/or selection of agenda items for discussion at a Council retreat that is tentatively scheduled for September 4, 2008 at 2:00 p.m. at Jackpot Ranch.**

Staff was directed to prepare an agenda for the subject Retreat based on suggestions received from each Council member by 8:00 a.m. Friday morning, August 29<sup>th</sup>.

Town Manager Scannell said that he felt it would be important for Council to decide on the content of the agenda in connection with the Retreat that has been planned for September 4<sup>th</sup> at Jackpot Ranch; all the necessary arrangements for the facility have been made. After discussion, it was agreed that each member would submit their suggested list of discussion items to the Clerk for preparation and posting of the agenda for the Retreat. It was agreed that strategic planning will not be included among the subjects to address at this time; the Retreat will be a positive opportunity for broad discussions, a more conceptual approach, and sharing of ideologies. It was pointed out that in order to meet the Open Meeting Law regarding posting of agendas, the members will provide staff with their suggestions no later than 8:00 a.m. Friday

morning.

There was no public input.

10. **Discussion, consideration, and possible action relative to scheduling a community/ neighborhood meeting to discuss the status of the Zellner's Wood Yard issue. (Staff Resource: Michael Scannell)**

On a motion by Smith, seconded by Hauser, the Council voted unanimously to direct the Mayor and Town Manager to work together to schedule a community meeting to discuss the Zellner's Wood Yard issue, to determine the location and date convenient to the Town and the community, and to not have a quorum of Council present.

Town Manager Scannell explained that since the Town has been dealing with the sensitive issue of the Zellner's Wood Yard and the community's concerns about the manner in which the business has been operated and whether it was doing so legally. Scannell said he believes that a neighborhood meeting would help to rectify a problem perceived by the community as a failure on the part of the Town to communicate. By arranging such a meeting, the Town would be able to share with the community all that is currently being done, and assurance that the Town is working on identifying possible ways to resolve the issue and finding solutions, as well as preserving the property rights of all. Scannell added that he has been informed that the Zellner's Wood Yard principals are not interested in participating in the meeting.

Mayor Gioia announced, for the benefit of the public who had not been present earlier, that the Council firmly believes the public is due an answer on this Wood Yard issue. In respect of all property owners' rights at the end of the day, Council believes to best serve our community, we invite those involved parties to arbitrate this issue. In the absence of any acceptable agreement, the Town is willing to go to Arbitration.

The members discussed the suggestion for a Town meeting, and unanimously agreed that it would be an effective way to share with the public all information legally possible, as recommended by the Town Manager.

**PUBLIC INPUT**

(Comments from the following individuals are summarized.)

**Flint Gray** commented that the community has gotten into this mess because of decisions made by the Town in the past, and now the Town wants the neighbors to negotiate it; that is wrong. It is the responsibility of the Wood Yard to prove that it is right, not the community's responsibility to prove they are wrong.

**Danny Parker** said that Mr. Gray first presented a petition some time ago, with signatures of the neighbors. The members of Council as elected officials have the duty to enforce and uphold the existing laws to protect the safety and health of everyone in the Town. The idea of Arbitration is simply passing the buck.

There was no further public input.

Scannell reminded the members that the proposed meeting should be not be a formal Town Council meeting, but rather one attended by staff and less than a quorum of the Council, for sharing general information with the public.

Following the action taken, Scannell addressed the comments made by Mr. Parker and explained to him and the community that the offer to take to Arbitration is an attempt to expedite a settlement of the issue and to make a decision that is binding on all parties

11. **Discussion, consideration, and possible evaluation of the following options relative to**

**the future of the Town-owned property located on Main and Fain Streets and known as the Rio Verde Plaza, followed by possible selection of one of these options. (Staff Resource: Michael Scannell):**

- a) Fund needed repairs and continue to maintain the Town's presence in the commercial property leasing business; or**
- b) Sell the building and vacate the Town's presence in the commercial property leasing business; or**
- c) Raze (demolish) the building to utilize the space for a higher and better use.**

On a motion by German, seconded by Garrison, the Council voted unanimously to allow whatever time the Town Manager would deem reasonable for relocating the businesses and that the facility be closed and eventually removed.

Mayor Gioia reviewed the options listed in regard to making a decision on the future of the Town-owned property, and stressed the intent of the Town to share all the information relative to making any such decision and to have the opportunity to be present and express their concerns.

Scannell reviewed the background of the purchase of the subject property based on the intention of razing the building and possibly constructing some type of asset on the site. The Town subsequently found itself in the business of managing commercial real estate and leasing agent, which is not the Town's forte, and the building has now fallen into a state of disrepair and presents a negative drain on the Town's finances. The business community in Town could be benefited by razing the building to provide an area for parking tour buses.

After thoroughly discussing the options presented, as well as addressing the possible hardship that the existing businesses leasing the commercial space might face by having to relocate, the members agreed that the third option apparently presented the best course of action to take. Scannell confirmed that the tenants of Rio Verde Plaza had been informed of what was being considered, and no input has been received from them. Scannell also commented that the tenants should be given a sufficient amount of time to make the transition and the Town should assist them in whatever way the Town could in finding alternative quarters, if the decision is to raze the building. It was also agreed that the immediate decision would be whether to demolish the building; how to use the cleared property could then be decided at a later time. Director Buckel said that she believes the cost of demolition would be somewhat less than \$30,000.

#### **PUBLIC INPUT**

(Comments from the following individuals are summarized.)

**Tom Nielson** suggested that perhaps some sandwich shops might be opened up to accommodate the tour buses.

**Roger Doering** said that his past research indicates that some companies might be willing to demolish the structure in exchange for the material contained in the building; he also said he had understood the property behind the Chamber had been earmarked for parking tour buses.

There was no further public input.

#### **12. Call to the Public for Items not on the Agenda.**

There was no public input.

#### **13. Advanced Approvals of Town Expenditures**

##### **1. There are no advanced approvals.**

There were no advanced approvals.

#### **14. Manager/Staff Report**

Buckel requested clarification regarding the issue of taking proposed pathways and street light fixtures before the Design Review Board; she was advised that the proposed fixtures should be

first presented to Design Review as well as involved Commissions for their recommendations and then submitted to Council for approval.

Scannell reported that staff is undertaking a fiber optic project for networking the Town's computers, first along Main Street and eventually the Marshal's Office and the Library. Staff is receiving wonderful support from the Town Maintenance Department; they are doing the work with their own people as much as possible to keep the expense down. The actual trenching will commence around October 15<sup>th</sup>.

**15. Adjournment**

On a motion by Hauser, seconded by Kovacovich, the meeting was adjourned at 9:11 p.m.

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Margaret Harper, 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 the 27th day of August 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

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Debbie Barber, Town Clerk

**MINUTES  
SPECIAL SESSION  
MAYOR and COMMON COUNCIL  
Of the  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
473 S. Main Street #106  
Wednesday, August 27, 2008  
5:00 p.m.**

Minutes are a summary of the actions taken. They are not verbatim.  
Public input is placed after Council motions to facilitate future research.  
Public input, where appropriate, is heard prior to the motion

**1. Call to Order**

Mayor Gioia called the meeting to order at 5:00 p.m.

**2. Roll Call**

Mayor Gioia, Vice Mayor Hauser, and Councilors Elmer, Garrison, German, Kovacovich, and Smith

Also Present:

Marshal David Smith, Community Development Director Nancy Buckel, Parks & Recreation Director Lynda Moore, Town Manager Michael Scannell, and Town Clerk Deborah Barber

**3. Discussion, consideration, and possible direction to staff relative to the process for the Manager's annual performance review. (Staff Resource: Dave Smith)**

Marshal Smith explained the process and timeline for the Town Manager's annual performance review. He advised that the process included a self-assessment and that before the evaluation meeting; Council members would submit their completed forms at least one week in advance. The Council's evaluations would be provided to the Manager. He advised Council members that they would set some goals and that the completed results and the self-evaluation would be copied to Council. The evaluation meeting is planned for September 24.

Council members thanked Marshal Smith for beginning the process in a timely fashion and for keeping members informed and in the loop.

Mayor Gioia read the agenda items. On a motion by Smith, seconded by Kovacovich, the Council voted to hear items 4, 5, and 6 in executive session.

**Public Input:**

Smith asked if Fire District Representative Barbara Rice would like to comment on the Canyon Wood Supply item. Mrs. Rice advised that she was present as a member of the general public to find out what is going on.

There was no other public input.

Councilor German advised that he would declare a conflict on item #5 and leave the room.

The meeting was recessed at 5:13 p.m. and reconvened at 6:21 p.m.

**4. Discussion, consideration, and possible direction to staff and/or discussion or consultation with the Town Attorney for legal advice concerning the resignation of a former employee.**

Council took no action on this item.

**5. Discussion, consideration, and possible direction to staff and/or discussion with the Town Attorney for legal advice relative to the northern boundary of the 118-acre Community Park site.**

Council took no action on this item.

**6. Discussion, consideration, and possible direction to staff and/or discussion or consultation with the Town Attorney for legal advice concerning the operation of Canyon Wood Supply owned by California Hotwood, Inc. formerly known as Zellner's Wood Yard, located on Murdock Road.**

The Mayor announced that Council firmly believes the public deserves an answer, and that the Council firmly believed it would be in all parties' best interests to arbitrate this matter. He advised that the Town respects all property owners' rights and that the Town is willing to go to arbitration to resolve this matter.

**7. Adjournment**

Following a motion by Hauser, seconded by German, the meeting was adjourned at 6:25 p.m.

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Deborah Barber, Town Clerk

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on August 27, 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

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Debbie Barber, Town Clerk

**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Date: September 17, 2008**

**Meeting Type: Regular**

**Type of Presentation:**

**REFERENCE DOCUMENT:**

**AGENDA TITLE: (Be Exact):**

Possible approval for out-of-state travel for Sergeant Steve Ganis to attend Homicide Investigation training at Las Vegas, Nevada.

**PURPOSE AND BACKGROUND INFORMATION:**

The Arizona Homicide Investigator's Association will be holding its annual training at Las Vegas, Nevada, October 12 through October 16, 2008. Sergeant Ganis has received a scholarship to pay for the training and lodging costs. The Marshal's Office has budgeted for the per-diem and travel costs.

**STAFF RECOMMENDATION(S): (Suggested Motion)**

Approve Sergeant Ganis to attend the Homicide Investigation Training in Las Vegas, Nev.

**Type of Document Needing Approval:**

**Finance Director Review**

Budgeted/Amount

**Attorney Review**  Yes  No

Attorney Comments \_\_\_\_\_

**Fund:**

**Line Item:**

**Submitting Department: Marshal's Office**

**Contact Person: David R. Smith**

**Town Manager/Designee:**

**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Date:**

**Meeting Type:**

**Type of Presentation:**

**REFERENCE DOCUMENT:**

**AGENDA TITLE: (Be Exact):**

**PURPOSE AND BACKGROUND INFORMATION:**

**STAFF RECOMMENDATION(S): (Suggested Motion)**

**Type of Document Needing Approval:**

**Finance Director Review**

**Budgeted/Amount**

**Attorney Review**  Yes  No

**Attorney Comments** \_\_\_\_\_

**Fund:**

**Line Item:**

**Submitting Department:**

**Contact Person:**

**Town Manager/Designee:**



**RESOLUTION 2008-756**

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL  
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,  
SUPERSEDING RESOLUTION 2008-753 ADOPTING FEES FOR TOWN SERVICES**

*WHEREAS*, the Town Council is authorized by sections of the Town Code to set fees for business licenses (Section 9-1-5 and Section 9-3-7), and for use of public facilities (Section 13-1-2), to be adopted by resolution, and

*WHEREAS*, departments have submitted to Council recommended fees for services to the public as set forth in Exhibit A incorporated herein by reference,

**NOW THEREFORE THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE  
RESOLVE TO ADOPT THE FOLLOWING FEE SCHEDULES:**

1. *Departmental Fees.* Fees for services to the public as set forth in Exhibit A are hereby adopted, effective October 17, 2008.
2. *Prior Resolutions and Fee Schedules.* Any prior fee schedule established under the Town Code is hereby replaced.
3. *Exceptions for Candidates and Agenda Items.* Council and Mayor candidates may be given agenda packets, budget information, and such other material as may assist them in assuming their position should they be elected, without charge, and any person or organization which has an item on an agenda may be given a copy of that agenda packet without charge.

PASSED AND APPROVED by majority vote of the Common Council at the regular meeting of September 17, 2008.

\_\_\_\_\_  
Tony Gioia, Mayor

Date: \_\_\_\_\_

Attest:

Approved as to form:

\_\_\_\_\_  
Deborah Barber, Town Clerk

\_\_\_\_\_  
Town Attorney

User Fees

Clerk's Office

	2007/2008 BUDGET	2008/2009 DEPARTMENT Recommendation	2008/2009 MANAGER'S Recommendation	2008/2009 COUNCIL ADOPTION
<b>Duplication Rates</b>				
Current Agenda Packets (per page)	\$0.10	\$0.10	√	08/07/08
Minutes	\$0.25	\$0.25	√	08/07/08
Recordings (per CD)	\$5.00	\$2.00	√	08/07/08
Public Records (per page)	\$1.00	\$0.25	√	08/07/08
Business License List (Commercial request)	\$200.00	\$200.00	√	08/07/08
<b>Notary Fees</b>				
No Charge	\$0.00	\$0.00	√	08/07/08
<b>Publicity Pamphlet</b>				
Argument	\$200.00	\$200.00	√	08/07/08
<b>Business License Fee</b>				
<b>New or Change in Ownership or Location</b>				
Inspection/Setup Fee	\$0.00	\$0.00	√	08/07/08
Business License Fee (annual)	\$10.00	\$30.00	√	08/07/08
<b>Renewal</b>				
Business License Fee (annual)	\$10.00	\$30.00	√	08/07/08
Name Change in Addition to Annual Fee	\$10.00	\$10.00	√	08/07/08
<b>Service Providers</b>				
Business License Fee (annual)	\$0.00	\$10.00	√	08/07/08
Name Change in Addition to Annual Fee	\$10.00	\$10.00	√	08/07/08
<b>Rental Unit Fees</b>				
<b>Residential (3 or more):</b>				
Inspection/Setup Fee (annual)	\$0.00	\$50.00	√	08/07/08
Business License (annual)	\$10.00	\$30.00	√	08/07/08
<b>Commercial (1 or more):</b>				
Inspection/Setup Fee (annual)	\$0.00	\$50.00	√	08/07/08
Business License (annual)	\$10.00	\$30.00	√	08/07/08
<b>Storage Unit Rental:</b>				
Inspection/Setup Fee	\$0.00	\$50.00	√	08/07/08
Business License Annual	\$10.00	\$30.00	√	08/07/08
<b>Liquor License Permits</b>				
Application/Posting/Inspection Fee	\$0.00	\$150.00	√	08/07/08
Business License (annually) + the following:	\$0.00	\$30.00	√	08/07/08
Series 01 through 14 and Series 16 & 17	\$0.00	\$50.00	√	08/07/08
Series 15 Special Event (Temporary License)	\$0.00	\$100.00	√	08/07/08
One-time Special Event Permit	\$0.00	\$50.00	√	08/07/08
<b>ARS §22-404</b>				
Minimum Clerk Fee	\$17.00	\$17.00	√	8/7/08
Research in Locating a Document	\$17.00	\$17.00	√	8/7/08
Record Duplication	\$17.00	\$17.00	√	8/7/08
Per Page Fee	\$0.50	\$0.50	√	8/7/08
<b>Special Fees</b>				
Injunction Against Harassment	\$0.00	\$0.00	√	8/7/08

Municipal Court

<b>User Fees</b>		<b>2007/2008 BUDGET</b>	<b>2008/2009 DEPARTMENT Recommendation</b>	<b>2008/2009 MANAGER'S Recommendation</b>	<b>2008/2009 COUNCIL ADOPTION</b>
<b>Municipal Court</b>	Domestic Violence Order of Protection	\$0.00	\$0.00	√	8/7/08
	<b>ARS §12-284</b>				
	Special Fees				
	Marriage License (includes covenant marriages)	\$50.00	\$50.00	√	8/7/08
	Civil Traffic Default Fee	\$50.00	\$50.00	√	
	Warrant Fee	\$100.00	\$100.00	√	
	Municipal Court Enhancement	\$10.00	\$20.00	√	
	Court Appointed Counsel Fee	\$25.00	\$25.00	√	
	Collection fee( \$35 per charge + 19%)	varies	varies	√	
	Referral fee (\$1.00 - \$500.00)	varies	varies	√	
<b>Marshal's Office</b>	Reports (up to 20 pages)	\$5.00	\$5.00	√	
	Additional pages (per page)	\$0.25	\$0.25	√	
	911 Tape	\$10.00	\$10.00	√	
	Photographs	\$10.00	\$10.00	√	
	<b>Animal Shelter</b>				
	<b>Impound Fee</b>	\$25.00	\$25.00	√	
	Additional Fee per night	\$10.00	\$10.00	√	
	<b>Animal License Fees</b>				
	Altered Dog (purchased before March 1)	\$6.00	\$6.00	√	
	Unaltered Dog (purchased before March 1)	\$8.00	\$8.00	√	
Altered Dog (purchased after March 1)	\$10.00	\$10.00	√		
Unaltered Dog (purchased after March 1)	\$12.00	\$12.00	√		
No license will be issued without proof of Rabies vaccination.					
<b>Adoption Fees</b>					
Altered Animals	\$25.00	\$25.00	√		
Female Dogs	\$80.00	\$80.00	√		
Male Dogs	\$50.00	\$50.00	√		
Female Cats	\$50.00	\$50.00	√		
Male Cats	\$25.00	\$25.00	√		
Adoption fees are refundable upon proof of neutering of the animal.					
<b>Library</b>	Photocopies	\$0.10	\$0.10	√	
	Printouts from Public Access Computers	\$0.10	\$0.10	√	
	Temporary Library Card for Seasonal Residents	\$25.00	\$25.00	√	
	Card Replacement	\$3.00	\$3.00	√	
	Overdue items (our Library) (per day)	\$0.10	\$0.10	√	
	Overdue videos (our Library) (per day-per item)	\$0.50	\$0.50	√	
	Overdue items (inside county)	varies	varies	√	

<b>User Fees</b>		<b>2007/2008 BUDGET</b>	<b>2008/2009 DEPARTMENT Recommendation</b>	<b>2008/2009 MANAGER'S Recommendation</b>	<b>2008/2009 COUNCIL ADOPTION</b>
<b>Library</b>	Overdue items (outside county) (per item)	\$1.00	\$1.00	√	
	Items placed on hold & not picked up w/in 8 days	\$1.00	\$1.00	√	
	Lost items - replacement cost + \$5.00 processing fee + overdue fines	varies	varies	√	
	Items put in Book Drop that are marked "Do Not Put in Book Drop" (per item)		\$0.25	√	
<b>Parks &amp; Rec</b>	<b>Weight Room Sun-Mon 8:00 a.m. to 8:00 p.m.</b>				
	<b>Membership</b>				
	Daily	\$3.00	\$3.00	√	
	Monthly	\$15.00	\$15.00	√	
	3-Months	\$30.00	\$30.00	√	
	Annual	\$100.00	\$100.00	√	
	Key Cards	\$5.00	\$5.00	√	
	Replacement Key Cards	\$10.00	\$10.00	√	
	Family Key Cards w/ Family Membership	\$25.00	\$25.00	√	
	<b>Specialty Classes:</b>				
	20% of fees to Town/80% to Instructor (adult)			√	
	15% of fees to Town/85% to Instructor (youth)			√	
	<b>Pool</b>				
	<b>Adults (18 &amp; over):</b>				
	Per Visit	\$2.00	\$2.00	√	
	10 Visits	\$15.00	\$15.00	√	
	Season Pass	\$60.00	\$60.00	√	
	<b>Children:</b>				
	Per Visit	\$1.50	\$1.50	√	
10 Visits	\$12.50	\$12.50	√		
Season	\$50.00	\$50.00	√		
<b>Family Pass (Immediate Family Only)</b>					
10 Visits	\$25.00	\$25.00	√		
Season	\$100.00	\$100.00	√		
Swim Lessons (30 minutes)	\$21.50	\$21.50	√		
Season passes can be paid in 2 installments - 1/2 on June 1 and remainder on July 1.					
Season passes for open swim & Family nights only. Lap swimmers & aerobics my purchase 10 visit passes or pay by visit.					
Private Use - Sundays Only (per hour) plus staff wages & \$100 cleaning deposit. \$50 deposit	\$25.00	\$25.00	√		

**User Fees**

	2007/2008 BUDGET	2008/2009 DEPARTMENT Recommendation	2008/2009 MANAGER'S Recommendation	2008/2009 COUNCIL ADOPTION
<b>Parks &amp; Rec</b>				
<b>Ball Fields</b>				
Class A (no charge or by agmt)	\$0.00	\$0.00	√	
Class B (no charge or by agmt)	\$0.00	\$0.00	√	
Class C (per hour)	\$10.00	\$10.00	√	
<b>Ball Field Preparation</b>				
Class A (no charge or by agmt)	\$0.00	Remove from Schedule	√	
Class B (per day)	\$15.00	Remove from Schedule	√	
Class C (per day)	\$25.00	Remove from Schedule	√	
<b>Soccer Fields</b>				
Class A (no charge or by agmt)	\$0.00	\$0.00	√	
Class B (no charge or by agmt)	\$0.00	\$0.00	√	
Class C (per hour)	\$10.00	\$10.00	√	
<b>Soccer Field Preparation</b>				
Class A (no charge or by agmt)	\$0.00	Remove from Schedule	√	
Class B (each time)	\$25.00	Remove from Schedule	√	
Class C (each time)	\$50.00	Remove from Schedule	√	
<b>Lights (24-hour cancellation notice required)</b>				
Class A (no charge or by agmt)	\$0.00	\$0.00	√	
Class B (per hour)	\$20.00	\$40.00	√	
Class C (per hour)	\$30.00	\$50.00	√	
<b>Miscellaneous Deposits &amp; Fees:</b>				
<b>Key Deposit</b>				
Class A	\$20.00	\$50.00	√	
Class B	\$20.00	\$50.00	√	
Class C	\$20.00	\$50.00	√	
<b>Community Center (Gym)</b>				
Class A (no charge or by agmt)	\$0.00	\$0.00	√	
Class B (per hour)	\$25.00	\$50.00	√	
Class C (per hour)	\$40.00	\$100.00	√	
Cleaning Deposit (Class A, B, & C)	\$400.00	\$500.00	√	
<b>Floor Preparation</b>				
Class A	\$100.00	\$0.00	√	
Class B	\$150.00	\$50.00	√	
Class C	\$200.00	\$75.00	√	
<b>Meeting Rooms</b>				
Class A (no charge)	\$0.00	\$0.00	√	

<b>User Fees</b>		<b>2007/2008</b>	<b>2008/2009</b>	<b>2008/2009</b>	<b>2008/2009</b>
		<b>BUDGET</b>	<b>DEPARTMENT</b>	<b>MANAGER'S</b>	<b>COUNCIL</b>
			<b>Recommendation</b>	<b>Recommendation</b>	<b>ADOPTION</b>
<b>Parks &amp; Rec</b>	Class B (per class)	\$10.00	\$20.00	√	
	Class C (per class)	\$20.00	\$40.00	√	
	<b>Setup Fee:</b>				
	Class A (per event)	\$25.00	Remove from Scheule	√	
	Class B (per event)	\$45.00	Remove from Scheule	√	
	Class C (per event)	\$75.00	Remove from Scheule	√	
<b>Park or Ramada Reservation</b>					
	Class A	\$5.00	\$0.00	√	
	Class B	\$5.00	\$10.00	√	
	Class C	\$20.00	\$20.00	√	
<b>Sno-Cone Machine Available to non-profits only</b>					
	Class A (by agmt)	varies		√	
	Class B (per day)	\$25.00	\$20.00	√	
	Class C	N/A		√	
<b>Jolly Jump Available to non-profits only</b>					
	Class A (by agmt)				
	Class B (per day)	\$100.00	\$40.00	√	
	Class C	\$100.00		√	
<b>Electric at Park/Gazebo/Ramada - all classes</b>		<b>\$20.00</b>	<b>\$20.00</b>	√	
<b>Equipment/Facility Fees &amp; Deposits for Non-Sponsored Special Events - New</b>					
<b>Key Deposit</b>					
	Class B (per key)		\$50.00	√	
	Class C (per key)		\$50.00	√	
<b>Cleaning/Security/Damage Deposit</b>					
	Class B		\$500.00	√	
	Class C		\$500.00	√	
<b>Fencing</b>					
	Class B (per panel)		\$5.00	√	
	Class C (per panel)		\$10.00	√	
<b>Tent Lighting</b>					
	Class B		\$20.00	√	
	Class C		\$30.00	√	
<b>Stage</b>					

<b>User Fees</b>		<b>2007/2008 BUDGET</b>	<b>2008/2009 DEPARTMENT Recommendation</b>	<b>2008/2009 MANAGER'S Recommendation</b>	<b>2008/2009 COUNCIL ADOPTION</b>
<b>Parks &amp; Rec</b>	Class B		\$150.00	√	
	Class C		\$200.00	√	
	<b>Ramada/Vendor Electric</b>				
	Class B		\$100.00	√	
	Class C		\$150.00	√	
	<b>Use of Water</b>				
	Class B		\$20.00	√	
	Class C		\$40.00	√	
	<b>Kitchen</b>				
	Class B (per day)		\$75.00	√	
	Class C (per day)		\$100.00	√	
	<b>Gym</b>				
	Class B (per day)		\$200.00	√	
	Class C (per day)		\$400.00	√	
	<b>Gym Floor Preperation</b>				
	Class B		\$50.00	√	
	Class C		\$75.00	√	
	<b>Room 206 &amp; 207</b>				
	Class B (per day)		\$75.00	√	
	Class C (per day)		\$100.00	√	
	<b>Room 204</b>				
	Class B (per day)		\$50.00	√	
	Class C (per day)		\$75.00	√	
<b>PA Systems, extension cords, water hoses,cash registers, tables &amp; chairs not available</b>					
<b>Street Department</b>	Road Cut Permits (excluding utility companies)	\$50.00	\$50.00	√	
	New Private Road Street Signs (per sign)	\$75.00	\$75.00	√	
<b>Community Development</b>	BOA Appeals	\$110.00		√	
	Variance Fees	\$620.00		√	
	Additional Variance/Same application	\$55.00		√	
	Non-Conforming Use Hearing	\$220.00		√	
<b>Copies of Maps (plotted or color</b>					

User Fees		2007/2008	2008/2009	2008/2009	2008/2009
		BUDGET	DEPARTMENT Recommendation	MANAGER'S Recommendation	COUNCIL ADOPTION
Community Development	Large	\$30.00		√	
	11 X 17	\$10.00		√	
	8 X 11	\$5.00		√	
<b>General Plan Amendment</b>					
	Minor	\$1,000.00		√	
	Major	\$1,550.00		√	
<b>Map Change for Zoning (ZMC)</b>					
	to Agriculture zone	\$870.00		√	
	Residential to Residential (50 acres)	\$835.00		√	
	plus \$55 for each additional acre	\$55.00		√	
	Residential to Commercial (5 acres)	\$1,000.00		√	
	plus \$85 for each additional acre	\$85.00		√	
	Commercial to Industrial (5 acres)	\$1,000.00		√	
	plus \$85 for each additional acre	\$85.00		√	
	PAD and PUD (for one (1) acre)	\$835.00		√	
	plus \$55 per acre up to 10 acres	\$55.00		√	
	plus \$2.00 per acre over 10 acres	\$2.00		√	
	Major Amendment (one (1) acre)	\$835.00		√	
	plus \$55 per acre up to 10 acres	\$55.00		√	
	plus \$2.00 per acre over 10 acres	\$2.00		√	
	To Mixed Use/Low Density	SAME PAD/PUD		√	
	To Mixed Use/High Density	SAME PAD/PUD		√	
	<b>Minor Land Division</b>	<b>\$165.00</b>		√	
<b>Subdivision Plats</b>					
	Preliminary Plat (for 10 lots)	\$1,000.00		√	
	plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00		√	
	Final Plat (for 10 lots)	\$835.00		√	
	plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00		√	
	Amended Plat (for 10 lots)	\$835.00		√	
	plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00		√	
	Final Site Plan PAD Review	\$550.00		√	
	Time Extensions	\$110.00		√	
<b>Design Review</b>					
	Board Review: Commercial Bldg, PUD/PAD	\$350.00		√	
	Director Review: Commercial Bldg	\$100.00		√	
	Director Review: Signs	\$50.00		√	
	<b>Community Facilities District</b>	<b>\$55,000.00</b>		√	

<b>User Fees</b>		<b>2007/2008</b>	<b>2008/2009</b>	<b>2008/2009</b>	<b>2008/2009</b>
		<b>BUDGET</b>	<b>DEPARTMENT</b>	<b>MANAGER'S</b>	<b>COUNCIL</b>
			<b>Recommendation</b>	<b>Recommendation</b>	<b>ADOPTION</b>
Community Development	<b>Development Agreement</b>				
	Revision to Amend - Hourly wage of employees plus cost of materials				
	Reconsideration - Hourly wage of employees plus cost of materials				
	<b>Use Permits</b>				
	Open Space Uses	\$670.00		√	
	Residential Uses	\$670.00		√	
	Commercial ( RCD, RS, C1 & C2)	\$1,000.00		√	
	Heavy Commercial/Industrial Uses	\$1,000.00		√	
	Mobile Home Parks (for 10 spaces)	\$1,000.00		√	
	plus \$15 per space up to 100 spaces				
	plus \$10 for each additional space				
	RV Parks	\$1,000.00		√	
	plus \$15 per space up to 100 spaces				
	plus \$5 for each additional space				
	Mini Storage (per 20,000 per sq ft of enclosed spc)	\$1,000.00		√	
	plus \$10 per 1,000 sq ft additional space				
	RV Storage (per 50 spaces)	\$1,000.00		√	
	plus \$5 for each additional space				
	Mining (5 acres)	\$1,000.00		√	
	plus \$55 per acre up to 50 acres				
	plus \$10 for each additional acre				
	<b>Continuance of Hearing</b>				
	Before Advertising	\$55.00		√	
	After Advertising	\$110.00		√	
	<b>Signs</b>				
	Non-Illuminated \$1 per sq ft - \$10 minimum				
	Illuminated \$1 per sq ft - \$10 min				
	Mural	\$25.00		√	
	Off Premise	\$330.00		√	
	<b>Street Abandonment</b>	<b>\$110.00</b>		√	
<b>Verification Letter</b>	<b>\$100.00</b>		√		
<b>Underground Utilities Exemption</b>	<b>\$25.00</b>		√		
<b>Wireless Communication</b>					
Administrative Review	\$220.00		√		
Administrative Review w/comment	\$550.00		√		
Applications requiring Special UP towers less than 99'	\$1,550.00		√		

<b>User Fees</b>		<b>2007/2008</b>	<b>2008/2009</b>	<b>2008/2009</b>	<b>2008/2009</b>
		<b>BUDGET</b>	<b>DEPARTMENT</b>	<b>MANAGER'S</b>	<b>COUNCIL</b>
<b>Community Development</b>			<b>Recommendation</b>	<b>Recommendation</b>	<b>ADOPTION</b>
	Towers 100 to 199'	\$2,100.00		√	
	Towers 200' and above	\$2,650.00		√	
	<b>Zoning Clearance for Building Permits</b>				
	Accessory buildings-residential remodel	\$25.00		√	
	Commercial remodel	\$110.00		√	
	Commercial .01 per sq ft - minimum \$100				
	Fence .05 per linear ft - minimum \$10				
	Houses	\$85.00		√	
	Manufactured Home	\$55.00		√	
	<b>Grading Plan Review Fees</b>				
	50 Cubic Yds (38.2 m3) or less	No Fee		√	
	51 to 100 Cubic Yds (40 to 76.5 m3)	\$23.50		√	
	101 to 1,000 Cubic Yds (77.2 to 764.6m3)	\$37.00		√	
	1,001 to 10,000 Cubic Yds (765.3 to 7645.5 m3)	\$49.25		√	
	10,001 to 100,000 Cubic Yds (7646.3 to 76455m3)				
	\$49.25 for 1st 10,000 plus \$24.50 for each additional 10,000 Cubic Yds or fraction thereof				
	100,001 to 200,000 Cubic Yds (76456.3 to 152 911 m3)				
	\$269.75 for 1st 100,000 plus \$13.25 for each additional 10,000 Cubic Yds or fraction thereof				
	200,001 Cubic Yds (152 912 m3 or more)				
	\$402.25 for the 1st 200,000 cubic yds plus \$7.25 for each additional 10,000 cubic yds or fraction				
	Other Fees - additional plan review required by changes, additions, or revisions to plans or to plans for which an additional rvw has been completed	\$50.50		√	
	Or totally hourly cost, whichever is greater. Hourly cost includes supervision, overhead, equipment, hourly wages & fringe benefits				
	<b>Grading Permit Fees</b>				
	50 Cubic Yds or less	\$23.50		√	
	51 to 100 Cubic Yds	\$37.00		√	
	101 to 1,000 Cubic Yds (for 1st 100 Cu. Yds)	\$37.50		√	
	plus \$17.50 for each addtl cubic yd.	\$17.50		√	
	1,001 to 10,000 cubic yds (for 1st 1,000 Cu. Yds)	\$194.50		√	
	plus \$14.50 for each addtl 1,000 cubic yd	\$14.50		√	
	10,001 to 100,000 cubic yd. (for 1st 10,000)	\$325.00		√	
	plus \$66 for each addtl 10,000 cubic yd	\$66.00		√	
	100,001 cubic yds	\$919.00		√	
	plus \$36.50 for each addtl 10,000 cubic yd	\$36.50		√	

<b>User Fees</b>		<b>2007/2008 BUDGET</b>	<b>2008/2009 DEPARTMENT Recommendation</b>	<b>2008/2009 MANAGER'S Recommendation</b>	<b>2008/2009 COUNCIL ADOPTION</b>
Community Development	<b>Other Inspection &amp; Fees</b>				
	Inspection outside Normal Business Hrs (per hour - 2 hour min)	\$50.50		√	
	Re-inspection Fees (per inspection)	\$50.50		√	
	Inspection fee for which no fee is specifically indicated	\$50.50		√	
	<b>Fees for All Over the Counter Permits</b>				
	Electrical	\$50.00		√	
	Mechanical	\$50.00		√	
	Plumbing	\$50.00		√	
	Building	\$50.00		√	
	<b>Additional Specific Valuation Data</b>				
	<b>Agricultural Buildings</b>				
	A. Barn (wood, metal, or masonry) (per sq ft)	\$28.65		√	
	B. Shade/Mare Motel/Pole Barn (per sq ft)	\$15.00		√	
	C. Greenhouse (per sq ft)	\$15.00		√	
	<b>Alteration to Existing Residential Structure</b>				
	w/ no additional floor area or roof coverage is created, such as the conversion of a patio or garage to habitable space. The valuation shall be determined as the difference in valuation between the two occupancies plus utilities unless otherwise noted.				
	A. Enclose Exterior Wall Opening (per sq ft)	\$5.00		√	
	B. Add or Remove Interior Partition (per sq ft)	\$30.00		√	
	C. Install Window or Sliding Glass Door (per sq ft)	\$7.50		√	
	D. Install Exterior Siding (per sq ft)	\$4.00		√	
	E. Plastering:				
	Interior (per sq ft)	\$2.00		√	
	Exterior (per sq ft)	\$4.00		√	
	F. Add Stone or Brick Veneer (per sq ft)	\$4.00		√	
	<b>Awning or Canopy (Supported by Building)</b>				
	A. Canvas (per sq ft)	\$4.00		√	
	B. Metal (per sq ft)	\$8.00		√	
	<b>Balcony (per sq ft)</b>	<b>\$15.00</b>		√	
	<b>Carport</b>				
	A. Wood (per sq ft)	\$15.00		√	
	B. Metal (per sq ft)	\$15.00		√	

<b>User Fees</b>		<b>2007/2008 BUDGET</b>	<b>2008/2009 DEPARTMENT Recommendation</b>	<b>2008/2009 MANAGER'S Recommendation</b>	<b>2008/2009 COUNCIL ADOPTION</b>
Community Development	<b>Demolition of Existing Structure</b>				
	A. Per structure on Assessor Parcel Number	\$50.00		√	
	B. After 2 structures on same Assessor Parcel #	\$25.00		√	
	<b>Fireplace/Free Standing Stove</b> (other than new construction)				
	A. Concrete or Masonry (plans required)	Valuation		√	
	B. Pre-Fabricated Metal (no plans required)	Valuation		√	
	C. Exterior Fireplace/Barbeque (plans required)	Valuation		√	
	<b>Manufactured Housing Foundation (per L.F.)</b>	<b>\$5.00</b>		√	
	<b>Master Plan Fee</b>				
	First Floor Plan (per plan - 65% of Building Fee)	varies		√	
	Each additional Floor Plan	\$100.00		√	
	<b>Patio/Deck/Porch</b>				
	Covered Patio at Grade Level (per sq ft)	\$15.00		√	
	Covered Deck Elevated (per sq ft)	\$15.00		√	
	Open Deck Elevated (per sq ft)	\$10.00		√	
	Screened Porch under Existing Roof Cover (sq ft)	\$6.00		√	
	Pre-Fab Metal Awning	\$6.00		√	
	Gazebo/Ramada (per sq ft)	\$12.50		√	
	<b>Block Wall (fence or free standing wall) (sq ft)</b>	<b>\$5.00</b>		√	
	<b>Retaining Wall (measured from bottom of footing to top; Walls over 4' require engineered plan) (length X height = sq footage)</b>				
	A. CMU, concrete (sq ft)	\$15.00		√	
	B. Brick reinforced (sq ft)	\$15.00		√	
	C. Un-reinforced Manufactured Unit (keystone, pavestone, versalock, etc.) (sq ft)	\$15.00		√	
	<b>Roof Structure Replacement (includes trusses, rafters, sheeting, and roofing materials)</b>				
	A. Asphalt Shingles	Valuation		√	
	B. Clay Tile	Valuation		√	
	C. Wood Shake or Shingle	Valuation		√	
	D. Rolled Roofing	Valuation		√	
	E. Built Up or Hot Mop w/ Aggregate	Valuation		√	
	<b>Shell Building (sq ft)</b>	<b>\$50.00</b>		√	

<b>User Fees</b>		<b>2007/2008 BUDGET</b>	<b>2008/2009 DEPARTMENT Recommendation</b>	<b>2008/2009 MANAGER'S Recommendation</b>	<b>2008/2009 COUNCIL ADOPTION</b>
Community Development	<b>Residential Storage Building or Shed</b> (over 200 sq ft) (per sq ft)	\$15.00		√	
	<b>Swimming Pool</b> (sq ft of water surface area based on length X width) (per sq ft)	\$25.00		√	
	<b>Spa or Whirlpool</b> (includes utility) (per sq ft)	\$25.00		√	
	<b>Stairs</b> (sq ft)	\$7.00		√	
	<b>Tenant Improvements</b>	valuation		√	
	<b>Above Ground Water Tank</b> (over 500 gallons)				
	A. Residential	\$100.00		√	
	B. Commercial 400				
	<b>Utilities</b>				
	Single Permit (electrical, plumbing, or mechanical)				
	A. Up to \$6,000	\$50.00		√	
	B. 6,001 or more (Bldg Permit Fee only per valuation)				
	Combined Permit for single equipment installations only (i.e. electric & mechanical for A/C equipment, building & electric for wood stove, plumbing & mechanical for heater, etc.				
	A. Up to \$6,000	\$50.00		√	
	B. 6,001 or more (Building Permit Fee only per valuation)				
	For New Construction or Addition				
	A. Plumbing (sq ft)	\$3.50		√	
	B. Electrical (sq ft)	\$2.50		√	
	C. Mechanical (sq ft)	\$1.50		√	
	<b>Equipment</b>				
	Air Conditioning Commercial (plans required) (sq ft)	\$4.00		√	
	Fire Alarm				
	A. Commercial (sq ft)	\$0.50		√	
	B. Residential (sq ft)	\$0.25		√	
	Kitchen Type I or II Hood System (plans req)	Valuation		√	
	Solar Installation (plans required)				
	A. Up to \$6,000 (flat fee)	\$150.00		√	

**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Date:**

**Meeting Type:**

**Type of Presentation:**

**REFERENCE DOCUMENT:**

**AGENDA TITLE: (Be Exact):**

**PURPOSE AND BACKGROUND INFORMATION:**

**STAFF RECOMMENDATION(S): (Suggested Motion)**

**Type of Document Needing Approval:**

**Finance Director Review**

Budgeted/Amount

Attorney Review  Yes  No

Attorney Comments

**Fund:**

**Line Item:**

**Submitting Department:**

**Contact Person:**

**Town Manager/Designee:**



**RESOLUTION 2008-752**

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL  
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,  
DECLARING THE TOWN OF CAMP VERDE TOWN CODE,  
DATED SEPTEMBER 17, 2008 TO BE A PUBLIC RECORD**

Whereas, A.R.S. Section 9-802 permits the enactment and publication by reference of a code or public record, including a statute, rule or regulation of the municipality, in the interest of economy, and

Whereas, the document entitled **The Town of Camp Verde Town Code**, dated September 17, 2008 is a lengthy re-codification of prior ordinances and resolutions enacted by the Town, together with additions and amendments, to be adopted by Ordinance 2008-A355, and which would qualify for enactment by reference by law.

**NOW THEREFORE THE MAYOR AND THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE HEREBY DECLARE THE TOWN OF CAMP VERDE TOWN CODE, ATTACHED HERETO AND INCORPORATED HEREIN, TO BE A PUBLIC RECORD PURSUANT TO A.R.S. SECTION 9-802, TO BE ENACTED BY ORDINANCE 2008-A355, AND ORDER THAT THREE (3) COPIES OF THE TOWN CODE, TOGETHER WITH ANY FUTURE AMENDMENTS OR ADDITIONS WHICH ARE ADOPTED, BE PERMANENTLY FILED IN THE OFFICE OF THE TOWN CLERK AND AVAILABLE FOR PUBLIC INSPECTION.**

PASSED, APPROVED AND ADOPTED by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, on the 17<sup>th</sup> day of September 2008.

\_\_\_\_\_  
Tony Gioia, Mayor

Attest:

\_\_\_\_\_  
Deborah Barber, Town Clerk

Approved as to form:

\_\_\_\_\_  
Town Attorney

**EXHIBIT A**

**TOWN OF CAMP VERDE TOWN CODE PENALTY CLAUSES**

**Section 6-1-8 Penalty**

Any person who violates or fails to comply with any provision of this article shall be guilty of a Class 2 misdemeanor, with punishment as provided by law, unless otherwise specified within a particular section of the Code.

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**1. Section 3-2** - concerning the appointment of an Acting Town Manager in the Town Manager's absence.

**"OFFICERS**

Pursuant to ARS §9-237, as may be amended,....Clerk. Other officers include the Town Manager, Finance Director, Community Development Director, Library Director, Magistrate, Parks and Recreation Director, Housing Department Administrator and Street Superintendent. In the temporary absence of the Town Manager (vacation or sick leave) the Town Manager shall appoint an Acting Town Manager. In the temporary absence of an officer other than the Town Manager, or the officer shall appoint a temporary replacement in consultation with the Town Manager.

**Section 3-2-5 Director of Community Development**

A. Office Established. The Office of Director of Community Development is hereby established. The Director of Community Development shall be appointed by the Town Manager on the basis of ability, and shall hold office pursuant to Section 3-1-3.A of this code.

B. Powers and Duties

**CHAPTER 2  
MAYOR AND COUNCIL  
Article 2-1  
COUNCIL**

**Section 2-1-1 Elected Officers**

A. The elected officers of the Town shall be a Mayor and six Council members. The Mayor and Council members shall constitute the Council and shall continue in office until assumption of duties of office by their duly elected successors.

B. The term of office of the Mayor shall be two years.

C. Council members shall serve four-year staggered terms as provided by ARS § 9-232.02, as may be amended, with three (3) members in each class.

**Section 2-1-2 Corporate Powers**

The corporate powers of the Town shall be vested in the Council and shall be exercised only as directed or authorized by law. All powers of the Council shall be exercised by ordinance, resolution, order or motion.

**Section 2-1-3 Assumption of Office**

Members of the Council shall assume the duties of office at the first meeting in June following the date of the general election at which the Council members were elected, or at any special meeting called to conduct business after the general election by the former Council. If a Council candidate, including Mayor, receives a majority of all votes cast at a primary election, then pursuant to ARS § 9-821.01, as may be amended, such candidate shall be declared elected to the office, but effective as of the date of the general election, to be seated as set forth herein.

**Section 2-1-4 Vacancies in Council**

The Council shall fill by appointment for the unexpired term any vacancy on the Council, including Mayor that may occur for any reason, within 60 days of the vacancy, unless a primary or general election for Council is set within 120 days. The vacancy shall not reduce any Council quorum requirements.

**Section 2-1-5 Oath of Office** Immediately before assumption of the duties of office, the Mayor and each Council member shall, in public, take and subscribe to the oath of office.

**Article 2-2**

**MAYOR**

**Section 2-2-1 Direct Election of Mayor**

A. The Mayor shall be directly elected by the people pursuant to ARS § 9-821.01. If a candidate receives a majority of all votes cast at a primary election, he or she shall be declared Mayor effective as of the date of the general election, and no general election shall be held for that position.

B. The term of the Mayor shall be for two years. In every election one of the declared vacancies on the Council shall be reserved for the election of the Mayor.

C. A candidate may not run for both Mayor and Council member at the same election, a seated Council member whose term is not expiring may not run for the office of Mayor. A Mayor whose term is expiring is permitted to run for the office of Mayor or Council member.

**Section 2-2-2 Vice Mayor**

The Council shall select in June, a Vice Mayor who shall serve for a one-year term at the pleasure of the Council. The Vice Mayor shall assume the duties of the Mayor in the absence, disqualification, or resignation of the Mayor.

**Section 2-2-3 Acting Mayor**

In the absence or disability of both the Mayor and Vice Mayor, the mayor will designate one of the current Council members to serve as acting Mayor who shall have all the powers, duties, and responsibilities of the Mayor during such absence or disability. In the event, the Town Council objects to any such designation, the Council may vote in a public meeting called pursuant to the provisions of this code, to override the mayor's designation and select an alternative person to serve as Acting Mayor.

**Section 2-2-4 Powers and Duties of the Mayor**

The Mayor shall be the Chief Elected Official who is the Chief Executive Officer of the Town; except as to the administrative duties delegated by Section 3-2-1 to the Manager, or other department heads, and in accordance with the procedures set forth in the code and applicable portions of any personnel manual adopted by the Town.

A. The Mayor shall be the chairperson of the Council and preside over its meetings and its agenda. The Mayor may make and second motions and shall have a voice and vote in all its proceedings.

B. The Mayor shall execute and authenticate by his signature such instruments as the Council or any statutes, ordinances, or this code shall require.

C. The Mayor and members of the Council may make such recommendations and suggestions to the Council, as they may consider proper.

D. The Mayor may, by proclamation, declare a local emergency to exist due to fire, conflagration, flood, earthquake, explosion, war, bombing or any other natural or man-made calamity or disaster or in the event of the threat or occurrence of riot, rout or affray or other acts of civil disobedience which endanger life or property within the Town. After declaration of such emergency, the Mayor shall govern by proclamation and impose all necessary regulations to preserve the peace and order of the Town, including but not limited to:

1. Imposition of a curfew in all or any portion of the Town.
2. Ordering the closing of any business.
3. Closing to public access any public building, street, or other public place.
4. Calling upon regular or auxiliary law enforcement agencies and organizations within or without the political subdivision for assistance.

E. The Mayor shall perform such other duties required by state statute and this code as well as those duties required as the Elected Official who is chief executive officer of the Town.

F. At the first meeting in January of each year, Council shall adopt a Policy Statement that authorizes the Mayor to support or oppose bills introduced during Legislative Sessions when they adversely affect the Town's interests and require an immediate response.

#### **Section 2-2-5 Absence of Mayor**

The Mayor shall not absent himself from the Town for a greater period than fifteen consecutive days without the consent of the Council.

#### **Section 2-2-6 Failure to Sign Documents**

If the Mayor refuses or fails to sign any ordinance, resolution, contract, warrant, demand or other document or instrument requiring his signature for five days consecutively, then a majority of the members of the Council may, at any regular or special meeting, authorize the Vice Mayor or, in his absence, an acting Mayor to sign such ordinance, resolution, contract, warrant, demand or other document or instrument which when so signed shall have the same force and effect as if signed by the Mayor.

### **Article 2-3 COUNCIL PROCEDURES**

#### **Section 2-3-1 Regular Meetings**

**Regular Council Meetings.** The Town Council will hold regular meetings at 6:30 p.m. on the first and third Wednesday of the month at the Town Hall complex on Main Street for general business and public hearings as may be required by law, with the fourth Wednesday set aside for Planning & Zoning matters, and the second Wednesday set aside for work sessions as needed. A work session, in lieu of or in conjunction with a regular meeting, may be called. If a regular meeting or work session is cancelled, such as near a holiday, notice of the cancellation shall be posted.

**Section 2-3-1.1 Times and Places of Special Meetings**

A. The Mayor, after public vote of the Council to schedule a special session within the jurisdiction of the Town, shall direct staff to schedule a special session of the Council, or the Mayor and Manager may jointly schedule a special session to be held in appropriate facilities within Town limits, to begin at a time and place designated in the motion.

B. Notices and agendas will be posted for the special sessions as required by law, and additionally posted at the alternate site.

C. Special sessions herein will not be scheduled away from Town Hall if the agenda involves public hearings on **controversial topics** likely to interest citizens of the Town in general rather than a particular neighborhood.

**Section 2-3-2 Special Meetings**

Special and emergency meetings, as permitted by law, shall be called and posted in the same manner as regular meetings by the Mayor or the Town clerk, after confirmation of the availability of a quorum.

**Section 2-3-3 Posting of Notices**

A. Notice of Council meetings and agendas shall be posted at Town Hall, the United States Post Office, Bashas' store at Outpost Mall, and on the Town's website. Other public notices, such as public meetings of Commissions, committees, or boards, bidding, holidays, auctions, and zoning matters, will be posted at Town Hall only, but shall ~~may~~ also be posted on the Town's website. Locations for posting may be changed by Council resolution.

B. All notices shall contain a statement of posting signed by the Town clerk or a designated representative showing the date and time of posting.

C. **Posting of Alternate Meeting Locations.** In addition to the locations and content specified by 2-3-3 (Posting of Legal Notices), the Town Manager or Mayor may request that a meeting with an agenda item or public hearing which may attract a large audience, or need special presentation facilities, be scheduled for the gymnasium, school auditorium, or alternate site suitable for public participation. If the Council votes to change the location for that meeting, notice of the location change shall be posted in the normal locations, plus at the site, and the meeting may be called to order at the site without first being called to order at the Town Hall Council Chamber. This does not preclude the Council from relocating a meeting that is in progress to accommodate a crowd that exceeds maximum occupancy limits as established for Council Chambers.

**Section 2-3-4 Meetings to Be Public**

All proceedings of the Council shall be open to the public, except that upon approval by a majority vote of the Council, the Council may meet in a closed executive session pursuant to the provisions of state law.

**Section 2-3-5 Quorum**

No action shall be taken unless a quorum is present. Four or more Council members (the Mayor counting as a member) shall constitute a quorum for transacting business, but a lesser number may adjourn from time to time to compel the attendance of absent members. In any meeting where a quorum is present, it shall take a majority vote of the entire Council, or a minimum of four (4) votes, to enact any measure, resolution, ordinance, or other business on the agenda.

**Section 2-3-6 Preparation of Agenda**

A. Prior to each Council meeting, or on or before a time fixed by the Council for preparation and distribution of an agenda, whichever is earlier, the manager shall collect all written reports, communications, ordinances, resolutions, contracts and other documents to be submitted to the Council, prepare an agenda in consultation with the Mayor and members of the Council according to the order of business and furnish each Council member, the Mayor and the attorney with a copy of the agenda and other necessary reports and materials together with a copy of the minutes of the last preceding Council meeting.

From time to time, addenda and late additions to the agenda are required and may be authorized by the Manager and Mayor due to extenuating circumstances beyond the control of the person requesting the addendum or late addition.

All Council members are authorized to place item(s) on the agenda. Agenda item requests are to be submitted in written form to the Clerk. If the number of previously scheduled agenda items prevents the scheduling of a requested agenda item, the Mayor (with the consent of the requesting Council member) may schedule the requested item to be heard at the next meeting of the Council.

B. The Town may use a consent agenda to dispose of routine matters coming before the Council.

**Section 2-3-7 Order of Business**

The business of the Council shall be the following items, not necessarily in that order:

A. Call to Order: The Mayor shall take the chair precisely at the hour appointed for the meeting and shall immediately call the Council to order. In the absence of the Mayor, the Vice Mayor shall call the Council to order. In the absence of both the Mayor and Vice Mayor, the clerk shall call the Council to order and an acting Mayor shall be selected to chair the meeting. Upon the arrival of the Mayor or the Vice Mayor, the Vice Mayor or the acting Mayor shall immediately relinquish the chair upon the conclusion of the business immediately before the Council. The Mayor shall preserve order and decorum and decide all questions of order and conduct. Questions from the staff or public are addressed to the chair.

B. Pledge of Allegiance.

C. Roll Call. Before proceeding with the business of the Council, the clerk or the clerk's designee shall record the roll of the members and the names of those present shall be entered in the minutes. If a quorum is not present, the members present may adjourn pursuant to Section 2-3-5 of this code.

D. Consent Agenda: (Routine business, meeting dates, disbursements, and resolutions). Unless a member of the Council requests a reading of the minutes of the Council meeting,

the minutes of the preceding meeting shall be considered approved if correct, and errors rectified if any exist.

E. Call to the Public. The Council on items designated for public input may hear petitions, remonstrances, communications, comments or suggestions from citizens present. All such remarks shall be addressed to the Council as a whole, and not to any member thereof, or the staff. Such remarks shall be limited to three (3) minutes. No person other than the individual speaking shall enter into the discussion without the permission of the presiding officer. There will also be a Call to the Public for items NOT on the agenda. Council may direct staff to follow up on the item with a report or placement on an upcoming agenda.

F. Ordinances/Resolutions/Other Actions Requiring Council Approval. The Council shall consider any ordinances or resolutions or other actions requiring Council approval as may be listed on the agenda.

G. Reports by Officers. Town officials and committees shall present any reports required by the Council.

H. Information and Updates.

I. Adjournment. The Council may, by a majority vote of those present, adjourn from time to time to a specific date and hour. A motion to adjourn shall always be in order and decided without debate.

#### Section 2-3-7.1 Management of Meetings

- A. Where practicable, executive sessions will be held prior to the regular business meetings, as opposed to during or following a meeting.
- B. Meetings should conclude at 10:00 p.m. with planned recesses during the meetings.
- C. Council member discussion is limited to three (3) minutes per member. If an item is opened for public input, the public may address the item ONE time. Public input is limited to three (3) minutes.
- D. All routine, administrative-type items such as contract awards and approvals, proclamations, etc. shall be placed on the Consent Agenda.
- E. Previously approved items, such as budgeted items do not require further Council action and will not be placed on an agenda.
- F. All presentations are limited to ten (10) minutes for the presentation and discussion period.

#### Section 2-3-8 Voting

A. The Mayor shall vote as a member of the Council.

B. If requested by a Council member, the minutes shall show the ayes and nays of any question to be taken. Council members wishing to abstain for a conflict of interest shall state such on the record prior to any discussion or vote on the item and shall file a written declaration with the Clerk as soon as possible following the meeting. Any other abstention must be declared at the time of the calling for a vote, or a silence will be recorded as an affirmative vote. The Mayor or chairman of the meeting will announce on the record whether the motion passed or failed.

#### Section 2-3-9 Declaration of Vacancy

The office of any Council member is deemed vacant pursuant to ARS § 38-291, as may be amended, if such member fails to discharge the duties of his or her office for three (3) consecutive months, including failure to attend Council meetings unless otherwise authorized by the Council.

## Article 3-2

### OFFICERS

#### Section 3-2-1 Town Manager

A. Office Established. The office of Town Manager is hereby established.

B. Appointment of Town Manager. The Town Manager shall be appointed by majority vote of the Council on the basis of executive and administrative ability and shall hold office at the pleasure of the Council.

C. Eligibility. No member of the Council, their spouse or relatives to the first degree shall be eligible for appointment as Town Manager until one year has elapsed after such Council member shall have ceased to be a member of the Council. The Town Manager shall be a resident of the Town, unless such requirement is waived by the Council.

D. Powers and Duties of Town Manager. The Town Manager is the ~~Chief Executive Officer~~ and administrative head of the government of the Town under the direction and control of the Council, except as otherwise provided in this article. He shall be responsible for the efficient administration of all the affairs of the Town that are under his control. In addition to his general powers as administrative head and not as a limitation thereon, it shall be his duty and he shall have the following powers:

1. Law Enforcement. To see that all laws and ordinances of the Town and all franchises, contracts, permits, and privileges granted by the Council are faithfully observed and to report any failure in that regard to the Council. The Council shall then give such instruction and direction as it may desire for remedial, corrective or terminating action by the Manager.
2. Authority Over Employees. To control, order and give direction to all heads of departments (other than Council-appointed officers) and to subordinate officers and employees of the Town under his jurisdiction through their department heads.
3. Power of Appointment and Removal. To appoint, remove, promote, and demote any and all officers and employees of the Town, ~~except the Finance Director~~, the Town Attorney, and the Town Magistrate, all of whom shall be appointed by the Council. As to these officers, he shall recommend appointment and removal to the Council. All such actions of the Manager shall be subject to all applicable personnel ordinances, rules and regulations and state statutes.
4. Administrative Reorganization of Offices. To conduct studies and effect such administrative reorganization of offices, positions, or units under his direction as may be indicated in the interest of efficient, effective, and economical conduct of the town's business.
5. Ordinances. To recommend to the Council for adoption such measures and ordinances as he deems necessary.
6. Attendance at Council Meetings. To attend all meetings of the Council unless the Mayor excuses him individually or unless the Council excuses him, except when his removal is under consideration, in which case the Town Manager's attendance at a meeting shall be governed by the Arizona Open Meeting Act (A.R.S. § 38-431 *et seq.*, as may be amended). He may present recommendations relative to each item on the agenda for approval, rejection, or modification by the Council, and prepare the agenda as provided in Section 2-3-6.A.
7. Financial Reports. To keep the Council at all times fully advised as to the financial condition and needs of the Town.

8. Budget. To prepare and submit a proposed annual budget and a proposed annual salary plan to the Council.
9. Investigations and Complaints. To make investigations into the affairs of the Town and performance of any obligations of the Town and to report all findings to the Council. Further, it shall be the duty of the manager to investigate all complaints in relation to matters concerning the administration of the Town government. If the investigation involves the conduct of a person reporting directly to the Council (the Town Manager or Town Attorney) the Mayor and Vice-Mayor shall designate a person to conduct the investigation. If the Mayor and Vice Mayor cannot agree on such designation, the matter shall be referred to the Council.
10. Public Buildings. To exercise general supervision over all public buildings, parks, and other public property under the control and jurisdiction of the Council.
11. Additional Duties. To perform such other duties as may be required by the Council, not inconsistent with federal law, state law, or Town ordinances.
12. Salary Schedule. To recommend to the governing body a standard schedule of pay for each appointive office and position in Town service, including minimum, intermediate and maximum rates. To authorize the payment of overtime pay for such employees as may work in excess of a normal work period. Such rates of pay and periods of work shall be in conformity with rates and salaries enacted by the Council.

#### E. Internal Relations.

1. Council-Manager Relations. The Council and its members shall deal with the administrative services of the Town only through the Town Manager, except for the purpose of inquiry, and neither the Council, nor any member thereof shall give orders or instructions to any subordinates of the Town Manager. The Town Manager shall take his orders and instructions from the Council only when sitting in a duly convened meeting of the Council, and no individual Council member shall give orders or instructions to the Town Manager.

F. Attendance at Commission Meetings. The Town Manager may attend any and all meetings of the planning and zoning commission and all other commissions, boards or committees created by the Council. He shall cooperate to the fullest extent possible with the members of all commissions, boards, or committees appointed by the Council.

G. Other Departments. The Town Manager may, with the concurrence of the Council, establish other departments (in addition to the departments set forth in this Code) to conduct the business and affairs of the Town.

H. Before appointing a person to fill the positions of Town Clerk, Town Marshal, Director of Public Works/Town Engineer or any other department head position, the Town Manager shall solicit input from no more than three persons serving on the Council.

## CHAPTER 4

### BOARDS, COMMISSIONS AND COMMITTEES

#### 4-2 Organization

B. Duties of Officers/Members. The duties and powers of the various officers and members of the boards and commissions are as follows:

1. Chairperson. The chairperson shall preside at all meetings and hearings of the board or commission, decide all points of order or procedure, and perform any duties required

by law, ordinance or the requirements established in this chapter. The term of the chairperson shall be one year, unless reelected to succeeding terms by a majority vote of the membership. The chairperson shall be responsible for becoming familiar with and adhering to the provisions of the open meeting law. The chairperson shall also become familiar with the provisions of Roberts Rules of Order, and, although general informality in such rules of order may prevail, shall adhere to such rules in the conduct of meetings where emotional content of the subject matter or the conflict of personalities may otherwise interfere with the orderly conduct of business. The chairperson may, to the extent necessary, work with the department head assigned to the board or commission to assist with special needs, requirements for assistance from the staff, reviewing monthly budget reports and preparation of agendas. The chairperson will determine whether he/she, staff liaison, or designee, will provide a written report to the Mayor and Council summarizing the board or commission activities during the prior quarter, identifying upcoming activities and reviewing any problems, concerns or proposals. Such reports are to be submitted to the Town Clerk for distribution to the Council. Meetings may be scheduled with Council as needed and/or on a regular quarterly basis. In addition, the chairperson shall sign all minutes and resolutions of the board or commission.

### **Article 4-3 MEETINGS**

5. Abstentions/Conflict of Interest. If a member of a board or commission determines that they have a conflict of interest, they shall remove themselves from the meeting room and not take part in either the discussion or the vote. Such conflict should be stated prior to the item being introduced or just after introduction but prior to discussion. A *Conflict of Interest Disclosure Memorandum* form must be completed, signed, and submitted to the Clerk's Office for each conflict that is declared. A member may abstain from voting on an item even if a conflict of interest is not present; however, this is not a preferred action.

#### **Section 5-2-2 Powers and Duties of Town Magistrate**

The powers and duties of the Magistrate shall include:

- A. The powers and duties set forth and conferred upon him under the provisions of the state constitution and statutes, this code, and the ordinances and resolutions of the Town.
- B. The keeping of a docket in which shall be entered each action and the proceedings of the court therein.
- C. The responsibility for fixing and receiving all bonds and bails and FOR FIXING AND receiving all fines, penalties, fees and other monies as provided by law.
- D. Payment of all fees, fines, penalties, and other monies collected by the court at least once each month to the treasurer or other officer as designated by the Council.
- E. Submitting a monthly report to the Council summarizing court activities for that month.
- F. Preparation of a schedule of traffic violations not involving the death of a person, listing specific bail for each violation.
- G. Designation of a deputy other than a law enforcement officer and a specific location, at which the deputy shall, during hours when court is not open, set the amount of bail in accordance with the foregoing schedule and collect such bail, or accept proper bail bonds in lieu thereof, for and on behalf of the court.

H. Preparation of a schedule of civil traffic violations listing a specific deposit for each violation. The Magistrate shall designate a person, a specific location and the hours during which such person will be at the location to accept proper deposits for civil traffic violations for and on behalf of the court.

I. Prepare an annual departmental budget as required by the Town manager.

J. Supervise and administer, including hiring, promotion and termination of court employees consistent with the requirements of the Town Code, Personnel Rules and adopted budget.

K. Purchase, acquire, or retain goods and services consistent with the requirements of the Town Code and adopted budget.

L. Provide coordination, input, and advice on court administrative matters to the Town Council and staff.

#### **Section 5-2-4 Assistant Magistrate**

The Town Magistrate may recommend to the Council the names of individuals qualified to serve as assistant magistrate, subject to the assignment and direction of the Town Magistrate, once appointed. All assistant magistrates shall serve for a specified term, subject to removal by the Council. All duly appointed assistant magistrate shall be compensated per a fee established by the Council, and subject to the reimbursement of those travel expenses and other out-of-pocket allowances permitted for Town employees.. All assistant magistrates are deemed to be part-time Town employees subject to contributing to the Arizona State Retirement under certain conditions and paying payroll taxes, but are not eligible for benefits such as health insurance and paid time off.

**CHAPTER 9**  
**BUSINESS REGULATIONS**  
**Article 9-1**  
**CASUAL BUSINESS LICENSE**

- 9-1-1 Definitions
- 9-1-2 License Required
- 9-1-3 Applications
- 9-1-4 Fees
- 9-1-5 Fees for Charitable, Religious or Civic Organizations
- 9-1-6 License to be posted
- 9-1-7 Location Restrictions
- 9-1-8 Undue Noise Prohibited
- 9-1-9 Enforcement by Police Officers
- 9-1-10 Revocation
- 9-1-11 Signs to be Observed

**Section 9-1-1 Definitions**

In this article unless the context otherwise requires:

A. "Canvasser or solicitor" means any person, whether a resident of the Town or not, traveling either by foot, wagon, automobile, motor truck, or any other type of conveyance from place to place, from house to house or from street to street taking or attempting to take orders for sale of goods, wares and merchandise, personal property of any nature whatsoever for future delivery or for services to be furnished or performed in the future, whether such person is collecting advance payments on such sales or not, provided that such definition shall include any person who, for himself or for another person, hires, leases, uses or occupies any building, structure, tent, railroad car, boat, hotel room, lodging house, apartment, shop, or any other place within the Town for the sole purpose of exhibiting samples and taking orders for future delivery.

B. "Peddler" means any person, whether a resident of the Town or not, traveling by foot, wagon, automobile, or any other type of conveyance from place to place, from house to house or from street to street carrying, conveying or transporting goods, wares, merchandise, meats, fish, vegetables, fruits, garden truck farm products or provisions, offering and exposing the same for sale or making sales and delivering articles to purchasers, or a person who, without traveling from place to place, shall sell or offer the same for sale from a wagon, automotive vehicle, railroad car or other vehicle or conveyance. It is further provided that a person who solicits orders and, as a separate transaction, makes delivery to purchasers as a part of the scheme or design to evade the provisions of this chapter shall be deemed a peddler subject to the provisions herein contained. The word "peddler" shall include the words "hawker" and "huckster".

C. "Transient merchant," "itinerant merchant," or "itinerant vendor" means any person, whether owner or otherwise, whether a resident of the Town or not, who engages in a temporary business of selling and delivering goods, wares and merchandise within the Town, and who, in furtherance of such purpose, hires, leases, uses or occupies any building, structure, motor vehicle, tent, railroad car, boat, hotel room, lodging house, apartment, shop, or any street, alley or other place within the Town for the exhibition and sale of such goods, wares and merchandise, either privately or at public auction, provided that such definition shall not be construed to include any person, firm or corporation who, while occupying such temporary location, does not sell from stock but exhibits samples only for the purpose of securing orders for future delivery. The person so engaged shall not be relieved from complying with the provisions of this chapter merely by reason of associating temporarily with any local dealer, trader, merchant, or auctioneer or by conducting such transient business in connection with, as a part of or in the name of any such local dealer, trader, merchant, or auctioneer.

D. "Special Event" includes the temporary sales and displays by street vendors, craft shows, fair booths, and similar operations usually associated with a special event or holiday.

#### **Section 9-1-2 License Required**

It is unlawful for any peddler, solicitor, canvasser, transient merchant, itinerant merchant, or itinerant vendor to engage in such business within the corporate limits of the Town without first obtaining a Casual Business license in compliance with the provisions of this chapter. This article shall also govern all special event sales and operations within the Town limits. This article does not apply to participants of Town Events who have paid booth fees, garage sales, auctions, sidewalk sales, student fund raising sales, and bake sales that occur less than three (3) times per year; events occurring more than three (3) times per year must obtain a Casual Business License. This article also does not apply to licensed retail businesses that conduct occasional off-site sales events, such as car and recreational vehicle shows and home shows. However, off-site sales may require zoning clearance.

#### **Section 9-1-3 Applications**

A. Applicants for a Casual Business License under this chapter must file with the clerk a sworn application in writing, on a form to be furnished by the Clerk, which shall give the following information:

1. Name and description of the applicant.
2. Address, legal and local.
3. A brief description of the nature of the business and the goods to be sold and, in the case of products of farm or orchard, whether produced or grown by the applicant.
4. Verification of a Transaction Privilege Tax License.
5. If employed, the name and address of the employer, together with credentials establishing the exact relationship.
6. The length of time for which the right to do business is desired. No Casual Business License shall be issued for a period longer than three (3) consecutive days.
7. If a vehicle is to be used, a description of the same, together with license number of any vehicles to be used in or near the display area or other area of business, and other means of identification.
8. A statement as to whether or not the applicant has ever been convicted of any crime, misdemeanor, or violation of any municipal laws and the nature of the offense and the punishment or penalty assessed therefore.
9. Obtain the written permission of the property owner and tenant, if any, for the operation.
10. Obtain any necessary health or other regulatory permits required by law.

B. No license issued hereunder shall be transferable.

#### **Section 9-1-4 Fees**

A. The license fees for peddlers, solicitors, canvassers, and transient merchants and the application fee provided in Section 9-1-3 shall be determined by resolution of the Council.

B. No fee shall be required of any resident of the Town of Camp Verde selling products of the farm or orchard actually produced by the resident.

#### **Section 9-1-5 Fees for Charitable, Religious or Civic Organizations**

There shall be no fees for charitable, religious, or civic organizations. It shall be the duty of the Clerk to determine if the organization making the application is a charitable, religious, or civic organization and that the individual making the application is a member of the organization. The determination by the Clerk may be appealed to the Town Manager, which may at his discretion decide such appeal or refer it to the Council.

#### **Section 9-1-6 License to be Posted**

The license issued by the Clerk shall be posted in a conspicuous place if the licensee is using a vehicle or a building in his business and otherwise must be kept by the person and exhibited at any time upon request.

**Section 9-1-7 Location Restrictions**

No peddler, canvasser, or transient merchant shall locate on the public street or property, and must have written permission of a property owner for private property. It is unlawful for any peddler, canvasser, or transient merchant to operate in any stationary location, to operate within three hundred feet of a public school ground, or to operate in any congested area where such operation might impede or inconvenience the public or cause traffic or parking hazards. The judgment of a law enforcement officer exercised in good faith shall be deemed conclusive as to whether the area is congested or the public impeded or inconvenienced.

**Section 9-1-8 Undue Noise Prohibited**

No licensee, nor any person on the licensee's behalf, shall shout, make any outcry, blow a horn, ring a bell or use any sound device, including any loud speaking radio or sound amplifying system, for the purpose of attracting attention to any goods, wares, or merchandise which such licensee proposes to sell upon any of the streets, alleys, parks or other public places of the Town or upon any private premises in the Town where sound of sufficient volume is emitted or produced that is capable of being plainly heard upon the public thoroughfares.

**Section 9-1-9 Law Enforcement**

It shall be the duty of any law enforcement officer of the Town to enforce the provisions of this article.

**Section 9-1-10 Revocation**

The Clerk after notice for any of the following causes may revoke permits and licenses issued under the provisions of this chapter:

- A. Fraud, misrepresentation, or false statement contained in the application for license;
- B. Fraud, misrepresentation, or false statement made in the course of carrying on business;
- C. Any violation of this article;
- D. Conducting business in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety or general welfare of the public.

**Section 9-1-11 Signs to be Observed**

It is unlawful for any peddler, solicitor, canvasser or transient merchant, in the course of his business to ring the doorbell or knock at any building whereon a sign bearing the words "No Peddlers," "No Solicitors," "No Canvassers," "No Transient Merchants," or a similar message is exposed to public view.

**Article 9-3  
BUSINESS LICENSES**

9-3 Definitions

9-3-1 Purpose

9-3-2 Registration and License

9-3-3 Issuance of Business License

9-3-4 Payment

9-3-5 Posting of Business License

9-3-6 License not Transferable

9-3-7 Fees

9-3-8 Penalty

**Section 9-3 Definitions**

A. "Business" means occupation, work, or trade in which a person is engaged; commercial, industrial, or professional dealings; the buying and selling of commodities; and any commercial store or factory. For

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the purposes of this article, "Business" also includes those property owners that offer for lease three (3) or more residential units and/or one (1) or more commercial unit(s) that are located within the incorporated limits of the Town of Camp Verde.

B. "Business Location" means the physical location (address) of the business location. If business location includes more than one parcel, all parcel numbers must be listed on the Application for Business License and receive a Zoning Clearance approval before a Business License will be issued.

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C. "Home Occupation" means an occupation, profession, activity or use located in a residential district, and which uses is merely incidental to the residential use and does not change the character of the neighborhood by externally detectable lighting, noise, odor, or appearance associated with the activity, and is created and operated as a sole proprietorship with no more than one non-residential employee. No storage or use of toxic materials and/or chemicals that are utilized in connection with a Home Occupation are permitted in a residential district.

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D. "Property Owner" means the legal owner of the land/parcel on which the business is conducted.

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E. "Occupier of Land" means a Business Owner that does not own the land/parcel on which the business is conducted.

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F. "Telecommuting" means working from home as an employee or employer by way of electronic transmission devices. Telecommuting does not require a Business License.

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G. "Toxic Materials/Chemicals" mean liquid, aerosol, or solid substances that are harmful, destructive, deadly, or poisonous to human, animal, or fowl.

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#### **Section 9-3-1 Purpose**

The Council has determined that it is in the best interest of the public to maintain a list of business activities within the Town to provide contacts for emergency services, directories, compliance with zoning codes, building and fire codes, tax, and/or other ordinances and statutes.

#### **Section 9-3-2 Registration and License Required**

It is unlawful for any person, firm, organization, corporation or other entity to engage in business within the corporate limits of the Town without first obtaining a Business License in compliance with the provisions of this chapter.

#### **Section 9-3-3 Issuance of Business License**

It is the duty of the Town Clerk to prepare and issue a Business License under this article for every person, firm, company, or corporation liable therefore; the period of time covered; the name of the person, firm or corporation for whom issued; the type of business; the location or place of business and verification of privilege tax license.

#### **Section 9-3-3.1 Certificate of Compliance**

No operation of any new business, excluding Home Occupation businesses, will be allowed or Business License issued within the limits of the Town without the issuance of a Certificate of Compliance from the Building Department. The Certificate of Compliance requires a physical inspection of the building to verify that the proposed business activity and building are in compliance with all zoning, building, and fire codes.

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Issuance of the Business License does not imply that the Town in any way regulates or warrants the manner in which the operator does business.

#### **Section 9-3-4 Payment**

A. All Business License fees shall be paid at the office of the Town Clerk in such manner as may be specified by the Clerk.

B. Business Licenses are issued for a 12-month period. Annual renewal payments are due on the first day of the month in which the license was first issued. For example, renewal fees for License #000 issued on January 30, 2008 become due on January 1, 2009.

C. The Business License and registration for all businesses which do not pay the required fees within thirty days of their due date will be cancelled. A new application and associated fees will be required to reinstate the Business License.

D. A full fee shall be paid for each fee period or portion of a fee period in which a business is carried on.

E. A separate Business License must be obtained for each branch established or separate place of business in which any business is carried on. If a business location includes more than one parcel, all parcel numbers must be listed on the Application for Business License. All parcels must receive Zoning Clearance approval before a Business License will be issued.

#### **Section 9-3-5 Posting of Business License**

Every person, firm, company, or corporation, having a Business License under the provisions of this article, shall keep such Business License posted and exhibited, while in force, in some conspicuous part of the place of business. Every person having such Business License and not having a fixed place of business shall carry such Business License with him at all times while carrying on that business for which the same was granted. Every person, firm, company, or corporation having a Business License under the provisions of this article shall produce and exhibit the same whenever requested to do so by any officer authorized to issue, inspect, or collect by the Town.

#### **Section 9-3-6 License not Transferable**

No Business License issued under the provisions of this article shall in any manner be assignable or transferable to any other person, firm, company, or corporation.

#### **Section 9-3-7 Fees**

All businesses liable shall pay a set fee as set forth by the Council by resolution. Fees are non-refundable and are not set on a pro rata basis.

#### **Section 9-3-8 Penalty**

It is unlawful for any person to commence, transact, or carry on any business within the Town without first having obtained a license from the Town or to comply with all provisions of this Chapter. Violations shall be punishable under Chapter 1, Article 1-8 with each day that such business is practiced, transacted or carried on constituting a separate offense. It shall be the duty of any authorized personnel or officer of the Town to enforce the provisions of this chapter.



**ORDINANCE 2008-A355**

**AN ORDINANCE OF THE TOWN OF CAMP VERDE,  
YAVAPAI COUNTY, ARIZONA,  
ADOPTING BY REFERENCE  
THE TOWN OF CAMP VERDE TOWN CODE.  
A RECODIFICATION OF SELECTED PRIOR ORDINANCES OF THE  
TOWN, AND PROSCRIBING PENALTIES FOR VIOLATIONS THEREOF.**

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Section 1. Adoption by Reference. Pursuant to A.R.S. Section 9-802 (as amended) the Town hereby adopts for application and enforcement the **Town of Camp Verde Town Code**, dated July 30, 2008, a compilation of selected previously-adopted and modified ordinances that are declared a public record pursuant to Resolution 2008-752 and attached thereto.

Section 2. Effective Date. The effective date of the **Town of Camp Verde Town Code**, dated July 30, 2008, shall be August 30, 2008, or upon completion of publication and posting as a penal ordinance as provided by law, whichever date is later.

Section 3. Repeal. The **Town of Camp Verde Town Code** generally excludes ordinances concerning zoning, taxation, or adoption of intergovernmental agreements.

Section 4. Copies of the Town Code. At least three (3) copies of the **Town of Camp Verde Town Code**, dated July 30, 2008, and any future amendments or revisions, shall be kept on file in the office of the Town Clerk for public access. Additional copies may be purchased by the public at nominal cost for materials and reproduction. Copies placed for public access shall be readily available for public inspection during normal working hours.

Section 5. Penalty. Pursuant to A.R.S. Section 9-240.B.29 and A.R.S. Section 13-602, it is hereby declared that any violation of the **Town of Camp Verde Town Code**, dated August 2, 2006, and revisions adopted thereto is a Class 2 misdemeanor, with punishment as provided by law, unless otherwise specified within a particular section of the **Code**. For purposes of A.R.S. Section 9-803, the provisions of the Town of Camp Verde Town Code concerning penalty clauses are set forth on Exhibit A to this Ordinance.

*PASSED AND ADOPTED by a majority vote of the Town Council in an open meeting by the Town Council, Town of Camp Verde, Arizona, on the 17<sup>th</sup> day of September 2008, to be effective when publication and posting, pursuant to A.R.S. Section 9-813, is completed.*

Approved: \_\_\_\_\_  
Tony Gioia, Mayor

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Deborah Barber, Town Clerk

Approved as to form:

\_\_\_\_\_  
Town Attorney



**Town of Camp Verde  
Camp Verde, Arizona**

**PROCLAMATION  
Declaring September 27, 2008 as:**

# **Verde River Day**

WHEREAS, the Verde River is a riparian resource that winds its way through the heart of Camp Verde and the Verde Valley; and

WHEREAS, the citizens of Camp Verde cherish our natural environment; and

WHEREAS, Camp Verde's most precious natural resource, the Verde River corridor, reflects our community, defines who we are, and why we live here; and

WHEREAS, the Verde River corridor is a welcome and essential bed and breakfast for several species of birds on the arduous migration path between northern and southern Americas; and

WHEREAS, more than 340 bird species have been recorded flying, trilling and resting along the green riparian pathway and some of the highest breeding bird densities of any North American habitat exist in the Verde River riparian area; and

WHEREAS, the Verde River is a unique and important environmental and economic resource. It contains a significant amount of the riparian habitat left in Arizona where 85 percent of all wildlife in the area looks for sustenance and is critical to the survival of numerous native aquatic and terrestrial species; and

WHEREAS, the Verde River is a significant water supply and recreational corridor; and

WHEREAS, we risk losing this treasure if we don't strategize together to preserve it for future generations; and

WHEREAS, Arizonans must continue our work to successfully find accommodation for all the roles that rivers play, and

WHEREAS, Verde River Day was organized in 1988 to promote awareness of the Verde River's distinctive riparian habitat; and

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Town of Camp Verde, Arizona, do hereby proclaim September 27, 2008 as Verde River Day in the Town of Camp Verde.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

---

Tony Gioia, Mayor  
Town of Camp Verde

**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Date:** Sep 17, 2008

**Meeting Type:** Regular Session

**Type of Presentation:**

**REFERENCE DOCUMENT:**

**AGENDA TITLE: (Be Exact):**

Discussion, and possible direction or approval by Council to authorize additional funding of \$55,000 for upgrading the planned reconstruction of roads disturbed by the CVSD for the Sewer expansion in Fort River Caves, Redd ell Ranch Acres and Trees Rios.

**PURPOSE AND BACKGROUND INFORMATION:**

The base materials ( Millings and Aggregate Base) proposed in the plans provided by the CVSD are not sufficient to deliver roads that meet current Town Standards. Funding, provided by the Town, to add Millings plus 1" (one inch) of Aggregate Base Course, will afford a road base sufficient to produce a longer pavement life; which will allow the Town to increase the surface, asphalt layer, in future years.

**STAFF RECOMMENDATION(S): (Suggested Motion)**

Staff recommends that in addition to the HURF funds committed (\$240,000) under section 2.1.11 of the IGA dated May 12, 2007, that the additional funds in the amount of \$55,000\*, be paid out on a schedule submitted to the Town from the CVSD based upon the completion of each process. (\$51,62.75 for estimated cost + \$3,347.25 as a contingency fund - see attachment )

**Type of Document Needing Approval:**

**Finance Director Review**

**Budgeted/Amount** Initial amount will be paid from Streets Chip Seal Budget. The Town Manager may reimburse this line item at a later date to allow the Street Dept. to continue with previously budgeted projects

**Attorney Review**  Yes  No

**Attorney Comments**

**Fund:** \$55,000

**Line Item:** 20-20-00 8713

**Submitting Department:** Public Works

**Contact Person:** Ron Long

**Town Manager/Designee:**

Camp Verde Sewer District - Changes to Road Reconstruction

<b>Description</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Total</b>
Extra 1" ABC 48,500 Sq.Yd.	Per Ton	\$10.97 Installed	2000	\$ 21,940.00
Milling Existing Road Surface	Sq.Yd.	\$ 0.62	32,000	\$ 19,840.00
Increase Chip Seal Material (\$.02035 SY)	Lump Sum	\$ 9,872.75	1	\$ 9,872.75
<b>TOTAL</b>				<b>\$ 51,652.75</b>

Staff Summary requests an amount of \$55,000. The difference of \$3,347.25 is being requested to provide a contingency fund to be used at the discretion of Town Engineer. The fund would be utilized in the event additional material required. An example would be an area that was low, or cut deeper which may required more material than estimated to provide uniform density

**Letters of Interest for the following Commissions  
September 2008**

**Housing: 3 positions (3 year term) 2008 –2011**

- **Gregory Blue**
- **Jeremy Bach**
- **John McReynolds**

**Parks & Recreation: 1 position (3 year term) 2008 –2011**

- **Marlin Parker**

**Planning & Zoning: 3 Positions (3 year terms) 2008 – 2011**

- **Carol German**
- **Alan Buchanan**
- **Dave Freeman**
- **Doug Stevens**

**Trails & Pathways: 1 Positions (2 year term) 2008-2010**

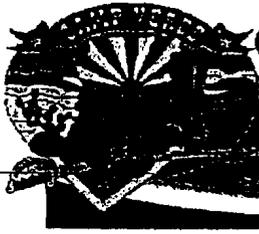
- **None**

**Board of Adjustments: 2 Positions (3 year terms) 2008-2011**

- **Gene McIntyre**

**Library Advisory: 3 Positions (3 year terms) 2008-2011**

- **Maureen Pastine**
- **Karen Heuman**
- **Amber Polo**
- **Tom Neilson**



# Camp Verde, Arizona

## LETTER OF INTEREST

Name: <u>GREGORY BLUE</u>	Date: <u>9.5.2008</u>
Home Address: <u>95 E. CLIFF HOUSE DR., APT. A</u> <u>CAMP VERDE, AZ 86322</u>	
Mailing Address, if different:	
Email Address: <u>GREGORYBLUE@HOTMAIL.COM</u>	
Home Telephone: <u>300.4747</u>	Work Telephone:
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Do you own commercial property in the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Length of residency in the Town of Camp Verde: <u>10 YEARS</u>	Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Name and address of business (if applicable):	
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: <u>DEVELOPER OF MULTI-FAMILY HOUSING</u>	
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: <u>260 BYPASS COMMITTEE, C.V. SEWER BOARD 2006</u>	
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:	
1. <u>HOUSING COMMISSION</u>	3.
2.	4.

### Education and Community Service

Schools Attended:	Degree:	Year:
<u>SOME COLLEGE</u>		<u>70</u>
<u>HIGH SCHOOL</u>		<u>69</u>
Civic Activities-Service Organizations	Office Held:	Year Begun: Year Ended:
<u>C.V. SEWER BOARD, C.V. 260 BYPASS COMMITTEE</u>		
<u>COTTONWOOD CITY COUNCIL, COUNCIL PLANNING AND ZONING, COUNCIL DEVELOPMENT REVIEW BOARD</u>	<u>1986</u>	<u>2006</u>

Please state why you would like to be appointed to a Town Board, Commission, or Committee: BELIEVE I CAN CONTRIBUTE FROM MY EXPERIENCES IN PROVIDING AFFORDABLE HOUSING WITHIN THE VERDE VALLEY

What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?

- (a) PROVIDE LEGIBLE RECOMMENDATIONS
- (b) BE OPEN SUGGESTIONS
- (c) PROVIDE INPUT AND SHARE EXPERIENCES

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

HAVING DEVELOPED MANY MULTI-FAMILY HOUSING UNITS THROUGHOUT THE VERDE VALLEY DURING THE LAST 30 YEARS, I CAN SHARE THE REALITIES OF AFFORDABLE HOUSING.  
HAVING BEEN ON OTHER BOARDS & COMMISSIONS HAS HELP IN MY UNDERSTANDING OF HOW TO WORK WITH OTHER MEMBERS AND THE COMMUNITY.

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

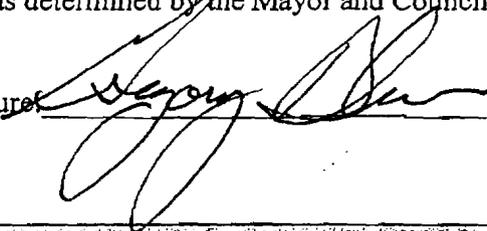
Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

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

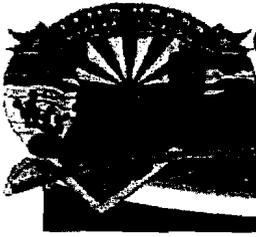
Applicant's Signature



Date:

9.5.08

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



# Camp Verde, Arizona

## LETTER OF INTEREST

Name: <u>Jeremy Bacht</u>	Date: <u>9/11/05</u>		
Home Address: <u>467 Skill Rd Camp Verde AZ 86322</u>			
Mailing Address, if different:			
Email Address: <u>Jeremy@aznorth.com</u>			
Home Telephone: <u>928 567 8596</u>	Work Telephone: <u>928 567 8808</u>		
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Do you own commercial property in the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Length of residency in the Town of Camp Verde: <u>9 yrs</u>	Do you operate a business in Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Name and address of business (if applicable): <u>Bacon Floors / AZNORTH 715 Howards Rd</u>			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: <u>Housing Commission</u>			
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. <u>Housing Commission</u>	3.		
2.	4.		
<b>Education and Community Service</b>			
Schools Attended: <u>N.A.U.</u>	Degree: <u>B.S.</u>	Year: <u>1995</u>	
Civic Activities-Service Organizations <u>Swim team</u>	Office Held: <u>Coach</u>	Year Begun: <u>1999</u>	Year Ended: <u>current</u>
Please state why you would like to be appointed to a Town Board, Commission, or Committee: <u>Service for my community</u>			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a) <u>Responsible sustainable growth</u>			
(b)			
(c)			

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

My experience and education prove that I am qualified. I am dedicated to responsible growth for the town of Camp Verde.

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

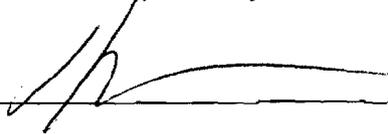
Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature:



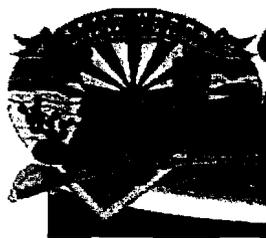
Date:

9/10/08

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

## OVERVIEW OF THE TOWN OF CAMP VERDE BOARDS AND COMMISSIONS

<b>Planning &amp; Zoning Commission</b>		
Duties: Analyzes reviews and makes recommendations to Council regarding land use and development-related issues.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: First and Second Thursday at 6:30 p.m.
<b>Board of Adjustments &amp; Appeals</b>		
Duties: Hears and decides appeals made by individuals regarding construction codes and decisions made by the Town Building Official. Hears and decides appeals or decisions made by the Zoning Administrator.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: Third Tuesday at 3:00 p.m. as needed.
<b>Parks &amp; Recreation Commission</b>		
Duties: Recommends to Council regulations, policies and fees for the use, control and improvements of public parks.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Seven members	Term: Three Years	Meetings: First Tuesday at 5:30 p.m.
<b>Design Review</b>		
Duties: Reviews and approves design aspects for new commercial development, industrial development, institutional development, all types of subdivision, multi-family development, Planned Area Developments, Planned Unit Development, and vertical structures to assure conformance with the general intentions and provisions of the Design Review Ordinance		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Six members (must meet qualifications) and one representative from P&Z	Term: Three Years Commission member serves 6 months	Meetings: Second Tuesday at 3:00 p.m.
<b>Library Advisory Commission</b>		
Duties: Informs and makes recommendation to Council on matters of public interest and need in relation to the resources and services of the public library.		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Seven members	Term: Three Years	Meetings: Third Thursday at 6:30 p.m.
<b>Trails &amp; Pathways Commission</b>		
Duties: Informs and makes recommendation to Council on matters relating to Trails & Pathways.		
Residency Requirements: 2003-A261 Citizens who reside outside the Town limits, who are full-time residents (365 days per year) with an 86322 Camp Verde Address are encouraged to serve on the Camp Verde Trails and Pathways Commission.		
Membership: Seven members (must live in 86322 zip code area)	Term: Three Years	Meetings: Second Tuesday at 6:30 p.m.
<b>Housing Commission</b>		
Duties: Inform and makes recommendation to Council on matters relating to affordable work force housing and oversee implementation of the Camp Verde Housing Strategy		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: Third Tuesday at 4:00 p.m.



# Camp Verde, Arizona

## LETTER OF INTEREST

Name: <u>John McREYNOLDS</u>		Date: <u>SEPT 10 08</u>	
Home Address:			
Mailing Address, if different: <u>PO BOX 375 CAMP VERDE AZ</u>			
Email Address:			
Home Telephone:		Work Telephone: <u>928 507-6969</u>	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Length of residency in the Town of Camp Verde: <u>31 yrs</u>		Do you operate a business in Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Name and address of business (if applicable): <u>BABES ROUND-UP</u>			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: <u>INTERM TOWN COUNCIL 1984 HOUSING COMMISSION 2006-2008</u>			
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. <u>HOUSING COMMISSION</u>		3.	
2.		4.	
<b>Education and Community Service</b>			
Schools Attended:		Degree:	Year:
Civic Activities-Service Organizations		Office Held:	Year Begun:      Year Ended:
Please state why you would like to be appointed to a Town Board, Commission, or Committee: <u>FOLLOW UP ON NEW HOUSING WE STARTED 2 YRS AGO</u>			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a) <u>COMMON SENSE</u>			
(b) <u>UNBIASED</u>			
(c) <u>WILLING TO SHARE AND SERVE</u>			

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

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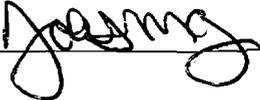
Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media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

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature:  Date: Sept 10 08

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



# Camp Verde, Arizona

08-07-08P01:55 RCVD

Name: <b>MARLIN PARKER</b>		Date: <b>8-7-08</b>	
Home Address: <b>PO BOX 1365 CAMP VERDE AZ 86322</b>			
Mailing Address, if different:			
Email Address: <b>ROCKYCONST@HOTMAIL.COM</b>			
Home Telephone: <b>928-567-7161</b>		Work Telephone: <b>928-567-16597</b>	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Length of residency in the Town of Camp Verde: <b>10 IN CV - 39 IN VERDE VALLEY</b>		Do you operate a business in Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Name and address of business (if applicable): <b>ROCKY CONSTRUCTION 161 E. HOWARDS RD</b>			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please list names of board/commission and dates served:			
<b>Board &amp; Commission preference (s):</b> Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. <b>PARKS AND REC.</b>		3.	
2.		4.	
<b>Education and Community Service</b>			
Schools Attended:		Degree:	Year:
<b>CVHS</b>		<b>HS DIP.</b>	<b>1986</b>
Civic Activities-Service Organizations		Office Held:	Year Begun:      Year Ended:
Please state why you would like to be appointed to a Town Board, Commission, or Committee: <b>INTEREST IN YOUTH SPORTS FIELDS</b>			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a) <b>TO WORK TO BETTER THE COMMUNITY AS A WHOLE.</b>			
(b) <b>TO GET INVOLVED WITH THE TOWN.</b>			
(c) <b>TO MAKE CAMP VERDE A BETTER PLACE FOR OUR YOUTH AS WELL AS EVERYONE ELSE.</b>			

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee: AS WELL AS YOUTH SPORTS FOR +- 10 YEARS.

I HAVE BEEN INVOLVED IN MENS AND COED FOR 22 YEARS. I HAVE COACHED YOUTH SPORTS APPROX. 15 YEARS. I HAVE ALSO BEEN INVOLVED IN ~~THE~~ TOURNAMENT TEAMS ACROSS THE SOUTHWEST AND HAVE SEEN SOME GREAT COMPLEXES FOR GOOD IDEAS FOR OUR NEW ONE.

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

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature:  Date: 8-7-08

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

## OVERVIEW OF THE TOWN OF CAMP VERDE BOARDS AND COMMISSIONS

<b>Planning &amp; Zoning Commission</b>		
Duties: Analyzes reviews and makes recommendations to Council regarding land use and development-related issues.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: First and Second Thursday at 6:30 p.m.
<b>Board of Adjustments &amp; Appeals</b>		
Duties: Hears and decides appeals made by individuals regarding construction codes and decisions made by the Town Building Official. Hears and decides appeals or decisions made by the Zoning Administrator.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: Third Tuesday at 3:00 p.m. as needed.
<b>Parks &amp; Recreation Commission</b>		
Duties: Recommends to Council regulations, policies and fees for the use, control and improvements of public parks.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Seven members	Term: Three Years	Meetings: First Tuesday at 5:30 p.m.
<b>Design Review</b>		
Duties: Reviews and approves design aspects for new commercial development, industrial development, institutional development, all types of subdivision, multi-family development, Planned Area Developments, Planned Unit Development, and vertical structures to assure conformance with the general intentions and provisions of the Design Review Ordinance		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Six members (must meet qualifications) and one representative from P&Z	Term: Three Years Commission member serves 6 months	Meetings: Second Tuesday at 3:00 p.m.
<b>Library Advisory Commission</b>		
Duties: Informs and makes recommendation to Council on matters of public interest and need in relation to the resources and services of the public library.		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Seven members	Term: Three Years	Meetings: Third Thursday at 6:30 p.m.
<b>Trails &amp; Pathways Commission</b>		
Duties: Informs and makes recommendation to Council on matters relating to Trails & Pathways.		
Residency Requirements: 2003-A261 Citizens who reside outside the Town limits, who are full-time residents (365 days per year) with an 86322 Camp Verde Address are encouraged to serve on the Camp Verde Trails and Pathways Commission.		
Membership: Seven members (must live in 86322 zip code area)	Term: Three Years	Meetings: Second Tuesday at 6:30 p.m.
<b>Housing Commission</b>		
Duties: Inform and makes recommendation to Council on matters relating to affordable work force housing and oversee implementation of the Camp Verde Housing Strategy		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: Third Tuesday at 4:00 p.m.



# Camp Verde, Arizona

07-25-08P04:41 RCVD

Name: CAROL GERMAN		Date: JULY 25, 2008	
Home Address: 1227 S. McCracken Lane, Camp Verde, AZ 86322			
Mailing Address, if different: SAME			
Email Address: dcgerman@msn.com			
Home Telephone: 928-567-9042		Work Telephone: SAME	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: SEVENTEEN YEARS		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name and address of business (if applicable): NA			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: RETIRED EDUCATOR			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: PLANNING AND ZONING COMMISSION			
<b>Board &amp; Commission preference (s):</b> Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. PLANNING & ZONING COMMISSION		3.	
2.		4.	
<b>Education and Community Service</b>			
Schools Attended:		Degree:	Year:
ARIZONA STATE UNIVERSITY		MA	1966
NORTHERN ARIZONA UNIVERSITY		BS	1964
<b>Civic Activities-Service Organizations</b>		Office Held:	Year Begun: Year Ended:
YAVAPAI COUNTY CITIZENS COMMITTEE		MEMBER	CURRENT
CAMP VERDE LIBRARY ENDOWMENT		CO-SECRETARY	CURRENT
Please state why you would like to be appointed to a Town Board, Commission, or Committee: TO CONTINUE WORKING ON CURRENT ISSUES FOR THE TOWN OF CAMP VERDE			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a) TO MAKE RECOMMENDATIONS CONCERNING PLANNING & ZONING ISSUES.			
(b) TO ENSURE THAT RECOMMENDATIONS ARE IN LINE WITH THE GENERAL PLAN.			
(c) TO ENSURE THE RIGHTS OF THE CITIZENS OF CAMP VERDE.			

**Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:** I have served on the Planning and Zoning Commission for the past year and a

and would like to continue working on current issues. I feel that I am an objective participant on

the Commission with the ability to look at the community as a whole and base opinions

accordingly. I was an active participant in meetings on the General Plan and served on the

original Focused Future and Revision Committee representing Yavapai College.

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

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

## OVERVIEW OF THE TOWN OF CAMP VERDE BOARDS AND COMMISSIONS

<b>Planning &amp; Zoning Commission</b>		
Duties: Analyzes reviews and makes recommendations to Council regarding land use and development-related issues.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: First and Second Thursday at 6:30 p.m.
<b>Board of Adjustments &amp; Appeals</b>		
Duties: Hears and decides appeals made by individuals regarding construction codes and decisions made by the Town Building Official. Hears and decides appeals or decisions made by the Zoning Administrator.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: Third Tuesday at 3:00 p.m. as needed.
<b>Parks &amp; Recreation Commission</b>		
Duties: Recommends to Council regulations, policies and fees for the use, control and improvements of public parks.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Seven members	Term: Three Years	Meetings: First Tuesday at 5:30 p.m.
<b>Design Review</b>		
Duties: Reviews and approves design aspects for new commercial development, industrial development, institutional development, all types of subdivision, multi-family development, Planned Area Developments, Planned Unit Development, and vertical structures to assure conformance with the general intentions and provisions of the Design Review Ordinance		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Six members (must meet qualifications) and one representative from P&Z	Term: Three Years Commission member serves 6 months	Meetings: Second Tuesday at 3:00 p.m.
<b>Library Advisory Commission</b>		
Duties: Informs and makes recommendation to Council on matters of public interest and need in relation to the resources and services of the public library.		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Seven members	Term: Three Years	Meetings: Third Thursday at 6:30 p.m.
<b>Trails &amp; Pathways Commission</b>		
Duties: Informs and makes recommendation to Council on matters relating to Trails & Pathways.		
Residency Requirements: 2003-A261 Citizens who reside outside the Town limits, who are full-time residents (365 days per year) with an 86322 Camp Verde Address are encouraged to serve on the Camp Verde Trails and Pathways Commission.		
Membership: Seven members (must live in 86322 zip code area)	Term: Three Years	Meetings: Second Tuesday at 6:30 p.m.
<b>Housing Commission</b>		
Duties: Inform and makes recommendation to Council on matters relating to affordable work force housing and oversee implementation of the Camp Verde Housing Strategy		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: Third Tuesday at 4:00 p.m.



Name: <b>ALAN BUCHANAN</b>		Date: <b>8-8-08</b>	
Home Address: <b>3470-HACIENDA LANE</b>			
Mailing Address, if different: <b>CAMP VERDE, AZ</b>			
Email Address: <b>HOMEINSPECT@COMMSPEED.NET</b>			
Home Telephone: <b>507-6551</b>		Work Telephone: <b>821-0834</b>	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: <b>8 YRS</b>		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name and address of business (if applicable): <div style="border: 1px solid black; height: 15px; width: 100%;"></div>			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: <b>RETIRED - HOME INSPECTOR - AZ / FEMA - NATIONAL DISASTER INSPECTOR</b>			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: <b>P&amp;Z</b>			
<b>Board &amp; Commission preference (s):</b> Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. <b>P&amp;Z</b>		3.	
2. <b>DESIGN &amp; REVIEW</b>		4.	
<b>Education and Community Service</b>			
Schools Attended:	Degree:	Year:	
<b>UNIVERSITY OF ILLINOIS</b>	<b>ND</b>	<b>1965-66 68-70</b>	
<b>YAVAPAI COLLEGE</b>	<b>ONGOING</b>	<b>CLASSED</b>	
Civic Activities-Service Organizations	Office Held:	Year Begun:	Year Ended:
<b>P&amp;Z</b>			
Please state why you would like to be appointed to a Town Board, Commission, or Committee: <b>I'VE ENJOYED MY LAST 10 MOS. ON P&amp;Z</b>			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a) <b>GIVE THEM SOLID INFO ON TOWN MATTERS</b>			
(b) <b>REPRESENT THEIR NEEDS &amp; WISHES</b>			
(c) <b>FIND A GOOD WORKING RELATIONSHIP</b>			

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

CURRENT MEMBER P&Z 10 MOS.  
BOARD MEMBER & PRES. OH HOA  
LICENSED HOME INSPECTOR  
CONTRACTOR FOR 35 YRS

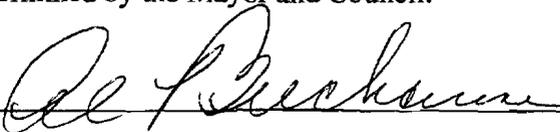
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Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature:  Date: 6-8-08

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

## OVERVIEW OF THE TOWN OF CAMP VERDE BOARDS AND COMMISSIONS

<b>Planning &amp; Zoning Commission</b>		
Duties: Analyzes reviews and makes recommendations to Council regarding land use and development-related issues.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: First and Second Thursday at 6:30 p.m.
<b>Board of Adjustments &amp; Appeals</b>		
Duties: Hears and decides appeals made by individuals regarding construction codes and decisions made by the Town Building Official. Hears and decides appeals or decisions made by the Zoning Administrator.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: Third Tuesday at 3:00 p.m. as needed.
<b>Parks &amp; Recreation Commission</b>		
Duties: Recommends to Council regulations, policies and fees for the use, control and improvements of public parks.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Seven members	Term: Three Years	Meetings: First Tuesday at 5:30 p.m.
<b>Design Review</b>		
Duties: Reviews and approves design aspects for new commercial development, industrial development, institutional development, all types of subdivision, multi-family development, Planned Area Developments, Planned Unit Development, and vertical structures to assure conformance with the general intentions and provisions of the Design Review Ordinance		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Six members (must meet qualifications) and one representative from P&Z	Term: Three Years Commission member serves 6 months	Meetings: Second Tuesday at 3:00 p.m.
<b>Library Advisory Commission</b>		
Duties: Informs and makes recommendation to Council on matters of public interest and need in relation to the resources and services of the public library.		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Seven members	Term: Three Years	Meetings: Third Thursday at 6:30 p.m.
<b>Trails &amp; Pathways Commission</b>		
Duties: Informs and makes recommendation to Council on matters relating to Trails & Pathways.		
Residency Requirements: 2003-A261 Citizens who reside outside the Town limits, who are full-time residents (365 days per year) with an 86322 Camp Verde Address are encouraged to serve on the Camp Verde Trails and Pathways Commission.		
Membership: Seven members (must live in 86322 zip code area)	Term: Three Years	Meetings: Second Tuesday at 6:30 p.m.
<b>Housing Commission</b>		
Duties: Inform and makes recommendation to Council on matters relating to affordable work force housing and oversee implementation of the Camp Verde Housing Strategy		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: Third Tuesday at 4:00 p.m.



# Camp Verde, Arizona

Name: <b>DAVE FREEMAN</b>	Date: <b>8/15/08</b>
Home Address: <b>1155 RIO VERDE LANE</b>	
Mailing Address, if different:	
Email Address: <b>dkfreeman @ qwest.net</b>	
Home Telephone: <b>928-567-0232</b>	Work Telephone: <b>BEST 760-524-7726</b>
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Length of residency in the Town of Camp Verde: <b>3+ years</b>	Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Name and address of business (if applicable):	
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: <b>RETIRED - software engineer, general contractor, university instructor</b>	
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: <b>06-08 - Planning &amp; zoning &amp; Housing</b>	
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:	
1. <b>Planning &amp; zoning</b>	3.
2.	4.

**Education and Community Service**

Schools Attended:	Degree:	Year:	
<b>UCLA</b>	<b>BA</b>	<b>1968</b>	
<b>Central Michigan University</b>	<b>MA</b>	<b>1970</b>	
<b>NATIONAL UNIVERSITY</b>	<b>BS</b>	<b>1984</b>	
Civic Activities-Service Organizations	Office Held:	Year Begun:	Year Ended:
<b>CCCVL</b>	<b>Board member</b>	<b>08</b>	
<b>Verde Valley Theater</b>	<b>Board Member</b>	<b>06</b>	<b>08</b>

Please state why you would like to be appointed to a Town Board, Commission, or Committee: **I would like to continue to contribute to the improvement of the town - I feel I have done a good job and been fair & helpful**

What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?

- (a) **Provide Council with informed, well researched and thoughtful recommendations for their consideration and action**
- (b) **Protect the town wide approved General Plan from assault and provide fair, equitable and reasonable findings & recommendation for the greater good.**
- (c) **Communicate and coordinate as whole as each commissioner, councilor or committee member needs to be well informed to do their job best.**

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

*Please see attached for further detail.*

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

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature:

*Daniel W. Jensen*

Date: *9/15/08*

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

## Town of Camp Verde – Commissions/Committee/Board Interest Form

**Addendum – Dave Freeman**  
**Applicant for Planning and Zoning Commission**  
**August 17, 08 –Update**

 **\*\*\*Please see original application (attached) for basic information that has not changed - this information only updates it. \*\*\***

1. Why do you want to serve on this Commission?

I have now been on the P&Z commission for 2 + years. My fellow commissioners have elected me vice-chairman and elected me currently chairman. I took over chairmanship from Rob at the time of the “pig crisis” and was able to defuse an explosive situation and find common ground for a reasonable set of recommendations for council. I have moderated numerous other issues and felt I was able to assist the commission to look at all sides and consider most all possibilities and find sensible and appropriate solutions to the many challenges brought before us. I have felt that I have conducted myself fairly, impartially and strived to do what I feel is best for the town of Camp Verde over any other competing interest.

2. Tell us about yourself....

I have also been on the original Housing Commission since inception and felt I have contributed much to its success. I am, however stepping down from that role so I can hopefully devote more time to continuing with the P&Z commission if re-appointed, as well as putting more time into helping the library building become a reality. I am active in many other town activities and am involved in town government as a concerned citizen. I am working on a comprehensive water conservation plan for P&Z at this time that would include private water districts and ditch irrigation management.

3. What experience and/or knowledge do you have ...

I have gained invaluable experience and insight into the governance of a small rural town that is struggling to improve itself and provide a better quality of life for all its citizens. I have learned first hand the intricacies and difficulties of town management, the ability to learn from many sides of any issue and find common ground for agreement or consensus, the challenges of politics – the good, bad and the ugly. I have gained much insight and personal understanding of the various communities, factions and interest groups that comprise this town and have a better appreciation for the diversity and the needs, abilities and strengths of its citizenry.

4. What do you believe the duties of this commission are .....

One role is to be the first line of defense against pressures to chip away at the General Plan and cause the town to become something it does not want to be. These pressures can come from within or from some outside distant developer or agency. In addition, our role is to assist in giving clarification, support and direction to the Planning Department to provide the best possible service to the citizens of our town. I have spent much time reviewing ordinances of the town and applicable supporting documentation. In addition, I have chosen to continue a legacy given to me by the former chairman Rob Witt, to continue to review and improve all applicable ordinances within the jurisdiction of the P&Z as time and resources permit to be sure that they are written clearly, concisely, current and appropriate to our town and are enforceable fairly and consistently.

5. Have you read the Camp Verde General Plan?

Yes, many more times since becoming a commissioner to help me to make decisions about issues on the agenda. In addition, I have reviewed town ordinances frequently for the same reasons.

## **Town of Camp Verde – Commissions/Committee/Board Interest Form**

### **Addendum – Dave Freeman – Applicant for Planning and Zoning Commission – April 17, 06**

#### **1. Why do you want to serve on this Commission?**

I would like to serve on the Planning and Zoning Commission as I feel I have a lot to offer. I love the town and the surrounding area of Camp Verde and wish to do my part to preserve this country, rural southwestern ambiance and its important historic values while balancing the important issues of growth and development so as to continue to provide a very desirable and unique community that all citizens can fully enjoy and be very proud of.

#### **2. Tell us about yourself....**

I am 63 years of age, very energetic and well educated both in institutions of higher learning and in the college of hard knocks. I have a vast amount and variety of real world life experiences. I am currently self-employed (developing an affordable integrated geo-thermal cooling/solar heating system for residential use), fighting retirement and have always desired to make a difference in any of my significant endeavors. I have lived and worked in rural areas, ranch and farm areas, small towns and big towns and even on a sailboat!

I have been:

- A general building contractor.
- A successful teacher of a wide range of topics and levels from junior high to graduate school.
- A probation counselor working with kids with drug related offenses.
- An Outward Bound instructor for disadvantaged youth.
- A teacher of wilderness survival, mountaineering, and search and rescue.
- A coach for many sports.
- A developer of a YMCA in South America and also became respected as the local veterinarian in the rural area when I became involved in caring for injured horses and other livestock.
- A designer and developer of software for Fortune 500 companies.

I am currently:

- Active in local theater and member of the Board of Directors of Old Town Players.
- Active in Camp Verde as a volunteer on the Town Site Redevelopment Committee, assisting the Historic Society with genealogy of founding families and working towards developing instructional CV history units to be used in the local school system, member of the Impact Fee Committee and member of the Housing Commission.
- Involved with preserving the both the river water and ground water for the Verde Valley.
- Involved with Sustainable Arizona.

Additionally, I am reasonably fluent in Spanish, have owned my own yacht repair business, and always had a passion for hot rods and quarter miler racing.

All of the above is very pertinent when working and relating with a community that has even a wider range of diverse life experiences.

My wife and I spent over 10 years visiting the greater Verde Valley and over that time purchased properties where we thought we might someday retire. However, we fell completely in love with Camp Verde a few years ago at the Corn Festival and this last year we were most fortunate in finding a most delightful place right off Salt Mine Road. We love our new home, neighborhood, town and life-style and wish to give back to the community by helping preserve the essence and ambience of this town as it struggles to cope with the ever-

pressing and demanding issues of growth and development and its need to keep everything in proper perspective and maintain a unique and precious life style and quality of life.

3. What experience and/or knowledge do you have ...

I am a good communicator; organizer, presenter and I listen very well! I am a fast learner and feel comfortable and confident with new challenges and environments. I am creative and feel that I am a good facilitator and problem solver. I enjoy and respect the historical and cultural values of the past and also have a good understanding of the modern pressures and demands being placed on all of us today.

I have been a general contractor for many years and am intimately acquainted with the challenges and the technical aspects of construction, land use and development. I have been a small businessman and have been an active investor in real estate for many years. As a contractor, I specialized in restoring early southwest and classic period homes to their original architectural beauty and charm while at the same time completely modernizing them to have all the conveniences of any modern home today. I understand both the supply and demand side of residential and commercial growth, the needs of the developer and new homebuyers, the commercial businessman as well as the needs of the town and its citizens. I truly believe that a vibrant town such as Camp Verde must have a diverse spectrum of residential housing and commercial facilities to give people of all economic means a place to live and work and play. I hope to provide the necessary help in balancing all these needs to build a town that continues to provide the rural, western charm and hospitality of a simpler and slower paced time and yet will have all the modern conveniences, physical and economic infrastructure that is so vital to a town that is moving all too quickly into a growth explosion.

4. What do you believe the duties of this commission are .....

The role of the Commission and its members is to research issues, look at all sides, weigh and balance the various competing aspects and provide advice, council and recommendations to the City Council as to what should be the best way to proceed to benefit Camp Verde as a whole both in the short term and the long term without regard to self-serving interests.

The role I hope to play is to proactively guide and focus the wide variety of growth demands placed on Camp Verde by all those who wish to build here to not only have them comply with the LETTER of the General Plan, but to have them want to comply with the SPIRIT of it as well. I feel I need to be the advocate for the citizens of Camp Verde, to be their champion for what is right and best for them now and in their future. I hope to help protect the ambiance that they so strongly feel is vital for maintaining their community and life style as they have so clearly wished and expressed while at the same time making Camp Verde a viable and economically sustaining place to live with an improving quality of life and with a strong economic base without jeopardizing quality. I want Camp Verde to continue to be a very desirable place to raise a family, earn a living, play and to retire gracefully for generations to come, long after any outside builder, developer or investor has left.

While I have been busy all my life, I only get 24 hours like the rest of us and so I continually have to set priorities on my time and energy. I am committed to keeping Camp Verde a wonderful place to live. I am committed to keeping Camp Verde a unique town with a pride in their history and rural western lifestyle. I am committed to keeping Camp Verde from caving in to outside pressures that will destroy a unique way of life that is rapidly disappearing from our entire country forever. I am committed to building the best, most modern infrastructure possible so every citizen can embrace the future with the very best opportunities to succeed and prosper. I am convinced that we truly can have it all and that it is worth working hard to achieve. I will adjust my priorities to give the time necessary to assist in achieving these goals.

5. Have you read the Camp Verde General Plan?

Yes, many times. I feel that Camp Verde General Plan (CVGP) contains a lot of good ideas, values and goals. I feel that it represents the best from the citizenry. The goals and dreams are lofty, admirable and very good. I concur with their intent. However, every journey must begin with a first step, followed by thousands more. CVGP does not deal with exactly how one gets to the end of this journey. It lacks details of the thousands of small steps along the way. Clearly it is/was not possible to anticipate many if not most of these steps, but it requires the diligent effort of many to guide this process along the way. It requires the guardians of the plan to be diligent and strong and stay focused on the goal. Unfortunately, there are not sufficient "teeth" in the plan and it leaves room for greedy and self-serving individuals to derail this plan and ruin it for the majority. I feel that being a member of P&Z, I will share the role of the caretaker of this plan and dream and to help shepard it through the rocky paths and pitfalls that lie ahead. Clearly CVGP is a work in progress and needs to continue to reflect the needs, desires and wishes of the town as a whole and not the immediate selfish gratification or myopic needs of just a few.



Name: <b>DOUG STEVENS</b>		Date: <b>8-29-08</b>	
Home Address: <b>1470 RIO VERDE LANE CAMP VERDE AZ 86322</b>			
Mailing Address, if different:			
Email Address: <b>DR STEVENS @ CEMEXUSA.COM</b>			
Home Telephone: <b>928 5675270</b>		Work Telephone: <b>928 5672244</b>	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: <b>4 YEARS</b>		Do you operate a business in Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Name and address of business (if applicable): <b>CEMEX</b> <b>3600 OLD HWY 279</b>			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please list names of board/commission and dates served:			
<b>Board &amp; Commission preference (s):</b> Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. <b>P &amp; Z COMMISSION</b>		3.	
2.		4.	
<b>Education and Community Service</b>			
Schools Attended:		Degree:	Year:
<b>NORTHERN ARIZONA UNIVERSITY</b>		<b>BS CONST. MGT</b>	<b>1986</b>
Civic Activities-Service Organizations		Office Held:	Year Begun: Year Ended:
Please state why you would like to be appointed to a Town Board, Commission, or Committee: <b>TO HELP FACILITATE THE GROWTH OF CAMP VERDE IN A POSITIVE DIRECTION</b>			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a) <b>FACILITATE ECONOMIC GROWTH</b>			
(b) <b>PROTECT PROPERTY OWNERS RIGHTS</b>			
(c) <b>UPHOLD P &amp; Z ORDINANCES</b>			

**Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:** I HAVE BEEN ASSOCIATED WITH  
THE PROJECT CONCEPTION / CONSTRUCTION  
PROCESS MY ENTIRE PROFESSIONAL CAREER.  
I HAVE PARTICIPATED IN THE CONSTRUCTION  
OF VARIOUS TYPES OF PROJECTS THROUGHOUT  
ARIZONA.

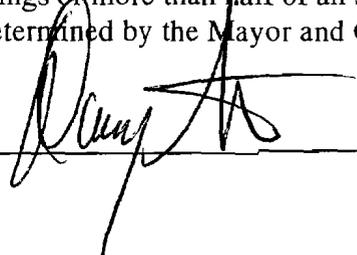
Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media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

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature:  Date: 8-29-08

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

# Camp Verde, Arizona



RECEIVED  
JUL 29 2008

BY: ✓

Name: <u>Gene McIntyre</u>		Date: <u>07-26-08</u>	
Home Address: <u>2075 HORSESHOE BEND DR CAMP VERDE AZ 86322</u>			
Mailing Address, if different:			
Email Address: <u>gasmcint@peoplepc.com</u>			
Home Telephone: <u>(928) 567-3871</u>		Work Telephone:	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: <u>21 yrs</u>		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name and address of business (if applicable):			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: <u>RETIRED FARMER</u>			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: <u>BOARD OF Adjustment 09-2004 - 07-2008</u>			
<b>Board &amp; Commission preference (s):</b> Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. <u>BOARD OF Adjustment</u>		3.	
2.		4.	
<b>Education and Community Service</b>			
Schools Attended:		Degree:	Year:
<u>Belgrade NE H.S. USC</u>		<u>Dipl. - Atad Eng</u>	<u>1949 - 1951</u>
<u>YAVAPAI Comm. College</u>		<u>ARS Camp R.E.</u>	<u>2002 - 2004</u>
Civic Activities-Service Organizations		Office Held:	Year Begun:   Year Ended:
<u>AMER LEGION - VFW. DAV</u>			<u>1955 - N/A ?</u>
Please state why you would like to be appointed to a Town Board, Commission, or Committee: <u>WISH TO CONTINUE SERVING</u>			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a) <u>FAIR DECISIONS</u>			
(b)			
(c)			

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

RETIRED P.E. LICENSE

KNOW THE AREA

PAST SERVICE on B.o. Ad.

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

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature: Gene Madestyo Date: 07-26-08

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

09-03-08A08:36 RCVD

Print Form



# Camp Verde, Arizona

Name: Maureen Pastine		Date: September 2, 2008		
Home Address: P.O. Box 4251, Camp Verde, AZ 86322-6597				
Mailing Address, if different:				
Email Address: mdpastine@yahoo.com				
Home Telephone: (928) 567-2752		Work Telephone: (928) 567-2752		
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Length of residency in the Town of Camp Verde: 2004-date		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Name and address of business (if applicable):				
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: Library Administrator				
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: Library Advisory Commission 2005-2008				
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:				
1. Library Advisory Commission		3.		
2.		4.		
<b>Education and Community Service</b>				
Schools Attended:		Degree:	Year:	
Ft. Hays St. Univ.		AB in English <input checked="" type="checkbox"/>	Jan. 1967	
Emporia St. Univ.		MLS in Library Science <input checked="" type="checkbox"/>	May 1970	
<b>Civic Activities-Service Organizations</b>		Office Held:	Year Begun: Year Ended:	
Please state why you would like to be appointed to a Town Board, Commission, or Committee: Would like to continue serving on the Camp Verde Library Advisory Commission				
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?				
(a) To establish a shared vision of the community library				
(b) To buy into larger organizational goals and view the big picture of the community library				
(c) To enhance and enrich public inquiry and life long learning needs of the community				

**Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee: Working in and administering libraries for the past 45 years.**

Writing grants and fundraising for libraries for the past 45 years. Serving on the  
Camp Verde Library Advisory Commission for the past three years. Serving on many library  
advisory commissions and boards for the past 45 years - school libraries, public libraries,  
and academic and research libraries.

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

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature: Margaret Pantone Date: 9/2/2008

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

Sept. 2, 2008

## **Brief Resume**

**Ms. Maureen Pastine**

### **Professional Library Positions**

Ms. Maureen Pastine has served as Grants Administrator and Grants Writer for the Yavapai-Apache Nation from August 1, 2004 through February 7, 2007; University Librarian at Temple University, Philadelphia, Pa (1994-2004); as Director of Libraries (1985-1989) at Washington State University, Pullman, WA (1985-1989); as University Librarian (1980-1985) at San Jose State University, San Jose, CA; as Head of the Undergraduate Library at the University of Illinois, Urbana-Champaign (1978-1979) and as Head of Reference, Head of Bibliographic Instruction, and Head of Online Searching in all of the Libraries and the University of Illinois at Urbana-Champaign, (1979-1980); and Head, Reference Librarian (1971-1977) at the University of Nebraska at Omaha, Omaha, Nebraska.

### **Teaching Positions**

She has taught graduate library school courses in six American Library Association accredited programs in six different states. Prior to this Maureen Pastine taught High School English and served as a High School Librarian in Palco, Kansas and taught High School English, Journalism, and Creative Writing in Kingman High School in Kingman, Kansas.

### **International Education Exchanges Led**

She also led many international educational exchanges throughout the world and administered libraries in several different countries while administering large academic/research libraries.

### **Publications and Scholarly Presentations**

She authored and co-authored a number of scholarly books and published and edited many books, scholarly papers and articles, and edited many scholarly journals and journal articles in library and information sciences, higher education, the sciences and the humanities.

She was frequently asked to give scholarly presentations in education, library and information science, the sciences, and the humanities, as well as in women studies, and grant writing and fundraising over the years. She reviewed books in the areas of history, literature, English language, arts and crafts, music, women's studies, distance learning, library building, library planning, and library construction.

She gave scholarly presentations on library safety and security, cyber-plagiarism, ethics and the Internet, new challenges for faculty and students in teaching and learning, intellectual property and copyright issues, the future of the book and libraries, changing roles in the library organization, fun in the workplace, telecommunications revolution in Russia, telecommunications impacts on science and technology, applying reengineering concepts to reference, cultural property protection, preservation of library and archival sources, international interlibrary loan, emerging technological trends in international networking for libraries around the world, changing professional roles and organizational structures in libraries because of new automation and other new technologies, collection development in libraries, literary and linguistic databases for educators and scholars, and on many other topics.

### **Sampling of Association Memberships Held over the Years**

American Association for the Advancement of Science  
 Consortium of Affiliated International Programs  
 American Library Association  
 Kansas Library Association  
 Nebraska Library Association  
 Illinois Library Association  
 California Library Association  
 Texas Library Association  
 Pennsylvania Library Association  
 Pacific Northwest Library Association  
 Society of Scholarly Publishing  
 Association of Research Libraries  
 Online Computer Library Center  
 Research Libraries Group  
 Coalition for Networked Information  
 Washington Library Network  
 EDUCAUSE  
 SHARP  
 Center for Library and Information Resources  
 Council of Library and Information Resources  
 National Museum of Women in the Arts  
 National Center for Women in History  
 Library Company of Philadelphia

### **Service on Advisory Boards and Other Similar Work**

Served on a number of library advisory boards/council/and editorial boards of a number of library journals, and on many community, school, and public library groups, and art, and museum boards, groups, and alliances/partnerships  
 Member of Vice President of Computer and Information Services Advisory Committees and on Strategic Technology Groups  
 Member of many University Book Clubs,

*Member of Dallas, Texas Book Club*

*Member of Provost's Office of Temple University's Improvement Board for K-12 Libraries*

*Had oversight of the Temple University Press from 1999 through October 2002.*

*Chaired two alliances with University and External Community Projects for building labs and libraries in the Temple University Dunbar Elementary School and the Norris Homes Project, an after school mentoring and tutoring project for the Philadelphia school students and parents elementary school and libraries project.*

*Developed a University Philadelphia Dance Archive at Temple University with Philadelphia and other surrounding communities.*

**Many honors and achievements held over the years:**

*Alumni Achievement Award, 2002, Fort Hays State University.*

*Achievement Award, Emporia kState University, 2002.*

*Lifetime Member, 1970 to date, Beta Phi Mu, International Library Science Honor Society.*

*Second Distinguished Alumni Graduate Award, Emporia, Kansas. 1986.*

*Miriam B. Dudley Bibliographic Instruction Librarian of the Year Award, Association of College and Research Libraries, June 1989.*

*Recognition Service Award, Information Resources Committee, EDUCAUSE, 1996-2001.*

*Museum Security Certificate of Training, March 1999. (32 hours).*

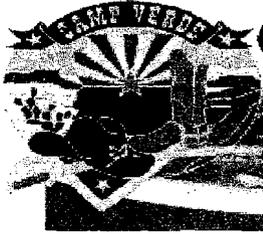
*Librarian Leadership Senior Fellows Institute. Long Island University, July 16-August 8, 1997.*

*Tall Texans Leadership Institute. June 16-21, 1996 and July 9-14, 1995.*



# Camp Verde, Arizona

Name: Karen Heuman		Date: September 2, 2008		
Home Address: 1674 S. Fort Apache Rd., Camp Verde, AZ 86322				
Mailing Address, if different: same				
Email Address: humantouchaz@msn.com				
Home Telephone: 928-567-0044		Work Telephone: 602-339-5544 (cell)		
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Length of residency in the Town of Camp Verde: 5 years		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Name and address of business (if applicable): <div style="border: 1px solid black; height: 15px; width: 100%;"></div>				
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: Secretary - Cottonwood Elementary School				
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: Library Advisory Comn, 1/16/07 to present				
<b>Board &amp; Commission preference (s):</b> Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:				
1. Library Advisory Comn.		3.		
2.		4.		
<b>Education and Community Service</b>				
Schools Attended:		Degree:	Year:	
Cleveland State Univ., Cleveland, OH		-	1970-1976 (Part-time)	
Cuyahoga Cmty. Coll., Cleveland, OH		-	1973-1974 (Part-time)	
<b>Civic Activities-Service Organizations</b>		Office Held:	Year Begun:      Year Ended:	
Building for a Better Tomorrow, Phx, AZ		Pres. / Family Support	1992	1998
Oryx Press / Vly. of the Sun United Way		Coord.	1998	2000
<b>Please state why you would like to be appointed to a Town Board, Commission, or Committee:</b> I would like to continue serving my Town - HAVE to see the new library built!				
<b>What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?</b>				
(a) to bring the best recommendations on issues involving the library to the Town Council				
(b) help our library become the best library we can possible make it for as many citizens as possible				
(c) work with other Board, Commission, or Committee members to make our Town even better				



# Camp Verde, Arizona

09-04-08A11:51 RCVD

Name: Amber Polo	Date: September 3, 2008
------------------	-------------------------

Home Address: 2451 Beech Blvd., Camp Verde, AZ
--

Mailing Address, if different:
--------------------------------

Email Address: amberpolo@swiftwireless.com
--

Home Telephone: 928 554-0575	Work Telephone:
------------------------------	-----------------

Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
---	--

Length of residency in the Town of Camp Verde: 8 years	Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	--

Name and address of business (if applicable):
---

If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:

Retired Librarian/ Library Consultant

Are you now serving, or have you ever served, on a Town of Camp Verde board or commission?  
 Yes  No If yes, please list names of board/commission and dates served:

**Board & Commission preference (s):** Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:

1. Library Advisory Commission	3.
2.	4.

**Education and Community Service**

Schools Attended:	Degree:	Year:
University of Wisconsin	BS	1963
University of Wisconsin	MLS	1966

Civic Activities-Service Organizations	Office Held:	Year Begun:	Year Ended:
CV Library Endowment	Historian	2005	2007
CCCVL	Board	2/08	8/08

**Please state why you would like to be appointed to a Town Board, Commission, or Committee:**

To serve the Town with my experience, talents, and common sense.

**What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?**

(a) Recommend policies consistent with good library management and community needs.

(b) Be an advocate for the library and support the Library Director in serving the Town.

(c) Work for the best possible library service for the citizens of Camp Verde.

**Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:** (1) 35 years professional experience as a librarian, (technical and public service

management and direct services), Library Consultant, and Marketing Manager to library clients.

(2) Lifelong library supporter and advocate of the importance of libraries to communities.

(3) Camp Verde Library Volunteer: For over 2 years I have volunteered publicizing the library

and making the library more visible to the community. (4) Library user.

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

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

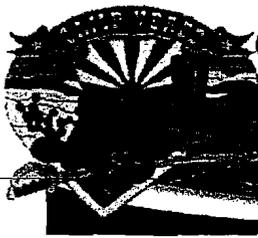
If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined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

Applicant's Signature:



Date: Sept. 4, 2008

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



# Camp Verde, Arizona

## LETTER OF INTEREST

Name: <u>TOM H. NEILSON</u>		Date: <u>9/5/08</u>	
Home Address: <u>274 ARNOLD TERR. #511</u>			
Mailing Address, if different: <u>PO BOX 323 CAMP VERDE AZ 86352</u>			
Email Address: _____			
Home Telephone: <u>547-3193</u>		Work Telephone: _____	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: <u>27 YRS</u>		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name and address of business (if applicable): _____			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: <u>RETIRED</u>			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: _____			
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. <u>LIBRARY BOARD</u>		3. _____	
2. _____		4. _____	
Education and Community Service			
Schools Attended:		Degree:	Year: <u>1944</u>
<u>MESA UNION HIGH</u>			
<u>TEMPE GRADE</u>			
Civic Activities-Service Organizations		Office Held:	Year <u>1960</u> Year Ended:
<u>BOY SCOUT</u>		<u>SCOUT MASTER</u>	Begun: <u>2002</u> <u>41 YRS</u>
Please state why you would like to be appointed to a Town Board, Commission, or Committee: <u>I STILL WANT HELP BUILD THE NEW LIBRARY</u>			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a) <u>MORE UNDERSTANDING WITH COUNCIL MEMBERS</u>			
(b) <u>I LOVE PEOPLE TO HELP ANYWAY I CAN</u>			
(c) <u>WORK WITH THEM AS CHOSE AS CAN BE</u>			

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

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

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

## OVERVIEW OF THE TOWN OF CAMP VERDE BOARDS AND COMMISSIONS

<b>Planning &amp; Zoning Commission</b>		
Duties: Analyzes reviews and makes recommendations to Council regarding land use and development-related issues.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: First and Second Thursday at 6:30 p.m.
<b>Board of Adjustments &amp; Appeals</b>		
Duties: Hears and decides appeals made by individuals regarding construction codes and decisions made by the Town Building Official. Hears and decides appeals or decisions made by the Zoning Administrator.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: Third Tuesday at 3:00 p.m. as needed.
<b>Parks &amp; Recreation Commission</b>		
Duties: Recommends to Council regulations, policies and fees for the use, control and improvements of public parks.		
Residency Requirement: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Seven members	Term: Three Years	Meetings: First Tuesday at 5:30 p.m.
<b>Design Review</b>		
Duties: Reviews and approves design aspects for new commercial development, industrial development, institutional development, all types of subdivision, multi-family development, Planned Area Developments, Planned Unit Development, and vertical structures to assure conformance with the general intentions and provisions of the Design Review Ordinance		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Six members (must meet qualifications) and one representative from P&Z	Term: Three Years Commission member serves 6 months	Meetings: Second Tuesday at 3:00 p.m.
<b>Library Advisory Commission</b>		
Duties: Informs and makes recommendation to Council on matters of public interest and need in relation to the resources and services of the public library.		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town. Council may waive the residency requirements with good cause.		
Membership: Seven members	Term: Three Years	Meetings: Third Thursday at 6:30 p.m.
<b>Trails &amp; Pathways Commission</b>		
Duties: Informs and makes recommendation to Council on matters relating to Trails & Pathways.		
Residency Requirements: 2003-A261 Citizens who reside outside the Town limits, who are full-time residents (365 days per year) with an 86322 Camp Verde Address are encouraged to serve on the Camp Verde Trails and Pathways Commission.		
Membership: Seven members (must live in 86322 zip code area)	Term: Three Years	Meetings: Second Tuesday at 6:30 p.m.
<b>Housing Commission</b>		
Duties: Inform and makes recommendation to Council on matters relating to affordable work force housing and oversee implementation of the Camp Verde Housing Strategy		
Residency Requirements: 2003-A261 must reside within the corporate limits of the Town		
Membership: Seven members	Term: Three Years	Meetings: Third Tuesday at 4:00 p.m.



## **VOLUNTEER SOUGHT**

The Town of Camp Verde is seeking volunteers to serve on the following Commissions:

- Housing Commission - 3 positions (term expires September 2011)
- Parks & Recreation Commission - 1 Positions (term expires September 2011)
- Planning & Zoning Commission - 3 Positions (term expires September 2011)
- Trails & Pathways Commission - 2 Positions (term expires September 2011, September 2010)
- Board of Adjustments - 2 Positions (term expires September 2011)
- Library Advisory Commission - 3 Positions (term expires September 2011)

Interest forms may be obtained from and submitted to the Town of Camp Verde, 473 S. Main St., Room #102. Camp Verde, 86322, or on our web site at [www.cvaz.org](http://www.cvaz.org) for additional information, contact the Clerks Office at 567-6631extension 105.

Appointments will be made by the Town Council on September 17, 2007. Please bring your Letter of Interest to the Clerk's office by September 10<sup>th</sup>.

(Please run as display ad on August 27, September 3rd & 10<sup>th</sup>.)

**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Date:** Sep 17, 2008

**Meeting Type:** Regular Session

**Type of Presentation:**

**REFERENCE DOCUMENT:**

**AGENDA TITLE: (Be Exact):**

Robin Whatley will update Council on the first annual Non-Profit Funding Committee activities and recommendations for funding. This will be followed by discussion, consideration, possible approval of funding allocations, and possible direction to staff relative to the remaining funds. (Staff Resource: Debbie Barber)

**PURPOSE AND BACKGROUND INFORMATION:**

Council approved Non-Profit funding Policies & Procedures in February 2008, and established an ad-hoc committee to review applications in May 2008. Council budgeted \$5,000 in organizational donations and another \$5,000 in LTAF II Cultural donations to fund grant applications. Large display advertisements were placed in both newspapers for 3 weeks, and a notice was placed on our web page. We received 5 applications requesting a total of \$8,250. If we fund a portion of Performing Arts Studios Inc., from the organizational donations line item, there will be enough to fund all applications with approximately \$1,750 left in the fund. The Committee will meet again on 9-19 to determine if this can be done & come back with additional recommendations.

**STAFF RECOMMENDATION(S): (Suggested Motion)**

Approve the funding allocations for \$500 for Verde Valley Toys for Tots; \$500 for NRCED Environmental Education Center - Neighbor helping Neighbor Weed Eradication Workshop; \$500 for NRCED Environmental Education Center - Stewards of Public Lands, and direction to staff relative to the remaining balance.

**Type of Document Needing Approval:**

**Finance Director Review**

Budgeted/Amount

Attorney Review  Yes  No

Attorney Comments

**Fund:**

**Line Item:**

**Submitting Department:**

Clerk's Office

**Contact Person:**

Debbie Barber, Committee Liaison

**Town Manager/Designee:**

**Minutes  
Ad-Hoc Committee  
Non-Profit Funding  
TOWN OF CAMP VERDE  
Parks & Recreation Conference Room  
395 S. Main Street  
Tuesday, September 3, 2008  
at 3:30 P.M.**

1. **Call to Order**  
Town Clerk, Deborah Barber called the meeting to order at 3:40 p.m.
2. **Roll Call**  
Town Clerk, Deborah Barber, Council Member Charlie German, Committee Members Robin Whatley, and Howard Parrish were present, Mark Ware was absent.

**Also Present**

Deputy Clerk Virginia Jones

3. **Discussion, consideration, and recommendation to Camp Verde Town Council regarding the following applications for funding during fiscal year 2008/09.**
  - (a) **Performing Arts Studios, Inc.** (Requesting \$5,000 for After-school/Community Education Program)
  - (b) **Verde Valley Toys for Tots** (Requesting \$500)
  - (c) **Verde NRCDEnvir. Ed. Center-Neighbor helping Neighbor Weed Eradication Workshop** (Requesting \$500)
  - (d) **Verde NRCDEnvir. Ed. Center-Steward of Public Lands** (Requesting \$500)
  - (e) **Verde Valley Concert Association-Missoula Children's Theatre Project** (Requesting \$1750)

Barber explained that there were enough funds to fully fund every request if LTAF II funding is used. She explained that LTAF II has a budget of \$5,000 and is available for non-profit organizations that are cultural in nature. She explained that this funding source requires the applicant to have a 50% cash match from non-public monies. Barber explained that both the Verde Valley Concert Association-Missoula Children's Theatre Project and the Performing Arts Studios, Inc. would qualify for LTAF II funding. Barber advised that the LTAF II funding could only be spent once the lottery reaches \$23 million. She advised that Lisa Elliott in the Finance department is checking records to see when the funds historically become available. Barber further explained that the Council had budgeted \$5,000 for organizational donations, with this being the first year with an established process for the applications. She noted that as the word gets out, the Town would likely receive more applications. Barber suggested that the Performing Arts Studios could be funded from both sources and there would still be about \$1,700 left in the organizational donations line item.

On a motion by German, seconded by Whatley, the Committee voted unanimously to recommend approving requests for Verde Valley Toys for Tots, Verde NRCDEnvironmental Education Center and Verde NRCDEnvironmental Education Center-Steward of Public Lands in the amount of \$500 each. The Committee will meet again on September 19 at 9:00 a.m. in the Parks and Recreation Conference Room to discuss a) Performing Arts Studios, Inc request for \$5,000 and b) Verde Valley Concert Association-Missoula Children's Theater Project request for \$1,750.

Whatley agreed to make the presentation to the Council on September 17, 2008, with Barber assisting if needed. It was agreed that a copy of the minutes would be available for the packet

and member Mark Ware will be notified of the next meeting to be held on September 19, 2008. at 9:00 a.m.

4. **Adjournment**

The meeting adjourned at 4:15 p.m.

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Virginia Jones, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Committee during the Special Session of the Ad-Hoc Committee for Non-Profit Funding of Camp Verde, Arizona, held on the 3<sup>rd</sup> day of September 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

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Debbie Barber, Town Clerk and Staff Liaison

Date stamp

# Application for Funding

Fiscal Year: 2008

Applicant Name: Verde Valley Joy for Tots Primary Contact: KRYS VOGLER

Address: P.O. Box 2286 City: Cottonwood State: AZ Zip: 86326

Telephone #: (928) 649-3747 Fax #: (928) 649-3747

Email Address: KRYSVOGLER@COMMSPEED.NET Date Organization Founded: \_\_\_\_\_

Federal ID #: 20-3021444 State ID #: \_\_\_\_\_

501(c)3     Other Non-Profit     Government Agency     Other: \_\_\_\_\_

**Proof of non-profit status must be included with your application in order to be eligible for funding.**

Project/Program Title: \_\_\_\_\_

Check all that apply:

Cash Donation, Amount Requested: \$ 500.00 \*Specific projects are preferred, however if you are requesting funding for general operating expenses, please complete the remainder of this application to the best of your ability. Your focus should be on how your organization benefits the community and Camp Verde citizens. Be as specific as possible.

Facilities/Equipment Donation

Please attach the following items to your application.

- Most recent financial statement showing income, expenses and funding sources.
- Proof of non-profit status.
- Program budget (if applicable).

You may also attach:

- Organization brochures
- Photos/charts
- Letters of support

Please give a brief summary of your request: Please see attached and our website at www.verdetoyfortots.org

Please answer the following questions (attach additional sheets of paper if needed):

Section I - About the Organization

1. Please describe the organization's purpose. This may include mission statement or philosophy.

Please see attached sheet.

2. Share your organizations experience, capacity and qualifications to successfully complete the project, program or event (if the request is not for a project, program or event, discuss the organizations experience and accomplishments).

Please see attached sheet.

3. Please identify any donated services that you currently receive, or have received in the past from the Town of Camp Verde (include dates).

Use of Camp Verde fire truck + personnel to drive Santa to 4 Christmas parties.  
Camp Verde Fire Station also participates in the Annual Toy Drive at Walmart. Fire department also delivered toys to some needy families.

4. Please provide statistics of current (or past) Camp Verde citizens served by your organization if applicable.

Please see attached.

Section 2 – Description and Benefit

1. Describe your project, program or event. What are you requesting?

*Please see attached.*

2. How will the Town of Camp Verde's funds or facilities/equipment contributions be used?

*Please refer to attachment.*

3. How will the project, program or events benefit the community? How many Camp Verde residents will the project, program or event benefit?

*Please see attached sheet.*

4. How do you know this project, program or event is needed? Please explain if there other entities providing the same or similar service available to Camp Verde residents and how your organization complements these services, or fills a gap in services.

*Please refer to attached.*

Section 3 - Tracking and Evaluation

1. How you will track the number of Camp Verde citizens benefited by your organization, project, program and/or event? Describe how you will evaluate and measure your success.

Please refer to attached.

2. If you have or are currently done/doing this project/program or event, describe results you have experienced and statistics (if applicable).

Please refer to attached.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the Town of Camp Verde must be expended as I have represented in this application and according to any requirements set by the Town Council and according to the Program guidelines. I agree that if funds are not expended accordingly, in the opinion of the Town of Camp Verde, said funds will be returned to the Town of Camp Verde within ten (10) days from the date the Town of Camp Verde demands such.

Krys Vogler  
Authorized Signature for the Applicant  
Name Printed or Typed: KRYS VOGLER

Date \_\_\_\_\_  
Title: LCO - Local Coordinator  
OFFICER

Return this application to:

Deadline: 4:00 p.m., August 1

Town Manager (Program Contact)  
Town of Camp Verde  
473 S. Main, Ste. 102  
Camp Verde, AZ 86322  
(928) 567-6631 ext. 102

Electronic and facsimile submissions will not be considered.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **APR 18 2006**

MARINE TOYS FOR TOTS FOUNDATION  
C/O MATTHEW T COOPER  
PO BOX 1947  
QUANTICO, VA 22134

Employer Identification Number:  
20-3021444  
DLN:  
17053182015025  
Contact Person:  
LYNN HALL ID# 75092  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
DECEMBER 31  
Public Charity Status:  
170(B)(1)(A)(VI)  
Form 990 Required:  
YES  
Effective Date of Exemption:  
MAY 26, 2005  
Contribution Deductibility:  
YES  
Advance Ruling Ending Date:  
DECEMBER 31, 2009

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

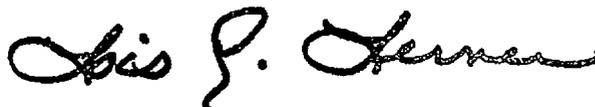
Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

MARINE TOYS FOR TOTS FOUNDATION

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in black ink, appearing to read "Lois G. Lerner". The signature is written in a cursive style with a large initial "L" and a long, sweeping tail.

Lois G. Lerner  
Director, Exempt Organizations  
Rulings and Agreements

Enclosures: Information for Organizations Exempt Under Section 501(c)(3)  
Statute Extension

Verde Valley Toys for Tots  
Attachment to Funding Application  
August 1, 2008

**Request Summary:**

This is a request for \$500.00 to help offset some of the storage locker costs that were incurred for the 2008 campaign. One storage locker is utilized each year to store toy collection boxes, boxes for toy sorting, promotional material, and toys that were collected too late for distribution during the campaign. At the end of the 2007 campaign many of our toy collection boxes were filled at the last minute and some toys were collected after Christmas. All of our parties and other toy distributions were completed. We made a trip to Tucson late in December to pick up bicycles from the United States Marine Corps Reserve Unit stationed in Tucson. This entire additional and unexpected inventory resulted in our need for additional storage capacity so we rented another storage locker.

Verde Valley Toys for Tots operates under the guidance and management of the National organization called the Toys for Tots Foundation.

**Section I**

1. The mission of the Verde Valley Toys for Tots Program is to collect new, unwrapped toys during the months of October, November and December each year, and to distribute those toys as Christmas gifts to needy children in the community in which the campaign is conducted. The primary goal of Toys for Tots is to deliver, through a shiny new toy at Christmas, a message of hope to needy youngsters that will motivate them to grow into responsible, productive, patriotic citizens and community leaders. The objectives of Toys for Tots are to help needy children throughout the United States experience the joy of Christmas; to play an active role in the development of one of our nation's most valuable natural resources - our children; to unite all members of local communities in a common cause for three months each year during the annual toy collection and distribution campaign; and to contribute to better communities in the future.

2. This is the fourth year that the Verde Valley Toys for Tots has participated in the national Toys for Tots program. Each year we have grown a little bit in the number of toys distributed, the number of children at our parties, and the number of volunteers that participate. In 2007 we distributed approximately 6000 toys to approximately 2000 children in the Verde Valley area which encompasses Jerome, Clarkdale, Cottonwood, Cornville, Rimrock, Beaver Creek, Camp Verde, and the Yavapai-Apache Nation. Four parties were held with one at the Yavapai-Apache Nation Recreation Center and the remainder at the Cliff Castle Casino. Children ranged in age from 6 months to teenager.

4. Schools participating in our program include Beaver Creek Elementary, Camp Verde Elementary Chester-Newton Charter School, Camp Verde Headstart, and other children not in any of these schools. We distributed approximately 2400 toys to approximately 800 children during our entire 2007 campaign in the Camp

Verde area; please refer to the response to section number 2 for additional information.

## Section 2

1. We are requesting \$500.00 to help offset storage locker costs specified in the request summary. Storage locker fees have already been paid.
2. The monies will be deposited in our Toys for Tots account and used to buy toys for the 2008 campaign. It must be noted that all monies collected are spent locally.
3. We plan to have parties very similar to the last year. This means that there will be four parties, one at the Yavapai-Apache Nation Recreation Center and the remaining three at Cliff Castle Casino. Camp Verde children will be included in the Yavapai-Apache Nation party and at least two of the parties at Cliff Castle Casino.
4. Each year we encounter a growing number of children needing a Christmas. Each year we have a number of schools and volunteers supporting the program. Each year there is an increase in the number of phone calls and emails requesting toys. This year we anticipate an even greater need due to the housing situation, cost of gasoline, and increased population base.

## Section 3

1. All but one of our parties is divided into regions so that each party contains children from a specific location in the Verde Valley. The last party each year is open to the public so that anyone that has not attended another party is welcome at this one. It makes it difficult to provide very accurate numbers for any given region but it does give all of our youngsters an opportunity to participate in the program. Two of the parties are attended by children via invitations from their school

Requests are also received via email and phone calls from families requesting assistance. Fire stations and police are also contacting us to help them with needy families that they are aware of.

In addition, our Toys for Tots organization provide numerous reports to the Toys for Tots Foundation. The latter tracks our progress and activities very closely. This results in an organization that enjoys an extremely high reputation throughout the country and the world.

2. This program is in progress until the end of December 2008. Monies have already been spent however, and that is where the \$500.00 grant will be utilized.

### **Note:**

Financial Accounting is processed through the National Toys for Tots Foundation. We have an account where monies are deposited and disbursed. I

am held accountable for all transactions that hit this account. All monies paid out must be approved prior to spending if not for toy purchases. All monies collected go into this account to be used for Verde Valley Toys for Tots Program.

If this request is successful please make the check out to "Toys for Tots" and I will forward it to the Toys for Tots Foundation. It will be available for our use locally.

*REMEMBER EVERY CHILD DESERVES A LITTLE CHRISTMAS*

DM. Cottonwood Super Storage  
1800 East Fir Street  
Cottonwood, AZ 86326

RECEIPT #7398

Monday, January 14, 2008  
UNIT 96

FWD. AND ADDRESS CORRECTION REQUESTED

TO: KRYS & KEITH VOGLER  
TOYS FOR TOTS  
4584 BROKEN SADDLE  
COTTONWOOD, AZ 86326

Before this payment, your rent was due on Monday, January 14, 2008.

DETAIL ON YOUR PAYMENT

Rent	996.00
Rent Tax	21.90
<b>Total Payment</b>	<b>1,017.90</b>

Payment made with a Visa CREDIT CARD - \*\*\*\*\*8195 - Auth. #061799

FREE STUFF

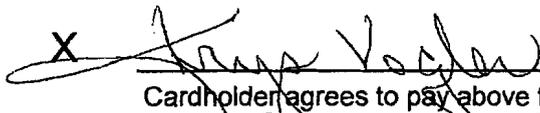
Free Amount:	53.57
Total Free Amount:	53.57

Your next rent is due on Saturday, November 01, 2008. A late charge of \$10.00 is imposed if you are 6 days late.

There are no monies outstanding.

Rent for 11/1/2008 to 12/1/2008	109.59
Plus the following monthly charges:	
Rent Tax	2.41
Total	112.00

THANK YOU VERY MUCH FOR THIS PAYMENT.

X   
Cardholder agrees to pay above total amount according to card issuer agreement

X   
Manager 928-634-2001 Printed 01/14/2008 at 10:21 AM

FROM: Cottonwood Super Storage  
1800 East Fir Street  
Cottonwood, AZ 86326

RECEIPT #7397

Monday, January 14, 2008  
UNIT 95

FWD. AND ADDRESS CORRECTION REQUESTED

TO: KRYS & KEITH VOGLER  
TOYS FOR TOTS  
4584 BROKEN SADDLE  
COTTONWOOD, AZ 86326

Before this payment, your rent was due on Monday, January 14, 2008.

DETAIL ON YOUR PAYMENT

Rent	996.00
Rent Tax	21.90
<b>Total Payment</b>	<b>1,017.90</b>

Payment made with a Visa CREDIT CARD - \*\*\*\*\*8195 - Auth. #065893

FREE STUFF

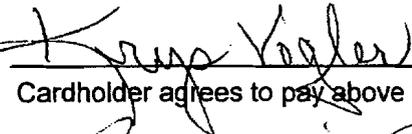
Free Amount:	53.57
Total Free Amount:	53.57

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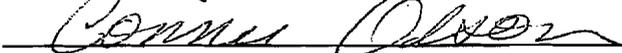
There are no monies outstanding.

Rent for 11/1/2008 to 12/1/2008	109.59
Plus the following monthly charges:	
Rent Tax	2.41
Total	112.00

THANK YOU VERY MUCH FOR THIS PAYMENT.

X 

Cardholder agrees to pay above total amount according to card issuer agreement

X 

Manager 928-634-2001

Printed 01/14/2008 at 10:17 AM



# TOWN OF CAMP VERDE

◆ 473 S. Main Street ◆ Camp Verde, Arizona 86322 ◆ (928) 567-6631 FAX 567-9061  
Marshal 567-6621 ◆ Parks & Recreation 567-0535 ◆ Community Development 567-8513 ◆ [www.campverde-az.gov](http://www.campverde-az.gov)

September 9, 2008

Verde Valley Toys for Tots  
PO Box 2286  
Cottonwood, AZ 86322

RE: Application for Non-Profit Funding Program

To Whom It May Concern:

On September 3, 2008, the Non-Profit Funding Committee met to review your application for funding. The Committee unanimously agreed to recommend approval of funding. Council will make its determination at the September 17, 2008 Regular Session at 6:30 p.m. in the Camp Verde Council Chambers, Room 106, located at 473 S. Main Street.

If you have any questions regarding this matter, please contact our office.

Sincerely,

Virginia Jones  
Deputy Clerk



Date stamp

7-18-08

# Application for Funding

Fiscal Year: \_\_\_\_\_

Applicant Name: Verde NRC(D) Envir. Ed. Center Primary Contact: Stephen Youngkin

Address: P.O. Box 280 City: Camp Verde State: AZ Zip: 86322

Telephone #: (928) 567-8872 Fax #: ( )

Email Address: Verdenrcd@yahoo.com Date Organization Founded: 1940s

Federal ID #: EIN 86-0593426 State ID #: no state #, tax exempt

501(c)3     Other Non-Profit     Government Agency     Other: \_\_\_\_\_

**Proof of non-profit status must be included with your application in order to be eligible for funding.**

Project/Program Title: "Neighbor helping Neighbor" weed eradication workshop

Check all that apply:

Cash Donation, Amount Requested: \$ 500<sup>00</sup> \*Specific projects are preferred, however if you are requesting funding for general operating expenses, please complete the remainder of this application to the best of your ability. Your focus should be on how your organization benefits the community and Camp Verde citizens. Be as specific as possible.

Facilities/Equipment Donation

Please attach the following items to your application.

- Most recent financial statement showing income, expenses and funding sources.
- Proof of non-profit status.
- Program budget (if applicable).

You may also attach:

- Organization brochures
- Photos/charts
- Letters of support

Please give a brief summary of your request: please see attached pages

Please answer the following questions (attach additional sheets of paper if needed):

**Section 1 - About the Organization**

1. Please describe the organization's purpose. This may include mission statement or philosophy.

2. Share your organizations experience, capacity and qualifications to successfully complete the project, program or event (if the request is not for a project, program or event, discuss the organizations experience and accomplishments).

3. Please identify any donated services that you currently receive, or have received in the past from the Town of Camp Verde (include dates).

4. Please provide statistics of current (or past) Camp Verde citizens served by your organization if applicable.

**Section 2 – Description and Benefit**

1. Describe your project, program or event. What are you requesting?

2. How will the Town of Camp Verde's funds or facilities/equipment contributions be used?

3. How will the project, program or events benefit the community? How many Camp Verde residents will the project, program or event benefit?

4. How do you know this project, program or event is needed? Please explain if there other entities providing the same or similar service available to Camp Verde residents and how your organization complements these services, or fills a gap in services.

Section 3 – Tracking and Evaluation

1. How you will track the number of Camp Verde citizens benefited by your organization, project, program and/or event? Describe how you will evaluate and measure your success.

2. If you have or are currently done/doing this project/program or event, describe results you have experienced and statistics (if applicable).

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the Town of Camp Verde must be expended as I have represented in this application and according to any requirements set by the Town Council and according to the Program guidelines. I agree that if funds are not expended accordingly, in the opinion of the Town of Camp Verde, said funds will be returned to the Town of Camp Verde within ten (10) days from the date the Town of Camp Verde demands such.

Authorized Signature for the Applicant:   
Name Printed or Typed: Stephen D. Youngkin Date: 7-18-08  
Title: ED Director

Return this application to:

Deadline: 4:00 p.m., August 1

Town Manager (Program Contact)  
Town of Camp Verde  
473 S. Main, Ste. 102  
Camp Verde, AZ 86322  
(928) 567-6631 ext. 102

Electronic and facsimile submissions will not be considered.

For Town of Camp Verde Use Only

Date Application Received: \_\_\_\_\_ Proof of Non-Profit Status Attached?  Yes  No  
Eligible for Funding?  Yes  No If "No", attach letter to applicant.  
Committee Meeting Date: \_\_\_\_\_ Committee Members: \_\_\_\_\_  
Committee Recommendation: \_\_\_\_\_

\_\_\_\_\_

Council Meeting Date: \_\_\_\_\_ Council Decision: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature	Date	Title
-----------	------	-------

# Non-Profit Funding Program Report Form

Date stamp

Fiscal Year: \_\_\_\_\_

Recipients who have received funds must complete and submit this report to the Town Clerk within 60 days of the expenditure and/or use of the donation.

Organization: \_\_\_\_\_ Submitted by: \_\_\_\_\_

Telephone #: ( ) \_\_\_\_\_ Email Address: \_\_\_\_\_ Date: \_\_\_\_\_

Project/Program Title: \_\_\_\_\_

Cash, Amount: \$ \_\_\_\_\_  Facilities/Equipment Describe: \_\_\_\_\_

Check one:  1<sup>st</sup> Report  2<sup>nd</sup> Report  Final Report

Funds expended since start of project: \$ \_\_\_\_\_ Funds expended in this reporting period: \$ \_\_\_\_\_

Funds remaining: \$ \_\_\_\_\_ (Funds not used before June 30 must be returned to the Town of Camp Verde)

Number of Camp Verde residents served this reporting period: \_\_\_\_\_ Total to date: \_\_\_\_\_

Please explain how funds were expended and/or how the in-kind donation was used and activities that have occurred during this reporting period, or if this is the last report, for the entire grant cycle:

By signing below, I acknowledge that the information contained herein and attached to this report is true and correct to the best of my knowledge.

Authorized Signature for the Applicant \_\_\_\_\_

Date \_\_\_\_\_

Name Printed or Typed: \_\_\_\_\_

Title: \_\_\_\_\_

## **“Neighbor Helping Neighbor” Weed Eradication Workshop**

**(Brief Summary of Request):** The Verde NRCD plans to sponsor a weed eradication workshop focusing on proper weed management along the Verde River.

### **1. Mission statement:**

The mission of the Verde Natural Resource Conservation District (NRCD) is to promote the sustainable use and conservation of natural resources by facilitating technical and financial assistance to district cooperators. The District is committed to conserving our ecological heritage through interactive promotion of educational activities and outreach.

### **Vision statement:**

The vision of the Verde NRCD is to maintain and enhance the quality of life in the district through science and tradition-based management of natural resources. In addition to ensuring equity among shared interests, respecting diverse cultural values and preserving environmental health of our land, the Verde NRCD is dedicated to promoting appropriate economic growth and financial security of present and future generations.

2. The Verde NRCD has been offering educational outreach to both adults and children for more than twenty years. On November 10, 2007, the district conducted a four-hour invasive weed workshop (focusing on Giant Reed and Salt Cedar) at White Bridge and Sunnyside Park in Camp Verde. Guest speakers included NRCS Range Management Specialist Bob Adams, Mike Francis, Director of Compliance/Enforcement, Arizona Structural Pest Control Commission, Peter Hutchinson of Praying Mantis Termite and Pest Control and Prescott National Forest Ranger Dexter Allen. Vince Aquila of Dow Chemicals also donated materials. The weed

eradication workshop received much positive feedback, including a letter from the State Game and Fish Commissioner. Given the success of this first effort, the Verde NRCD Ed Center plans to sponsor a semi-annual weed program. Supervisor Jodi Allen has also assembled a "Weed Warrior" newsletter informing those on her data base of forthcoming weed identification and eradication workshops sponsored by other local agencies and organizations.

Supervisor Jodi Allen, who certified to spray herbicides after attending an eight-hour workshop, has also donated \$1340 (24 hrs.) in kind as a certified weed applicator to a Species Project being proposed by the Ecological Monitoring & Assessment (EMA) Program at Northern Arizona University.

3. None.

4. The Verde NRCD is providing weed eradication information for 1500 property owners who live along the Verde River. The district also maintains a data base of contact names and telephone numbers for those who attended the weed eradication workshop on November 10, 2007.

1. The Verde NRCD plans to sponsor a "Neighbor helping Neighbor" weed eradication workshop that will focus on Tamarisk (Salt Cedar), *Elaeagnus Angustifolia* (Russian Olive), *Arundo donax* (Giant Reed) and *Ailanthus* (Tree of Heaven). Pete Hutchinson of Praying Mantis Termite and Pest Control and Verde NRCD supervisor Jodi Allen will instruct local property owners in the proper use of herbicides near the water's edge.

We are requesting \$500 to cover postage for a mailing an informative weed flyer and workshop invitation to property owners who live along the Verde River.

2. The sum requested will be used for cover postage expense in contacting 1500 property owners who live along the Verde River.

3. The Verde Natural Resource Conservation District (NRCD) is dedicated to identifying local natural resources concerns and providing grassroots solutions. Implementing water conservation programs and practices contribute to dependable supplies of clean water for future generations of valley residents.

The Verde River is under attack by a water user you may not be aware of—invasive weeds! Non-native species have few or no natural insect or disease enemies and are a major cause of biodiversity loss. They consume nutrients and space, crowding out native plants. Invasive weeds spread at an alarming rate of twenty percent annually and infest approximately 400,000 acres of National Forest lands in Arizona and New Mexico alone. This loss in forage is harmful to both livestock and wildlife and if left unchecked will negatively alter water systems, wildlife habitat and recreation areas forever. The longer we ignore noxious weeds the more expensive they will be to eradicate. Many weeds are highly flammable and rapidly spread fire, negatively impacting property values. One mature Salt Cedar (Tamarix) can transpire 200 gallons of water a day into the atmosphere. This water is no longer available for native riparian plants and animals or to help fill Southwest aquifers for human use. Salt Cedar also drops salt on the ground, preventing growth of native species. Eradicating noxious weeds benefits all.

4. Coconino, Prescott and Tonto National Forests are presently managing weed eradication programs in the wild and scenic sections of the Lower Verde. Limiting the seed source from the upper water areas will help reduce the spread of these noxious weeds.

1. Part of weed management is tracking re-growth and percentage of success rate. The Verde NRCD will request that the property owners monitor their sites and keep the district informed as well as involve other neighbors and friends in continuing these efforts in upcoming years.

2. The Coconino Forest Service has experienced a 95% success rate in eradicating weeds by the “cut stump” method. The Verde NRCD plans to employ this same method and herbicides

Verde NRCD FY2008  
Financial Statement

July 1, 2007 - June 30, 2008 SPONSORING NRCD Verde NRCD

INCOME:	State Account	Local Account	
State Funds	\$14,687.48	Beginning Balance	\$6012.02
		Contributions	
		Grants	
		License Plate Fees	
		Sales	
		Other	
<b>TOTAL INCOME</b>	<b>\$14,687.48</b>	<b>TOTAL INCOME</b>	<b><u>\$6012.02</u></b>
EXPENSES	State Account		
Salaries	\$9600.00		
Office	3244.21		
Board of Directors	1843.27		
Program			\$1603.62
<b>TOTAL STATE EXPENSES</b>	<b><u>\$14,687.48</u></b>	<b>TOTAL LOCAL EXPENSES</b>	<b><u>\$1603.62</u></b>
<b>BALANCE STATE ACCOUNT</b>	<b><u>\$0.00</u></b>	<b>BALANCE LOCAL ACCOUNT</b>	<b><u>\$4008.40</u></b>

Verde NRCD FY2008  
Education Center Financial Statement

July 1, 2007 - June 30, 2008 SPONSORING NRCD Verde NRCD

INCOME:	State Account	Local Account	
State Funds	\$5333.32	Beginning Balance	
		Contributions	
		Grants	
		License Plate Fees	\$1250
		Sales	
		Other	
TOTAL INCOME	<u>\$5333.32</u>	TOTAL INCOME	\$1250
EXPENSES:	State Account	Local Account	
Salaries	\$2400.00		
Office	1848.60		
Board of Directors			
Program	1084.72		
TOTAL STATE EXPENSES	<u>\$5333.32</u>	TOTAL LOCAL EXPENSES	\$1250
BALANCE STATE ACCOUNT	<u>\$0.00</u>	BALANCE LOCAL ACCOUNT	<u>\$0.00</u>

INTERNAL REVENUE SERVICE  
District Director

DEPARTMENT OF THE TREASURY  
1100 Commerce St., Dallas, TX 75242

Person to Contact:  
CUSTOMER SERVICE DIVISION

Telephone Number:  
(800) 829-1040

Refer Reply to:  
Mail Code 4940 DAK.

Date:  
June 18, 1998

KIN:  
86-0593426

The Environmental Education Center  
PO Box 280  
Camp Verde, AZ 86322

Dear Sir or Madam:

Our records show that The Environmental Education Center is exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code. This exemption was granted in May 1988 and remains in full force and effect. Contributions to your organization are deductible in the manner and to the extent provided by section 170 of the Code.

We have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code. Your organization is described in section 509(a)(2) of the Code.

If gross receipts for your organization reach \$25,000 or more, in any one year, the organization will be required to file Form 990, Return of Organization Exempt from Income Tax.

This letter may be used to verify your tax-exempt status.

If we may be of further assistance, please call the telephone number listed above or write to us at the address in the letterhead, Mail Code 4940 DAK.

Sincerely,



A. Sutherland  
Chief, Quality Review



# TOWN OF CAMP VERDE

◆ 473 S. Main Street ◆ Camp Verde, Arizona 86322 ◆ (928) 567-6631 FAX 567-9061  
Marshal 567-6621 ◆ Parks & Recreation 567-0535 ◆ Community Development 567-8513 ◆ [www.campverde-az.gov](http://www.campverde-az.gov)

September 9, 2008

Verde NRCD Envir. Ed. Center  
Neighbor helping Neighbor  
PO Box 280  
Camp Verde, AZ 86322

RE: Application for Non-Profit Funding Program

To Whom It May Concern:

On September 3, 2008, the Non-Profit Funding Committee met to review your application for funding. . The Committee unanimously agreed to recommend approval of funding. Council will make its determination at the September 17, 2008 Regular Session at 6:30 p.m. in the Camp Verde Council Chambers, Room 106, located at 473 S. Main Street.

If you have any questions regarding this matter, please contact our office.

Sincerely,

Virginia Jones  
Deputy Clerk



Date stamp

# Application for Funding

Fiscal Year: \_\_\_\_\_

Applicant Name: Verde NRCO Enviv. & Center Primary Contact: Stephen Youngkin

Address: P.O. Box 280 City: Camp Verde State: AZ Zip: 86322

Telephone #: (928) 567-8872 Fax #: ( )

Email Address: Verdenrcd@yahoo.com Date Organization Founded: 1940s

Federal ID #: EIN 86-0593426 State ID #: no state ID, tax exempt

501(c)3     Other Non-Profit     Government Agency     Other: \_\_\_\_\_

**Proof of non-profit status must be included with your application in order to be eligible for funding.**

Project/Program Title: Stewards of Public Lands (Verde Chapter)

Check all that apply:

Cash Donation, Amount Requested: \$ 500<sup>00</sup> \*Specific projects are preferred, however if you are requesting funding for general operating expenses, please complete the remainder of this application to the best of your ability. Your focus should be on how your organization benefits the community and Camp Verde citizens. Be as specific as possible.

Facilities/Equipment Donation

Please attach the following items to your application.

- Most recent financial statement showing income, expenses and funding sources.
- Proof of non-profit status.
- Program budget (if applicable).

You may also attach:

- Organization brochures
- Photos/charts
- Letters of support

Please give a brief summary of your request: \_\_\_\_\_

please see attached pages

Please answer the following questions (attach additional sheets of paper if needed):

**Section 1 - About the Organization**

1. Please describe the organization's purpose. This may include mission statement or philosophy.

2. Share your organizations experience, capacity and qualifications to successfully complete the project, program or event (if the request is not for a project, program or event, discuss the organizations experience and accomplishments).

3. Please identify any donated services that you currently receive, or have received in the past from the Town of Camp Verde (include dates).

4. Please provide statistics of current (or past) Camp Verde citizens served by your organization if applicable.

**Section 2 – Description and Benefit**

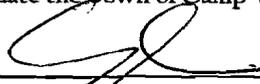
<p>1. Describe your project, program or event. What are you requesting?</p>
<p>2. How will the Town of Camp Verde's funds or facilities/equipment contributions be used?</p>
<p>3. How will the project, program or events benefit the community? How many Camp Verde residents will the project, program or event benefit?</p>
<p>4. How do you know this project, program or event is needed? Please explain if there other entities providing the same or similar service available to Camp Verde residents and how your organization complements these services, or fills a gap in services.</p>

Section 3 – Tracking and Evaluation

1. How you will track the number of Camp Verde citizens benefited by your organization, project, program and/or event? Describe how you will evaluate and measure your success.

2. If you have or are currently done/doing this project/program or event, describe results you have experienced and statistics (if applicable).

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the Town of Camp Verde must be expended as I have represented in this application and according to any requirements set by the Town Council and according to the Program guidelines. I agree that if funds are not expended accordingly, in the opinion of the Town of Camp Verde, said funds will be returned to the Town of Camp Verde within ten (10) days from the date the Town of Camp Verde demands such.

  
 Authorized Signature for the Applicant \_\_\_\_\_ Date 7-18-08  
 Name Printed or Typed: Stephen D. Youngkin Title: Ed Director

Return this application to:

Deadline: 4:00 p.m., August 1

Town Manager (Program Contact)  
Town of Camp Verde  
473 S. Main, Ste. 102  
Camp Verde, AZ 86322  
(928) 567-6631 ext. 102

Electronic and facsimile submissions will not be considered.

For Town of Camp Verde Use Only

Date Application Received: \_\_\_\_\_ Proof of Non-Profit Status Attached?  Yes  No

Eligible for Funding?  Yes  No If "No", attach letter to applicant.

Committee Meeting Date: \_\_\_\_\_ Committee Members: \_\_\_\_\_

Committee Recommendation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Council Meeting Date: \_\_\_\_\_ Council Decision: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_ Title \_\_\_\_\_

# Non-Profit Funding Program Report Form

Date stamp

Fiscal Year: \_\_\_\_\_

Recipients who have received funds must complete and submit this report to the Town Clerk within 60 days of the expenditure and/or use of the donation.

Organization: \_\_\_\_\_ Submitted by: \_\_\_\_\_

Telephone #: ( ) \_\_\_\_\_ Email Address: \_\_\_\_\_ Date: \_\_\_\_\_

Project/Program Title: \_\_\_\_\_

Cash, Amount: \$ \_\_\_\_\_  Facilities/Equipment Describe: \_\_\_\_\_

Check one:  1<sup>st</sup> Report  2<sup>nd</sup> Report  Final Report

Funds expended since start of project: \$ \_\_\_\_\_ Funds expended in this reporting period: \$ \_\_\_\_\_

Funds remaining: \$ \_\_\_\_\_ (Funds not used before June 30 must be returned to the Town of Camp Verde)

Number of Camp Verde residents served this reporting period: \_\_\_\_\_ Total to date: \_\_\_\_\_

Please explain how funds were expended and/or how the in-kind donation was used and activities that have occurred during this reporting period, or if this is the last report, for the entire grant cycle:

[Empty box for explanation of fund expenditure]

By signing below, I acknowledge that the information contained herein and attached to this report is true and correct to the best of my knowledge.

Authorized Signature for the Applicant \_\_\_\_\_

Date \_\_\_\_\_

Name Printed or Typed: \_\_\_\_\_

Title: \_\_\_\_\_

## **Stewards of Public Lands (Verde Chapter)**

**(Brief summary of request):** The Stewards of Public Land (Verde Chapter) is requesting \$500 to fund the Town of Camp Verde's continued contribution of a back-hoe, driver and a dump truck and driver three-four times annually.

### **1. Mission statement.**

To protect people and property from wildfire by cleaning up illegal dump sites on public lands, and protecting the Verde Watershed and its aquifers.

2. Stewards have provided more than 2000 hours of volunteer effort to clean 3300 acres of public lands in the Verde Valley. Stewards facilitated a process whereby towns, cities, counties, and state and federal governmental entities collaborated beyond jurisdictional boundaries, combining resources to remove more than 110 tons of trash and litter from upper Verde Valley public lands. Stewards have maintained the cleaned lands, as well as coordinated monitoring and law enforcement activities. The Stewards and their partners placed 'No Dumping' signs covering more than 2200 acres, with plans in progress to place signage over the remaining 1100 acres. Additional dumping is greatly reduced and Stewards' maintenance efforts keep the minimal additional dumping cleaned up, thanks to the law enforcement and signage deterrents

3. The Town of Camp Verde has generously provided back-hoes and drivers for the past three years.

4. The Stewards of Public Lands are committed to maintaining Verde Valley public lands clean of illegally dumped trash and litter so valuable land resources may be safely enjoyed by all. In 2008, the Stewards collected over ten tons of trash on 600 acres and four miles of barbed wire fencing along the Verde River in Camp Verde.

1. The Stewards of Public Lands (Verde Chapter) clean up illegal dump sites in the Camp Verde area. We are requesting funds to cover the Town of Camp Verde employees and equipment.
2. The funds will help facilitate the collection and disposal of trash.
3. Keeping our open spaces clean benefits everyone.
4. Keeping our open space free of trash is an enormous job that requires the collaboration and cooperation of municipalities, the Forest Service and local volunteers. Partners include Towns of Camp Verde and Clarkdale, City of Cottonwood, Prescott and Coconino National Forests, Arizona Game and Fish Department, Arizona State Parks, Arizona State Land Department, Yavapai County District 3 Supervisor, Yavapai County Community Services, Waste Management, N.A.W.S., Camp Verde Bugle, Verde Independent, Yavapai Broadcasting Camp Verde Journal, Camp Verde Marshall's Office, Flag Rental & Sales, Quintus and the Verde NRCD.

1. The Stewards of Public Lands (Verde Chapter) routinely reports tons of trash collected and number of acres cleaned.
2. In 2008, the Stewards collected over ten tons of trash on 600 acres and four miles of barbed wire fencing along the Verde River in Camp Verde.

Verde NRCD FY2008  
Financial Statement

July 1, 2007 - June 30, 2008 SPONSORING NRCD Verde NRCD

INCOME:	State Account	Local Account	
State Funds	\$14,687.48	Beginning Balance	\$6012.02
		Contributions	
		Grants	
		License Plate Fees	
		Sales	
		Other	
TOTAL INCOME	\$14,687.48	TOTAL INCOME	<u>\$6012.02</u>
<hr/>			
EXPENSES	State Account		
Salaries	\$9600.00		
Office	3244.21		
Board of Directors	1843.27		
Program			\$1603.62
TOTAL STATE EXPENSES	<u>\$14,687.48</u>	TOTAL LOCAL EXPENSES	<u>\$1603.62</u>
<hr/>			
BALANCE STATE ACCOUNT	<u>\$0.00</u>	BALANCE LOCAL ACCOUNT	<u>\$4008.40</u>

Verde NRCD FY2008  
Education Center Financial Statement

July 1, 2007 - June 30, 2008 SPONSORING NRCD Verde NRCD

INCOME:	State Account	Local Account	
State Funds	\$5333.32	Beginning Balance	
		Contributions	
		Grants	
		License Plate Fees	\$1250
		Sales	
		Other	
TOTAL INCOME	<u>\$5333.32</u>	TOTAL INCOME	\$1250
EXPENSES:	State Account	Local Account	
Salaries	\$2400.00		
Office	1848.60		
Board of Directors			
Program	1084.72		
TOTAL STATE EXPENSES	<u>\$5333.32</u>	TOTAL LOCAL EXPENSES	\$1250
<hr style="border: 2px solid black;"/>			
BALANCE STATE ACCOUNT	<u>\$0.00</u>	BALANCE LOCAL ACCOUNT	<u>\$0.00</u>

INTERNAL REVENUE SERVICE  
District Director

DEPARTMENT OF THE TREASURY  
1100 Commerce St., Dallas, TX 75242

Person to Contact:  
CUSTOMER SERVICE DIVISION

Telephone Number:  
(800) 829-1040

Refer Reply to:  
Mail Code 4940 DAL.

Date:  
June 18, 1998

KIM:  
86-0593426

The Environmental Education Center  
PO Box 280  
Camp Verde, AZ 86323

Dear Sir or Madam:

Our records show that The Environmental Education Center is exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code. This exemption was granted in May 1988 and remains in full force and effect. Contributions to your organization are deductible in the manner and to the extent provided by section 170 of the Code.

We have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code. Your organization is described in section 509(a)(2) of the Code.

If gross receipts for your organization reach \$25,000 or more, in any one year, the organization will be required to file Form 990, Return of Organization Exempt from Income Tax.

This letter may be used to verify your tax-exempt status.

If we may be of further assistance, please call the telephone number listed above or write to us at the address in the letterhead, Mail Code 4940 DAL.

Sincerely,



A. Sutherland  
Chief, Quality Review



# TOWN OF CAMP VERDE

◆ 473 S. Main Street ◆ Camp Verde, Arizona 86322 ◆ (928) 567-6631 FAX 567-9061

Marshal 567-6621 ◆ Parks & Recreation 567-0535 ◆ Community Development 567-8513 ◆ [www.campverde-az.gov](http://www.campverde-az.gov)

September 9, 2008

Verde NRCO Envir. Ed. Center  
Stewards of Public Lands  
PO Box 280  
Camp Verde, AZ 86322

RE: Application for Non-Profit Funding Program

To Whom It May Concern:

On September 3, 2008, the Non-Profit Funding Committee met to review your application for funding. . The Committee unanimously agreed to recommend approval of funding. Council will make its determination at the September 17, 2008 Regular Session at 6:30 p.m. in the Camp Verde Council Chambers, Room 106, located at 473 S. Main Street.

If you have any questions regarding this matter, please contact our office.

Sincerely,

Virginia Jones  
Deputy Clerk



**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Date:** Sep 17, 2008

**Meeting Type:** Regular Session

**Type of Presentation:**

**REFERENCE DOCUMENT:**

NACOG Comprehensive Economic Development Strategy ( CEDS )

**AGENDA TITLE: (Be Exact):**

Discussion, consideration and possible modification/approval of the 2008/2009 NACOG Comprehensive Economic Development Strategy ( CEDS ) priority list and forward a copy to NACOG.

**PURPOSE AND BACKGROUND INFORMATION:**

NACOG is requesting Council's input on the 2008/2009 CEDS priority list. The 06/07 CEDS report is attached as an example of how the Town should respond. In addition, attached is the 07/08 CEDS report to be used as a worksheet for changes .

**STAFF RECOMMENDATION(S): (Suggested Motion)**

Review the CEDS list, make possible modifications, note completions, or changes and then forward to NACOG.

**Type of Document Needing Approval:**

Goals and Priority List for submission to NACOG

**Finance Director Review**

Budgeted/Amount N/A

Attorney Review  Yes  No

Attorney Comments N/A

**Fund:** N/A

**Line Item:** N/A

**Submitting Department:** Administration

**Contact Person:** Michael K. Scannell

**Town Manager/Designee:**



# Northern Arizona Council of Governments

## Economic Workforce Development Division

221 N Marina Street, Suite 201 — P.O. Box 2451 — Prescott, AZ 86302  
PHONE (928) 778-1422 FAX (928) 778-1756

KENNETH J. SWEET  
Executive Director

TERI DREW  
Regional Director

August 28, 2008

Mr. Michael Scannell  
Town of Camp Verde  
473 S. Main Street, Ste 102  
Camp Verde, AZ 86322

Dear Mr. Scannell,

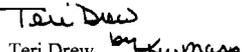
It is time to update our Comprehensive Economic Development Strategy (CEDS) Goals and Priorities List for 2008-2009. A copy of the Goals and Priorities for 2007-2008 is enclosed for your reference. **A copy is also being provided to each of your Economic Development Council members for their input and updates.**

As a reminder, Economic Development Council sponsored funding opportunities can only be considered for those projects listed within the NACOG CEDS Goals and Priorities List. Therefore, it is important that you update the enclosed project list for your City, Town or County. The District also utilizes the information provided to identify and track local economic development activity for planning purposes. Completed updates should be returned to my office no later than **October 1, 2008**. If an update is not received from your area, those projects will be considered "as is".

**Please have your NACOG EDC member review the CEDS and update, identify and prioritize their projects.** Indicate projects that have been completed with an asterisk (\*) and provide the date that it was completed. Delete any items that are no longer appropriate by striking through and placing a "D" after that item/project. New or anticipated projects can be added and priority numbers revised/updated, using 1= urgent, 2 = intermediate, 3 = long range. (Please see the enclosed example).

Thank you for your assistance. If you have any questions or need additional information, please do not hesitate to contact me or Kris Mass at 928/778-1422 or [kmass@nacog.org](mailto:kmass@nacog.org).

Sincerely,

  
Teri Drew  
Regional Director

TD:kes

encl.

NORTHERN ARIZONA COUNCIL OF GOVERNMENTS  
 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY  
 DISTRICT PROJECTS, GOALS AND PRIORITIES  
 2006-2007

Priority

- 1 -- Urgent            Needed within one year
- 2 -- Intermediate    Needed within two to three years
- 3 -- Long Range     Needed within four or more years

GOAL/PROJECT	COMMUNITY/COUNTY	PRIORITY	<i>updated 09/06</i>
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CAPITAL AVAILABILITY - 1

Revolving Loan Fund	Apache County		
<del>Funds for On-going marketing of region</del>	<del>Apache County</del>	<del>1</del>	<del>COMPLETED</del>
Revolving Loan Fund-Housing	Flagstaff	1	
Revolving Loan Fund	Cottonwood	1	
<b>Revolving Loan Fund</b>	Sedona	3	<b>CHANGE PRIORITY 1</b>
Revolving Loan Fund for Housing	Fredonia	2	
<b>** Revolving Loan Program</b>	Holbrook	3	<b>COMPLETED 08-06</b>
Revolving Loan Fund	Winslow	1	
Public Safety Complex	St. Johns	2	

PHYSICAL INFRASTRUCTURE

Sanitary Dist. Expansion	Alpine	1	
Sewer Line Expansion-(2 projects) - East side	Eagar	1	
Sewer Reuse Project	Eagar	3	
Sewer Plant Expansion	Eager	3	
Sewer Line Ext. (from 180 East)	Springerville	1	
Cemetery	Springerville	1	
Well Developments & Improvements	Springerville	2	
Water Tank	Springerville	2	
Public Works facility improvements	Springerville	3	
Town hall building	Springerville	3	
New fire department facility	Springerville	2	
Water Expansion	St. Johns	1	
Expansion of Utility Services	St. Johns	1	
Expansion of Roads	St. Johns	2	
Equestrian Facility Improvements	St. Johns	1	
Hazardous Structure Abatement	St. Johns	1	
Sewer Line Expansion/Development	St. Johns	1	
Natural Gas Delivery Development	Southern Apache City/ St. Johns	2	

**NORTHERN ARIZONA COUNCIL OF GOVERNMENTS  
 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY  
 DISTRICT PROJECTS, GOALS AND PRIORITIES  
 2007 - 2008**

09/2007  
 CEDS Projects, Goals & Priorities

Priority

- 1 -- Urgent            Needed within one year
- 2 -- Intermediate    Needed within two to three years
- 3 -- Long Range     Needed within four or more years

**GOAL/PROJECT                      COMMUNITY/COUNTY                      PRIORITY *updated 09/07***

**CAPITAL AVAILABILITY - 1**

Revolving Loan Fund	Apache County	2
Funds for On-going marketing of region	Apache County	1
Revolving Loan Fund	Cottonwood	1
Revolving Loan Fund-Housing	Flagstaff	1
Revolving Loan Fund for Housing	Fredonia	2
Revolving Loan Program	Holbrook	3
Revolving Loan Fund	Sedona	3
Public Safety Complex	St. Johns	2
Loan Program for Workforce Housing	Taylor	1
Loan Program for Small Business Development	Taylor	1
Loan Program for Marketing	Taylor	2
Revolving Loan Fund	Winslow	1

**PHYSICAL INFRASTRUCTURE - 2**

Sanitary Dist. Expansion	Alpine	1
Acquisition of Sanitary District	Camp Verde	2
Verde Lakes Drive-Riparian Restoration & Flood Mitigation Project	Camp Verde	2
Acquire Privately-owned Water Co.	Camp Verde	1
Development of Town Complex	Camp Verde	3
Water System	Chino Valley	1
All-Weather Access Road to Old Manor	Chino Valley	1
All-Weather Crossing Perkinsville Rd. East	Chino Valley	1
Road Reconstruction (4 projects)	Chino Valley	1
Resurface Roads/Widen (7 projects)	Chino Valley	1,2
Secondary Access for Chino Meadows	Chino Valley	1,2
Town Hall Building	Chino Valley	1,2
Sewer collection and treatment plant	Chino Valley	1
Development of Old Home Manor		
Water System	Chino Valley	1

Construction of East Perkinsville Road to Old Home Manor	Chino Valley	1
Extension of east expansion of Road 3 North	Chino Valley	2
Extension of east expansion of Road 4 South	Chino Valley	2
Library Expansion	Chino Valley	2
Police Building Expansion	Chino Valley	2
Acquire privately-owned Water Co.	Chino Valley	1
Water Line Replacement	Clarkdale	1
Sewer Line Extension	Clarkdale	1
Refurbishing of existing Broadway Bridge	Clarkdale	1
Sewage Treatment Plant Expansion	Clarkdale	1
Cement Plant Road purchase/resurface	Clarkdale	2
Effluent Disposal	Clarkdale	1
Water Resource Development	Clarkdale	1
Broadway Extension/Industrial Area		
Alternate Route	Clarkdale	1
Water System Upgrades for Arsenic Treatment	Clarkdale	1
Alley Improvements	Clarkdale	2
Drainage Facility Improvements	Clarkdale	1
Water System Improvements	Cottonwood	1
Sanitary Sewer Replacement/Ft/ Tuthill	Coconino County	1
Water Line Replacement/Ft. Tuthill	Coconino County	1
Master drainage study for 3 areas (Doney Park, Kachina, Ft. Valley)	Coconino County	2
Sewer Line Expansion-(2 projects) - Eastside	Eagar	1
Sewer Reuse Project	Eagar	3
Sewer Plant Expansion	Eagar	3
Philliam Airport Access Road Construction	Flagstaff	1
Rio de Flag Flood Control	Flagstaff	1
Telecom	Flagstaff	2
East Flagstaff Gateway Flood Control	Flagstaff	2
East Route 66	Flagstaff	2
Beulah and University	Flagstaff	3
Lone Tree Road	Flagstaff	3
Water Exploration	Fredonia	1
Extend Wastewater Collection System	Fredonia	1
Water Storage	Fredonia	1
New Pool	Fredonia	1
Secondary Water System	Fredonia	1
Water Lines	Hardrock, Pinon, For.Lakes	2
	Kitsilly, Blue Gap	
Power Lines	Hardrock, Pinon, For. Lakes,	2
	Kitsilly, Blue Gap	

Communication system	Hardrock, Pinon, For. Lakes	1
Roads	Kitsilly, Blue Gap	
	Navajo Routes	1
	In - 8029	
	In - 8027	
	In - 8031	
Sewer/Water Improvements (3 projects)	Holbrook	1
- Water Tanks		
- Hill Interceptor		
- Hopi Water Line		
Resurface roads	Holbrook	2
Municipal Compactor Transfer Station	Holbrook	3
Buffalo Street Drainage	Holbrook	2
Replace Bridge over Little Colorado	Holbrook	1
Infrastructure & Roadway Completion in Heavy Business Park	Holbrook	1
Library Expansion	Holbrook	1
Fire Department Expansion	Holbrook	3
New Water Storage Tanks	Jerome	1
Sewer Line Improvements	Kayenta Township	3
Water Line Improvements	Kayenta Township	3
1.0 Million Gal Water Storage Tank	Kayenta Township	1
Waste Water Treatment	Kayenta Township	2
Drainage Study & Improvements	Kayenta Township	2
Sewer Line Repair & Upgrade	Kayenta Township	1
Kayenta Hospital Infrastructure	Kayenta Township	1
Community Water Tanks	Kayenta Township	1
Water, Sewer, Utilities Infrastructure	Kayenta Township	2
Landfill Construction	Kayenta Township	3
New Sewer Trunk Line (to LeChee)	Page	3
Water/Sewer/Electric to North Mesa	Page	1
Highway/Business Access US 89 and AZ 98	Page	1
Roadway Facilities to North Mesa	Page	3
Road Construction/Reconstruction	Pinetop-Lakeside	1
Library Parking Expansion	Pinetop-Lakeside	2
Porter Mt, Road Bridge Replacement	Pinetop-Lakeside	2
Rainbow Lake Dredging Project	Pinetop-Lakeside	2
Drainage Study & Improvement Project	Pinetop-Lakeside	2
Riparian Restoration Project	Pinetop-Lakeside	2
Pino Ridge Alternate Access	Pinetop-Lakeside	2
Commercial Development Center	Pinetop-Lakeside	1
Municipal Complex	Pinetop-Lakeside	1
Rim Road Reconstruction	Pinetop-Lakeside	1
Waterline (alternate water source)	Prescott	2

Embry-Riddle Aeronautical Univ. Project	Prescott	1
Hwy 89 A interchange (side road)	Prescott	1
Groundwater Recharge Project	Prescott Valley	1
Fain Rd. Interchange	Prescott Valley	1
Western/Tani/Pinto drainage improvements	Prescott Valley	2
Sewer plant expansion	Prescott Valley	3
Stoneridge Water Tank	Prescott Valley	1
Fire Hydrant Program	Prescott Valley	1
Effluent Disposal/Option of wastewater	Sedona	1
Wastewater Plant Expansion/Wetlands	Sedona	1
Drainage Study/Improvements	Sedona	1
Headworks Enclosure	Show Low	1
I & I rehabilitation Program	Show Low	1
WW Treatment Plant Effluent Force Main	Show Low	1
Water Line Replacement (Fairway Park)	Show Low	1
Well No. 5 Replacement	Show Low	2
Stormwater, Phase 2 NPDES	Show Low	2
Wastewater Treatment Plant Improvements	Show Low	1
Water Line Replacements	Show Low	1
Sewer Line Replacements	Show Low	1
1 million gallon water tank (#8B)	Show Low	1
Well #12	Show Low	1
Well #14	Show Low	2
Well #15	Show Low	3
½ million gallon water tank	Show Low	2
1 million gallon water tank	Show Low	3
Natural Gas Delivery Development	Southern Apache City/ St. Johns	2
Sewer Line Ext. (Hwy 60 from 180 East)	Springerville	1
Cemetery	Springerville	1
Well Developments & Improvements	Springerville	2
Water Tank	Springerville	2
Public Works facility improvements	Springerville	3
Town hall building	Springerville	3
New fire department facility	Springerville	2
Sewer Line Extension	Snowflake	1
Water Line Extension	Snowflake	1
Waterline extension	Snowflake/Taylor	2
Effluent Reuse Project	Snowflake	3
New Water Tank (westside)	Snowflake	1
Refurbish Million Gallon Water Tank	Snowflake	2
Silver Creek Dredging	Snowflake	2
Drainage Study	Snowflake	2
Acquire/drill New Well (westside)	Snowflake	2

Water Expansion	St. Johns	1
Expansion of Utility Services	St. Johns	1
Expansion of Roads	St. Johns	2
Equestrian Facility Improvements	St. Johns	1
Hazardous Structure Abatement	St. Johns	1
Sewer Line Expansion/Development	St. Johns	1
Wastewater Improvements	Taylor	1
Silver Creek Drainage	Taylor	1
Sewer Line Improvements	Taylor	2
Water Line Improvements	Taylor	1
Water Storage Tank	Taylor	1
Water Improvements	Taylor	1
Second Fire Station	Taylor	2
Sewer Plant Expansion	Taylor	1
Flood Prevention Infrastructure	Taylor	1
Roadway Improvements	Taylor	1
Broadband Infrastructure Development	Taylor	1
Rail Spur Development	Taylor	1
Hazardous Structure Abatement	Taylor	1
Effluent Reclamation/reuse	Taylor	2
Pedestrian Walkways Development/Improvement	Taylor	2
GPS Utility Location/Mapping	Taylor	2
Bus Stop Pull Out Development	Taylor	2
Street Lighting Improvement	Taylor	3
Municipal Facility	Taylor	3
Airport Access Improvements	Taylor	3
Equestrian Maintenance/Training Development	Taylor	3
Alternative Wastewater Treatment	Taylor	3
Wastewater Effluent Line	Williams	2
Water well development & improvement	Williams	1
Water transmission lines from wells	Williams	1
New Electric substation	Williams	1
I-40 Frontage Road	Williams	1
Country Club Road	Williams	1
Rodeo Grounds Improvement Program	Williams	3
(Equipment of cook shack, storage bldg, bleachers with permanent covering, barn interior & exterior improvements)		
Water & Sewer Line Repair	Williams	2
Construction of Water Treatment Plant	Winslow	2
Well Rehabilitation	Winslow	2
Extension of Utilities-Airport Industrial Park	Winslow	1
Connection of Maple St. to Trancon Ave.	Winslow	2
Frontage Road Construction	Winslow	1
Water Line & Sewer Line replacements		

2nd & 3rd Streets (Old Route 66)	Winslow	1
2nd & 3rd Street Reconstruction	Winslow	1
Expansion of Well Field Infrastructure	Winslow	2
Upgrade Water Telemetry System	Winslow	3
Pipe replacement Clear Creek Lateral Ditch	Winslow	3
Renovation of Old High School-Town Hall	Winslow	2
Sludge Disposal/Composter	Winslow	2
Sidewalk Replacement	Winslow	1
Upgrade Radio & Telephone System	Winslow	2
Cemetery Road Paving	Winslow	1
Cover Irrigation Ditches to abate evaporation, mosquitoes, & other hazards	Winslow	2
Winslow Levee Improvements	Winslow	3
Library Expansion	Winslow	1
Storm Drainage Systems	Winslow	2
Alley Improvements	Winslow	1
Old Woodruff Road Extension	Woodruff	2

**SUSTAINABLE ECOLOGICAL RESOURCES - 3**

Solar Energy Demonstration and Plant Nursery	Apache County	3
Forestry Project Development	Apache County	1
Natural Resources Training/Community Info Ctr.	Apache County	1
Community Park Water Reuse System		
For Irrigation	Camp Verde	3
Comprehensive Water Plan	Clarkdale	1
Develop/Acquire Additional Water Supplies	Clarkdale	1
Regional Open Space Preservation	Clarkdale	2
Pecks Lake Recreation Area Improvements	Clarkdale	2
No. AZ Recyclables Marketing Cooperat.	Coconino County	2
Building Materials Exchange Site	Coconino County	2
Biomass fired Elect Plant-Municipal	Eagar	2
Irrigation System Improvements	Eagar	2
Fuel Management	Flagstaff	1
Reclaimed Water Development-Wildcat Plant	Flagstaff	1
Water Development-Pipeline	Flagstaff	2
Water Development	Fredonia	1
Retention of Grazing Rights	Fredonia	1
Sustainable Timber Harvesting	Fredonia	1
Water Inventory of AZ. Strip	Fredonia	3
Restoration of Water Shed	Fredonia	1
Recycling Program	Holbrook	
- NEARA Clean & Beautiful Expansion		3
- Education		1

Water Development	Kayenta Township	1
Recycling Program	Kayenta Township	2
Marketing Soil Survey Interpretations	Little Colorado	
	River PRCDA	1
Develop New Water Supply Sources	Page	1
Recycling Center	Pinetop-Lakeside	3
Fleet Bio Diesel Program Development	Pinetop-Lakeside	3
Regional Open Space Preservation	Pinetop-Lakeside	1
Acquisition of Woodland Lake Park	Pinetop-Lakeside	1
Assured Water Supply	Prescott Valley	1
Long-term Water Supply	Sedona	2
Water conservation assistance	Springerville	2
Wind Energy Marketing	St. Johns	2
Wastewater Master Plan Development	Taylor	1
208 Amendment Development	Taylor	1
Silver Creek Dredging/Maintenance	Taylor	1
Alternative Energy Municipal Use Development	Taylor	2
Green Building Development	Taylor	2
Water Supply Enhancement	Taylor	3
Agricultural Support Infrastructure	Taylor	3
Comprehensive Water Plan	Williams	1
Municipal Recycling Program	Winslow	2
Wetlands Restoration & Development	Winslow	2
Municipal Water Conservation Program(s)	Winslow	1
Xeriscape/Conservation Landscape Prog.	Winslow	2
Bio-fuel conversion of Municipal Fleet	Winslow	2
Regional Open Space Conservation Planning	Winslow	3
Little Colorado River Watershed Conservation	Winslow	2
Composter/Alternative system for Biomass	Winslow	3
Collaboration w/Coconino County Sustainable Initiative for Resource Uses	Winslow	2

**BUSINESS RETENTION AND EXPANSION - 4**

Revitalization of Historic Areas in Commercial Districts/All Communities	Apache County	1
Industrial Training Skills Center	Apache County	1
Natural Resources Training/Community Info Ctr.	Apache County	1
Historic Preservation of original settlement for 1st Terr. Capital of AZ-Casa del Rio	Chino Valley	2
Historic Retention and Expansion	Chino Valley	2
Downtown Revitalization	Clarkdale	2
Brownfield Industrial Development	Clarkdale	1

Old Town street/parking improvements	Cottonwood	1
Rio de Flag Flood Control-Redevelopment	Flagstaff	1
Parking Garage/Redevelopment	Flagstaff	3
Automotive Training School	Flagstaff	1
Route 66 Historic District Preservation & Redevelopment	Flagstaff	2
Downtown Parking Garage	Flagstaff	2
Incubator	Flagstaff	1
Industrial Park Infrastructure	Fredonia	1
Main Street Project	Fredonia	2
Small Business Consulting Services for Expansion/Retention	Fredonia	3
Industrial Park Infrastructure	Holbrook	1
Strategic Economic Development Plan	Holbrook	1
Redevelopment District	Holbrook	1
Route 66 Business Revitalization	Holbrook	1
Main Street	Holbrook	2
Multi-cultural Convention Center	Holbrook	2
Distribution/Terminal Incubator(s)	Holbrook	1
Navajo Wool Education	Little Colorado	
	River PRCDA	1
	Pinetop-Lakeside	1
Downtown Revitalization	Pinetop-Lakeside	2
Historic Preservation	Pinetop-Lakeside	2
Streetscape/on-street parking, offsite municipal parking facility	Pinetop-Lakeside	1
Mixed use Development	Pinetop-Lakeside	1
Downtown Revitalization	Show Low	1
Historic Preservation	Show Low	2
Promote Commercial District	Snowflake	1
Downtown revitalization	Springerville	2
Public parking	Springerville	3
Community needs assessment	Springerville	3
Main street Revitalization Project	St. Johns	1
Historic Preservation	St. Johns	1
Downtown Rehabilitation	St. Johns	2
Light Manufacturing Facility	St. Johns	2
Broadband Development	St. Johns	1
Free Community Wireless Wi-Fi	St. Johns	1
Northeastern AZ Training Center (NATC) Improvement	Taylor	1
Lodging Subsidies for NATC	Taylor	1
Small Business Incubator Development	Taylor	1
Broadband Infrastructure Development	Taylor	1
Rail Spur Development	Taylor	1

Economic Development Program	Taylor	1
Historic Preservation	Taylor	2
Business Park Development	Taylor	2
Downtown Restoration/Development	Taylor	3
Agricultural Support Infrastructure	Taylor	3
Equestrian Maintenance/Training Development	Taylor	3
Downtown Alley Improvements	Winslow	1
Downtown Redevelopment/Clean-up	Winslow	1
Economic Development Program	Winslow	1
Historic Preservation Route 66 Corridor	Winslow	1
Offstreet Rehabilitation Route 66 Corridor	Winslow	1
Incubator	Winslow	3

**TRANSPORTATION - 5**

Improvement to Hwy 260 (CV to Cottonwood)	Camp Verde	1
Transit Start Up Funds	Camp Verde	2
Improvement of Commercial Area SR260/1-17	Camp Verde	1
Extension of Main Street sidewalks	Camp Verde	2
Improvements (5 projects)	Chino Valley	1
Widening of West 3 North Road	Chino Valley	1
89A Clarkdale/Ctwd Corridor Enhancement	Clarkdale	1
Trail Dev/Enhancement 11th St.	Clarkdale	1
Broadway & Main intersection	Clarkdale	2
Mingus Ave. Connection to BHD	Clarkdale	2
Haskell Springs Road Extension/Old Jerome	Clarkdale	2
Highway Acquisition & Improvements		
Mescal Spur Extension (Acquisition & Improvements)	Clarkdale	1
Broadway Corridor Enhancements	Clarkdale	3
Doney Park Plan Improvements	Coconino County	1,2
Mingus Ave. Improvements for Airport Devel.	Cottonwood	1
Willard St. Extension	Cottonwood	1
Downtown Revitalization	Eagar	1
Center turn lanes Hwy 260	Eagar	3
Bicycle Lanes	Fredonia	2
East Route 66	Flagstaff	2
Buelah and University	Flagstaff	3
Lonetree Road	Flagstaff	3
Street Improvements (2 projects)		
8th Ave & Buffalo)	Holbrook	2
Highway Turn Lanes for Transfer Station	Holbrook	3
Small Area Transportation Study	Holbrook	1
Regional Connectivity	Holbrook	1

Road Surfacing	Holbrook	3
Regional Railroad Hub	Holbrook	1
Old West to Route 66 Trails System	Holbrook	1
Crosswind Runway Expansion	Holbrook	1
Terminal Restoration/Expansion	Holbrook	2
Signage	Holbrook	1
- Route 66		
- Historic District		
- Petrified Forest National Park		
Resurface Streets (3 projects)	Jerome	3
Porter Ave. Improvement	Joseph City	2
Community Road	Kayenta Township	2
Community Bus Loop Route	Kayenta Township	2
Traffic Signal Lights	Kayenta Township	1
Realignment of Road (KUSD)	Kayenta Township	1
Alternate Route 77 Extension	Navajo County	1
Obel Bridge	Navajo County	1
Lone Pine Bridge	Navajo County	1
Urban Trail Master Plan	Pinetop-Lakeside	1
Signage	Pinetop-Lakeside	1
Airport Terminal Building	Prescott	1
Public Transit System	Prescott	2
Relocate Hwy 89 & Willow Creek Rd.	Prescott	2
Highway 69 Corridor Enhancement	Prescott Valley	1
Lake Valley Road Improvements	Prescott Valley	2
Public Trail System	Prescott Valley	2
SR89A/Robert Road Overpass	Prescott Valley	2
Pedestrian Improvements/Uptown Village	Sedona	1
St. Route 179 Improve	Greater Sedona	1
Alt SR79/Ranger RD & Y Improve	Sedona	2
Scott Ranch Rd	Show Low	1
Show Low Lake Rd. (SR260 to Penrod)	Show Low	2
Old Linden Rd. (SR260 to Central)	Show Low	1
Show Low Creek at US 60	Show Low	2
Whipple Road (US 60 to Central)	Show Low	1
Thornton Ave. (SR77 to 22nd Ave.)	Show Low	3
Woolford Rd. (SR260 to Penrod)	Show Low	2
Deuce of Clubs Street Scape	Show Low	1
Industrial Rd. Road Improvements	Snowflake	1
4th W Road Improvements	Snowflake	1
Access Roads to Transportation Corridors	Southern Apache County	1
Small transportation study	Springerville	1
Sidewalks & Bicycle lanes	Springerville	2
Railhead spur	Springerville	1

Airport Hanger Development	St. Johns	2
Transportation Marketing	St. Johns	2
Street Improvements to Business Park	Taylor	1
Street Improvements of SF 77	Taylor	2
Joint Community Transportation Development	Taylor	1
Rail Spur Development	Taylor	1
Love Lake Road Improvements	Taylor	1
Bourdon Ranch Road Improvements	Taylor	1
Shumway Road Improvements	Taylor	1
Signage Improvements	Taylor	1
Pedestrian Walkways Development/Improvement	Taylor	2
Bus Stop Pull Out Development	Taylor	2
Airport Hangar Development	Taylor	2
Papermill Road Widening/Improvement	Taylor	2
Airport Access Improvements	Taylor	3
Street Lighting Improvement	Taylor	3
Airport Improvements: landscape, signage, terminal bldg., railroad spur, circulation system	Winslow	1
Street Improvements (4 projects)	Winslow	1
ADOT 2nd & 3rd Street Improvements	Winslow	1
Traffic Control Devices & Intersec.	Winslow	1
Downtown re-pave of parking areas	Winslow	2
Small Area Transportation Study	Winslow	2
City Pedestrian Improvements & Safety	Winslow	2
Alternative Southern Access to City	Winslow	3
Expansion to Hwy 87 Underpass	Winslow	3

**TOURISM - 6**

Archeological Corridor	Apache County	1
Development of Historic District	Camp Verde	2
Development Phase I of Community Park	Camp Verde	1
Gateway Signage	Camp Verde	1
Peavine Trails	Chino Valley	1
Promote Worlds Largest Navajo Rug	Chilchinbet	1
Town Park Improvements	Clarkdale	1
Gateway Signage	Clarkdale	1
Regional Trails Planning & Development	Clarkdale	2
Clarkdale Heritage Center/Museum Devel.	Clarkdale	1
Tourism Center	Cottonwood	1
Conference Center	Flagstaff	1
Water Line Extension-Snow Bowl	Flagstaff	2
Log Cabin Museum-Interpretive Center	Fredonia	3

Off high Vehicle Area	Fredonia	2
Multi-Trail System	Fredonia	3
Eradication of Salt Cedar	Fredonia	1
Auditorium/Convention Center	Holbrook	1
Historic Downtown Restoration-Streetscape	Holbrook	1
Museum Curator/Director	Holbrook	3
Museum Development	Holbrook	3
Fairground Improvements	Holbrook	2
Route 66 Historic Street/Parking	Holbrook	2
Park(s) Improvement	Holbrook	1
Visitor Center	Holbrook	2
Regional Branding/Promotions	Holbrook	1
Sliding Jail Park Restrooms	Jerome	1
Center & Promotion	Kayenta	2
Museum Development	Kayenta Township	2
Trail System Development	Kayenta Township	2
Navajo County Fair	Navajo County	1
Visitor Center with restrooms	Page	1
Park Facilities/Golf Course	Pinetop-Lakeside	1
Trails System Improvements	Pinetop-Lakeside	1
New Visitor Center	Pinetop-Lakeside	1
Visitor Center with Public Restrooms	Prescott	3
Rails to Trails	Prescott	2
Yavapai County Rodeo Grounds Improvement	Prescott	1
Ole Towne Park	Prescott Valley	1
Pocket park/Trail along Oak Creek in uptown area	Sedona	3
Trailed development for Schnebley Hill - Broken Arrow area	Sedona	3
Public Restrooms	Sedona	3
Main Street Pedestrian Enhancements	Sedona	1
Soldier Pass Trail	Sedona	2
Uptown Parking Structure	Sedona	1
Creek walk	Sedona	2
Timber Mesa/Buena Vista Connector Tr.	Show Low	1
Frontier State Bank Sports Complex	Show Low	1
Nikolaus Homestead Park	Show Low	1
Conference Center	Show Low	2
Show Low Lake Park Improvements	Show Low	1
Improvements to Smith Historic Home	Snowflake	1
New Events Center	Snowflake	1
Multi-Cultural Center	Springerville	3
Ft. Redondo Excavating/Stabilization	Springerville	3
Museum development	Springerville	2

Riverwalk	Springerville	3
Casa Malpais site improvements	Springerville	3
Marketing Funds	St. Johns	1
Multi-Purpose Trail	St. Johns	3
Fairground Improvements	St. Johns	1
Wireless Internet	St. Johns	1
Interstate Marketing Kiosk/I-net	St. Johns	2
Billboard Development	St. Johns	2
Rail Spur Development	Taylor	1
Lodging Subsidies	Taylor	1
Technological Traveler Marketing	Taylor	1
Faith Based Tours	Taylor	1
Historic Homes Preservation/Tour Development	Taylor	1
Small Conference Facility Development	Taylor	1
Taylor Museum Improvements	Taylor	1
Equestrian Facility Improvement	Taylor	2
Freeman Park Improvements	Taylor	2
Marketing	Taylor	2
Welcome Center Development	Taylor	2
Interstate Targeting Marketing	Taylor	2
Regional Events Center	Taylor	2
Gateway Signage	Winslow	1
LaPosada Renovation	Winslow	1
New Visitor Center	Winslow	1
Restore/Renovate Hubbel Training Post 66	Winslow	1
"Standin on the Corner" Park Expansion	Winslow	1
Brigham City Restoration	Winslow	1
Relocate 9-11 Memorial Monument	Winslow	2
Visitor Restrooms-principal routes	Winslow	1
Regional/Municipal Trail System	Winslow	2
Winslow Rodeo Grounds Improvements	Winslow	2
Development of Clear Creek Area(s)	Winslow	2
Downtown Amphitheater	Winslow	3

**HUMAN RESOURCES AND SOCIAL ENVIRONMENT - 7**

Summer Jobs for Youth	Eagar	1
Summer Jobs for Youth/Students	Clarkdale	2
Summer Jobs for Youth (ages 14-15)	Coconino County	1
Sunnyside Neighborhood Plan	Flagstaff	2
Good paying jobs for Adults	Fredonia	1
Summer Jobs for Youth	Fredonia	1
Publication of Histories	Fredonia	3
Expansion of Archives	Fredonia	3

Local Artifact Museum	Fredonia	3
Auditorium/Convention Center	Holbrook	1
Housing Plan	Holbrook	1
Youth Build	Holbrook	1
Summer Jobs for Youth	Kayenta Township	1
Summer Jobs for Youth	Navajo County	1
Summer Jobs for Youth	Sedona	2
Summer Jobs for Youth	Show Low	1
Jobs	Springerville	1
Seasonal work	Springerville	2
Summer Jobs for Youth	St. Johns	1
Seasonal Employment for Youth	Taylor	1
Seasonal Employment for Elderly	Taylor	1
Employment for Handicapped	Taylor	1
Joint Community/Activity Center	Taylor	2
Neighborhood Ramada/Activity Centers	Taylor	2

**ATTRACTIONS OF BASIC SECTOR INDUSTRY - 8**

Industrial Training Skills Center	Apache County	1
Natural Resources Training & Community Info Ctr.	Apache County	1
Alternate Access to Industrial District	Clarkdale	1
Bellemont Industrial Properties	Coconino County	1
Flagstaff Ranch Business Park	Coconino County	1
Camp Navajo Infrastructure	Coconino County	1
Airport Industrial Park Infrastructure	Cottonwood	1
Industrial Park Infrastructure	Eagar	1
USGS Science and Technology Park	Flagstaff	1
East Flagstaff Gateway Redevelopment	Flagstaff	1
Rural Policy Institute	Flagstaff	1
Airpark-Land Exchange	Flagstaff	1
Westside Annexation	Flagstaff	2
Heavy Industrial Park Infrastructure	Holbrook	1
Light Industrial Park Infrastructure	Holbrook	2
Airport Improvement	Kayenta Township	2
Airport Runway	Kayenta Township	1
Industrial Incubator Building	Kayenta Township	3
Beautification Main Street/Hwy 160/163	Kayenta Township	3
Sunrise White Mountain/snowmaking	Pinetop-Lakeside	1
Industrial Park infrastructure & building	Prescott Valley	1
Wastewater Collection System Expansion	Sedona	1
Industrial Property Infrastructure	Show Low	1
Industrial Park Improvements	Snowflake	1
Industrial Park infrastructure at Airport	Springerville	1

High speed internet	Springerville	1
Hangar development at Airport	Springerville	1
Industrial Incubator Building	St. Johns	1
Industrial Park Facility	St. Johns	1
Air Park	Taylor	1
Northeast Arizona Training Center (Area Emergency Preparedness Facility)	Taylor	1
Northeastern AZ Training Center (NATC) Improvement	Taylor	1
Lodging Subsidies	Taylor	1
Healthcare Profession Incubator	Taylor	1
Small Business Incubator Development	Taylor	1
Broadband Infrastructure Development	Taylor	1
Rail Spur Development	Taylor	1
Economic Development Incentive Program	Taylor	1
Workforce Housing Subsidies/Development	Taylor	1
Aviation Support Facility	Taylor	1
Historic Preservation	Taylor	2
Business Park Development	Taylor	2
Downtown Restoration/Development	Taylor	3
Agricultural Support Infrastructure	Taylor	3
Equestrian Maintenance/Training Development	Taylor	3
Industrial Park Improvements	Williams	1

**BASIC COMMUNITY SERVICES AND AMENITIES -9**

Public Works Complex & Equipment Yard	Camp Verde	3
Continued Improvements to Senior Citizen Facility	Camp Verde	1
Black BridgePark	Camp Verde	1
Clear Creek Cemetery Improvements	Camp Verde	2
Youth Center	Camp Verde	3
Town Trails System	Camp Verde	1
Historic General Crook Wagon Trail	Camp Verde	2
Historic Woodcutter's Trail	Camp Verde	2
Development of Old Home Manor	Chino Valley	2
Second Baseball field at Old Home Manor	Chino Valley	2
Public Works Complex/Equipment Yard	Chino Valley	2
Recreation Complex	Chino Valley	2
Master Town Survey	Chino Valley	2
Master Drainage Study	Chino Valley	1
Develop Quarter Section Maps	Chino Valley	2
Main Street Revitalization	Clarkdale	2
Clark Memorial Clubhouse Infrastructure	Clarkdale	1

Regional Law Enforcement Dispatching Ctr.	Clarkdale	1
Cemetery Improvements	Clarkdale	2
Municipal Court Facility	Clarkdale	1
Public Works Complex/Equipment Yard	Clarkdale	2
Public Safety Equipment	Clarkdale	1
IT Upgrades in Municipal Facilities	Clarkdale	1
Emergency Services Communication System Improvements	Clarkdale	1
Fire District Facilities	Clarkdale	3
Housing Rehabilitation	Clarkdale	3
Housing Rehabilitation	Cottonwood	1
Recreation Center	Cottonwood	1
Park Facilities	Eagar	1
Housing Rehabilitation	Eagar	1
Housing for the Disabled	Eagar	1
Multi purpose Trails	Eagar	1
Fairground Improvements	Eagar	1
Housing Rehabilitation	Flagstaff	1
Affordable Owner Occupied Housing	Flagstaff	1
Economic Forecase Model Development	Flagstaff	1
Public Facilities	Flagstaff	2
Cemetery Enhancement	Fredonia	1
Park Equipment	Fredonia	1
Park Lighting	Fredonia	1
Public Safety, Judicial & Detention Center	Kayenta	1
Recreation Complex/Park-Earthwork & Walking Trail	Kayenta Township	1
Public Housing Project	Kayenta Township	1
Public Safety Facility	Kayenta Township	2
Community Recreational Park	Kayenta Township	1
Senior Citizen Center	Kayenta Township	3
Head Start Program	Kayenta Township	3
Kayenta Animal Control Shelter	Kayenta Township	2
Municipal Center/Civic Center	Kayenta Township	3
Women's Shelter Repair & Maintenance	Kayenta Township	1
Grant Writing 98	Little Colorado River PRCD	1
Building Effective BoardsL	ittle Colorado River PRCD	1
Animal Control Shelter	Navajo County	1
Affordable Housing	Page	1
Municipal Center/Civic Center	Pinetop-Lakeside	1
Recreational Facilities Improvements	Pinetop-Lakeside	1
Urban/Wildland Interface-fuel reduction Prog.	Pinetop-Lakeside	1

Pinetop Post Office	Pinetop-Lakeside	2
Multi-Purpose Recreation Center	Pinetop-Lakeside	1
Aquatics Center	Prescott	1
Housing rehabilitation	Prescott Valley	1
Agua Fria Park	Prescott Valley	2
New Library	Prescott Valley	1
Parks Security Lighting	Prescott Valley	3
Police Station Expansion	Prescott Valley	3
Boys & Girls Club Expansion	Prescott Valley	2
Drought	Region wide	1
Uptown Sidewalks	Sedona	2
Implementation of Adopted Trails & Urban Pathway Plan	Sedona	2
Funding for new Community Park	Sedona	2
Additional Athletic Fields	Sedona	2
Construction of bike/pedestrian paths	Sedona	2
Performing Arts Center	Sedona	2
Housing Rehab	Sedona	3
Affordable Housing Opportunities	Sedona	2
Outdoor Multi-Purpose Recreation Center	Show Low	2
Municipal Complex	Show Low	1
West End Fire Station	Snowflake	2
Youth Center	Snowflake	2
Larger Central Fire Station	Snowflake	1
Health Care & Emergency Services	Southern Apache County	3
Housing Rehabilitation	Southern Apache County	3
Municipal Recreation Facilities	Southern Apache County	2
New animal control kennels	Springerville	3
Multi-purpose trails	Springerville	3
Park improvements	Springerville	2
Old school rehabilitation	Springerville	2
Elderly Care & Service Facilities	St. Johns & Southern Apache County	1
Workforce Housing Subsidies/Development	Taylor	1
Broadband Infrastructure Development	Taylor	1
Healthcare Profession Incubator	Taylor	1
Rail Spur Development	Taylor	1
Roadway Improvements	Taylor	1
Emergency Medical Equipment	Taylor	1
Emergency Communications Equipment	Taylor	1
Acquisition of State Land	Taylor	1
Main Street Beautification	Taylor	2
Park Improvements	Taylor	2
Assisted Living Facility Development	Taylor	2

Vocational Skills Center Development	Taylor	2
Joint Community Center Development	Taylor	2
Neighborhood Ramada/Activity Centers	Taylor	2
ADA Requirements for City Buildings	Winslow	3
Housing Program	Winslow	3
Improvements to existing State Parks	Winslow	3
Cemetery Improvements	Winslow	1
Community Recreation Center	Winslow	1

**TECHNICAL ASSISTANCE – 10**

SR260 Access Management Plan	Camp Verde	1
Sustainable Economic Development Initiative (complete detailed planning and formation of entity)	Coconino County	1
Canyon Region Economic Development Alliance formation of management entity	Coconino/Mohave/Kane City Utah	2
Redefined/Enhanced Cellular Development and Implementation of Industrial Development Authority	Fredonia Navajo County	1
General Plan	Pinetop-Lakeside	1
Wi-Fi Development	Pinetop-Lakeside	2
General Plan	Show Low	1
Wi-Fi Development	St. Johns	1
Broadband Infrastructure Development	Taylor	1
Rail Spur Development	Taylor	1
Technological Traveler Marketing	Taylor	1
Faith Based Tours	Taylor	1
Historic Homes Preservation/Tour Development	Taylor	1
Small Conference Facility Development	Taylor	1
Hazardous Structure Abatement	Taylor	1
Wastewater Master Plan Development	Taylor	1
208 Amendment Development	Taylor	1
Silver Creek Dredging/Maintenance	Taylor	1
Lodging Subsidies	Taylor	1
Small Business Incubator Development	Taylor	1
Joint Community Transportation Development	Taylor	1
Employment for Handicapped	Taylor	1
Emergency Medical Equipment	Taylor	1
Emergency Communications Equipment	Taylor	1
Acquisition of State Land	Taylor	1
Economic Development Program	Taylor	1
Historic Preservation	Taylor	2
Eddluent Reclamation/reuse	Taylor	2

GPS Utility Location/Mapping	Taylor	2
Interstate Targeted Marketing	Taylor	2
Regional Events Center	Taylor	2
Alternative Energy Municipal Use Development	Taylor	2
Assisted Living Facility Development	Taylor	2
Vocational Skills Center Development	Taylor	2
Green Building Development	Taylor	2
Municipal Facility Development	Taylor	3
Airport Access Improvements	Taylor	3
Equestrian Maintenance/Training Development	Taylor	3
Alternative Wastewater Treatment	Taylor	3
Water Supply Enhancement	Taylor	3
Agricultural Support Infrastructure	Taylor	3
Downtown Restoration/Development	Taylor	3
Agricultural Support Infrastructure	Taylor	3
RCDI Relationship(s) for Tech Assistance	Winslow	3

# DRAFT

**MINUTES  
SPECIAL SESSION  
LIBRARY ADVISORY COMMISSION  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
MONDAY, September 8, 2008  
6:30 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.  
Public input is placed after Commission motions to facilitate future research.  
Public input, where appropriate, is heard prior to the motion

**1. Call to Order**

The meeting was called to order at 6:30 p.m.

**2. Roll Call**

Vice Chairperson Heuman, Commissioners Doering, Nielson, Chatley and Sykes arrived at 6:34PM were present; Chairperson Mina, Commissioner Pastine were absent.

**Also Present:**

Library Director Gerard Laurito, and CCCVL President Linda Harkness.

**3. Pledge of Allegiance**

The Pledge was led by Chatley.

**4. Discussion, consideration, and possible recommendation to council on clarification of the roles of the Library Advisory Commission and the Citizens Committee for Camp Verde Library (CCCVL) relative to their role(s) in building a new library facility and in fund raising activities. This discussion may include but is not limited to the following topics, a memo to the Library Advisory Commission from the library staff expressing their concerns about this whole process so far, fundraising issues, location site, management, rumors of CCCVL management of the library over the next 20 years, grant approval, where the funds from any library commission fundraising events are to be deposited, requesting a written list of CCCVL's planned involvement.**

Vice Chairperson Heuman summarized a list of library staff concerns regarding fundraising for the library building and the building process in general. Commissioners Neilson and Doering offered 2 other site alternatives to the site chosen by council. Previously considered sites and the possibility of locating at the new park were also discussed.

The commission discussed library staff concerns as outlined in a memo from staff to the commission.

The commission questioned CCCVL representative Linda Harkness about CCCVL's plans & structure. The commission also expressed concern about all the rumors and possible misinformation circulating about what CCCVL is doing and what they intend to do.

**5. Adjournment**

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Lisa Mina, Chair

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and accurate accounting of the discussion of the Library Advisory Commission of the Town of Camp Verde during the Work Session of the Library Advisory Commission of Camp Verde, Arizona, held on the 8 day of September 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2007

---

Gerard Laurito, Library Director

Any community, regardless of size, benefits from having a library. A well-designed, spacious and versatile library is even more of an asset to its citizens. The town of Camp Verde is fortunate in that it has many citizens who use the library for all its services, and who recognize that the current facility is woefully inadequate for today's needs. The fact that a group has formed to address the need of funding a new library is encouraging, but the staff has concerns about the process being put in place, and feels that now is the time to clarify issues and answer all questions.

The Camp Verde Community Library has flourished as a department of the Town by increasing its circulation figures substantially and expanding its services. The Library also enjoys the benefits of being a member of a diverse consortium of libraries --public libraries, school and university libraries, museum and special collection libraries. Our funding from Yavapai County allows to expand our collection each year, adding to electronic holdings and databases as well as the traditional books and tapes. Being active participating members of the network has also enabled us to "go behind the scenes" with our fellow YLN libraries who have been fortunate enough to build new facilities. Members of our staff have seen all areas of these facilities and gathered the opinions of those working in them.

The Library staff believes that CCCVL has chosen to ignore it as a valuable resource for assessing patron needs, space planning and site selection. At the beginning of a project of this size, we would hope that those people most intimately involved would not be left out. I also refer to the Library Advisory Commission, which has expressed its concerns and has been dismissed. The board members have been appointed to serve the community and should be given the respect of serious consideration of their input. We feel that clearly stating all facts, and not omitting those that are inconvenient, is the best way to present this project to the public. Anything less casts a shadow on the credibility of the fund-raising group.

A Town building fund for the construction of a new library has existed for a number of years. Page 61 of this year's budget describes it so: "The Library Building Fund is comprised of monies donated to the Town of Camp Verde with the express intention of being used to fund the construction of a new library facility. The majority of these monies were received as the result of the Camp Verde Public Library being named as the beneficiary of an estate. The Town receives quarterly distributions from the trust that is currently managing the estate. In addition to the monies received from the estate, other donations received from the public with the intent of being used for the construction of a new library are also included in the fund." This fund is not "seed money" for the CCCVL's fund raising efforts. It belongs to the library --as a department of the town.

The staff is also concerned about the choice of site. The cost of determining whether or not the site is usable as a flood plain area: tests, permits, studies regarding the effect on surrounding properties by building on this site, has not been calculated. The fact that the existing library would remain in place during construction, dictates a restricted use of the site, simply to save a building that would be torn down. The original recommendation of the downtown site has much to offer the patrons, staff, visitors and citizens in general. As an anchor for the town's retail area, community events and programs for adults and children would draw new users to the versatile building that today's library should be. Today's libraries are no longer just warehouses for book

collections. In a small town where the best use must be made of the funds available, it is imperative that the design be functional in all aspects of library use. **It would be a wise use of the funds available to hire an architect whose experience includes as much library design as possible. The staff feels that this is a must.**

As both employees and patrons of the Camp Verde Library, we ask that CCCVL and the Library Advisory Board combine their efforts to raise funds for the library building fund, *as it exists in the Town financial structure*, and to permit the Town to build a municipal building, as is usually done in communities. Anything worthwhile is worth waiting for, and a library that is a compromise is no bargain in the long run. We, who work every day with the people of Camp Verde, can offer valuable insight (that no one else can) into how this new facility should be designed and where it should be located. At present, the Library staff is unable to offer clear answers to patrons' questions about any proposed new library or how donations will be used and decisions will be made.

In summary, we ask that the Library Advisory Board present these requests to Town Council:

- **Open for consideration alternative building sites because:**
  - The current library site is too small to offer adequate parking and to allow construction while the existing building remains.
  - The recently purchased park land was not available when the decision was made.
  - The uncertainty of the current site because of its flood plain status.
  - The current site is not a “focal point” of the town.
- **Clarification of the Library Building Fund status as money belonging to the Town and its availability for use.**
- **A detailed written outline by CCCVL, stating its proposed plan and role in the development of a library for the Town of Camp Verde.**

**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Date:**

**Meeting Type:**

**Type of Presentation:**

**REFERENCE DOCUMENT:**

**AGENDA TITLE: (Be Exact):**

**PURPOSE AND BACKGROUND INFORMATION:**

**STAFF RECOMMENDATION(S): (Suggested Motion)**

**Type of Document Needing Approval:**

**Finance Director Review**

**Budgeted/Amount**

**Attorney Review**  Yes  No

**Attorney Comments** \_\_\_\_\_

**Fund:**

**Line Item:**

**Submitting Department:**

**Contact Person:**

**Town Manager/Designee:**

## Book Rehab Employee Salary and Taxes Calculations

Hourly Rate	Hours Per Week	Total Weeks	Total Salary	FICA	Medicare	Unemploy	Worker's Comp	Total Expenses
\$8.00	30	15	\$3,600.00	\$223.20	\$52.20	\$35.28	\$193.52	\$4,104.20
<b>50% of total expenses:</b>								<b><u><u>\$2,052.10</u></u></b>

AMENDED AGENDA  
SEPTEMBER 17, 2008

6:30 P.M.

ADDING ITEM # 13A.

ADDING ITEM #13B

**AMENDED AGENDA**



**REGULAR SESSION  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS**

**473 S. Main Street, Room #106  
WEDNESDAY, SEPTEMBER 17, 2008  
at 6:30 P.M.**

1. **Call to Order**

*As a reminder, if you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time.*

2. **Roll Call**

3. **Pledge of Allegiance** – (Please remove your hat.)

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) Retreat – September 4, 2008
- 2) Regular Session – September 3, 2008
- 3) Park Visioning Meeting – September 3, 2008
- 4) Council Hears P&Z – August 27, 2007
- 5) Special Session – August 27, 2007
- 6) Executive Session – August 27, 2008 (taped)
- 7) Executive Session #2 – August 27, 2008

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

- 1) September 24, 2008 at 6:30 p.m. – Council Hears Planning & Zoning
- 2) October 1, 2008 at 6:30 p.m. – Regular Session
- 3) October 8, 2008 at 6:30 p.m. – Work Session with RBF for Park Master Plan/ Quarterly Work Sessions with Commissions
- 4) October 15, 2008 at 6:30 p.m. – Regular Session
- 5) October 22, 2008 at 6:30 p.m. – Council Hears Planning & Zoning
- 6) October 29, 2008 at 4:00 p.m. – Joint Tribal & Council Session with RBF

**c) Possible approval for out-of-state travel for an officer to attend Homicide Investigation training in Las Vegas, NV.** (Staff Resource: Marshal Smith)

**d) Possible approval of Resolution 2008-756, a Resolution of the Mayor and Council of the Town of Camp Verde, Yavapai County, Arizona, superseding Resolution 2008-753, adopting fees for Town services.** (Staff Resource: Debbie Barber)

**d) Possible approval Resolution 2008-752, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring the Town of Camp Verde Town Code, dated September 17, 2008 to be a public record.** (Staff Resource: Debbie Barber)

**e) Possible approval of Ordinance 2008-A355, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the Town of Camp Verde Town Code, a recodification of selected prior ordinances of the Town and proscribing penalties for violations thereof.** (Staff Resource: Debbie Barber)

**f) Possible approval of proclamation, declaring September 27, 2008 as Verde River Day.** (Staff Resource: Tony Gioia)

5. **Call to the Public for Items not on the Agenda.**

6. **Council Informational Reports** Individual members of the Council may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will 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.

7. **Presentation by Camp Verde Unified School District (CVUSD) Superintendent Jeff Van Handel relative to the CVUSD's Master Plan for school-owned properties.** *Note: Presentations are limited to 10 minutes for the presentation and discussion.* (Staff Resource: Matt Morris)

8. **Discussion, update, discussion, consideration, and possible approval of funding of \$55,000 for upgrading the planned reconstruction of roads disturbed by the Sanitary District's sewer expansion project in Fort River Caves, Reddell Ranch Acres, and Tres Rios.** (Staff Resource: Ron Long)
9. **Discussion, consideration, and possible appointment to the following Boards/ Commissions:**
  - **Board of Adjustment – 2 positions expiring September 2011**
  - **Library Advisory Commission – 3 positions expiring in 2011**
  - **Housing Commission – 3 positions expiring in 2011**
  - **Parks & Recreation Commission – 1 positions expiring in September 2011**
  - **Planning & Zoning – 3 positions expiring in 2011**
  - **Trails & Pathways – 1 position expiring in 2010**
10. **Robin Whatley will update Council on the first annual Non-Profit Funding Ad-hoc Committee meeting and recommendations for funding. Council will follow with discussion, consideration, possible approval of funding allocations, and possible direction to staff relative to the remaining funds.** (Staff Resource: Debbie Barber)
11. **Discussion, consideration, and possible prioritization of projects to submit to the NACOG for the Comprehensive Economic Development Strategy Goals and Priorities List.** (Staff Resource: Michael Scannell)

Councilor Smith requested item #11:

12. **Discussion, consideration, and possible clarification of the roles of the Library Advisory Commission and the Citizens Committee for Camp Verde Library (CCCVL) relative to their role(s) in building a new library facility and in fund raising activities.**
13. **Discussion, consideration, and possible authorization to hire an employee to assist with recreational programs for 15 weeks through the Book Rehab program. The cost of this employee will be \$4,104.20, with \$2,052.10 to be paid from the Book Rehab program and the remaining balance of \$2,052.10 to be paid from the Tribal Gaming Compact monies.** (Staff Resource: Lynda Moore)
- 13.A **DISCUSSION, CONSIDERATION, AND POSSIBLE DETERMINATION AND DIRECTION TO THE MANAGER CONCERNING THE ENTERPRISE ZONE DESIGNATION AS IT RELATES TO 1) ENTERPRIZE ZONE RECERTIFICATION APPLICATION AND 2) COMPLETION OF THE ENTERPRISE ZONE'S ANNUAL REPORT, BOTH OF WHICH WILL REQUIRE THE HIRING OF A CONSULTANT AT A COST OF \$4,925.** This is an unbudgeted item. (Staff Resource: Michael Scannell)
- 13.B **DISCUSSION, CONSIDERATION, AND POSSIBLE SELECTION OF COUNCIL MEMBER(S) TO SERVE AS LIAISON TO THE YAVAPAI APACHE NATION.** (Staff Resource: Mayor and Council)
14. **Call to the Public for Items not on the Agenda.**

**There will be no Public Input on the following items:**

15. **Advanced Approvals of Town Expenditures**
  - a) **There are no advanced approvals.**
16. **Manager/Staff Report**
17. **Adjournment**

Posted by: V Jones

Date/Time: 9-16-08

10:55 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.

**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Date:** September 17, 2008

**Meeting Type:** Regular

**Type of Presentation:** Verbal Only

**REFERENCE DOCUMENT:** Determination to apply for an Enterprise Zone (EZ) designation and submit the 7/15/08 annual report.

**AGENDA TITLE:** (Be Exact): Discussion, consideration and possible determination and direction to Manager concerning Arizona Department of Commerce's (DOC's) Enterprise Zone (EZ) as it relates to the following: 1) EZ Recertification application due between 10/1/08 and 10/31/08; and/or 2) Completion of the EZ's 7/15/08 annual report, to be submitted between 10/1/08 and 10/31/08.

**PURPOSE AND BACKGROUND INFORMATION:** In 2003, at Council's direction, staff applied to establish an EZ in Camp Verde for manufacturers to take advantage of DOC's incentives. The 5-year EZ designation will expire in December 2008. Staff is inquiring if you wish to proceed with an EZ recertification application to obtain this designation for another 5 years. If the Town elects to seek another 5-year EZ designation, we must do the following: 1) Possibly redesignate Town Council as the Enterprise Zone Commisison; 2) Appoint a Zone Administrator; 3) Schedule a public hearing with adequate notice of the hearing; 4) Complete the 7/15/08 annual report including specific measurable goals; 5) submit a recertification application, which is as labor intensive as the original application process. Please note: several changes have been made to the application quidelines.

The EZ is primarily for manufacturers. The Town only has a few manufacturers. None of these manufacturers applied during the previous 5-year period for the EZ incentives, as the stipulations are very cumbersome. In addition, as it relates to manufacturing, the Town has no infrastructure, minimal zoning, no strategic plan, no employee base, no trade schools and minimal educational resources to train employees to work in a manufacturing facility.

We have recently learned that only 1 of the Town's 5 annual reports were completed and submitted to the DOC. The Town has insufficient staffing to complete the EZ's recertification application and the detailed 7/15/08 annual report.

Due to the time constraints for the Town to possibly file a annual report to bring the Town into compliance and to submit the recertification application, I asked Grant Writer Michia Casebier to provide a bid for the aforementioned items.

Below, Mrs. Casebier's \$4,925 bid (attached) is delinated:

1. Annual report due 7/15/08 - \$ 825.00
2. Recertification application - \$4,100.00

Mrs. Casebier is a highly qualified grant writer with years of experience (resume attached), is reasonably priced and is the only contractor that could complete this project in the time constraints that the Town is facing.

**STAFF RECOMMENDATION(S):** (Suggested Motion) Staff is seeking Council's guidance, rather than making a recommendation on this issue.

**Type of Document Needing Approval: Other**

**Finance Director Review**

Budgeted/Amount Unbudgeted, however, this amount could be expensed to P & Z Code revision line item.

**Comments:** I have discussed, with The Town of Camp Verde's Community Development Director, the use of the P & Z Code revision line item to expense this cost. She does not agree with using these funds for this purpose, although, she understands that this could be an option.

**Fund:** 01-20-50

**Line Item:** 7100

**Submitting Department:** Administration/Manager

**Contact Person:**

**Town Manager/Designee:** Michael K. Scannell

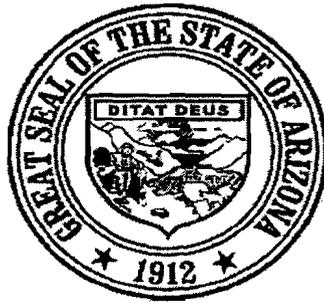


**Please Note:** You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.



# ARIZONA DEPARTMENT OF COMMERCE

## **Guidelines for Establishing an Arizona Enterprise Zone**



Janet Napolitano  
Governor

Jan Leshner  
Director

Revised September 2008

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## I. Enterprise Zone Program Summary

The primary goal of the Arizona enterprise zone program is to improve the economies of distressed areas in the state. The program does this by enhancing opportunities for private investment in certain areas called enterprise zones. The state and local communities in the program are encouraged to provide incentives to foster investment in these areas, and to reduce or remove unnecessary governmental regulatory barriers to economic development.

In 1989, the Arizona House and Senate adopted legislation establishing an enterprise zone program for the State. Over the years, the program has been extended three times and modified to better address the needs of a growing Arizona. In 2001, legislation was passed that specified procedures to be followed for the designation of the zones when the 2000 decennial census data became generally available in the fall of 2002. Consequently, beginning in 2003 all the applications for zone designation based on poverty must utilize the 2000 decennial census data.

Several geographic and demographic requirements must be met in order for an area to be eligible to receive enterprise zone status. The zone must encompass at least  $\frac{1}{4}$  square mile and must have a population of at least 1000 persons. The poverty or unemployment rate in the proposed zone area must be at least 150% of the statewide average. A.R.S. §§41-1521, 1522, 1523 and 1524 specify the process for designation of enterprise zones, the composition of commissions and the application procedures for establishing a zone, which are summarized in Section III of this document.

Only applications submitted on a form provided by The Arizona Department of Commerce (Commerce) will be accepted. All applications will be reviewed by an impartial scoring committee and are evaluated by a review committee. Criteria used by the committee can be found on section VI of this packet.

## II. Submission and Approval Dates

- A. Applications to create or renew an enterprise zone must be submitted to Commerce between **October 1<sup>st</sup>** and **October 31<sup>st</sup>** each year. Attached is the Commerce form *Request for Designation as an Arizona Enterprise Zone*.
- B. Commerce may approve a maximum of six new zones per year (A.R.S. §41-1524(5)(c)). Any zone with changed boundaries qualifies as a new zone.
- C. Applications are reviewed by Commerce between November 1<sup>st</sup> and December 30<sup>th</sup> each year.
- D. Applicants will be notified of the status of their zone by January 1<sup>st</sup> of each year.

### III. Enterprise Zone Commissions

Establishing an enterprise zone commission is the first step toward initiating the enterprise zone program for all jurisdictions planning to participate. These commissions are the only bodies that can legally apply for designations.

#### A. Composition of an Enterprise Zone Commission (ARS §41-1522)

##### 1. An enterprise zone commission must be comprised as follows:

- a. Single city/town If the proposed area is located entirely within an incorporated city or town, the governing body of that jurisdiction shall serve as the enterprise zone commission.
- b. County zone If the proposed area is entirely located within the unincorporated areas of the county, the county board of supervisors shall serve as the enterprise zone commission.
- c. Two or more cities/towns If the enterprise zone includes all or part of two or more cities or towns within a county, the governing bodies of those jurisdictions shall establish a joint commission by intergovernmental agreement. In such case:

Representatives will be selected from the governing body of each of the jurisdictions based upon relative population within the proposed enterprise zone,

OR

By agreement, the governing body of one of the cities or towns where the zone is located may serve as the commission.

- d. County and one or more cities/towns If the zone includes part or all of one more incorporated cities or towns, as well as part of all of the unincorporated portions of the county, the governing body of the involved jurisdictions shall establish a joint commission through an intergovernmental agreement. The governing body may be:  
The county board of supervisors,

OR

Representatives from the board of supervisors and the city or town councils, based on the relative population of the incorporated and unincorporated area within the proposed enterprise zone.

#### B. Once a zone is designated, the commission shall:

1. Appoint a zone administrator. The zone administrator may be a person not presently employed by the city, town or county or may be an existing employee assigned to the job on a part-time or full-time basis.
2. Provide for planning, community relations and promotion of the zone. The plan should report on existing conditions in the zone that need attention and indicate how the commission will address these needs.
3. Apply for and receive gifts, loans and other moneys from any private sources for the improvement of the enterprise zone.

C. Oversee the functioning of the zone, which includes:

1. Ensuring that enterprise zone businesses are aware of zone benefits and the procedures for using them.
2. Make an annual report to Commerce on the development of the zone that includes specific measurable goals for the coming year.
3. Notify Commerce when a zone administrator changes.

D. Responsibilities of the Zone Administrator

1. Outreach and education within the zone, which may include working with:
  - a. Local and regional economic development professionals to be sure that businesses considering locating or expanding in the area know about the enterprise zone and its benefits.
  - b. Local businesses to facilitate the hiring of qualified employees.
  - c. Other activities that further the economic goals of the enterprise zone program.

#### **IV. Description of Application Materials**

- A. An applicant zone is statutorily required to meet one of two eligibility measures for designation as an enterprise zone.

Level of economic disadvantage as demonstrated by either of the following measures:

The average annual unemployment rate in the area, or within a reasonable proximity of the area, in the preceding two years as determined by The Department of Economic Security, was at least 150% of the average annual statewide unemployment rate for the same period of time. The

minimum unemployment rate for eligibility is 8.17% (5.45 X 150%). The link for unemployment information is [www.azdes.gov](http://www.azdes.gov).

OR

The poverty rate in the area, or within a reasonable proximity of the area, is at least 150% of the statewide poverty rate according to the 2000 decennial census. The minimum poverty rate for eligibility is 20.85% (13.9% X 150%). The link for poverty information is: <http://factfinder.census.gov/home/saff/main.html?lang=en>

- B. Arizona Revised Statutes provide additional mandatory requirements. **If any of these requirements are not satisfied in the application, the application will be ineligible** and will not be reviewed. The information required for certification can be seen below. Also, please see the **Application Checklist** and **Score Sheet** for additional information.
1. The proposed enterprise zone must include a geographical area of at least ¼ square mile. The maximum size of the zone is an entire county, if the population requirements are met. The areas within the boundaries of the proposed zone must be contiguous and must not surround an area that is not part of the zone. See Section V of this document for additional information regarding this requirement.
  2. The population of the proposed zone must be at least 1,000 persons. A county-wide zone must be a county with a population of fewer than 500,000. Please use the 2000 decennial census to obtain population numbers.
  3. The application must include evidence and certification that the applicant, before submission, held a public hearing with adequate notice. The public hearing shall provide an opportunity for concerned individuals or groups to express their views on the establishment of the zone. The application must include a copy of the public notice of the hearing as it appeared in a publication or a certified copy of the official posted agenda/notice.
  4. The application must include a copy of a resolution from the local governing body or bodies regarding the filing of an application for designation and the establishment of the zone commission. If both an incorporated city or town and an unincorporated area of the county are included in the zone, the board of supervisors and the governing body of the city or town shall jointly establish a commission by intergovernmental agreement. That agreement must be fully executed and included in the application. See Section III of this document for additional information regarding requirements for commission formation.
  5. The application must include a map showing proposed boundaries of the enterprise zone. The map should clearly identify the boundaries, major streets and highways, as well as, the total area in each jurisdiction that is included in the zone.
  6. A written narrative describing the zone area must be included. The narrative may be no longer than one sheet of paper, front and back. Additional pages will not be reviewed.

7. The application must include a written narrative of the development goals and strategies for the zone. See Section VI for additional information regarding goals and strategies. The narrative may be no longer than one sheet of paper, front and back. Additional pages will not be reviewed.
8. Statute requires that an applicant provide the vacancy rates for each of the following: residential, commercial and industrial structures in the zone. This information may be available from local jurisdictions, chambers of commerce, realtors or economic development groups. Additionally, the applicant may conduct an informal survey or estimate the rates as long as the methodology is explained in the application.
9. Land use information is required for each jurisdiction in the zone. Ideally, land use information will demonstrate that Smart Growth Principles were considered in the drafting of the jurisdiction's land use plan. Smart Growth Principles may be reviewed at: <http://www.azcommerce.com/SmartGrowth/> Please do not attach a land use plan as it will not be reviewed.
10. Statute requires a comprehensive management plan specific to the proposed zone. The management plan will identify key personnel and their roles, the financial and managerial capacity of the commission and the identification of measurements for use in annually evaluating the effectiveness of the zone. The written information may be no longer than one sheet of paper, front and back. Additional pages will not be reviewed.
11. Incentives and initiatives that local governments will provide or establish to encourage business to locate or grow in the proposed zone. These may include economic or financial incentives or priorities, increased public services, improved infrastructure, structural rehabilitation and regulatory simplification.

## **V. Methods for Demonstrating Economic Disadvantage Requirements Are Met**

- A. Unemployment Rate Requirement.** The recommended unemployment figure used for this purpose should be the civilian unemployment rate.

Calculating the average unemployment rate for counties and incorporated places poses no problem since the Arizona Department of Economic Security produces such figures regularly and posts them at [www.azdes.gov](http://www.azdes.gov). It is very likely, however, that the boundaries of some of the proposed zones will be different than the boundaries of the counties or incorporated cities and towns.

Applicants should calculate the average unemployment rate for their own areas when the proposed zone boundaries differ from the boundaries of counties and incorporated cities or towns. The following procedures are acceptable:

If a proposed zone's boundaries include parts of two or more jurisdictions in a given county, applicants may use the average unemployment rate in the last two years for the jurisdiction which contains 50 percent or more of the proposed zone's total population.

If a proposed zone is located in such a way that nearly half its population is in one town and the other half is in another town, the average unemployment rates for the two areas over the last two years may be used.

Any other method, as long as it is statistically valid may be used. However, applicants are required to provide Commerce with detailed information regarding the procedure used to estimate unemployment rates.

Applicants are encouraged to contact Commerce for any desired assistance in calculating average unemployment rates.

**B. Poverty Rate Requirement.** Data from the 2000 decennial census should be used for all calculations.

There are many sources that can be used to obtain poverty data. The 2000 decennial census data can be found on the Arizona Department of Economic Security's website ([www.azdes.gov](http://www.azdes.gov)).

The Census Bureau reports three categories of poverty: Persons Below Poverty Level, Households Below Poverty Level and Families Below Poverty Level. The measure of poverty used for the Arizona enterprise zone program shall be the percentage of Persons Below Poverty Level.

If an applicant's proposed zone coincides with the 2000 decennial census, boundaries of a county, city, or town, the applicant can find the poverty rate for that area by finding the correct table. But, if the proposed zone covers parts of two or more political jurisdictions in a given county, the poverty rate can be estimated by one of the following methods:

The persons below poverty level for the area that contained more than 50 percent of the proposed area's population in the 2000 decennial census;

OR

A weighted average percentage rate of persons below poverty level, using the smallest census geographic areas for which poverty data was reported in the 2000 decennial census. (census tracts, block numbering groups, enumeration districts, etc.);

OR

Any other method, as long as the estimation procedure is submitted and documented with the applicant's submission.

## VI. Scoring Enterprise Zone Designation Applications

Applications are scored by a review committee comprised of Commerce staff and may include representatives from other State agencies. The scoring is based on a 155 point scale as shown in the table below. Applications must be complete by the due date and include all requested documentation to be considered for zone designation or renewal.

Statute authorizes Commerce to approve a maximum of up to six new zones per year. The six applications for new zones scoring the highest under the following scoring system will be designated for a period of up to five years. Applications that do not propose a change in the boundaries of a zone will be considered an application for renewal and will not be subject to the six-zone limit.

### Scoring for Enterprise Zone Designation Applications

Enterprise Zone Scoring Criteria	Points	Point Total
<b>1. Measure of economic disadvantage in the proposed zone:</b>		<b>Up to 40 points</b>
A. If based on poverty rate:		
150.0-160.0%	0	
160.1-170.0%	5	
170.1-180.0%	10	
180.1-190.0%	20	
190.1-200.0%	30	
200.1% or greater	40	
<b>OR</b>		
B. If based on unemployment rate:		
150.0-160.0%	0	
160.1-170.0%	5	
170.1-180.0%	10	
180.1-190.0%	20	
190.1-200.0%	30	
200.1% or greater	40	
<b>2. Written narrative describing the zone</b>		<b>Up to 15 points</b>
Description of economic issues facing the area	Up to 7 points	
Summary of impact the zone is expected to have on the local or area economy	Up to 8 points	
<b>3. Development goals and strategies for the zone</b>		<b>Up to 25 points</b>
Measureable goals related to business recruitment, retention and expansion	Up to 5 points	
Increased job creation in the zone	Up to 5 points	
Steps to encourage capital investment in the zone	Up to 5 points	
Identification of specific industries targeted to the zone	Up to 5 points	
Application for federal, state or private programs in support of zone goals	5 points	
<b>4. Vacancy rates for :</b>		<b>Up to 30 points</b>
<b>Residential structures:</b>		
Up to 5% vacancy rate	2 points	
Up to 15% vacancy rate	8 points	

<b>Commercial structures</b>		
Up to 5% vacancy rate	2 points	
Up to 15% vacancy rate	8 points	
<b>Industrial structures</b>		
Up to 5% vacancy rate	2 points	
Up to 15% vacancy rate	8 points	
<b>5. Land use information</b> for more information regarding Smart Growth visit the link below: <a href="http://www.azcommerce.com/SmartGrowth/">http://www.azcommerce.com/SmartGrowth/</a>		
60% of zone jurisdictions have a land use element that contains goals and policies about Smart Growth principles.	3 points	<b>Up to 10 points</b>
80% of zone jurisdictions have a land use element that contains goals and policies about Smart Growth principles	7 points	
All zone jurisdictions have a land use element that contains goals and policies about Smart Growth principles	10 points	
<b>6. Enterprise zone management plan</b>		<b>Up to 15 points</b>
Identification of key personnel, roles and responsibilities	Up to 2 points	
Demonstration of managerial and financial capacity	Up to 5	
Explanation of how the Commission will measure the effectiveness of the zone	Up to 8 points	
<b>7. Incentives and initiatives by local government(s) to encourage business growth in the zone</b>		<b>Up to 10 points</b>
Partnerships in place with private sector companies and other economic development organizations	Up to 2 points	
Financial and non-financial incentives for businesses	Up to 8 points	
<b>8. Proposed zone qualifies under both poverty and unemployment rates</b>	10 points	<b>10 points</b>
<b>Maximum Point Total</b>		<b>155 points</b>

**VII. Completing the Application Form**

The following checklist of documentation is statutorily required; failure to submit any of the items below will result in the denial of the zone designation application. For all narratives, the maximum length is one sheet of paper, front and back. Additional pages will not be reviewed.

Checklist	Applicant ✓	For Commerce Use Only
Completed Commerce Form <i>Request for Designation as an Arizona Enterprise Zone</i> (form attached )		
Documentation of poverty or unemployment rate (see section IV of the <i>Guidelines for Establishing a Zone</i> ). Include calculations explaining how eligibility was determined.		
Evidence that a public hearing with adequate notice was conducted. Include a copy of the public notice of the hearing as it appeared in a publication or a certified copy of the official posted agenda/notice.		
A hard copy map of the proposed zone, identifying the boundaries, major streets and highways and parts of the total area in each jurisdiction.		
Written description of zone area (maximum 2 pages).		
A narrative identifying the goals and objectives of the proposed zone (maximum 2 pages).		
The vacancy rates of residential, commercial and industrial structures.		
Land use information for all areas in the proposed zone (maximum 2 pages).		
A comprehensive management plan (maximum 2 pages).		
Incentives and initiatives that local government(s) will establish to encourage businesses to locate in the zone (maximum 2 pages).		
A copy of a <b>resolution</b> from the local governing body or bodies regarding the filing of an application for designation and the establishment of the zone commission. If appropriate, a copy of an <b>intergovernmental agreement</b> among the jurisdictions that establishes a commission.		

See the *Guidelines for Establishing a Zone* for additional information including definitions and procedures.

Return all requests and attachments to:  
Enterprise Zone Program  
Arizona Department of Commerce  
1700 W. Washington, Suite 600  
Phoenix, AZ 85007

Questions regarding the program can be directed to  
[rebekahb@azcommerce.com](mailto:rebekahb@azcommerce.com)

Arizona Department of Commerce

ENTERPRISE ZONE PROGRAM  
**REQUEST FOR DESIGNATION AS  
AN ARIZONA ENTERPRISE ZONE**  
(Under A.R.S. § 41-1521 et. seq.)

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*Section A: Applicant Information*

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Is this application for renewal of an existing zone?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<small>A.R.S. § 41-1521 allows for a maximum of six new zones per year. Any zone with changes to its boundaries qualifies as a new zone.</small>				
If yes, what is the expiration date of the existing zone?				
Is this the only application being submitted by the applicant?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

Name of Proposed Applicant Zone \_\_\_\_\_

Name of Zone Administrator \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

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*Section B: Eligibility Information*

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Basis for eligibility:

Unemployment rate in proposed zone \_\_\_\_\_ %

OR

Poverty rate in proposed zone \_\_\_\_\_ %

Area of zone (in square miles) \_\_\_\_\_

Area must be at least one-fourth square mile.

Population inside of proposed zone \_\_\_\_\_

Population must be at least 1,000 persons, but not more than 500,000 for an entire county.

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*Section C: Zone Commission*

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Name of Chairperson \_\_\_\_\_

Address \_\_\_\_\_

Fax \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Please provide the name, title, address, phone, fax and email for each commission member:

Name	Title	Address	Phone	Fax	Email

Date(s) of public hearing(s) regarding approval of proposed zone \_\_\_\_\_

Date of commission meeting when proposed zone was approved \_\_\_\_\_

Date(s) of council or supervisors meeting(s) when formal approval occurred \_\_\_\_\_

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*Section D: Documentation*

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1. Please attach the documents identified in the checklist on page 10 of the Guidelines. Failure to provide any of the following documents will result in statutory ineligibility.
2. Commerce maintains an address locator which allows stakeholders to determine whether an address is inside an enterprise zone in Arizona. Please send a shape file containing the boundaries of the proposed zone (for sub-county zones only).

I, as **the chairperson of the commission**, certify under penalty of perjury, that after a thorough investigation of the facts, all information contained herein is accurate and true to the best of my knowledge. I understand that if the documents contain information that is materially false, the proposed area will be ineligible for designation as an enterprise zone.

Signed: \_\_\_\_\_ Title: \_\_\_\_\_

Please print your name: \_\_\_\_\_ Date: \_\_\_\_\_

One original and **seven copies** of the application must be received by 4:00pm Arizona time on October 31, 2008 (postmarks stamped with the due date are accepted). Please send all applications to:

Arizona Department of Commerce  
Attn: Rebekah Braselton-Denmark, Enterprise Zone Administrator  
1700 W. Washington, Suite 600  
Phoenix, Arizona 85007  
(602) 771-1236

## Appendix A

### Annual Report

**The requirements for the annual report are currently under review. This section will be updated when the revisions are complete. The contents of the annual report will remain substantially the same. The current annual report requirements are below:**

The commission of each designated zone is required to submit an annual report no later than July 15 of each year covering the preceding fiscal year (July 1 to June 30) to the Arizona Department of Commerce. For newly certified zones, the first report should be submitted 6 months following establishment of the zone, and report on the first 6-month period.

A general section of the report shall describe any social and economic changes which have occurred in the zone during the previous year. This description shall cover, for example, significant changes in population, number or quality of housing units, or general quality of life. If a new school or park was constructed, or crime rate increased or declined, or a bond election passed or failed, these facts are important for the report. In addition to this general description, the report shall reiterate:

- \* the goals and strategy for the zone, including the specific and measurable goals that were set for the year the report covers;
- \* the marketing and promotion plan; and
- \* the management plan as proposed in the original zone formation application, *and describe the progress that has been made toward achieving each of the above*. If the commission has modified any of these original goals or strategies during the preceding year, these changes shall be included in the report.

If it was not included in the original proposal, the first annual report shall include the:

- \* total number of businesses in the zone.

Once this baseline number of businesses in the zone has been established, each annual report shall include:

- \* the number of new businesses locating in the zone during the preceding year, including, if available, from where each firm relocated or that it is a new business, and whether it is a branch or subsidiary of another firm and the amount invested;
- \* the number of businesses which closed or relocated out of the zone during the preceding year;
- \* the number of business expansions and, if available, the amount invested in these expansions.

In addition, the report shall include, for the preceding year:

- \* types and amounts of incentives offered by local governments to businesses in the zone;
- \* a list of other federal, state and local programs used in the zone, e.g., job training, special loan programs, low-cost housing, and the source of funding for the programs;
- \* amount of public infrastructure investment and the sources of funding for the programs;
- \* changes in the type and/or amount of infrastructure development and the source of funds for the projects; and
- \* whether the commission has applied for or received any gifts, loans or other moneys from any private sources for improvement of the enterprise zone.

Task Analysis & Time Estimate  
**Arizona Department of Commerce**  
**2007 - 2008 Enterprise Zone Annual Report**  
**Arizona Enterprise Zone Recertification Application**  
Due October 31, 2008

Task	Primary Responsibility	Secondary Responsibility	Start/Complete Dates	Grantwriter Hours Est.	Remarks
Initial Information; Background Research into 2003 - 2008 EZ Application/History & Discussions for Direction	MGT	Carol Brown (CB), Mike Scannell (MS)	9-7/9-12	6.5	No Charge
Special Annual Report Preparation Meeting, Distillation and Compilation of Information Gathered	MGT	CB, MS, Nancy Buckel (NB), Ron Long (RL), Matt Morris (MM), Debbie Barber (DB)	9-23/9-23	2.5	<b>TOTAL EZ Annual Report Prep Hours Estimated at 16.5 Hours x \$50.00/Hour = \$825.00</b>
Trace Schimikowsky Mtr to Obtain TOCV Business Dvmt Info	MGT	Trace Schimikowsky (TS)	9-23/9-23	2.0	
Complete 2007 - 2008 Enterprise Zone Annual Report	MGT	CB, MS, NB, RL, MM, DB & TS	9-22/9-30	10.0	
Obtain Mayor Gioia's Signature on the Annual Report	MGT	CB?, Tony Gioia (TG)	9-30/9-30	1.0	
Make Hard (3x) and Electronic (1x) Copies and Mail to ADOC	MGT	CB?	9-30/9-30	1.0	
Attend Arizona Department of Commerce EZ App Training	MGT	MGT	9-22/9-22	5.0	@ ADOC in Phx
Draft Public Notice	MGT	CB, VJ & DB?	9-18/9-19	1.0	Need Elec Template
Draft Action Agenda; i.e. Staff Report Form and Submit	MGT	CB, MS & VJ	9-30/10-6	2.0	Due by 10.8.08
Obtain Revised TOCV EZ Boundary Map from Comm Dvmt?	MGT	NB, MM	9-30/10-6	1.0	Date Revision Only!
Application Resolution/Authority to Apply & EZ Commission Establishment: <ul style="list-style-type: none"> <li>• Draft Resolution (10-6) with Attached EZ Map</li> <li>• Submit to Carol Brown &amp; Virginia Jones for Review &amp; Approval (10-6)</li> <li>• Presentation to Town Council Meeting (10-15)</li> </ul>	MGT	CB, VJ, MS & Town Council	10-6/10-6	3.5	1.5 hrs - Dft Resltn; 1 hr - CB, VJ, MS Rvw; 1 hr - Town Council
Draft Public Hearing Summation Page	MGT	CB, TG	10-7/10-7	.5	
Town Council Meeting/Host Public Hearing & Appoint Zone Commissioner	MGT	CB, MS & NB	10-15/10-15	2.0	
Complete Request for Designation as an Arizona EZ Form	MGT	CB Review	10-28/10-28	1.5	
EZ Application Cover Page and Cover Sheet with Commission Chair's Signature	MGT	CB, TG	10-29/10-29	2.5	Obtain electronic copy of TOCV logo
Letter of Certification	MGT	CB, NB	10-27/10-27	1.0	
TOCV Enterprise Zone List of Commissioners w/Contact Info	MGT	CB	9-18/9-19	1.0	
EZ Application Development -- Lead Questions	MGT	CB and Others Reply	9-18/9-19	6.0	
Draft Chamber of Commerce and TOCV Support Letters	MGT	CB, TS & MS	10-7/10-7	3.0	Based on 2 Spt Ltrs
EZ Narrative Description -- Economic Issues & EZ Area Impact	MGT/CB	CB, MS	10-7/10-7	1.5	
EZ Goals & Strategies (job creation, capital investment, list any Federal, state, private programs/grants in spt of EZ goals)	MGT	CB, MS	9-25/9-26	1.5	
EZ Training Opportunities	MGT	CB, MS	10-9/10-10	1.5	
Vacancy Rates (Residential, Commrc'l & Industrial Structures)	MGT	MM, TS, CDBG & Yav Cty?	10-9/10-10	6.0	
Land Use Information (from TOCV General Plan)	MGT	NB	10-9/10-10	1.0	

Task Analysis & Time Estimate  
**Arizona Department of Commerce Arizona Enterprise Zone Recertification Application**

Task	Primary Responsibility	Secondary Responsibility	Start/Complete Dates	Grantwriter Hours Est.	Remarks
Enterprise Zone Management Plan (Key Persnl, Mgmt/Financl Capacity, Commission's Zone Effectiveness Measures)	MGT	CB, MS	10-9/10-10	1.5	
EZ Local Standards	MGT	CB, MS	10-9/10-10	1.0	
EZ Incentives and Initiatives -- Partnerships with Private Companies and Other Economic Development Organizations; Financial/Non-Financial Business Incentives	MGT	CB, MS	9-25/9-26	4.5	
Make Electronic Word Files of Economic Development Section of TOCV General Plan	MGT	CB	9-25/9-26	1.0	
EZ State Business Income Tax Credit Information	MGT	CB, MS	9-25/9-26	1.5	
EZ TOCV Business Inventory	MGT	CB, MS, TS	9-23/9-26	4.0	
Draft Census Poverty by Block Group and Census Tract Table	MGT	CB	10-9/10-10	4.0	
Census Population, Housing Data & Block Group Map Pages	MGT	CB	10-9/10-10	4.0	
Review, Edit & Paginate Draft of Entire Application, including Table of Contents	MGT	MS & CB Review	10-26/10-28	4.0	
Assembly of Final Application with Appendices	MGT	MGT	10-28/10-28	3.0	
Obtain Mike Scannell's Signature on ADOC Forms & Other Documents	MGT	CB, Mike Scannell Signs	10-29	1.0	
Copy EZ App 11x (7x for ADOC; 1x for CDD, 2x for CB [hard & electronic copy] & 1x for MGT)	MGT	CB	10-29/10-29	2.0	MGT Copies/Mails
Submit via US "Certified" Mail -- No Later than October 29	MGT	MGT	10-29	2.0	
Obtain Newspaper Affidavits & Mail to AZ Dept of Commerce	MGT	CB	TBA	1.0	
Copies Distributed to All Relevant Parties	MGT	MGT & CB	10-29	2.0	
Thank You Ltrs to Chamber of Commerce & Other Supporters	MGT	MGT Mails	11-01	4.0	
<b>TOTAL EZ APPLICATION PREPARATION ESTIMATED HOURS</b>				<b>98.5 hrs</b>	<b>@ \$50/hour = \$4,925.00</b>

## SUMMARY

Highly motivated, energetic individual equally capable of working independently and/or in team settings seeks grant writing and consultant opportunities that optimize organizational skills and supervisory experience. Examples of skill sets and expertise:

- Excellent Written and Verbal Expression
  - Grant and Technical Writing
  - Program Design/Development
  - Office Administration/Supervision
  - In-Depth Researcher
  - Strong Public Speaker/Workshop Trainer
  - Creative Problem Solver
  - Grant Administration/Evaluation
  - Collaboration Development Expert
- Listed on the Qualified Vendors List for the City of Phoenix, Arizona from May 2008 - May 2010

## PROFESSIONAL EXPERIENCE

President, July 1993 - Present  
M.G. Tech-Writing, L.L.C. Cottonwood, Arizona

Markets, researches and writes grant applications; provides consultant support and grants administration; develops and maintains funding source relations; completes monitoring reports, evaluations, program/project design, development and implementation; hosts grant preparation and grant implementation meetings; and completes a plethora of technical writing assignments; e.g., annual and technical reports, memoranda of agreement/understanding, resolutions, press releases, white papers, briefs, requests for proposals/qualifications, scholarship request letters, etc. Presents grant writing and grant administration workshops, and accepts public speaking invitations for project marketing and dissemination of information on demonstration grant programs.

Grant Coordinator, December 2005 - November 2006  
Town of Pinetop-Lakeside Pinetop, Arizona

Developed, prepared, negotiated, monitored and administered federal, state, local, corporate and foundation grant applications and proposals in accordance with applicable standards, regulations and guidelines; coordinated and supervised the auditing, monitoring and scheduling of financial and other reports; developed and maintained information about funding sources and reporting deadlines; scheduled and participated in meetings related to grant needs/applications; drafted press releases, white papers, briefs, and all other essential writing assignments.

Project Developer/Grants Administrator, June 2004 - December 2005  
Western Moulding Company, Inc. Snowflake, Arizona

Developed, prepared, negotiated and monitored federal, state, local, corporate and foundation grant applications, proposals and scholarship requests in accordance with applicable standards, regulations and guidelines; coordinated and supervised the auditing, monitoring and scheduling of financial and other reports; developed and maintained information about funding sources and reporting deadlines; scheduled and participated in meetings related to grant needs/applications; drafts press releases, white papers, briefs, and all other essential writing assignments; plans and conducts tours with collaborators; and was assigned to special research and development/marketing projects. Created flyers and Power Point presentations for marketing and media promotion.

Project Developer & Coordinator, April 1999 - August 2002  
Office of Indian Education Programs SHARE Project  
John F. Kennedy Day School Cedar Creek, Arizona

Grant administration and implementation; hosted collaborative meetings with White Mountain Apache Tribe (WMAT) community service directors. Created and edited **The White Mountain Apache Tribe Child & Family Sourcebook.**

Title VII Comprehensive School Grants Review Panel  
U.S. Department of Education Office of Bilingual Education and Minority Languages Affairs  
Hilton Arlington, Virginia March 22 - 27, 1999 and Holiday Inn Silver Spring, Maryland May 5 - 10, 1997

Read and scored 30 grant proposals per Department of Education rating criteria. Met in teams to review scoring, recommendations and grant critiques.

**PROFESSIONAL EXPERIENCE (Continued)**

Acting Director/Higher Education & Comprehensive Education Plan Coordinator, July 1995 - January 1996  
White Mountain Apache Tribal Education Department & Vocational Skills Center Whiteriver, Arizona

Administration of 6 different 93-638 Education programs, including: Higher Education, Adult Education, Vocational Education, the Child Find and Johnson O'Malley programs, as well as the Vocational Skill Center. Wrote and developed initial work plan/outline for the WMAT Comprehensive Education Plan.

Education Specialist, August 1992 - July 1995  
John F. Kennedy Day School Cedar Creek, Arizona

Wrote grants; performed program/project research, design, development, implementation and administration; refined funding source relationships; wrote and developed curriculum; monitored and evaluated grants; and taught kindergarten through eighth grade children.

Health Promotion/Disease Prevention Projects Coordinator, June 1994 - August 1994 and July 1993 - August 1993  
White Mountain Apache Tribal Health Authority Whiteriver, Arizona

Drafted a Substance Abuse prevention curriculum for use in schools across the Fort Apache Indian Reservation. Identified grant funding for gang prevention/intervention and substance abuse surveys. Wrote letters of inquiry; reviewed sample curricula; obtained and compiled statistical data on the youth substance abuse problem scope.

Apprentice Grant Writer, August 1994  
White Mountain Apache Tribal Planning & Development Department Whiteriver, Arizona

Wrote a U.S. Department of Labor Indian Vocational Education grant application under the supervision of the WMAT Grant Writer.

Technical Writer, June 1992 - September 1992  
WMAT Child Protective Services - Arizona State University Project Whiteriver, Arizona

Complied, organized, wrote and edited material for the ASU Project's Protocol Manual.

**PROFESSIONAL PREPARATION**

National Center for Safe Routes to School and America Walks.org Webinar "Physical Activity's Positive Effects on Learning July 29, 2008"  
Chapel Hill, North Carolina

Safe Routes to School Web Briefing "Current Practice for Signing and Marking Near Schools" June 18, 2008  
Multimodal Planning Division  
Arizona Department of Transportation Phoenix, Arizona

Environmental Protection Agency Brownfields and Grant Writing Basics: Issues and Solutions Banking, Real Estate, Railroad, Green Building and Redevelopment April 25, 2008  
City of Flagstaff Brownfield Land Recycling Program and Terracon Consulting Engineers & Scientists  
City of Flagstaff City Hall Flagstaff, Arizona  
Earned 2 Certificates for American Institute of Architects Learning Units.

Safe Routes to School National Course September 17 - 20, 2007  
Safe Routes to School National Center  
Embassy Suites Flagstaff, Arizona

Federal Grants Update 2006 October 25, 2006  
Management Concepts  
Crowne Plaza Phoenix Airport Phoenix, Arizona

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**PROFESSIONAL PREPARATION (Continued)**

Rehabilitation Specialist Training & Certification October 2 - 5, 2006  
Arizona Department of Housing  
Phoenix Mesa Marriot Mesa, Arizona

HOME Program Monitoring Workshop August 24, 2006  
ICF International  
Tempe Police Auditorium Tempe, Arizona

How to Start a 501(c)3 Nonprofit Organization in Arizona June 25, 2005  
Center for Nonprofit Leadership Management  
Arizona State University Phoenix, Arizona

The Art and Science of Grant Writing March 3 - 4, 2004  
Housing and Urban Development Workshop Phoenix, Arizona

Grant Writing Plus July 16 - 18, 1996  
Grants Link, Incorporated Flagstaff, Arizona  
A grant writing workshop sponsored by Cocopai R, C & D.

FASTTRAC Business Planning Program March 1996 - June 1996  
Small Business Development Center  
Northland Pioneer College Show Low, Arizona

100<sup>th</sup> Annual North Central Association Meeting March 25 - 30, 1995  
Accreditation Reviewer's Panel  
Marriot Downtown Chicago, Illinois

Grantsmanship Training Program March 20 - 25, 1993  
The Grantsmanship Center Cleveland, Ohio  
A comprehensive workshop on proposal and grant writing.

Graduate Work Post-Degree Elementary Education May 1992  
Northern Arizona University Flagstaff, Arizona  
Simultaneously pursuing a Master of Arts in Creative Writing.

Student Teaching Fourth Grade Fall Semester 1991  
Whiteriver Elementary School  
Whiteriver, Arizona

Bachelor of Arts English (Creative Writing) December 1985  
University of Colorado Boulder, Colorado  
Minor Concentration: French  
Foreign Exchange Student Université de Haute-Bretagne Rennes, France Spring Semester 1982

**PUBLICATIONS AND PRESENTATIONS**

Yavapai-Apache Nation Safe Routes to School Planning Assistance Program - Cycle Two, a co-presentation with Mr. Robert Mills, Yavapai-Apache Nation Grant Writer, regarding the Planning Assistance Program consultant services grant, the progress made thus far and the Arizona Department of Transportation's Safe Routes to School Program on behalf of the 2008 Arizona Tribal Transportation Forum and Safety Summit at the Francisco Grande Hotel in Casa Grande, Arizona, May 14 - 15, 2008.

Arizona Safe Routes to School Training Workshop, a one-day workshop overview of the Safe Routes to School Program that offers a head start to those considering project and grant application development sponsored by the Arizona Department of Transportation at Yuma Unified School District, Number 1 in Yuma, Arizona, April 16, 2008.

**PUBLICATIONS AND PRESENTATIONS (Continued)**

Arizona Safe Routes to School Training Workshop, a one-day workshop overview of the Safe Routes to School Program that offers a head start to those considering project and grant application development sponsored by the Arizona Department of Transportation at the Coconino Center for the Arts in Flagstaff, Arizona, September 20, 2007.

"Finding & Funding Grants - Empowerment through Knowledge," a two-day grant writing workshop presented through The Kiva Institute, L.L.C. to department heads and tribal leaders from around the United States at the Albuquerque Marriot in Albuquerque, New Mexico, April 26 - 27, 2006.

"What Does My Voice Sound Like?" a creative writing presentation about hearing one's writing voice through haiku and Blues writing prompts at Stories from the Heart III, a National Women's Memoir Conference, sponsored by the Story Circle Network at the Red Lion Hotel in Austin, Texas, February 4, 2006.

"Finding & Funding Grants for Community Planning & Development," a two-day grant writing workshop presented through The Kiva Institute, L.L.C. for college credit to Hopi Tribe department supervisors at Northland Pioneer College in Show Low, Arizona, October 21-22, 2005.

U.S. Department of the Interior, Bureau of Indian Affairs, Fort Apache Agency Fiscal Year 1998 Annual Report.

"Cooperacion entre Escuela y Comunidad por el Fortalecimiento de Lenguas y Culturas Indigenas: Resultados Preliminares de White Mountain Apache," a 20 minute paper presented in Spanish and English to the First Annual Encuentro Internacional de Lenguas Indigenas e Interculturalidad in Creel, Chihuahua, Mexico, May 21, 1998.

"KinderApache Song and Dance Project: The Challenges and Rewards of Language Maintenance Policies," a 1 hour paper presented to the 89<sup>th</sup> Annual National Rural Education Association Convention in Tucson, Arizona, September 26, 1997.

"Teaching in Bureau of Indian Affairs Schools," a presentation to the Peace Corps Fellows Group, at Northern Arizona University, June 5, 1995.

"John F. Kennedy Day School, People Profiles." Bestyear: Learning for All, Office of Indian Education Effective Schools Annual Report. July 1993 - June 1994, pp. 29-33.

"Well." A poem published in Treasured Poems of America, Sparrowgrass Poetry Forum, Inc., Sistersville, West Virginia, 1992.

**FUNDED GRANTS, LOANS AND PROJECTS**

The Green Foundation, Art Program, Yavapai-Apache Nation Exodus Commemoration Bronze Sculpture Project, 2007 - 2009, \$150,000.00, Letter of Inquiry, Pending

Administration for Native Americans, Social and Economic Development Strategies, Yavapai-Apache Nation Health and Human Services Manual Update Project (MANUALUP), 2008 - 2009, \$81,944.00, Pending

The grant has been revised to compete in the second and final round of grant reviews having been selected in round one competition.

Arizona Department of Transportation, Safe Routes to School Program, Yavapai-Apache Nation Planning Assistance Program, 2008 For ADOT Safe Routes to School consultant services valued at \$20,000.00

Arizona Office of Tourism, Rural Tourism Development Grant Program, Yavapai-Apache Nation Exodus Commemoration Bronze Sculpture Project, 2007 - 2009, \$50,000.00

Arizona Department of Transportation, Safe Routes to School Program, Camp Verde B Safe Project, 2007 - 2009, \$34,675.00

Arizona Department of Transportation, Transportation Enhancement Program, PTLs Woodland Road Sidewalk Project, \$164,719.00 Ranked 1<sup>st</sup> among 8 off-system projects selected by the Arizona Department of Transportation during the 2<sup>nd</sup> review for funding.

Community Development Block Grant, 3 Town of Pinetop-Lakeside Projects: Housing Rehabilitation Wildfire Mitigation Program, Commercial Rehabilitation and S.A.F.E Addition Project, \$271,015.00

Arizona Department of Commerce Main Street Program, PTLs Main Street Signage Project, 2007, \$15,000.00

Arizona State Parks, Local, Regional and State Parks Heritage Fund, PTLs Mountain Meadow Recreation Complex Ballfield Lighting Project, \$138,000.00

Forest Products Laboratory, Western Small Diameter Maximum Millwork Project, Phase 2, 2005 - 2008, \$250,000.00

**FUNDED GRANTS, LOANS AND PROJECTS (Continued)**

Forest Products Laboratory, Western Small Diameter Maximum Millwork Project, Phase 2, 2005 - 2008, Pre-Application Approved, Ranked 5th of 45 Applications Selected from a Field of 300+ Applications, \$250,000.00  
Southwest Sustainable Forests Partnership, Western Waste Wood Project, 2005 - 2007, \$40,000.00  
USDA Renewable Energy Systems & Energy Efficiency Improvements Grant Program, Snowflake White Mountain Power, L.L.C., Lead Directly to Funding of USDA Loan Guarantee, \$16,000,000.00  
Arizona Department of Agriculture, Livestock and Crop Conservation Grant Program, A Reviving and Thriving Legacy, Selected by the Review Panel, Scored 135 of 145 Points - Turned Down by the Agricultural Director, 2005 - 2006, \$800,000.00  
Forest Products Laboratory, Western Small Diameter Maximum Millwork Project, Phase 2, 2005 - 2008, Pre-Application Approved, Ranked 3<sup>rd</sup> of 128 applications, \$216,500.00  
Southwest Sustainable Forests Partnership, Western Small Diameter Maximum Millwork Project, 2004 - 2005, \$60,000.00  
Four Corners Sustainable Forests Partnership, Phat Firewood Assistance Project, 2003 - 2004, Alternate, \$20,000.00  
Colorado State University Travel Scholarship, 2004  
Three Forest Products Laboratory Travel Scholarships, 2002 and 2004  
Two Little Colorado Research, Conservation and Development Travel Scholarships, 2002 and 2004

Arizona Commission on the Arts, John F. Kennedy Day School Music Education Project, 2000 - 2001  
U.S. Department of Education, Office of Indian Education Programs, John F. Kennedy Day School SHARE Project, 1998 - 2003  
Arizona Commission on the Arts, John F. Kennedy Day School Music Education Project, 1998 - 1999  
Arizona Commission on the Arts, John F. Kennedy Day School Tumblewords Project, 1998 - 1999  
Arizona Commission on the Arts, KinderApache Professional Development Grant, 1998  
Norwest Bank, The Nurses Office, 1997  
Arizona Commission on the Arts, KinderApache Professional Development Grant, 1997  
Arizona Commission on the Arts, Apache Arts Curriculum Development Project, 1997 - 1998  
Arizona Commission on the Arts, KinderApache Song and Dance Project, 1996 - 1997  
U.S. Department of Education, Office of Indian Education Programs, Title IX Improvement of Literacy Project, 1995 - 1996  
The KIDNET Project, 1995  
U.S. Department of Education, Office of Indian Education Programs, Goals 2000 Sub-Grant, 1995  
The GLOBE Program, Internet hook up, computer & scientific data collection equipment, 1995  
Indian Child Welfare Act Project, 1994 - 1995  
Head Start Parenting Project, 1994 - 1995  
U.S. Department of Education, Office of Indian Education Programs, Title V Literacy Block Project, 1994 - 1995  
U.S. Department of Education, Office of Indian Education Programs, Title V Readiness to Learn Project, 1993 - 1994

**Grants Edited by M.G. Tech-Writing, L.L.C., but Written and Funded by Other Organizations:**

Sedona Community Foundation, Verde Valley Cyclists Coalition S.R. 179 Bicycle Lane Maintenance Project, 2007 - 2008, \$5,722.00

AMENDED AGENDA

SPECIAL SESSION

SEPTEMBER 17, 2008  
5:00 P.M.

ADDING 'DISCUSSION WITH THE ATTORNEY FOR LEGAL ADVICE CONCERNING  
PARK IDENTIFICATION'

ADDITIONAL INFORMATION  
REGULAR SESSION

SEPTEMBER 17, 2008  
6:30 P.M.

ITEM #9



Community Development Department  
Of  
Town of Camp Verde

*MEMO*

**Date:** September 17, 2008  
**To:** Mayor & Council members, Town Mgr.  
**From:** Nancy Buckel, Community Dev. Dir. *AB*  
**RE:** Appointments to Board of Adjustment & Appeals Board

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It has come to my attention that there were not adequate applications to appoint a complete Board of Adjustments & Appeals Board at the Council meeting of the 17<sup>th</sup>, and that there was an additional applicant for the Planning and Zoning Commission.

All the applicants for the P&Z Commission were contacted and asked if they were not appointed to the Commission, would they be willing to accept an appointment to the Board of Adjustments & Appeals Board.

Two of the four applicants agreed to be considered, if they were not selected for the Planning and Zoning Commission. They are Alan Buchanan and Doug Stevens. Mr. Buchanan's first choice is to be re-appointed to the Commission.

Hopefully, with this information, you will be able to appoint a full Board of Adjustments & Appeals.