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**AGENDA  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S MAIN STREET, SUITE 106  
WEDNESDAY, AUGUST 6, 2014 at 6:30 P.M.**

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

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
  - a) **Approval of the Minutes:**
    - 1) Regular Session – July 16, 2014
    - 2) Special Session – July 16, 2014
    - 3) Work Session – July 09, 2014
  - b) **Set Next Meeting, Date and Time:**
    - 1) August 13, 2014 at 5:30 p.m. – Joint Work Session P&Z Commission
    - 2) August 20, 2014 at 6:30 p.m. – Regular Session - **CANCELLED**
    - 3) August 27, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters - **CANCELLED**
    - 4) August 27, 2014 at 5:30 p.m. – Work Session
    - 5) September 03, 2014 at 6:30 p.m. – Regular Session
    - 6) September 10, 2014 at 5:30 p.m. – Work Session
    - 7) September 17, 2014 at 6:30 p.m. – Regular Session
    - 8) September 24, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters
  - c) **Possible approval to send a letter to the Prescott National Forest requesting they prioritize a multi-use trail that will run from I-17 along an alignment that includes SR 260 & Old Hwy 279 between Camp Verde and Cottonwood.**  
Staff Resource: Steve Ayers
  - d) **Possible approval of the Streetlight Maintenance Agreement, Streetlight Pole Use License Agreement and Streetlight Energy Agreement with Arizona Public Service (APS), with authorization for the Mayor to execute the three agreements on behalf of the Town.** Staff Resource: Ron Long
5. **Special Announcements and presentations:**
  - **Presentation of a plaque to Ms. Pat Davis – Operations Manager for National Bank of Arizona in appreciation of their generous donation of furniture to the Town of Camp Verde Community Development Department.**  
Staff Resource: Jenna Owens
6. **Call to the Public for Items not on the Agenda.**

7. **Public Hearing, followed by discussion, consideration and possible recommendation of approval of Series 13 liquor license application (Domestic Farm Winery) for White Hills Winery LLC located at 348 S. Main Street, Suite 17, (The Horn) Camp Verde, AZ. Staff Resource: Deborah Barber**
8. **Presentation by Sheila Stubler regarding an update on Fort Verde State Park.**

Councilor German requested item #9:

9. **Discussion, consideration, and possible approval of the framework and selection process for the Verde Valley Advisory Council to the Yavapai College District Board as submitted by Yavapai College Verde Valley District Board Representatives.**
10. **Quarterly Report presentation and possible discussion of the Board of Adjustments & Appeals and the Planning & Zoning Commission. Staff Resource: Jenna Owens**
11. **Presentation by Alix Rogstad of the Arizona State Forestry Division, followed by discussion and possible direction to staff to work with the Arizona Forestry Division to fulfill the requirements of and submit an application for a "Tree City USA" designation, a program of the Arbor Day Foundation and the National Association of State Foresters. Staff Resource: Steve Ayers**
12. **Discussion, consideration and possible approval of Resolution 2014-927, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona supporting and authorizing the Camp Verde Historical Society in planning for the Town of Camp Verde Sesquicentennial Celebration. Staff Resource: Steve Ayers**
13. **Discussion, consideration, and possible direction to the Manager to vote for Vice-Mayor Baker and one other candidate to serve as a Trustee Board Member on the Arizona Municipal Risk Retention Pool (AMRRP) board. Note: Candidates and their resumes are available online and in the Clerk's Office. Staff Resource: Russ Martin**
14. **Public Hearing, discussion, consideration and possible approval of Resolution 2014-926, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring a certain document filed with the Town Clerk and entitled "Adoption of the 2012 International Code Council Codes, (ICC) and Related Public Codes" to be a public record of the Town of Camp Verde, Arizona, amending Town Code, Chapter 7 – Building, Article 7-1, Section 7-1-100 – Town of Camp Verde Technical Code Amendments and Article 7-2 – Administrative Building Code, Section 7-2-101- General, through Section 7-2-111 – Fees. Staff Resource: Michael Jenkins**
15. **Public Hearing, discussion, consideration and possible approval of Ordinance No. 2014-A401 an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting by reference the 2012 INTERNATIONAL CODE COUNCIL (ICC) CODES including the 2012 INTERNATIONAL BUILDING CODE (IBC) including APPENDIX J – GRADING; 2012 INTERNATIONAL ENERGY CONSERVATION CODE (IECC); 2012 INTERNATIONAL EXISTING BUILDING CODE (IEBC); 2012 INTERNATIONAL FIRE CODE (IFC) including APPENDIX B – FIRE FLOW REQUIREMENTS, APPENDIX C – FIRE HYDRANT LOCATIONS AND DISTRIBUTION, and APPENDIX D – FIRE APPARATUS ACCESS ROADS; 2012 INTERNATIONAL FUEL GAS CODE (IFGC) including APPENDIX A – SIZING AND CAPACITIES OF GAS PIPING, APPENDIX B – SIZING OF VENTING SYSTEMS SERVING APPLIANCES EQUIPPED WITH DRAFT HOODS, CATEGORY 1 APPLIANCES AND APPLIANCES LISTED FOR USE WITH TYPE B VENTS, APPENDIX C – EXIT TERMINALS OF MECHANICAL DRAFT AND DIRECT-VENT VENTING SYSTEMS, and APPENDIX D – RECOMMENDED PROCEDURE FOR SAFETY INSPECTION OF AN EXISTING APPLIANCE INSTALLATION; 2012 INTERNATIONAL MECHANICAL CODE (IMC) including APPENDIX A – CHIMNEY CONNECTOR PASS-THROUGHS; 2011 NATIONAL ELECTRICAL CODE (NEC); 2012 INTERNATIONAL PLUMBING CODE (IPC) including APPENDIX F – STRUCTURAL SAFETY; 2012 INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS (IRC) including APPENDIX M – HOME DAY CARE – R-3 OCCUPANCY, APPENDIX N – VENTING METHODS, and APPENDIX Q – ICC INTERNATIONAL RESIDENTIAL CODE ELECTRICAL PROVISIONS/NATIONAL ELECTRICAL CODE CROSS REFERENCE; 2012 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISPSC), and RELATED PUBLIC CODES and adopting by reference the Town of Camp Verde TECHNICAL CODE AMENDMENTS amending the Town Administrative Code, Chapter 7 – Building, Articles 7-1, Section 7-1-100 and Article 7-2, Section 7-2-101 – General**

through Section 7-2-111 – Fees. Staff Resource: Michael Jenkins

16. **Discussion, consideration and possible direction to the Mayor to vote yea or nay on the following 2015 Resolutions of the League of Arizona Cities and Towns. Note: a full copy of the proposed resolutions are available online and in the Clerk's Office.** 1) Enhanced Municipal Services Districts; 2) Revenue Allocation District; 3) Encourage development of commercial and industrial zoned areas primarily through property tax incentives; 4) Make retention and detention basins eligible for operations and maintenance cost payments through and Improvement District; 5) Establish a mechanism enabling local government to create renewable energy and conservation Financing Districts; 6) Stop future sweeps of Highway User Revenue Funds (HURF) allocated to AZ cities and towns and to restore HURF funding to FY 2008 levels; 7) HURF revenue study committee to develop recommendations for new or expanded revenue streams; 8) Authorize municipalities to use a sampling method to determine population estimates and housing vacancy rates for mid-decennial population estimates; 9) Restore AZ Housing Trust Fund; 10) Restore the AZ State Park Heritage Fund; 11) Appropriate \$20 million to the Greater AZ Development Authority (GADA) infrastructure fund, restoring its original statutory mandate and pre-FY 2008 funding level; 12) Include one representative from both a large city and a small non-metropolitan city on the PSPRS and ASRS Boards; 13) Explore mechanisms to improve public safety pensions that create an economically sustainable retirement system, such as including one representative from both large and small cities; 14) Make the requirements for annexation more simple and flexible; 15) Place reasonable limits on the frequency of requests for public records and on requests that are overboard or abusive; 16) Ban the use of a cell phone, smart phone or similar data devices with one or both hands while driving a motorized vehicle, except in the case of an emergency; 17) Permanently allow cities and towns to calculate the majority of votes cast for a municipal office based on the number of votes cast for that office; 18) Allow the State of AZ to partner with cities and towns for the operation and maintenance of AZ State Parks under long-term leases; 19) Reduce the shortage of health care professionals in AZ, including addressing the issue of residency; 20) Pass legislation or engage in other activities that support and advocate for resources to improve Arizona's ports of entry with Mexico and related infrastructure; and 21) Support the long-term retention of Arizona's military installations. League Proposed Resolutions: 1) Support legislation to preclude ADOT from requiring cities & towns to completely indemnify ADOT in order to obtain access to certain federal funds; and 2) Support legislation to streamline the implementation of development impact fees including, but not limited to expansion and clarification of allowable uses, shorter implementation time frames, and reduction of complexity and ambiguity;
17. **Call to the Public for items not on the agenda.**
18. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.
19. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
20. **Adjournment**

Posted by:

*D Jones*

Date/Time:

*7-31-2014*

*9:00 a.m.*

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

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

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**DRAFT MINUTES  
REGULAR SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS - 473 S. MAIN STREET, ROOM #106  
WEDNESDAY, JULY 16, 2014 at 6:30 P.M.**

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

1. **Call to Order**

Mayor German called the meeting to order at 7:10 p.m.

2. **Roll Call**

Mayor German, Vice Mayor Jackie Baker, and Councilors Bruce George, Carol German, Brad Gordon, Robin Whatley and Jessie Jones were present.

**Also Present**

Town Manager Russ Martin, Library Director Kathy Hellman, Finance Director Michael Showers, Sanitation District Director Jan Grogan, Barbie Bridge, and Recording Secretary Lynn Riordan.

3. **Pledge of Allegiance**

Mayor German led the pledge.

4. **Consent Agenda**

a) **Approval of the Minutes:**

- 1) Council Hears Planning & Zoning Matters – June 25, 2014
- 2) Regular Session – June 18, 2014
- 3) Special Session – June 13, 2014
- 4) Special/Work Session – Jun 11, 2014

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

- 1) July 23, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters **CANCELLED**
- 2) July 30, 2014 at 5:30 p.m. – Work Session
- 3) August 6, 2014 at 6:30 p.m. - Regular Session
- 4) August 13, 2014 at 5:30 p.m. – Work Session
- 5) August 20, 2014 at 6:30 p.m. – Regular Session **CANCELLED**
- 6) August 27, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters

- c) **Approval of request \$18,725 from the FY 2013/14 Contingency Budget line item into the Maintenance Department to cover replacement of the pump at Butler Park and tree trimming and maintenance on Town-owned property on McCracken Lane. Staff Resource: Mike Showers**
- d) **Authorization for the Library to open on Mondays and extend operating hours on Fridays and Mondays at no additional cost. Staff Resource: Kathy Hellman**
- e) **Authorization for the Marshal to submit a grant to FY 2014-2015 Arizona Companion Animal Spay and Neuter Committee in the amount of \$20,000. This grant requires no match and will be used for sterilizing dogs and cats. Staff Resource: Marshal Gardner**
- f) **Direction to the Arizona Department of Revenue to remove the 007, 008, and 009 business class lines from the Town's Transaction Privilege Tax (TPT) Report. These codes do not apply and do not change the Model City Tax Code. Staff Resource: Mike Showers.**

On a motion by Councilor Gordon, seconded by Councilor George, the Council unanimously voted to approve the Consent Agenda, excepting item 4 c, and cancelling meetings set on July 23, 2014 4 b)1 and August 20, 2014 4 b)5.

On a motion by Vice Mayor Baker, seconded by Councilor George, the Council unanimously voted to cancel July 23, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters meeting and August 20, 2014 at 6:30

p.m. – Regular Session meeting.

After discussion, on a motion by Councilor George, seconded by Councilor German, the Council unanimously voted to approve 4 c - Approval of request \$18,725 from the FY 2013/14 Contingency Budget line item into the Maintenance Department to cover replacement of the pump at Butler Park and tree trimming and maintenance on Town-owned property on McCracken Lane.

Councilor George and Vice Mayor Baker stated concerns over the \$8,000 expense for tree trimming and cleanup of town property, questioning why the Town Maintenance Department could not have completed this task without incurring such a large fee. Councilor Whatley asked if the cleanup had been initiated by a citizen complaint, and what the continuing costs will be to maintain the area. Martin responded that the area that needed to be cleaned up was completely inaccessible, even on foot, due to the overgrowth. Additionally, it created a fire hazard, the Town did not have the specialized equipment or manpower needed to complete this task, and now that the cleanup has been completed, the Town Maintenance Department can keep the area maintained so that future expenses such as this could be avoided. Russ Martin advised that indeed a citizen complaint did initiate this project. Mayor German stated that if the Town expects their residents to keep personal property maintained, the Town should do the same.

5. **Special Announcements and presentations**

**Mayor German announced Proclamation declaring August 1 through August 31, 2014 as "Drowning Awareness Month".**

Councilor George read the Proclamation in its entirety.

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

Sebra Choe and six members of the Teen Advisory Board (Library), Isaiah, Billy, Travis, Angel, Macey and Bailey, addressed the Mayor and Council with gratitude of continuing support of the T A D and Library and spoke in support of the new Library project.

Bob Burnside addressed the Mayor and Council stating opposition to the FY 2014-15 Budget. Mr. Burnside's primary concern was use of the contingency fund for non-emergency matters.

Cheri Wischmeyer addressed the Mayor and Council stating she felt the Council did not appropriately listen to or address public concerns presented regarding the FY 2014-15 Budget.

Mayor German apologized on behalf of the Council to anyone that felt the Mayor or Town Council did not listen to his or her concerns or consider their concerns.

7. **Consideration, and possible appointment of a member to the Planning & Zoning Commission to the term that expires in January 2017. Applicants are James Binick, Alan Buchanan, Bob Burnside, and Theresa Helm. Staff Resource: Deborah Barber.**

On a motion by Councilor German, seconded by Vice Mayor Baker, the Council unanimously voted to appoint

Bob Burnside to the Planning & Zoning Commission (term expires January 2017).

Jenna Owens advised the Mayor and Council that James Binick and Alan Buchanan could not be present tonight to address the Council. Bob Burnside addressed the Mayor and Council. Theresa Helm addressed the Mayor and Council.

Mayor German stated that four residents, Bob Burnside, James Binick, Alan Buchanan, and Theresa Helm, had applied for appointment to the Planning & Zoning Commission, that this volunteer position is time consuming, and that each applicant was well qualified.

8. **Public Hearing, followed by discussion, consideration, and possible approval of the FY 2014/15 Debt Levy Certification to Yavapai County in the amount of \$810,043, acting as the Trustee to the Camp Verde Sanitary District.** Staff Resource: Mike Showers.

On a motion by Vice Mayor Baker, seconded by Councilor Gordon, the Council unanimously voted to approve the FY 2014-15 Debt Levy Certification to Yavapai County as proposed.

Mike Showers advised the Council and public that the evaluation for the Debt Levy is less than last year.

**Public Comment:** Susie Burnside stated the information provided is misleading, as the Town may be collecting less as the property values may have decreased, however, the tax burden/debt levy for the Sanitary District assessment to property owners has increased from 3.50% per \$100 of value to 3.95% this year.

9. **Public Hearing, followed by discussion, consideration and possible approval of the "Town of Camp Verde FY2014-15 Sewer Fees".** Staff Resource: Mike Showers.

On a motion by Vice Mayor Baker, seconded by Councilor George, the Council unanimously voted to approve the Town of Camp Verde FY 2014-15 Sewer Fees, with deletion of the development fee.

Mike Showers advised the Sewer Fees remain the same as last fiscal year, no increase/no decrease.

**Public Comment:** Susie Burnside stated the development fee is not appropriate but still shows on the schedule. Russ Martin advised that is might be appropriate to remove the development fee as it has not been used, and is currently not being used, as it would only apply in a development agreement.

10. **Public Hearing, followed by discussion, consideration, and possible approval of Resolution 2014-921, a resolution of the Common Council of the Town of Camp Verde, Arizona, Yavapai County, renaming North River View Drive in Camp Verde due to confusion with two other names the same in Yavapai County and in the Camp Verde Fire District.** Staff Resource: Jenna Owens.

On a motion by Mayor German, seconded by Councilor German, the Council voted 4-3 to deny Resolution 2014-921 – renaming North River View Drive in Camp Verde, with Councilors Gordon, George and Whatley opposed.

Jenna Owens presented a Power Point presentation showing the locations of the three streets/roads that currently have the same name in the Camp Verde area, two are located in the county outside the Town limits with one located within the Town Limits.

Russ Martin advised that the residents of North River View Drive have presented several letters and one petition in letter form stating disapproval of renaming North River View Drive.

Steven Mach, Yavapai County Development Services, addressed the Council in support of renaming two of the current Verde River Drive, North River View Drive in the Town Limits, and one in the county, stating the county is recommending renaming of these two streets/roads with the least amount of residents being negatively affected and for the intent to alleviate medical/emergency services and mail delivery confusion and possible delayed services.

Terry Keller, Camp Verde Fire District Chief addressed the Council in support of the proposed renaming of North River View Drive due to potential location confusion and potential delayed response time with respect to medical/emergency services.

Kristie Gagnon, Camp Verde Fire Marshall, addressed the Council in support of the proposed renaming of North River View Drive due to potential location confusion and potential delayed response time with respect to medical/emergency services.

Joshua Garrett, interim Camp Verde Postmaster, addressed the Council in support of the proposed renaming of North River View Drive due to potential location confusion with respect to mail/package delivery.

**Public Comment:** William Graft addressed the Council opposing the proposed renaming of North River View Drive.

Carrie McCarter addressed the Council opposing the proposed renaming of North River View Drive.

Peggy Murdock addressed the Council opposing the proposed renaming of North River View Drive.

Teresa Rose addressed the Council opposing the proposed renaming of North River View Drive.

**Discussion:** Councilor Gordon stated the Town inherited many flaws when it became incorporated, and having three roads/streets in this area may create a health and safety issue in addition to a potential liability issue with the Town knowing this problem exists and not taking steps to remedy the problem.

Councilor Whatley stated concerns, based on a letter from Tony Ketchum, regarding health and safety and emergency services being dispatched to a wrong location, which apparently has happened in the past. Councilor German stated appreciation for all of the comments and concerns presented, however there is only ONE River View Drive within the Town limits therefore there should not be any confusion with the one street/road, and the county should address potentially renaming the two streets/roads located in the county.

Councilor George concurred with Councilor Whatley stating concerns regarding emergency services being dispatched to a wrong location and creating delayed response time, and stating the county is proposing renaming one of the two River View Drives located in the county, outside of the Town limits. The Council, per ordinance, has the ability to change any road/street name within the Town limits.

Mayor German advised that all three River View Drive's were named by the county prior to the Town becoming incorporated. If a resident or community wants their street or road renamed it requires 51% of consensus of the residents on that street, however, the Council does not per ordinance. Mayor German stated he believes the Council should show loyalty to the Town and its residents and preserve the wishes of the Town's residents, not just do what the county requests. The Fire District and the county need to work out any potential problem.

Vice Mayor Baker stated she concurs, the Council's primary responsibility is to its residents.

Councilor Whatley stated concerns advising that loyalty to the residents' wishes is not addressing the potential health and safety issues and believes that taking no action to make changes may be unethical.

Councilor Jones stated that each River View Drive has unique street numbers with North River View Drive being 1800-1900, South River View Drive being 5600-6600 and East River View Drive being 2200-2400, therefore, any potential location confusion should be minimal.

11. **Update and discussion of the Library Committee's work on issues related to design, construction and price.** Staff Resource: Russ Martin.

The Mayor and Council direct staff to continue the bid process for the Library project.

Russ Martin presented to the Council a packet regarding the current Library project. The low bid has been rejected, and staff and the architect, Joel Westervelt, continue to work on the new plans and specs with hopes to have a completed pricing range, plans and specs to be available to put out to bid in September. Russ Martin recommended to the Council that the Library project remain in this direction and not be changed to include a Construction Manager managed project. Joel Westervelt and Ron Long concur stating changing the current plans

would cause a substantial delay and possible increase in pricing.

12. **Discussion, consideration, and possible direction to staff or the Mayor relative to possible participation in the proposed Verde Valley Advisory Committee to the Yavapai College District Board as submitted by Yavapai College Verde Valley District Board Representatives.**

On a motion by Vice Mayor Baker, seconded by Councilor German, the Council unanimously voted to have this matter placed on the Regular Session Agenda for August 6, 2014.

Councilor German stated she and the Mayor met with Board Members and it was suggested that each community have representatives appointed to Advisory Committee, including members from each area high school and the county with a suggested core group of 20 committee members. Action on this matter is not requested today and Vice Mayor Baker is requesting that each Council Member review the information provided by Albert Filardo and have this matter placed on the Agenda in August.

Albert Filardo addressed the Council stating the Verde side of Yavapai County has experienced a decline in educational services from Yavapai College, with more than 465 classes being offered in the Verde in 2006 with a decline to 100 classes being offered in 2014. With a substantial portion of the college revenue coming from Verde Valley property owners and little offered for Verde Valley residence, there is a considerable disservice to the residents of the Verde Valley.

13. **Call to the Public for items not on the agenda.**  
None.
14. **Council Informational Reports.** None.
15. **Manager/Staff Report**  
Russ Martin stated the Mayor and Council were invited to the Aquaponics open house and the Cornfest was scheduled for this coming weekend.
16. **Adjournment.**  
On a motion by Mayor German, seconded by Vice Mayor Baker, the council unanimously voted to adjourn the meeting at 10:00 p.m.

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Charles German, Mayor

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Lynn Riordan, Recording Secretary

#### **CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on July 16, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Debbie Barber, Town Clerk

4, a, 2

**DRAFT MINUTES  
SPECIAL SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS · 473 S. MAIN STREET ROOM 106  
WEDNESDAY, JULY 16, 2014 at 6:00 P.M.**

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

1. **Call to Order**

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

2. **Roll Call**

Mayor German, Vice Mayor Jackie Baker, and Councilors Bruce George, Carol German, Brad Gordon, Robin Whatley, and Jessie Jones were present.

**Also Present**

Town Manager Russ Martin, Library Director Kathy Hellman, Finance Director Michael Showers, Sanitation District Director Jan Grogan, Barbie Bridge, and Recording Secretary Lynn Riordan.

3. **Pledge of Allegiance**

Mayor German led the pledge

4. **Public Hearing for comments on the proposed FY 2014/15 Budget.**

Nancy Floyd addressed the Mayor and Council and requested clarification regarding the published proposed budget, stating it appeared the budget was not balanced, and budgeting expenses based on revenue from "food tax" when the "food tax" has not yet been enacted. Mayor German and Town Manager Russ Martin clarified the budget process and state law that requires a budget be set for proposed income. If revenue is generated and expenses from that revenue are not budgeted, the Town will not be able to spend the revenue. Mike Showers also addressed the overview on page 3, showing a 2+ million dollar shortfall, stating the "shortfall" actually is money that has already been received and has not been spent yet from prior years, therefore the expenditures are showing in this budget year when the revenue is not coming in this year, the revenue has already been received and it is restricted funds for specific items or CIP. Mike Showers also stated that the Town has applied for several grants and the budget must show expenditures in the event the Town is successful in obtaining one or more those grants. If the grant money is not realized the funds will not be spent.

Susie Burnside addressed the Mayor and Council and requested clarification regarding the sewer fund operating fund and reserve balance on page 55. Mike Showers explained loan income loan shows as revenue to support the expenditure, and this item can be renamed revenue from loan. Jan Grogan addressed the income and revenue for the sewer operating fund and explained why the fund has a reserve balance.

Steve Goetting addressed the Mayor and Council stating there is no money in the budget to market Camp Verde and is disappointed that Camp Verde has no money in the budget for Parks and Recreation or for marketing Camp Verde to increase tourism, sales tax and bring in new business. Mr. Goetting also addressed the Mayor and Council stating in opposition to the food sales tax.

David Voily addressed the Mayor and Council stating opposition regarding the increase in law enforcement and fire employees (public safety employees) of 4.5% and only 1.7% for all other employees. The wage increase is not fair to all employees and is a huge burden for the tax payers.

Byron Phillips addressed the Mayor and Council stating opposition to a food sales tax, stating he is aware that the Town needs to generate more revenue, but the food sales tax will be too much of a financial burden to residents on a fixed income. The cost of food already continues to increase.

5. **Discussion, consideration and possible approval of the FY 2014-15 Budget.** Staff Resource: Mike Showers. On a **motion** by Councilor Whatley, seconded by Councilor George, Motion passed with a 5-2 vote with Vice Mayor Baker and Councilor German opposed.

Russ Martin responded to public concerns and addressed the issue of marketing, the Town website and the continuing efforts to market the Town of Camp Verde tourism and new business. Mr. Martin also addressed the proposed budget with respect to the possibility of enacting a food sales tax and the potential the revenue and expenditures a food tax would generate. Mr. Martin also addressed the concerns regarding the public safety increase and the other Town employees increase.

Councilor Whatley, addressing the public concerns of enactment of a food tax, advised the public that the Council has not passed a food tax. The food tax will be addressed later this year. If the food tax is enacted, it will **create** revenue, and the potential revenue and expenditures must appear on the proposed budget.

Vice Mayor Baker requested staff address the Intergovernmental Revenues. Mike Showers advised the Intergovernmental Revenue is revenue the Town receives as their portion of revenue from County and State funds, revenue from grants and any other revenue the Town received from any governmental agency.

Councilor Whatley stated that the proposed budget has been available for review and several public meetings have been held over the past few months wherein all of these issues have been previously addressed by the public, the Mayor and Council, and staff. Councilor Whatley stated that at this point the Council should move forward with approval or denial of the proposed FY2014-15 Budget.

Councilor German stated the public has a right to address the Council regarding their concerns, also stating the staff and Council may have made an error in putting the proposed food tax revenue and expenditures in the budget as it sent the wrong message to residents and gave the appearance that the food tax had been enacted, when in fact, it has not yet been addressed.

6. **Adjournment**

On a **motion** by Mayor German, seconded by Councilor George, the council unanimously voted to adjourn the meeting at 7:00 p.m.

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Charles German, Mayor

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Lynn Riordan, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on July 16, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Deborah Barber, Town Clerk

H.A. 3

**MINUTES  
WORK SESSION  
MAYOR AND COMMON COUNCIL  
Of the TOWN OF CAMP VERDE  
COUNCIL CHAMBERS · 473 S. Main Street, Room #106  
WEDNESDAY, JULY 9, 2014 at 5:30 p.m.**

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

**1. Call to Order**

Mayor called meeting to order at 5:30 pm.

**2. Roll Call**

Mayor German, Vice Mayor Baker, Councilors Gordon and Jones present;  
Absent: Councilors Whatley, George and German.

Also Present

Town Manager Russ Martin, Deputy Town Clerk Virginia Jones Community Development Director Mike Jenkins, Economic Director Steve Ayers and Recording Secretary Marie Moore.

**3. Pledge of Allegiance**

Pledge led by the Mayor.

**4. Presentation by Tom O'Halleran and Tony Gioia regarding long-term water planning followed by discussion, consideration, and possible direction to staff relative to bringing back information and recommendations for Council policy considerations. Staff Resource: Russ Martin**

Council took no action.

Tony Gioia, Vice Chairman of the Verde River Basin Partnership and Chairman of Outreach presented a PowerPoint presentation in regards to being stewards of the Verde River Basin and informing the community about the water. Statistics were given about the Verde River and the effects on and from the community. The information presented was based on data from 2012. The PowerPoint presentation is attached and becomes a permanent part of the record.

Baker commented that Prescott Valley plans to develop 3500 new homes, which will affect the water usage. Baker requested the current population and the accuracy with the projected numbers presented. Ayers stated it was at 217,000 in 2012.

Mayor German mentioned the improvements in irrigation practices and questioned what happens when irrigation privileges are not utilized. Gioia informed Council that by law the property has a 5-year dormant term, but that law has never been upheld. Ayers commented that there are abandonment and forfeiture rights in existence but if water rights were established prior to 1920, it cannot be challenged. Both Gioia and Ayers conferred that water rights in Camp Verde were established on or before 1893. Ayers clarified that water rights are allocated in Arizona in the term "pertinent" and in an undefined quantity, and until water rights are adjudicated it is a "free-for-all".

Tom O'Malley spoke of water conservation in Jerome and that until rights are adjudicated people will take advantage and benefit from the current rights.

Baker inquired if water rights could be retired and Ayers confirmed that is possible as well as transfer.

Gioia presented a ground water model and example for the Council and encouraged the Council to take affirmative action in progressing forward.

Mayor German spoke of other towns who own their water companies and due to the fact that the Town of Camp Verde does not, how could they move forward. The Mayor suggested filtering the subject through

news media and the Town website so the community understands that the Council is discussing this topic and feels it is important enough to follow through with action. The Mayor voiced his concern regarding putting community money toward the matter with the possibility that Legislature could make contradicting decisions.

Ayers spoke of the Water Advisory Committee (WAC), which was created by Yavapai County in 1998. Ayers stated they have done good studies but it has been a political disaster and did not accomplish what it was ultimately supposed to. Therefore, the County has decided to fund WAC with 50% of its original budget and predicted there to be no funding for the following year. Ayers indicated that currently there is a \$200,000 grant request from the Walton Family Foundation to benefit the Camp Verde Area. The funds would be allocated with \$150,000 toward marketing and the remaining \$50,000 for Camp Verde. Ayers spoke of two other possible grants currently sought after and indicated there are organizations out there and willing to fund the community needs and he is currently seeking out those sources. Ayers indicated that he has used \$5000 of his marketing budget to put toward a \$40,000 demographic study needed before the Walton Family Foundation would consider the grant. Ayers requested the Council use the remaining funds in the WAC budget for the next study needed and indicated that the Sedona Chamber of Commerce and Yavapai County have already allocated funds toward the studies necessary.

5. **Presentation of the April 2014 "Water Demand and Conservation Assessment for the Town of Camp Verde" study prepared by Western Resource Advocates, followed by discussion, consideration, and possible direction to staff relative to implementation strategies. Staff Resource: Russ Martin**

**It is the consensus of Council to direct staff in moving forward with the 3 implementation strategies presented.**

Town Manager Russ Martin requests that Council actively give direction to staff to begin the process to move forward with indications toward goals.

Ayers recommended that Council review the three recommendations by Linda Stitzer and move forward with those three goals at this time.

Stitzer referenced the 2014 "Water Demand and Conservation Assessment for the Town of Camp Verde" study and explained the options Council has when deciding how to move forward and the role the Town holds.

Councilor Jones indicated she currently irrigates personal property, mainly consisting of her yard, every 15-20 days. Jones spoke of a neighbor who irrigates every three days and their yard look the same. She referenced restrictions in irrigation rights, but the lack of enforcement to uphold the restrictions. Jones indicated that although this example is on a small scale, every bit of water wasted adds up.

Councilor Gordon spoke about irrigation ditch schedules and lack of enforcement and suggested the ditch companies abide by schedules and recommends that those who irrigate must laser level their land for conservation.

Ayers spoke in regards to scheduled irrigation and cooperative education programs that could be implemented.

Vice Mayor Baker expressed her support toward education so that irrigation users understand the importance and benefit of the whole Town of Camp Verde.

Stitzer recommended collaborating with other corporations and programs to reach and fund the goals of the Town.

Mayor German indicated that most people who are educated on a neutral level rather than dictated to will participate and expressed his support toward the education process.

Councilor Gordon reminded Council that the General Plan also has a water conservation plan and this matter would need to be addressed with that committee and commission as well.

Stitzer indicated her three recommendations for the Town to being moving forward would be to focus on Education, Codes and Ordinances and Marketing.

Baker asked if there were currently incentives in place for using water sense products, for example, lower permit fees. Stitzer indicated that currently the Town of Sierra Vista, Arizona, has a toilet rebate program in effect and a line item in their budget. Gordon asked if a permit is required for the replacement of a toilet. Jenkins indicated there is not, but there is a requirement for hot water heaters. Gordon suggested the "grey water tank" requirement should be modified or have another alternative to help cut the cost for community members to participate. Jenkins indicated that there are requirements from the ADEQ regarding grey water. Gioia stated that the former Mayor of Dewey had devised that incorporate grey water with well water, and indicated that the Town of Dewey is farther ahead than any other surrounding community in regards to water conservation.

Council briefly discussed marketing approaches to inform the community about water conservation.

6. **Adjournment**

The meeting adjourned at 7:44 p.m.

---

Charles German, Mayor

---

Marie Moore, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special/Work Session of the Town Council of Camp Verde, Arizona, held on July 9, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

---

Deborah Barber, Town Clerk

4.c



Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date:**

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

**Requesting Department:** Economic Development

**Staff Resource/Contact Person:** Steve Ayers

**Agenda Title (be exact):** Approval of a letter to the Prescott National Forest requesting they prioritize a multi-use trail between Camp Verde and Cottonwood.

**List Attached Documents:** 1) letter from Cottonwood mayor to PNF dated June 6, 2) Draft letter from Camp Verde mayor to PNF, 3) map of proposed trail

**Estimated Presentation Time:** n/a

**Estimated Discussion Time:** n/a

**Reviews Completed by:**

- Department Head:                       Town Attorney Comments:

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

**Fiscal Impact:**

**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Background Information:** The Town of Camp Verde has been asked by Cottonwood mayor Diane Joens to request that the Prescott Nation Forest prioritize any work necessary to designate a multiuse trail that will run from Interstate 17 along an alignment that would include State Route 260 and Old Highway 279. The alignment is along existing and abandoned roads, which should expedite the process.

**Recommended Action (Motion):** Approve and authorize the mayor to sign and send the request letter

**Instructions to the Clerk:**



# Town of Camp Verde

◆ 473 S. Main Street, Suite 102 ◆ Camp Verde, Arizona 86322 ◆  
◆ Telephone: 928.554-0000 ◆ Fax: 928.567.9061 ◆  
◆ [www.campverde.az.gov](http://www.campverde.az.gov) ◆

Celeste Gordon  
Verde District Ranger  
Prescott National Forest

Dear Ms. Gordon,

Following discussions with the City of Cottonwood, in which we mutually agreed that a multi-use path between Interstate 17 and Ogden Ranch Road, following an alignment along State Route 260 and Old Highway 279, was in the interest of both the Town of Camp Verde and the City of Cottonwood, the Town of Camp Verde is hereby requesting that the Prescott National Forest prioritize the work necessary to complete the project.

As the pathway follows the alignment of existing and abandoned roadways, it is our hope that the clearance work necessary to complete the project can be completed in a timely manner that will coincide with the ADOT's widening project, slated for FY 2016.

Sincerely,

Charles German  
Mayor  
Town of Camp Verde



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





June 6, 2014

Celeste Gordon  
Supervisor, Prescott National Forest

Dear Ms. Gordon,

As a follow-up to our meeting recently regarding priority projects involving the Prescott National Forest, find below a list of the projects of interest to the City of Cottonwood by priority.

1. The multi-purpose trail that is being planned between Cottonwood and Camp Verde. This is a project that has great potential for regular use and is a top priority for the Town of Camp Verde as well.
2. We are still very committed to the completion of the West Mingus Trail even considering the challenges we recently learned about the old dump site.
3. The city supports the improvement of existing river access points and the development of new sites as identified by the Verde Front Group provided that there are sufficient resources to support maintenance and enforcement of the designated sites.
4. Finally, we support the project to create a Grief Hill Trail head including the development of the Sheep Driveway Trail.

Thank you for your time in meeting with the City of Cottonwood and we are available to discuss any of these projects or other issues that have our mutual interests.

Sincerely,

Diane Joens  
Mayor

Cc: Doug Bartosh, City Manager  
Charlie Scully, Long Range Planner

827 N MAIN STREET, COTTONWOOD, ARIZONA 86326 (928)634-5526



A. d



Town of Camp Verde

**Agenda Item Submission Form - Section I**

**Meeting Date:** August 6, 2014

Consent Agenda       Decision Agenda       Executive Session Requested

Presentation Only       Action/Presentation       Special Session

**Requesting Department:** Public Works -

**Staff Resource/Contact Person:** Ron Long

**Agenda Title (be exact):** Possible approval of the Streetlight Maintenance Agreement, Streetlight Pole Use License Agreement and Streetlight Energy Agreement between Arizona Public Service (APS) and the Town. And authorization to the Mayor to execute the three separate Agreements on behalf of the Town.

**List Attached Documents:** Streetlight Maintenance Agreement -28 pages, Pole Use License Agreement -26 pages, Streetlight Energy Agreement - 47 pages

**Estimated Presentation Time:** N/A

**Estimated Discussion Time:** N/A

**Reviews Completed by:** N/A

Department Head:       **Town Attorney Comments:** The Attorney has reviewed each Agreement, the Agreements are prepared by APS, each agency that APS services will execute exactly the same agreement without exception.

**Finance Review:**  Budgeted     Unbudgeted     N/A The Agreements revise AND REDUCE the required payments to APS; therefore there is will not be a detrimental impact on the budget

**Finance Director Comments/Fund:**

**Fiscal Impact:**    **Budget Code:**   N/A      **Amount Remaining:**           N/A          

**Comments:**

**Background Information:** In April and May staff met with Arizona Public Service (APS) representatives to discuss our current service agreements, executed in 2006. APS is restructuring and standardizing agreements with municipalities throughout Arizona. The Town will receive the same services that we have had in the past and a reduction in the price that we currently pay for under the Streetlight Energy Agreement (apx. \$1,000 per year) for these services.

***Recommended Action (Motion):*** Staff recommends the approval the Streetlight Maintenance Agreement, Streetlight Pole Use License Agreement and Streetlight Energy Agreement between Arizona Public Service and the Town, with authorization for execution and delivery of the three separate Agreements on behalf of the Town.

***Instructions to the Clerk:*** Please obtain Mayor's signature on each of the Agreements Please scan the approved Agreements to Deborah Ranney (note, APS will send back a signed copy to the Clerk's office)

**STREETLIGHT MAINTENANCE AGREEMENT**

**BETWEEN**

**ARIZONA PUBLIC SERVICE COMPANY**

**AND**

**TOWN OF CAMP VERDE**

**APS CONTRACT NO. 201407038**

**TOWN OF CAMP VERDE CONTRACT NO. \_\_\_\_\_**

**Execution Date 8/6/14**

**STREETLIGHT MAINTENANCE AGREEMENT**

**BETWEEN**

**ARIZONA PUBLIC SERVICE COMPANY**

**AND**

**TOWN OF CAMP VERDE**

**TABLE OF CONTENTS**

<b>SECTION</b>	<b>PAGE</b>
1. PARTIES .....	1
2. RECITALS .....	1
3. DEFINITIONS.....	2
4. CONSTRUCTION AND MAINTENANCE.....	4
5. TERM .....	12
6. TERMINATION.....	13
7. DESIGNATED REPRESENTATIVES AND NOTICES .....	13
8. FISCAL YEAR.....	15
9. UNCONTROLLABLE FORCES.....	15
10. NON-WAIVER.....	17
11. BILLING, PAYMENT AND TAXES.....	17
12. ANNEXATION AND ACQUISITION OF ADDITIONAL STREETLIGHT	

	FACILITIES .....	19
13.	GOVERNING LAW AND VENUE .....	19
14.	SEVERABILITY.....	19
15.	ASSIGNMENT.....	19
16.	NO THIRD PARTY BENEFICIARIES .....	20
17.	SURVIVABILITY OF OBLIGATIONS AND LIABILITIES .....	20
18.	PRECEDENCE.....	21
19.	ENTIRE AGREEMENT, MODIFICATION .....	21
20.	INDEMNIFICATION.....	22
21.	LEGAL REQUIREMENTS.....	22
22.	EXECUTION AND EFFECTIVE DATE .....	23

**EXHIBIT**

EXHIBIT A - REMOVAL AND INSTALLATION COST.....	A-1
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STREETLIGHT MAINTENANCE AGREEMENT  
BETWEEN  
ARIZONA PUBLIC SERVICE COMPANY  
AND  
TOWN OF CAMP VERDE

1. PARTIES

The parties to this Streetlight Maintenance Agreement (the "Maintenance Agreement") are TOWN OF CAMP VERDE, an Arizona municipal corporation, ("Town"), and ARIZONA PUBLIC SERVICE COMPANY, an Arizona corporation ("APS"), hereinafter referred to individually as "Party" and collectively as the "Parties."

2. RECITALS

- 2.1. The Parties have entered into a streetlight sales agreement (APS Contract No.200600001 dated June 15, 2006) in which Town has purchased streetlight facilities from APS within the existing Town boundaries.
- 2.2. Additionally, the Parties entered into: i) a Streetlight Energy Agreement (APS Contract No.200600003 dated June 15, 2006) pursuant to which APS sells energy to Town for the Streetlight Facilities (the "Energy Agreement"); ii) a Streetlight Construction and Maintenance and Agreement (APS Contract No.200600002 dated June 15, 2006) pursuant to which APS operates and maintains Town's Streetlight Facilities within APS' service territory (the "SLC&M Agreement"); and iii) a Streetlight Pole Use License Agreement (APS Contract No.200600004 dated June 15, 2006) pursuant to which Town's Streetlight Facilities are allowed to be attached to APS' electric distribution poles (the "Pole Use License Agreement").
- 2.3. The Parties now desire to enter into this Maintenance Agreement pursuant to

which APS will construct and maintain the streetlights for Town.

- 2.4. The Parties desire that this Maintenance Agreement replace and supersede the Former Streetlight Construction and Maintenance Agreement dated June 15, 2006.

NOW, THEREFORE, in consideration of the foregoing recitals, the promises, covenants, and provisions contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties do hereby covenant, promise and agree as follows:

### 3. DEFINITIONS

When initially capitalized in this Maintenance Agreement or amendments thereto, the following words or phrases shall have the meanings specified:

- 3.1. APS Pole(s): Electric distribution poles owned by APS for which APS authorizes the attachment of Town owned Streetlight Facilities.
- 3.2. Town Pole(s): Streetlight poles owned by Town.
- 3.3. Dawn: The time between full dark and sunrise when a photo control senses sufficient sunlight to turn off streetlights.
- 3.4. Due Date: The forty-fifth (45th) calendar day after the invoice date.
- 3.5. Dusk: The time between sunset and full dark when a photo control senses the lack of sufficient sunlight and turns on streetlights.
- 3.6. Effective Date: The date specified in Section 22, Execution and Effective Date.
- 3.7. Emergency Work: Replacement of poles and fixtures associated with damage caused by vehicle collisions, storms, or other events.

- 3.8. Interest: The per annum rate of 18% compounded monthly.
- 3.9. Photo Control: A photoelectric cell which is designed to turn streetlights on at Dusk and to turn streetlights off at Dawn, which meets the light sensitivity standards specified in American National Standards Institute (ANSI) C136.10 –1988 Latest Edition.
- 3.10. Point of Delivery: The point where energy is delivered shall be where APS' electric service wire connects to (i) Town's electric service wire, one foot beyond the end of the mast arm for overhead service to the streetlight or, (ii) at the Town's protection fuse installed in the APS-owned secondary junction box for underground service to the streetlight or, (iii) at the Town's electric service protection fuse or termination point located in the hand-hole of the Town Pole for underground service to the streetlight when no APS-owned secondary junction box exists or, (iv) five (5) feet from the Town Pole for underground service when there is no hand-hole on the Town Pole or an APS-owned secondary junction box.
- 3.11. Special Facilities: All facilities which are not Standard Facilities.
- 3.12. Standard Facilities: Streetlight Facilities for which APS has established standard specifications for installations to supply service throughout APS' service area, as may be amended by APS from time to time (currently set forth in APS Transmission & Distribution Construction Standards copies of which are available upon request).
- 3.13. Streetlight Facilities: The facilities owned by the Town (within APS' service territory) and generally described as metal streetlight poles dedicated only to

streetlighting that may support APS' secondary conductors serving the streetlights and no other attachment(s); mast arms; luminaires and lamps; protection fuses; photo controls; external ballasts; and electric service wires which extend from the luminaires of the individual streetlight installation to the Point of Delivery.

4. CONSTRUCTION AND MAINTENANCE

4.1. General: APS shall construct and maintain the Streetlight Facilities within APS' service territory for Town in accordance with the terms and conditions of this Maintenance Agreement. APS' obligation to perform maintenance of Streetlight Facilities attached to CENTURY LINK owned poles is subject to Town acquiring such attachment rights from CENTURY LINK.

4.1.1. Operation Time: Operation of the Streetlight Facilities shall be from Dusk to Dawn. Notwithstanding the foregoing, Town agrees that APS cannot guarantee that all of the Streetlight Facilities will always operate as intended. Therefore, it is understood and agreed that APS will be in compliance with this Section 4.1.1 by completing repairs within the following time frames:

4.1.1.1. Repairs after Notification:

4.1.1.1.1. APS shall clear hazards associated with Streetlight Facilities which have been knocked down, that block traffic or present an imminent safety risk to the public, within four (4) hours after notification by Town. Storm or other large scale damage may

require a longer hazard clearance time. APS shall notify Town when this occurs. If the Town Pole has other attachments, such as telephone or cable TV, APS will clear up any hazards that are an imminent safety risk to the public. This may include the removal of facilities that do not belong to APS or the Town, such as telephone or cable TV attachments. The Town will be responsible to contact any affected utilities regarding any necessary work required due to the knockdown. If Town desires to have emergency work done by qualified Town personnel or a qualified third party contractor, Town will notify APS to coordinate any disconnect or reconnect of electrical power that may be required.

- 4.1.1.1.2. APS shall use reasonable efforts to complete normal maintenance (as specified in Section 4.2.1 herein) within ten (10) work days after notification by Town. However, if large volumes of outages are reported, more time may be required to complete the repairs. Additionally, if the maintenance requires pole replacement, underground cable replacement, or cable repair, APS shall use reasonable efforts to complete said pole replacement, cable replacement,

or cable repair within thirty (30) work days after the need for repair or replacement has been identified by APS.

4.2. Work to be Performed by APS:

4.2.1. Standard Facilities – Normal Construction and Maintenance: Town agrees that APS is obligated to perform only the following construction and maintenance work for Standard Facilities. APS will haul away and dispose of all removed streetlight material and will be entitled to retain any salvage value.

4.2.1.1. Bulb replacement

4.2.1.2. Streetlight head, mast arms, protection fuses and photo control replacements.

4.2.1.3. Streetlight ballast replacements.

4.2.1.4. Streetlight pole identification number replacement.

4.2.2. Additional Work: The following constitutes additional work which APS is not obligated to perform, unless specifically directed to do so by Town, conditioned upon Town's agreement to pay the applicable charges.

4.2.2.1. Replacement of poles and all fixtures associated with vehicle, storm related or other damage.

4.2.2.2. Removal and/or replacement of Town-owned steel or wood poles that, as determined by Town, have

deteriorated to such a condition that removal and/or replacement is necessary.

4.2.2.3. Replacement of non-functional lights with energy efficient lighting i.e. LED or Induction as approved by Town and APS.

4.2.2.4. Group replacements of non-failed streetlights

4.2.2.5. Installation, relocation or upgrade of Town owned street light facilities associated with road widening projects.

4.2.2.6. All concrete work, black top work and landscape restoration associated with pole replacements.

4.2.2.7. Conversion of functional streetlight lamps and luminaires to other Standard or Special Facilities and the replacement of certain associated mast arms in order to complete said conversions. All work specifically asked for by Town which requires APS to rearrange existing facilities on a pole or requires APS to replace the existing pole with a more suitable pole.

4.2.2.8. Replacement of Town owned electric service wire in mast arms and metal poles.

4.2.3. Assistance with Claims: At no cost to Town, APS will provide any and all information, including but not limited to, documents, photographs, and testimony related to the work performed under this Maintenance

Agreement to assist Town with collecting damages from other parties who have damaged Town's Streetlight Facilities.

4.3. Charges to Town:

4.3.1. In addition to the charges described below and any other charges set forth in this Maintenance Agreement, Town is responsible for all permit, inspection and other fees assessed by state, county or local government associated with streetlight work. Other fees may include, but are not limited to, plan or design review fees and traffic engineering or traffic control plan review fees.

4.3.2. The monthly charge per luminaire for normal maintenance as set forth in Section 4.2.1 will be fixed as follows:

\$2.35 for the initial one (1) year period.

Commencing upon the Effective Date; these fees will be billed monthly to the Town. APS reserves the right to review the charge per luminaire annually and shall give the Town 180 day's written notice in the event of any increase or decrease to the charge per luminaire for normal maintenance.

4.3.3. Charges for additional work, including but not limited to that set forth in Section 4.2.2 shall be levied in accordance with Exhibit A, which may be updated annually and provided by APS. APS shall supply Town at Town's request with a cost estimate of the work to be done, but APS shall not commence work until such estimate has been approved by Town in writing. Town shall make payment in accordance with Section 11.2.

4.3.4. Charges for work done on an emergency basis, as determined by APS, and work done on Special Facilities, shall be based on actual costs, including applicable loadings incurred by APS plus the rate of return authorized by the ACC. Payment of such emergency and special facility charges shall be made in accordance with Section 11, BILLING, PAYMENT AND TAXES.

4.4. Work to be Performed by Town:

- 4.4.1. Town shall be responsible for all work pertaining to wiring at intersections. At intersection locations where APS has meters installed, Town responsibility shall begin at the designated point of delivery.
- 4.4.2. It shall be the sole responsibility of Town to investigate and pursue claims against any parties responsible for accidents and incidents involving damage to Town-owned Streetlight Facilities and to collect damages from the responsible party. APS shall notify Town of damages discovered in the normal course of business or as requested by Town.
- 4.4.3. Town shall provide APS reasonable ingress and egress for performance of services under this Maintenance Agreement.
- 4.4.4. Town further acknowledges, represents, warrants, and agrees that by entering into this Maintenance Agreement, Town has not delegated or waived any of its rights, duties, responsibilities, or options regarding streetlight layout or design, but retains sole authority and responsibility for determining the reasonable level or amount of light to be provided along

its streets, including the number, type and location of streetlights to be installed.

4.4.5. Town further agrees that APS' assistance or recommendations regarding streetlight designs, layouts, or lighting levels, or the amount of streetlight service being provided by APS shall not be relied upon by Town as satisfying any standard that may be adopted by or imposed upon Town.

4.4.6. Town shall provide or cause to be provided to APS a Town-approved layout or engineer stamped drawing for all new streetlight installations. APS shall design a power source for the streetlights on Town-approved streetlight layout or engineer stamped drawing.

4.5. Construction of New Infill Streetlight Facilities:

4.5.1. New infill streetlighting installations, shall be in accordance with Exhibit A, which may be updated annually and provided by APS. APS shall supply Town at Town's request with a cost estimate of the work to be done, but APS shall not commence work until such estimate has been approved by Town in writing. Town shall make payment in accordance with Section 11.2.

4.5.2. For new streetlighting installations within commercial, industrial projects or residential subdivisions, all facilities required including but not limited to streetlight poles, mast arms, luminaires, bulbs and photo controls shall be installed by APS or a developer at Town or developer expense. If the installation is performed by APS, APS will be reimbursed in accordance with Exhibit A which may be updated annually and provided by APS.

APS shall provide Town or developer with the cost of the work to be performed and Town or developer shall make payment in accordance with Section 11.2.

4.5.3. If there is a change to the job resulting in a refund to be paid to Town or developer, APS will refund Town or developer the associated cost.

4.6. Ownership of Facilities: All streetlight facilities installed by APS (in accordance with this Maintenance Agreement) within the Town boundaries (as they exist at the time of installation) shall become the property of Town.

4.7. New Equipment: In the future, it is anticipated that new streetlight facilities will be developed and become available to the industry. APS agrees to acquire and install any such facilities selected by Town for subsequent installations, although such facilities will be considered Special Facilities, subject to the provisions of this Maintenance Agreement until such time that the parties mutually agree that such streetlight facilities (or other streetlight facilities) shall constitute Standard Facilities.

4.8. Multi-use Poles: At street intersections where Town desires to install a traffic signal and streetlight on the same pole, and where APS has distribution conductors other than streetlight conductors passing over such location, APS may install, where feasible, a multi-use steel pole for mounting of traffic signal, streetlight, and distribution conductors. Town shall pay all costs associated with the replacement of an existing pole with a multi-use pole or the installation of a new multi-use pole as warranted.

- 4.9. Inventory Lists and Records: APS shall supply the following records in an electronic format, time and manner to be mutually agreed upon by both parties, to Town: (1) inventory lists showing Streetlight Facilities subject to this Maintenance Agreement and indicating location, lamp rating, type of pole and luminaire, (2) copies of inventory lists with new additions to Streetlight Facilities that include locations of new and existing or changed streetlights, lamp rating, type of pole and luminaire and (3) Upon request, APS shall also provide Town, at agreed upon intervals, copies of APS' updated Geographic Information Systems maps showing street light locations. APS, at its sole discretion, may require the Town to execute APS' Data License Agreement prior to providing such information.
- 4.10. Sale of Poles After Effective Date: If after the Effective Date, APS' distribution facilities are removed from an APS Pole and the APS Pole then only supports APS' secondary conductor and a Town owned Streetlight, Town has the option of purchasing the streetlight only pole or removing its streetlight and paying APS for said removal in accordance with Exhibit A, which may be updated annually. If Town elects to purchase said pole, the purchase price shall be based on the replacement cost of the existing facility. No attachment fee shall be incurred by APS as a result of the secondary attachment.

5. TERM

This Maintenance Agreement shall remain in effect until terminated in accordance with the Termination section below.

6. TERMINATION

6.1. Termination at Will: Either party has the right to terminate this Agreement at any time and for any reason by giving the other Party ninety (90) days advanced written notice for the termination.

6.2. Termination for Default: If Town or APS fails to comply with any of the terms and conditions of this Maintenance Agreement or defaults in any of its obligations under this Maintenance Agreement, and fails within thirty (30) days after the date of written notice from Town or APS to correct such noncompliance or default, Town or APS may, at its option and in addition to any other rights or remedies it may have, immediately terminate this Maintenance Agreement issued pursuant hereto, under which such noncompliance or default has occurred.

6.3. Cancellation By Town: The Parties hereto acknowledge that this Maintenance Agreement is subject to cancellation by Town for a conflict of interest pursuant to the provisions of Section 38-511, Arizona Revised Statutes.

7. DESIGNATED REPRESENTATIVES AND NOTICES

7.1. Designated Representatives: All communications relating to the day-to-day activities under this Maintenance Agreement shall be exchanged between the following designated representatives who are authorized to act on behalf of that Party. Either Party may change said designated representatives from time to time by giving advance written notice as provided herein.

**APS:**  
Arizona Public Service Company  
Attention: Streetlight Management  
P.O. Box 53999, Station 3536  
Phoenix, Arizona 85004  
Telephone: 602-371-5067  
Fax: 602-371-6733

**Town:**  
Town of Camp Verde  
Public Works Dept.  
395 S. Main St., Camp Verde, AZ 86322  
Telephone: 928-554-0825  
FAX: 928-567-1540  
E mail: ron.long@campverde.az.gov

7.2. Notices: Any legal notices and communications required or provided for hereunder shall be in writing and shall be send by first class, registered, certified or express mail, return receipt requested, postage prepaid, or by comparable delivery service, or by hand, or by facsimile (with the original sent by first class mail) to the following:

**To APS:**  
Arizona Public Service Company  
Office of Corporate Secretary  
400 N. 5<sup>th</sup> Street, Station 8602  
Phoenix, Arizona 85004

**To Town:**  
Town of Camp Verde - *of Sims Murray, Ltd*  
William Sims  
2020 N. Central Ave. # 670  
Phoenix, Az 85004

With a copy to:

Arizona Public Service Company  
Attention: Streetlight Management  
Station 3536  
P.O. Box 53999  
Phoenix, AZ 85072-3999

Town of Camp Verde  
Public Works Dept.  
395 S. Main St  
Camp Verde, AZ 86322

7.3. Invoices and payments pursuant to this Maintenance Agreement shall be sent to:

Arizona Public Service Company  
P.O. Box 53920  
Phoenix, AZ 85072-3920

Town of Camp Verde - Finance  
395 S. Main St.  
Camp Verde, AZ. 86322

8. FISCAL YEAR

The obligation of Town to make any payments hereunder is subject to the provisions of the Arizona State Budget Law and Town Code provisions which require that the Town Council make necessary appropriations for such payments in each fiscal year. Town shall take all steps reasonably available to it to cause such payments to be included in its budget presented to Town Council each fiscal year in the form of an appropriation for monies that will be due under this Maintenance Agreement during the subsequent year. However, the foregoing does not alter Town's obligation to pay for services actually received, nor does it change APS' right to terminate this Maintenance Agreement for non-payment in accordance with the Termination section above.

9. UNCONTROLLABLE FORCES

9.1. Definition: An "Uncontrollable Force" shall mean any cause beyond the control of the Party affected, including but not restricted to failure of or threat of failure of facilities, flood, earthquake, geohydrologic subsidence, tornado, storm, fire, lightning, epidemic, war, riot, commotion, civil disturbance or disobedience, labor dispute, labor or material shortage, sabotage, restraint by court order or public authority (whether valid or invalid), and action or nonaction by or inability to obtain or keep the necessary authorizations or approvals from any governmental agency or authority, which by exercise of due diligence it shall be unable to overcome. It is the intent of the Parties

that the foregoing examples shall not be used as a limitation on the term “uncontrollable force” in interpreting or construing this Maintenance Agreement. Rather the Parties intend a liberal interpretation of the term and accordingly intend that in questions of assumption of risk or contingencies, whether foreseen or not, the presumption shall be that risks not explicitly assumed by a Party are not assumed by said Party if, in fact, they are uncontrollable even with foresight.

- 9.2. Effect of Uncontrollable Force: If either Party, by reason of an Uncontrollable Force, is rendered unable, wholly or in part to perform its obligations under this Maintenance Agreement, then upon said Party giving notice and particulars of such Uncontrollable Force in writing to the other Party promptly after learning thereof, the obligations of said Party so far as they are affected by such Uncontrollable Force shall be suspended during the continuance of any inability so caused but for no longer period and the effects of such cause shall, so far as possible, be remedied with all reasonable dispatch. However, nothing contained herein shall be so construed as to require a Party to settle any strike or labor dispute in which it may be involved. The affected Party shall not be responsible for its delay in performance under this Maintenance Agreement during delays caused by an Uncontrollable Force nor shall such Uncontrollable Force give rise to a claim for damages or constitute default.
- 9.3. Uncontrollable Force Limit: If a Party’s obligation to perform is suspended for a period of ninety (90) continuous calendar days due to an Uncontrollable

Force, or for any other reason, the other Party shall have all rights and remedies at law and equity, including but not limited to, the right to terminate this Maintenance Agreement.

10. NON-WAIVER

The failure of either Party to insist upon strict performance of any of the provisions of this Maintenance Agreement, or to exercise any of the rights or remedies provided by this Maintenance Agreement, or any delay in the exercise of any of the rights or remedies, shall not release either Party from any of the responsibilities or obligations imposed by law or by this Maintenance Agreement, and shall not be deemed a waiver of any right of either Party to insist upon strict performance of this Maintenance Agreement.

11. BILLING, PAYMENT AND TAXES

11.1. Billing: APS shall render bills to Town on a monthly basis for services furnished during the preceding billing month.

11.2. Payment for services provided in accordance with Sections 4.2.2, 4.5.1 and 4.5.2: Town shall make payment to APS prior to any work being performed, in accordance with Sections 4.2.2, 4.5.1 and 4.5.2, except that APS, at its sole option, may accept a letter of understanding (prior to any work being performed by APS) in which Town commits to pay APS for such services upon completion of the services.

11.3. Payment: APS shall receive payment from Town on or before the Due Date. Payment shall be mailed to the address specified in Section 7.3. Amounts which are not paid when due shall bear Interest from the Due Date until such time as payment is received by APS.

- 11.4. **Disputed Bill:** If any portion of any bill is disputed, the undisputed amount shall be paid when due.
- 11.5. **Delinquent Bill:** If Town's bill becomes delinquent, due to non-payment for a period of forty-five (45) calendar days after the invoice date, APS shall have the right at its option:
- 11.5.1. To exercise any remedy provided by law, including immediate termination of this Maintenance Agreement. Suspension and/or termination shall not relieve Town of its obligation to pay any amounts previously due nor shall such suspension or cancellation invalidate any other agreement with Town.
- 11.5.2. To charge interest at the rate of 18% per annum for all charges unpaid after the forty-five (45) day period until the past due charges, including interest accrued thereon, are paid in full. The failure of APS to exercise such sanction shall not constitute a waiver by APS of any rights hereunder.
- 11.6. **Taxes:** Town shall pay any and all applicable sales tax, transaction privilege tax, use tax or like tax assessed or assessable as the result of APS providing services hereunder.

12. ANNEXATION AND ACQUISITION OF ADDITIONAL STREETLIGHT FACILITIES

If Town annexes additional territory or purchases additional Streetlight Facilities, the terms and conditions of this Maintenance Agreement will apply upon the date Town provides APS notice of the annexation or purchase.

13. GOVERNING LAW AND VENUE

This Maintenance Agreement shall be governed, construed and enforced in accordance with the substantive laws of the State of Arizona. Any suit to enforce this Maintenance Agreement shall be brought in the Superior Court of Maricopa County.

14. SEVERABILITY

If any provision of this Maintenance Agreement is determined by a court of competent jurisdiction to be unenforceable or illegal, then said provision(s) or amendments thereto shall be severed from this Maintenance Agreement and the remainder shall continue in full force and effect unless otherwise mutually agreed between the Parties.

15. ASSIGNMENT

Neither Party shall assign its rights, nor delegate its duties, or otherwise dispose of any right, title, or interest in all or any part of this Maintenance Agreement, or assign any monies due or payable hereunder without the prior written consent of the other Party. Such consent shall not be unreasonably withheld. Notwithstanding the foregoing, either Party may, upon notice to the other party but without the need for consent from the other Party, (a) transfer, pledge, or assign this Maintenance Agreement as security for any financing; (b) transfer, assign or delegate this Maintenance Agreement or its rights hereunder or delegate or subcontract its obligations hereunder to an affiliated entity,

parent entity or subsidiary of such Party, or (c) transfer, assign or delegate this Maintenance Agreement to any person or entity succeeding to all or substantially all of the assets of such Party. To the extent a transfer does not require consent, the transferring Party shall provide prompt notice to the other Party within thirty (30) calendar days of such transfer and the effective date thereof. Any transfer in violation of this Section 15 shall be deemed null and void.

16. NO THIRD PARTY BENEFICIARIES

APS acknowledges and represents that Section 15 of this Maintenance Agreement entitled, "ASSIGNMENT," is not intended to and does not create any claims, rights, remedies, or benefits exercisable by any third party.

Town acknowledges and represents that this Maintenance Agreement is not intended to and does not create any claims, rights, remedies, or benefits exercisable by any third party and that neither APS nor Town undertakes any responsibility or obligation to any third party by virtue of this Maintenance Agreement, and neither shall be liable to any third party by virtue of the nature, location, quality or quantity of streetlights, or other cause arising directly or indirectly out of this Maintenance Agreement or its performance by either Party.

17. SURVIVABILITY OF OBLIGATIONS AND LIABILITIES

The covenants, representations, indemnifications and warranties of the Parties unless otherwise expressly provided shall survive the expiration or termination of this Maintenance Agreement.

18. PRECEDENCE

18.1. Order of Precedence: In the event of conflict between this Maintenance Agreement and any referenced document, the order of precedence shall be this Maintenance Agreement followed by any other referenced document, in the order in which they are referenced in the Table of Contents.

18.2. Amended Documents: Any amendment shall have priority over the document it amends, and any amended document shall have the same precedence classification as stated in Section 18.1.

19. ENTIRE AGREEMENT, MODIFICATION

This Maintenance Agreement shall constitute the entire agreement between the Parties and shall supersede all prior contracts, proposals, representations, negotiations, or letters pertaining to the subject matter of this Maintenance Agreement, whether written or oral, including the Former Streetlight Construction and Maintenance Agreement. The Parties shall not be bound by or be liable for any statement, representation, promise, inducement, or understanding of any kind not set forth in this Maintenance Agreement and this Maintenance Agreement shall only be modified by an amendment signed by both Parties. The terms of this Section shall in no way effect the obligation of Town to pay amounts due under the Former Streetlight Construction and Maintenance Agreement; provided that the payments are for services rendered before the Former Streetlight Construction and Maintenance Agreement was superseded by this Maintenance Agreement. This Maintenance Agreement includes all documents attached hereto and incorporated herein by reference.

20. INDEMNIFICATION

Notwithstanding anything to the contrary contained in that certain Franchise Agreement between the Parties hereto, each Party making a covenant, agreement, representation or warranty in this Maintenance Agreement shall indemnify and hold harmless the Party for whose benefit such covenant, agreement, representation or warranty is made, against any and all injury, loss, cost, damage, or expense of any kind (including reasonable attorney's fees) resulting from any breach of any such covenant, agreement, representation or warranty; provided however that such injury, loss, cost, damage or expense is not the result of negligence, willful misconduct or a breach of this Maintenance Agreement by the Party to be indemnified. In order for the requirements of indemnification to be enforceable, the party wishing to be indemnified must give the other Party notice of the event which caused the injury, loss cost, damage or expense, along with notice of the intent to seek indemnification therefore, within 180 days of the date the Party wishing to be indemnified first learns of the event.

21. LEGAL REQUIREMENTS

21.1. Laws and Regulations: The Parties shall at all times observe and comply with all applicable laws, ordinances, statutes, rules or regulations including without limitation those of OSHA and the National Electrical Safety Code, and any Town of Camp Verde supplements and requirements thereto, which in any manner relate to any rights and obligations under this Maintenance Agreement.

21.2. Safety Statute: Nothing contained in this Maintenance Agreement shall be construed in any way to limit, restrict, substitute, or waive, in whole or in

part, any of the parties obligations under Article 6.4, HIGH VOLTAGE POWER LINES AND SAFETY RESTRICTIONS, of Section 1, Title 40, Chapter 2 of the Arizona Revised Statutes, or any other laws, regulations, codes, standards, or industry practices pertaining to activities near overhead electric lines.

22. EXECUTION AND EFFECTIVE DATE

Each Party to this Maintenance Agreement hereby represents and warrants that (i) it has full authority to enter this Maintenance Agreement and to perform all responsibilities and obligations there under and that all necessary actions, if any, to authorize the execution, delivery and performance of this Maintenance Agreement have been taken, (ii) the person executing this Maintenance Agreement on its behalf has been duly authorized to execute this Maintenance Agreement, and (iii) this Maintenance Agreement constitutes legally binding and enforceable obligations of such Party. This Maintenance Agreement shall be effective as of the 6th day of August, 2014.

**ARIZONA PUBLIC SERVICE COMPANY**

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

**TOWN OF CAMP VERDE, ARIZONA**

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Town Clerk

APPROVED AS TO FORM:

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

EXHIBIT A

STREETLIGHT MAINTENANCE AGREEMENT  
BETWEEN  
ARIZONA PUBLIC SERVICE COMPANY  
AND  
TOWN OF CAMP VERDE

REMOVAL AND INSTALLATION COST

A project-specific cost estimate or unit cost estimate shall be provided by APS. APS shall supply Town at Town's request with a cost estimate of the work to be done, but APS shall not commence work until such estimate has been paid by Town, except that APS, at its sole option, may accept a letter of understanding (prior to any work being performed by APS) in which Town commits to pay APS for such services upon completion of the services.



Town of Camp Verde

**Exhibit A - Agenda Item Submission Form - Section I**

**Meeting Date: August 06, 2014**

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

**Requesting Department:                      Community Development**

**Staff Resource/Contact Person: Jenna Owens - Asst. Planner**

**Agenda Title (be exact): Presentation of a plaque to Ms. Pat Davis - Operations Manager for National Bank of Arizona for their generous donated furniture to the Town of Camp Verde.**

**List Attached Documents: None**

**Estimated Presentation Time: 5 minutes**

**Estimated Discussion Time: None**

**Reviews Completed by: N/A**

Department Head: \_\_\_\_\_                       Town Attorney Comments:

Finance Department

**Fiscal Impact:**

**Budget Code: \_\_\_\_\_ Amount Remaining: \_\_\_\_\_**

**Comments:**



**Agenda Item Submission Form – Section I**

**Meeting Date:** August 6<sup>th</sup>, 2014

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

**Requesting Department:** Clerk's Office

**Staff Resource/Contact Person:** Town Clerk Deborah Barber

**Agenda Title (be exact):** Public Hearing, followed by discussion, consideration, and possible recommendation of approval of Series 13 liquor license application (Domestic Farm Winery) for White Hills Winery LLC located at 348 S. Main Street, Suite 17, Camp Verde, AZ.

**List Attached Documents:** Liquor License Application

**Estimated Presentation Time:** 5 Minutes

**Estimated Discussion Time:** 5 Minutes

**Reviews Completed by:**

- Department Head:                       Town Attorney Comments:

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

**Fiscal Impact:**

**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Background Information:** Barbara Goetting has submitted a Series 13 liquor license application (Domestic Farm Winery) that the Town received and posted on July 17<sup>th</sup>, 2014 for 20 days as required by law.

**Recommended Action (Motion):** Move to recommend approval of the Series 13 liquor license application (Domestic Farm Winery) for White Hills Winery LLC located at 348 S. Main Street, Suite 17, Camp Verde, AZ.

**Instructions to the Clerk:** Section II not required

135

Arizona Department of Liquor Licenses and Control  
 800 West Washington, 5th Floor  
 Phoenix, Arizona 85007  
 www.azliquor.gov  
 602-542-5141

**APPLICATION FOR LIQUOR LICENSE**  
 TYPE OR PRINT WITH **BLACK INK**

Notice: Effective Nov. 1, 1997, All Owners, Agents, Partners, Stockholders, Officers, or Managers actively involved in the day to day operations of the business must attend a Department approved liquor law training course or provide proof of attendance within the last five years. See page 6 of the Liquor Licensing requirements.

**SECTION 1** This application is for a:

- MORE THAN ONE LICENSE
- INTERIM PERMIT *Complete Section 5*
- NEW LICENSE *Complete Sections 2, 3, 4, 13, 14, 15, 16*
- PERSON TRANSFER (Bars & Liquor Stores ONLY)  
*Complete Sections 2, 3, 4, 11, 13, 15, 16*
- LOCATION TRANSFER (Bars and Liquor Stores ONLY)  
*Complete Sections 2, 3, 4, 12, 13, 15, 16*
- PROBATE/WILL ASSIGNMENT/DIVORCE DECREE  
*Complete Sections 2, 3, 4, 9, 13, 16* (fee not required)
- GOVERNMENT *Complete Sections 2, 3, 4, 10, 13, 15, 16*

**SECTION 2** Type of ownership:

- J.T.W.R.O.S. *Complete Section 6*
- INDIVIDUAL *Complete Section 6*
- PARTNERSHIP *Complete Section 6*
- CORPORATION *Complete Section 7*
- LIMITED LIABILITY CO. *Complete Section 7*
- CLUB *Complete Section 8*
- GOVERNMENT *Complete Section 10*
- TRUST *Complete Section 6*
- OTHER (Explain) \_\_\_\_\_

MAY 15 10 59 AM '14

**SECTION 3** Type of license and fees LICENSE #(s): 13133048

1. Type of License(s): Domestic Farm Winery

2. Total fees attached:

Department Use Only  
\$ 100.00

**APPLICATION FEE AND INTERIM PERMIT FEES (IF APPLICABLE) ARE NOT REFUNDABLE.**  
 The fees allowed under A.R.S. 44-6852 will be charged for all dishonored checks.

**SECTION 4** Applicant

1. Owner/Agent's Name:  Mr. Goetting Barbara Ackerman  
 Ms. Goetting Barbara Ackerman  
(Insert one name ONLY to appear on license) Last First Middle
2. Corp./Partnership/L.L.C.: White Hills Winery LLC  
(Exactly as it appears on Articles of Inc. or Articles of Org.)
3. Business Name: The Horn  
(Exactly as it appears on the exterior of premises)
4. Principal Street Location: 348 S. Main Street, Suite 17 Camp Verde Yavapai 86322  
(Do not use PO Box Number) City County Zip
5. Business Phone: 928-567-7229 Daytime Phone: 703-969-3378 Email: Barbara@Virzona.com
6. Is the business located within the incorporated limits of the above city or town?  YES  NO
7. Mailing Address: P.O. Box 3483 Camp Verde Arizona 86322  
City State Zip
8. Price paid for license only bar, beer and wine, or liquor store: Type \_\_\_\_\_ \$ \_\_\_\_\_ Type \_\_\_\_\_ \$ \_\_\_\_\_

**DEPARTMENT USE ONLY**

Fees: 100.00  
 Application Interim Permit Site Inspection Finger Prints \$ 100.00  
**TOTAL OF ALL FEES**

Is Arizona Statement of Citizenship & Alien Status For State Benefits complete?  YES  NO

Accepted by: EV Date: 7.15.14 Lic. # 13133048

**SECTION 5 Interim Permit:**

1. If you intend to operate business when your application is pending you will need an Interim Permit pursuant to A.R.S. 4-203.01.
2. There **MUST** be a valid license of the same type you are applying for currently issued to the location.
3. Enter the license number currently at the location. \_\_\_\_\_
4. Is the license currently in use?  YES  NO If no, how long has it been out of use? \_\_\_\_\_

**ATTACH THE LICENSE CURRENTLY ISSUED AT THE LOCATION TO THIS APPLICATION.**

I, \_\_\_\_\_, declare that I am the CURRENT OWNER, AGENT, CLUB MEMBER, PARTNER,  
 (Print full name)  
 MEMBER, STOCKHOLDER, OR LICENSEE (circle the title which applies) of the stated license and location.

X \_\_\_\_\_ State of \_\_\_\_\_ County of \_\_\_\_\_  
 (Signature)

The foregoing instrument was acknowledged before me this  
 \_\_\_\_\_ day of \_\_\_\_\_  
 Day Month Year

My commission expires on: \_\_\_\_\_

\_\_\_\_\_  
 (Signature of NOTARY PUBLIC)

JUL 15 11:47 AM '05

**SECTION 6 Individual or Partnership Owners:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 PROCESSING FEE FOR EACH CARD.

1. Individual:

Last	First	Middle	% Owned	Mailing Address	City State Zip

Partnership Name: (Only the first partner listed will appear on license) \_\_\_\_\_

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

) Y R A S S E C E N F I T

2. Is any person, other than the above, going to share in the profits/losses of the business?  YES  NO

If Yes, give name, current address and telephone number of the person(s). Use additional sheets if necessary.

Last	First	Middle	Mailing Address	City, State, Zip	Telephone#

**SECTION 7 Corporation/Limited Liability Co.:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 PROCESSING FEE FOR EACH CARD.

- CORPORATION **Complete questions 1, 2, 3, 5, 6, 7, and 8.**
- L.L.C. **Complete 1, 2, 4, 5, 6, 7, and 8.**

1. Name of Corporation/L.L.C.: White Hills Winery, LLC  
(Exactly as it appears on Articles of Incorporation or Articles of Organization)
2. Date Incorporated/Organized: 7/1/2010 State where Incorporated/Organized: Arizona
3. AZ Corporation Commission File No.: \_\_\_\_\_ Date authorized to do business in AZ: \_\_\_\_\_
4. AZ L.L.C. File No: L-1612677-7 Date authorized to do business in AZ: 7/1/2010
5. Is Corp./L.L.C. Non-profit?  YES  NO
6. List all directors, officers and members in Corporation/L.L.C.:

Last	First	Middle	Title	Mailing Address	City State Zip
Goetting	Barbara	A.	<del>Owner</del> <i>manager</i>	2530 S. Anapaya Lane, Camp Verde, AZ 86322	14 JUL 15 03:11 PM '10
			<i>member</i>		

(ATTACH ADDITIONAL SHEET IF NECESSARY)

7. List stockholders who are controlling persons or who own 10% or more:

Last	First	Middle	% Owned	Mailing Address	City State Zip
Goetting	Barbara	A.	100	2530 S. Anapaya Lane, Camp Verde, AZ 86322	14 JUL 15 03:11 PM '10

(ATTACH ADDITIONAL SHEET IF NECESSARY)

8. If the corporation/L.L.C. is owned by another entity, attach a percentage of ownership chart, and a director/officer/member disclosure for the parent entity. Attach additional sheets as needed in order to disclose personal identities of all owners.

**SECTION 8 Club Applicants:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 PROCESSING FEE FOR EACH CARD.

1. Name of Club: \_\_\_\_\_ Date Chartered: \_\_\_\_\_  
(Exactly as it appears on Club Charter or Bylaws) (Attach a copy of Club Charter or Bylaws)
2. Is club non-profit?  YES  NO
3. List officer and directors:

Last	First	Middle	Title	Mailing Address	City State Zip

(ATTACH ADDITIONAL SHEET IF NECESSARY)

**SECTION 9 Probate, Will Assignment or Divorce Decree of an existing Bar or Liquor Store License:**

- 1. Current Licensee's Name: \_\_\_\_\_  
(Exactly as it appears on license) Last First Middle
- 2. Assignee's Name: \_\_\_\_\_  
Last First Middle
- 3. License Type: \_\_\_\_\_ License Number: \_\_\_\_\_ Date of Last Renewal: \_\_\_\_\_
- 4. ATTACH TO THIS APPLICATION A CERTIFIED COPY OF THE WILL, PROBATE DISTRIBUTION INSTRUMENT, OR DIVORCE DECREE THAT SPECIFICALLY DISTRIBUTES THE LIQUOR LICENSE TO THE ASSIGNEE TO THIS APPLICATION.

**SECTION 10 Government: (for cities, towns, or counties only)**

- 1. Governmental Entity: \_\_\_\_\_
- 2. Person/designee: \_\_\_\_\_  
Last First Middle Contact Phone Number

**A SEPARATE LICENSE MUST BE OBTAINED FOR EACH PREMISES FROM WHICH SPIRITUOUS LIQUOR IS SERVED.**

**SECTION 11 Person to Person Transfer:**

Questions to be completed by **CURRENT LICENSEE (Bars and Liquor Stores ONLY-Series 06,07, and 09).**

- 1. Current Licensee's Name: \_\_\_\_\_ Entity: \_\_\_\_\_  
(Exactly as it appears on license) Last First Middle (Indiv., Agent, etc.)
- 2. Corporation/L.L.C. Name: \_\_\_\_\_  
(Exactly as it appears on license)
- 3. Current Business Name: \_\_\_\_\_  
(Exactly as it appears on license)
- 4. Physical Street Location of Business: Street \_\_\_\_\_  
City, State, Zip \_\_\_\_\_
- 5. License Type: \_\_\_\_\_ License Number: \_\_\_\_\_
- 6. If more than one license to be transferred: License Type: \_\_\_\_\_ License Number: \_\_\_\_\_
- 7. Current Mailing Address: Street \_\_\_\_\_  
(Other than business) City, State, Zip \_\_\_\_\_
- 8. Have all creditors, lien holders, interest holders, etc. been notified of this transfer?  YES  NO
- 9. Does the applicant intend to operate the business while this application is pending?  YES  NO If yes, complete Section 5 of this application, attach fee, and current license to this application.

10. I, \_\_\_\_\_, hereby authorize the department to process this application to transfer the  
(print full name)  
privilege of the license to the applicant, provided that all terms and conditions of sale are met. Based on the fulfillment of these conditions, I certify that the applicant now owns or will own the property rights of the license by the date of issue.

I, \_\_\_\_\_, declare that I am the CURRENT OWNER, AGENT, MEMBER, PARTNER  
(print full name)  
STOCKHOLDER, or LICENSEE of the stated license. I have read the above Section 11 and confirm that all statements are true, correct, and complete.

\_\_\_\_\_  
(Signature of CURRENT LICENSEE) State of \_\_\_\_\_ County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this

\_\_\_\_\_  
Day Month Year

My commission expires on: \_\_\_\_\_

\_\_\_\_\_  
(Signature of NOTARY PUBLIC)

**SECTION 12 Location to Location Transfer: (Bars and Liquor Stores ONLY)**

APPLICANTS CANNOT OPERATE UNDER A LOCATION TRANSFER UNTIL IT IS APPROVED BY THE STATE

1. Current Business: Name \_\_\_\_\_  
(Exactly as it appears on license) Address \_\_\_\_\_
2. New Business: Name \_\_\_\_\_  
(Physical Street Location) Address \_\_\_\_\_
3. License Type: \_\_\_\_\_ License Number: \_\_\_\_\_
4. If more than one license to be transferred: License Type: \_\_\_\_\_ License Number: \_\_\_\_\_
5. What date do you plan to move? \_\_\_\_\_ What date do you plan to open? \_\_\_\_\_

**SECTION 13 Questions for all in-state applicants excluding those applying for government, hotel/motel, and restaurant licenses (series 5, 11, and 12):**

A.R.S. § 4-207 (A) and (B) state that no retailer's license shall be issued for any premises which are at the time the license application is received by the director, within three hundred (300) horizontal feet of a church, within three hundred (300) horizontal feet of a public or private school building with kindergarten programs or grades one (1) through (12) or within three hundred (300) horizontal feet of a fenced recreational area adjacent to such school building. The above paragraph DOES NOT apply to:

- a) Restaurant license (§ 4-205.02)
- b) Hotel/motel license (§ 4-205.01)
- c) Government license (§ 4-205.03)
- d) Fenced playing area of a golf course (§ 4-207 (B)(5))

1. Distance to nearest school: 1050 ft. Name of school Tech Learning Center, CVUSD  
Address 462 S. Main St. Camp Verde, AZ 86322  
City, State, Zip \_\_\_\_\_

2. Distance to nearest church: 500 ft. Name of church LightHouse Baptist Church  
Address 348 S. Main St. Camp Verde, 86322  
City, State, Zip \_\_\_\_\_

3. I am the:  Lessee  Sublessee  Owner  Purchaser (of premises)

4. If the premises is leased give lessors: Name KBI Property Management  
Address 75-5699 Alii Dr., Kailua-Kona, HI 96740  
City, State, Zip \_\_\_\_\_

4a. Monthly rental/lease rate \$ 1,200 What is the remaining length of the lease 3 yrs. 3 mos.

4b. What is the penalty if the lease is not fulfilled? \$ \_\_\_\_\_ or other default \_\_\_\_\_  
(give details - attach additional sheet if necessary)

5. What is the total **business** indebtedness for this license/location excluding the lease? \$ 15,000  
Please list lenders you owe money to.

Last	First	Middle	Amount Owed	Mailing Address	City State	Zip

(ATTACH ADDITIONAL SHEET IF NECESSARY)

6. What type of business will this license be used for (be specific)? Making Wine from local grapes

**SECTION 13 - continued**

- 7. Has a license or a transfer license for the premises on this application been denied by the state within the past one (1) year?  
 YES  NO If yes, attach explanation.
- 8. Does any spirituous liquor manufacturer, wholesaler, or employee have any interest in your business?  YES  NO
- 9. Is the premises currently licensed with a liquor license?  YES  NO If yes, give license number and licensee's name:

License # 12133561 (exactly as it appears on license) Name Barbara Ackerman Goetting

**SECTION 14 Restaurant or hotel/motel license applicants:**

- 1. Is there an existing restaurant or hotel/motel liquor license at the proposed location?  YES  NO  
 If yes, give the name of licensee, Agent or a company name:  
Goetting Barbara Ackerman and license #: 12133561  
Last First Middle
- 2. If the answer to Question 1 is YES, you may qualify for an Interim Permit to operate while your application is pending; consult A.R.S. § 4-203.01; and complete SECTION 5 of this application.
- 3. All restaurant and hotel/motel applicants must complete a Restaurant Operation Plan (Form LIC0114) provided by the Department of Liquor Licenses and Control.
- 4. As stated in A.R.S. § 4-205.02.G.2, a restaurant is an establishment which derives at least 40 percent of its gross revenue from the sale of food. Gross revenue is the revenue derived from all sales of food and spirituous liquor on the licensed premises. By applying for this  hotel/motel  restaurant license, I certify that I understand that I must maintain a minimum of 40 percent food sales based on these definitions and have included the Restaurant Hotel/Motel Records Required for Audit (form LIC 1013) with this application.

\_\_\_\_\_  
applicant's signature

As stated in A.R.S. § 4-205.02 (B), I understand it is my responsibility to contact the Department of Liquor Licenses and Control to schedule an inspection when all tables and chairs are on site, kitchen equipment, and, if applicable, patio barriers are in place on the licensed premises. With the exception of the patio barriers, these items are not required to be properly installed for this inspection. Failure to schedule an inspection will delay issuance of the license. If you are not ready for your inspection 90 days after filing your application, please request an extension in writing, specify why the extension is necessary, and the new inspection date you are requesting. To schedule your site inspection visit [www.azliquor.gov](http://www.azliquor.gov) and click on the "Information" tab.

\_\_\_\_\_  
applicants initials

**SECTION 15 Diagram of Premises: (Blueprints not accepted, diagram must be on this form)**

- 1. Check ALL boxes that apply to your business:  
 Entrances/Exits     Liquor storage areas    Patio:  Contiguous  
 Service windows     Drive-in windows     Non Contiguous
- 2. Is your licensed premises currently closed due to construction, renovation, or redesign?  YES  NO  
 If yes, what is your estimated opening date? \_\_\_\_\_  
month/day/year
- 3. Restaurants and hotel/motel applicants are required to draw a detailed floor plan of the kitchen and dining areas including the locations of all kitchen equipment and dining furniture. Diagram paper is provided on page 7.
- 4. The diagram (a detailed floor plan) you provide is required to disclose only the area(s) where spiritous liquor is to be sold, served, consumed, dispensed, possessed, or stored on the premises unless it is a restaurant (see #3 above).
- 5. Provide the square footage or outside dimensions of the licensed premises. Please do not include non-licensed premises, such as parking lots, living quarters, etc.

As stated in A.R.S. § 4-207.01(B), I understand it is my responsibility to notify the Department of Liquor Licenses and Control when there are changes to boundaries, entrances, exits, added or deleted doors, windows or service windows, or increase or decrease to the square footage after submitting this initial drawing.

Bay  
applicants initials

**SECTION 15 Diagram of Premises**

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

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

total square footage ~~319~~ 3,199 inside  
 1,500 beer garden  
 210 porch  
4,909

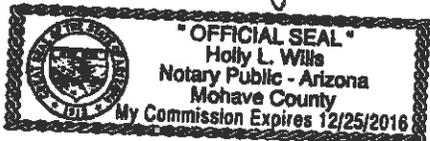
diagram attached

14 JUL 15 09:16 AM 2015

**SECTION 16 Signature Block**

I, Barbara A Goetting hereby declare that I am the OWNER/AGENT filing this application as stated in Section 4, Question 1. I have read this application and verify all statements to be true, correct and complete.

X Barbara A Goetting  
(signature of applicant listed in Section 4, Question 1)



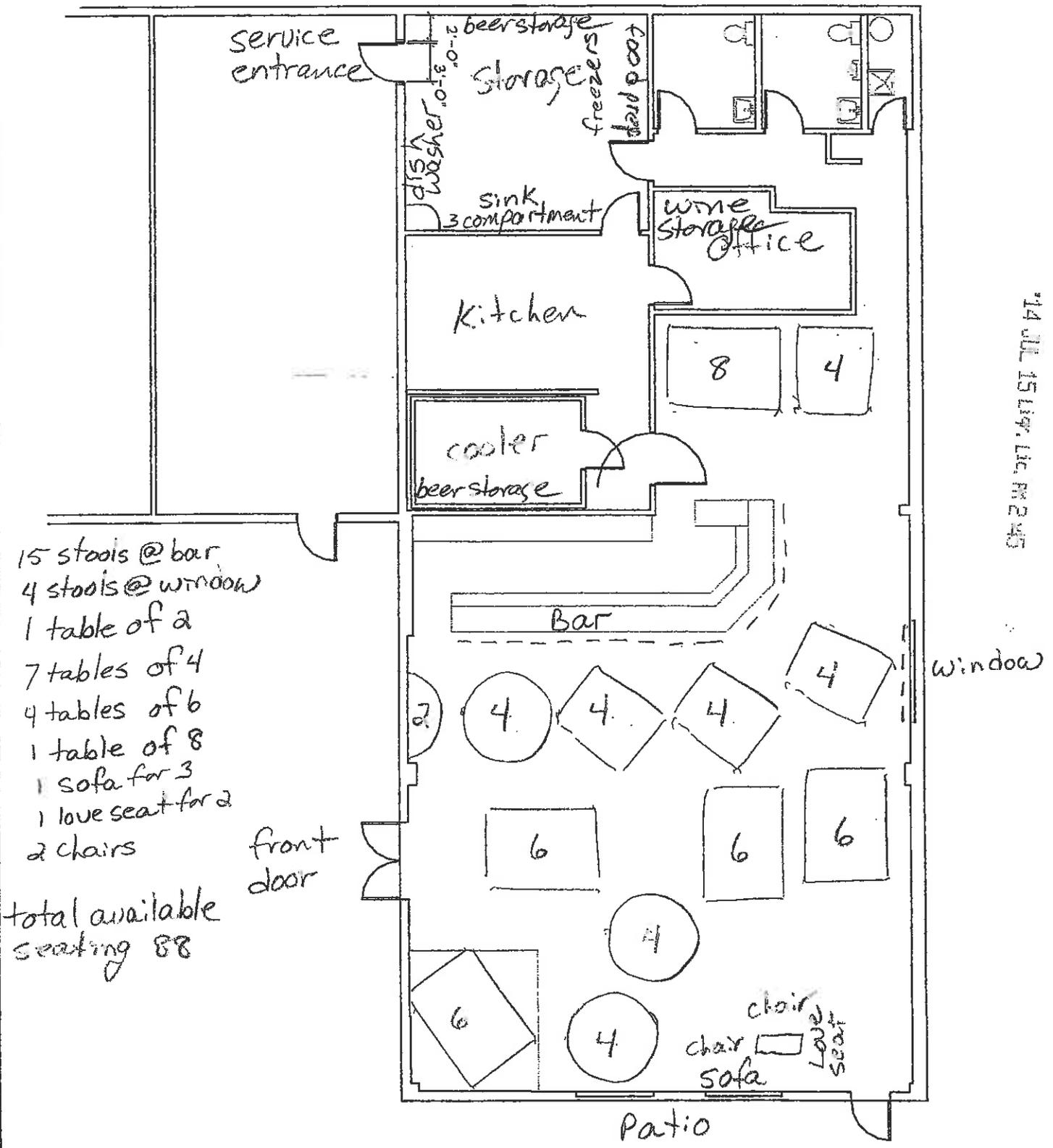
State of AZ County of Yavapai

The foregoing instrument was acknowledged before me this 14 of July, 2014  
Day Month Year

Holly L Wills  
signature of NOTARY PUBLIC

My commission expires on : 25-12-2016  
Day Month Year

14 JUL 15 11:49 AM '95



- 15 stools @ bar
- 4 stools @ window
- 1 table of 2
- 7 tables of 4
- 4 tables of 6
- 1 table of 8
- 1 sofa for 3
- 1 love seat for 2
- 2 chairs

total available seating 88

front door

Window

Patio

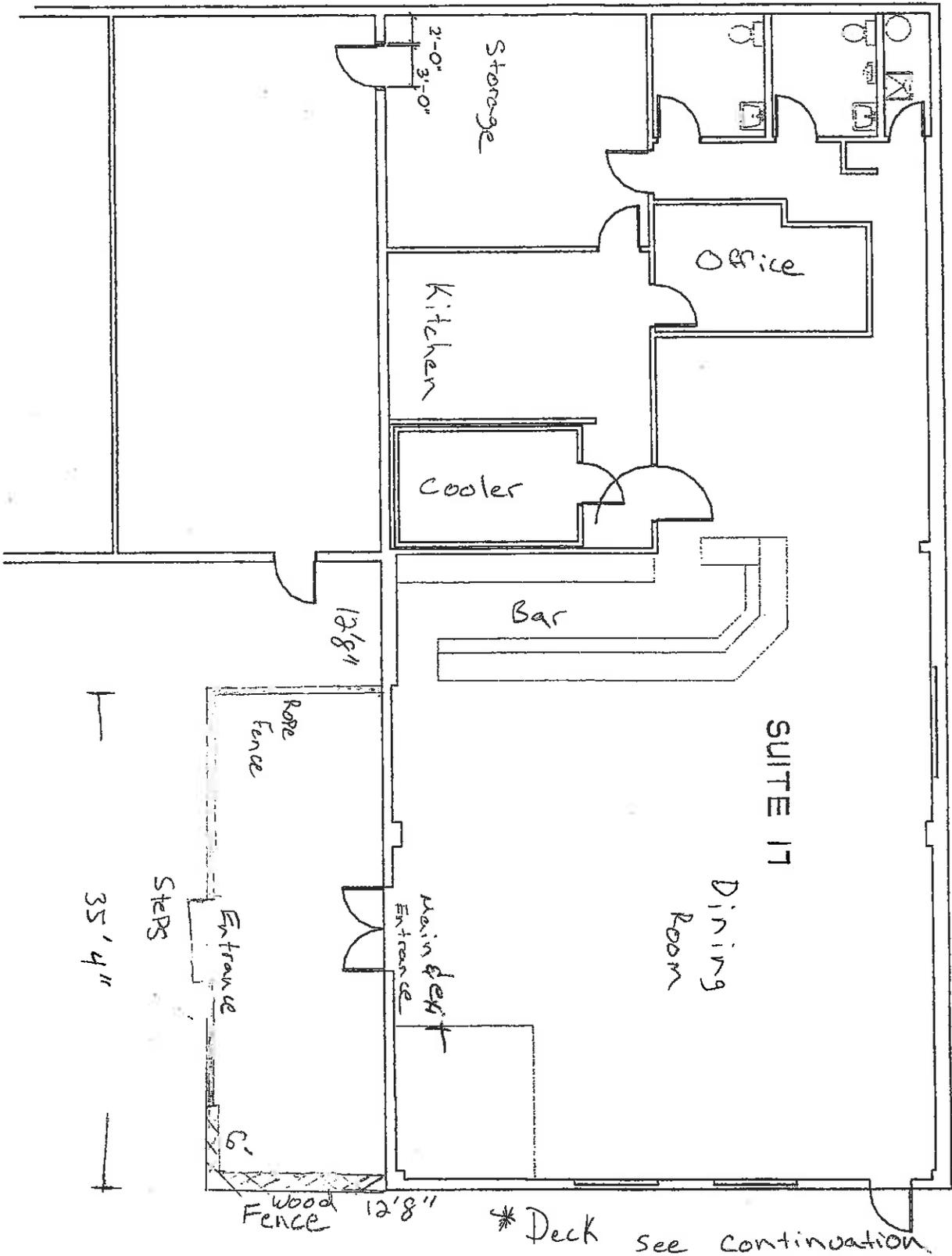
chair  seats 

sofa 

A-1	SHEET:	SCALE:	01/14/95	JOB # 242	THE HORN
		3/32"=1'-0"	J. LOVETT	DRAWN BY:	
					CAMP VERDE, ARIZONA

JERICHO CONST CO INC.		
PO Box 1563, Cottonwood, Arizona 86326		
Phone (928) 634-8141	Fax (928) 634-8006	LIC#161314

14 JUL 15 09:14 PM 2005



SUITE 17

Dining Room

Storage

Kitchen

Cooler

Bar

Office

Rope Fence

Steps

35'4"

Entrance

Main Deck Entrance

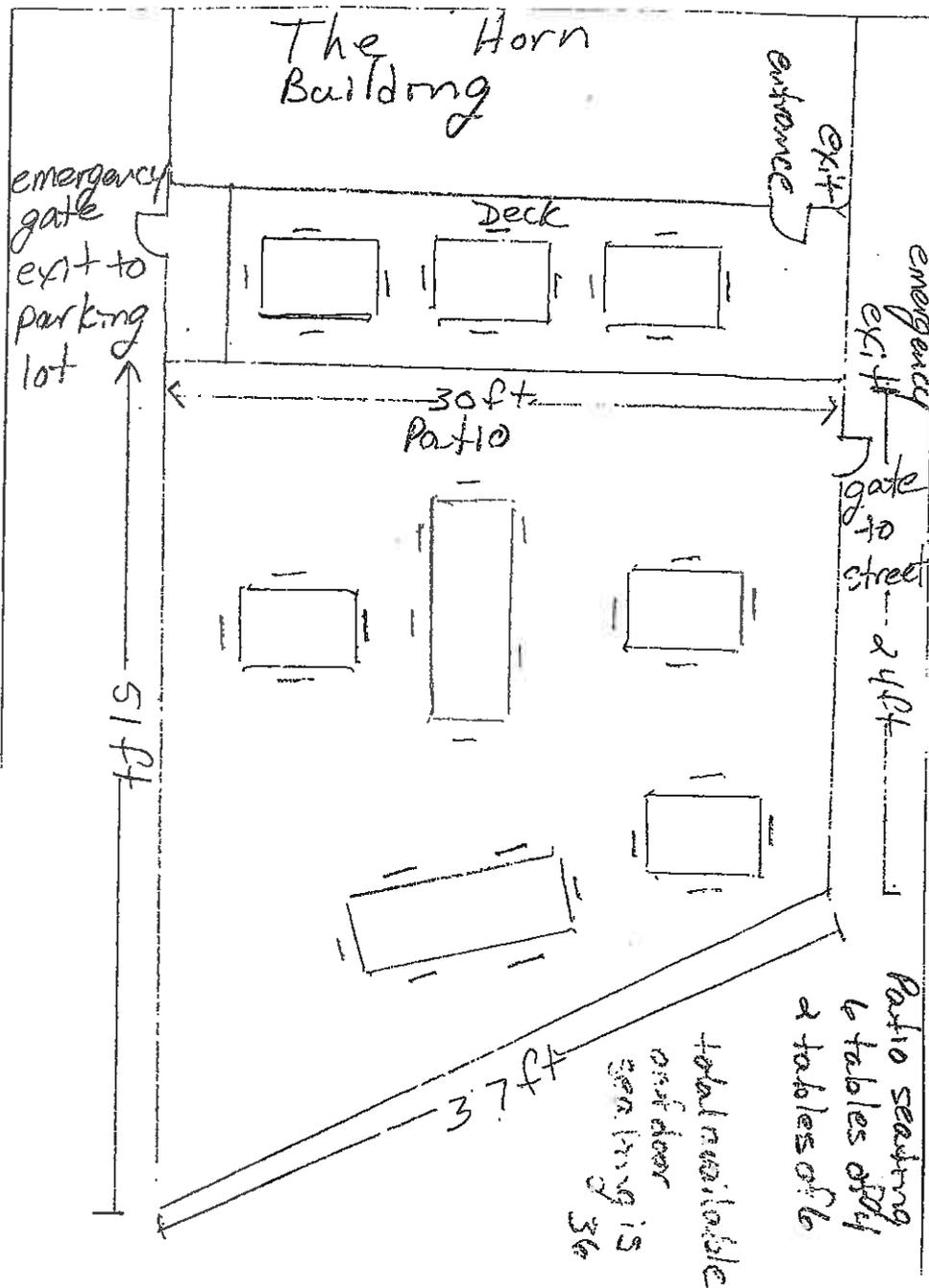
Wood Fence 12'8"

\* Deck see continuation

A-1	SHEET:	J. LOVETT	THE HORN
	SCALE:	DRAWN BY	348 S. MAIN STREET SUITE II
	DATE:	JOB #	CAMP VERDE, ARIZONA
		242	

<b>JERICO CONST CO INC.</b>			
PO Box 1563, Cottonwood, Arizona 86326			
Phone (928) 634-8141	Fax (928) 634-8006	LIC#161314	

Continuation



14 JUL 15 10:49:16 AM '25

**Debbie Barber**

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**From:** Carol German <dcgerman@q.com>  
**Sent:** Wednesday, July 23, 2014 2:25 PM  
**To:** Debbie Barber  
**Subject:** Fwd: Verde Valley Advisory Committee information  
**Attachments:** VVAC Selection Process.docx; VVAC Framework Final Revision #7.pptx

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**From:** "Albert Filardo" <Albert.Filardo@asu.edu>  
**To:** dcgerman@q.com  
**Sent:** Wednesday, July 23, 2014 8:53:35 AM  
**Subject:** Verde Valley Advisory Committee information

Hello Carol,

I have sent the attached to Penny Wills to include for discussion/approval during the August 12th district governing board meeting. She confirmed that it is now on the agenda. Please use the above attachments for your council meeting discussion/approval. As I said in the past I would be happy to present or answer any questions from your council.

Best Regards,

Albert M. Filardo  
*Associate Dean, Chief of Staff, Professor of Practice (Retired)*  
*Ira A. Fulton Schools of Engineering*  
*Arizona State University*

*Principal, Filardo Group*  
928.554.5467  
[Albert.Filardo@ASU.edu](mailto:Albert.Filardo@ASU.edu)

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Please consider our environment before printing this email. 

VERDE VALLEY ADVISORY COMMITTEE

Formation Process Timeline – STEPS 1 through 7

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1. DUE BY AUGUST 12, 2014.

**Approval of VVAC Framework.** Yavapai College District Governing Board Members Filardo and Harrington present the framework to the Yavapai College District Governing Board for approval at the August 12th DGB meeting.

2. DUE BEFORE 3 PM on September 30, 2014

**Municipal and County Nominations.** The following municipalities and individuals may nominate 2 candidates each into Yavapai County Superintendent of Schools Tim Carter's selection process:

Councils of Camp Verde, Clarkdale, Cottonwood, Jerome, and Sedona;

Yavapai County District 2 Supervisor; and

Yavapai County District 3 Supervisor.

Candidates shall submit a letter of interest and a statement of qualifications to Superintendent Tim Carter on or before 3 PM on September 30, 2014.

This nomination process results in a pool of at most 14 nominated candidates as input to the selection process.

3. DUE TO BE ACCOMPLISHED DURING THE MONTH OF OCTOBER, 2014.

**Selection of Municipal and County VVAC Members.** Superintendent Carter will select the best of the candidates submitted by the governing councils of the Verde Valley municipalities and county supervisors above based on qualifications. This results in at most 7 people being selected for the Verde Valley Advisory Committee (VVAC), one from each municipality and one from each county district. If neither candidate submitted by any municipality or either district is qualified, Superintendent Carter may choose to seek additional nominations from those communities' governing councils in need of qualified applicants.

4. DUE BEFORE 3 PM on September 30, 2014

**Self-nomination of the public for a single, at-large seat on the VVAC.** Interested Yavapai County District 2 or 3 residents in the Verde Valley may self-nominate.

The College will advertise the self-nomination option in local papers. Those self-nominations consisting of a letter of interest and a statement of qualifications shall be received by Superintendent Tim Carter on or before 3 PM on September 30, 2014.

5. DUE TO BE ACCOMPLISHED DURING THE MONTH OF OCTOBER, 2014.

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**Selection of At-large Community VVAC Member.** Superintendent Carter will select the best candidate from the self-nominating pool based on qualifications. Should there not be enough qualified applicants, Superintendent Carter will appoint, making a total of 8 individuals appointed to the VVAC at this point.

6. ACCOMPLISHED BY OCTOBER 31, 2014.

**Appointment of the Community Outreach Coordinator to the VVAC.** The Community Outreach Coordinator for Yavapai College shall be appointed as a voting member of the VVAC for so long as the Coordinator resides within the Verde Valley. This results in a maximum of 9 members appointed to the VVAC.

The Verde Valley Advisory Committee shall be announced by Superintendent Carter via press release on or before October 31, 2014.

7. BY NOVEMBER 30, 2014.

**VVAC first meeting held.** VVAC first meeting is held and a Chair is selected. DGB members Filardo and/or Harrington shall provide the orientation for VVAC.

**VVAC SELECTION PROCESS**  
**By Month**

<b>AUGUST 2014</b>	<b>SEPTEMBER 2014</b>	<b>OCTOBER 2014</b>	<b>NOVEMBER 2014</b>
<b>12<sup>th</sup> - Approval of VVAC Framework</b>	<b>30<sup>th</sup> – Before 3 PM Municipal and County Nominations plus Self-nominations due to Superintendent Carter</b>	<b>31<sup>st</sup> – Selection of Municipal and County Members plus At-large Community Member and the Community Outreach Coordinator appointed to VVAC</b>	<b>30<sup>th</sup> – First meeting of VVAC held</b>

# Verde Valley Advisory Committee

Albert M. Filardo  
Herald Harrington  
As of June 27, 2014

1 07/2014

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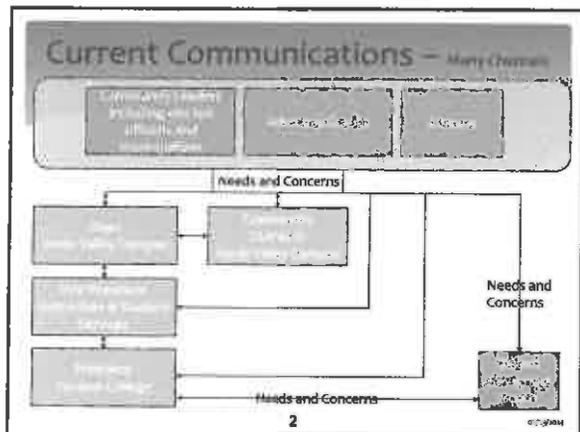
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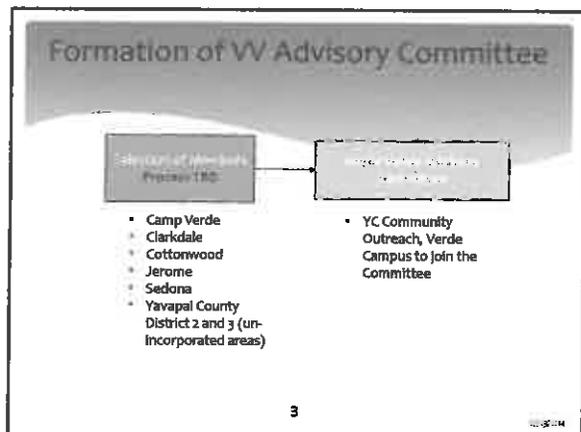
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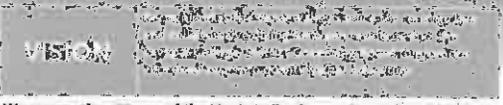
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### VV Advisory Committee - Vision



We ensure the citizens of the Verde Valley have a forum by which their voices are heard regarding their educational needs and concerns. Addressing the array of needs across diverse populations in the Verde Valley is important. We partner with the Yavapai College District Governing Board to determine the most effective and efficient ways for our citizens to access quality education. Furthermore, we collaborate with the District Governing Board to help them create plans that serve the current and future needs of all citizens, enriching their lives at every age.

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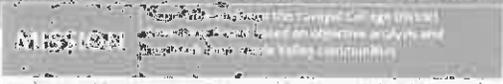
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### VV Advisory Committee - Mission



We are an unbiased, community communications vehicle by which citizens in the Verde Valley may provide data-driven advice to the Yavapai College District Governing Board. Based on accurate and reliable data and input from citizens, we perform careful analysis as the basis for advice we present. We seek input from the array of communities in the Verde Valley: young and old; public and private; businesses and non-profits. We are citizen leaders that speak with one voice to prioritize the educational needs of the Verde valley.

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### VV Advisory Committee - Goals

1. Establish bylaws
2. Select officers
3. Inform the communities of the purpose of the Committee
4. Determine issues to resolve and prioritize
5. Create meeting schedule

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VV Advisory Committee -  
Guiding Principles

1. Integrity
2. Teamwork
3. Accountability
4. Leadership
5. Service
6. Stewardship

7 07/23/14

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## Integrity

**We never compromise our integrity. Having integrity means more than simply the absence of deception. We tell the truth, honor our commitments, adhere to ethical standards, treat others with respect and act responsibly. We do the right thing because it is the right thing to do.**

8 07/23/14

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## Teamwork

**We practice teamwork through such actions as assisting each other, providing each other feedback, exchanging information, and executing our tasks in a timely and integrated manner. We recognize that we make better decisions and produce better results together than working alone. Consensus and coherence are key to our approach. We speak with one voice once the group makes a decision.**

9 07/23/14

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# Accountability

**We honor our commitments and take responsibility for our actions.**

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# Leadership

**As citizen leaders we lead by example. We foster an environment that empowers and motivates others to successfully accomplish their objectives. We mentor and develop each other and our peers.**

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# Service

**We commit ourselves not only to meeting expectations, but to exceeding them. We recognize that our citizens are the most important judges of the quality of the processes, advice, and analysis we provide. We are faithful servants.**

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# Stewardship

We strive to make the best use of resources within our control and to support others in doing the same. We recognize that we are caretakers of these resources.

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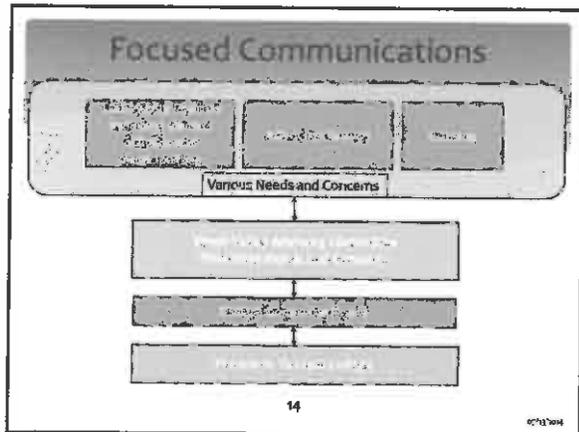
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**QUARTERLY REPORT  
Board of Adjustments & Appeals  
April - June 2014**

**REGULARLY SCHEDULED MEETINGS: 3**

April 08, 2014 - Regular Session  
CANCELLED, NO BUSINESS BEFORE BOARD

May 13, 2014 - Regular Session  
CANCELLED, NO BUSINESS BEFORE BOARD

June 10, 2014 - Regular Session  
CANCELLED, NO BUSINESS BEFORE BOARD

**SPECIAL SESSION MEETINGS: 0**

**WORK SESSIONS: 0**

**THE FOLLOWING APPLICATIONS WERE APPROVED:**  
No Applications were approved.

**THE FOLLOWING APPLICATIONS WERE DENIED:**  
There were no applications denied.

**THE FOLLOWING APPEALS WERE DENIED:**  
There were no appeals denied.

**THE FOLLOWING ITEMS WERE DISCUSSED BY BOARD:**

**THE FOLLOWING ITEMS WERE DISCUSSED IN WORK SESSIONS:**  
There were no items discussed in work sessions.

**THE FOLLOWING PRESENTATIONS WERE HEARD BY THE BOARD:**

  
\_\_\_\_\_  
Chairman Doug Stevens

**QUARTERLY REPORT**  
**Planning and Zoning Commission**  
**April - June 2014**

**REGULARLY SCHEDULED MEETINGS:** 1

**WORK SESSIONS:** 6

**JOINT WORK SESSIONS:** 0

**SPECIAL SESSIONS:** 2

**THURSDAY APRIL 03, 2014 – SPECIAL SESSION**

Chairperson Davis; Vice- Chairperson Norton, Commissioners Hisrich; Parish; Freeman and Hough.  
Absent: Commissioner Blue.

**THURSDAY APRIL 10, 2014 – GENERAL PLAN WORK SESSION**

Chairman Davis, Commissioners Hisrich, Blue, Parrish, and Hough were present; Vice Chairman Norton and Commissioner Freeman were absent.

**THURSDAY APRIL 24, 2014 – GENERAL PLAN WORK SESSION**

Vice- Chairperson Norton and Commissioners Blue; Parish; Hisrich; Hough and Freeman, with Commissioner Freeman coming in at 6:01 PM.

**ABSENT:**

Chairperson Davis

**THURSDAY MAY 01, 2014 – SPECIAL SESSION**

Chairman Davis, Commissioners Norton, Freeman and Hough present; Absent: Commissioners Hisrich, Blue, and Parrish.

**THURSDAY MAY 08, 2014 – GENERAL PLAN WORK SESSION**

Vice Chairman Chip Norton, Commissioner Greg Blue, Commissioner Howard Parish, Commissioner Jim Hisrich, and Commissioner Mike Hough are present.

Chairman B. J. Davis arrived at 6:06 p.m.; Commissioner Dave Freeman arrived at 6:07 p.m.

**THURSDAY MAY 22, 2014 – GENERAL PLAN WORK SESSION**

Chairman Davis, Vice Chairman Norton, and Commissioners Hisrich, Blue, Hough, Norton, and Freeman were present. Commissioner Parish arrived at 6:04 p.m.

**THURSDAY JUNE 05, 2014 – REGULAR SESSION**

Chairman Davis, Commissioners Norton, Freeman and Hough, Blue, and Parrish were present;  
Absent: Commissioner Hisrich.

**THURSDAY JUNE 12, 2014 – GENERAL PLAN WORK SESSION**

Chairman Davis, Commissioners Blue, Freeman, Hisrich, Norton and Parrish were present;

Absent: Commissioner Hough.

**THURSDAY JUNE 26, 2014 – GENERAL PLAN WORK SESSION**

Chairman Davis, Commissioners Norton, Blue and Hisrich were present.

Absent: Commissioners Freeman, Hough and Parrish

**THE FOLLOWING WORK SESSION ITEMS WERE DISCUSSED:**

**APRIL 10, 2014**

**Discussion, Public Input & Commission Consensus for proposed residential densities & land uses other than residential for the “Middle Verde” Character Area.**

The public is encouraged to give input. Staff: Michael Jenkins

On a motion by **Commissioner Hough**, seconded by **Commissioner Blue** for consensus to approve the RS/C1/C2 located near Interstate 17 and Middle Verde Road, West across Arena Del Loma to the Verde River and South along both sides of Arena De Loma to Lucile Circle and North Private Drive, **Chairman Davis, Commissioners Hough, Blue, and Parrish** are in favor. **Commissioner Hisrich** is opposed.

In addition, it is the consensus of the Commission to strike Cloverleaf Ranch from the Points of Interest column under Yavapai-Apache Nation Middle Verde Tribal Community.

7. **Discussion, Public Input & Commission Consensus for proposed residential densities & land uses other than residential for the "Historic Downtown" Character Area.** The public is encouraged to give input. Staff: Michael Jenkins  
The Commission discussed the boundary line for the Character Area and reviewed the associated chart.

#### **APRIL 24, 2014**

5. **Discussion, Public Input & Commission consensus for proposed residential densities & land uses other than residential for the "Downtown" Character Area.**  
The public is encouraged to give input. Staff: Michael Jenkins  
**Commissioner Hough**, made a motion to approve the map and columns four and five of the LAND USE; DOWNTOWN CHARACTER AREA CHART.  
**Commissioner Blue**, seconded the motion.  
All in favor. Motion passed unanimous.
6. **Determine the next Character Area to discuss.**  
Vice-Chair Norton asked the Commission to pick the next two character areas for staff and the subcommittee to work on, so that in the future all meeting dates and times can be used to their full advantage.  
**Commissioner Hough** suggested the discussion of the SALT MINE then QUARTER HORSE areas be the next character areas up for discussion.  
There was no objection.

#### **May 08, 2014**

6. **Discussion, Public Input & Commission Consensus for proposed residential densities & land uses other than residential for the "Salt Mine" Character Area.** Staff: Michael Jenkins.  
After discussion regarding the Character Area boundary and associated chart, **it is the consensus of the Commission to approve Salt Mine Character Area**
7. **Discussion, Public Input & Commission Consensus for proposed residential densities & land uses other than residential for the "Quarterhorse" Character Area.** Staff: Michael Jenkins.  
It is the consensus of the Commission to encourage expansion of the cemetery under the "Density and Non-Residential Districts" column, and to include Rockin' River Ranch under "Parks and Recreation".

#### **May 22, 2014**

5. **Discussion, Public Input & Commission Consensus for proposed residential densities & land uses other than residential for the 260 East Character Area.** Staff: Michael Jenkins  
On a motion by **Commissioner Hough**, seconded by **Vice Chair Norton**, the Commission voted Unanimously to approve the proposed residential densities & land uses other than residential for the 260 East Character Area.
6. **Discussion, Public Input & Commission Consensus for proposed residential densities & land uses other than residential for the Clear Creek Character Area.** Staff: Michael Jenkins  
On a motion by **Commissioner Hough**, seconded by **Commissioner Freeman**, the Commission voted unanimously to approve the proposed residential densities & land uses other than residential for the Clear Creek Character Area.
7. **Determine the next Character Area to discuss.**  
The Commission will discuss the State Route 260 Corridor Character Area at the next meeting.

#### **June 12, 2014**

5. **Discussion, Public Input & Commission Consensus on questions raised during the May 22<sup>nd</sup> P&Z General Plan Work Session concerning the McCracken Character Area.**  
Regarding the question on "mining" being performed at the end of McCracken, Jenkins stated that the owners operates a construction company on the property and is storing materials. The property has been in place since 1971 and no formal complaints have been received. Commission suggested Jenkins inform the citizen who asked the question what his results were.

6. **Discussion, Public Input & Commission Consensus for proposed residential densities & land uses other than residential for the 260 Corridor Character Area.**  
 Unanimous consensus of the Commission was made to approve the proposed residential densities & land uses other than residential for the 260 Corridor Character Area.
7. **Discussion, consideration, and possible direction to staff relative to any Character Areas and the General Plan.**  
 The Commission agreed to look at the overall General Plan one last time and then meet with Council. Davis requested the front end land use element document be submitted to the subcommittee and commission members.

**June 26, 2014**

5. **Discussion, Public Input & Commission Consensus on the Land Use Element of the General Plan:**
  - Character Area Maps and Character Area Charts.
  - General Plan, Chapter 3 – Land Use Document.

Commission discussed the boundary lines between the Finnie Flat Character Area and the Quarterhorse Character Area and agreed to make some minor changes.  
 Commission discussed the General Plan Chapter 3 and suggested changes.
6. **Discussion, consideration, and possible direction to staff relative to a joint Work Session between the Planning and Zoning Commission and Town Council.**  
  

Commission agreed unanimously to cancel all July meetings and set a Joint Work Session with the Town Council on July 30-2014 which is the 5<sup>th</sup> Wednesday of the month. (Subsequently the date has been tentatively moved to Aug. 14, 2014)

**THE FOLLOWING RECOMMENDATIONS WERE MADE TO COUNCIL:**

**APRIL 03, 2014**

6. **Public Hearing, Discussion and Possible Recommendation to Council for an application submitted by Mr. Michael Hough, owner of parcel 404-28056, for the Camp Verde Automotive, requesting a Zoning Map Change to go from C2-4 (Commercial: General Sales and services) to C3 (Commercial: Heavy Commercial) for approximately 1.0 acres located at 27 W. General Crook Trail.**  
**Vice Chairperson Norton**, made the motion, recommending approval to Council on zoning map change 20140052 an application by Mr. Michael Hough owner of parcel 404-28-056 for Camp Verde Automotive, to go from C2 (Commercial: General Sales and Services) to C3 (Heavy Commercial) to bring the property into compliance with the current Planning and Zoning ordinances. Parcel is approximately 1.0 acres located at 27 W. General Crook Trail.  
**Commissioner Hisrich**, seconded the motion, the vote by the Commission was unanimous to recommend approval to Council.

**MAY 01, 2014**

6. **Public Hearing, Discussion and Possible Recommendation to Council on Use Permit 20140078, an application submitted by owners Gary & Jacque Tulin for parcels 404-13-006A, 8.35 acres & 404-13-006B, 16.22 acres for a total of 24.57 acres. The following proposed uses are for both parcels: 93 RV Spaces, 50 RV Storage spaces, office, restroom/shower/laundry in one building, laundry/utility in another building, Ramada, Recreation area and spa, 12 Park Model Units and 5 storage sheds. Use permit with no time limit. This property is located at 4500 E. State Route 260.**  
 On a Motion by Hough seconded by Norton Commission recommends approval to Council on Use Permit 20140078, an application submitted by owners Gary & Jacque Tulin for parcels 404-13-006A, 8.35 acres & 404-13-006B, 16.22 acres for a total of 24.57 acres. The following proposed uses are for both parcels: 93 RV Spaces, 50 RV Storage spaces, office, restroom/shower/laundry in one building, laundry/utility in another building, Ramada, Recreation area and spa, 12 Park Model Units and 5 storage sheds. Use permit with no time limit. This property is located at 4500 E. State Route 260.
7. **Public Hearing & Discussion & Possible recommendation to Council on Use Permit 20140060, an application submitted by Mr. Bill Moore, agent for the Shuster Foundation, owner of Jackpot Ranch located on parcels 403-17-006K 64.75 acres and 403-18-001H 2.43 acres and 403-18-107C 4.94 acres for a total of 72.12 acres. The following proposed uses are for the entire 72.12 acres incorporating all three parcels: Horse Motel, Corporate, Spiritual and**

**Governmental retreats; Group activities which would include Weddings, Family Gatherings, Group Picnics, Equestrian Events, Charitable & Civic Events, Ice Skating Rink, Mobile Western Town, located at 2025 W. Reservation Loop Rd. Meeting Facility with Kitchen & Outdoor Assembly Area located at 1879 W. Cimarron Dr.**

On a Motion by Hough, seconded by Freeman, the Commission unanimously voted to recommend to Council Use Permit 20140060, an application submitted by Mr. Bill Moore, agent for the Shuster Foundation, owner of Jackpot Ranch located on parcels 403-17006K 64.75 acres and 403-18-001H 2.43 acres and 403-18-107C 4.94 acres for a total of 72.12 acres.

The following proposed uses are for the entire 72.12 acres incorporating all three parcels: Horse Motel, Corporate, Spiritual and Governmental retreats; Group activities which would include Weddings, Family Gatherings, Group Picnics, Equestrian Events, Charitable & Civic Events, Ice Skating Rink, Mobile Western Town, located at 2025 W. Reservation Loop Rd. Meeting Facility with Kitchen & Outdoor Assembly Area located at 1879 W. Cimarron Dr. Including the presented stipulations for events over 300 people must include a traffic control plan. The applicant's event chart depicting the number of events in a calendar year is also to be included in the stipulation.

**June 05, 2014**

- 6. Public Hearing, Discussion and Possible Recommendation (or denial) to Council, an application submitted by Rob Witt agent for owner Tierra Verde Holdings, LLC for parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential 2 acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.**

On a Motion by Hough seconded by Blue Commission recommends approval to Council on the application submitted by Rob Witt agent for owner Tierra Verde Holdings LLC for parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential 2 acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma. Commissioner Parrish opposed.

- 7. Public Hearing & Discussion & Possible recommendation (or denial) to Council on, an application submitted by Rob Witt agent for owner Tierra Verde Holdings LLC for parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma.**

On a Motion by Hough seconded by Blue Commission recommends approval to Council on the application submitted by Rob Witt agent for owner Tierra Verde Holdings LLC for parcel 404-18-181D requesting a Zoning Map Change to go from R1L District (Residential: single-family limited) and R1 (Residential: single-family) to C2 District (Commercial: General sales and services) for approximately 24.95 acres located on Montezuma Castle Hwy. at Arena Del Loma. The vote was unanimous.

Staff Presentation

Jenkins stated that the C2 district allows for single family residences. As well as multi-family which is why they are compatible uses. Jenkins read from the current Planning & Zoning Ordinance.

Public Hearing Open

No public comment was presented.

- 8. Public Hearing & Discussion & Possible recommendation (or denial) to Council on an application submitted by Rob Witt agent for owner I 17 Cottonwood Properties, LLC, for parcel 403-22-019H requesting a Zoning Map Change to go from C2-4 (Commercial: General Sales & Service) to C3 (Commercial: Heavy Commercial) for approximately 4.13 acres located on the south side of State Route 260, north of I 17 approximately .39 miles on parcel 403-22-019H.**
- On a Motion by Hough seconded by Freeman Commission recommends approval to Council on the application submitted by Rob Witt agent for owner I 17 Cottonwood Properties, LLC, for parcel 403-22-019H requesting a Zoning Map Change to go from C2-4 (Commercial: General Sales & Service) to C3 (Commercial: Heavy Commercial) for approximately 4.13 acres located on the south side of State Route 260, north of I 17 approximately .39 miles on parcel 403-22-019H.

Staff Presentation

**THE FOLLOWING PRESENTATIONS WERE HEARD BY THE COMMISSION:**

There were no items discussed by the Commission

**THE FOLLOWING ITEMS WERE TABLED, POSTPONED OR CONTINUED BY THE COMMISSION:**

**APRIL 03, 2014**

Public Hearing & Discussion & Possible recommendation to Council on Use Permit 20140060, an application submitted by Mr. Bill Moore, agent for the Shuster Foundation, owner of Jackpot Ranch located on parcels 40317-006K 64.75 acres and 403-18-001H 2.43 acres and 403-18-107C 4.94 acres for a total of 72.12 acres.

The following proposed uses are for the entire 72.12 acres incorporating all three parcels: Horse Motel, Corporate, Spiritual and Governmental retreats; Group activities which would include Weddings, Family Gatherings, Group Picnics, Equestrian Events, Charitable & Civic Events, Ice Skating Rink, Mobile Western Town, Helicopter Landing and Take-Off point located at 2025 W. Reservation Loop Rd. Meeting Facility with Kitchen & Outdoor Assembly Area located at 1879 W. Cimarron Dr.

Commissioner Hough made a motion to continue item at the next scheduled May 1, 2014 Planning and Zoning meeting. Commissioner Freeman, seconded the motion, all in favor.

**THE FOLLOWING ITEMS WERE DISCUSSED BY THE COMMISSION:**

There were no items discussed by the Commission

**TRAINING:** None

**COMMENTS:**

There were no comments.



\_\_\_\_\_  
B.J. Davis  
Chairman of the Planning and Zoning Commission



**Agenda Item Submission Form – Section I**

**Meeting Date: August 6, 2014**

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

**Requesting Department:** Economic Development

**Staff Resource/Contact Person:** Steve Ayers

**Agenda Title (be exact):** Presentation, discussion and possible direction to staff to obtain a "Tree City USA" designation, a program of the Arbor Day Foundation and the National Association of State Foresters. Presentation by Alix Rogstad of the Arizona State Forestry Division.

**List Attached Documents:** 1) Tree City USA Standards

**Estimated Presentation Time:** 20 minutes

**Estimated Discussion Time:** 10 minutes

**Reviews Completed by:**

- Department Head:       Town Attorney Comments:

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

**Fiscal Impact:** The Town of Camp Verde is currently investing the required \$22,000 a year in the planting and maintain of trees on its roadways and park properties. Other than the continued additions of trees to our streetscapes and park properties, no additional financial impact other than administrative requirements are anticipated.

**Budget Code:** NA      **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Background Information:** TreeCityUSA is a prestigious designation that Arizona cities can earn by meeting minimum standards for community forestry programs at the municipal level. A program of the Arbor Day Foundation and the National Association of State Foresters, the program is administered in Arizona by the Arizona State Forestry - Community Forestry program. TreeCityUSA recognizes communities that have developed urban forestry programs and that proactively plant and care for trees.

There are currently 30 communities that have obtained TreeCityUSA status in Arizona. To obtain TreeCityUSA recognition, a community must adopt a tree ordinance; appoint a board, department, or commission to advise the city on urban forest issues; spend at least \$2 per capita on community forestry activities; and hold an Arbor Day celebration.

In addition to TreeCityUSA recognized status, communities that have been in the program for at least 2 years are eligible to apply for a Growth Award. TreeCityUSA Growth Awards recognize communities for environmental improvement and the completion of special projects over the year that encourage a higher level of urban tree care.

Trees provide numerous environmental, economic, and social benefits such as cleaning the air, cutting energy costs, and providing beauty. Trees also provide shade, diversify wildlife habitat, improve water quality, increase property values, and help to create a 'sense of place' for residents. All of these benefits become community assets.

***Recommended Action (Motion):*** Direct staff to work with the Arizona Forestry Division to fulfill the requirements of, and submit an application for, TreeCityUSA designation.

***Instructions to the Clerk:***

# Tree City USA Standards

A Tree Board or Department A tree board, or commission, is a group of concerned volunteer citizens charged by ordinance with developing and administering a comprehensive tree management program.

## **1) A Tree Board or Department**

Someone must be legally responsible for the care and management of the community's trees. This may be a professional forester or arborist, an entire forestry department, or a volunteer tree board. Often, both a professional staff and advisory tree board are present, which is a good goal for most communities.

A tree board, or commission, is a group of concerned volunteer citizens charged by ordinance with developing and administering a comprehensive tree management program. Balanced, broad-based community involvement is encouraged. Boards function best if not composed entirely of tree-related professionals such as forestry professors, nursery operators, arborists, etc. Fresh ideas and different perspectives are added by citizens with an interest in trees that is entirely avocational. Limited, staggered terms of service will prevent stagnation or burnout, while at the same time assuring continuity.

## **2) A Tree Care Ordinance**

The tree ordinance must designate the establishment of a tree board or forestry department and give this body the responsibility for writing and implementing an annual community forestry work plan. Beyond that, the ordinance should be flexible enough to fit the needs and circumstances of the particular community.

A tree ordinance provides an opportunity to set good policy and back it with the force of law when necessary. Ideally, it will provide clear guidance for planting, maintaining and removing trees from streets, parks and other public places. For tips and a checklist of important items to consider in writing or improving a tree ordinance, see Bulletin No. 9.

## **3) A Community Forestry Program with an Annual Budget of at Least \$2 per Capita**

Evidence is required that the community has established a community forestry program that is supported by an annual budget of at least \$2 per capita. At first, this may seem like an impossible barrier to some communities. However, a little investigation usually reveals that more than this amount is already being spent by the municipality on its trees. If not, this may signal serious neglect that will cost far more in the long run. In such a case, working toward Tree City USA recognition can be used to re-examine the community's budget priorities and re-direct funds to properly care for its tree resource before it is too late.

Ideally, this standard will be met by focusing funding on an annual work plan developed after an inventory is completed and a report is approved by the city council. Such a plan will address species diversity, planting needs, hazardous trees, insect and disease problems and a pattern of regular care such as pruning and watering.

#### **4) An Arbor Day Observance and Proclamation**

This is the least challenging and probably the most enjoyable standard to accomplish. An Arbor Day celebration can be simple and brief or an all-day or all-week observation. It can be a simple tree planting event or an award ceremony that honors leading tree planters. For children, Arbor Day may be their only exposure to the green world or a springboard to discussions about the complex issue of environmental quality.

The benefits of Arbor Day go far beyond the shade and beauty of new trees for the next generation. Arbor Day is a golden opportunity for publicity and to educate homeowners about proper tree care. Utility companies can join in to promote planting small trees beneath power lines or being careful when digging. Smokey Bear's fire prevention messages can be worked into the event, as can conservation education about soil erosion or the need to protect wildlife habitat.

Still another way to develop Arbor Day is to link it with a tree-related festival. Some that are currently celebrated include dogwood festivals, locust blossom festivals and Macon, Georgia's Cherry Blossom Festival that annually brings more than \$4.25 million into the local economy. In meeting the four standards, help is available! The urban and community forestry coordinator in your state forester's office will be happy to work with communities in taking these first steps toward better community forestry.



***relocate to a spot near the confluence of Beaver Creek and the Verde River before they ultimately established a more permanent fort in what is now Camp Verde's downtown.***

***150 years later, the Town of Camp Verde is the legacy of those early settlers and military personnel. As one of the earliest settlements to form after the establishment of the Arizona Territory, Camp Verde played an integral role in the development of Arizona as a whole and Central Arizona in particular.***

***Recommended Action (Motion):*** Pass resolution

***Instructions to the Clerk:***



**RESOLUTION 2014-927**

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL  
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,  
SUPPORTING AND AUTHORIZING THE  
CAMP VERDE HISTORICAL SOCIETY  
IN PLANNING FOR THE TOWN OF CAMP VERDE  
SESQUICENTENNIAL CELEBRATION**

**Whereas**, the first Anglo-American settlers arrived in the Camp Verde area in February 1865 to establish farms and ranches; and

**Whereas**, 2015 marks the sesquicentennial (150 years) of that settlement, which would one day become the Town of Camp Verde; and

**Whereas**, it is both fitting and proper to honor their pioneering spirit on this significant anniversary; and

**Whereas**, it is also both fitting and proper to honor and preserve the heritage, not only of the early settlers, but of the Native Peoples who inhabited the area prior to their arrival; and

**Whereas**, it is the mission of the Camp Verde Historical Society to preserve, interpret and celebrate our shared past,

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Common Council do hereby proclaim support for, and bestow the authority to plan for this important occasion in our history to the Camp Verde Historical Society.

**BE IT FURTHER RESOLVED** that we encourage consultation with the larger community to form appropriate committees for the work necessary to ensure that Camp Verde's Sesquicentennial is observed and honored in a manner that is both fitting and proper.

**PASSED AND ADOPTED** by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona on August 6, 2014.

\_\_\_\_\_  
Charles German, Mayor

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

Attest:

Approved as to form:

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

\_\_\_\_\_  
W.J Sims, Town Attorney



Board of Trustees  
2014 Election & Annual Members' Meeting

July 21, 2014

Town of Camp Verde  
Russ Martin  
473 S Main St Ste 102  
Camp Verde, AZ 86322

RE: Annual Members' Meeting of the Arizona Municipal Risk Retention Pool (AMRRP)

Dear Russ:

Thank you for your membership in the Arizona Municipal Risk Retention Pool (AMRRP). The Annual AMRRP Members' Meeting, being held in conjunction with the League of Arizona Cities and Towns Conference, takes place on:

**Tuesday, August 19, 2014**  
**4:00 - 5:00 p.m.**  
**Sheraton Phoenix Downtown Hotel**  
**340 North 3<sup>rd</sup> Street**  
**Phoenix, AZ 85004**

As your municipality's designated voting representative, you and other persons from your city or town attending the League conference are invited to join the Members' Meeting. Please find enclosed the following materials:

*2014 Draft Annual Members' Meeting agenda* - For your review and information.

*Ballot* - For your two Board of Trustee votes and acceptance or rejection of the 2013 Draft Annual Members' Meeting minutes. This ballot may be submitted in-person at the Annual Members' Meeting, or via email, fax, or mail to the League of Arizona Cities and Towns Ballots if received by 5:00 p.m. on Friday, August 15, 2014.

*2013 Draft Annual Members' Meeting minutes* - Enclosed for your review and approval.

If you have any questions or need assistance with the ballot, please do not hesitate to contact AMRRP.

Sincerely,

AMRRP and the Board of Trustees

Term Expiring		Trustee
2014	<i>Vacant</i>	
2014	Jackie Baker, Councilmember	Town of Camp Verde
2015	Kelly Udall, Town Manager	Town of Sahuarita
2015	Fred Carpenter, Councilmember	Town of Payson
2015	Jackie Walker, Human Resources Director	City of Kingman
2016	Jean Poe, Risk and HR Coordinator	Town of Buckeye
2016	Rudy Rodriguez, Admin Services General Manager	City of Cottonwood
2017	Scott Barber, Human Resources Director	Town of Florence
2017	Kristy Brusso, Human Resources Director	City of Bullhead City
Non-voting Special Advisor	Ken Strobeck, Executive Director	League of AZ Cities & Towns

**SOUTHWEST RISK SERVICES - ADMINISTRATOR**

14902 NORTH 73<sup>RD</sup> STREET ♦ SCOTTSDALE, ARIZONA 85260  
MAIN: 602.996.8810 ♦ TF: 888.309.4339 ♦ FAX: 602.996.9045  
[WWW.AMRRP.ORG](http://WWW.AMRRP.ORG) ♦ EMAIL: [GENERALINFO@AMRRP.ORG](mailto:GENERALINFO@AMRRP.ORG)



## Annual Members' Meeting Agenda Tuesday, August 19, 2014

**In conjunction with the League of Arizona Cities and Towns Conference**  
Sheraton Phoenix Downtown Hotel ♦ 340 N 3<sup>rd</sup> Street ♦ Phoenix, AZ 85004

*Some Board members and other meeting participants will participate in the open meeting via electronic means, including telephonically and via WebEx. The public will be able to hear and see those persons participating electronically in the public sections of the meeting by attending the meeting in person at the League of Arizona Cities and Towns Conference.*

1. **Call to Order**
2. **Call to the Public**  
The public may address the Board or present topics for future Board discussion.
3. **2013 Approval of Minutes**  
Report the outcome of Member acceptance/rejection of the August 27, 2013 Members' meeting minutes.
4. **Election to the Board of Trustees**  
Report the outcome of Member voting for two Trustee positions, terms expiring 2018.
5. **AMRRP Update**
6. **Adjourn**

Individuals with disabilities may request a reasonable accommodation by contacting 888-309-4339 extension 6633.

### **SOUTHWEST RISK SERVICES - ADMINISTRATOR**

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## Annual Members' Meeting Minutes August 27, 2013

The Annual Members' meeting of the Board of Trustees of the Arizona Municipal Risk Retention Pool (AMRRP), an Arizona non-profit corporation, was called and held on August 23, 2013, at the Hilton El Conquistador Hotel in Oro Valley, Arizona.

### All Trustees were present:

Jackie Baker - Camp Verde  
Scott Barber, *Board Vice President* - Florence  
Kelly Udall, *Board Secretary/Treasurer* - Sahuarita  
Dean Coughenour - Goodyear  
David Kincaid - Safford  
Jean Poe - Buckeye  
Rudy Rodriguez, *Board President* - Cottonwood  
Ken Strobeck - League of Arizona Cities and Towns  
Jackie Walker - Kingman

### Advisor present:

Bill Sims - Sims Murray, Ltd.

### Staff participating:

Ed Bantel, Tiffani Burleson, Eric Duthie, Ann Gergen, Jim Gill, and Susan Weiss

### Guests:

Hon. Diane Joens, Mayor - Cottonwood  
Hon. Gilbert Lopez, Vice Mayor - Coolidge  
Hon. Terry Nolan, Mayor - Dewey-Humboldt  
Spencer Isom, Manager - El Mirage  
Ken Buchanan, Manager - Fountain Hills  
Chuck Osterman, Interim Manager - Kingman  
Debra Galbraith, Manager - Payson  
Hon. Duane Blumberg, Mayor - Sahuarita  
Tadeo De La Hoya, Operations - San Luis  
Ralph Velez, Manager - San Luis  
Hon. Greg Bryan, Mayor - Tusayan

### **SOUTHWEST RISK SERVICES - ADMINISTRATOR**

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## Annual Members' Meeting Minutes August 27, 2013

### 1. Call to Order – Welcome Members to the Annual Members' Meeting

Board President Rudy Rodriguez called the meeting to order at 4:00 p.m. and welcomed AMRRP Members. Rudy introduced AMRRP Trustees and staff present and identified former Trustees in attendance including Ralph Velez and Mayor Duane Blumberg.

### 2. Call to the Public

There was no response to the request for public comment.

### 3. Approval of Annual Members' Meeting Minutes

Ken Strobeck reported staff of the League of Arizona Cities & Towns reviewed and tallied the 37 ballots returned for the approval of Minutes from the July 13, 2012, Annual Members' Meeting. There were 33 votes to approve the minutes and none opposed. The minutes were accepted as presented.

### 4. Election of Board of Trustees

*Ken reported staff of the League of Arizona Cities & Towns reviewed and tallied the 37 election ballots returned. The two candidates receiving the highest number of votes were Scott Barber from Florence and Kristy Brusso from Bullhead City. Scott and Kristy each were elected to serve a four-year term. There were no write-in candidates. Rudy expressed the Board's appreciation to the outstanding field of candidates that were willing to serve on the Board and encouraged candidates not elected this year to run again in the future or to volunteer to serve on either the Finance or Loss Control Committees.*

### 5. AMRRP Update

Rudy discussed the \$20 million in dividends AMRRP returned to its Members since 2002. He noted AMRRP dividend payments were especially valuable to Members during the difficult economic times from 2008 through 2012. He stated Members, to date, received approximately an eight percent return on premium paid.

Ann Gergen presented an overview of AMRRP's activities over the past year including:

- The Board of Trustees' difficult decision not to pay a member dividend in 2013 based upon workers' compensation loss trends, escalating medical costs and prior year claim development.
- The importance of preventing injuries particularly among police officers and firefighters as the ultimate solution to controlling workers' compensation costs.
- The tragic deaths of 19 City of Prescott firefighters in the June 30 Yarnell Hills wildfire and how AMRRP is working with the City in response.
- AMRRP's excellent overall member retention, year-over-year.
- Future AMRRP goals including:
  - Website enhancements

#### **SOUTHWEST RISK SERVICES - ADMINISTRATOR**

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## Annual Members' Meeting Minutes August 27, 2013

- Increased efforts in loss control
- Enhanced communication between AMRRP and Members.

Ann reported after five years serving as Board President of AMRRP, Rudy Rodriguez had decided not to serve another term as an officer. A new Board President as well as Vice President and Secretary/Treasurer will be elected by the Board.

### 6. Adjournment

The 2013 AMRRP Members' Meeting adjourned at 4:40 p.m.

### SOUTHWEST RISK SERVICES - ADMINISTRATOR

14902 NORTH 73<sup>RD</sup> STREET ♦ SCOTTSDALE, ARIZONA 85260  
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## Board of Trustees 2014 Election and Annual Members' Meeting

Pursuant to A.R.S. § 10-3708, the undersigned Member of the Arizona Municipal Risk Retention Pool (AMRRP) hereby casts the votes as designated below, which the undersigned is entitled to cast, as a Member at the Annual Meeting of the Members to be held on Tuesday, August 19, 2014.

Names were drawn in random order. That order is reflected herein.

		Please cast <i>two</i> votes
★	Christian Price, Mayor, City of Maricopa	<input type="checkbox"/>
★	Arlene Alen, Vice Mayor, Town of Dewey - Humboldt	<input type="checkbox"/>
★	Susan Blythe, Risk Manager, City of Casa Grande	<input type="checkbox"/>
★	Katie Wood, Finance Manager, Town of Eagar	<input type="checkbox"/>
★	Jackie Baker, Councilmember, Town of Camp Verde (I) <sup>1</sup>	<input type="checkbox"/>
★	Alison Zelms, Deputy City Manager, City of Prescott	<input type="checkbox"/>
★	Stephen Pauken, City Manager, City of Winslow	<input type="checkbox"/>
★	Allen Muma, Chief of Police, Town of Jerome	<input type="checkbox"/>
★	Gregory Rose, City Manager, City of Maricopa	<input type="checkbox"/>
★	Terry Hinton, Town Manager, Town of Thatcher	<input type="checkbox"/>
★	Sharon Buono, Finance Director, City of Bisbee	<input type="checkbox"/>
★	Scott McCarty, Finance Director, Town of Paradise Valley	<input type="checkbox"/>
★	Write In Candidate _____	<input type="checkbox"/>
★	Write In Candidate _____	<input type="checkbox"/>
I have read and hereby approve the <b>August 27, 2013</b> Annual Members' Meeting minutes as written. YES <input type="checkbox"/> NO <input type="checkbox"/>		
X	Town of Camp Verde	
Voting Designee Signature	City/Town	Date
Voting Designee Printed Name _____		

Ballots may be submitted during the Annual Members' Meeting or directly to The League of Arizona Cities and Towns. Ballots provided via email, fax, or mail must arrive at the League by 5:00 p.m. on Friday, August 15, 2014.

**League of Arizona Cities and Towns**

Email [kstrobeck@azleague.org](mailto:kstrobeck@azleague.org)

Fax 602-253-3874

Mail 1820 West Washington, Phoenix, AZ 85007

<sup>1</sup> I = Incumbent; current AMRRP Board Member

**SOUTHWEST RISK SERVICES - ADMINISTRATOR**

14902 NORTH 73<sup>RD</sup> STREET ♦ SCOTTSDALE, ARIZONA 85260

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39700 W. Civic Center Plaza  
Maricopa, AZ 85138  
Ph: 520.568.9098  
F: 520.568.9120  
www.maricopa-az.gov

July 9, 2014

League of Cities and Towns  
1820 West Washington Street  
Phoenix, AZ 85007

RE: Board of Trustees 2014 Call for Nominations

Dear AMRRP Selection Board c/o AZ League Director Ken Strobeck,

Please accept this as my nomination and desire to serve on the AMRRP Board of Trustee's. If there is anything else I can do to be of service please don't hesitate to contact me. Thank you.

Bio:

Mayor Christian Price has been a resident of Maricopa since early 2005. Mayor Price immediately got involved with his community by running for his HOA Board of Directors and was president for six years. He is very active in the community and volunteers his time whenever possible to non-profits, churches, the food bank and other service organizations. Mayor Price sits on the Maricopa Seniors Board as an advisory member, is a governing board member of For Our City/Citizens Corp and serves as a member of the Arizona Farm Bureau and the Maricopa Chamber of Commerce. He was also selected for Maricopa's first Board of Adjustments commission and served as it's first vice chair, before resigning to run for Mayor. He currently sits on the Maricopa Association of Governments Regional Council as well as the prestigious MAG Economic Development Committee. Mayor Price also sits on the Greater Phoenix Economic Council and is also the Chairman of the GPEC Ambassadors program, with over one thousand members. He also sits on the National League of Cities and towns Steering Committee for the Community & Economic Development Committee. Not to mention he has also been privileged to serve on numerous committees established by the League of Arizona Cities and Towns and is a current candidate for its Executive Committee.

Mayor Price is an enormous advocate of networking – meeting new people and establishing and retaining relationships with citizens, stakeholders, regional partners, members of neighbouring cities, and other government officials. He strongly believes that good working relationships with these groups and individuals will help Maricopa become a strong well-rounded regional player and directly influence the quality of life of the citizens through an enhanced economic development climate.

For more than 14 years, Mayor Price has been an entrepreneur and small business owner. He is the managing partner of Pantheon Investments, LLC/NPC, a financial advisory firm. A



39705 W. Civic Center Plaza  
Maricopa, AZ 85138  
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graduate of Northern Arizona University, he holds a Bachelor of the Arts degree in English literature. Mayor Price has also had the privilege of working as a legislative analyst for the Arizona State House of Representatives and has first-hand knowledge of legislative processes and procedures. He is an Eagle Scout who is also fluent in Spanish language. As a member of the Maricopa City Council, Mayor Price has a strong desire to work closely with fellow Council members and City staff to find the most economic and efficient solutions to help Maricopa grow and prosper.

Sincerely,

A handwritten signature in black ink, appearing to read "Christian Price", written over a horizontal line.

Christian Price  
Mayor  
City of Maricopa

**From:** Arlene Alen [<mailto:aalen@mindspring.com>]  
**Sent:** Wednesday, June 25, 2014 12:25 PM  
**To:** Ken Strobeck  
**Subject:** AMRRP Board of Trustees Nominee Candidate

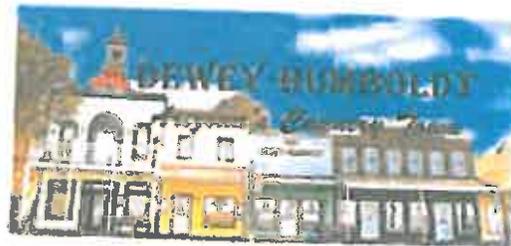
It was suggested that I should look into submitting an application for candidacy for the AMRRP Board of Trustees. Toward that end, a brief bio as requested is below.  
Thanking you in advance for your consideration.

Arlene Alen is Vice-Mayor of the Town of Dewey-Humboldt. She was named a 2013 Fellow at the Arizona Center for Civic Leadership Center/Flinn-Brown Foundation. Alen earned degrees in Architecture & Design and is a graduate of Pepperdine University's Arbitration & Mediation program. Leaving VP/Director positions in corporate marketing & development Alen relocated to North Central Arizona eight years ago providing the opportunity to combine vocation and avocation working full-time in nonprofit and public service. Ms. Alen is a founding Principal in TSRG, The Strategic Resource Group dedicated to assisting nonprofits in achieving successful sustainability. She has a long-term involvement with Arizona Association for Economic Development. She is a candidate for CEcD certification through the IEDC as well as the Economic Development Academy of Arizona through AAED. Ms. Alen serves on the Veterans Mental Health Advisory Commission and the Yavapai County Water Advisory Commission.

Alen served as CEO of Neighbor to Neighbor and is Vice-President of the Board and Staff Director of Marketing & Development for Horses with Heart, an EAAT nonprofit providing assistance to the special needs, senior and veteran's communities in Yavapai County. She serves on the Executive Boards of PATH Intl. and West Yavapai Guidance Clinic and as Manager of Path Intl Communities Marketing Group plus Governance Chair. Alen is a frequent conference speaker- facilitator and active in numerous nonprofits and associations. Ms. Alen graduated from the ASU-Lodestar Nonprofit Leadership Academy as well as the Prescott Area Leadership Academy class XXII. She received the Quad-Cities 2012 Manager of the Year Award from the Lockheed Martin Leadership Association and the 2011 Prescott Valley Chamber of Commerce Award for Community Service. Ms. Alen has been nominated for the Arizona Governor's Service Award as well as the Prescott Area Leadership Woman of the Year Award.

*Arlene Alen*

Vice-Mayor, Town of Dewey-Humboldt  
[CM.Alen@dhaz.gov](mailto:CM.Alen@dhaz.gov)  
928.308.8538 direct  
[www.dhaz.gov](http://www.dhaz.gov)



**From:** Dawn Jett [Dawn\_Jett@ci.casa-grande.az.us]  
**Sent:** Thursday, July 03, 2014 5:59 PM  
**To:** Ken Strobeck  
**Subject:** AMRRP Board Nomination

Good Afternoon,

Please see my nomination attached. Please verify that you have received it. Have a safe and happy July 4th!

Dawn M. Jett  
Human Resources Director  
City of Casa Grande, AZ  
(520) 421-8600 X2500

---

I am nominating Susan Blythe to serve on the AMRRP Board. The City of Casa Grande has been a member of AMRRP for over 23 years and Susan has served in the role of the City's Safety Risk Manager for over 7 years. With over 31 years of experience in Risk Management, P & C claims management and investigation, Safety Compliance, Training, Government Compliance, Insurance Procurement and Workers Compensation claims management, she has provided administration of insurance programs, audits, OSHA, MSHA, EPA, ADEQ compliance along with the implementation of safety programs for a variety of companies across an expanse of industries.

As you can see, Susan is knowledgeable in the Risk Management field. What I can tell you is that she is also passionate about the work she does. In the seven years she has been with the City of Casa Grande she has been instrumental in establishing, and growing, our safety committee for Public Works and Community Services, assisting in quarterly safety training for over 100 staff members per session, overseeing our city-wide CDL program, managing worker's compensation programs, and has recently been instrumental in building an infection control team, getting them trained, and creating a city-wide plan for handling these issues when they arise. This is only the tip of the iceberg of all of the things Susan has brought to the City and I believe that knowledge and passion will serve the Board very well.

For the past 4 years Susan has served as Secretary on the Board of the Arizona Public Risk Management Association (AZ PRIMA). She is also an active member of the National Public Risk Management Association (PRIMA) from whom she was presented a Chapter Service Award at the National PRIMA conference in June of 2012.

Susan began her career in Los Angeles/Long Beach Harbor for Pacific Maritime Association as the liaison between the International Longshoremen and Warehousemen, the Clerk's Union and member companies. Susan then administered the safety, risk management and workers compensation program for the Lake Havasu Unified School District. She moved on to work for Empire Southwest in Mesa as the Risk Management Analyst, managing P & C claims, self-insured workers compensation program, investigations, safety, compliance and audit review. Susan advanced to become the Safety Instruction Specialist for Empire traveling to all of their 34 locations throughout Arizona and California providing Compliance Training to employees.

Prior to her employment with the City of Casa Grande, Susan worked for a professional Employer Organization as the Risk Manager for a 300 employer client base with a total of over 3000 employees. She managed all facets of the Risk Management Department. This also included multi-state operations for several clients. Work site audits and safety training were performed as well as development of safety manuals unique to each client.



7 July 2014

AMRRP Nominating Committee  
League of Arizona Cities and Towns  
1820 West Washington Street  
Phoenix, Arizona 85007  
kstrobeck@azleague.org

RE: Board of Trustees Nomination

Thank you for the opportunity to nominate a representative from the Town of Eagar for consideration for your Board of Trustees. We strongly recommend:

Katie Wood, Finance Manager  
Town of Eagar  
PO Box 1300  
Eagar, AZ 85925  
(928) 333-4128  
[k.wood@eagaraz.gov](mailto:k.wood@eagaraz.gov)

As a short introduction, Katie is an Arizona native, born and raised in the White Mountains. She spent her younger years working in fast food management – between raising her 4 children. In 1998 she went to work for Brown & Associates Insurance Company and passed her State exam to become a licensed Insurance Agent in Arizona.

In 2000, Katie joined Eagar starting as a cash receipting clerk in the Utility Department. She quickly moved on to Accounts Payable, followed by Accountant II, assisting the Town's Finance Manager. In 2008, Katie was offered the position of Finance Manager and still currently holds that position.

Beyond her work experience, Katie has many intangible personality characteristics that would make her a perfect Trustee. She is very sharp and learns new things quickly. She is extremely ethical and a committed public servant. She would be an asset for your Board.

If you need additional information or I can be of assistance, please do not hesitate to call.

Best Regards,

*T. Ryall*  
Tami Ryall  
Town Manager

Where Roads Hit the Trails

P.O. Box 1300 • Eagar, AZ 85925-1300 • (928) 333-4128 • 22 West 2nd Street • [www.eagaraz.gov](http://www.eagaraz.gov)



# Town of Camp Verde

## Gateway to the Verde Valley

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

◆ Telephone: 928.554.0000 ◆ Fax: 928.567.9061 ◆

◆ [www.campverde.az.gov](http://www.campverde.az.gov) ◆

June 30, 2014

AMRRP Nominating Committee  
League of Arizona Cities and Towns  
1820 West Washington Street  
Phoenix, AZ 85007  
E-mailed to: [kstrobeck@azleague.org](mailto:kstrobeck@azleague.org)

Dear AMRRP Nominating Committee Members:

At Camp Verde's June 25, 2014 meeting, the Town Council unanimously nominated Council Member Jackie Baker, as a candidate for possible consideration of an election to the Arizona Municipal Risk Retention Pool (AMRRP) Board of Trustees.

**Below is brief biography for Ms. Baker:**

**Professional:**

- Retired property/casualty, and life and health insurance agent

**Town of Camp Verde:**

- Town Councilmember; re-elected to a 4<sup>th</sup> term effective 2013

**Served on the following committees:**

- Board member of the AMRRP Board of Trustees 2000 /2002; reappointed to serve a term from 2003 until 2007; re-elected to the Board in 2010.
- Member of the NACOG Executive Board (served as Vice Chair for one year), NACOG Regional Council, NACOG Economic Development Committee, NACOG Focused Future II Committee, and NACOG Transportation Policy Advisory Committee
- 1986 – served as a member of citizens group that participated in the Town of Camp Verde's incorporation
- Throughout Ms. Baker's business career she has been active in numerous civic and non-profit organizations.

Ms. Baker is looking forward to the support of the members in seeking re-election to the Board. If you have any questions or comments with respect to the bio above, please contact Ms. Baker at 928.274.8874.

Respectfully,

  
Carol Brown,

Risk Manager/Administrative Assistant to the Town Manager  
(928) 554.0003/[carol.brown@campverde.az.gov](mailto:carol.brown@campverde.az.gov)

CC: Camp Verde Town Council; Town Manager Russ; Town Clerk Debbie Barber



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





Office of the City Manager

201 S. Cortez Street  
Prescott, AZ 86303  
(928) 777-1380

July 1, 2014

AMRRP Nominating Committee  
League of Arizona Cities & Towns  
1820 West Washington Street  
Phoenix, AZ 85007

Dear AMRRP Nominating Committee:

I am nominating Alison Zelms, Prescott Deputy City Manager to serve on the AMRRP Board of Trustees.

Alison's directly related experience would be an asset to the Board. She was previously appointed to the Board when employed by Sedona, but had to decline before officially serving upon accepting her current position with Prescott (Prescott was not a member of AMRRP at that time). In her role here, she had oversight of in-house risk management services when Prescott was self-insured, worked through the City's 2012 coverage renewals, and then assisted with the transition to AMRRP membership, working closely with the Human Resource Department and Legal Department on a variety of insurance and personnel-related issues.

Alison regularly assists Prescott departments with critical personnel issues, presently serves on the Yavapai County Trust (health insurance board), and while at Sedona was a member of the Arizona Public Employer Health Pool Board. Of particular note, she worked closely with the Arizona Division of Emergency Management, and was the Joint Agency Administrator for the Granite Mountain Hotshot Incident Management Team, coordinating backfill, memorial and funeral services after the Yarnell Hill Tragedy. At present she is managing and working closely with the Fire and Police Chiefs on completion and implementation of the Fire and Police Operational Analyses being completed by the International Association of City/County Management's Center for Public Safety Management.

The City of Prescott is vitally interested in keeping the AMRRP a financially stable provider of high quality risk management services to Arizona municipalities. Alison Zelms will be a valuable addition to the Board of Trustees as it endeavors to continue this success.

Sincerely,

Craig McConnell  
City Manager

**Mayor**  
Robin R. Boyd  
**City Manager**  
Stephen J. Pauken  
(928) 289-2422  
FX (928) 289-3742  
TDD (928) 289-4784



**Council Members**  
Peter Cake  
Thomas R. Chacon, Sr.  
Curtis Hardy  
Marshall Losey  
Bob Schlesinger  
Harold Soehner

**Discover Winslow-A City in Motion**

June 19, 2014

AMRRP Nominating Committee  
League of Arizona Cities and Towns  
1820 West Washington Street  
Phoenix, AZ 85007

Dear Members of the Nominating Committee:

As the City Manager of an AMRRP member city, I would be pleased to be nominated for membership on the Board of Trustees. Please consider this my expression on interest.

At the beginning of this year, I was appointed as the City Manager in Winslow, after eight years of service as the City Manager of the City of Bisbee. Prior to my service in Arizona, I managed the towns of Berthoud and Frederick in Colorado for seven years, and spent sixteen years as the Mayor and Member of Council in my hometown of Maumee, Ohio. I am a graduate of Heidelberg University and Owens Community College, both in Ohio.

I have had the opportunity over the last few years to work on a few claims with the staff of the Pool, so I have an idea how the Arizona risk pool works. I believe that I would be a helpful addition to the Board of Trustees.

Sincerely,

Stephen J. Pauken  
City Manager



Founded 1876  
Incorporated 1899

# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943 FAX (928) 634-0715

June 25, 2014

AMRRP Nominating Committee  
League of Arizona Cities and Towns  
1820 West Washington Street  
Phoenix, AZ 85007

To Whom It May Concern:

It is our great pleasure to nominate our Chief of Police, Allen L. Muma, to serve as a Trustee of the Arizona Municipal Risk Retention Pool. A brief biography of Chief Muma is enclosed.

Chief Muma's depth of experience in law enforcement, government administration and risk management, coupled with his strong work ethic, excellent judgment and strong communication skills, make him a perfect candidate for this position, and we wholeheartedly recommend his appointment to the AMRRP Board of Trustees.

If you have any questions or require anything further, please do not hesitate to contact either of us.

Sincerely,

Nikki Check  
Mayor

Candace B. Gallagher, CMC  
Town Manager/Clerk

cc: Allen L. Muma, Chief of Police

## ALLEN L. MUMA – BRIEF BIOGRAPHY

Allen Muma has been the Chief of Police in Jerome since June of 1999. He and his wife Jackie had been coming to Jerome since 1996. They moved here in 1999, eventually purchasing a historic home. They also own and operate the Ghost City Inn Bed & Breakfast in Jerome.

Muma started his Law Enforcement career in 1982 as a Military Police Officer in the US Air Force Reserves. He served six years, reaching the rank of Staff Sergeant and receiving an honorable discharge in 1988.

In 1985, Muma went to work for the Charlevoix County (Michigan) Sheriff's Department as an auxiliary deputy. In 1986, he was hired as a Marine Patrol Officer. In 1986, he received the medal of valor for lifesaving, attended the police academy and was promoted to Deputy Sheriff. He was appointed the OIC for the Beaver Island Sheriff's sub-station and served in that capacity for two years.

In 1988, he applied for and was selected as Chief of Police in Manton, Michigan, a rural town of 1,400 residents. During his tenure there, he received multiple state and national awards for his traffic safety programs. He was also awarded the Distinguished Service Medal by the Michigan Association of Chiefs of Police and Governor Engler. He served as both Chief of Police and City Administrator for the last five years he was employed there.

In 1993, he was appointed to the State Pool Board of Directors of the Michigan Municipal Risk Management Authority (MMRMA). MMRMA is one of the largest self-insurance pools in the nation, and the State Pool consists of over 150 communities. He was elected to a second term, but left in 1997, when he left the employment of the City of Manton to pursue a career in the private sector.

In 1999, he was approached by the Town of Jerome. He applied for and was selected as the Chief of Police, and he has served in that capacity for 14 years. During that time, he has received several awards including an award of valor, distinguished service award and was Verde Valley Law Enforcement Officer of the Year in 2009.

Muma has extensive law enforcement training in matters ranging from police liability to community policing. Muma served as a UN Police Advisor in East Timor in 2000, and has been a consultant working with small communities and their related police problems. In addition to his law enforcement position, Muma serves as the President of the Verde Valley Ambulance Company, a non-profit EMS provider with almost 40 employees operating seven ambulances in the Verde Valley, as well as the President of the Jerome Historical Society.

**From:** Gregory Rose [<mailto:Gregory.Rose@maricopa-az.gov>]  
**Sent:** Wednesday, June 25, 2014 1:58 PM  
**To:** Ken Strobeck  
**Subject:** FW: Bio Text

Arizona League Representative:

Please find below my biography. I am submitting this bio to nominate myself for the AMRRP Board of Trustees. After review, if you have any question or concern, please don't hesitate to contact me.

Best regards,  
Gregory

Gregory E. Rose was appointed City Manager for the City of Maricopa, Arizona in February 2014. As the city manager, Gregory is responsible for the implementation and execution of Council policies and direction, strategic planning, and oversight of all departments, with the exception of the City Attorney.

Prior to his appointment, Gregory served as the principal for Rose and Associates from December 2009-February 2014. Rose also served as City Administrator for Hyattsville Maryland, and City Manager for the City of North Las Vegas, Nevada from July 2003 – December 2009. Under Rose's leadership the City of North Las Vegas lowered its crime rate and made significant improvements to its parks, streets, and residential neighborhoods.

Gregory received his Bachelor of Science degree in public administrations and a Master's degree in public affairs, both from the University of Texas at Dallas.

Rose is a member of the International City/County Manager's Association and holds a Credentialed City Manager certification. Gregory is also a member of the National Forum for Black Public Administrator.

Gregory was recognized as the Public Administrator of the Year by the Nevada Chapter of the National Forum for Black Public Administrators.



**City of Maricopa**

39700 West Civic Center Plaza, Maricopa, AZ 85139

City Hall open Monday - Thursday, 7:00 a.m. - 6:00 p.m., closed Friday

*"The City of Maricopa will be open, responsive and accountable while serving the public with integrity."*

**From:** Kelly Udall [<mailto:kudall@ci.sahuarita.az.us>]  
**Sent:** Tuesday, June 24, 2014 10:41 AM  
**To:** Ken Strobeck  
**Cc:** Terry Hinton  
**Subject:** Terry Hinton Nomination

Ken:

I would like to nominate Mr. Terry Hinton to serve on the AMRRP Board of Trustees. Mr. Hinton has been a Town manager for over 26 years with management experience for the Towns of Kearny and Thatcher. He has a BS degree from the University of Arizona and an MBA from the University of Phoenix and currently serves on the AMRRP Finance Committee. I have known Terry for many years in his Town manager roles and can attest to his solid understanding of Arizona issues and outstanding management skills and experience, all of which would make him a valuable member of the board. Thank you for your consideration.

L. Kelly Udall  
Town Manager  
Town of Sahuarita  
(520) 822-8816  
[kudall@ci.sahuarita.az.us](mailto:kudall@ci.sahuarita.az.us)

**From:** Jestin Johnson [<mailto:jjohnson@cityofbisbee.com>]  
**Sent:** Friday, June 27, 2014 2:12 PM  
**To:** Ken Strobeck  
**Cc:** Sharon Buono  
**Subject:** Buono Bio

Ken,

I hope this email finds you doing well. I am sending you this email in response to a flyer I received from the Arizona Municipal Risk Retention Pool seeking Board of Trustee Nominee's. Please find attached to this email, the bio of Sharon Buono, city of Bisbee Finance Director, and our nominee to serve on the Board. I highly recommend Sharon based on her risk management, public finance, and public sector accounting acumen. It is my firm belief that she will represent the Board and southern Cochise County very well.

I greatly appreciate the panels consideration and I am available to answer any questions that you may have.

-Jestin

Jestin Johnson  
City Manager  
118 Arizona Street  
Bisbee, Arizona 85603  
[jjohnson@cityofbisbee.com](mailto:jjohnson@cityofbisbee.com)

## SHARON ROGERS BUONO



Mrs. Sharon Buono is the Finance Director/Treasurer for the City of Bisbee located in southeast Arizona. She earned her associate degree from Cochise College, while working in the Sierra Vista School District Business Office. After ten years in school finance, she met the love of her life and they settled in Florida. While there, Mrs. Buono obtained her bachelor's degree in accounting from Florida Atlantic University, Boca Raton. During this time she returned to her favorite type of work, governmental accounting. She was employed in the accounting department of the Palm Beach County School District (11<sup>th</sup> largest school district in the US). After her seventeen year career there, the Buono family decided it was time to take a hiatus from all of the hurricanes and return to Arizona.

Mrs. Buono was hired by the City of Bisbee as an accountant and promoted to Finance Director/Treasurer. Mrs. Buono's professional memberships include the National/State Government Finance Officer Association and Association of Government Accountants. She is currently pursuing the AGA Certified Government Financial Manager certification and plans on continuing her education by obtaining the GFOA Certified Public Finance Officer certification at a later date. She can be contacted at 520-432-6008 or at [sbuono@citybisbee.com](mailto:sbuono@citybisbee.com).

**From:** Jim Bacon [<mailto:ibacon@paradisevalleyaz.gov>]  
**Sent:** Thursday, July 03, 2014 3:22 PM  
**To:** Ken Strobeck  
**Cc:** Scott McCarty  
**Subject:** AMRRP Board Nomination

Good afternoon Ken.

I would like to nominate Scott McCarty for the AMRRP Board. Scott is a CPA and currently serves as the Finance Director for the Town of Paradise Valley. He plays an important role in administering the Town's risk management program. He has spent his entire 25-year career working in local governments and would bring a unique perspective to the Board. Scott is experienced in the different aspects of risk management and has an outcome oriented approach to resolving issues. While he was employed with the City of Scottsdale as their Finance Director, he gained valuable experience being involved with their award winning risk management program.

AMRRP provides critical services to its members and it is important to the Paradise Valley Town Council that the Town continues to have an active role. Previous Town employees have served on the board and Scott's involvement would re-establish our involvement at that level. I would ask the nominating committee to seriously consider adding Scott to the AMMRP board.

Respectfully Submitted,

Jim Bacon



**Exhibit A - Agenda Item Submission Form – Section I**

**Meeting Date: August 6, 2014 – Town Council**

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

**Requesting Department:** Community Development/Building Division

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

**Agenda Title (be exact):** Public hearing, discussion, consideration, and possible approval of Resolution 2014-926, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring a certain document filed with the Town Clerk and entitled “Adoption of the 2012 International Code Council Codes, (ICC) and Related Public Codes” to be a public record of the Town of Camp Verde, Arizona, amending Town Code, Chapter 7 – Building, Article 7-1, Section 7-1-100 – Town of Camp Verde Technical Code Amendments and Article 7-2 – Administrative Building Code, Section 7-2-101 – General, through Section 7-2-111 – Fees.

**List Attached Documents:** Draft Resolution No. 2014-926 and Exhibit A

**Estimated Presentation Time:** 15 minutes

**Estimated Discussion Time:** 30 minutes

**Reviews Completed by:**

Department Head: \_\_\_\_\_  Town Attorney Comments:

Finance Department

**Fiscal Impact:**

**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Instructions to the Clerk:** None

**Town Attorney Comments:**

7/14/14 5:48PM

**Page 2 of Exhibit A:**

**INTERNATIONAL BUILDING CODE, 2006 2012 EDITION, ADOPTED BY REFERENCE**  
 The International Building Code (IBC), 2006 2012 Edition, including Appendix J **APPENDIX J - GRADING** and hereby referred to, adopted, and made a part here of as set forth herein, excepting such portions as are hereinafter deleted, modified or amended.  
 CHAPTER 1 **SCOPE AND ADMINISTRATION** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**Page 21 of Exhibit A:**

6. Federal development on Federal land. ~~Private development on Federal land shall not be exempted.~~
7. ~~Tribal Trust Land~~Any construction or improvement outside the Town boundaries, or beyond the jurisdictional authority of the Town of Camp Verde.
8. Items pursuant to ARS §11-865, the provisions of this article shall not be ~~constrained~~ construed to apply to:
  - a. Construction or operation incidental to construction and repair to irrigation and drainage ditches or appurtenances thereto, of regularly constituted districts or reclamation districts, or to farming, dairying, agriculture, viticulture, horticulture or stock or poultry raising, or clearing or other work upon land in rural areas for fire prevention purposes.

**Page 31 of Exhibit A:**

**7-2-104.1.1 Exceptions:**

1. Federal developments on Federal owned land.
2. ~~Tribal Trust Land~~Any construction or improvement outside the Town boundaries, or beyond the jurisdictional authority of the Town of Camp Verde |
- 2.3 Annual permit holder.
- 3.4. Pursuant to ARS §11-865: Construction or operation incidental to construction and repair to irrigation and drainage ditches or appurtenances thereto, of regularly constituted districts or reclamation districts, or to farming, dairying, agriculture, viticulture, horticulture or stock or poultry raising, or clearing or other work upon land in rural areas for fire prevention purposes.
- 4.5. Pursuant to ARS §11-865: Devices used in manufacturing, processing or fabricating normally considered as involved in industry and construction of non-manned structures for the operation and maintenance of electric, gas or other public utility systems operated by public service corporations operating under a franchise or certificate of convenience and necessity.



**David Benton**

This is my attempt to limit the code application to construction that the Town has jurisdiction to regulate.

**Page 46 of Exhibit A:**

**SECTION 7-2-110 BOARD OF APPEALS**

**7-2-110.1 General.** In order to hear and decide appeals of orders, decisions or determinations made by the Building Official relative to the application and interpretation of this Chapter and the technical codes, there shall be and is hereby created one Board of Appeals consisting of members who are qualified by experience and training to pass on matters pertaining to building construction and who are not employees of the Town. The Building Official shall be the ex-officio member of and shall consult with and provide advice to the Board during the proceedings and may act as secretary to the Board but shall have no vote on any matter before the board.

**7-2-110.2 Limitations on authority.** ~~An application for appeal shall be based on a claim that the true intent of the technical codes or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply or an equally good or better form of construction is proposed.~~ The Board of Appeals shall have ~~no only~~ the authority granted in this code, and relative to shall offer interpretations of technical codes pursuant to this Chapter ~~nor shall~~ the Board shall not be empowered to waive requirements of the technical codes.

**7-2-110.3 Created, composition.**



**David Benton**

I think it is ok to leave this in because the BO has authority to Interpret – see 7-2-103.



**David Benton**

See 7-2-110.7.1 – the Board may Interpret “special cases” then the code is “Inadequate” and then may offer revisions to the Council

**Page 47 of Exhibit A:**

**7-2-110.8 Appeal from decision of the Building Official.**

1. Any person dissatisfied with a decision of the Building Official ~~may appeal the decision if applying to the technical provisions of the building code the decision conflicts with the intent of the codes in this Chapter, the decision incorrectly interprets a code in this Chapter, the requirements in this Chapter do not apply, or a person seeks to propose~~ an alternate material or method of construction pursuant to Section 7-2-110.7. The person may also request a hearing, before the Board by filing an appeal with Appeals shall be filed with the Community Development Director on a form provided therefore.
2. Such appeal shall be heard at the next regular meeting of the Board unless such appeal is filed within twenty- one (21) days preceding the next regular board meeting, in which case such appeal shall be heard at the next succeeding regular or special board meeting.
23. All hearings shall be open to the public and any person whose interest may be affected by the decision shall be given an opportunity to be heard.
34. The Board shall render all its decisions on appeals in writing to the appellant with a copy to the Community Development Director and Building Official.

**7-2-110.9 Decision of the Board.**

1. The ~~decision regarding the~~ appeal shall be in writing and shall be filed with the Town Clerk.
2. The Board decision on the matter shall be predicated on the same findings as set forth in Section 7-2-110.7 and shall be final.



**David Benton**

I assumed this mean the Board decision and not the appeal itself.

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

**Town of Camp Verde**

**Agenda Item Submission Form – Section II (Staff Report)**

*Department:* Community Development/Building Division

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

**Contact Information:** Michael Jenkins, Community Development Director, (928) 554-0051; Robert Foreman, Building Official/Town Safety Officer, (928) 554-0061; Kendall Welch, Permit Technician, (928) 554-0064

**Background:** The purpose of the International Code Council (ICC) Codes is to “establish the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to fire fighters and emergency responders during emergency operations.”

The Town of Camp Verde Building Department held fifteen public meetings, from October 2013 through February 2014 and invited local architects, builders, contractors, designers and general public to comment on the potential adoption of the 2012 International Code Council (ICC) Codes. The public meetings were advertised with a postcard mailing to all registered area contractors within Camp Verde, Cottonwood, Clarkdale and Cornville. The public meetings were also advertised with banners as well as with various newspaper articles that appeared in the Camp Verde Bugle. The public meetings generated feedback from approximately twenty (20) people that represented various local businesses, contractors, construction companies, and members of the general public.

Feedback generated from the public meetings was combined with county and staff recommendations, and the Technical Code Amendments were amended to modify portions of the 2012 International Code Council (ICC) Codes, 2011 National Electrical Code (NEC), and Administrative Building Code to address Camp Verde's specific needs.

**Statement of the Problem or Opportunity:** Since September 20<sup>th</sup>, 2009 the Building Division of the Community Development Department has been under the 2006 International Code Council (ICC) Codes with the exception of the International Fire Code (2003), and National Electrical Code (2005). In order to remain current with other cities, towns and municipalities within Yavapai County and for staff to have the appropriate tools to monitor construction activity properly within the Town's limits, the Building Division is requesting the adoption of the 2012 International Code Council (ICC) Codes, 2011 National Electrical Code (NEC), revised Technical Code Amendments and Administrative Building Code.

**Recommended Motion:** A motion to approve or deny Resolution 2014-926, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring a certain document filed with the Town Clerk and entitled “Adoption of the 2012 International Code Council Codes, (ICC) and Related Public Codes” to be a public record of the Town of Camp Verde, Arizona, amending Town Code, Chapter 7 – Building, Article 7-1, Section 7-1-100 – Town of Camp Verde Technical Code Amendments and Article 7-2 – Administrative Building Code, Section 7-2-101 – General, through Section 7-2-111 – Fees.



# CHAPTER 7 BUILDING

## ARTICLE 7-1

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### ADOPTION OF THE ~~2006~~ 2012 INTERNATIONAL CODE COUNCIL CODES, (ICC) AND RELATED PUBLIC CODES

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(2004-A274) (2006-A332) (2007-A341) (2009-A361) (2009-A359) (2014-A401)

Pursuant to ARS §9-802 (as amended), the Town hereby adopts for application and enforcement for all construction within Town limits the following codes heretofore in existence, together with all future amendments, revisions, and modifications as issued by the respective publishing agencies.

1. ~~2006~~ 2012 International Code Council Codes, Published by the International Code Council Incorporated, (ICC), ~~2006~~ 2012 Edition.
2. ~~2006~~ 2012 International Building Code, Including Appendix J – Grading, Published by the International Code Council Incorporated, (ICC), ~~2006~~ 2012 Edition.
3. ~~2003 International Fire Code, Published by the International Code Council Incorporated, (ICC), 2003 Edition.~~
3. 2012 International Energy Conservation Code, Published by the International Code Council Incorporated, (ICC), 2012 Edition
4. ~~2006 International Fuel Gas Code, Published by the International Code Council Incorporated, (ICC), 2006 Edition.~~
4. 2012 Existing Building Code, Published by the International Code Council Incorporated, (ICC), 2012 Edition.
5. ~~2006 International Mechanical Code, Published by the International Code Council Incorporated, (ICC), 2006 Edition.~~
5. 2012 International Fire Code, Including Appendix B – Fire Flow Requirements, Appendix C – Fire Hydrant Locations And Distribution, and Appendix D – Fire Apparatus Access Roads, Published by the International Code Council Incorporated, (ICC), 2012 Edition.
6. ~~2006 International Plumbing Code, Published by the International Code Council Incorporated, (ICC), 2006 Edition.~~
6. 2012 International Fuel Gas Code, Including Appendix A – Sizing And Capacities Of Gas Piping, Appendix B – Sizing Of Venting Systems Serving Appliances Equipped With Draft Hoods, Category 1 Appliances And Appliances Listed For Use With Type B Vents, Appendix C – Exit Terminals Of Mechanical Draft And Direct-Vent Venting Systems, and Appendix D – Recommended Procedure For Safety Inspection Of An Existing Appliance Installation, Published by the International Code Council Incorporated, (ICC), 2012 Edition.
7. ~~2005 National Electrical Code, Published by the National Fire Protection Association, 2005 Edition.~~
7. 2012 International Mechanical Code, Including Appendix A – Chimney Connector Pass-Throughs, Published by the International Code Council Incorporated, (ICC), 2012 Edition.
8. ~~2006 International Residential Code, Published by the International Code Council Incorporated, (ICC), 2006 Edition.~~
8. 2011 National Electrical Code, Published by the National Fire Protection Association, 2011 Edition.
9. ~~2006 Existing Building Code, Published by the International Code Council Incorporated, (ICC), 2006 Edition.~~
9. 2012 International Plumbing Code, Including Appendix F – Structural Safety, Published by the International Code Council Incorporated, (ICC), 2012 Edition.

~~10. 2006 International Energy Conservation Code, Published by the International Code Council Incorporated, (ICC), 2006 Edition.~~

10. 2012 International Residential Code For One- And Two-Family Dwellings, Including Appendix M – Home Day Care – R-3 Occupancy, Appendix N – Venting Methods, and Appendix Q – ICC International Residential Code Electrical Provisions/National Electrical Code Cross Reference, Published by the International Code Council Incorporated, (ICC), 2012 Edition.

~~11. Town of Camp Verde Administrative Building Code~~

11. 2012 International Swimming Pool and Spa Code, Published by the International Code Council Incorporated, (ICC), 2012.

~~12. And Amendments~~

12. Town of Camp Verde Administrative Building Code

13. And Amendments

The effective date of the ordinance shall be September 20, 2009 ~~5, 2014~~ after which all new construction and work-in-progress shall meet the standards set forth in the ICC and the above-related codes.

The Town Council shall adopt fee schedules for inspection and certification under the codes, annually, upon recommendation of the Community Development Director.

At least three (3) copies of the ICC and the above codes, and any future amendments or revisions, shall be kept on file in the Community Development Department. All copies shall be readily available for inspection, including any supplementary pamphlets or explanatory booklets for distribution to the public.

It shall be unlawful for any person, firm, or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure or cause or permit the same to be done in violation of any standard or provision of the ICC and above related codes, including their subsequent revisions and modifications.

In addition to the criminal penalties, the Court, upon conviction, may order abatement or removal of the construction, and issue appropriate injunctive relief. The Building Official shall issue no final certificate of occupancy until the construction or action described in this paragraph has been inspected and shown to meet all ICC and related code requirements, and all fees to the Town paid.

*The Building Official, as defined in Town Code Article 7-2, Section 7-2-103, shall be the administrative authority duly appointed to enforce these codes.*

Section 2. Any person found guilty of violating any provision of this ordinance shall be guilty of a Class 2 misdemeanor. Each day that a violation continues shall be a separate offense and punishable as a separate offense.

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#### SECTION 7-1-100 TOWN OF CAMP VERDE TECHNICAL CODE AMENDMENTS

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The above listed documents are hereby amended for the incorporated areas of the Town of Camp Verde.

### **INTERNATIONAL BUILDING CODE, 2006 2012 EDITION, ADOPTED BY REFERENCE**

The International Building Code (IBC), 2006 2012 Edition, including Appendix J **APPENDIX J - GRADING** and hereby referred to, adopted, and made a part here of as set forth herein, excepting such portions as are hereinafter deleted, modified or amended.

**CHAPTER 1 ADMINISTRATION** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**SECTION 3109.3— Public swimming pools** is amended by the deletion of four feet (1200 mm) and the insertion of five feet (1613 mm).

~~SECTION 3109.4.1 — Barriers height and clearances is amended by the deletion of forty eight inches (1219 mm) and the insertion of sixty inches (1530 mm).~~

~~SECTION 3109.4.1.7 Gates is amended by revision of the last sentence to read as follows:~~

~~3109.4.1.7 — Gates. Where the release mechanism of the self-latching device is located less than fifty four inches (1372 mm) from the bottom of the gate, the release mechanism shall be located on the pool side of the gate at least five inches (127 mm) below the top of the gate, and the gate and barrier shall have openings not greater than 0.5 inch (12.7 mm) within eighteen inches (457 mm) of the release mechanism.~~

~~SECTION 3109.4.1.8 Dwelling wall as a barrier is hereby amended by the addition of #4 to read as follows:~~

~~4. Emergency escape and rescue windows for sleeping rooms which face within a swimming pool enclosure shall be equipped with a latching device located fifty four inches (1372 mm) above the floor. All other operable dwelling unit windows facing within the swimming pool enclosure shall be equipped with screwed-in-place wire mesh screen, a keyed lock that prevents opening the window more than four inches (102 mm), or a latching device located not less than fifty four inches (1372 mm) above the floor.~~

~~SECTION 3401.3 — Compliance with other codes is amended by deletion of International Private Sewage Disposal Code, and ICC Electric Code.~~

**SECTION 202 DEFINITIONS** is hereby amended by addition of the following new words and terms:

**DIRECTED CARE SERVICE.** Care of residents, including personal care services, who are incapable of recognizing dangers, summoning assistance, expressing need or making basic care decisions.

**SUPERVISORY CARE SERVICE.** General supervision, including daily awareness of resident functioning and continuing needs.

**RESIDENTIAL CARE/ASSISTED LIVING HOME.** A building or part thereof housing a maximum of 10 persons, excluding staff, on a 24-hour basis, who because of age, mental disability or other reasons, live in a supervised residential environment which provides supervisory, personal or directed services. This classification shall include, but not be limited to the following:

Alcohol and Drug Abuse Centers

Assisted Living Homes

Congregate Care Facilities

Convalescent Facilities

Group Homes

Halfway Houses

Social Rehabilitation Facilities

**SECTION 202 DEFINITIONS** is hereby amended by revision of specific words and terms to read as follows:

**PERSONAL CARE SERVICE.** The care of persons who do not require medical care. Personal care involves assistance with activities of daily living and includes responsibility for the safety of the persons while inside a building.

**SECTION 305.2 DAY CARE FACILITIES** is amended by addition of Exception 1 to read as follows:

**Exceptions:**

1. A "child care group home" complying with the requirements ARS §36-897 and providing child care for less than twenty-four (24) hours per day for not less than five (5) children but no more than ten (10) children through the age of twelve (12) years shall be classified as Group R-3 provided that all child care rooms are located on the level of exit discharge and each child care room has an exit door directly to the exterior.

**SECTION 308.2 DEFINITIONS** is hereby amended by addition of the following new words and terms as defined in Chapter 2:

**DIRECTED CARE SERVICE.**

**SUPERVISORY CARE SERVICE.**

**SECTION 308.3 INSTITUTIONAL GROUP I-1** is hereby deleted in its entirety and revised to read as follows:

**308.3 Institutional Group I-1.** This occupancy shall include buildings, structures or parts thereof housing more than 10 persons on a 24-hour basis, who because of age, mental disability or other reasons, live in a residential environment that provides supervisory care services. The occupants are capable of responding to an emergency situation without physical assistance from staff. This group shall include, but not limited to the following:

- Alcohol and Drug Centers
- Assisted Living Facilities
- Congregate Care Facilities
- Convalescent Facilities
- Group Homes
- Halfway Houses
- Residential Board and Custodial Care Facilities
- Social Rehabilitation Facilities

**SECTION 308.3.2 SIX TO SIXTEEN PERSONS RECEIVING CARE** is hereby deleted in its entirety and revised to read as follows:

**308.3.2 Six to Ten persons receiving care.** A facility such as the above, housing not fewer than six and not more than 10 persons receiving such care, shall be classified as a Group R-4 Condition 1 or shall comply with the International Residential Code in accordance with Section 101.2 where the building is in compliance with Section 425 of this code.

**SECTION 308.4 INSTITUTIONAL GROUP I-2** is hereby deleted in its entirety and revised to read as follows:

**308.4 Institutional Group I-2.** This occupancy shall include buildings and structures used for medical, surgical, psychiatric, nursing, custodial, personal, or directed care on a 24-hour basis of more than five persons who are incapable of self-preservation by responding to an emergency situation without physical assistance from staff. This group shall include, but not be limited to the following:

- Foster Care Facilities
- Detoxification Facilities
- Hospitals
- Nursing Homes
- Psychiatric Hospitals

**SECTION 308.4 INSTITUTIONAL GROUP I-2** is amended by addition of SECTION 308.4.2 to read as follows:

**308.4.2 Ten or more persons receiving care.** This occupancy shall also include buildings and structures used for assisted living homes providing supervisory, personal, or directed care on a 24-hour basis of more than 10 persons who are incapable of self-preservation by responding to an emergency situation without physical assistance from staff. A facility such as the above with ten or fewer persons shall be classified as R-4 Condition 2.

**SECTION 310.2 DEFINITIONS** is hereby amended by addition of the following new words and terms as defined in Chapter 2:

RESIDENTIAL CARE/ASSISTED LIVING HOME

**SECTION 310.6 RESIDENTIAL GROUP R-4** is hereby deleted in its entirety and revised to read as follows:

**310.6 Residential Group R-4.** This occupancy shall include buildings, structures or portions thereof arranged for occupancy as residential care/assisted living homes including not more than 10 occupants, excluding staff. R-4 occupancies shall meet the requirements for construction as defined in Group R-3 except as otherwise provided for in this code and Section 425 or shall comply with the International Residential Code in accordance with Section 102.2 where the building is in compliance with Section 425 of this code.

**SECTION 310.6 RESIDENTIAL GROUP R-4** is amended by addition of SECTION 310.6.1 to read as follows:

**310.6.1 Condition 1.** This occupancy condition shall include facilities licensed to provide supervisory care services, in which occupants are capable of self-preservation by responding to an

emergency situation without physical assistance from staff. Condition 1 facilities housing more than 10 persons shall be classified as a Group I-1.

**SECTION 310.6 RESIDENTIAL GROUP R-4** is amended by addition of SECTION 310.6.2 to read as follows:

**310.6.2 Condition 2.** This occupancy condition shall include facilities licensed to provide personal or directed care services, in which occupants are incapable of self-preservation by responding to an emergency without physical assistance from staff. Condition 2 facilities housing more than 10 persons shall be classified as Group I-2.

**CHAPTER 4 SPECIAL DETAILED REQUIREMENTS BASED ON USE AND OCCUPANCY** is amended by addition of SECTION 425 RESIDENTIAL CARE/ASSISTED LIVING HOME to read as follows:

**SECTION 425 RESIDENTIAL CARE/ASSISTED LIVING HOME**

A building or part thereof housing a maximum of 10 persons, excluding staff, on a 24-hour basis, who because of age, mental disability or other reasons, live in a supervised residential environment which provides supervisory, personal, or directed services. This classification shall include, but not be limited to, the following:

Residential Board and Care Facilities

Assisted Living Homes

Halfway Homes

Group Homes

Congregate Care Facilities

Social Rehabilitation Facilities

Alcohol and Drug Abuse Centers

Convalescent Facilities

**425.1 Applicability.** The provisions of this section shall apply to a building or part thereof housing not more than 10 persons, excluding staff, on a 24-hour basis, who because of age, mental disability or other reasons, live in a supervised residential environment which provides licensed care services. Except as specifically required by this code, R-4 occupancies shall meet all applicable provisions of Group R-3.

**425.2 General.** Buildings or portions of buildings classified as R-4 occupancies shall meet all the applicable provisions of Group R-3, may be constructed of any materials allowed by this code, shall not exceed two stories in height nor be located above the second story in any building, and not exceed 2,000 square feet above the first story except as provided in Section 506.

**425.3 Special Provisions.** R-4 occupancies having more than 2,000 square feet of floor area above the first floor shall be of not less than one-hour fire-resistive construction throughout.

**425.3.1 Mixed Uses.** R-4 occupancies shall be separated from other uses as provided in Table 508.4.

**425.4 Access and Means of Egress Facilities.**

**425.4.1 Accessibility.** R-4 occupancies shall be provided with at least one accessible route as per Chapter 11 as amended by the Town of Camp Verde. Sleeping rooms and associated toilet rooms shall also be accessible as per Chapter 11 as amended by the Town of Camp Verde.

**Exception:** Existing buildings shall comply with Section 3411 of this code. Bathing and toilet facilities need not be made accessible, but shall be provided with grab bars in accordance with ICC/ANSI A 117.1

**425.4.2 Exits.**

**425.4.2.1 Number of Exits.** Every story, basement, or portion thereof shall have not less than two exits.

**Exception:** Basements and stories above the first floor containing no sleeping rooms may have one means of egress as provided in Chapter 10 of this code.

**425.4.2.2 Distance to Exits.** The maximum travel distance shall comply with Section 1016, except the maximum travel distance from the center point of any sleeping room to an exit shall not exceed 75 feet.

**425.4.2.3 Emergency Exit Illumination.** In the event of a power failure, exit illumination shall be automatically provided from an emergency system powered by storage batteries

or an onsite generator set installed in accordance with the 2011 NEC.

**425.4.2.4 Emergency Escape and Rescue.** R-4 occupancies shall comply with the requirements of Section 1029.

**425.5 Smoke Detectors and Sprinkler Systems.**

**425.5.1 Smoke Alarms.** All habitable rooms and hallways in R-4 occupancies shall be provided with smoke alarms installed in accordance with Section 907.2.10 and 907.2.11.

**425.5.2 Sprinkler Systems.** R-4 occupancies shall be provided with a sprinkler system installed in accordance with Section 903.2.8. Sprinkler systems installed under this section shall be installed throughout, including attached garages, and in Condition 2 facilities shall include attics and concealed spaces of or containing combustible materials. Such systems may not contain unsupervised valves between the domestic water riser control valve and the sprinklers. In R-4 Condition 2 occupancies, such systems shall contain water-flow switches electrically supervised by an approved supervising station, and shall sound an audible signal at a constantly attended location.

**SECTION 705.6 STRUCTURAL STABILITY** is hereby deleted in its entirety.

**SECTION 714.4.1.1 THROUGH PENETRATIONS EXCEPTION 2** is hereby deleted in its entirety.

**SECTION 903.2.8 GROUP R** is hereby deleted in its entirety.

**SECTION 1008.1.2 DOOR SWING EXCEPTION 4** is hereby deleted in its entirety and revised to read as follows:

4. Doors within or serving a single dwelling unit in Group R-2, R-3 as applicable in Section 101.2, and R-4.

**SECTION 1101.2 DESIGN** is hereby deleted in its entirety and revised to read as follows:

**1101.2 Design.** Buildings and facilities shall be designed and constructed to be accessible in accordance with the following:

1. The 2010 standards for State and local governments, which consist of Title II regulations at 28 CFR 35.15. and 2004 ADAAG at 36 CFR part 1191, Appendices B and D;
2. The 2010 standards for public accommodations and commercial facilities, which consist of the Title III regulations at 28 CFR 366 Subpart D, and the 2004 ADAAG at 36 CFR part 1191, Appendices B and D;
3. This code;
4. ICC A117.1-09.

**SECTION 1509.7.2 FIRE CLASSIFICATION** is hereby deleted in its entirety.

**TABLE 1607.1 MINIMUM UNIFORMLY DISTRIBUTED LIVE LOADS,  $L_0$ , AND MINIMUM CONCENTRATED LIVE LOADS<sup>9</sup>** is hereby amended to read as follows:

**25. Residential**

**One- and two-family dwellings**

**Uninhabitable attics with storage** 40

**Habitable attics and sleeping areas** 40

**SECTION 3109 SWIMMING POOL ENCLOSURES AND SAFETY DEVICES** is hereby deleted in its entirety.

**SECTION 3109.3 PUBLIC SWIMMING POOLS** is hereby amended to read as follows:

**3109.3 Public swimming pools.** Public swimming pools shall be completely enclosed by a fence not less than 5 feet (5') in height or a screen enclosure. Openings in the fence shall not permit the passage of a 4-inch-diameter (102 mm) sphere. The fence or screen enclosure shall be equipped with self-closing and self-latching gates.

**SECTION 3109.4.1 BARRIERS HEIGHT AND CLEARANCES** is hereby amended to read as follows:

**3109.4.1 Barrier height and clearances.** The top of the barrier shall be not less than sixty inches (60") above grade measured on the side of the barrier that faces away from the swimming pool. The vertical clearance between grade and the bottom of the barrier shall be not greater than 2 inches (51 mm) measured on the side of the barrier that faces away from the swimming pool. Where the top of the pool structure is above grade, the barrier is authorized to be at ground level or mounted on top of the pool structure, and the vertical clearance between the top of the pool structure and the bottom of the barrier shall be not greater than

4 inches (102 mm).

**SECTION 3109.4.1.7 GATES** is hereby amended to read as follows:

**3109.4.1.7 Gates.** Access doors or gates shall comply with the requirements of Sections 3109.4.1.1 through 3109.4.1.6 and shall be equipped to accommodate a locking device. Pedestrian access doors or gates shall open outward away from the pool and shall be self-closing and have a self-latching device. Doors or gates other than pedestrian access doors or gates shall have a self-latching device. Release mechanisms shall be in accordance with Sections 1008.1.9 and 1109.13. Where the release mechanism of the self-latching device is located less than fifty-four inches (54") from the bottom of the gate, the release mechanism shall be located on the pool side of the gate at least five inches (5") below the top of the gate, and the gate and barrier shall have openings not greater than ½ inch (12.7 mm) within 18 inches (457 mm) of the release mechanism.

**SECTION 3109.4.1.8 DWELLING WALL AS A BARRIER** is hereby amended by the addition of number 4 to read as follows:

4. Emergency escape and rescue windows for sleeping rooms which face within a swimming pool enclosure shall be equipped with a latching device located fifty-four inches (54") above the floor. All other operable dwelling unit windows facing within the swimming pool enclosure shall be equipped with screwed-in-place wire mesh screen, a keyed lock that prevents opening the window more than four inches (4"), or a latching device located not less than fifty-four inches (54") above the floor.

**SECTION 3401.3 COMPLIANCE** is hereby amended by deletion of International Energy Conservation Code, International Fire Code, and International Private Sewage Disposal Code.

**3412.2 Applicability.** Structures existing prior to September 5, 2014, in which there is work involving additions, alterations or changes of occupancy shall be made to comply with the requirements of this section or the provisions of Sections 3403 through 3409. The provisions in Sections 3412.2.1 through 3412.2.5 shall apply to existing occupancies that will continue to be, or are proposed to be, in Groups A, B, E, F, M, R, S and U. These provisions shall not apply to buildings with occupancies in Group H or I.

#### APPENDIX J:

**SECTION J103 PERMITS REQUIRED** is hereby amended to read as follows:

**J103.1 Permits required.** Except as exempted in the Section J103.2, no grading shall be performed without first having obtained a *permit* therefor from the *building official or town engineer*. A grading *permit* does not include the construction of retaining walls or other structures.

**SECTION J105.2 SPECIAL INSPECTIONS** is hereby amended to read as follows:

**J105.2 Special inspections.** The special inspection requirements of Section 1704.7 shall apply to work performed under a grading permit where required by the *building official or town engineer*.

**SECTION J108.3 SLOPE PROTECTION** is hereby amended to read as follows:

**J108.3 Slope protection.** Where required to protect adjacent properties at the toe of a slope from adverse effects of the grading, additional protection, approved by the *building official or town engineer*, shall be included. Such protection may include but shall not be limited to:

1. Setbacks greater than those required by Figure J108.1.
2. Provisions for retaining walls or similar construction.
3. Erosion protection of the fill slopes.
4. Provision for the control of surface waters.

**SECTION J109.3 INTERCEPTOR DRAINS** is hereby amended to read as follows:

**J109.3 Interceptor drains.** Interceptor drains shall be installed along the top of cut slopes receiving drainage from a tributary width greater than 40 feet (12 192mm), measured horizontally. They shall have a minimum depth of 1 foot (305 mm) and a minimum width of 3 feet (915 mm). The slope shall be approved by the *building official or town engineer*, but shall not be less than 50 horizontal to 1 vertical (2 percent). The drain shall be paved with concrete not less than 3 inches (76 mm) in thickness, or by other materials suitable to the application. Discharge from the drain shall be accomplished in a manner to prevent erosion and shall be approved by the *building official or town engineer*.

**INTERNATIONAL ENERGY CONSERVATION CODE, 2012 EDITION, ADOPTED BY REFERENCE**

The International Energy Conservation Code (IECC), 2012 Edition, and hereby referred to, adopted, and made a part here of as set forth herein, excepting such portions as are hereinafter deleted, modified or amended.

**CHAPTER 1 [CE] AND CHAPTER 1 [RE] SCOPE AND ADMINISTRATION** is hereby deleted in its entirety and replaced with the Requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**TABLE C301.1 and TABLE R301.1** is hereby amended to read climate zone 2B for the Town of Camp Verde.

**SECTION C402.4.1.2.3 BUILDING TEST** is hereby deleted in its entirety.

**SECTION R402.4.1.2 TESTING** is hereby deleted in its entirety.

**SECTION R403.2.2 SEALING (MANDATORY)** is hereby amended to read as follows:

**R403.2.2 Sealing (Mandatory).** Ducts, air handlers, and filter boxes shall be sealed. Joints and seams shall comply with either the International Mechanical Code (IMC) or International Residential Code (IRC) as applicable.

**Exceptions:**

1. Air-impermeable spray foam products shall be permitted to be applied without additional joint seals.
2. Where a duct connection is made that is partially inaccessible, three screws or rivets shall be equally spaced on the exposed portion of the joint so as to prevent a hinge effect.
3. Continuously welded and locking-type longitudinal joints and seams in ducts operating at static pressures less than 2 inches of water column (500 Pa) pressure classification shall not require additional closure systems.

**SECTION R403.4.1 CIRCULATING HOT WATER SYSTEMS (MANDATORY)** is hereby deleted in its entirety.

**SECTION R404.1 LIGHTING EQUIPMENT (MANDATORY)** is hereby deleted in its entirety.

**INTERNATIONAL EXISTING BUILDING CODE, 2012 EDITION, ADOPTED BY REFERENCE**

The International Existing Building Code (IEBC), 2012 Edition, and hereby referred to, adopted, and made a part here of as set forth herein, excepting such portions as are hereinafter deleted, modified or amended.

**CHAPTER 1 SCOPE AND ADMINISTRATION** is hereby deleted in its entirety and replaced with the Requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**INTERNATIONAL FIRE CODE, 2012 EDITION, ADOPTED BY REFERENCE**

The International Fire Code (IFC), 2012 Edition including **APPENDIX B - FIRE-FLOW REQUIREMENTS, APPENDIX C - FIRE HYDRANT LOCATIONS AND DISTRIBUTION, AND APPENDIX D - FIRE APPARATUS ACCESS ROADS** and hereby referred to, adopted, and made a part here of as set forth herein, excepting such portions as are hereinafter deleted, modified or amended.

**CHAPTER 1 SCOPE AND ADMINISTRATION:**

**SECTION 101 SCOPE AND GENERAL REQUIREMENTS:**

**SECTION 1.1.1 TITLE** is hereby amended to read as follows:

**[A] 101.1 Title.** These regulations shall be known as the Fire Code of the Town of Camp Verde, Arizona, hereinafter referred to as "this code." All references to *Fire Code Official* in the adopted International Fire Code (IFC) will be deemed to mean the appointed Building Official of the Town of Camp Verde or his designee, which from time to time in accordance with the Intergovernmental Agreements (IGA's) with the Town of Camp Verde Fire District, a separate entity from the Town, will be the Camp Verde Fire District appointed Fire Marshal.

**SECTION 103 DEPARTMENT OF FIRE PREVENTION** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**SECTION 104 GENERAL AUTHORITY AND RESPONSIBILITIES** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**SECTIONS 105.1.1 GENERAL through 105.5 REVOCATION** are hereby deleted in their entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**SECTION 105.6 REQUIRED OPERATION PERMITS** is hereby amended to read as follows:

**[A] 105.6 Required operational permits.** The *building official or fire code official* is authorized to issue operational permits for the operations set forth in Sections 105.6.1 through 105.6.46

**SECTION 106 INSPECTIONS** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**SECTION 108 BOARD OF APPEALS** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**SECTION 109 VIOLATIONS** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**SECTION 110 UNSAFE BUILDINGS** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**SECTION 111 STOP WORK ORDER** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**SECTION 112 SERVICE UTILITIES** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**SECTION 113 FEES** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**SECTION 903.2.8 GROUP R** is hereby deleted in its entirety.

**SECTION 1008.1.2 DOOR SWING EXCEPTION 4** is hereby deleted in its entirety and revised to read as follows:

**4. Doors within or serving a single dwelling unit in Group R-2, R-3 as applicable in Section 101.2, and R-4.**

## **INTERNATIONAL FUEL GAS CODE, 2006 2012 EDITION, ADOPTED BY REFERENCE**

The **International Fuel Gas Code (IFC), 2006 2012 Edition**, including ~~Appendixes A, B, C and D,~~ **APPENDIX A – SIZING AND CAPACITIES OF GAS PIPING, APPENDIX B – SIZING OF VENTING SYSTEMS SERVING APPLIANCES EQUIPPED WITH DRAFT HOODS, CATEGORY I APPLIANCES AND APPLIANCES LISTED FOR USE WITH TYPE B VENTS, APPENDIX C – EXIT TERMINALS OF MECHANICAL DRAFT AND DIRECT-VENT VENTING SYSTEMS, AND APPENDIX D – RECOMMENDED PROCEDURE FOR SAFETY INSPECTION OF AN EXISTING APPLIANCE INSTALLATION**, and hereby referred to, adopted, and made a part here of as set forth herein, excepting such portions as are hereinafter deleted, modified or amended.

**CHAPTER 1 SCOPE AND ADMINISTRATION** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**SECTION 404.9 – Minimum burial depth** is amended by adding the following sentence to the end of the section to read as follows:

**404.9 – Minimum burial depth.** ~~Underground ferrous gas piping shall be electrically isolated from the rest of the gas system with listed or approved isolation fittings (dielectric union) installed a minimum six inches (152 mm) above grade. All nonmetallic piping shall be installed with a yellow 18 AWG tracer wire terminating 12 inches (305 mm) above grade at each end.~~

~~SECTION 409.1.3—Gas piping installations, Shutoff valves, Access to shutoff valves is hereby amended by adding a second sentence to read as follows:~~

~~409.1.3—Gas piping installations, Shutoff valves, Access to shutoff valves. All buildings shall be provided with a shutoff valve located at the building on the downstream side of the gas meter.~~

**SECTION 404.12 MINIMUM BURIAL DEPTH** is hereby deleted in its entirety and revised to read as follows:

**404.12 Minimum burial depth.** Underground *pipng* systems shall be installed a minimum depth of 18 inches (457 mm) below grade, except as provided for in Section 404.12.1. Underground ferrous gas piping shall be electrically isolated from the rest of the gas system with listed or approved isolation fittings (dialectic union) installed a minimum of 6 inches (152 mm) above grade. All nonmetallic piping shall be installed with a yellow 18 AWG tracer wire terminating 12 inches (305 mm) above grade at each end.

**SECTION 409.1.3 ACCESS TO SHUTOFF VALVES** is hereby amended to read as follows:

**409.1.3 Access to shutoff valves.** Shutoff valves shall be located in places so as to provide access for operation and shall be installed so as to be protected from damage. All buildings shall be provided with a shutoff valve located at the building on the downstream side of the gas meter.

**INTERNATIONAL MECHANICAL CODE, 2006 2012 EDITION, ADOPTED BY REFERENCE**  
The International Mechanical Code (IMC), 2006 2012 Edition, including Appendix A **APPENDIX A – CHIMNEY CONNECTOR PASS-THROUGHS** and hereby referred to, adopted, and made a part here of as set forth herein, excepting such portions as are hereinafter deleted, modified or amended.

**CHAPTER 1 SCOPE AND ADMINISTRATION** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

**INTERNATIONAL PLUMBING CODE, 2006 2012 EDITION, ADOPTED BY REFERENCE**  
The International Plumbing Code (IPC), 2006 2012 Edition, including Appendixes B, D, F and G **APPENDIX F – STRUCTURAL SAFETY**, and hereby referred to, adopted, and made a part here of as set forth herein, excepting such portions as are hereinafter deleted, modified or amended.

~~**CHAPTER 1 – ADMINISTRATION** is deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.~~

**CHAPTED 1 SCOPE AND ADMINISTRATION** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended.

~~SECTION 305.6.1—Sewer depth is hereby amended to read as follows:~~

~~305.6.1—Sewer depth. Building sewers that connect to private sewage disposal systems shall be a minimum of twelve inches (305 mm) below finished grade at the point of septic tank connection. All nonmetallic building sewers shall be installed with a green 18 AWG tracer wire terminating 12 inches (305 mm) above grade at each end.~~

**SECTION 305.4.1 SEWER DEPTH** is hereby amended to read as follows:

**305.4.1. Sewer depth.** Building sewers that connect to private sewage disposal systems shall be a minimum of 12 inches (305 mm) below finished grade at the point of septic tank connection. All non-metallic building sewers shall be installed with a green 18 AWG tracer wire termination 12 inches (305 mm) above grade at each end.

**CHAPTER 4—FIXTURES, FAUCETS AND FIXTURE FITTINGS****SECTION 403—Minimum Plumbing Facilities**

~~TABLE 403.1—Minimum number of required plumbing fixtures is hereby amended by addition of new footnote “e” to read as follows:~~

~~TABLE 403.1—Minimum number of fixtures.~~

~~e. Water coolers or bottled water dispensers may be substituted for drinking fountains in A, B and M occupancies with twenty-five (25) or fewer occupants.~~

**TABLE 403.1 MINIMUM NUMBER OF REQUIRED PLUMBING FIXTURES** is hereby amended to read as follows:

- a. The fixtures shown are based on one fixture being the minimum required for the number of persons indicated or any fraction of the number of persons indicated. The number of occupants shall be determined by the *International Building Code*.
- b. Toilet facilities for employees shall be separate from facilities for inmates or care recipients.
- c. A single-occupant toilet room with one water closet and one lavatory serving not more than two adjacent patient sleeping units shall be permitted where such room is provided with direct access from each patient sleeping unit and with provisions for privacy.
- d. The occupant load for seasonal outdoor seating and entertainment areas shall be included when determining the minimum number of facilities required.
- e. The minimum number of required drinking fountains shall comply with Table 403.1 and Chapter 11 of the *International Building Code*.
- f. Drinking fountains are not required for an occupant load of fifteen (15) or fewer.
- g. For business and mercantile occupancies with an occupant load of fifteen (15) or fewer, service sinks shall not be required.
- h. Water coolers or bottle water dispensers may be substituted for drinking fountains in A, B and M occupancies with twenty five (25) or fewer occupants.

~~SECTION 504.6—Requirements for discharge pipe, Item #5 is amended to read as follows:~~

~~504.6—Requirements for discharge pipe.~~

~~5. Discharge to the floor, to an indirect waste receptor or to the outdoors. Where discharging to the outdoors, discharge piping shall be no less than six inches (152 mm) and no greater than twenty-four inches (610 mm) from grade.~~

**SECTION 504.6 REQUIREMENTS FOR DISCHARGE PIPING** is hereby amended to read as follows:

**504.6 Requirements for discharge piping.** The discharge of piping serving a pressure relief valve, temperature relief valve or combination thereof shall:

1. Not be directly connected to the drainage system.
2. Discharge through an *air gap* located in the same room as the water heater.
3. Not be smaller than the diameter of the outlet of the valve served and shall discharge full size to the *air gap*.
4. Serve a single relief device and shall not connect to piping serving any other relief device or equipment.
5. Discharge to the floor, to an indirect waste receptor or to the outdoors. Where discharging to the outdoors, discharging piping shall be no less the 6 inches (152 mm) and no greater than 24 inches (610 mm) from grade.
6. Discharge in a manner that does not cause personal injury or structural damage.
7. Discharge to a termination point that is readily observable by the building occupants.
8. Not be trapped.
9. Be installed so as to flow by gravity.
10. Not terminate more than 6 inches (152 mm) above the floor or waste receptor.
11. Not have a threaded connection at the end of such piping.
12. Not have valves or tee fittings.

13. Be constructed of those materials listed in Section 605.4 or materials tested, rated and approved for such use in accordance with ASME A112.4.1.

~~SECTION 603—Water service pipe installation is hereby amended as a new section to read as follows:~~

~~603.1—Water service pipe installation. The installation of the water service pipe shall comply with Section 603.1.1.~~

~~603.1.1—Burial depth. The water service pipe shall be buried a minimum of eighteen inches (457 mm) below the finish grade. All nonmetallic service piping shall be installed with a blue 18 AWG tracer wire terminating 12 inches (305 mm) above grade at each end.~~

**TABLE 604.4 MAXIMUM FLOW RATES AND CONSUMPTION FOR PLUMBING FIXTURES AND FIXTURE FITTINGS** is hereby amended to read as follows:

<b>PLUMBING FIXTURE OR FIXTURE FITTING</b>	<b>MAXIMUM FLOW RATE OR QUANTITY<sup>b</sup></b>
Lavatory, private	2.2 gpm at 60 psi
Lavatory, public (metering)	0.25 gallon per metering cycle
Lavatory, public (other than metering)	0.5 gpm at 60 psi
Shower head <sup>a</sup>	2.5 gpm at 80 psi
Sink faucet	2.2 gpm at 60 psi
Urinal	1.0 pint per flushing cycle
Water closet	1.6 gallons per flushing cycle

**SECTION 715.1 SEWAGE BACKFLOW** is hereby amended to read as follows:

**715.1 Sanitary drainage, backflow valves, sewage backflow.** An approved backwater valve shall protect all structures connected to a public sewer system.

~~SECTION 715.1—Sanitary drainage; Backwater valves; Sewage backflow is amended to read as follows:~~

~~715.1—Sanitary drainage; Backwater valves; Sewage backflow. An approved backwater valve shall protect all structures connected to a public sewer system.~~

~~SECTION 904.1—Roof extension is amended by the insertion of twelve inches (12").~~

**SECTION 903.1 ROOF EXTENSION** is hereby amended to read as follows:

**903.1 Roof extension.** Open vent pipes that extend through a roof shall be terminated not less than 12 inches (305 mm) above the roof, except that where a roof is to be used for any purpose other than weather protection, the vent extensions shall terminate no less than 7 feet (2134 mm) above the roof.

## **NATIONAL ELECTRICAL CODE, 2005 2011 EDITION, ADOPTED BY REFERENCE**

The National Electrical Code (**NEC**), 2005 2011 Edition, and hereby referred to, adopted, and made a part here of as set forth herein, excepting such portions as are hereinafter deleted, modified or amended.

~~ARTICLE 90-1 (E)—Administration and Enforcement is hereby added as a sub-paragraph to read as follows:~~

~~ARTICLE 90-1 (E)—Administration and Enforcement—For the purpose of administration and enforcement of the requirements of this code and amendments thereto, the provisions of the Town of Camp Verde Administrative Building Code as adopted by separate ordinance, and as may be amended from time to time, shall apply.~~

**SECTION 90.4 ENFORCEMENT** is hereby amended to read as follows:

**90.4 Enforcement.** This Code is intended to be suitable for mandatory application by governmental bodies that exercise legal jurisdiction over electrical installations, including signaling and communications systems, and for use by insurance inspectors. The authority having jurisdiction for enforcement of the Code has the responsibility for making interpretations of the rules, for deciding on the approval of equipment and materials, and for granting the special permission contemplated in a number of the rules.

By special permission, the authority having jurisdiction may waive specific requirements in this Code or permit alternative methods where it is assured that equivalent objectives can be achieved by establishing and maintaining effective safety.

This Code may require new products, constructions, or materials that may not yet be available at the time the Code is adopted. In such event, the authority having jurisdiction may permit the use of the products, construction, or materials that comply with the most recent previous edition of this Code adopted by the jurisdiction.

For the purpose of administration and enforcement of the requirements of this code and amendments thereto, the provisions of the Town of Camp Verde Administrative Building Code as adopted and as may be amended from time to time, shall apply.

**SECTION 210.8 GROUND-FAULT CIRCUIT-INTERRUPTER PROTECTION FOR PERSONNEL (A) DWELLING UNITS** is hereby amended to read as follows:

**210.8 Ground-Fault Circuit-Interrupter Protection for Personnel.** Ground-fault circuit-interruption for personnel shall be provided as required in 210.8(A) through (C). The ground-fault circuit-interrupter shall be installed in a readily accessible location.

Informational Note: See 215.9 for ground-fault circuit-interrupter protection for personnel on feeders.

(A) Dwelling Units. All 125-volt, single-phase, 15- and 20- ampere receptacles installed in the locations specified in 210.8(A)(1) through (8) shall have ground-fault circuit-interrupter protection for personnel.

(1) Bathrooms

(2) Garages, and also accessory buildings that have a floor located at or below grade level not intended as habitable rooms and limited to storage areas, work areas, and areas of similar use

(3) Outdoors

*Exception to (3): Receptacles that are not readily accessible and are supplied by a branch circuit dedicated to electric snow-melting, deicing, or pipeline and vessel heating equipment shall be permitted to be installed in accordance with 426.23 or 427.22, as applicable.*

(4) Crawl spaces – at or below grade level

(5) Unfinished basements – for purposes of this section, unfinished basements are defined as portions or areas of the basement not intended as habitable rooms and limited to storage areas, work areas, and the like. Receptacles installed under the exception to 210.8(A)(5) shall not be considered as meeting the requirements of 210.52(G).

*Exception to (5): A receptacle supplying only a permanently installed fire alarm or burglar alarm system shall not be required to have ground-fault circuit-interrupter protection.*

Informational Note: See 760.41(B) and 760.121(B) for power supply requirements for fire alarm systems.

(6) Kitchens – where the receptacles are installed to serve the countertop surfaces

(7) Sinks – located in convenience areas other than kitchens where receptacles are installed within 1.8 m (6 ft) of the outside edge of any sink, washbasin, tub or shower.

(8) Boathouses

~~ARTICLE 210.8 Ground-Fault Circuit-Interrupter Protection for Personnel is hereby amended to read as follows: (7) Convenience receptacles located within six feet (1.8 m) of any sink, washbasin, tub or shower.~~

**INTERNATIONAL RESIDENTIAL CODE, 2006 2012 EDITION, ADOPTED BY REFERENCE**

The International Residential Code For One- And Two-Family Dwellings (IRC), 2006 2012 Edition, including Appendixes A, B, C, G, H, J, and Q, APPENDIX M – HOME DAY CARE – R-3 OCCUPANCY, APPENDIX N –

**VENTING METHODS, AND APPENDIX Q – ICC INTERNATIONAL RESIDENTIAL CODE ELECTRICAL**

**PROVISIONS/NATIONAL ELECTRICAL CODE CROSS REFERENCE**, and hereby referred to, adopted, and made a part here of as set forth herein, excepting such portions as are hereinafter deleted, modified or amended.

**CHAPTER 1 ADMINISTRATION** is deleted in its entirety and replaced with the requirements of the Town of

Camp Verde Administrative Building Code as adopted and from time to time amended.

## SECTION R301—DESIGN

## CRITERIA

TABLE R301.2 (1) CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA is hereby amended to read as follows:

GROUND SNOW LOAD	WIND DESIGN		SEISMIC DESIGN CATEGORY	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP	ICE BARRIER UNDERLAYMENT REQUIRED	FLOOD HAZARDS	AIR FREEZING INDEX	MEAN ANNUAL TEMP
	SPEED (mph)	TOPOGRAPHIC EFFECTS		WEATHERING	FROST LINE DEPTH	TERMITE					
20 LBS	90 MPH EXPOSURE C	N/A	C	MODERATE	12 INCHES (305 MM)	MODERATE TO HEAVY	20 DEGREES	NO	REFER TO FLOOD PLAIN UNIT	194	53 DEGREES

TABLE R301.5 IS AMENDED BY DELETION OF DESIGN LOAD 20 IN ATTICS WITH STORAGE AND 30 IN SLEEPING ROOMS AND REPLACE WITH 40 IN BOTH AREAS.

TABLE R301.5 MINIMUM UNIFORMLY DISTRIBUTED LIVE LOADS (IN POUNDS PER SQUARE FOOT) is hereby amended to read as follows:

TABLE R301.5 MINIMUM UNIFORMLY DISTRIBUTED LIVE LOADS (in pounds per square foot)

USE	LIVE LOAD
Uninhabitable attics without storage	10
Uninhabitable attics with limited storage	40
Habitable attics and attics served with fixed stairs	40
Balconies (exterior) and decks	40
Fire escapes	40
Guardrails and handrails	200
Guardrail in-fill components	50
Passenger vehicle garages	50
Rooms other than sleeping room	40
Sleeping Rooms	40
Stairs	40

TABLE R302.1(1) EXTERIOR WALLS is hereby amended to read as follows:

TABLE R302.1(1) EXTERIOR WALLS

EXTERIOR WALL ELEMENT		MINIMUM FIRE-RESISTANCE RATING	MINIMUM FIRE SEPARATION DISTANCE
Walls	Fire-resistance rated	2 hours fire resistance rating	< 5 feet
	Not fire-resistance rated	0 hours	≥ 5 feet
Projections	Fire-resistance rated	1 hour on the underside	≥ 2 feet to < 5 feet
	Not fire-resistance rated	0 hours	≥ 5 feet
Openings in walls	Not allowed	N/A	< 3 feet
	25% maximum of wall area	0 hours	3 feet
	Unlimited	0 hours	5 feet
Penetrations	All	2 hours fire resistance rating	< 5 feet
		None required	≥ 5 feet

SECTION R302.5.1 OPENING PROTECTION is hereby amended to read as follows:

**R302.5.1 Opening protection.** Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and residence shall

**EXHIBIT A**

be equipped with solid wood doors not less than 1 3/8 inches (35 mm) in thickness, solid or honey-comb-core steel doors not less than 1 3/8 inches (35 mm) thick, or 20-minute fire-rated doors, equipped with a self-closing and self-latching device.

**TABLE R302.6 DWELLING/GARAGE SEPARATION** is hereby amended to read as follows:

SEPARATION	MATERIAL
From the residence and attics	Not less than 5/8-inch Type X gypsum board or equivalent applied to the garage side
From all habitable rooms above the garage	Not less than 5/8-inch Type X gypsum board or equivalent
Structure(s) supporting floor/ceiling assemblies used for separation required by this section	Not less than 5/8-inch Type X gypsum board or equivalent
Garages located less than 3 feet from a dwelling unit on the same lot	Not less than 5/8-inch Type X gypsum board or equivalent applied to the interior side of exterior walls that are within this area

**SECTION 308.4.6 GLAZING ADJACENT STAIRS AND RAMPS** is hereby amended to read as follows:

**R308.4.6 Glazing adjacent stairs and ramps.** Glazing where the bottom exposed edge of the glazing is less than 60 inches (1524 mm) above the plane of the adjacent walking surface of stairways, landings between flights of stairs and ramps shall be considered a hazardous location.

**SECTION 308.4.7 GLAZING ADJACENT TO THE BOTTOM OF STAIR LANDING** is hereby amended to read as follows:

**R308.4.7 Glazing adjacent to the bottom stair landing.** Glazing adjacent to the landing at the bottom of a stairway where the glazing is less than 60 inches (1524 mm) above the landing and within 60 inches (1524 mm) horizontally of the bottom tread shall be considered a hazardous location.

**SECTION R309.1.1 – OPENING PROTECTION** is hereby amended by the addition of section R309.1.1 and is hereby amended to read as follows:

**R309.1.1 Opening protection.** Doors providing protection shall be maintained self-closing and self-latching.

**SECTION R309.5 FIRE SPRINKLERS** is hereby amended to read as follows:

**R309.5 Fire sprinklers.** In homes with livable space greater than 5,000 square feet private garages shall be protected by fire sprinklers where the garage wall has been designed based on Table R302.1 (2), Footnote a. Sprinklers in garages shall be connected to an automatic sprinkler system that complies with Section P2904. Garage sprinklers shall be residential sprinklers or quick-response sprinklers, designed to provide a density of 0.05 gpm/ft<sup>2</sup>. Garage doors shall not be considered obstructions with respect to sprinkler placement.

**SECTION R310.1 EMERGENCY ESCAPE AND RESCUE REQUIRED** is hereby amended to read as follows:

**R310.1 Emergency escape and rescue required.** Basements, habitable attics and every sleeping room shall have at least one operable emergency escape and rescue opening. Where basements contain one or more sleeping rooms, emergency egress and rescue openings shall be required in each sleeping room. Where emergency escape and rescue openings are provided they shall have a sill height of not more than 44 inches (1118 mm) measured from the finished floor to the bottom of the sill. Where a door opening having a threshold below the adjacent ground elevation serves as an emergency escape and rescue opening and is provided with a bulkhead enclosure, the bulkhead enclosure shall comply with Section R310.3. The net clear opening dimensions required by this section shall be obtained by the normal operation of the emergency escape and rescue openings with a finished sill height below the adjacent ground elevation shall be provided with a window well in accordance with Section R310.2. Emergency escape and rescue openings shall open directly into a public way, or to a yard or court that opens to a public way.

**SECTION R311.3.1 FLOOR ELEVATIONS AT THE REQUIRED EGRESS DOORS** is hereby amended to read as follows:

**EXHIBIT A**

**R311.3.1 Floor elevations at the required egress doors.** Landings or finished floors at the required egress door shall not be more than 1 ½ inches (38 mm) lower than the top of the threshold. Exception: The landing or floor on the exterior side shall not be more than 8 inches (203 mm) below the top of the threshold provided the door does not swing over the landing or floor. Where exterior landings or floors serving the required egress door are not at grade, they shall be provided with access to grade by means of a ramp in accordance with Section R311.8 or a stairway in accordance with Section R311.7.

**SECTION R311.3.2 FLOOR ELEVATIONS FOR OTHER EXTERIOR DOORS** is hereby amended to read as follows:

**R311.3.2 Floor elevations for other exterior doors.** Doors other than the required egress door shall be provided with landings or floors not more than 8 inches (203 mm) below the top of the threshold.

Exception: A landing is not required where a stairway of two or fewer risers is located on the exterior side of the door, provided the door does not swing over the stairway.

**SECTION R311.5 CONSTRUCTION** is hereby amended by addition of SECTION R311.5.2 to read as follow:

**R311.5.2** Enclosed accessible space under stairs shall have walls, under stair surface and any soffits protected on the enclosed side with 5/8-inch Type X gypsum wallboard.

**SECTION R311.7.5.1 RISERS** is hereby amended to read as follows:

**R311.7.5.1 Risers.** The maximum riser height shall be 8 inches (203 mm). The riser shall be measured vertically between leading edges of the adjacent treads. The greatest riser height within any flight of stairs shall not exceed the smallest by more than 3/8 inch (9.5 mm). Risers shall be vertical or sloped from the underside of the nosing of the tread above at an angle not more than 30 degrees (0.51 rad) from the vertical. Open risers are permitted provided that the opening between treads does not permit the passage of a 4-inch-diameter (102 mm) sphere.

**SECTION R311.7.8.2 CONTINUITY** is hereby amended to read as follows:

**R311.7.8.2 Continuity.** Handrails for stairways shall be continuous for the full length of the flight, from a point directly above the top riser of the flight to a point directly above the lowest riser of the flight. Handrail ends shall be returned or shall terminate in newel posts or safety terminals. Handrails adjacent to a wall shall have a space of not less than 2 inches (50 mm) between the wall and the handrails.

Exceptions:

1. Handrails shall be permitted to be interrupted by a newel post at the turn.
2. The use of a volute, turnout, starting easing or starting newel shall be allowed over the lowest tread.

**SECTION R311.8.3.3 CONTINUITY** is hereby amended to read as follows:

**R311.8.3.3. Continuity.** Handrails where required on ramps shall be continuous for the full length of the ramp. Handrail ends shall be returned or shall terminate in newel posts or safety terminals. Handrails adjacent to a wall shall have a space of not less than 2 inches (50 mm) between the wall and the handrails.

**SECTION R313.2 ONE- AND TWO-FAMILY DWELLINGS AUTOMATIC FIRE SYSTEMS** is hereby amended to read as follows:

**R313.2 One- and two-family dwellings automatic fire systems.** An automatic residential fire sprinkler system shall be installed in one- and two-family dwellings when either of the two conditions listed below exist.

1. When such buildings have more than 5,000 square feet of livable area.
2. When operational procedures include provisions that more than one person not capable of self-preservation, that is unrelated to the person in control of the property may occupy a residential unit for more than ten consecutive days.

Exception:

An automatic residential fire sprinkler system shall not be required for additions or alterations to existing buildings that are not already provided with an automatic residential sprinkler system.

**SECTION R320.1 SCOPE** is hereby amended to read as follows:

**R320.1 Scope.** Where disabled, unrelated persons occupy a residential unit, the building and bedroom entry, main level living area and at least one bathroom to be used by such persons shall comply with the provisions of Chapter 11 of the International Building code. Where there are four or

more dwelling units or sleeping units in a single structure, the provisions of Chapter 11 of the International Building Code for Group R-3 shall apply.

**SECTION 403.1.1 MINIMUM SIZE** is hereby amended by addition of the following section to read as follows:

**R403.1.1 Minimum size.** Continuous spread concrete footings shall be reinforced with at least one No. 4 horizontal reinforcement bar located three inches (76 mm) from the bottom of the footing. Monolithic interior and exterior concrete footings shall be reinforced with at least one No. 4 horizontal bar located three inches (76 mm) from the bottom of the footing and one No. 4 bar located three inches (76 mm) from the top of the slab. Pier and column footings shall be reinforced with one No. 4 horizontal bar spaced no more than twelve inches (305 mm) in each direction and located three inches (76 mm) from the bottom of the footing.

**SECTION R403.1.3.1 FOUNDATIONS AND STEM WALLS** is hereby deleted in its entirety and revised to read as follows:

**R403.1.3.1 Foundations and stem walls.** Foundations and stem walls shall be provided with the following steel reinforcement, unless an engineered design is provided:

1. For non-retaining stem walls less than twenty four inches (610 mm) in height, a bond beam composed of one No. 4 horizontal bar is required at the top of the wall and one No. 4 vertical bar is provided at forty-eight inches (1219 mm) on center. The vertical reinforcement shall extend into the footing with a bent hook having a minimum of six-inch (152 mm) 90° bend.
2. For stem walls twenty-four inches (610 mm) to forty-eight inches (1219 mm) in height, a bond beam composed of two No. 4 horizontal bar, or one No. 5 bar is required at the top of the wall and one No. 4 vertical bar is provided at forty-eight inches (1219 mm) on center. The vertical reinforcement shall extend into the footing with a bent hook having a minimum of six-inch (152 mm) 90° bend.

**SECTION R404.1.1 MASONRY FOUNDATION WALLS** is hereby amended by deletion in its entirety and revised to read as follows:

**R404.1.1 Masonry foundation walls.** Concrete masonry foundation walls shall be constructed as set forth in Tables R404.1.1 (2), (3) and (4) for the most restrictive design soil class provided that the minimum vertical reinforcement is one No. 4 spaced no more than forty-eight inches (1219 mm) on center and shall also comply with the provisions of this section and the applicable provisions of Sections R606, R607 and R608. In Seismic Design Category D0, D1 and D2, concrete masonry foundation walls shall comply with Section R404.1.4. Rubble stone masonry walls shall not be used in Seismic Design Category D0, D1 D2 or C.

**TABLE 404.1.1(1) PLAIN MASONRY FOUNDATION WALLS** and all references to said table are hereby deleted in its entirety and revised to read as follows:

**TABLE 404.1.1(1) PLAIN MASONRY FOUNDATION WALLS.** Plain masonry foundation walls shall be constructed as set forth in tables 404.1.1(2), (3) and (4) for the most restrictive design soil class and shall also comply with the provisions of sections R606, R607 and R608. Bond beam and vertical steel to be tied every 200 bar diameter or 10 feet.

**TABLE 404.1.1(2) 8-INCH MASONRY FOUNDATION WALLS WITH REINFORCING WHERE  $d > 5$  INCHES** is hereby amended with the addition of subsection F to read as follows:

F. One #4 (#13) bar placed horizontally for stem walls less than 24 inches, two #4 (#13) or one #5 bar placed horizontally at the top of the wall for walls 24 inches to 48 inches. Bond beam and vertical steel to be tied every 200 bar diameter or 10 feet.

**TABLE 404.1.1(3) 10-INCH MASONRY FOUNDATION WALLS WITH REINFORCING WHERE  $D > 6.75$  INCHES** is hereby amended with the addition of subsection F to read as follows:

F. One #4 (#13) bar placed horizontally for stem walls less than 24 inches, two #4 (#13) or one #5 bar placed horizontally at the top of the wall for walls 24 inches to 48 inches. Bond beam and vertical steel to be tied every 200 bar diameter or 10 feet.

**TABLE 404.1.1(4) 12-INCH MASONRY FOUNDATION WALLS WITH REINFORCING WHERE  $d > 8.75$  INCHES** is hereby amended with the addition of subsection F to read as follows:

F. One #4 (#13) bar placed horizontally for stem walls less than 24 inches, two #4 (#13) or one #5 bar placed horizontally at the top of the wall for walls 24 inches to 48 inches. Bond beam and vertical

steel to be tied every 200 bar diameter or 10 feet.

~~TABLE R404.1.1 (5) FOUNDATIONS, CONCRETE FOUNDATION WALLS is hereby amended by the addition of new subsection "m" to read as follows:~~

~~R404.1.1 (5) Foundations; concrete foundation walls.~~

~~m. Where Table R404.1.1 (5) permits plain concrete walls, not less than one No. 4 vertical bar at a spacing not to exceed forty eight inches (1219 mm) on center, shall be provided.~~

**SECTION R404.1.8 RUBBLE STONE MASONRY** is hereby deleted in its entirety.

~~TABLE R404.4 (2) — 7.5 inch thick flat ICF foundation walls, subsection "c" is hereby deleted and replaced with a new subsection "c" to read as follows:~~

~~c. N/R denotes not less than one No. 4 vertical bar at a spacing not to exceed forty eight inches (1219 mm) on center, shall be provided.~~

~~TABLE R404.4 (3) — 9.5 inch thick flat ICF foundation walls, subsection "c" is hereby deleted and replaced with a new subsection "c" to read as follows:~~

~~c. N/R denotes not less than one No. 4 vertical bar at a spacing not to exceed forty eight inches (1219 mm) on center, shall be provided.~~

**SECTION R606.9.1 HORIZONTAL LATERAL SUPPORT** is hereby deleted in its entirety and amended to read as follows:

**R606.9.1 Minimum reinforcement requirements for masonry elements.** Masonry elements shall be reinforced by at least one #4 rebar, in both the horizontal and vertical directions at no further than 4 feet on center. Additionally, a single #4 rebar is required within 6 inches (152 mm) of the top of masonry walls, placed horizontally and also within 18 inches (457 mm) vertically placed at the end of the wall and at openings.

**TABLE N1101.10 and TABLE R301.1** is hereby amended to read climate zone 2B for the Town of Camp Verde.

**SECTION N1102.4.1.2 (R402.4.1.2) TESTING** is hereby deleted in its entirety.

**SECTION N1103.4.1 (R403.4.1) CIRCULATING HOT WATER SYSTEMS (MANDATORY)** is hereby deleted in its entirety.

**SECTION N1104.1 (R404.1) LIGHTING EQUIPMENT (MANDATORY)** is hereby deleted in its entirety.

**SECTION G2447.2 (623.2) PROHIBITED LOCATION** is hereby amended to read as follows:

**G2447.2 (623.2) Commercial appliances.** Cooking appliances designed, tested, listed and labeled for use in commercial occupancies shall be installed within dwelling units or within any area where domestic cooking operations occur according to the International Building Code (IBC), International Fire Code (IFC), and in accordance with the manufacturer's installation instructions.

**SECTION 2503.5.1 ROUGH PLUMBING** is hereby amended to read as follows:

**2503.5.1 Rough plumbing.** DVW systems shall be tested on completion of the rough piping installation by water or by air with no evidence of leakage. Either test shall be applied to the drainage system in its entirety or in sections after rough piping has been installed as follows:

1. **Water test.** Each section shall be filled with water to a point not less than 10 feet (3048 mm) above the highest fitting connection in that section, or to the highest point in the completed system. Water shall be held in the section under test for a period of 15 minutes. The system shall prove leak free by visual inspection.
2. **Air test.** The portion under test shall be maintained at a gage pressure of 5 pounds per square inch (psi) (34 kPa) or 10 inches of mercury column (34 kPa). This pressure shall be held without introduction of additional air for a period of 15 minutes.

~~**SECTION P2603.6.1 Sewer depth** is hereby amended to read as follows:~~

~~P2603.6.1 Sewer depth. Building sewers that connect to private sewage disposal systems shall be a minimum of twelve inches (305 mm) below finished grade at the point of septic tank connection. Building sewers shall be a minimum of twelve inches (305 mm) below grade. All nonmetallic building sewers shall be installed with a green 18 AWG tracer wire terminating 12 inches (305 mm) above grade at each end.~~

**SECTION P2603.6-P2603.5 FREEZING** is amended by the revision of the last sentence to read as follows:

~~P2603.6-P2603.5 Freezing.~~ Water service pipe shall be installed not less than eighteen inches (457 mm) deep and not less than six inches (152 mm) below the frost line. All nonmetallic piping shall be installed with a blue 18 AWG tracer wire terminating 12 inches (305 mm) above grade at each end.

**SECTION P2904.1.1 REQUIRED SPRINKLER LOCATIONS** is hereby amended to read as follows:

**P2904.1.1 Required sprinkler locations.** Sprinklers shall be installed to protect all areas of a dwelling unit as specified in amended section R313.2 and in townhouses.

## SECTION AG 102—DEFINITIONS

~~SWIMMING POOL~~ is amended to read as follows:

~~SWIMMING POOL.~~ Any structure intended for swimming or recreational bathing that contains water over eighteen (457 mm) inches deep. This includes in-ground, aboveground swimming pools, hot tubs and spas.

~~SECTION AG103.2—Aboveground and on-ground pools section is amended by the insertion of Exception to read as follows:~~

~~AG103.2—Above ground and on-ground pools.~~

~~Exception: Prefabricated swimming pools accessory to detached one and two family dwellings and multiple single family dwellings (townhouses) not more than three stories above grade plane in height in which the pool walls are entirely above the adjacent grade and if the capacity does not exceed 5,000 gallons.~~

~~SECTION AG 105.2—Outdoor swimming pool is hereby amended to read as follows:~~

~~#1 is amended by the deletion of forty eight inches (1219 mm) and the insertion of sixty inches (1524 mm).~~

~~#6 is amended by the deletion of 2 ¼ inches (57 mm) square and the insertion of 1 ¾ inches (44 mm) square.~~

~~#8 first sentence is amended to read as follows:~~

~~8. Access gates shall comply with the requirements of Section AG105.2, Items 1 through 7, and shall be self-closing and self-latching.~~

~~Subsection 8.1 is amended to read as follows:~~

~~8.1 The release mechanism shall be located on the poolside of the gate at least five inches (127 mm) below the top of the gate.~~

~~#9 is revised by the addition of a new Section 9.4 to read as follows:~~

~~9.4 Emergency escape and rescue windows for sleeping rooms which face within a swimming pool enclosure shall be equipped with a latching device located fifty four inches (1372 mm) above the floor. All other operable dwelling unit windows facing within the swimming pool enclosure shall be equipped with screwed-in-place wire mesh screen, a keyed lock that prevents opening the window more than four inches (102 mm), or a latching device located not less than fifty four inches (1372 mm) above the floor.~~

# INTERNATIONAL SWIMMING POOL AND SPA CODE, 2012 EDITION, ADOPTED BY REFERENCE

The International Swimming Pool and Spa Code (ISPSC), 2012 Edition, and hereby referred to, adopted, and made a part here of as set forth herein, excepting such portions as are hereinafter deleted, modified or amended.

**CHAPTER 1 SCOPE AND ADMINISTRATION** is hereby deleted in its entirety and replaced with the requirements of the Town of Camp Verde Administrative Building Code as adopted and from time to time amended

**SECTION 305.2.1 BARRIER HEIGHT AND CLEARANCES** is hereby amended to read as follows:

**305.2.1 Barrier height and clearances.** Barrier heights and clearances shall be in accordance with all of the following:

1. The top of the barrier shall be not less than 60 inches (1613 mm) above grade where measured on the side of the barrier that faces away from the aquatic vessel. Such height shall exist around the entire perimeter of the vessel and for a distance of 3 feet (914 mm) where measured horizontally from the required barrier.
2. The vertical clearance between grade and the bottom of the barrier shall not exceed 2 inches (51 mm) for grade surfaces that are not solid, such as grass or gravel, where measured on the side of the barrier that faces away from the vessel.
3. The vertical clearance between a surface below the barrier to a solid surface, such as concrete, and the bottom of the required barrier shall not exceed the 4 inches (102 mm) where measured on the side of the required barrier that faces away from the vessel.
4. Where the top of the vessel structure is above grade, the barrier shall be installed on grade or shall be mounted on top of the vessel structure. Where the barrier is mounted on the top of the vessel, the vertical clearance between the top of the vessel and the bottom of the barrier shall not exceed 4 inches (102 mm).

**SECTION 305.3.3 LATCHES** is hereby amended to read as follows:

**305.3.3 Latches.** Where the release mechanism of the self-latching device is located less than 54 inches (1372 mm) from the bottom of the gate, the release mechanism shall be located on the vessel side of the gate at least 5 inches (127 mm) below the top of the gate, and the gate and barrier shall not have openings greater than ½ inch (12.7 mm) within 18 inches (457 mm) of the release mechanism.

**SECTION 305.4 STRUCTURE WALL AS A BARRIER** is hereby amended to read as follows:

**305.4 Structure wall as a barrier.** Where a wall of a dwelling or structure serves as part of the barrier, doors and operable windows with a sill height of less than 48 inches (1219 mm) that provide direct access to the aquatic vessel through the wall, shall be equipped with one or more of the following:

1. An alarm that produces an audible warning when the door or its screen or window, is opened. The alarm shall be listed and labeled as a water hazard entrance alarm in accordance with UL 2017. In dwellings or structures not required to be Accessible units, Type A units or Type B units, the deactivation switch shall be located 54 inches (1372 mm) or more above the threshold of the door. In dwellings or structures required to be Accessible units, Type A units or Type B units, the deactivation switch shall be located not greater than 54 inches (1372 mm) and not less than 48 inches (1219 mm) above the threshold of the door.
2. A safety cover that is listed and labeled in accordance with ASTM F 1346.
3. An approved means of protection, such as self-closing doors with self-latching devices, provided that the degree of protection afforded is not less than the protection afforded by Items 1 or 2.
4. Emergency escape and rescue windows for sleeping rooms which face within a swimming pool enclosure shall be equipped with a latching device located 54" (1372 mm) above the floor. All other operable dwelling unit windows facing within the swimming pool enclosure shall be equipped with screwed-in-place wire mesh screen, a keyed lock that prevents opening the window more the 4" (102 mm), or a latching device located not less than 54" (1372 mm) above the floor.

## ARTICLE 7-2

## ADMINISTRATIVE BUILDING CODE (2009-A361) (2014-A401)

SECTION 7-2-101 GENERAL  
 SECTION 7-2-102 APPLICABILITY  
 SECTION 7-2-103 DUTIES AND POWERS OF BUILDING OFFICIAL  
 SECTION 7-2-104 PERMITS  
 SECTION 7-2-105 CONSTRUCTION DOCUMENTS  
 SECTION 7-2-106 INSPECTIONS  
 SECTION 7-2-107 CERTIFICATE OF OCCUPANCY AND FINAL APPROVALS  
 SECTION 7-2-108 UNSAFE STRUCTURES AND EQUIPMENT  
 SECTION 7-2-109 VIOLATIONS  
 SECTION 7-2-110 BOARD OF APPEALS  
 SECTION 7-2-111 FEES

## SECTION 7-2-101 GENERAL

**7-2-101.1 Title.** These provisions shall be known as the "Town of Camp Verde Administrative Building Code," may be cited as such, and will be referred to herein, as "this Chapter."

**7-2-101.2 Scope.** The provisions of this Chapter shall serve as the administrative, organizational and enforcement rules and regulations for the technical codes which regulate site preparation and construction, alteration, movement, enlargement, replacement, demolition, repair, maintenance, use and occupancy of buildings, structures and building service equipment or appurtenances attached thereto within the Town of Camp Verde, Arizona.

**7-2-101.2.1 Exceptions:** The provisions of this Chapter and the technical codes shall not apply to any of the following:

1. Amusement devices and structures, including merry-go-rounds, ferris-wheels, rotating conveyances, slides, similar devices and accessory structures whose use is necessary for the operation of such amusement devices and structures; any accessory structure included in the provisions of this sub-section shall be limited to a cover or roof over each device, but shall not include any storage building or detached structure which is not an integral part of the device.
2. Tanks or basins, without a building above, built below grade, which is a part of the town water or sewage treatment process. Storage tanks resting in or upon the ground and installed in accordance with the requirements of the International Building Code (IBC).
3. Works of art not over 6 feet (1829 mm) in height and their foundation and supporting structure, provided that no part of which is intended to be occupied or used as shelter.
4. Portable LP-gas equipment of all types not connected to a fixed fuel piping system.
5. Except as provided in Section 401.1.1 of the International Fuel Gas Code (IFGC), gas piping, meters, gas pressure regulators and other appurtenances used by the serving gas utility supplier in the distribution of gas, other than LP-gas.
6. Federal development on Federal land. Private development on Federal land shall not be exempted.
7. Any construction or improvement outside the Town boundaries, or beyond the jurisdictional authority of the Town of Camp Verde.
8. Items pursuant to ARS §11-865, the provisions of this article shall not be construed to apply to:
  - a. Construction or operation incidental to construction and repair to irrigation and drainage ditches or appurtenances thereto, of regularly constituted districts or reclamation districts, or to farming, dairying, agriculture, viticulture, horticulture or stock or poultry raising, or clearing or other work upon land in rural areas for fire prevention purposes.
  - b. Devices used in manufacturing, processing or fabricating normally considered as involved in industry and construction, operation and maintenance of electric, gas or other public utility systems operated by public service corporations operating under a

franchise or certificate of convenience and necessity.

**7-2-101.3 Intent.** The purpose of the technical codes is to establish the minimum requirements to safeguard the public health, safety and general welfare through **affordability**, structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, **energy conservation**, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to fire fighters and emergency responders during emergency operations.

**7-2-101.4 Technical Codes.** The technical codes shall include all of the following codes applied as indicated, plus the codes and standards referenced in the technical codes shall be considered part of the requirements of the technical codes to the prescribed extent of each such reference.

**7-2-101.4.1 International Building Code (IBC).** The provisions of the International Building Code (IBC) and amendments thereto shall apply to the construction, alteration, **relocation**, ~~movement~~, enlargement, replacement, repair, equipment, use and occupancy, location, **maintenance**, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures. **Provisions in the appendices shall not apply unless specifically adopted.**

**7-2-101.4.1.1 Exceptions:**

1. Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories above grade plane in height with separate means of egress and their accessory structures shall comply with the International Residential Code (IRC).
2. Existing buildings undergoing repair, alteration or additions and change of occupancy shall be permitted to comply with the International Existing Building Code (IEBC).
3. **The provisions of the International Fuel Gas Code (IFGC) shall apply to the installation of gas piping from the point of delivery, gas appliances and related accessories as covered in the International Building Code (IBC). These requirements apply to gas piping systems extending from the point of delivery to the inlet connections of appliances and the installation and operation of residential and commercial gas appliances and related accessories.**
4. **The provisions of the International Mechanical Code (IMC) shall apply to the installation, alterations, repairs and replacement of mechanical systems, including equipment, appliances, fixtures, fittings and/or appurtenances, including ventilating, heating, cooling, air-conditioning and refrigeration systems, incinerators and other energy-related systems.**
5. **The provisions of the International Plumbing Code (IPC) shall apply to the installation, alteration, repair and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system all aspects of a medical gas system**
6. **The provisions of the International Fire Code (IFC) shall apply to matters affecting or relating to structures, processes and premises from the hazard of fire and explosion arising from the storage, handling or use of structures, materials or devices; from conditions hazardous to life, property or public welfare in the occupancy of structures or premises; and from the construction, extension, repair, alteration or removal of fire suppression, automatic sprinkler systems and alarm systems or fire hazards in the structure or on the premises from occupancy or operation.**
7. **The provisions of the International Energy Conservation Code (IECC) shall apply to all matters governing the design and construction of buildings for energy efficiency.**

**7-2-101.4.2 7-2-101.4.8 International Energy Conservation Code (IECC).** The provisions of the International Energy Conservation Code (IECC) shall apply to **commercial and residential buildings and the buildings sites and associated systems and equipment. This code shall regulate the design and the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures for the effective use and conservation of energy over the useful life of each building. This code is intended to provide flexibility to permit the use of innovative approaches and techniques to achieve this objective. This code is not intended to abridge safety, health or environmental requirements contained in other applicable codes or ordinances.**

**7-2-101.4.3 7-2-101.4.7 International Existing Building Code (IEBC).** The provisions of the International Existing Building Code (IEBC) shall ~~be permitted to apply to existing buildings undergoing the repair, alteration, change of occupancy, addition, and relocation, and change of occupancy.~~ of existing buildings, regardless of occupancy. **Provisions in the appendices shall not apply unless specifically adopted.**

**7-2-101.4.3.1 Exceptions:**

1. Buildings not previously occupied. A building or portion of a building that has not been previously occupied, or for which a Certificate of Occupancy has not been issued or used for its intended purpose in accordance with the laws in existence at the time of its completion shall comply with the Technical Codes and provisions of the International Building Code (IBC) or International Residential Code (IRC), as applicable, for new construction or with any current permit for such occupancy.
2. Buildings previously occupied. The legal occupancy of any building existing on the date of adoption of this code shall be permitted to continue without change, except as is specifically covered in this code, the International Fire Code (IFC), or the International Property Maintenance Code (IPMC), or as is deemed necessary by the Building Official for the general safety and welfare of the occupants and the public.

**7-2-101.4.4 International Fire Code (IFC).** This code establishes regulations affecting or relating to structures, processes, premises and safeguards regarding: the hazard of fire and explosion arising from the storage, handling or use of structures, materials or devices; conditions hazardous to life, property or public welfare in the occupancy of structures or premises; fire hazards in the structure or on the premises from occupancy or operation; matters related to the construction, extension, repair, alteration or removal of fire suppression or alarm systems; and conditions affecting the safety of fire fighters and emergency responders during emergency operations. Provisions in the appendices shall not apply unless specifically adopted.

**7-2-101.4.5 7-2-101.4.6 International Fuel Gas Code (IFGC).** The provisions of the International Fuel Gas Code (IFGC) shall apply to the installation of fuel-gas piping systems from the point of delivery, fuel gas appliances, gaseous hydrogen systems and related accessories. These requirements apply to gas piping systems extending from the point of delivery to the inlet connections of appliances and the installation and operation of residential and commercial gas appliances and related accessories. Provisions in the appendices shall not apply unless specifically adopted.

**7-2-101.4.5.1 Exceptions:**

1. Fuel gas work for Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories high above grade plane in height with separate means of egress and their accessory structures shall comply with the International Residential Code (IRC).
2. Fuel-gas piping systems, fuel-gas utilization equipment and related accessories on existing buildings undergoing repair, alteration or additions and change of occupancy shall be permitted to comply with the International Existing Building Code (IEBC).
3. Gaseous hydrogen systems shall be regulated by Chapter 7 of the 2012 International Fuel Gas Code (IFGC).
4. These regulations cover piping systems for natural gas with an operating pressure of 125 pounds per square inch gauge (psig) (862 kPa gauge) or less, and for LP-gas with an operating pressure of 20 psig (140 kPa gauge) or less, except as provided in the International Fuel Gas Code (IFGC) Section 402.6. Coverage shall extend from the point of delivery to the outlet of the appliance shutoff valves. Piping system requirements shall include design, materials, components, fabrication, assembly, installation, testing, inspection, operation and maintenance.
5. Requirements for gas appliances and related accessories shall include installation, combustion and ventilation air and venting and connections to piping systems.
6. Systems, appliances and equipment outside the scope. This code shall not apply to the following: portable LP-gas appliances and equipment of all types that is not connected to a fixed fuel piping system; installation of farm appliances and equipment such as brooders, dehydrators, dryers and irrigation equipment; raw material (feedstock) applications except for piping to special atmosphere generators; oxygen-fuel gas cutting and welding systems; industrial gas applications using gases such as acetylene and acetylenic compounds, hydrogen, ammonia, carbon monoxide, oxygen and nitrogen; petroleum refineries, pipeline compressor or pumping stations, loading terminals, compounding plants, refinery tank farms and natural gas processing plants; integrated chemical plants or portions of such plants where flammable or combustible liquids or gases are produced by, or used in, chemical reactions; LP-gas installations at utility gas plants; Liquefied natural gas (LNG) installations; fuel gas piping in power and atomic energy plants; proprietary items of equipment, apparatus or instruments such as gas-generating sets, compressors and calorimeters;

LP-gas equipment for vaporization, gas mixing and gas manufacturing; temporary LP-gas systems for railroad switch heating; installation of hydrogen gas, LP-gas and compressed natural gas (CNG) systems on vehicles; except as provided in the 2012 International Fuel Gas Code (IFG) Section 401.1.1, gas piping, meters, gas pressure regulators and other appurtenances used by the serving gas supplier in the distribution of gas, other than undiluted LP-gas; building design and construction, except as specified herein; piping systems for mixtures of gas and air within the flammable range with an operating pressure greater than 10 psig (69 kPa gauge); portable fuel cell appliances that are neither connected to a fixed piping system nor interconnected to a power grid.

- 7. ~~The International Mechanical Code shall regulate~~ **The requirements for the design, installation, maintenance, alteration and inspection of mechanical systems operating with fuels other than fuel gas shall be regulated by the International Mechanical Code (IMC).**

**7-2-101.4.6** ~~7-2-101.4.5~~ **International Mechanical Code (IMC).** The provisions of the International Mechanical Code (IMC) shall apply to regulate the design, installation, maintenance, alterations, repairs and replacement of mechanical systems, and inspection of mechanical systems including equipment, appliances, fixtures, fittings and/or appurtenances, including ventilating, heating, cooling, air-conditioning and refrigeration systems, incinerators and other energy-related systems that are permanently installed and utilized to provide control of environmental conditions and related processes within buildings. This code shall also regulate those mechanical systems, system components, equipment and appliances specifically addressed herein. The installation of fuel gas distribution piping and equipment, fuel gas-fired appliances and fuel gas-fired appliance venting systems shall be regulated by the International Fuel Gas Code (IFGC). Provisions in the appendices shall not apply unless specifically adopted.

**7-2-101.4.6.1 Exceptions:**

- 1. ~~Mechanical work for~~ **Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories above grade plane in height high with separate means of egress and their accessory structures shall comply with the International Residential Code (IRC).**

**7-2-101.4.7** ~~7-2-101.4.3~~ **National Electrical Code (NEC).** The provisions of the National Electrical Code (NEC) shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto. ~~The National Electrical Code (NEC) shall cover the installation of electrical conductors, equipment, and raceways; signaling and communications conductors, equipment, and raceways; and optical fiber cables and raceways for the following: public and private premises, including buildings, structures, mobile homes, recreational vehicles, and floating buildings; yards, lots, parking lots, carnivals, and industrial substations; installations of conductors and equipment that connect to the supply of electricity; installations used by the electric utility, such as office buildings, warehouses, garages, machine shops, and recreational buildings, that are not an integral part of a generating plant, substation, or control center.~~

**7-2-101.4.7.1 Exceptions:**

- 1. ~~Electrical work for~~ **Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories above grade plane in height high with separate means of egress and their accessory structures shall comply with the International Residential Code (IRC).**
- 2. ~~This code does not cover the following:~~ **installation in ships, watercraft other than floating buildings, railway rolling stock, aircraft, or automotive vehicles other than mobile homes and recreational vehicles; installations underground in mines and self-propelled mobile surface mining machinery and its attendant electrical trailing cable; installations of railways for generation, transformation, transmission, or distribution of power used exclusively for operation of rolling stock or installations used exclusively for signaling and communications purposes; installations of communications equipment under the exclusive control of communications utilities located outdoors or in building spaces used exclusively for such installations; installations under the exclusive control of an electric utility where such installations: consists of service drops or service laterals, and associated metering, or are on property owned or leased by the electric utility for the purpose of communications, metering, generation, control, transformation, transmission, or distribution of electric energy or are located in legally established easements or rights-of-way, or are located by other written**

agreements either designated by or recognized by public service commissions, utility commissions, or other regulatory agencies having jurisdiction for such installations. These written agreements shall be limited to installations for the purpose of communications, metering, generation, control, transformation, transmission, or distribution of electric energy where legally established easements or rights-of-way cannot be obtained. These installations shall be limited to Federal Lands, Native American Reservations through the U.S. Department of the Interior Bureau of Indian Affairs, military bases, lands controlled by port authorities and state agencies and departments and lands owned by railroads.

3. The authority having jurisdiction for enforcing this code may grant exception for the installation of conductors and equipment that are not under the exclusive control of the electric utilities and are used to connect the electric utility supply system to the service conductors of the premises served, provided such installations are outside a building or structure, or terminate inside nearest the point of entrance of the service conductors.

**7-2-101.4.8** ~~7-2-101.4.4~~ **International Plumbing Code (IPC)**. The provisions of the International Plumbing Code (IPC) shall apply to the erection, installation, alteration, repairs, relocation, replacement, addition to, use or and maintenance of plumbing systems including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system within the Town. This code shall also regulate and all aspects of a ~~medical gas system~~ nonflammable medical gas, inhalation anesthetic, vacuum piping, nonmedical oxygen systems and sanitary and condensate vacuum collection systems. The installation of fuel gas distribution piping and equipment, fuel-gas-fired water heaters and water heater venting systems shall be regulated by the International Fuel Gas Code (IFGC). Provisions in the appendices shall not apply unless specifically adopted.

**7-2-101.4.8.1 Exceptions:**

1. ~~Plumbing work for~~ Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories above grade plane in height high with separate means of egress and their accessory structures shall comply with the International Residential Code (IRC).
2. Plumbing systems in existing buildings undergoing repair, alteration or additions and change of occupancy shall be permitted to comply with the International Existing Building Code (IEBC).
3. Mechanical systems in existing buildings undergoing repair, alteration or additions and change of occupancy shall be permitted to comply with the International Existing Building Code (IEBC).

**7-2-101.4.9** ~~7-2-101.4.2~~ **International Residential Code For One- And Two-Family Dwellings (IRC)**. The provisions of the International Residential Code (IRC) shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, removal and demolition of detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories above grade plane in height with separate means of egress and their accessory structures. Provisions in the appendices shall not apply unless specifically adopted.

**7-2-101.4.9.1 Exceptions:**

1. Existing buildings undergoing repair, alteration or additions and change of occupancy shall be permitted to comply with the International Existing Building Code (IEBC).
2. Live/work units complying with the requirements of Section 419 of the International Building Code (IBC) shall be permitted to be built as one- and two-family dwellings or townhouses. Fire suppression required by Section 419.5 of the International Building Code (IBC) when constructed under the International Residential Code (IRC) shall conform to Section P2904.
3. Owner-occupied lodging houses with five or fewer guestrooms shall be permitted to be constructed in accordance with the International Residential Code (IRC) when equipped with a fire sprinkler system in accordance with Section P2904.

**7-2 101.4.10 2012 International Swimming Pool and Spa Code (ISPSC)**. The provisions of this code shall apply to the construction, alteration, movement, renovation, replacement, repair and maintenance of aquatic vessels. Provisions in the appendices shall not apply unless specifically adopted.

**7-2-101.5 Appendices.** Provisions in the appendices of the technical codes shall not apply unless specifically adopted.

**7-2-101.6 Definitions.** Unless otherwise expressly stated, the following words and terms shall have the meanings as shown in this Chapter. Definitions located in the technical codes are hereby incorporated into this Chapter.

- **Addition** – an extension or increase in floor area or height of a building or structure.
- **Administrative Building Code** – the Town of Camp Verde, Arizona Administrative Building Code as set forth within Ordinance 2014-A401, as adopted by this Jurisdiction.

## EXHIBIT A

- Alter or Alteration – Any construction or renovation to an existing structure other than repair or addition.
- Approved – Acceptable to the Building Official or Authority Having Jurisdiction.
- Approved Agency – an established and recognized agency regularly engaged in conducting tests or furnishing inspection services, when such agency has been approved by the Building Official.
- Bedroom – a separated room intended for sleeping that may or may not contain a closet in residential use.
- Building – any structure used or intended for supporting or sheltering any use or occupancy.
- Building Code – the International Building Code (IBC) as published by the International Code Council, as adopted by this jurisdiction.
- Building, Existing – any building erected prior to the adoption of this Chapter or one for which a legal building permit and certificate of occupancy has been issued for at least one year.
- Building Official - the officer or other designated authority charged with the administration and enforcement of this Chapter and the technical codes, or a regularly authorized deputy or other designee. When the term or title administrative authority, Building Official, building inspector, code official, gas inspector, plumbing inspector, mechanical inspector or other similar designation is used in this Chapter or in any of the technical codes, it shall be construed to mean the Building Official.
- Building Service Equipment – the plumbing, mechanical, electrical and elevator equipment including piping, wiring, fixtures and other accessories which provide sanitation, lighting, heating, ventilation, cooling, refrigeration, fire-fighting and transportation facilities essential to the occupancy of the building or structure for its designated use.
- Carport – a structure used for parking of automobiles or other vehicles and completely open on at least two sides.
- Condominium – a unit (residential or commercial) in a multi-unit structure or building that is separately owned and may be combined with an undivided interest in the common areas and facilities of the property.
- Commercial Projects – any building or structure covered under the International Building Code (IBC) and not defined as town houses greater than a duplex.
- Electrical Code – the National Electrical Code (NEC) published by the National Fire Protection Association, as adopted by this Jurisdiction.
- Existing Building Code – the International Existing Building Code (IEBC), published by the International Code Council, as adopted by this Jurisdiction.
- Fuel Gas Code – the International Fuel Gas Code (IFGC), published by the International Code Council, as adopted by this Jurisdiction.
- Grading – any excavating, filling, or combination thereof for earthwork construction as covered within the grading ordinances as adopted by this Jurisdiction.
- Jurisdiction – the Town of Camp Verde, Arizona.
- Kitchen – an area with a sink and provisions for food preparation, food storage and cooking.
- Mechanical Code – the International Mechanical Code (IMC), published by the International Code Council, as adopted by this Jurisdiction.
- Occupancy – any person, agent, firm or corporation having a legal or equitable interest in the property.
- Owner – the person, agent, firm or corporation with legal or equitable interest in a property.
- Permit – the official document or certificate issued by the Building Official authorizing performance of a specified, legal activity.
- Person – an individual, heirs, executors, administrators or assigns, and also includes a firm, partnership or corporation, its or their successors or assigns, or the agent of any of the aforesaid.
- Plumbing Code – the International Plumbing Code (IPC), published by the International Code Council, as adopted by this Jurisdiction.
- Repair – the reconstruction or renewal of any part of an existing building, structure or building service equipment for the purpose of its maintenance.
- Residential Code for One- and Two-Family Dwellings – the International Residential Code for One and Two-Family Dwellings, published by the International Code Council, as adopted by this Jurisdiction.
- Shall – the term, as used in this Chapter and the technical codes, is construed as mandatory.
- Structure – that which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.
- Technical Codes – those codes adopted by this Jurisdiction containing the provisions for design,

construction, alteration, addition, repair, removal, demolition, use, location, occupancy and maintenance of all buildings and structures and building service equipment as herein defined.

- Townhouses – a single-family dwelling unit constructed in a group of three or more attached units in which each unit extends from the foundation to roof and with open space on at least two sides. Such are not more than three stories above grade plane in height with a separate means of egress to each unit.
- Trailer (Park Model) – a park trailer built on a single chassis, mounted on wheels and designed to be connected to utilities necessary for operation of installed fixtures and appliances and has a gross trailer area of not less than three hundred twenty (320) square feet and not more than four hundred (400) square feet when it is set up, and manufactured to comply with ANSI A119.5 standards, except that it does not include recreation vehicles, travel trailers, campers or fifth wheel trailers.
- Valuation or Value – the total estimated cost to replace, repair, build, or erect any building and its building service equipment in kind, based on current construction costs.
- Yurt/Tent – a canvas structure erected for more than fourteen (14) days or that is rented, is required to meet all life safety requirements.

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## SECTION 7-2-102 APPLICABILITY

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**7-2-102.1 General.** This Chapter and the technical codes shall apply to, and shall govern, permit applications received on or after the effective date of the ordinance, except the project owner, at their discretion and prior to July 4 September 5, 2014, may request such project be designed and constructed under the requirements of the administrative building code and building codes of the Town of Camp Verde in effect on September 20, 2009.

**7-2-102.2 Conflicting provisions.** When conflicting provisions or requirements occur between this Chapter, the technical codes and other codes or laws, the most restrictive provisions shall govern. When conflicts occur between the technical codes, those provisions providing the greater safety to life as determined by the Building Official shall govern. In other conflicts where sanitation, life safety or fire safety are not involved, the most restrictive provisions shall govern. Where in any specific case, different sections of the technical codes specify different materials, methods of construction or other requirements, the most restrictive shall govern. When there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

**7-2-102.3 Other laws.** The provisions of this Chapter and the technical codes shall not be deemed to nullify any provisions of the Town of Camp Verde Code, state or federal laws.

**7-2-102.4 Application of references.** References to chapter or section numbers, or to provisions not specifically identified by number, shall be construed to refer to such chapter, section or provision of this Chapter or the technical codes.

**7-2-102.5 Referenced codes and standards.** The codes and standards referenced in this Chapter or the technical codes shall be considered part of the requirements of this Chapter and the technical codes to the prescribed extent of each such reference. Where differences occur between provisions of this Chapter or the technical codes and the referenced codes and standards, the provisions of this Chapter and the technical codes shall apply.

**7-2-102.5.1 Exception:** Where enforcement of a code provision would violate the conditions of the listed equipment or appliance, the condition of the listing and manufacturer's instructions shall apply.

**7-2-102.6 International codes references.** Within the technical codes and the referenced codes and standards therein, specific references to the following International Code Council Codes shall be deemed and interpreted to mean the specific Town of Camp Verde codes as listed herein:

1. International Building Code (IBC)
2. International Energy Conservation Code (IECC)
3. International Existing Building Code (IEBC)
4. International Fire Code (IFC)
5. International Fuel Gas Code (IFGC)
6. International Mechanical Code (IMC)
7. National Electrical Code (NEC)
8. International Plumbing Code (IPC)
9. International Residential Code (IRC)
10. International Swimming Pool and Spa Code (ISPSA)

**7-2-102.7 Partial invalidity.** In the event any part or provision of this Chapter or the technical codes is held to be invalid, illegal, unconstitutional or void, such ruling shall not affect the validity of the remaining portions of this

Chapter or the technical codes.

**7-2-102.8 Additions, alterations and repairs.** Additions, alterations or repairs may be made to a building or its building service equipment without requiring the existing building or its building service equipment to comply with all the requirements of this Chapter and the technical codes, provided the addition, alteration or repair conforms to the requirements for a new building or building service equipment. Refer to Section 7-2-101.4.7 **7-2-101.4.3**, for additional options governing additions, alterations and repairs. **Additions, alterations or repairs to any structure shall conform to the requirements for a new structure without requiring the existing structure to comply with all of the requirements of this code, unless otherwise stated. Additions, alterations or repairs shall not cause an existing structure to become unsafe or adversely affect the performance of the building.**

**7-2-102.9 Existing buildings or structures.** The legal occupancy of any building or structure existing on the date of the adoption of this Chapter shall be permitted to continue without change, provided such continued use is not dangerous to life, health and safety as determined by the Building Official.

**7-2-102.10 Maintenance.** Buildings, structures and building service equipment, existing and new, and parts thereof shall be maintained in a safe and sanitary condition. Devices or safeguards, required by the technical codes, shall be maintained in conformance with the technical code under which installed. The owner or the owner's designated agent shall be responsible for the maintenance of building structures and their building service equipment. To determine compliance with this section, the Building Official may cause a structure to be re-inspected.

**7-2-102.11 Moved buildings.** Buildings, structures and their building service equipment moved into or within this jurisdiction shall comply with the provisions of the technical codes for new buildings or structures and their building service equipment.

**7-2-102.12 Historic buildings.** Repairs, alterations and additions necessary for the preservation, restoration, rehabilitation or continued use of a building, structure, or its building service equipment may be made without conforming to the requirements of the technical codes when authorized by the Building Official provided:

1. The building or structure has been designated by official action of the legally constituted authority as having special historical or architectural significance, and
2. Unsafe conditions as described in this Chapter are corrected, and
3. The restored building or structure and its building service equipment will be no more hazardous based on life safety, fire-safety and sanitation than the existing building as determined by the Building Official.

**7-2-102.12.1 Exception:**

Repairs, alterations and additions necessary for the preservation, restoration, rehabilitation or continued use of a building, structure, or its building service equipment shall be permitted to comply with the provisions of the International Existing Building Code (IEBC).

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**SECTION 7-2-103 DUTIES AND POWERS OF BUILDING OFFICIAL**

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**7-2-103.1 General.** There is hereby established a code enforcement agency of the Community Development Department of the Town of Camp Verde known as the Building Division under the administrative and operational charge of the Building Official.

**7-2-103.2 Duties and powers.** The Building Official is hereby authorized and directed to enforce the provisions of this Chapter and technical codes. The Building Official shall have the authority to render interpretations of this Chapter and the technical codes and to adopt policies and procedures in order to clarify the application of their provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of this Chapter and the technical codes. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in this Chapter or the technical codes.

**7-2-103.3 Deputies.** In accordance with any applicable Town procedures, and with the concurrence of the Community Development Director, the Building Official shall have the authority to appoint technical officers, inspectors, plan examiners and other employees. Such employees shall have powers as delegated by the Building Official.

**7-2-103.4 Applications and permits.** The Building Official shall receive applications, review construction documents and issue permits for the erection, and alteration, demolition and moving of buildings, structures, and building service equipment, inspect the premises where such permits have been issued and enforce compliance with the provisions of this Chapter and the technical codes.

**7-2-103.5 Notices and orders.** The Building Official shall issue all necessary notices or orders to ensure compliance with this Chapter and the technical codes.

**7-2-103.6 Inspections.** The Building Official shall make all of the required inspections, or the Building Official shall have the authority to accept reports of inspection by approved agencies or individuals. Reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The Building Official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise **subject to the approval of the appointing authority.**

**7-2-103.7 Identification.** The Building Official and authorized deputies shall carry proper identification when inspecting structures or premises or otherwise in the performance of duties under this Chapter or the technical codes.

**7-2-103.8 Right of entry.** Where it is necessary to make an inspection to enforce the provisions of this Chapter or the technical codes, or where the Building Official has reasonable cause to believe there exists in a structure or upon a premises a condition **which is** contrary to or in violation of this Chapter or the technical codes **which makes** making the structure or premises unsafe, dangerous or hazardous, the Building Official is authorized to enter the structure or premises at reasonable times to inspect or to perform the duties imposed by this Chapter or the technical codes, provided that if such structure or premises be occupied that credentials be presented to the occupant and entry requested. If such structure or premises is unoccupied, the Building Official shall first make a reasonable effort to locate the owner or other person having charge or control of the structure or premises and request entry. If entry is refused, the Building Official shall have recourse to the remedies provided by law to secure entry.

**7-2-103.9 Department records.** The Building Official shall keep official records of applications received, approved plans, permits and certificates issued, fees collected, reports of inspections, and notices and orders issued. Such records shall be retained in the official records for the period required for retention by state or local law or ordinances.

**7-2-103.10 Liability.** The Building Official, members of the board of appeals or any employee charged with the enforcement of this Chapter or technical codes, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this chapter, technical codes or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee in the lawful discharge of duties and under the provisions of this **chapter or technical codes shall be defended by a** legal representative of the jurisdiction ~~shall defend chapter or technical codes~~ until the final termination of the proceedings. The Building Official or any subordinate shall not be liable for cost in any action; suit or proceeding that is instituted in pursuance of the provisions of this chapter or technical codes.

**7-2-103.11 Approved materials and equipment.** Materials, equipment and devices approved by the Building Official shall be constructed and installed in accordance with such approval.

**7-2-103.11.1 Used materials and equipment.** The use of used materials meeting the requirements of this Chapter or the technical codes for new materials is permitted. Used **materials**, equipment and devices shall not be reused unless approved by the Building Official.

**7-2-103.12 Modifications.** Wherever there are practical difficulties involved in carrying out the provisions of this Chapter or the technical codes, the Building Official shall have the authority to grant modifications for individual cases, upon application of the owner or owner's representative, provided the Building Official shall first find that special individual reason makes the strict letter of **these** codes impractical and the modification is in compliance with the intent and purpose of this Chapter and the technical codes and that such modification does not lessen health, accessibility, life and fire safety, or structural requirements. The details of action granting modifications shall be recorded and entered in the files of **the** Building Division.

**7-2-103.12.1 Flood hazard areas.** The Building Official shall not grant modifications to any provision required in flood hazard areas as established by the International Building Code (IBC) Section 1612.3 unless a determination has been made that:

1. A showing of good and sufficient cause that the unique characteristics of the size, configuration or topography of the site render the elevation standards of International Building Code (IBC) Section 1612 inappropriate.
2. A determination that failure to grant the variance would result in exceptional hardship by rendering the lot undevelopable.
3. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, cause fraud on or victimization of the public, or conflict with existing laws or ordinances.
4. A determination that the variance is the minimum necessary to afford relief, considering the flood hazard.
5. Submission to the applicant of written notice specifying the difference between the design flood elevation and the elevation to which the building is to be built, stating that the cost of flood

insurance will be commensurate with the increased risk resulting from the reduced floor elevation, and stating that construction below the design flood elevation increases risks to life and property.

**7-2-103.13 Alternative materials, design and methods of construction and equipment.** The provisions of this Chapter and the technical codes are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this Chapter or the technical codes, provided any such alternative is approved by the Building Official. An alternative material, design or method of construction may be approved where the Building Official finds the proposed design is satisfactory and complies with the intent of the provisions of this Chapter and the technical codes, and the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this Chapter and the technical codes in quality, strength, effectiveness, fire resistance, durability and safety. Records of alternative materials, design and methods of construction approvals shall be recorded and entered in the files of the Building Division.

**7-2-103.13.1 Research reports.** Supporting data, where deemed necessary to assist in the approval of materials or assemblies not specifically provided for in this Chapter or the technical codes, shall be provided and shall consist of valid research reports from approved sources.

**7-2-103.13.2 Tests.** Whenever there is insufficient evidence of compliance with the provisions of this Chapter or the technical codes, or evidence a material or method does not conform to the requirements of this Chapter or the technical codes, or in order to substantiate claims for alternative materials or methods, the Building Official shall have the authority to require tests as evidence of compliance to be made at no expense to the Town. Test methods shall be as specified in this Chapter or the technical codes or by other recognized test standards. In the absence of recognized and accepted test methods, the Building Official may approve the testing procedures. Tests shall be performed by an approved agency. The Building Official for the period required in Section 7-2-103.9 of this Chapter shall retain reports of such tests.

**7-2-103.14 Stop Work Orders.** Whenever the Building Official finds any work regulated by this Chapter or the technical codes being performed in a manner either contrary to the provisions of this Chapter or the technical codes or dangerous or unsafe, the Building Official is authorized to issue a stop work order.

**7-2-103.14.1 Issuance.** The stop work order shall be in writing and shall be given to the owner of the property involved, or to the owner's agent, or to the person doing the work. Upon issuance of a stop work order, the cited work shall immediately cease. The stop work order shall state the reason for the order, and the conditions under which the cited work will be permitted to resume.

**7-2-103.14.2 Unlawful continuance.** Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties as prescribed by this Chapter and the law.

**7-2-103.14.3 Appeals.** Any person aggrieved by a stop work order issued by the Building Official may appeal such stop work order to the appropriate technical codes Board of Appeals in accordance with the requirements of this Chapter.

**7-2-103.15 Occupancy violations.** When a building or structure or building service equipment therein regulated by this Chapter and the technical codes is being used contrary to the provisions of such codes, the Building Official may order such use discontinued by written notice served on any person causing such use to be discontinued. Such person shall, after receipt of notice, discontinue the use within the time prescribed by the Building Official and make the building, structure, or portion thereof, comply with the requirements of such codes.

**7-2-103.16 Authority to disconnect utilities.** The Building Official shall have the authority to authorize disconnection of a utility service or energy supplied to the building, structure or building service equipment therein regulated by this Chapter or the technical codes in case of emergency where necessary to eliminate an immediate hazard to life or property or when such utility connection has been made without the approval required by Section 7-2-103.16.1 or 7-2-103.16.2. The Building Official shall whenever possible notify the serving utility, and wherever possible the owner and occupant of the building, structure or building service equipment of the decision to disconnect prior to taking such action, and shall notify such serving utility, owner and occupant of the building, structure or building service equipment, in writing, of such disconnection immediately or as soon as practical thereafter.

**7-2-103.16.1 Connection of service utilities.** No person shall make connections from a utility, source of energy, fuel or power to any building or system that is regulated by this Chapter or the technical codes for which a permit is required, until released by the Building Official.

**7-2-103.16.2 Temporary connection.** The Building Official shall have the authority to authorize the temporary connection of the building or system to the utility source of energy, fuel or power.

**7-2-103.17 Authority to condemn building service equipment.** When the Building Official determines that building

service equipment regulated in the technical codes has become hazardous to life, health or property, or has become unsanitary, the Building Official shall order in writing that such equipment either be removed or restored to a safe or sanitary condition, as appropriate. The written notice shall fix a time limit for compliance with such order. Defective building service equipment shall not be used, operated or maintained after receiving such notice.

**7-2-103.17.1 Notice to disconnect condemned building service equipment.** When such equipment or installation is to be disconnected, a written notice of such disconnection and causes therefore shall be given within 24 hours to the serving utility, the owner and occupant of such building, structure or premises, unless an emergency exist under Section 7-2-103.16 of this chapter.

**7-2-103.17.2 Condemned building service equipment violation.** When any building service equipment is used, operated or maintained in violation of the technical codes and in violation of a notice issued pursuant to the provisions of this section, the individual or individuals responsible for continued use, operation or maintenance shall be subject to the penalties described in this Chapter and the Building Official shall institute appropriate action to prevent, restrain, correct or abate the violation.

**7-2-103.18 Connection after order to disconnect.** Persons shall not make connections from an energy, fuel or power supply nor supply energy or fuel to building service equipment that has been disconnected or ordered to be disconnected or the use has been ordered to be discontinued by the Building Official until the Building Official authorizes the reconnection and use of such equipment.

SECTION 7-2-104 PERMITS

**7-2-104.1 Required.** Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this Chapter or the technical codes, or to cause such work to be done, shall first make application to the Building Official and obtain the required permit or permits.

**7-2-104.1.1 Exceptions:**

- 1. Federal developments on Federal owned land.
- 2. Any construction or improvement outside the Town boundaries, or beyond the jurisdictional authority of the Town of Camp Verde.
- 2.3. Annual permit holder.
- 3.4. Pursuant to ARS §11-865: Construction or operation incidental to construction and repair to irrigation and drainage ditches or appurtenances thereto, of regularly constituted districts or reclamation districts, or to farming, dairying, agriculture, viticulture, horticulture or stock or poultry raising, or clearing or other work upon land in rural areas for fire prevention purposes.
- 4.5. Pursuant to ARS §11-865: Devices used in manufacturing, processing or fabricating normally considered as involved in industry and construction of non-manned structures for the operation and maintenance of electric, gas or other public utility systems operated by public service corporations operating under a franchise or certificate of convenience and necessity.

**7-2-104.2 7-2-104.6.1 Scope- Annual permits.** In lieu of an individual permit for each alteration to an already approved electrical, gas, mechanical or plumbing installation, the Building Official is authorized to issue an annual permit upon application therefore to any person, firm or corporation regularly employing one or more qualified tradespersons in the building, structure or on the premises owned or operated by the applicant for permit.

**7-2-104.2.1 7-2-104.6.2 Qualified Tradesperson.** An individual that holds one or more licenses from a nationally recognized agency in the trade that work is to be performed.

**7-2-104.2.2 7-2-104.6.3 Annual Permit Records.** The person to whom an annual permit is issued shall keep a detailed record of alterations made under such annual permit. The building official shall have access to such records at all times or such records shall be filed with the building official as designated.

**7-2-104.3 7-2-104.2 Work exempt from permit.** Exemptions from permit requirements of this Chapter shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this Chapter or the technical codes or any other laws or ordinances of the Town. Permits shall not be required for the following:

**7-2-104.3.1 7-2-104.2.1 International Building Code (IBC) permits.** A building permit shall not be required for the following:

- 1. One-story detached accessory structures ancillary to detached one and two family dwellings commercial buildings used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 square feet (18.5 m<sup>2</sup> squared). 120 square feet (11 m<sup>2</sup>).

- CHAPTER 7
2. Fences not more than 6 feet (1829 mm) over 7 feet (2134 mm) high.
  3. Oil derricks.
  4. Retaining walls which ~~that~~ are not over 4 feet (914 mm) (1219 mm) in height measured from the bottom of the footing to the top of the wall, ~~provided the retaining wall is not supporting a surcharge, is not impounding Class I, II or III A liquids, unless supporting a surcharge or impounding Class I, II or IIIA liquids.~~
  5. Water tanks supported directly on grade if the capacity ~~does not exceed~~ is not greater than 5,000 gallons (18925 L) and the ratio of height to diameter or width ~~does not exceed 2 to 1~~ is not greater than 2:1.
  6. Sidewalks and driveways not more than 30 inches (762 mm) above adjacent grade and not over any basement or story below and ~~are~~ not part of an accessible route.
  7. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
  8. Temporary motion picture, television and theater stage sets and scenery.
  9. Prefabricated swimming pools accessory to a Group R-3 occupancy ~~that detached one- and two-family dwellings, which are less than 24 inches (610 mm) deep, do not exceed~~ are not greater than 5,000 gallons (18925 L) and are installed entirely above ground. (Note: a permit is required for the required pool barriers.)
  10. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
  11. Swings and other playground equipment accessory to detached one- and two-family dwellings.
  12. Window awnings in Group R-3 and U occupancies, supported by an exterior wall projecting not more than 54 inches (1372 mm) from the exterior wall, no closer than 3 feet from a property line, and ~~do not requiring~~ require additional support in ~~detached one- and two-family dwellings and Group U occupancies.~~
  13. Nonfixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches (1753 mm) in height.
  - m. ~~Replacement roof covering provided the replacement roof covering classification is equal to or greater than the existing roofing classification and does not increase the loads imposed upon the roof structural frame.~~

**7-2-104.3.2 International Energy Conservation Code (IECC) permits.** Except as specified in the International Energy Conservation Code (IECC), this code shall not be used to require the removal, alteration or abandonment of, nor prevent the continued use and maintenance of, an existing building or building system lawfully in existence at the time of adoption of this code. Any building or structure that is listed in the State or National Register of Historic Places; designated as a historic property under local or state designation law or survey; certified as a contributing resource with a National Register listed or locally designated historic district; or with an opinion or certification that the property is eligible to be listed on the National or State Registers of Historic Places either individually or as a contributing building to a historic district by the State Historic Preservation Officer or the Keeper of the National Register of Historic Places, are exempt from this code. Additions, alterations, renovations or repairs to an existing building, building system or portion thereof shall conform to the provisions of this code as they relate to new construction without requiring the unaltered portion(s) of the existing building or building system to comply with this code. Additions, alterations, renovations or repairs shall not create an unsafe or hazardous condition or overload existing building systems. An addition shall be deemed to comply with the code if the addition alone complies or the existing building and addition comply with this code as a single building.

**7-2-104.3.2.1 Exceptions:**

The following work need not comply provided the energy use of the building is not increased:

1. Storm windows installed over existing fenestration.
2. Glass only replacements in an existing sash and frame.
3. Existing ceiling, wall or floor cavities exposed during construction provided that these cavities are filled with insulation.
4. Construction where the existing roof, wall or floor cavity is not exposed.
5. Reroofing for roofs where neither the sheathing nor the insulation is exposed. Roofs without insulation in the cavity and where the sheathing or insulation is exposed during reroofing shall be insulated either above or below the sheathing.
6. Replacement of existing doors that separate conditioned space from the exterior shall

not require the installation of a vestibule or revolving door, provided, however, than an existing vestibule that separates a conditioned space from the exterior shall not be removed.

- 7. Alterations that replace less than 50 percent of the luminaires in a space, provided that such alterations do not increase the installed interior lighting power.
- 8. Alterations that replace only the bulb and ballast within the existing luminaires in a space provided that the alteration does not increase the installed interior lighting power.
- 9. Spaces undergoing a change in occupancy that would result in an increase in demand for either fossil fuel or electrical energy shall comply with this code. Where the use in a space changes from one use in International Energy Conservation Code (IECC) Table C405.5.2(1) or (2) to another use in Table C405.5.2(1) or (2), the installed lighting wattage shall comply with Section C405.5.

**7-2-104.3.3 7-2-104.2.3 International Fuel Gas Code (IFGC) permits.** A fuel gas permit shall not be required for the following:

- 1. Portable heating appliance.
- 2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.

**7-2-104.3.4 7-2-104.2.4 International Mechanical Code (IMC) permits.** A mechanical permit shall not be required for the following:

- 1. Portable heating appliance.
- 2. Portable ventilation equipment.
- 3. Portable cooling unit.
- 4. Steam, hot or chilled water piping within any heating or cooling equipment regulated by the International Mechanical Code (IMC).
- 5. Replacement of any part that does not alter its approval or making it unsafe.
- 6. Portable evaporative cooler.
- 7. Self-contained refrigeration system containing 10 pounds (4.54 kg) (5 kg) or less of refrigerant and actuated by motors of 1 horsepower (746 W) or less.
- 8. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

**7-2-104.3.5 7-2-104.2.2 National Electrical Code (NEC) permits.** An electrical permit shall not be required for the following:

- 1. Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
- 2. The provisions of this code shall not apply to electrical equipment used for radio and television transmissions, but do apply to equipment and wiring for a power supply and the installations of towers and antennas.
- 3. Listed cord-and-plug connected temporary decorative lighting.
- 4. A permit shall not be required for the installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.
- 5. Low-energy power, control and signal circuits of Class II and Class III as defined in the National Electrical Code (NEC) not installed in hazardous locations, as defined in Article 500. Installation, alteration or repair of electrical wiring, apparatus or equipment or the generation, transmission, distribution or metering of electrical energy or in the operation of signals or the transmission of intelligence by a public or private utility in the exercise of its function as a serving utility.
- 6. Installation of an approved temporary metered power outlet that has been supplied and installed by an electric utility. (FPN :) a temporary metered power outlet is a device, designed to be installed in the electric utility meter socket that provides metered electrical power to receptacles mounted on or in the device, for the purpose of providing temporary construction power to a residential building. Such devices may not energize the meter socket, lugs or equipment on the customer's side of the meter socket. The temporary metered power outlet shall be an approved device with an AIC rating higher than the available fault current provided at the meter. Such devices may be installed on residential buildings when a valid building permit has been issued, provided that the structural integrity and weather resistive barrier is maintained at the panel location, or the installation is detailed on the approved building plans. This exemption from

permitting does not prohibit or limit the authority having jurisdiction from directing the electric utility to disconnect the temporary metered power outlet.

7. Reinstallation of attachment plug receptacles but not the outlets therefor.
8. Replacement of branch circuit overcurrent devices of the required capacity in the same location.
9. Electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy.
10. Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.

**7-2-104.3.6 7-2-104.2.5 International Plumbing Code (IPC) permits.** A plumbing permit shall not be required for the following:

1. Stopping of leaks in drains, water, soil, waste or vent pipe, ~~except, not including defective provided, however, that if any concealed trap, drain pipe, water, soil, waste or vent pipe requiring removal and replacement. becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.~~
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

**7-2-104.3.7 International Residential Code (IRC) Permits.** Permits shall not be required for the following.

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 square feet (18.58 m<sup>2</sup>).
2. Fences not over 7 feet (2134 mm) high.
3. Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge.
4. Water tanks, supported directly upon grade in the capacity does not exceed 5,000 gallons (18927 L) and the ratio of height to diameter or width does not exceed 2 to 1.
5. Sidewalks and driveways.
6. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
7. Prefabricated swimming pools that are less than 24 inches (610 mm) deep.
8. Swings and other playground equipment accessory to detached one- and two-family dwellings.
9. Window awnings in Group R-3 and U occupancies, supported by an exterior wall projecting not more than 54 inches (1372 mm) from the exterior wall, no closer than 3 feet from a property line, and do not requiring additional support.
10. Decks not exceeding 200 square feet (18.58 m<sup>2</sup>) in area, that are not more than 30 inches (762 mm) above grade at any point, are not attached to a dwelling and do not serve the exit door required by the International Residential Code (IRC) Section R311.4.
11. Re-roofing or replacement of roof covering materials on one- and two-family dwelling units, provided the replacement roof covering material is a like for like exchange, no sheathing is replaced, and the replacement roofing material does not increase the loads imposed along the roof structural frame.

**7-2-104.4 7-2-104.3 Emergency repairs.** Where equipment replacements and repairs requiring a permit must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the Building Official.

**7-2-104.5 7-2-104.4 Ordinary repairs.** Application or notice to the Building Official is not required for ordinary repairs to structures; replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electrical wiring or mechanical or other work affecting public health or general safety.

**7-2-104.6 7-2-104.5 Public service agencies.** A permit shall not be required for the installation, alteration or repair of generation, transmission, distribution or metering or other related equipment under the ownership and control of public service agencies by established right. Nothing in this section shall be construed to exempt any electrical installation used for lighting, power, heating, ventilation, elevators pumping or for other building or premise operations, nor exempt

any service equipment for electrical service to a building or premise.

**7-2-104.7 Temporary structures and uses.** The Building Official is authorized to give permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. The part covered by the temporary certificate shall comply with the requirements specified for temporary lighting, heat or power in the technical codes.

**7-2-104.8 Application for permit.** To obtain a permit, an applicant shall first file an application in writing on a form furnished by the Building Division of the Community Development Department for that purpose. Such application, as a minimum, shall contain the following:

1. ~~Requirements. To obtain a permit, an applicant shall first file an application in writing on a form furnished by the Community Development Department. Such application, as a minimum, shall contain the following:~~
  1. Identify and describe the work to be covered by the permit for which the application is made.
  2. ~~Description of~~ Describe the land where the proposed work is to be done by legal description, street address or similar description that will readily identify and definitely locate the proposed building or work.
  3. Indicate the use and occupancy for which the proposed work is intended of the proposed work.
  4. Be accompanied by construction documents and other information as required in this section.
  5. State the valuation of the proposed work.
  6. Be signed by the ~~The signature of the applicant,~~ or the applicant's authorized agent.
  7. Give such other data and information as required by the Building Official.

**7-2-104.9 Action on application.** The Building Official shall examine or cause to be examined applications for permits, and related documents, and amendments thereto within a reasonable time after filing. If the application or the construction documents do not conform to the requirements of pertinent laws, the Building Official shall reject such application in writing, identifying stating the reasons for rejection therefor. If the Building Official is satisfied that the proposed work conforms to the requirements of this Chapter, the technical codes and applicable laws and ordinances thereto, the Building Official shall issue a permit therefor as soon as practicable, subject only to the payment of appropriate fees.

**7-104.10 Time limitation of application.** An application for a permit for any proposed work shall be deemed to have been abandoned and expires expired 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued, except that the Building Official is authorized to grant a one-time extension of time for an additional period not exceeding 180 days. Such The extension shall be requested in writing with and justifiable cause demonstrated.

**7-104.10.1 Exception:** Within 90 days of the date of application expiration and for those applications with a ready to issue status prior to the 360-day expiration date, the applicant shall resubmit plans and pay fifty percent (50%) of the current permit fees.

**7-2-104.11 Validity of permit.** The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this Chapter, the technical codes or of any other ordinance of the jurisdiction. Permits presuming to give authority to violate or cancel the provisions of this Chapter, the technical codes or other ordinances of the jurisdiction shall not be valid. The issuance of a permit based on construction documents and other data shall not prevent the Building Official from requiring the correction of errors in the construction documents, other data, or in the actual construction. The Building Official is also authorized to prevent occupancy or use of a structure where in violation of this Chapter, the technical codes or of any other ordinances of this jurisdiction. Work shall be installed in accordance with the approved construction documents, and any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as an amended set of construction documents.

**7-2-104.12 Expiration of permit.** Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance, or if the work authorized on the site by such permit is suspended or declared abandoned by the owner for a period of 180 days after the date the work is commenced, or if the Building Official declares the permit suspended or abandoned after the expiration of 180 days from the date of permit issuance. The Building Official is authorized to grant a one-time extension of 180 days in accordance with Sections 7-2-104.13.1 and 7-2-104.13.2.

**7-2-104.13.1 Work not commenced.** Every permit issued under the provision of this Chapter and the technical code shall be valid for a period of one year from the date of issuance provided, however, that any permit shall expire if work authorized by such permit is not commenced and an approved inspection obtained within 180 days from the date of issuance. An approved inspection shall be an inspection that is requested and approved pursuant to Section 7-2-106.5 7-2-106.6. Before work can be commenced on a structure for which the permit has expired, a new permit shall be obtained and the fee therefore shall be based on the total valuation of the structure.

**7-2-104.13.1.2 Exception:** Where no work has commenced within 180 days from the date of issuance, the permit may be reinstated, without a fee upon a written or verbal request from the owner or owner's agent, provided work commences and an approved inspection is obtained within one year of the original date of issuance.

**7-2-104.13.2 Work commenced.** Every permit issued under the provisions of this code shall be valid for a period of one year from the date of issuance, provided, however, that any permit shall expire 180 days after the last approved inspection. An approved inspection shall be an inspection that is requested and approved pursuant to Section 7-2-406.5-7-2-106.6. Before work can be continued or resumed on a structure for which the permit has expired, a new permit shall be obtained and the fee thereof shall be determined by the Building Official on the basis of the valuation of the uncompleted portion of the work from the last approved inspection.

**7-2-104.13.2.1 Exceptions:**

1. A permit shall not expire if the time between approved inspections does not exceed 180 days.
2. If an approved inspection is not obtained within 180 days of the last approved inspection, the permit may be reinstated once, without a fee upon written or verbal request from the owner or owner's agent provided that no substantial changes have been made in the original plans and specifications for such work and provided further that an approved inspection is obtained within one year of the last approved inspection and the technical codes have not been updated.

**7-2-104.14 Unfinished buildings or structures.** Whenever work has commenced on a building or structure for which a permit has been issued, and said permit has expired pursuant to Section 7-2-404.8 7-2-104.12, the owner of the property upon which structure is located, or other person or agent in control of said property, upon receipt of notice in writing from the Department, shall within 30 days from the date of such written notice, obtain a new permit to complete the work and diligently pursue the work to completion, or within said 30 days, obtain a demolition permit and shall remove or demolish the building or structure within 120 days from the date of written notice. Notwithstanding the provisions of Section 7-2-104.8 and this section, whenever work on any building, structure, addition, alteration, appendage or repair has commenced, the exterior walls and roof shall be completed in accordance with the approved plans including but not limited to roofing, fenestration and finish materials including paint, within two years of commencing construction. In the absence of evidence to the contrary, the date of the first inspection request shall establish the date that construction commenced. The provisions of this section shall apply to all permits issued on and after the effective date of this ordinance and permits issued or reinstated pursuant to Section 7-2-104.8. Such building, structure, addition, alteration, appendage or repair not in compliance with this section is subject to the enforcement and abatement procedures of Section 7-2-109.

**7-2-104.15 Suspension or revocation.** The Building Official is authorized to suspend or revoke a permit issued under the provisions of this Chapter wherever the permit is issued in error or on the basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance, regulation or any of the provisions of this Chapter, the technical codes or of other ordinances of this jurisdiction.

**7-2-104.16 Placement of permit.** The building permit or copy thereof shall be kept on the site of the work until the completion of the project. The issued ~~premise identification placard (yellow card)~~ inspection card shall be conspicuously posted on site.

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## SECTION 7-2-105 CONSTRUCTION DOCUMENTS

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**7-2-105.1 Submittal documents.** Submittal documents consisting of construction documents, plans, specifications, engineering calculations, diagrams, soil investigation, geotechnical reports, special inspections and structural observation programs and other data, as required by the Building Official, shall be submitted with each application for a permit in two or more sets. The construction documents shall be prepared by a registered design professional as where required by Arizona State law and Section 7-2-105.3. Where special conditions exist, the Building Official is authorized to require additional construction documents to be prepared by a registered design professional.

**7-2-105.1.1 Exception:** The Building Official is authorized to waive the submission of construction documents and other data not required to be prepared by a design professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this Chapter, the technical codes and other ordinances of the Town.

**7-2-105.1.2 7-2-105.1.4 Information on construction documents.** Construction documents shall be in accordance with this section. Construction documents shall be dimensioned and drawn upon suitable material. Electronic media documents are permitted to be submitted when approved by the Building Official. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work

proposed and show in detail that it will conform to the provisions of this Chapter, the technical codes and relevant laws, ordinances, **rules and regulations** as determined by the Building Official.

**7-2-105.1.3 7-2-105.1.2 Screening.** Submittal **construction documents, permit application, and other data** may be subject to screening by the Building Official for completeness and code compliance prior to being accepted for permit review. Incomplete **application** submittals or **application** submittals containing readily apparent code violations shall be returned to the applicant without being accepted unless otherwise directed by the Building Official.

**7-2-105.1.4 7-2-105.1.3 Title sheet information.** The construction documents shall contain a title sheet or title sheets indicating the name, address and phone numbers of design professionals. The title sheet shall also contain information regarding the Code review as performed by the design professional, including the size of the building, type of construction, occupancy classification(s), area and height modifications (if any), fire sprinklers (if any), required special inspection (if any), deferred submittals (if any) and any other information as directed by the Building Official. The Building Official is authorized to waive or modify the requirement for a title sheet when the application for permit is for alteration or repair or when otherwise warranted.

**7-2-105.1.5 7-2-105.1.4 Site plan.** The construction documents submitted with the application for permit shall be accompanied by a site plan showing to scale the size and location of new construction and existing structures on the site, distances from lot lines, **the established street grades and proposed finished grades and, as applicable, flood hazard areas, floodways, and design flood elevations;** and it shall be drawn in accordance with an accurate boundary line survey. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The Building Official is authorized to waive or modify the requirement for a site plan when the application for permit is for alteration or repair or when otherwise warranted.

**7-2-105.1.5.1 Design flood elevations.** Where design flood elevations are not specified, they shall be established in accordance with International Building Code (IBC) Section 1612.3.1.

**7-2-105.1.6 7-2-105.1.5 Means of egress.** The construction documents shall show in sufficient detail the location, construction, size and character of all portions of the means of egress **including the path of the exit discharge to the public way** in compliance with the provisions of the technical codes. In other than **occupancies in Groups R-2, R-3, and I-1 detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories above grade plane in height** as applicable in Section 7-2-401.4.2 **7-2-101.4.9**, the construction documents shall designate the number of occupants to be accommodated on every floor, and in all rooms and spaces. The Building Official is authorized to waive or modify the requirement for a means of egress plan when the application for permit is for alteration or repair or when otherwise warranted.

**7-2-105.1.7 7-2-105.1.6 Exterior wall envelope.** Construction documents for all buildings shall describe the exterior wall envelope in sufficient detail to determine compliance with the technical codes. The construction documents shall provide details of the exterior wall envelope as required, including flashing, intersections with dissimilar materials, corners, end details, control joints, intersections at roofs, eaves or parapets, means of drainage, water-resistive membrane and details around openings. The construction documents shall include manufacturer's installation instructions that provide supporting documentation that the proposed penetration and opening details described in the construction documents maintain the weather resistance of the exterior wall envelope. The supporting documentation shall fully describe the exterior wall system, which was tested, where applicable, as well as the test procedure used. The Building Official is authorized to waive or modify the requirement for an exterior wall envelope plan when the application for permit is for alteration or repair or when otherwise warranted.

**7-2-105.2 Examination of documents.** The Building Official shall examine or cause to be examined the permit application and accompanying construction documents and shall ascertain by such examinations whether the construction indicated and described is in accordance with the requirements of this Chapter, the technical codes and other pertinent laws or ordinances.

**7-2-105.2.1 Approval of construction documents.** When the Building Official issues a permit, the construction documents shall be approved, in writing or by stamp, as "Reviewed for Code Compliance." The Building Official as required by the approved Building Division retention schedule shall retain one set of construction documents so reviewed. The other set shall be returned to the applicant, shall be kept at the site of work and shall be open to inspection by the Building Official **or a duly authorized representative**. When the submittal documents are produced electronically, the applicant shall provide an electronic copy of all drawings on compact disk or other media approved by the Building Official.

**7-2-105.2.2 Previous approvals.** This Chapter and the technical codes shall not require changes in the construction documents, construction or designated occupancy of a structure for which a lawful permit has been heretofore issued or otherwise lawfully authorized, and the construction of which has been pursued in good faith and has not been abandoned pursuant to Section 7-2-104.8 ~~7-2-104.10~~.

**7-2-105.2.3 Phased approval.** The Building Official is authorized to issue a permit for the construction of foundations, or other parts of a building or structure before the construction documents for the whole building or structure have been submitted, provided ~~that~~ adequate information and detailed statements have been filed complying with pertinent requirements of this Chapter and the technical codes. The holder of such permit for the foundation or other parts of a building or structure shall proceed at the holder's own risk with the ~~construction~~ building operation and without assurance that a permit for the entire structure will be granted.

**7-2-105.2.3.1 Exception:** Phased construction approvals are not applicable for Group R-2, R-3 and R-4 occupancies and detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories ~~above grade plane in height~~ high.

**7-2-105.3 Design professional in responsible charge.** When it is required that permit submittal documents be prepared by a registered design professional, the Building Official shall be authorized to require the owner to engage and designate on the building permit application a registered design professional who shall act as the registered design professional in responsible charge. If the circumstances require, the owner shall designate a substitute registered design professional in responsible charge who shall perform the duties required of the original registered design professional in responsible charge. The owner shall ~~notify~~ the Building Official ~~shall be notified~~ in writing ~~by the owner~~ if the registered design professional in responsible charge is changed or is unable to continue to perform the duties. The registered design professional in responsible charge shall be responsible for reviewing and coordinating submittal documents prepared by others, including phased and deferred submittal items, for compatibility with the design of the building.

**7-2-105.3.1 Special Inspections and structural observations.** Where ~~application is made for construction as described in the International Building Code (IBC) Section 1704, the owner or the registered design professional in responsible charge acting as the owner's agent shall employ one or more approved agencies to perform inspections during construction on the types of work listed under International Building Code (IBC) Section 1705. Prior to the commencement of structural observations is required by Section 1704 of the building code, the or special inspections, program~~ the Building Official shall be notified in writing by the owner or design professional in responsible charge with the name of the individual or firms who are to perform structural observations and special inspections and describe the stages of construction where the structural observations and special inspections ~~is are~~ to occur.

**7-2-105.3.2 7-2-105.3.1 Deferred submittals.** For the purposes of this section, deferred submittals are defined as those portions of the design ~~that are~~ not submitted at the time of the application ~~but and that~~ are to be submitted to the Building Official ~~within a specified period~~, before completion of the project, and before a Certificate of Occupancy is issued. Deferral of ~~any~~ submittal items shall have the prior approval of the Building Official. The registered design professional in responsible charge shall list the deferred submittals on the title sheet of the construction documents for review by the Building Official. Deferred submittal items shown on the construction documents shall be clearly noted as "For Reference Only". Deferred submittals do not constitute phased approval of the construction. Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge, ~~which~~ ~~who~~ shall review them and forward them to the Building Official with a notation indicating the deferred submittal documents have been reviewed and been found to be in general conformance to the design of the building. The deferred submittal items shall not be installed until ~~the design professional and the~~ ~~deferred submittal documents have been approved by the~~ Building Official ~~has approved the submittal documents~~.

**7-2-105.4 Amended construction documents (revisions).** Work shall be installed in accordance with the approved construction documents, and any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as an amended set of construction documents.

**7-2-105.5 Responsibility.** It shall be the duty of every person who performs work for the installation or repair of building, structure, electrical, gas, mechanical, plumbing, or fire-suppression systems, for which this Chapter or the technical codes are applicable, to comply with this Chapter and the technical codes.

**7-2-105.6 Retention of construction documents.** One set of approved construction documents shall be retained by the Building Official for a period of time as prescribed by state or local laws and one set of approved construction documents shall be returned to the applicant, and said set shall be kept on the site of the building or work at all times during which the work authorized thereby is in progress.

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## SECTION 7-2-106 INSPECTIONS

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**7-2-106.1 General.** Construction or work for which a permit is required shall be subject to inspection by the Building Official and such construction or work shall remain accessible and exposed for inspection purposes until approved. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of this Chapter, the technical codes or of other ordinances of the jurisdiction. Inspections presuming to give authority to violate or cancel the provisions of this Chapter or the technical codes or of other ordinances of the jurisdiction shall not be valid. It shall be the duty of the permit applicant to cause the work to remain accessible and exposed for inspection purposes. Neither the Building Official nor the jurisdiction shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.

**7-2-106.2 Site identification.** It shall be the duty of the permit holder to provide an approved property address, including number and street name, at all construction sites. Such temporary premises identification shall be clearly visible from the street or roadway fronting the property, shall be installed prior to the first inspection, and shall be maintained until the permanent premises identification is installed and approved.

**7-2-106.3 7-2-106.2 Inspection record card.** Work requiring a permit shall not commence until the permit holder or an agent of the permit holder has posted or otherwise made available the inspection record card to allow the Building Official or authorized agent to conveniently make the required entries thereon regarding inspections of the work. The permit holder shall maintain the card available until final approval, by the Building Official, has been granted.

**7-2-106.4 7-2-106.3 Preliminary inspections.** Before issuing a permit, the Building Official is authorized to examine or cause to be examined buildings, structures or sites for which an application has been filed.

**7-2-106.5 7-2-106.4 Special Inspections and observation program.** When special inspection is required by the **International Building Code (IBC) Sections 1704 and 1705** of the building code or as determined by the Building Official, the owner, an agent of the owner, or the engineer or registered design professional in responsible charge, but not the contractor or any other person responsible for the work, shall employ one or more special inspector(s) who shall provide inspections during construction on the type of work listed under **International Building Code (IBC) Sections 1704.1 1704 and 1705** of the building code or as determined by the Building Official. When special inspections are required, the special inspections are to be performed in addition to, not in lieu of, the inspections conducted by the Building Official, and shall not be construed to relieve the owner or his authorized agent from requesting the periodic and called inspections required by this Chapter and the technical codes.

**7-2-106.5.1 7-2-106.4.1 Special Inspector.** In accordance with the **International Building Code (IBC) Sections 1704.1 1704 and 1705** and **Section 7-2-106.4 "Special Inspector(s)" 7-2-106.5** of the building code, **special inspections** shall be provided by, or under the supervision of an engineer or registered design professional in responsible charge of the structural inspection for which "Special Inspection" is required, subject to the following conditions:

**7-2-106.5.1.1 7-2-106.4.2 Notification.** ~~(Prior to issuing permit)~~ **Prior to a permit being issued by the Building Official, the owner or his authorized agent shall notify the Building Division of the Community Development Department, Building Division** in writing on the form provided by this division, the name of the engineer or registered design professional in responsible charge who will carry out the required **special inspection(s)**. The responsible engineer or registered design professional of record shall notify the ~~Department~~ **Building Division** of any changes of "Special Inspection(s)" prior to **the inspections being conducted.** ~~conducting the inspections.~~

**7-2-106.5.1.2 7-2-106.4.3 Certificate of Responsibility.** The engineer or registered design professional in responsible charge of the **"special inspection(s)"** shall so certify to the **Building Division** in writing on the ~~Town~~ form provided prior to the issuance of the **building permit**, and shall notify the **Building Division** immediately if terminated prior to completion of the work, for which **"special inspection(s)"** is required.

**7-2-106.5.1.3 7-2-106.4.4 Qualifications.** No person(s) shall be assigned to carry out the duties of the **"special inspector(s)"** unless thoroughly qualified by knowledge and experience to render full, complete and competent inspection. **Special inspector(s) shall provide written documentation to the Building Official demonstrating his or her competence and relevant experience or training.** Experience or training shall be considered relevant when the documented experience or training is related in complexity to the same type of special inspection activities for projects of similar complexity and material qualities. These qualifications are in addition to qualifications specified in other sections of this code. The registered design professional in responsible charge and

engineers of record involved in the design of the project are permitted to act as the approved agency and their personnel are permitted to act as the special inspector for the work designed by them, provided they qualify as special inspectors. It shall be the responsibility of the engineer or registered design professional in responsible charge of the special inspection to satisfy the duties and responsibilities as stated in the International Building Code (IBC) Sections 1704.1-1704 and 1705. of the building code.

**7-2-106.5.1.4 7-2-106.4.5 Inspection and Reports.** The engineer or registered design professional in responsible charge of the "special inspection(s)" or the designated "special inspector(s)" shall provide continuous, competent and complete inspection on the work for which "special inspection(s)" is required in accordance with International Building Code (IBC) Sections 1704.1 of the building code and 1705. Special inspectors shall keep records of inspections. The special inspector and shall submit inspection reports to the Building Division, and the registered design professional in responsible charge stating approval of the work as it progresses, but not less than every two weeks. Reports shall indicate that work inspected was or was not completed in conformance to approved construction documents. Discrepancies shall be brought to the immediate attention of the contractor for correction. The "special inspector(s)" shall notify the Building Division and the registered design professional in responsible charge immediately upon detection of all discrepancies involved in the "special inspection(s)" that have not been corrected in accordance with the approved plans construction documents and specifications prior to proceeding with the work. A final report documenting required special inspections and correction of any discrepancies noted in the inspections shall be submitted at a point in time agreed upon prior to the start of work by the applicant and the Building Official.

**7-2-106.6 7-2-106.5 Required inspections.** The Building Official, upon notification, shall make the inspections set forth in this Section.

**7-2-106.6.1 7-2-106.5.1 Footing and foundation inspections.** Footing and foundation inspections shall be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, the required forms shall be in place prior to inspection. An inspection shall be made prior to the placement of concrete. Materials for the foundation shall be on the site, except where concrete is ready mixed in accordance with ASTM C 94; the concrete need not be on the site.

**7-2-106.6.2 7-2-106.5.2 Underground building service equipment inspections.** Underground plumbing, gas, mechanical, or electrical systems shall be inspected after trenches or ditches are excavated for approved materials, proper burial depth, and slope, and installation but prior to the backfilling of trenches. The piping shall be bedded-in for its entire length, and if applicable, the systems shall be under the prescribed tests required by the technical codes. When excavated soil contains rocks, broken concrete, frozen chunks and other rubble that would damage or break the piping or cause corrosive action, clean backfill shall be on the site.

**7-2-106.6.3 7-2-106.5.3 Concrete slab and under-floor inspections.** Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and if applicable, building service equipment, conduit, piping accessories, insulation and other ancillary equipment items are in place and approved, but before any concrete is placed or floor sheathing installed, including the sub-floor.

**7-2-106.6.4 7-2-106.5.4 Sewer or water service (building or private) inspections.** Sewer or water service lines, that provide(s) service to a building or multiple buildings on one site and not installed in a public right-of-way or Public Utility Easement (PUE), shall be inspected for approved materials and proper slope prior to backfilling of the trenches.

**7-2-106.6.5 Floodplain or lowest floor elevation inspections.** In flood hazard areas, upon placement of the lowest floor, including the basement, and prior to further vertical construction, the elevation certification required in the International Building Code (IBC) Section 1612.5 and International Residential Code (IRC) Section R322 shall be submitted to the Building Official. The elevation certification shall be prepared and sealed by a registered design professional.

**7-2-106.6.6 7-2-106.5.5 Concrete or masonry walls or columns inspections.** Walls and columns shall be inspected after all reinforcing steel, and if applicable, conduits and other piping are in place but prior to the placement of concrete or grout. For concrete walls or columns, required forms shall be in place prior to inspection. Masonry walls or columns constructed in lifts shall require an inspection prior to the grouting of each lift.

**7-2-106.6.7 7-2-106.5.6 Exterior strap and shear inspections.** Exterior walls shall be inspected after the sheathing (used for bracing/shear); wall bracing, metal straps or anchoring devices are in place but prior to the installation of the weather- resistive barrier or wall covering.

**7-2-106.6.8** ~~7-2-106.5.7~~ **Rough building service equipment inspections.** Rough plumbing, gas, mechanical, or electrical systems shall be inspected for approved materials or proper slope **after the roof, framing, fireblocking and bracing are in place** but prior to concealing by the building finish materials, and components to be concealed are complete, and prior to the installation of wall or ceiling membranes. When applicable, the systems shall be under the prescribed tests required by the technical codes. When applicable, these inspections may be completed in conjunction with a frame inspection.

**7-2-106.6.9** ~~7-2-106.5.8~~ **Frame inspections.** Framing inspections shall be made after the roof deck or sheathing, all framing, fire-blocking, draft stopping and bracing are in place, and pipes, chimneys and vents to be concealed are complete, and the rough **electrical, plumbing, heating wires, pipes and ducts** building service equipment has been approved, after the roof is loaded with roof covering material and the building has been dried-in.

**7-2-106.6.10** ~~7-2-106.5.9~~ **Energy efficiency inspections.** Energy efficiency inspections shall be made to determine compliance with the International Building Code (IBC) Chapter 13 and the International Energy Conservation Code (IECC) and shall include, but not be limited to, inspections for: envelope insulation R- and U-values, fenestration U-value, duct system R-value, and HVAC and water-heating equipment efficiency. Insulation inspection shall be made after frame and exterior lath inspection and all rough plumbing, mechanical, gas, and electrical systems are approved and prior to covering or concealment. Blown or sprayed roof/ceiling insulation may be verified before final inspection with markers affixed to the trusses or joists and marked with the insulation thickness by one inch (25.5 mm) high numbers. A minimum of one (1) marker provided for each 300 square feet of area with numbers to face the attic access opening. In lieu of an insulation inspection, a certification from the insulation installer may be submitted.

**7-2-106.6.11** ~~7-2-106.5.10~~ **Moisture barrier inspections.** A moisture barrier inspection shall be performed after all flashings, windows, and moisture barrier is installed prior to the installation of any exterior wall covering.

**7-2-106.6.12** ~~7-2-106.5.11~~ **Lath and gypsum board inspections.** Lath and gypsum board inspections shall be made after lathing and gypsum board, interior and, if applicable, exterior, is in place, but before any plastering is applied or gypsum board joints and fasteners are taped and finished.

**7-2-106.6.12.1** **Exception:** Gypsum board that is not part of a fire-resistance-rated assembly or a shear assembly.

**7-2-106.6.13** ~~7-2-106.5.12~~ **Fire- and smoke-resistant penetrations inspections.** Protection of joints and penetrations in fire-resistance-rated assemblies, **smoke barriers and smoke partitions** shall not be concealed from view until inspected and approved. When applicable, this inspection shall be done in conjunction with the gypsum board inspection prior to joints and fasteners being taped and finished.

**7-2-106.6.14** ~~7-2-106.5.13~~ **Other inspections.** In addition to the inspections specified above, the Building Official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of this Chapter or the technical codes and other laws enforced by the Building Division.

**7-2-106.6.15** ~~7-2-106.5.14~~ **Special inspections.** Special inspections and structural observations shall be as required in Section 1704 and 1705 of the building code **International Building Code (IBC)** in accordance with Section ~~7-2-106.4~~ **7-2-106.5** of this Chapter. Special inspections are in addition to, not in lieu of, the inspections conducted by the Building Official.

**7-2-106.6.16** ~~7-2-106.5.15~~ **Final inspections.** The final inspection shall be made after all work shown on the construction documents or as required by the permit is completed.

**7-2-106.6.16.1** **Flood hazard or elevation documentation.** If located in a flood hazard area, documentation of the elevation of the lowest floor as required in the International Building Code (IBC) Section 1612.5 and International Residential Code (IRC) Section R322.1.10 shall be submitted to the Building Official prior to the final inspection.

**7-2-106.6.16.2** ~~7-2-106.6~~ **Building service equipment.** Building service equipment regulated by **this Chapter** or the technical codes shall not be connected to the fuel or power supply, or water or sewer systems until authorized by the Building Official. The requirements of this Chapter shall not be considered as prohibiting the operation of building service equipment installed to replace existing building service equipment serving an occupied portion of the building provided an inspection of such building service equipment has been completed and approved for use.

**7-2-106.7** **Inspection agencies.** The Building Official is authorized to accept reports of approved inspection agencies, provided such agencies satisfy the requirements as to qualifications and reliability. **An approved inspection agency**

shall be objective, competent and independent from the contractor responsible for the work being inspected. The agency shall also disclose possible conflicts of interest so that objectivity can be confirmed. An approved inspection agency shall also have adequate equipment to perform required tests and shall employ experienced personnel educated in conducting, supervising and evaluating tests and/or inspections.

**7-2-106.8 Inspection requests.** It shall be the duty of the holder of the building permit or their duly authorized agent to notify the Building Official when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for the inspections of such work as required by this Chapter. The Building Official may require that every request for inspection be filed at least one working day before such inspection is desired.

**7-2-106.9 Approval required.** Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the Building Official. The Building Official, upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or notify the permit holder or his or her authorized representative agent wherein the same fails to comply with this Chapter or the technical codes. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the Building Official. There shall be a final inspection and approval of all construction when the work is completed and prior to any occupancy or use.

**7-2-106.10 Re-inspection.** A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made. This section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of the technical codes, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection. Re-inspection fees may be assessed:

1. When the inspection record card is not posted or otherwise available on the work site.
2. When the approved plans are not readily available to the inspector.
3. For failure to provide access on the date for which inspection is requested.
4. For deviating from approved plans thereby requiring the approval of the Building Official.
5. When requested work is not ready for inspection.

To obtain a re-inspection, the applicant shall pay the re-inspection fee as set forth in the fee schedule adopted by this jurisdiction. In instances where re-inspection fees have been assessed, additional inspection of the work will not be performed until the required fees have been paid.

**7-2-106.11 Connection to utilities.** No person shall make connections from a utility, source of energy, fuel or power to any building or building service equipment, regulated by the technical codes for which a permit is required by this Chapter, until approved by the Building Official. The Building Official may authorize the temporary connection of the building service equipment to the utility source of energy, fuel or power for construction power, testing of building service equipment or for use under a temporary certificate of occupancy.

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## SECTION 7-2-107 CERTIFICATE OF OCCUPANCY AND FINAL APPROVALS

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**7-2-107.1 Use and occupancy.** No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the Building Official has issued a Certificate of Occupancy therefore as provided herein. Issuance of a Certificate of Occupancy shall not be construed as an approval of a violation of the provisions of this Chapter, the technical codes or other ordinances of the jurisdiction.

**7-2-107.1.1 Exception: Certificates of Occupancy are not required for work exempt from permits under Section 7-2-104.3.**

**7-2-107.2 Letter of Compliance.** The Building Official is authorized to issue a Letter of Compliance for a building or structure permitted as a basic or shell building, which cannot be occupied. If after a final inspection of the building or structure, and any electrical, fire protection, plumbing, mechanical, gas or similar systems shown on the approved plans, there are no violations to the provisions of this Chapter, the technical codes or other laws and ordinances that are enforced by the Building Division, the permit holder may request such Letter of Compliance. The Letter of Compliance certifies that the work performed under the permit has been satisfactorily completed, but does not authorize the occupancy of a basic or shell building or structure. The Letter of Compliance shall contain the following:

1. The building permit number.
2. The address of the structure.
3. A description of the building, construction type, proposed occupancy type and building area.
4. A statement that the permitted work has been inspected for compliance with the requirements of this

5. The name and signature of the Building Official or designee.

**7-2-107.3 Certificate of Occupancy.** After the Building Official inspects the building or structure and finds no violations of the provisions of this Chapter, the technical codes or other laws that are enforced by the Building Division, the Building Official is authorized to, **and shall** issue a Certificate of Occupancy that contains the following:

1. The building permit number.
2. The address of the ~~building or structure~~.
3. **The name and address of the owner.**
4. **A description of that portion of the structure for which the certificate is issued.**
5. A statement that the described portion of the structure has been inspected for compliance with the requirements of this Chapter and the technical codes for the occupancy and division of occupancy and the use for which the proposed occupancy is classified.
6. The name and signature of the Building Official or designee.
7. **The edition of the code under which the permit was issued.**
8. The **use and** occupancy, in accordance with the provisions of **the International Building Code (IBC) Chapter 3. Section 302.4 of the building code.**
9. The type of construction as defined in **the International Building Code (IBC) Chapter 6 Section 602.4 of the building code.**
10. The area of each occupancy within the building for which the permit was issued.
11. The **design** occupant load of each occupancy for which the permit was issued.
12. Indicate **if whether** an automatic sprinkler system is provided in the building or structure, **and indicate whether the sprinkler system is required.**
13. Any special stipulations and conditions of the building permit.

**7-2-107.4 Temporary Certificate of Occupancy.** The Building Official is authorized to issue a Temporary Certificate of Occupancy before the completion of the entire work covered by the permit, provided that such portion or portions shall be occupied safely. The Building Official shall set the conditions, if any, and the time period during which the Temporary Certificate of Occupancy is valid.

**7-2-107.5 Revocation.** The Building Official is authorized to, **in writing**, suspend or revoke, ~~in writing~~, a Certificate of Occupancy, Letter of Compliance or Temporary Certificate of Occupancy issued under the provisions of this Chapter wherever **such the** certificate is issued in error, or on the basis of incorrect information supplied, or where it is determined the building or structure or portion thereof is in violation of any ordinance or regulation or any of the provisions of this Chapter or the technical codes.

**7-2-107.6 Posting.** The **Certificate of Occupancy or Temporary Certificate of Occupancy** shall be posted in a conspicuous place within the premises.

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## SECTION 7-2-108 UNSAFE STRUCTURES AND EQUIPMENT

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

**7-2-108.1.2 Unsafe buildings appendages.** Parapet walls, cornices, spires, towers, tanks, statuary and other appendages or structural members which are supported by, attached to, or a part of a building and which are in a deteriorated condition or are otherwise unable to sustain the design loads which are specified in this code, are hereby designated as unsafe building appendages. All such unsafe building appendages are public nuisances and shall be abated in accordance with Section 7-2-108.1 of this Chapter.

**7-2-108.2 Record.** **The Building Official shall cause a report to be filed on an unsafe condition. The report shall**

state the occupancy of the structure and the nature of the unsafe condition.

**7-2-108.2.1** ~~7-2-108.2~~ **Notice to owner.** The Building Official shall examine or cause to be examined every building or structure or portion thereof reported as dangerous or damaged and, if such is found to be an unsafe building as defined in this section, the Building Official shall give to the owner of such building or structure written notice stating the defects thereof. This notice may require the owner or person in charge of the building premises, within 48 hours, to commence either the required repairs or improvements or demolition and removal of the building or structure or portions thereof, and all such work shall be completed within 90 days from the date of notice, unless otherwise stipulated by the Building Official. If necessary, such notice also shall require the building, structure or portion thereof to be vacated forthwith and not reoccupied until the required repairs and improvements are completed, inspected, and approved by the Building Official.

**7-2-108.2.2** ~~7-2-108.2.1~~ **Proper service.** Proper service of such notice shall be by one of the following methods; personal service upon the owner of record, if found within the Town limits; if not found within the Town limits, such service may be made upon said owner by first class mail, postage paid, addressed to the owner, occupant, agent, manager or responsible person at the last known address; delivered in any manner permitted by the Arizona Rules of Civil Procedure for service of process or posted in a conspicuous place on or about the entrance of the structure affected by such notice. Service by mail is deemed complete upon deposit in the U.S. mail. Service of such notice in the foregoing manner upon the owner's agent or upon the person responsible for the structure shall constitute service of notice upon the owner. The designated period within which said owner or person in charge is required to comply with the order of the Building Official shall begin as of the date such notice was mailed, received or posted.

**7-2-108.3 Posting of signs.** The Building Official shall cause to be posted at each entrance to such building a notice to read: DO NOT ENTER UNSAFE TO OCCUPY by order of the **Building Division of the** Community Development Department, of the Town of Camp Verde. Such notice shall remain posted until the required repairs, demolition or removal are completed. Such notice shall not be removed without written permission of the Building Official and no person shall enter the building except for the purpose of making the required repairs or of demolishing the building.

**7-2-108.3.1 Posting of building safety assessment placards during emergency conditions.** The Building Official and his or her authorized representatives shall cause to be posted the appropriate building safety assessment placard at each entry point to a building or structure upon completion of a visual, non-destructive safety assessment in the event emergency conditions exist. The following are verbal descriptions of the official placards to be used to designate the condition for continued occupancy of buildings or structures:

1. **INSPECTED – LAWFUL OCCUPANCY PERMITTED** by order of the Building Division of the Community Development Department, of the Town of Camp Verde is to be posted on any building or structure wherein no apparent structural hazard has been found. This placard is not intended to mean that there is no damage to the building or structure.
2. **CAUTION: RESTRICTED USE** by order of the Building Division of the Community Development Department, of the Town of Camp Verde is to be posted on each building or structure that has been damaged wherein the damage has resulted in some form of restriction to the continued occupancy. The individual who posts this placard will note in general terms the type of damage encountered and will clearly and concisely note the restrictions on continued occupancy.
3. **UNSAFE – DO NOT ENTER OR OCCUPY** by order of the Building Division of the Community Development Department, of the Town of Camp Verde is to be posted on each building or structure that has been damaged such that continued occupancy poses a threat to life safety. Buildings or structures posted with this placard shall not be entered under any circumstance except as authorized in writing by the Building Official, or his or her authorized representative. Safety assessment teams shall be authorized to enter these buildings at any time. This placard is not to be used or considered as a demolition order. The individual who posts this placard will note in general terms the type of damage encountered.

The name of the jurisdiction, its address, and phone number shall be permanently affixed to each building safety assessment placard. Once a building safety assessment placard has been attached to a building or structure, the placard shall not be removed, altered or covered until done so by an authorized representative of the Building Official. It shall be unlawful for any person, firm or corporation to alter, remove, cover or deface a placard unless authorized pursuant to this section.

**7-2-108.4 Right to demolish.** In case the owner shall fail, neglect or refuse to comply with the notice to repair, rehabilitate, or to demolish and remove said building or structure or portion thereof, the Town Council may order the owner of the building prosecuted as a violator of the provisions of this code and may order the Building Official to

proceed with the work specified in such notice.

**7-2-108.5 Costs.** Costs incurred under Section 7-2-108.4 shall be paid out of the Town Treasury and shall be charged to the owner and collected by the Financial Director in the manner specified in the Town of Camp Verde Code.

**7-2-108.6 Restoration.** The structure or building service equipment determined to be unsafe by the Building Official shall be is permitted to be restored to a safe condition. To the extent that repairs, alterations or additions are made or a change of occupancy occurs during the restoration of the structure, such repairs, alterations, additions or change of occupancy shall comply with the requirements of this Chapter, and the technical codes, and the International Building Code (IBC) Chapter 34.

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## SECTION 7-2-109 VIOLATIONS

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**7-2-109.1 Unlawful acts.** It shall be unlawful for any person, firm or corporation to erect, construct, alter, extend, repair, move, remove, demolish or occupy any building, structure or building service equipment regulated by this Chapter and the technical codes, or cause same to be done, in conflict with or in violation of any of the provisions of this Chapter and the technical codes.

**7-2-109.2 Illegal building.** Every building or portion thereof constructed without a building permit where required by this Chapter, shall be made to conform to the provisions of this Chapter and the technical codes or shall be demolished.

**7-2-109.3 Notice of violation.** The Building Official is authorized to serve a notice of violation or order on the building owner, the owner's agent or person responsible for the erection, construction, alteration, extension, repair, moving, removal, demolition or occupancy of a building, structure or building service equipment in violation of the provisions of this Chapter, the technical codes or in violation of a permit or certificate issued under the provisions of this Chapter. Service of such notice shall be as described in Section 7-2-108.2.1 of this Chapter. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation.

**7-2-109.4 Prosecution of violation.** If the notice of violation is not complied with promptly, or within the time frame specified in the notice of violation, the Town may institute the appropriate proceeding at law, or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions of this Chapter or of the technical codes or of the order or direction made pursuant thereto.

**7-2-109.5 Remedies not exclusive.** Violations of this Chapter or the technical codes are in addition to any other violation established by law, and this Chapter, and shall not be interpreted as limiting the penalties, actions, or abatement procedures that may be taken by the Town or other persons under the laws, ordinances or rules.

**7-2-109.6 Violation penalties.** Any person, firm, or corporation who shall violates any of the provisions of this Chapter and the technical codes or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the Building Official, or of a permit or certificate issued under the provisions of this Chapter may be subject to one or more of the penalties as prescribed in the Town of Camp Verde Code.

**Civil sanction:** A fine of not less than one hundred dollars (\$100) nor more the one thousand dollars (\$1000) but total fines shall not exceed two thousand dollars (\$2000) per day for each property.

**Criminal misdemeanor:** If found guilty of a class one misdemeanor and upon conviction shall be punished by a fine not to exceed two thousand five hundred dollars (\$2,500) or by imprisonment in the Town jail for a period not to exceed six (6) months, or by both such fine and imprisonment.

**Separate Offense:** Each day any violation is continued or the failure to perform any act or duty required by this section shall constitute a separate violation or offense.

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## SECTION 7-2-110 BOARD OF APPEALS

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**7-2-110.1 General.** In order to hear and decide appeals of orders, decisions or determinations made by the Building Official relative to the application and interpretation of this Chapter and the technical codes, there shall be and is hereby created one Board of Appeals consisting of members who are qualified by experience and training to pass on matters pertaining to building construction and who are not employees of the Town. The Building Official shall be the ex-officio member of and shall consult with and provide advice to the Board during the proceedings and may act as secretary to the Board but shall have no vote on any matter before the board.

**7-2-110.2 Limitations on authority.** The Board of Appeals shall have no authority relative to interpretation of this Chapter. ~~nor shall the~~ The Board shall not be empowered to waive requirements of the technical codes.

**7-2-110.3 Created, composition.**

**7-2-110.4 Appointment, terms and vacancies.** Appointments and terms of members shall be in accordance with the Town Code. In the event of the unexcused absence of a member from three (3) consecutive meetings, the position shall be deemed vacant. Vacancies shall be filled in accordance with the Town Code for the unexpired term of any member unable or ineligible to serve. A member whose term expires may serve until a successor has been appointed. The Town Council may remove any member for cause or serve as the Board of Appeals.

**7-2-110.5 Officers.** The Board shall elect a chairman and vice-chairman from among its members, neither of who shall be an ex officio member. The chairman and vice-chairman shall each serve for a one-year period or until their successors are elected.

**7-2-110.6 Meetings.** The board shall hold one regular meeting every three (3) months or when there is pending business. Special meetings may be called by the Community Development Director or at the request of the chairman or any three (3) members. The affirmative vote of four (4) members shall be required for passage of any matter before the Board.

**7-2-110.7 Powers, duties, responsibilities.**

1. The Board, on request or on its own motion, may interpret the technical provisions of the building code in special cases when it appears that the provisions of the code are inadequate and do not cover the point in question, and may recommend to the Council such new legislation as is consistent therewith.
2. The Board may grant a variance to the technical provisions of the building code when it can be established that a manifest injustice would be done. A variance shall not be granted by the Board unless it is found that:
  - a. Special circumstances or conditions apply to the request; and
  - b. Granting the variance is necessary for the preservation and enjoyment of substantial property rights; and
  - c. Granting the variance will not be materially detrimental to persons residing or working in the premises, to adjacent or surrounding property or to the public in general; and
  - d. Granting the variance will be in harmony with the purposes sought to be attained by the building code. Each case shall be evaluated on its individual merits and shall not be construed to set a precedent for deviating from the requirements of the building code. The findings of the Board shall be binding upon all parties except as provided under Section 7-2-110.9.
3. The Board may approve the use of the alternate materials or methods of construction, provided the alternate materials or method is, for the purpose intended, at least the equivalent of that prescribed by the building code in suitability, strength, effectiveness, fire resistance, durability, safety and sanitation.
4. The Board may adopt such rules and regulations necessary for the discharge of its duties, provided said rules are not in conflict with the charter or this code.
5. The Board is empowered to call upon the Town Attorney's office for legal counsel and upon any other office or Board to aid and assist the Board in its deliberations.

**7-2-110.8 Appeal from decision of the Building Official.**

1. Any person dissatisfied with a decision of the Building Official ~~may appeal the decision if: applying to the technical provisions of the building code the decision conflicts with the intent of the codes in this Chapter; the decision incorrectly interprets a code in this Chapter; the requirements in this Chapter do not apply; or a person seeks to propose an alternate material or method of construction pursuant to Section 7-2-110.7. The person may also request a hearing before the Board by filing an appeal with Appeals shall be filed with the Community Development Director on a form provided therefore.~~
2. Such appeal shall be heard at the next regular meeting of the Board unless such appeal is filed within twenty- one (21) days preceding the next regular board meeting, in which case such appeal shall be heard at the next succeeding regular or special board meeting.
- 2-3. All hearings shall be open to the public and any person whose interest may be affected by the decision shall be given an opportunity to be heard.
- 3-4. The Board shall render all its decisions on appeals in writing to the appellant with a copy to the Community Development Director and Building Official.

**7-2-110.9 Decision of the Board.**

1. The ~~decision regarding the~~ appeal shall be in writing and shall be filed with the Town Clerk.
2. The Board decision on the matter shall be predicated on the same findings as set forth in Section 7-2-110.7 and shall be final.

**7-2-110.10 Appeal filing, fees.**

1. Appeals shall be filed in the office of the Community Development Department on a form provided therefore. A fee shall be paid at the time of filing of an appeal, in accordance with the schedule established by Town Council.
2. No part of the fees required herein shall be refundable after an application is filed and the fee paid.

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**SECTION 7-2-111 FEES**  
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**7-2-111.1 Payment of fees.** A permit shall not be issued nor considered valid until the applicable fees established and adopted by the Town of Camp Verde Town Council in accordance with the Town of Camp Verde Code have been paid, nor shall an amendment to a permit be released until the additional fee, if any, has been paid.

**7-2-111.2 Schedule of permit fees.** On buildings, structures, electrical, gas, mechanical, and fire systems or alterations thereto requiring a permit, a fee for each permit shall be paid as required in accordance with the schedule as established by the Town of Camp Verde.

**7-2-111.3 Building permit valuation.** The applicant for a permit shall provide an estimated permit value at the time of initial application. Permit valuations shall include total value of work, including materials and labor, for which the permit is being issued, such as finish work, painting, roofing, electrical, gas, mechanical, plumbing equipment, heating, air-conditioning, elevators, fire extinguishing systems, other permanent systems/equipment, grading, landscaping, and other site related improvements. The final building permit valuation shall be the greater of the applicant's stated valuation or the valuation calculated by using the ICC Building Valuation data, except the Building Official or designee may set the final building permit valuation when deemed necessary.

**7-2-111.4 Plan review fees.** When Section 7-2-105.1 requires submittal documents, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. Said plan review fee shall be **sixty five (65%)** percent of the building permit fee as shown in schedule as established by the Town of Camp Verde. The plan review fees specified in this subsection are separate fees from the permit fees specified in Section ~~7-2-110.1~~ **7-2-111.1** and are in addition to the permit fees. When submittal documents are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged at the rate shown in schedule as established by the Town of Camp Verde. The plan review fees pay for the initial plan review and ~~two (2)~~ **one (1)** subsequent re-submittals for the same project. If more than ~~three~~ **two** plan reviews are required, or if the permit application shall expire by time limitation, additional plan review fees may be assessed as determined by the Building Official. At the time of permit issuance, additional plan review fees for any increase in valuation shall be assessed in conjunction with, and as a condition of, permit issuance.

~~**7-2-111.4.1 Expedited plan review.** Expedited plan review fees shall be equal to the amount of the plan review fees required by this Section. Expedited plan review fees are separate from the plan review and permit fees required by this section and are in addition to these fees.~~

**7-2-111.5 Investigation fees.** Any person who commences work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to an investigation fee established by the Building Official that shall be in addition to the required permit fees. The investigation fee shall be equal to the permit fees required by this Chapter. The payment of such investigation fee shall not exempt an applicant from compliance with all other provisions of this Chapter and the technical codes. An investigation fee shall be collected whether or not a permit is then or subsequently issued.

**7-2-111.6 Fee refunds.** The Building Official may authorize the refunding of any fee paid hereunder, which was erroneously paid or collected. The Building Official may authorize the refunding of that portion of the permit fee in excess of the fee for issuance when no inspection has been done for which a permit has been issued in accordance with this code. The Building Official may authorize the refunding of that portion of the plan review fee in excess of the fee for issuance when the application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done. The Building Official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

19



Town of Camp Verde

**Exhibit A - Agenda Item Submission Form - Section I**

**Meeting Date: August 6, 2014 - Town Council**

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

**Requesting Department:** Community Development/Building Division

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

**Agenda Title (be exact):** Public hearing, discussion, consideration, and possible approval of Ordinance No. 2014-A401 of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the 2012 INTERNATIONAL CODE COUNCIL (ICC) CODES including the 2012 INTERNATIONAL BUILDING CODE (IBC) including APPENDIX J – GRADING; 2012 INTERNATIONAL ENERGY CONSERVATION CODE (IECC); 2012 INTERNATIONAL EXISTING BUILDING CODE (IEBC); 2012 INTERNATIONAL FIRE CODE (IFC) including APPENDIX B – FIRE FLOW REQUIREMENTS, APPENDIX C – FIRE HYDRANT LOCATIONS AND DISTRIBUTION, and APPENDIX D – FIRE APPARATUS ACCESS ROADS; 2012 INTERNATIONAL FUEL GAS CODE (IFGC) including APPENDIX A – SIZING AND CAPACITIES OF GAS PIPING, APPENDIX B – SIZING OF VENTING SYSTEMS SERVING APPLIANCES EQUIPPED WITH DRAFT HOODS, CATEGORY 1 APPLIANCES AND APPLIANCES LISTED FOR USE WITH TYPE B VENTS, APPENDIX C – EXIT TERMINALS OF MECHANICAL DRAFT AND DIRECT-VENT VENTING SYSTEMS, and APPENDIX D – RECOMMENDED PROCEDURE FOR SAFETY INSPECTION OF AN EXISTING APPLIANCE INSTALLATION; 2012 INTERNATIONAL MECHANICAL CODE (IMC) including APPENDIX A – CHIMNEY CONNECTOR PASS-THROUGHS; 2011 NATIONAL ELECTRICAL CODE (NEC); 2012 INTERNATIONAL PLUMBING CODE (IPC) including APPENDIX F – STRUCTURAL SAFETY; 2012 INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS (IRC) including APPENDIX M – HOME DAY CARE – R-3 OCCUPANCY, APPENDIX N – VENTING METHODS, and APPENDIX Q – ICC INTERNATIONAL RESIDENTIAL CODE ELECTRICAL PROVISIONS/NATIONAL ELECTRICAL CODE CROSS REFERENCE; 2012 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISPCS), and RELATED PUBLIC CODES and adopting by reference the Town of Camp Verde TECHNICAL CODE AMENDMENTS amending the Town Administrative Code, Chapter 7 – Building, Articles 7-1, Section 7-1-100 and Article 7-2, Section 7-2-101 – General through Section 7-2-111 - Fees.

**List Attached Documents:** Draft Ordinance No. 2014-A401

**Estimated Presentation Time:** 15 minutes

**Estimated Discussion Time:** 30 minutes

**Reviews Completed by:**

**Department Head:** \_\_\_\_\_

**Town Attorney Comments:**

**Finance Department**

**Fiscal Impact:**

**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Instructions to the Clerk: None**

**Town Attorney Comments**

7-15-14 8:49AM

*I think the resolution is fine. But something caught my eye, so warning! – I am about to get a little picky. Towards the end of first paragraph in the ordinance:*

*... AND ADOPTING BY REFERENCE THE TOWN OF CAMP VERDE TECHNICAL CODE AMENDMENTS AND ADMINISTRATIVE BUILDING CODE, AMENDING TOWN CODE CHAPTER 7 – BUILDING, ARTICLES 7-1, SECTION 7-1-100 AND ARTICLE 7-2, SECTION 7-2-101 – GENERAL THROUGH SECTION 7-2-111 - FEES.*

*Obviously, you are adopting by reference the 2012 ICC codes, and thereby amending the Camp Verde Technical Code. But you are only amending the Town "Administrative Building Code" – it already exists. You are actually amending it. So I suggest:*

*... AND ADOPTING BY REFERENCE THE TOWN OF CAMP VERDE TECHNICAL CODE AMENDMENTS AND ~~ADMINISTRATIVE BUILDING CODE~~, AMENDING THE TOWN ADMINISTRATIVE CODE, CHAPTER 7 – BUILDING, ARTICLES 7-1, SECTION 7-1-100 AND ARTICLE 7-2, SECTION 7-2-101 – GENERAL THROUGH SECTION 7-2-111 - FEES.*

David H. Benton

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

**Town of Camp Verde**

**Agenda Item Submission Form – Section II (Staff Report)**

*Department:* Community Development/Building Division

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

**Contact Information:** Michael Jenkins, Community Development Director, (928) 554-0051; Robert Foreman, Building Official/Town Safety Officer, (928) 554-0061; Kendall Welch, Permit Technician, (928) 554-0064

**Background:** The purpose of the International Code Council (ICC) Codes is to “establish the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to fire fighters and emergency responders during emergency operations.”

The Town of Camp Verde Building Department held fifteen public meetings, from October 2013 through February 2014 and invited local architects, builders, contractors, designers and general public to comment on the potential adoption of the 2012 International Code Council (ICC) Codes. The public meetings were advertised with a postcard mailing to all registered area contractors within Camp Verde, Cottonwood, Clarkdale and Cornville. The public meetings were also advertised with banners as well as with various newspaper articles that appeared in the Camp Verde Bugle. The public meetings generated feedback from approximately twenty (20) people that represented various local businesses, contractors, construction companies, and members of the general public.

Feedback generated from the public meetings was combined with county and staff recommendations, and the Technical Code Amendments were amended to modify portions of the 2012 International Code Council (ICC) Codes, 2011 National Electrical Code (NEC), and Administrative Building Code to address Camp Verde’s specific needs.

**Statement of the Problem or Opportunity:** Since September 20<sup>th</sup>, 2009 the Building Division of the Community Development Department has been under the 2006 International Code Council (ICC) Codes with the exception of the International Fire Code (2003), and National Electrical Code (2005). In order to remain current with other cities, towns and municipalities within Yavapai County and for staff to have the appropriate tools to monitor construction activity properly within the Town’s limits, the Building Division is requesting the adoption of the 2012 International Code Council (ICC) Codes, 2011 National Electrical Code (NEC), revised Technical Code Amendments and Administrative Building Code.

**Recommended Motion:** A motion to approve or deny Ordinance No. 2014-A401, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the 2012 INTERNATIONAL CODE COUNCIL (ICC) CODES including the 2012 INTERNATIONAL BUILDING CODE (IBC) including APPENDIX J – GRADING; 2012 INTERNATIONAL ENERGY CONSERVATION CODE (IECC); 2012 INTERNATIONAL EXISTING BUILDING CODE (IEBC); 2012 INTERNATIONAL FIRE CODE (IFC) including APPENDIX B – FIRE FLOW REQUIREMENTS, APPENDIX C – FIRE HYDRANT LOCATIONS AND DISTRIBUTION, and APPENDIX D – FIRE APPARATUS ACCESS ROADS; 2012 INTERNATIONAL FUEL GAS CODE (IFGC) including APPENDIX A – SIZING AND CAPACITIES OF GAS PIPING, APPENDIX B – SIZING OF

VENTING SYSTEMS SERVING APPLIANCES EQUIPPED WITH DRAFT HOODS, CATEGORY 1 APPLIANCES AND APPLIANCES LISTED FOR USE WITH TYPE B VENTS, APPENDIX C – EXIT TERMINALS OF MECHANICAL DRAFT AND DIRECT-VENT VENTING SYSTEMS, and APPENDIX D – RECOMMENDED PROCEDURE FOR SAFETY INSPECTION OF AN EXISTING APPLIANCE INSTALLATION; 2012 INTERNATIONAL MECHANICAL CODE (IMC) including APPENDIX A – CHIMNEY CONNECTOR PASS-THROUGHS; 2011 NATIONAL ELECTRICAL CODE (NEC); 2012 INTERNATIONAL PLUMBING CODE (IPC) including APPENDIX F – STRUCTURAL SAFETY; 2012 INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS (IRC) including APPENDIX M – HOME DAY CARE – R-3 OCCUPANCY, APPENDIX N – VENTING METHODS, and APPENDIX Q – ICC INTERNATIONAL RESIDENTIAL CODE ELECTRICAL PROVISIONS/NATIONAL ELECTRICAL CODE CROSS REFERENCE; 2012 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISPSC), and RELATED PUBLIC CODES and **adopting by reference the Town of Camp Verde TECHNICAL CODE AMENDMENTS and the Town Administrative Code, Chapter 7 – Building, Articles 7-1, Section 7-1-100 and Article 7-2, Section 7-2-101 – General through Section 7-2-111 - Fees.**



**ORDINANCE NO. 2014-A401**

**AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING BY REFERENCE THE 2012 INTERNATIONAL CODE COUNCIL (ICC) CODES INCLUDING THE 2012 INTERNATIONAL BUILDING CODE (IBC) INCLUDING APPENDIX J – GRADING; 2012 INTERNATIONAL ENERGY CONSERVATION CODE (IECC); 2012 INTERNATIONAL EXISTING BUILDING CODE (IEBC); 2012 INTERNATIONAL FIRE CODE (IFC) INCLUDING APPENDIX B – FIRE FLOW REQUIREMENTS, APPENDIX C – FIRE HYDRANT LOCATIONS AND DISTRIBUTION, AND APPENDIX D – FIRE APPARATUS ACCESS ROADS; 2012 INTERNATIONAL FUEL GAS CODE (IFGC) INCLUDING APPENDIX A – SIZING AND CAPACITIES OF GAS PIPING, APPENDIX B – SIZING OF VENTING SYSTEMS SERVING APPLIANCES EQUIPPED WITH DRAFT HOODS, CATEGORY 1 APPLIANCES AND APPLIANCES LISTED FOR USE WITH TYPE B VENTS, APPENDIX C – EXIT TERMINALS OF MECHANICAL DRAFT AND DIRECT-VENT VENTING SYSTEMS, AND APPENDIX D – RECOMMENDED PROCEDURE FOR SAFETY INSPECTION OF AN EXISTING APPLIANCE INSTALLATION; 2012 INTERNATIONAL MECHANICAL CODE (IMC) INCLUDING APPENDIX A – CHIMNEY CONNECTOR PASS-THROUGHS; 2011 NATIONAL ELECTRICAL CODE (NEC); 2012 INTERNATIONAL PLUMBING CODE (IPC) INCLUDING APPENDIX F – STRUCTURAL SAFETY; 2012 INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS (IRC) INCLUDING APPENDIX M – HOME DAY CARE – R-3 OCCUPANCY, APPENDIX N – VENTING METHODS, AND APPENDIX Q – ICC INTERNATIONAL RESIDENTIAL CODE ELECTRICAL PROVISIONS/NATIONAL ELECTRICAL CODE CROSS REFERENCE; 2012 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISpsc), AND RELATED PUBLIC CODES AND ADOPTING BY REFERENCE THE TOWN OF CAMP VERDE TECHNICAL CODE AMENDMENTS AND AMENDING THE TOWN ADMINISTRATIVE CODE, CHAPTER 7 – BUILDING, ARTICLES 7-1, SECTION 7-1-100 AND ARTICLE 7-2, SECTION 7-2-101 – GENERAL THROUGH SECTION 7-2-111 - FEES.**

*WHEREAS*, the Town Council adopted Ordinance 2009-A359 on August 31, 2009, adopting by reference the 2006 International Code Council Codes, (ICC), and Related Public Codes and the Town of Camp Verde Technical Code Amendments, and

*WHEREAS*, the Town Council adopted Ordinance 2009-A361 on August 31, 2009, adopting by reference the Town of Camp Verde Administrative Building Code, and

*WHEREAS*, it is in the best interest of the Town Council and staff to preserve the public health, safety and welfare, to replace the currently established 2006 International Code Council Codes, (ICC), and Related Public Codes, with the 2012 International Code Council Codes, (ICC), and Related Public Codes, and

*WHEREAS*, it is in the best interest of the Town Council and staff to preserve the public health, safety and welfare to adopt the Town of Camp Verde Technical Code Amendments and Administrative Building Code, three copies of which are on file in the office of Community Development, which document was made public record by Resolution No. 2014-926, and

*WHEREAS*, the International Code Council Codes and Related Public Codes as set forth in this ordinance, together with all future amendments, revisions, and modifications as issued by the respective publishing agencies, upon adoption of this ordinance, shall be kept on file with the Town Clerk, and the Building Division of the Community Development Department,

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

Section 1: That certain document known as the "ADOPTION OF THE 2012 INTERNATIONAL CODE COUNCIL CODES, (ICC) AND RELATED PUBLIC CODES", AMENDING TOWN CODE, CHAPTER 7 – BUILDING, ARTICLE 7-1, SECTION 7-1-100 – TOWN OF CAMP VERDE TECHNICAL CODE AMENDMENTS AND ARTICLE 7-2 – ADMINISTRATIVE BUILDING CODE, SECTION 7-2-101 – GENERAL, THROUGH SECTION 7-2-111 – FEES which is Exhibit A and was made public record by Resolution No. 2014-926, three copies of which are on file in the Community Development office located at 473 S. Main St. Suite 108, Camp Verde, Arizona, 86322, is hereby referred to, adopted and made part hereof as if fully set out in this ordinance.

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

Section 3. This ordinance is effective upon the expiration of a thirty (30) day period following the adoption hereof and upon completion of publication and any posting as required by law.

Section 4. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 5. Where applicable, any person found guilty of violating any provision of this ordinance shall be guilty of a Class 2 misdemeanor. Each day that a violation continues shall be a separate offense punishable as a separate offense.

PASSED AND ADOPTED by a majority vote of the Town Council in an open meeting by the Town Council, Town of Camp Verde, Yavapai County, Arizona, this \_\_\_\_\_th day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Charles C. German, Mayor                      Date:

Attest:

Approved As To Form:

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

  
Town Attorney

***Resolutions Committee Meeting***

***Tuesday, August 19, 2014***

***Lunch - 12:30 pm – Phoenix Ballroom A***

***Meeting - 1:30 pm – Phoenix Ballroom B***

***Sheraton Phoenix Downtown***

**AGENDA**

**1:30 pm**

- I. Call to Order and Introductions of Committee Members
- II. Report of Resolutions Subcommittee
  - A. Recommend for Adoption:
    - #'s 1, 2, 3, 4, 5, 6, 7, 8, 10, 14, 15, 17, 20, 21, League Staff 1&2
  - B. Recommend with Amendments
    - #'s 11, 13 (12 is merged with 13), 19
  - C. Significant Municipal Issues
    - #'s 9, 16
  - D. Not Recommended
    - # 18
- III. Discussion and Action on Resolutions
  - A. Consent – #'s 1, 2, 4, 5, 6, 9, 10, 11, 13, 14, 15, 17, 18, 19, 20, 21, League Staff 1&2 (Members may pull off items for discussion)
  - B. Recommend for Adoption – #'s 3, 7, 8
  - C. Recommend for Adoption with Amendments
  - D. Significant Municipal Issue – # 16

(Resolutions will be formally adopted during the Annual Business Meeting on Thursday, Aug. 21.)
- IV. Proposed amendment to the League Constitution—Read by Title: Charter of the League of Arizona Cities and Towns  
(To be voted on at the Annual Business Meeting on Thursday, Aug. 21)
- V. Adjournment

League of Arizona Cities & Towns

2015 Resolution Submissions

No.	Summary	Sponsor	Subcommittee Recommendation
1	Creation of Enhanced Municipal Services Districts as a new type of improvement district not restricted to slum or blight.	Lake Havasu	Recommend for Adoption
2	Revenue Allocation District - any incremental increase in revenue streams above the base could be used by the district to fund public improvements within the district. Allows anticipated revenues to be used to finance components of projects.	Lake Havasu	Recommend for Adoption
3	Encourage the development of commercial and industrial zoned parcels primarily through property tax incentives that support speculative development.	Bullhead City (Tri-City)	Recommend for Adoption
4	Make retention and detention basins eligible for operation and maintenance cost payments through an improvement district.	Yuma	Recommend for Adoption
5	Establish a mechanism enabling local government to create renewable energy and conservation financing districts.	Flagstaff	Recommend for Adoption
6	Stop future sweeps of Highway User Revenue Funds (HURF) allocated to Arizona cities and towns and to restore HURF funding to FY2008 levels.	Yuma	Recommend for Adoption
7	HURF revenue study committee to develop recommendations for new or expanded revenue streams.	Kingman	Recommend for Adoption
8	Authorize municipalities to use a sampling method to determine population estimates and housing vacancy rates for mid-decennial population updates.	Prescott Valley	Recommend for Adoption
9	Restore AZ Housing Trust Fund.	Flagstaff	Significant Municipal Issue
10	Restore the Arizona State Park Heritage Fund.	Sedona	Recommend for Adoption
11	Appropriate \$20 million to the Greater Arizona Development Authority (GADA) infrastructure fund, restoring its original statutory mandate and pre-FY2008 funding level. <del>Insulate the fund from future sweeps.</del>	Apache Junction	Recommend with Amendments
(12)	(Include one representative from both a large city and a small non-metropolitan city on the PSPRS and ASRS Boards.)	Sierra Vista	Merge with #13
13	Explore mechanisms to improve public safety pensions that create an economically sustainable retirement system, <b>SUCH AS INCLUDING ONE REPRESENTATIVE FROM BOTH A LARGE CITY AND A SMALL NON-METROPOLITAN CITY ON THE PSPRS and ASRS BOARDs.</b>	Flagstaff	Recommend with Amendments (merge with #12)

**League of Arizona Cities & Towns**

**2015 Resolution Submissions**

14	Make the requirements for annexation a more simple and flexible process.	Yuma	Recommend for Adoption
15	Place reasonable limits on the frequency of requests for public records and on requests that are overbroad or abusive.	Yuma	Recommend for Adoption
16	Ban the use of a cell phone, smart phone or similar data devices with one or both hands while in control as the driver of a motorized vehicle, except in the case of an emergency.	Sedona	Significant Municipal Issue
17	Permanently allow cities and towns to calculate the majority of votes cast for a municipal office based on the total number of votes cast for that office.	Gilbert	Recommend for Adoption
18	Allow the state of Arizona to partner with cities and towns for the operation and maintenance of Arizona State Parks under long-term leases.	Yuma	Not Recommended
19	Reduce the shortage of health care professionals in Arizona, <b>INCLUDING ADDRESSING THE ISSUE OF RESIDENCY.</b>	Sierra Vista	Recommend with Amendments
20	Pass legislation or engage in other activities that support and advocate for resources to improve Arizona's ports of entry with Mexico and related infrastructure.	Douglas	Recommend for Adoption
21	Support the long-term retention of Arizona's military installations.	Sierra Vista	Recommend for Adoption

**League Staff Recommendations**

1	Support legislation to preclude the Arizona Department of Transportation (ADOT) from requiring cities and towns to completely indemnify ADOT in order to obtain access to certain federal funds.	Recommend for Adoption
2	Support legislation to streamline the implementation of development impact fees including, but not limited to, expansion and clarification of allowable uses, shorter implementation time frames, and reduction of complexity and ambiguity.	Recommend for Adoption

**2015 Resolution Submissions**

**Key to Subcommittee Recommendations**

**Recommend for Adoption** – Becomes a part of the Municipal Policy Statement and will help guide legislative activity in the coming session.

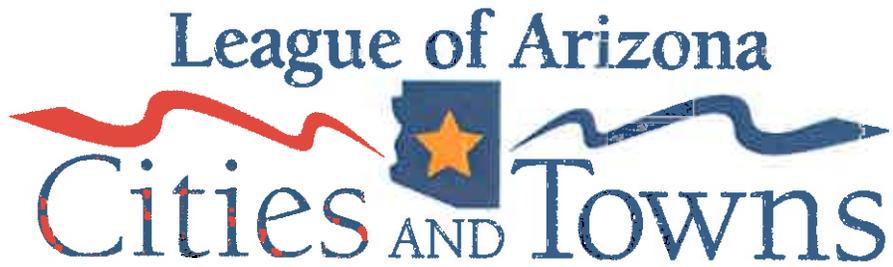
**Recommend with Amendments** - Becomes a part of the Municipal Policy Statement and will help guide legislative activity in the coming session, but needed amending for either content or technical reasons.

**Significant Municipal Issue** – Although an important concept to cities and towns, does not quite rise to the level of legislative activity. League staff may address the issue with state agencies and/or other stakeholders.

**Not Recommended** – The resolution may be too confined to one community, be on its face contrary to core principles or not in line with current agreements with other stakeholders.

Subcommittee amendments use parentheses to indicate mergers, strikethroughs to indicate deletions, and red capitals for new language.

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**2015 *Proposed* Resolutions**

**To be reviewed**

**By the Resolutions Committee**

**On August 19, 2014**

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LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #1

*Amend ARS 48-575 to allow an Enhanced Municipal Services District (District) to be formed anywhere within a city or town's jurisdiction and make additional changes to guarantee that all participants in the district voluntarily join.*

Submitted by: City of Lake Havasu City, City of Kingman, City of Bullhead City, City of Winslow, City of Tucson, City of Page

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**A. Purpose and Effect of Resolution**

An Enhanced Municipal Services District is a type of municipal improvement district that is authorized "to provide public service within the district at a higher level or greater degree than provided in the remainder of the community, including such services as public safety, fire protection, refuse collection, street and sidewalk cleaning or landscape maintenance in public areas, planning, promotion, transportation and public parking." A District can be useful in providing a mechanism for additional cities[GB1] services to businesses, such as more frequent trash service or landscaping of rights-of-way, without forcing the other taxpayers to subsidize those costs. Additionally, a District may be used to promote the members of the District, which helps ensure their continued success.

Current law requires Districts to be formed in *designated areas*, which are defined as areas of the municipality that are either designated as a slum or blighted area or as a pocket of poverty or a neighborhood strategy area by the United States Department of Housing and Urban Development. Because of this requirement, many property owners are unwilling to participate in the formation of these districts even though such a district would greatly aid in promoting and maintaining key retail areas in cities in towns like downtown areas and historic neighborhoods. Additionally, there may be areas within a city or town that are not a slum or blighted area, but would simply like the ability to pay their jurisdiction for additional services.

**B. Relevance to Municipal Policy**

This resolution will provide all cities and towns with an opportunity to aide, retain, promote and attract local business owners, which keeps jobs in their community and provides revenue to the city or town.

**C. Fiscal Impact to Cities and Towns**

Being a voluntary District, only the property owners that participate in the formation of these districts would be impacted by them. Participating property/business owners would likely experience increased revenue as the purpose of the District is to foster economic activity and help promote and preserve existing businesses.

**D. Fiscal Impact to the State**

There is no direct fiscal impact to the state. The state may see an increase in revenue, as the District would help foster increased economic activity and jobs, leading to increased tax revenue.

**E. Contact Information**

Name: Charlie Cassens Title: City Manager, Lake Havasu City

Phone: 928-453-4141 Email: cassenc@lhcaz.gov

LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #2

*Assist the legislature and Governor in the passage of a bill that enables Arizona cities and towns to invest future revenues in economic development projects through the formation of REVENUE ALLOCATION DISTRICTS.*

Submitted by: City of Lake Havasu City, City of Bullhead City, City of Kingman, City of Winslow, City of Page

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**A. Purpose and Effect of Resolution**

Large-scale economic development projects are a tremendous catalyst for job creation and economic growth in Arizona cities and towns. When large projects are constructed, they generate increased TPT and new property tax receipts. In some cases, a halo effect is created when property values and economic activity in adjacent areas of the city also increase as a result of their proximity to the new development.

However, in today’s financial environment, financing the upfront costs of large projects, which often include substantial public components, can often be difficult, if not daunting. Creating a Revenue Allocation District may help solve this dilemma by allowing anticipated revenues from a completed project to be used to finance key components of the project itself.

For example, if Lake Havasu City wanted to encourage redevelopment of the English Village area around the London Bridge, the city could form a Revenue Allocation District around the area with the consent of 51 percent of the landowners within the District. The pre-construction dollar amount of TPT and property tax collections from within the English Village District would establish the base on the date that district was formed. In future years, any incremental increase in either of these revenue streams above the base could be used by the District to fund public improvements within the district. Most importantly, the District would have the authority to issue bonds to help finance the project and those bonds would be repaid by new revenue generated within that District.

**B. Relevance to Municipal Policy**

Promoting economic development and job creation is important to every city in the state of Arizona. Revenue Allocation Districts would give cities another option for supporting these projects. For those cities’ proposals or projects that are pending financing, this legislation could serve as a catalyst for economic development. For cities that choose not to use this tool, this legislation would have no impact.

**C. Fiscal Impact to Cities and Towns**

The legislation calls for districts to capture only the city portion of NEW revenue that is generated as a result of a project being built. Other taxing jurisdictions such as schools and community colleges would not be affected. Municipal taxpayers located outside the District would be held harmless.

#### **D. Fiscal Impact to the State**

No state funds would be involved in the funding of a District because the legislation pertains only to the city portion of the TPT and property tax. However, the state would receive increased income tax collections from the new employees that work within the District in addition to increased corporate income tax receipts from the companies that move into the District.

#### **E. Contact Information**

Name: Charlie Cassens Title: City Manager, Lake Havasu City

Phone: 928-453-4141 Email: [cassensc@lhcaz.gov](mailto:cassensc@lhcaz.gov)

LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #3

*Promote state legislation that provides Cities and Towns with tools to encourage the development of commercial and industrial zoned parcels primarily through property tax incentives that support speculative development.*

Submitted by: Tri-City Council of Mohave County: City of Bullhead City, City of Lake Havasu City, City of Kingman

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**A. Purpose and Effect of Resolution**

Many Arizona communities suffer from a lack of standing inventory of ready-to-occupy commercial buildings that businesses looking to relocate to the state are seeking. This legislation would seek to incentivize speculative commercial building by removing the property tax-related financial pressure of investing in a commercial parcel that may stand vacant for an unpredictable period of time.

**B. Relevance to Municipal Policy**

Supporting the development of speculative construction allows municipalities to increase the inventory of ready-to-occupy structures that many businesses looking to locate to Arizona are asking for. Relieving the tax-related financial stress associated with speculative building, communities will increase the offering of available structures for immediate commercial use. The communities, builders and the state will enjoy the economic benefits of the added construction and related jobs, as well as the long-term economic benefits related to the business enterprises it will attract.

**C. Fiscal Impact to Cities and Towns**

Any proposal developed by this resolution will be optional, meaning that there will be no fiscal impact to cities and towns that do not choose to participate. Those that are successful in inducing speculative commercial construction will experience positive fiscal results from the construction. Those communities will also be better positioned to attract a business that is looking to relocate, but not ready or willing to build.

**D. Fiscal Impact to the State**

The state will benefit from the construction-related tax revenues and the subsequent commercial and/or industrial enterprise that is later generated by the availability of real inventory. There are no fiscal impacts to the state related to the reduction of property taxes because such taxes are only assessed at the local level.

**E. Contact Information**

Name: Toby Cotter Title: City Manager, City of Bullhead City

Phone: 928-763-0122 Email: [tcotter@bullheadcity.com](mailto:tcotter@bullheadcity.com)

**LEAGUE OF ARIZONA CITIES & TOWNS**

**Resolution #4**

*Amends A.R.S. § 48-574 to authorize retention and detention basin improvement districts to levy and expend money to operate, maintain, repair and improve retention and detention basins within a municipality.*

**Submitted by:** City of Yuma, City of Apache Junction

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**A. Purpose and Effect of Resolution**

A.R.S. § 48-574 currently authorizes improvement districts for the operation, maintenance, repair and improvement of pedestrian malls, off-street parking facilities, parking and parkways. The proposed statutory change makes retention and detention basins eligible for operation and maintenance cost payment through an improvement district.

Under current state law, improvement districts are not specifically authorized to maintain retention and detention basins. As a result, off-site retention, which benefits only a small, localized area, is often subsidized by landowners outside of the area receiving the benefit (and who may already bear the burden of on-site retention on their parcel). Alternatively, under current law, a municipality could require the formation of a homeowner's or neighborhood association to maintain basins. Permitting a developer the flexibility to form an improvement district would allocate such costs directly to and in proportion to the benefit without the requirement of a homeowner's or neighborhood association.

The proposed legislation would allow operation, maintenance, improvement and repair costs for retention and detention basins to be included in the tax levy as part of a property owner's tax bill in accordance with assessed value or assessment of each lot within the improvement district in proportion to the benefit to each lot. The district would not have the authority to issue improvement bonds or to engage in any activity other than operation, maintenance, repair and improvement of the retention and/or detention basin.

**B. Relevance to Municipal Policy**

Improvement districts are prevalent across the state. A uniform process that allows cities and towns to more fairly distribute the perpetual maintenance costs of retention and detention basins will provide long-term cumulative savings to municipalities, provide developers with an alternative to homeowner's or neighborhood associations, and facilitate ease of payment for homeowners.

**C. Fiscal Impact to Cities and Towns**

Cities and towns that approve retention and detention basin improvement districts would realize savings that could be spent for other improvements or services.

**D. Fiscal Impact to the State**

There is no fiscal impact to the state.

**E. Contact Information**

Name: Steven W. Moore

Title: City Attorney

Phone: (928) 373-5050

Email: [Steve.Moore@YumaAZ.gov](mailto:Steve.Moore@YumaAZ.gov)

LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #5

*Request and encourage the Arizona State Legislature to establish a mechanism enabling local government to establish renewable energy and conservation financing districts. In addition, encourage the Arizona State Legislature to identify and define energy efficiency, renewable energy and water conservation as a public benefit that enhances the public good and promotes the health, safety, prosperity, security, and general welfare of the community.*

Submitted by: City of Flagstaff, City of Tucson

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**A. Purpose and Effect of Resolution**

Renewable energy and conservation financing district authority enables local government to create a financing mechanism to provide up front funds to commercial property owners for energy efficiency, renewable energy, and water conservation improvements. Property owners can opt in to finance energy efficiency improvements, renewable energy installation, and water conservation improvements on their property and repay financing through a property assessment.

Energy efficiency, renewable energy and water conservation create an opportunity to utilize our nation’s resources wisely and secure reliable, clean, and safe energy. In the current economic climate the upfront financial commitment necessary to implement energy efficiency, renewable energy, and water conservation improvements is often a barrier for property owners. A voluntary renewable energy and conservation financing district can remove these barriers.

In Arizona, energy efficiency, water conservation and renewable energy financing programs have significant potential to stimulate the state’s economy, create jobs and transition residents to sustainable energy use and production. Such programs can deliver benefits beyond energy independence, including new sources of workforce stabilization and development, increase value and comfort of buildings, provide protection from increasing energy costs and enhance community awareness.

Energy efficiency, water conservation and renewable energy financing programs have been developed in numerous communities across the nation. At least 30 states have passed enabling legislation that allows local government to establish property assessed energy efficiency, water conservation and renewable energy financing districts, defines energy efficiency, water conservation and renewable energy as a public benefit, and grants the authority to issue bonds.

The federal government currently encourages the installation and use of renewable energy through a series of federal tax incentives and credits. Arizona also has several tax incentive-based programs to encourage the production of renewable energy. These incentives collectively make renewable energy projects more affordable only after installation but do little to address the upfront financial commitment.

Improving the energy efficiency of existing structures and deploying renewable energy installations supports adopted Arizona House Bill 2638 (2007), which requires towns, cities, and counties with a population greater than 150,000 to adopt an energy element to their planning policies that will encourage and provide incentives for the efficient use of energy and requires that community general plans contain an assessment that identifies policies and practices that will provide for the greater use of renewable energy sources.

This resolution also supports Arizona regulated utilities' efforts to meet the Arizona Corporation Commission's Renewable Energy Standard that requires 15 percent of their energy generation to come from renewable resources by 2025.

### **B. Relevance to Municipal Policy**

This resolution would support municipalities that choose to promote energy efficiency, renewable energy and water conservation practices within their communities. Many Arizona communities are working to improve the efficiency of existing building stock in the residential and commercial sectors to promote sustainability and help protect community members from rising energy costs.

### **C. Fiscal Impact to Cities and Towns**

Renewable energy and conservation financing district authority would allow local governments to proactively provide a mechanism for property owners to decrease their fossil fuel use and increase energy cost savings. Energy efficiency, renewable energy and water conservation financing programs can remove upfront financial barriers for property owners that would like to develop energy efficiency, renewable energy and water conservation projects. With enabling legislation, local governments could voluntarily elect to establish energy efficiency, renewable energy and water conservation financing program and participation in the program would be completely voluntary for interested property owners. There would be no fiscal impact on the city or town.

### **D. Fiscal Impact to the State**

There are no fiscal impacts to the State. Energy district authority would allow for opt-in energy efficiency and renewable energy financing programs at the fiscal responsibility of the property owner.

### **E. Contact Information**

Name: Nicole Woodman / Jerene Watson

Title: Sustainability Manager / Deputy City Manager

Phone: 928-213-2149 / 98-213-2073

Email: jerenewatson@flagstaffaz.gov

LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #6

*Urges the Legislature to stop future sweeps of Highway User Revenue Funds (HURF) allocated to Arizona cities and towns and urges to restore HURF funding to FY2008 levels.*

Submitted by: City of Yuma, City of Sedona, City of Apache Junction, City of Winslow

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**A. Purpose and Effect of Resolution**

HURF funds come from a number of sources including use fuel taxes, motor carrier fees, vehicle license taxes and motor vehicle registration fees. Statutes provide a method of distributing these funds among the state, counties, and cities for the purpose of construction, improvements and maintenance of streets and roadways within their jurisdictions. The State has swept portions of these revenues each year since FY2008, mainly to support Arizona Department of Public Safety (DPS). These sweeps affect every municipality and county in the state. As a result of these sweeps, more than 38 percent of Yuma’s major roadways are in poor or below average condition. Delayed maintenance on streets has caused many streets to now need total replacement, at a much greater cost. The poor condition of transportation infrastructure is a detriment to attracting new commerce and industry.

In addition to the direct impact on cities’ streets and roadways, this slowdown and halt of street construction and maintenance has cost jobs. The Arizona chapter of the Associated General Contractors estimated in 2011 that 42,000 jobs have been lost due to the lack of highway construction. This loss has had a negative impact on the economic viability of the State. [GB2]

**B. Relevance to Municipal Policy**

The longer the attention to street maintenance is neglected, the more costly it becomes to bring streets up to even average condition. Many Arizona counties, cities and towns experience a significant rise in population during the winter months. The declining street infrastructure negatively affects the states’ tourism industry and makes other warm states more attractive to these visitors.

**C. Fiscal Impact to Cities and Towns**

The sweeps have touched every county, city and town in Arizona. There are no replacement revenues for cities to tap. As maintenance is delayed, the cost rises. Restoring full HURF funding to local jurisdictions will allow much needed street replacement, repair, and maintenance.

**D. Fiscal Impact to the State**

Reinstating the statutory distribution of HURF monies, including the funds to be allocated to DPS pursuant to statutes, may require the State find other sources of revenue for DPS.

**E. Contact Information**

Name: Steven W. Moore

Title: City Attorney

Phone: (928) 373-5050

Email: Steve.Moore@YumaAZ.gov

LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #7

*Urges the Legislature to find a sustainable revenue collection system that will increase revenue into the Highway User Revenue Fund. The purpose of this Resolution is to recommend the formation of a HURF revenue study committee to work together to analyze transportation funding challenges, explore revenue options and make recommendations for an up to date alternative revenue collection system necessary to expand and maintain Arizona’s transportation network now and into the future.*

**Submitted by:** City of Kingman, City of Apache Junction, City of Bullhead City, Town of Camp Verde, Town of Clifton, City of Lake Havasu City, City of Somerton, City of Page, Town of Payson, City of Sierra Vista, City of Tombstone, City of Winslow

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**A. Purpose and Effect of Resolution**

Investment in our transportation system is absolutely vital for Arizona’s economic expansion and the safety of our traveling public. The quality of Arizona’s transportation infrastructure directly affects the quality of life of Arizonans through mobility, safety and jobs. To be successful, commerce, economic development and international trade depend on quality transportation systems. Good quality roads are an integral part of tourism, one of Arizona’s top economic drivers. Infrastructure enhances accessibility of tourists to different parts of our state. More specifically, transportation is an essential component of successful tourism development that creates an impression of our state, induces the creation of attractions and encourages the growth of existing ones.

The quality of Arizona’s transportation infrastructure continues to deteriorate. Revenue going into the Highway User Revenue Fund (HURF) has decreased substantially and over the past several years, hundreds of millions of dollars have been diverted from the already declining HURF fund. Arizona’s transportation funding levels, while once average, now ranks 42<sup>nd</sup> in the nation. Modernization of how we pay for infrastructure needs to be reviewed to secure adequate and sustainable funding. Transferring of HURF revenues to pay for other government programs needs to stop. Arizona cannot afford to slip further behind.

- Transportation revenue collection continues to decline. Gasoline tax has lost its value over the past decade. And gas and fuel tax revenues will continue to decrease over time due to the increased fuel efficiency of the fleet. With more fuel efficient fleet, increasing the gasoline tax may not be a viable solution to sustain our current and future infrastructure needs. HURF revenues for 2013 of nearly \$1.2 billion were \$200 million less than 2007 and even less when compared to 2004.
- According to ADOT’s numbers, fuel tax revenues collected in FY 2013 totaled \$647.9 million. In FY 2004 \$642.5 million in fuel taxes were collected – that’s less than a percent difference over a span of 10 years, yet the rate of inflation over this period of time is 23.9 percent.
- Due to our state’s critical transportation funding gap, highway construction has become increasingly reliant on Washington. However, federal transportation dollars are drying up as well; it is expected that there will be no federal funding for new projects in fiscal year 2015 and beyond. Arizona currently receives roughly \$675 million in federal highway funding. The continuation of receiving federal assistance remains highly volatile.
- Americans pump less gas these days, have a greater dependence on mass transit and live in walkable communities where they walk to services, schools and jobs. With persistently high gas prices, fuel efficient cars like hybrids and electric cars are important factors for consumers. According to the University of Michigan, vehicles manufactured in the month of February 2014 averaged 25.2 mpg, a

drastic improvement compared to 16.9 mpg in 1991 – the last time AZ gas taxes were addressed.

- The 2013 ASCE report card for Arizona’s infrastructure reflects 52 percent of Arizona roads were rated in poor to mediocre condition, and driving on these poor roads costs Arizona motorists almost \$887 million per year in vehicle repair and operating costs. Additionally the report reflects 3.2 percent of Arizona bridges are structurally deficient and 9.2 percent are functionally obsolete.

Arizona’s HURF revenue collection system is clearly outdated, running a budget based on a 1991 tax. The purpose of this Resolution is to recommend the formation of a HURF revenue study committee to work together to analyze transportation funding challenges, explore revenue options and make recommendations for an up – to-date alternative revenue collection system necessary to expand and maintain Arizona’s transportation network now and into the future. *Examples* of possible alternative revenue sources the committee can explore include, but are not limited to:

- Increase to the current taxing rates.
- Implement some sort of indexing mechanism.
- Move to a vehicle miles traveled tax.
- Implement a transportation-targeted state and local sales tax.
- Permit cities and towns to collect their own gas tax.

Example of possible study committee composition can include a 19-member team representing all regions of Arizona and from the following groups: state, county and local government officials, League staff, business, labor and advocates for motorists, to name a few.

Our recommended timeline is for the study committee to be appointed in the 2015 legislative session, with a report of its findings and recommendations to the Governor and the legislature on or before December 1, 2015.

## **B. Relevance to Municipal Policy**

Arizona is at a crucial decision point for transportation funding; our transportation system is in trouble. Allowing our roads to crumble, losing jobs and tourists and endangering the public is a disastrous plan, when we could secure adequate, sustainable transportation funding. Cities and towns across our state are struggling with a backlog of pavement preservation projects and dwindling transportation revenues.

Arizona's gasoline tax has stood at 18 cents per gallon for nearly 23 years. Over those years, the average rate of inflation is 2.63 percent making that 18 cents now worth what a dime was in 1991. Had the rate of inflation been kept up, that 18 cents tax would be .33 cents today. The buying power to construct new transportation improvements and maintain the existing transportation infrastructure has diminished due to inflation. Growth, changes to fuel saving automotive technology and driving habits are resulting in less revenue to repair our crumbling transportation infrastructure. Infrastructure is deteriorating on a yearly basis resulting in escalating and unaffordable costs for repair; it’s reached a tipping point!

Fundamental responsibility for transportation decision-making should be at the local level. Municipalities should have the ability to set their own priorities in transportation investment that satisfy local needs and objectives. Maintaining and expanding our vital transportation infrastructure is critical for economic growth in our communities. With the overwhelming amount of economic activity that occurs in cities and towns, investing in infrastructure at the local level will create jobs, encourage tourism, and attract out-of-state businesses and to keep local businesses in our communities.

### **C. Fiscal Impact to Cities and Towns**

Streets, roads and bridges are critical assets for local government. HURF revenues are our primary source of street funding. While we appreciate the inclusion of some restored HURF revenue in the recently adopted state budget, over the past decade, more than \$200 million in city and town HURF funds have been transferred to DPS. These legislative sweeps have been devastating to local governments. Sweeps need to stop and be redirected back to their intended use.

Local roads comprise over 75 percent of the nation's pavement. Roughly half of all HURF revenues are directed to county and municipal road programs. Mohave County alone has seen its HURF dollars reduced by 20 percent, losing \$5.9 million which has contributed to 80 percent of its road network reaching or surpassing its pavement service life.

Declining revenues and HURF sweeps have greatly affected the City of Kingman's transportation infrastructure program:

- Kingman has an increasing backlog of annual maintenance needs with a current estimated shortfall of approximately \$11 million.
- A funding gap of \$26.5 million is required to complete Kingman's much needed short term transportation projects.
- Kingman's 20 year Long Range Transportation Projects, which considers such factors as pavement conditions, congestion levels and safety performance, are estimated to have a \$365.9 million funding gap between needs and revenues.

Appointment of a HURF revenue study committee can review approaches to implement a set of revenue measures that address the transportation infrastructure funding shortfalls experienced by cities and towns across Arizona.

### **D. Fiscal Impact to the State**

Economic development and job growth continue to be cited as top priorities of public, local and state government officials, legislators and the Governor. Both are dependent on quality and capacity of our transportation infrastructure.

Infrastructure investment means higher economic activity for the construction industry. During the recession, Arizona construction jobs were slashed from 250,000 to 120,000.

Maintenance in the state's transportation infrastructure already in place is not being adequately addressed. Last year's five-year program update provided \$150 million per year for maintenance while ADOT's pavement preservation staff estimate they need roughly \$260 million. ADOT estimates its system has \$18.4 billion worth of assets that would cost over \$100 billion to replace.

Due to declining transportation revenues, last year's ADOT five-year plan update required \$350 million in previously planned highway construction and maintenance activity. ADOT has had to cut or defer \$537 million in needed infrastructure projects, current revenue collection is woefully deficient.

The state's 25-year Long Range Transportation Plan, which considers such factors as pavement conditions, congestion levels and safety performance, projects a \$63 billion gap between needs and revenues. Appointment of a HURF revenue study committee can review approaches to implement a set of revenue measures that address the transportation infrastructure funding shortfalls experienced by the state to properly fund vital infrastructure.

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**Resolution #8**

***Requests the Legislature amend statute ARS 42-5033.01 to authorize municipalities options in lieu of conducting a special census to determine population estimates and housing vacancy rates for mid-decennial population updates.***

**Submitted by:** Town of Prescott Valley, City of Page, Town of Chino Valley

\* \* \* \* \*

**A. Purpose and Effect of Resolution**

In 2003, the Arizona State Legislature passed SB 1209 which gave municipalities three options in lieu of conducting a special census to calculate their population estimate for shared revenue purposes. Those options included using their population estimate from the 2000 census, contracting with the Census Bureau to conduct a sample survey or using a population estimate approved by the Director of the Department of Economic Security.

The 2010 census was conducted in the midst of the worst economy this country has seen since the great depression. It was a time of high foreclosures and residents abandoning their homes because they were upside down on their mortgage. This resulted in the census reporting dramatically higher vacancy rates, and lower population numbers, for many cities.

The effect of this resolution would allow municipalities similar options afforded to all jurisdictions throughout the past 30 years to determine 2015 population estimates, thereby offering a reasonable alternative to the very costly door-to-door census count.

**B. Relevance to Municipal Policy**

Currently, the only option cities and towns have to update population estimates used to distribute state shared revenues mid-decade is to conduct a special census.

**C. Fiscal Impact to Cities and Towns**

Cities and Towns with abnormally high vacancy rates in 2010 are being negatively impacted by inaccurate population estimates used to determine state shared revenues. Enabling municipalities to correct vacancy rates from 2010 and use other methods for population estimates in 2015 would more accurately portray municipal populations; thereby impacting state shared revenue for each jurisdiction.

**D. Fiscal Impact to the State**

There is no fiscal impact to the state. Any population changes made would simply re-allocate the distribution of state shared revenues between municipalities to reflect a more accurate population estimate.

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LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #9

*Support the restoration of funding to the Arizona Housing Trust Fund.*

Submitted by: City of Flagstaff, Town of Chino Valley, City of Prescott Valley

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**A. Purpose and Effect of Resolution**

Created in 1988 to provide a flexible funding source to assist in meeting the needs of low-income households in Arizona, the Housing Trust fund is funded from the sale of unclaimed property, such as stocks or savings accounts abandoned by the owner, often due to a death without a will. The Housing Trust Fund was initially funded by 35 percent of unclaimed property proceeds and then increased over time to 55 percent to better address rural housing needs. Prior to the Great Recession, the Housing Trust Fund received over \$30 million annually. Due to state budgetary constraints, in 2010 the Housing Trust Fund was capped at \$2.5 million.

**B. Relevance to Municipal Policy**

Cities and towns as well as non-profits are eligible to apply to receive an allocation of the Housing Trust Fund to further housing objectives within their communities. Restoration of funding to the Trust Fund will enable a greater number of grant applications to be funded and other funding to be leveraged.

**C. Fiscal Impact to Cities and Towns**

Funding from the Housing Trust Fund has the potential to bring much needed funding to communities to address housing needs, either through the city, town or a non-profit application for use to further local housing objectives.

**D. Fiscal Impact to the State**

When the Housing Trust Fund was capped at \$2.5 million in 2010, the funding from the sale of unclaimed property was reallocated to other areas. Restoration of funding to the Trust Fund will potentially pull funding away from the areas to which it was reallocated.

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**LEAGUE OF ARIZONA CITIES & TOWNS**

**Resolution #10**

*Urges the authorization of expenditure and full appropriations through the reenactment of repealed ARS 41-501, 503 and 504 to restore the Arizona State Park Heritage Funds.*

**Submitted by:** City of Sedona, City of Kingman, City of Bullhead City, Town of Camp Verde, City of Cottonwood, City of Lake Havasu City, City of Globe, City of Winslow, City of Page, City of Flagstaff

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**A. Purpose and Effect of Resolution**

The Arizona State Parks (ASP) Board Heritage Fund that was established in November 1990 by voter initiative provides up to \$10 million annually to ASP from Arizona Lottery proceeds (A.R.S. §41-503). There were three competitive grant programs offered annually from the Heritage Fund dollars to provide opportunities for the public to enjoy parks and outdoor recreation and to help preserve natural and cultural resources. 17 percent of the State Parks Heritage Fund revenues were available annually (up to \$1.7 million) through the Historic Preservation (HP) Grant Program. 35 percent of the revenues (up to \$3.5 million) were available through the Local, Regional and State Parks (LRSP) Grant Program and 5 percent of the revenues (up to \$500,000) went to the Trails Heritage Fund, of which 95 percent was available through the competitive grant program.

Since 2009, sweeps of the Heritage Fund resulted in the discontinuation of the Heritage Fund Grant Programs due to lack of funding. The Heritage Fund Grant Programs were an important source of funding, through the LRSP in particular, to Cities and Towns for their ability to enhance and expand local park sites. The sweep of Heritage Funds directly impacts the ability of Cities and Towns to provide funds to conserve our state's natural, cultural and historic resources and shifts costs to Cities and Towns that are the burden of the state and benefit the state.

Not only were the remaining Heritage Funds eliminated – funds that were used for Capital Improvements to the Arizona State Parks – but also the Legislature fully repealed the funding mechanism for Heritage Funds through the repeal of authorizing statutes A.R.S. 41-501, 41-503, and 41-504 effective on July 1, 2011. The FY 12 State Budget swept the remaining \$2,090,000 of the Enhancement Fund, which eliminated the amount available for Capital Programs and left ASP with no capital funds available to repair structural emergencies. Without reauthorization of the related statutes, there is no vehicle to appropriate funds and the future of not only local funding but also the entirety of Arizona State Parks hangs in the balance. The inability to fund needed Capital Improvements and even emergency repairs puts ASP at a dangerous financial precipice.

**B. Relevance to Municipal Policy**

Approval of this resolution and resulting policy changes would provide a vehicle for funding to continue municipalities and the states' ability to provide and enhance the conservation of our state's natural, cultural and historic resources. It would shift the responsibility for these programs back to the state and reinforce the voter-approved initiative that originally placed the burden on the state

**C. Fiscal Impact to Cities and Towns**

Reenactment of Arizona Heritage Fund appropriations would have a significant positive impact on recreational opportunities; environmental education for the K-12 curriculum and enrichment for educators; grants and research; as well as response to and help with ameliorating human-wildlife conflicts in urban areas. It also would positively impact the viability of State Parks as the sweep of funds has left ASP without funds for capital improvements or for any structural emergency. The loss of Heritage Funds has a direct impact on Cities and Towns due to the economic impact of State Parks as evidenced in the "The Economic Impact of Arizona State Parks 2007," study prepared by The Arizona Hospitality Research & Resource Center, Center for Business Outreach and The W. A. Franke College of Business, Northern Arizona University in February 2009.

#### **D. Fiscal Impact to the State**

The restoration of Arizona Heritage Fund dollars to pre-2009 levels would require \$10 million, which previously had been authorized from Arizona Lottery proceeds per A.R.S. §41-503.

#### **E. Contact Information**

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# LEAGUE OF ARIZONA CITIES & TOWNS

## Resolution #11

*Requests the Legislature appropriate \$20 million to the Greater Arizona Development Authority (GADA) infrastructure fund, restoring its original statutory mandate and pre-FY2008 funding level. Further requests the Legislature insulate the GADA fund from future sweeps.*

**Submitted by:** City of Apache Junction, Town of Chino Valley, Town of Queen Creek, Town of Sahuarita

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### **A. Purpose and Effect of Resolution**

Adoption of this resolution will:

- Support economic development in small, rural and tribal communities through infrastructure investment
- Address an urgent need to upgrade deteriorating infrastructure
- Provide affordable financing for smaller municipalities
- Create a sustainable source of funding for Arizona's infrastructure needs

In FY1997, the State created the Greater Arizona Development Authority to fund the infrastructure needs of small, rural and tribal communities across the State of Arizona. Since that time, GADA has leveraged an initial State appropriation of \$20 million to successfully finance 84 projects, totaling \$575 million.

Since FY2008, the State has swept unrestricted GADA fund balances into the General Fund. This has significantly diminished the ability of small cities and towns to plan and execute capital improvement projects. The practice has negatively impacted every municipality with a population of fewer than 50,000 residents and every county with a population of fewer than 200,000 residents. Infrastructure investment plays a critical role in the economic viability of our communities not only in terms of future development, but also in terms of retaining existing employers and industry.

### **B. Relevance to Municipal Policy**

Infrastructure investment creates jobs, builds better communities and makes the State of Arizona a safer and more productive place to live. The GADA fund has provided financing for a wide variety of infrastructure projects, including public safety, road improvements, wastewater system improvements, community centers, libraries, parks and recreation facilities and municipal service buildings. The projects are as unique and varied as the communities themselves. The projects have included new initiatives as well as renovations to dangerous and outdated infrastructure. Maintaining and improving infrastructure creates viable communities where people want to live, work and visit.

### **C. Fiscal Impact to Cities and Towns**

Not only has GADA been able to provide access to bond markets for municipalities with unproven and weaker credits, but GADA's strong bond rating has resulted in lower interest rates for the borrower. Further, GADA has provided for significantly lower issuance costs for municipalities. The lower costs have been accomplished through direct subsidies as well as cost allocation across a pool of participants. To date these lower interest rates, subsidies and allocations have totaled almost \$18.5 million or an average of approximately \$250k in

savings per financing. These savings are significant for small, rural and tribal communities.

Failure to pass this resolution will drive up the cost of infrastructure financing for many of our small municipalities.

#### **D. Fiscal Impact to the State**

To date, GADA has leveraged an initial \$20 million in appropriations from the State into \$575 million in infrastructure projects. This represents a net cost avoidance to the State and its taxpayers of \$555 million in direct capital investment. This also represents an effective leverage rate of almost 30:1. That is to say, for every \$1 of State appropriation, GADA has successfully provided almost \$30 of infrastructure investment in our communities.

Reinstatement of the GADA fund, with statutory insulation from future sweeps, will allow GADA to provide future infrastructure loans from cash flow.

#### **E. Contact Information**

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LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #12

*Urge the Governor and State Legislature to amend A.R.S §38-848.3 and A.R.S §38-713a1b to include one representative from a large city along with one representative from a small non-metropolitan city on the Public Safety Retirement System Board of Trustees and the Arizona State Retirement System Board.*

Submitted by: City of Sierra Vista, City of Apache Junction

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**A. Purpose and Effect of Resolution**

This resolution seeks to add more balanced representation of local government to both the Public Safety Personnel Retirement System Board of Trustees as well as the Arizona State Retirement System Board. Currently, Small municipalities in the state are being impacted by the decisions being made to reform the public safety retirement system. Including members from a large and small city will allow a broader perspective on discussions as it relates to proposed changes to the system.

**B. Relevance to Municipal Policy**

Cities and towns across the state are being significantly impacted by the pension issue, particularly the PSPRS system decisions. Small communities with smaller police and fire departments are particularly hard hit with major increases, and several smaller rural communities are among the highest percentage of contributions in the state. The City of Bisbee pays 64.7 percent and Prescott 59.66 percent of their respective public safety payroll toward PSPRS. Making sure small rural communities have a voice at the table is important.

**C. Fiscal Impact to Cities and Towns**

This resolution has no fiscal impact to the Cities and Towns directly. However, Arizona Cities and Towns are keenly affected by the decisions of both retirement bodies. Therefore, it is essential that the perspective of municipalities be considered in system-wide decisions.

**D. Fiscal Impact to the State**

This resolution has no fiscal impact to the State.

**E. Contact Information**

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LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #13

*Adopt further improvements to Arizona’s public safety retirement system that will promote affordability for taxpayers while providing for the benefit promised to workers. These improvements should include a plan to effectively deal with the problem of unfunded liability, bringing a balance within a reasonable period of time while ensuring that Arizona remains competitive in its ability recruit and retain talented public safety employees.*

Submitted by: City of Flagstaff, Town of Paradise Valley

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**A. Purpose and Effect of Resolution**

Explore mechanisms to improve public safety pensions for both employer and employees that create an economically sustainable retirement system that protect taxpayers.

**B. Relevance to Municipal Policy**

Need for sound financial planning and budgeting and use of the taxpayer dollars. How cities spend the taxpayers’ money is one of its most important responsibilities and a significant factor in garnering the trust of our citizens.

**C. Fiscal Impact to Cities and Towns**

The disparate fiscal impact on each of the municipalities varies widely and creates challenges in budgeting and planning for the future. The current unfunded liability and increasing contribution rates for the public employee retirement systems are not financially sustainable and create a heavy burden on local governments to continue to fund pensions.

**D. Fiscal Impact to the State**

Leveling the state contribution to be applied more uniformly across municipalities could be an impact to the State budget. The anticipated costs associated with decreasing unfunded liability will have a big impact on state and local budgets for years to come and is an essential component of any pension reform measure.

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# LEAGUE OF ARIZONA CITIES & TOWNS

## Resolution #14

*Develop and pass legislation to make the requirements for annexation a more simple and flexible process.*

**Submitted by:** City of Yuma, Town of Oro Valley, City of Bullhead City, Town of Marana, Town of Wickenburg

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### **A. Purpose and Effect of Resolution**

The annexation process is cumbersome and needs examination. This resolution proposes to advocate for reasonable solutions to the annexation dilemma.

Excessive signature requirements are a deterrent to annexation. Cities and towns are required to obtain signatures from utility companies and other entities that do not own real property in the proposed annexation area. Cities and towns are also required to meet an assessed valuation threshold, but when the city or town does not levy a property tax, the value of the property is irrelevant.

Over time, cities created county islands by annexing around the areas that did not meet the statutory signature requirements for annexation. This has resulted in pockets of non-incorporated areas dotted throughout cities. These county islands do not receive the same level of public services, such as improved infrastructure, water and sewer services, sanitation, and public safety and emergency services, as the property as close as next door. An unintended consequence is that when an emergency arises in an unincorporated area that is wholly within or adjoining a city's boundaries, there is often confusion over which agency should respond. For example, when emergency assistance calls from an unincorporated area are received by a city, there may be delays in responding while the call is routed to the county. Or, both jurisdictions may respond to a public safety event when the boundaries are not readily known, and in the worst case neither may respond.

The irony is that unincorporated areas contribute to a city's economy, but cannot participate in decisions affecting their community and, at the same time, create burdens on cities that adjoin or surround them and on the counties they look to for services. This resolution seeks to alleviate this situation and will benefit all property owners within a city's annexation area and county islands.

The League, interested members, and other stakeholders should convene to discuss these problematic areas and design legislation that will enhance the annexation process without undue burden to any one party.

### **B. Relevance to Municipal Policy**

Statutes regarding municipal annexation have become more complicated over time. Simplifying the annexation process to allow cities and towns to provide important urban services within their boundaries is good policy. Annexation also fosters civic engagement in the democratic process and a sense of shared responsibility for our communities.

### **C. Fiscal Impact to Cities and Towns**

Residents living in unincorporated areas are affected by decisions made by cities and towns, yet they have no voice in the governing process. Reducing the unincorporated population is a key strategy for cities and counties

to maintain fiscal stability. Annexation allows cities and towns a way to expand their retail sales tax base providing greater fiscal stability. This increased governance capacity ensures that cities and towns are able to provide adequate services to all Arizona citizens. If legislation moves forward that allows greater flexibility in annexing county islands, it would be up to cities and towns themselves to determine when and if they annex these areas. Those communities that choose to move forward will need to extend their services to newly annexed areas. Those costs would be different for each community. But nothing in the legislation should require a city or town to annex county islands if they feel they cannot provide services.

#### **D. Fiscal Impact to the State**

There is no fiscal impact to the State when it comes to which local government provides local services. Minor adjustments in state-shared revenues would be made based on population changes, but it would be a reshuffling of the total allocation, not an increase in state revenues to local government. Eliminating barriers to annexation would also encourage economic development, which would ultimately result in increased revenue to the sState.

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LEAGUE OF ARIZONA CITIES & TOWNS

Resolution # 15

*Urges the Legislature to amend A.R.S. § 39-121.01 to allow cities and towns to place reasonable balances on public record requests that are overbroad or abusive and on the frequency on requests. Such limitations may include placing reasonable limitations on the number of requests from individuals or groups within a specified, reasonable period of time.*

Submitted by: City of Yuma, City of Apache Junction

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**A. Purpose and Effect of Resolution**

This Resolution seeks amendments to public records access laws that will allow cities and towns to facilitate and maintain timely and complete citizen’s access to public records while discouraging frequent, overbroad or abusive requests.<sup>1</sup>

Municipalities receive and process thousands of requests for public records each year. Most of these requests are reasonable, coming from the media and persons who may or may not make other requests, but who seek specific and limited information. However, there are times when filling these requests is delayed because of frequent, extensive or excessive numbers of requests of other persons. Requests from these few individuals require a significant and disproportionate amount of staff time to locate, review, redact and prepare voluminous amounts of documents or materials from multiple departments for inspection and/or copying. In some cases, the requesting party doesn’t review the records after having been notified they are available for inspection. This creates unnecessary work for employees, delays other important work (including filling public records requests from other persons) and drains the public coffers.

Some requests by these individuals are overbroad, such as requests for “All documents, e-mail, memoranda, etc. pertaining to the city action...” These documents can cover many years, require production of hundreds or thousands of documents and involve research and review by several City departments. Again, after spending many hours locating, assembling, redacting and copying these records, some are never inspected by the requestor.

Municipalities also receive and process numerous requests for public records from only a few individuals. As an example, Yuma received 46 requests in 44 business days from a single individual, including nine filed in one day, while 25 other filed requests of the same individual waited to be reviewed. A single individual is responsible for the following statistics:

<u>Year</u>	<u>Number of requests</u>
2008	114
2009	120
2010	85

<sup>1</sup> Nothing in this Resolution is intended to limit media access to public records.

2011	155
2012	81
2013	163
2014 (as of May 7)	36

This resolution requests amendment of Title 39 to give municipalities the ability, in limited instances, to place reasonable restrictions on the number or frequency of requests made by a single individual. It also requests to limit certain requests such as those with a broad scope or ones that cover an extensive time period and those where the individual is unwilling to narrow the request. Such restrictions will allow cities to both comply with the spirit and intent of public records laws, while discouraging the frequent, numerous, overbroad or abusive requests. These limited restrictions will discourage abusive requests while maintaining public records access for all citizens. Those individuals making frequent, numerous or overbroad requests may be limited in the number of requests accepted within a specified time and have new requests held until all previous requests have been inspected. Additional requests beyond these numbers would still be filled, however, the taxpayer would not have to continue bear costs of over-burdensome requests.

**B. Relevance to Municipal Policy**

Transparency is an essential component of a responsive, representative government. Cities endeavor at all times to be open, accessible and responsive to their citizens. Making records available for inspection by the public and the media is important to maintaining transparency and trust in government. Most citizens and the media are conscientious and purposeful in their requests. However, requests by a few individuals that are overbroad or abusive and require disproportionate amounts of city-wide staff time do not further the goal of transparency and will hurt citizen access to, and the availability of, public records.

**C. Fiscal Impact to Cities and Towns**

Cities will still respond to public records requests in the spirit of transparency and openness in government. Allowing cities some relief from abusive public records requests or to identify potentially abusive practices will free staff to perform other governmental functions.

**D. Fiscal Impact to the State**

There will be no fiscal impact to the State. However an amendment could include public records requests of the State, which will result in savings.

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LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #16

*Urges the Legislature to pass legislation that bans the use of cell phones, smart phones or similar data devices with one or both hands, particularly texting, while in control as the driver of a motorized vehicle.*

Submitted by: City of Sedona, City of Bullhead City, City of Kingman

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**A. Purpose and Effect of Resolution**

The purpose of this legislation is to ban the unsafe practice of using a cell phone, smart phone or similar data devices with one or both hands while in control as the driver of a motorized vehicle, except in the case of an emergency. The effect would be to limit the distraction of the vehicle driver, thereby improving public safety while driving on public and private roads, thoroughfares and highways.

According to the National Highway Transportation Safety Administration (NHTSA), 43 states including D.C. Puerto Rico, Guam and the U.S. Virgin Islands ban text messaging for all drivers. 12 states including D.C., Puerto Rico, Guam and the U.S. Virgin Islands prohibit all drivers from using handheld cell phones while driving.

In 2009, several large scale naturalistic driving studies conducted by Virginia Tech Transportation Institute concluded the following concerning the use of cell phones and texting while driving:

For light vehicles or cars:

- Dialing a cell phone made the risk of crash or near-crash event 2.8 times as high as non-distracted driving;
- Talking or listening to a cell phone made the risk of crash or near-crash event 1.3 times as high as non-distracted driving; and
- Reaching for an object such as an electronic device made the risk of crash or near-crash event 1.4 times as high as non-distracted driving.

For heavy vehicles or trucks:

- For heavy vehicles or trucks:
- Dialing a cell phone made the risk of crash or near-crash event 5.9 times as high as non-distracted driving;
- Talking or listening to a cell phone made the risk of crash or near-crash event 1.0 times as high as non-distracted driving;
- Use of, or reach for, an electronic device made the risk of crash or near-crash event 6.7 times as high as non-distracted driving; and
- Text messaging made the risk of crash or near-crash event 23.2 times as high as non-distracted driving.

Virginia Tech Transportation Institute also found that when a driver of a vehicle is texting, five seconds is the average time your eyes are off the road. When traveling at 55mph, five seconds is enough time to cover the length of a football field.

The NHTSA states the following facts (February 2014, Traffic Safety Facts Research Note DOT HS 811 884):

- The percentage of drivers holding cell phones to their ears while driving stood at 5 percent in 2012. This rate translates into an estimated 660,000 vehicles driven by people using hand-held cell phones at a typical daylight moment in 2012. It also translates into an estimated 9 percent of the vehicles whose drivers were using some type of phone (either hand-held or hands-free) at a typical daylight moment in 2012.
- Hand-held cell phone use continued to be highest among 16- to 24-year-olds.
- The percentage of drivers visibly manipulating handheld devices while driving increased from 1.3 percent in 2011 to 1.5 percent in 2012.
- Since 2007, the percentages of drivers' visibly manipulating hand-held devices while driving has been significantly higher among drivers age 16 to 24 than those of other age groups.

Multiple studies have concluded that using cell/smart phone or similar data devices with one or both hands while in control as the driver of a motorized vehicle-- and especially the practice of texting-- dramatically escalates the distraction rate of a driver and leads to statistically higher rates of injuries and fatalities in motorized vehicle accidents. Studies have also shown that young drivers, ages 16 to 24 have the highest rates of cell phone usage while driving a vehicle compared to all other age groups.

### **B. Relevance to Municipal Policy**

A comprehensive statewide ban on the use of cell/smart phones with one or both hands including texting while driving a motorized vehicle would be easy for all municipalities across the state to consistently enforce a law that would improve public safety and save lives. It will also give citizens greater comfort in knowing that hands-on cell/smart phone usage is prohibited everywhere at all times instead of learning which towns/cities/counties have bans in place and the differences of the laws in each jurisdiction. Having one consistent policy across the state should improve the chance for voluntary compliance among citizens.

### **C. Fiscal Impact to Cities and Towns**

The fiscal impacts are unknown, however the decline in serious vehicular accidents, injury and death as a result of such legislation should have a positive impact on the need for emergency response personnel and municipal services, thus freeing up emergency personnel and equipment for other emergencies.

### **D. Fiscal Impact to the State**

It is anticipated there would be little if any fiscal impact to the state from such a ban.

### **E. Contact Information**

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**LEAGUE OF ARIZONA CITIES & TOWNS**

**Resolution #17**

*Requests that the Legislature amend statute (A.R.S. § 9-821.01) to allow cities and towns to calculate the majority of votes cast for a municipal office based on the total number of votes cast for that office.*

**Submitted by:** Town of Gilbert, Town of Queen Creek, City of Lake Havasu City, Town of Clifton, Town of Oro Valley, City of Bullhead City, Town of Snowflake, City of St. Johns

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**A. Purpose and Effect of Resolution**

During the 2010 Legislative session, the Legislature amended A.R.S. § 9-821.01 to allow cities and towns to adopt an ordinance to provide that the total of all votes tabulated for mayoral candidates constitutes the total number of votes cast at the election for purposes of calculating whether a candidate for Mayor or City Council has received the majority of votes. This amendment was necessary in order to ensure that the majority vote threshold was based off only those voters who chose to vote on the local portion of the ballot when state offices were also included.

In the 2012 Legislative Session, the Legislature passed HB 2826 Consolidated Election Dates, Political Subdivisions, which required municipal elections to occur at the same time as the election of state officials. Unfortunately, HB 2826 did not address the issue of the majority vote threshold in races for Council in municipalities which have Mayors who serve a four-year term or those that do not directly elect their Mayor. Therefore, at these elections, the majority threshold to win outright in the primary for Council candidates would be based on the total number of votes cast in the election, regardless of whether those votes were cast for state or local office. Since this vote threshold would likely be unachievable for a Council candidate and the winner(s) would not be determined at the primary, it could force cities and towns the unnecessary expense of having to fund a run-off/general election to determine the winner(s).

During the 2014 Legislative Session, the Legislature passed HB 2126 which recalculated the majority vote threshold for Council candidates to be based off the total number of votes cast in the local election, divided by the number of seats and then by two, but this was only a temporary fix for the 2014 election. This resolution would seek to codify the same methodology used in HB 2126, permanently, making the majority vote calculation threshold consistent for all cities and towns.

**B. Relevance to Municipal Policy**

The proposed resolution would affect non-charter cities and towns throughout the State that have four-year Mayoral terms or do not directly elect their Mayor. The resolution would establish a consistent method that would be applied to all municipal candidates for office at every election, rather than requiring a higher number of votes to achieve a majority for elections when the office of Mayor is not included on the ballot. Without the new calculation method and in years when the office of Mayor is not included on the ballot, cities and towns could be required to hold a run-off/general election as they will likely not have any candidate achieve the existing majority vote threshold.

**C. Fiscal Impact to Cities and Towns**

Without this resolution, affected cities and towns could be required to go to the additional expense of holding a general election. If adopted, this expense could be avoided if candidates receive a majority of votes and are declared elected to municipal office in a primary election.

**D. Fiscal Impact to the State**

The proposed resolution does not have a fiscal impact to the State.

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LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #18

*Urges the Legislature and the Governor to partner with cities and towns for the operation and maintenance of Arizona State Parks (ASP) under long term leases, for a nominal amount, and to participate financially by providing for a dedicated funding mechanism to share a portion of the costs.*

Submitted by: City of Yuma, City of Apache Junction, City of Flagstaff, City of Sierra Vista

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**A. Purpose and Effect of Resolution**

When the State became unable to continue full support of its parks, local governments and non-profit groups in Arizona stepped up to the plate and entered into short-term agreements to operate and maintain the parks in or near their jurisdictions (Alamo Lake, Boyce Thompson Arboretum, Fort Verde, Homolovi, Jerome, Lost Dutchman, Lyman Lake, McFarland, Picacho Peak, Red Rock, Riordan Mansion, Roper Lake, Tombstone Courthouse, Tonto Natural Bridge, Tubac Presidio, Yuma Territorial Prison State Historic Park, Yuma Quartermaster Depot State Historic Park) so Arizona residents and visitors alike could continue to enjoy the rich recreational experiences that state parks provide. These Agreements have proven to be successful. However, the State has been reluctant to enter into leases for longer than three years. In order to make the current partnerships between the State and local governments more viable over time and to encourage partnerships with both public and private non-profit organizations, longer term leases (such as 10 years) and a continuing, dedicated and reliable funding stream from the State, local governments and non-profits will be needed.

Longer term leases and a dedicated funding stream will assure that Arizona's State Parks remain open to the public as a recreational, environmental and cultural benefit that supports and generates tourism and provides important revenue to not only local, but also to the regional and statewide economies. In addition, the availability of the State Parks System will continue to provide a high quality of life for Arizona residents and serve as an attraction to new residents.

**B. Relevance to Municipal Policy**

State Parks are essential to the rural economies and people of Arizona. The continued threat to their operation leaves a continued threat to the weakened local economies in rural Arizona. In addition, Arizona's natural environment, including access to the environment through availability of State Parks across the state, draws millions of tourists to Arizona, benefiting every entity that relies on tourism as part of its economy.

Increasingly, ASP is reliant on partnerships with local governments to make its state parks viable. This comes at a time when local resources are shrinking.

**C. Fiscal Impact to Cities and Towns (Newer statistics are not available.)**

Visitors' expenditures combined with their direct and induced impacts resulted in \$21,171,627 in Federal Government taxes and \$22,762,326 in state and local government taxes. The total tax impact of Arizona State Park visitors in 2007 was \$43,933,953.

**D. Fiscal Impact to the State**

The economic benefit of the State Park System is statewide. Calculated at the state level for FY07, the total

economic impact of Arizona State Parks (direct, indirect and induced) on the state was \$266,436,582. This total state income resulted in 2,397 direct jobs and 950 indirect jobs for a total of 3,347 jobs statewide. The jobs provided were generated directly through State Parks employment, as well as indirectly for the tourism industry that is supported and enhanced by the existence of State Parks.

Visitors' expenditures combined with their direct and induced impacts resulted in \$21,171,627 in Federal Government taxes and \$22,762,326 in state and local government taxes. The total tax impact of Arizona State Park visitors in 2007 was \$43,933,953.

(Economic figures cited are from "The Economic Impact of Arizona State Parks 2007" study prepared by The Arizona Hospitality Research & Resource Center, Center for Business Outreach and The W. A. Franke College of Business, Northern Arizona University in February 2009.)

#### **E. Contact Information**

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LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #19

*Urges the Governor and the State Legislature to develop and pass legislation that supports efforts to reduce the shortage of health care professionals in the State of Arizona. The League encourages the Legislature to consider: expanding the level of Graduate Medical Education (GME) funding; expanding medical school capacity within the state universities; addressing issues affecting the attraction and retention of physicians and other health care professionals, from out-of-state; reducing obstacles to medical practice in Arizona; and addressing any other major issues that affect a physician's, and other health care professionals, decision to locate or remain in Arizona to practice.*

Submitted by: City of Sierra Vista, Town of Wickenburg, City of Bisbee

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**A. Purpose and Effect of Resolution**

Part II of the 2005 Arizona Physician Workforce Study, conducted by specialists from the University of Arizona and Arizona State University, identified that since 1992 to 2004, Arizona's physician supply is not keeping up with its population growth. The situation has not gotten any better. Arizona has 219 physicians per 100,000 people, well below the national average of 293 per 100,000. Rural communities in the state are affected by the shortage even more with one county at under 60 physicians per 100,000. Specialty physicians are particularly difficult to recruit and retain. By way of example, the city of Sierra Vista's regional hospital is now the only location in all of Cochise County in which a woman can deliver a baby outside of a setting in which emergency services are available. In addition, as the Baby Boomer population ages, more of the older doctors in rural communities will retire, potentially exacerbating the situation.

Since approximately 60 percent of physicians who complete their training in Arizona teaching hospitals remain practicing within the state, enhancing the Graduate Medical Education (GME) program is a critical component to addressing this shortfall and has been identified by previous gubernatorial task forces. Also recommended were efforts to reduce obstacles to medical practice in Arizona. Recruitment and retention of physicians is hampered throughout the state by higher professional liability premiums as compared to other states,. This is certainly an obstacle needing attention. Recent actions to reduce funding to the State's Medicaid program will only exacerbate the issue statewide. Now, more than ever, action is needed to retain existing physicians and ensure Arizona is a desirable place to practice for others.

**B. Relevance to Municipal Policy**

Health care is a key component of the overall quality of life for any community. It is an attraction and retention component for business and military activities, both of which are the backbone of the state's economy. An adequate supply of physicians is the foundation of quality healthcare and although most barriers to physician recruitment and retention are beyond the direct control of local government, the health of our citizens should be a strong consideration for local legislative input and advocacy. The National League of Cities has incorporated citizen health in its overall federal legislative platform by developing and advocating for health programs for children and youth.

### **C. Fiscal Impact to Cities and Towns**

There should be no negative fiscal impact on Cities and Towns. To the contrary, not only will there be an intrinsic gain to Cities and Towns in overall quality of life of their residents if accessibility to health care is improved, but all communities in the state can use improved health care as an economic development tool in the future.

### **D. Fiscal Impact to the State**

There are some solutions such as investing in the graduate medical program that will require additional investment by the state in medical education. However, some recommendations can be implemented with little to no effect on state finances. But like the cities and towns, improvement in access to health care results in an improvement in the ability of the State to attract corporations who value health care access as a major factor in relocation to Arizona. In addition, more physicians in the rural areas of the state will reduce the number of trips on already overcrowded roadways residents from those areas make to the Phoenix or Tucson metropolitan areas to seek treatment.

### **E. Contact Information**

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LEAGUE OF ARIZONA CITIES & TOWNS

Resolution #20

*The City of Douglas along with the co-sponsor cities urge the Governor and the State Legislature to develop and pass legislation or engage in other activities that support and advocate for the dedication of resources to improve Arizona’s ports of entry with Mexico and related infrastructure and will enhance international trade and improve the global competitiveness for Arizona with Mexico.*

Submitted by: City of Douglas, City of Bisbee, City of Sierra Vista, Town of Marana, City of Yuma

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**A. Purpose and Effect of Resolution:**

Mexico is Arizona’s top trading partner. Our shared border is the gateway for \$26 billion worth of imports and exports and 44 million people (crossings) each year. Mexican visitors spend approximately \$7.3 million each day in Arizona, which provides an annual impact of \$2.3 billion. Trade with Mexico supports six million jobs in the U.S. and tens of thousands jobs in Arizona. In addition, Mexico is now the third-ranked commercial partner of the U.S. and the second largest market for U.S. exports.

Despite this wealth of opportunity, recent studies show that competing Border States such as Texas are far outpacing Arizona when it comes to developing trade relations with Mexico. While Arizona exports to Mexico totaled about \$5.7 billion in 2011, in Texas, the total was \$87 billion. Mexico is the 13th largest economy in the world, and in 2010, Mexico invested an unprecedented five percent of its Gross Domestic Product (GDP) in infrastructure.

Arizona’s ports of entry face significant challenges, including aging infrastructure and an often inadequate number of customs and border protection agents needed to staff these facilities. A heavy focus on security has impacted the tourism industry by diverting investments from needed improvements and leaving a multibillion dollar deficit in border infrastructure.

With 23 million northbound visitor border crossings and 373,000 northbound truck crossings, long waits at the border and congestion north of our ports of entry suppress economic development. In addition, greater emphasis is needed in upgrading southbound passenger vehicle and pedestrian crossings. According to the Arizona State University North American Center for Transborder Studies, needed enhancements include staffing, technology infrastructure and communications.

Through the Arizona League of Cities and Towns, Arizona’s cities and towns should unite in support of legislation or other policy measures that will enhance international trade and improve the global competitiveness for Arizona with Mexico, the 13<sup>th</sup> largest economy in the world and this State’s number one trading partner.

**B. Relevance to Municipal Policy:**

The vast majority of the economic benefit generated by trade passing through Arizona’s ports of entry is realized within the State’s cities and towns.

The logistics centers, warehousing and distribution facilities and value-added manufacturing centers for these commodities are located primarily within the State’s cities and towns, along with the associated sustainable

wage jobs that are created as a result of this economic activity. The economic multiplier effect that these jobs create adds to the prosperity in these communities and enhances tax revenue at a time when every dollar of local revenue is precious to the sustainability of cities and towns. Enhancing trade opportunities with Mexico will only further stimulate the economies in Arizona's cities and towns.

### **C. Fiscal Impact to Cities and Town:**

As described above, enhancing international trade and improving the global competitiveness for Arizona with Mexico will have a positive fiscal impact to cities and towns. Border communities bore the burden of well over 900 million legal crossings every year. Recognizing the desperate need to improve our ports and witnessing the significant delays by the federal government to dedicate resources to these projects will mean that state, local agencies and municipalities will need to step in and contribute resources to prevent further harm to the straggling state economy.

### **D. Fiscal Impact to the State:**

Similarly, supporting the requested legislation and policies will have a positive fiscal impact to the State and will further diversify our economic base. Failure to do so will sustain the advantage that other border states currently enjoy over Arizona.

The border is clearly a dynamic region that attracts all aspects of social, economic, commercial and cultural likes of our state and in many ways the entire nation. Without the allocation of federal funding towards POEs and the continuing dramatic reduction in border crossing traffic and increase in border wait times, Arizona will be at a physical and economic security disadvantage.

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**LEAGUE OF ARIZONA CITIES & TOWNS**

**Resolution #21**

*Urges the Governor and the State Legislature to develop and pass legislation that supports the long-term retention of Arizona’s military installations and provides opportunities to use the synergies connected to the military operations in the attraction of new or expanded governmental and non-governmental missions or businesses.*

**Submitted by:** City of Sierra Vista, City of Bisbee, Town of Marana, City of Peoria, City of Yuma

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**A. Purpose and Effect of Resolution**

Arizona’s military sector is an essential component of the state economy and most local economies within the state. There are five major military installations in Arizona, plus four principal National Guard operations. According to a 2008 report by The Maguire Group, commissioned by the Arizona Department of Commerce at the time, it is conservatively estimated that this sector produces over 96,000 direct, indirect and induced jobs in the state, with over \$9.1 billion in economic impact.

The Maguire report further quantified the amount of revenue Arizona’s military installations contribute directly to state and local governments at just over \$400 million annually, split nearly evenly between the two. In general, jobs connected to the military are especially valuable to the Arizona economy because they are largely unaffected by routine economic cycles, which means revenues associated with their presence are more stable. The Maguire report noted “Arizona would do well to guard this economic asset and preserve its viability.” It further stated “Maintaining these operations and the jobs and economic output they support should be a priority of state and local government.”

Support from Arizona’s local governments, through the Arizona League of Cities and Towns, for legislation that could enhance military effectiveness or protect against efforts to erode military missions is critical in the state’s long term success retaining Luke AFB, Davis-Monthan AFB, Fort Huachuca, Marine Corp Air Station Yuma and the Yuma Army Proving Ground. As federal budget reductions continue, each of the existing installations and their supporting contractors remain at risk of potential impacts, both small and large.

Arizona’s cities and towns must be unified in our support for the military, working together to identify opportunities to demonstrate that support through such things as: encouraging officials from state and local government to elevate needs identified by military installations for legislative action; supporting the continued activity and existence of the Governor’s Military Affairs Commission; supporting funding for economic development efforts at the state level to attract new/expanded military and military-connected missions and businesses; encouraging the use and continued funding of the Military Installation Funds (MIF) to help mitigate encroachment; and supporting legislative proposals regarding state land transfers to reduce potential encroachment around military installations.

**B. Relevance to Municipal Policy**

At a time in which every dollar of local revenue is even more precious to cities and towns, we must guard against inadvertent or blatant measures that could jeopardize existing military installations and the over \$200 million it directly contributes to local government. Encroachment is a major issue across the state and is not

only associated with new subdivisions. Water use, electromagnetic interference, lighting, airspace and other issues can ultimately affect military missions or could result in the state's five major bases not being considered for realigned missions in the future.

The Maguire study excluded military-related businesses such as Raytheon, Boeing and those associated with the redeveloped Williams Center in Gilbert, which take advantage of synergies with the state's military community but separately add hundreds of millions more in economic impact to the state and local economies. If the military missions are not retained, then opportunities to grow or expand these types of businesses and the resulting impact on the state and local economy could be missed.

### **C. Fiscal Impact to Cities and Towns**

Failure to protect such a valuable asset to the state will have a direct and potentially devastating effect on local government. The military industry directly contributes approximately \$200 million in tax revenues annually to local government alone.

### **D. Fiscal Impact to the State**

Similarly, Arizona's military installations contribute about \$200 million in revenue annually to the state government. Any loss of missions could erode that revenue, as well as impact future expansion opportunities for both military and non-military missions.

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