



It's in your hands ~ "Build a stronger community – Shop Locally"

**AGENDA
SPECIAL SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, JANUARY 9, 2013
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) December 5, 2012 Regular Session
 - 2) November 28, 2012 Council Hears Planning & Zoning Matters
 - b) **Set Next Meeting, Date and Time:**
 - 1) January 16, 2013 at 6:30 p.m. – Regular Session
 - 2) January 23, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters
 - 3) January 30, 2013 at 4:30 p.m. – CIP Work Session
 - c) **Possible approval of a Special Event Liquor License application for Camp Verde Promotions Fundraiser to be held February 16, 2013 at 74 W. Hollamon Street, Camp Verde, AZ from 10:00 a.m. to 6:00 p.m.** Staff Resource: Debbie Barber
 - d) **Possible approval of Resolution 2013-879, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, setting 2013 meeting dates and times for Council and all Commissions/Committees, and superseding Resolution 2011-821.** Staff Resource: Debbie Barber
 - e) **Possible adoption of the 2013 Policy Statement that authorizes the Mayor, as the Town's Chief Elected Official to support or oppose Legislative Bills relative to the protection of groundwater, State Shared Revenue sources, and land use authority if the Bill(s) adversely affect the Town's interests and needs and immediate response.** Staff Resource: Debbie Barber
5. **Special Announcements & Presentations.**
 - **Presentation of a Certificate of Appreciation to Fire Chief Clayton Young in recognition of the Camp Verde Fire District's dedication to our Town and Community.** Staff Resource: Russ Martin
 - **Welcome to the new businesses:**
 - ❖ **Raytek Lighting Inc. – Phoenix, AZ**
 - ❖ **Galaxy Builders, LLC – Mesa, AZ**
 - ❖ **Ancira Drywall LLC – Rimrock, AZ**
 - ❖ **Profab Custom Sheet Metal LLC - Prescott, AZ**
 - ❖ **Wingfield Bread Company – Camp Verde, AZ**
 - ❖ **Cabinet Warehouse, Inc – Cottonwood, AZ**
 - ❖ **Lucas Tactical – Camp Verde, AZ**
 - ❖ **Arizona Zip Lines, LLC – Powell, OH**
6. **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.

7. **Call to the Public for items not on the agenda.**
8. **Discussion, consideration, and possible appointment of Michael Hough to the Board of Adjustments and Appeals, the term will expire January 2016. Staff Resource: Debbie Barber**
9. **Discussion, consideration, and possible approval of the Camp Verde Library Endowment's utilization of Rio Verde Plaza Unit #6 for their ongoing Book Sale until the Town requires use of the facility. Staff Resource: Russ Martin**
10. **Discussion, consideration and possible approval of Resolution 2013-877, a Resolution of the Mayor and Common Council of the Town of Camp Verde (Town), Yavapai County, Arizona, approving the dissolution of and accepting trusteeship of the Camp Verde Sanitary District (District) and ensuring that all obligations shall be paid when due from funds available to the Trustees from the District. Staff Resource: Russ Martin**

Councilor George requested the following item:

11. **Discussion, consideration, and possible direction to staff to construct or purchase a plaque honoring the donation of land for river access at the Rezzonico Family Park.**

Councilor Whatley requested the following item:

12. **Discussion, consideration, and possible direction to staff to prepare a resolution amending the Council Policies, Rules, & Procedures, Section 15.2, to encourage Council members who are unable to attend a regular meeting, special session, or work session, would be expected to attend telephonically or listen to the entire audio of the meeting(s) that was missed. Executive Sessions are excluded, but would be listened to in the Clerk's Office at a later date.**
13. **Call to the Public for items not on the agenda.**
14. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
15. **Adjournment**

Posted by:



Date/Time:

1-3-2013

12:15 P.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.

4 a.1

**DRAFT MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, DECEMBER 5, 2012
6:30 P.M.**

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

1. **Call to Order**
Mayor Burnside called the meeting to order at 6:30 p.m.
2. **Roll Call**
Mayor Burnside, Vice Mayor Kovacovich, and Councilors Baker, George, German, Jones, and Whatley were present.

Also Present
Finance Director Mike Showers, Community Development Director Mike Jenkins, Town Manager Russ Martin, Town Clerk Deborah Barber, and Assist to the Clerk Stephanie Sunstrom
3. **Pledge of Allegiance**
Sheila Stubler led the pledge.
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) There are no minutes for approval
 - b) **Set Next Meeting, Date and Time:**
 - 1) December 19, 2012 at 6:30 p.m. – Regular Session
 - 2) December 26, 2012 at 6:30 p.m. – Council Hears P&Z Matter – **CANCELLED**
 - 3) January 2, 2013 at 6:30 p.m. – Regular Session – **CANCELLED**
 - 4) **January 9, 2013 at 6:30 p.m. – Special Session**
 - 5) January 16, 2013 at 6:30 p.m. – Regular Session
 - 6) January 23, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters
 - 7) January 30, 2013 at 6:30 – CIP Work Session
 - c) **Possible authorization to move forward with the budget-approved Mobile Data Computer project for patrol vehicles.** Staff Resource: Marshal Nancy Gardner

On a motion by Kovacovich, seconded by Baker, the Council voted unanimously to approve the Consent Agenda as presented.

Council discussed cancelling the December 19th meeting. Burnside suggested leaving it on and cancelling if nothing comes up.
5. **Special Announcements & Presentations** – There are no special announcements or presentations. Council took no action on this item.
6. **Council Informational Reports.**
Baker reported that she had attended the Arizona Municipal Risk Retention Pool (AMRRP) retreat and that goals for the 76 member communities included improving communication through e-tools in order to make reporting, training, and communication simpler and easier. She advised that they would make every effort to get the premium notices out earlier because they know that we are all working on our budgets. She noted that work comp losses were on the increase. She advised that AMRRP is owned by the members. She also attended the NACOG meeting in October, noting that a primary goal is transportation. She reported that

Public Works Director Ron Long stays on top of the Town's transportation goals and issues through continuous efforts with NACOG.

Whatley reported that she attended the first annual 3-mile Bea Richmond Walk. She expressed appreciation for the efforts of Peggy Dickey, Ellie Espinoza, and Tony Gioia for organizing the walk and noted that they had raised over \$1,000.

George reported that he attended a joint meeting with the Verde River Basin Partnership and Verde River Institute, noting that they are starting discussions to get more synergy going between the groups to become more efficient.

Kovacovich expressed appreciation to the Maintenance staff for the Christmas lights and decorations, noting that they were beautiful.

Burnside advised that he had also participated in the Bea Richmond Walk and that he had instructed Debbie Barber and Mike Jenkins to meet with Russ Martin about items he had discussed with them.

7. Call to the Public for items not on the agenda.

Sheila Stubler said that it was "tussie-mussie" (a triangular-shaped paper ornament filled with candy) at the Fort. Gerry Laurito distributed one to each Council member. She advised that the Town's events were included on their flyer, noting that upcoming events at the Fort included a Victorian Ornament Workshop and display and Candlelight Tours.

Chandler Plante asked for permission to do the MLK walk every year so that he would not have to keep coming back to Council to request permission. Burnside thanked Chandler and advised him to speak to the Manager so that we could make an agenda item to discuss.

Janice Plante, Chandler's mother, asked for permission to use the gym as they did last year, noting that they are working with AmeriCorps and the event is growing. She also asked if they could hang banners at the Circle K intersection and if the Town could put the event on the marquee.

Adrienne Martin of AmeriCorps also spoke to the MLK event, asking Council members to attend and speak.

Clerk Barber advised that the Town has procedures in place to help them plan a successful event and she invited them to come to her office for assistance.

8. Discussion, consideration, and possible appointment of members to the following:

- a) **Planning & Zoning Commission – Appoint 2 members to 3-year terms beginning January 1, 2013 and ending December 31, 2016. Applicants are B.J Davis, Bradford Gordon, and Jim Hisrich. Staff Resource: Debbie Barber**
- b) **Board of Adjustments & Appeals – Appoint member(s) to 3-year terms beginning January 1, 2013 and ending December 31, 2016. There are 3 vacant seats. Applicant(s) are Bradford Gordon. Staff Resource: Debbie Barber**

On a motion by German, seconded by Baker, the Council voted unanimously to appoint Brad Gordon and Jim Hisrich to the Planning & Zoning Commission for 3-year terms beginning January 1, 2013 and ending December 31, 2016. Whatley, George, and Burnside voted, 'No'.

On a motion by Burnside, seconded by German, the Council voted unanimously to appoint Bradford Gordon to the Board of Adjustments for a 3-year terms beginning January 1, 2013 and ending December 31, 2016.

Barber advised that the Call for Volunteers was posted on the Town's website, on the bulletin boards at Town Hall, Bashas', and at the Library. The Town received three applications for the two open seats on the Planning & Zoning Commission and one application for the three seats on the Board of Adjustments and Appeals. She further advised that the notices would continue to be posted until the seats are filled.

Jenkins introduced Jim Hisrich, who has been a Commission member for 5-6 years. Brad Gordon introduced himself and said that he had applied for both open positions. B.J. Davis introduced himself and said that he would like to serve on the P&Z Commission in addition to his position on the Board of Adjustments and Appeals.

Whatley noted that if they appointed Mr. Davis to the P&Z Commission, all would three applicants would be involved. Mr. Davis advised that he already served on the Board of Adjustments & Appeals.

Burnside advised that he believed that recommendations should come from the Commissions. He advised that he had spoken with Director Jenkins before the meeting and had asked him to speak to the Manager about this procedure.

German asked Mr. Davis to consider applying again if a vacancy occurs. He said that he would.

9. **Discussion, consideration, and possible approval of Resolution 2012-873, amending Resolution 2011-844, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending the Town of Camp Verde Procedures and Operations Guide, and superseding all resolutions or parts of resolutions adopted by the Town of Camp Verde in conflict with the provisions of this resolution or any part of this resolution are hereby repealed, effective as of the effective date that this resolution is effective. The resolution includes Exhibits A, B & C, which make substantive amendments to the Financial Operations Guide and adds Section 3.9, Attendance by Remote Conferencing to the "Town of Camp Verde Procedures and Operations Guide", which applies all Town staff and elected and appointed officials. Staff Resource: Mike Showers/Debbie Barber**

On a motion by Burnside, seconded by German, the Council voted unanimously to approve Resolution, as amended, Exhibit A, B, and C.

On a motion by Burnside, seconded by Gorge, the Council voted unanimously to approve an amendment to the motion that allows no more than three members to attend a meeting by remote conferencing.

Martin explained that Codes are adopted as one document and that Council could adopt the Resolution eliminating one of the sections. Council discussed at length their confusion with having more than one subject on a resolution. Martin and Barber explained that many documents, such as the Town Code and the Building Code are approved and/or amended by one ordinance or resolution. Both the Financial Operations Guide (FOG) and Section 3.9 are sections in one document as noted in the resolution and called the Town of Camp Verde Procedures and Operations Guide.

Showers reviewed the changes in Exhibit B and answered Council questions about credit card uses and controls, the need for increased limits allowing staff to procure budgeted items, and the impetus for the need to make substantial changes to the FOG. He explained that the implementation of the new accounting system required the changes to ensure operational compliance. Showers reviewed the new controls that will be put into place that will ensure sound financial controls and accountability.

Whatley expressed disappointment in not having the minutes from the previous meetings included with agenda items and she asked when the work session minutes had been approved by Council. Barber advised that she could include past minutes with the relative agenda items in the future. She advised that the September 12, 2012 Work Session minutes were approved on October 3, 2012 and the October 10,

2012 Work Session minutes were approved on October 24, 2012.

Whatley felt that the Section 3.9, Remote Conferencing, was overly complicated and not what was discussed and agreed upon in the work sessions. She discussed her concerns at length and felt that the members who were not present at all of the meetings should not be bringing up the issues at later meetings, noting that she had stated this at the last meeting where this item was discussed.

Martin advised that Council should feel completely comfortable with what is ready to adopt and if not, staff could bring it back at a later date.

Councilor George distributed copies of the Table of Contents, Message from Arizona Ombudsman – Citizens' Aid and Clarkdale Town Code., Chapter 2, pp. 7, which become a part of the permanent record. He reiterated his feelings that the proposed policy was over-kill and suggested a simpler policy, such as Clarkdale's, which met the AG guidelines.

German disagreed with Whatley, noting that she attended the meeting where the policy was developed and she felt strongly that remote conferencing should be used only in emergencies. She felt that it was important for the public to be able to see Council member's body language.

Whatley said that she objected to the policy when it was presented before and she felt as though Council keeps having the same discussions.

Baker read from the Attorney General recommendation, noting that remote conferencing should be used only when there are no reasonable alternatives to presence at the meeting. She felt that Council members make a commitment to their constituents to attend meetings when they are elected. Baker then commented that it has been the Town's standard procedure to adopt changes to large documents, such as the Town Code or the POG by one resolution or ordinance and that she was puzzled by Whatley's comments that this has never been done before and why she thinks that these are two different subjects, when they are part of one document.

Councilor George read from the Town Code that said each ordinance should have one subject only

Barber gave an example, stating that it would be in violation of the Code to approve changes to the POG and call an election within the same ordinance or resolution. Barber reiterated that the POG, which consists of several 'chapters' or 'sections' is one document that was adopted by one resolution, just like the Town Code was adopted and is amended by one ordinance.

Burnside reviewed the proposed Section 3.9, adding the missing #2 – remote attendance at executive sessions is prohibited; take out the 24-hour notice; change the last sentence of #8 to 'all extreme and emergency meetings shall be approved by the Mayor and Town Manager, and delete #10.

The meeting was recessed at 7:51 p.m. and reconvened at 8:01 p.m.

10. **Discussion, consideration, and possible direction to staff to notify the Camp Verde Sanitary District (District) of the Town's willingness to prepare a resolution approving the dissolution and accepting Trusteeship of the District contingent upon voter approval of the electors of both the District and the Town, which if approved, would allow transfer of all powers duties, and responsibilities. Staff Resource: Russ Martin**

On a motion by Whatley, seconded by Burnside, the Council directed staff to notify the Camp Verde Sanitary District of the Town's willingness to prepare a resolution approving the dissolution and accepting Trusteeship of the District contingent upon voter approval of the electors of both the District and the Town, with German and Baker voting, "No".

Martin explained that the voters would be making the decision. The discussion now and within the next month would be to determine whether to put the question before the voters. He advised that staff was seeking direction to notify the District of the Town's willingness to acquire the District. He advised that Town Attorney Bill Sims was present telephonically to answer questions and Jan Grogan of the Sanitary District was also present.

Martin explained that there were two key components, the first of which is, will this cost the Town money. He said that it already costs the Town money and there is a chance that future Councils may choose to use general fund monies toward a Sanitary District item. He advised that based on his analysis to date, the District has done a good job of thinning their operations, noting that if the Town assumes trusteeship, there would be some immediate efficiencies, such as savings in rent and professional services. He noted that that there was approximately \$100,000 that is currently covered by the District's property owners. He suggested that this amount could be covered by an increase in user fees that will for the most part, be offset by the elimination of the assessment. He advised that the increase would be around \$8.00 per month in user fees.

The second component was – if not now, when? He asked for an understanding of the parameters in which this community will have the Town take over the Sanitary District, noting again, that the voters will make the final decision.

Kovacovich asked Martin to explain the expansion of the boundaries if the Town took over. Martin explained the District's boundaries would be expanded to the Town's boundaries, noting that a positive effect of this would be that it would make it easier to provide sewer service in areas that currently lie outside the District's boundaries. He reminded Council that the current debt belongs only to those properties that currently lie within the District boundaries. Kovacovich felt that this would need to be explained to the voters.

Baker asked if the Town would have to provide sewer within the Town boundaries and if we would have to have a property tax to do so. Martin responded that most municipalities do not use property taxes to run a District, but rather by raising fees. He explained that the Town could choose methods, such as fee-based services instead of taxes.

German said that she was bothered by extending the District boundaries to the Town boundaries, as she questioned if everyone would have to pay into the District. She was very concerned about property taxes. Martin replied that the property taxes are there to pay debt and the taxes apply only to those properties that are currently located within the District. He compared the scenario with a contract, noting that the contract does not move to all property owners, though future debt or expansion could be distributed throughout the Town.

Burnside clarified that it is an assessment, not property tax. Grogan replied that the owners do not pay the debt; they pay the general obligation bond. Grogan advised that if the Town assumes the District, the property taxes would go away for those owners who are not served by the District.

Burnside said the Sanitary District was created on the need for a sewer system and pride in the community. The originators wanted to eliminate septic systems going into the Verde River, noting that the initial debt is almost paid.

German expressed concern about increased user fees and increased expenses for the Town due to salaries and employee benefits. She was also concerned about the potential requirement to provide lines to new businesses. Martin suggested that the businesses would pay for the lines, and the increased user fees would be offset by the elimination of the property assessments.

Grogan noted that the \$150,000 is from a General Obligation Bond and that the Chevron station on I-17 &

SR 260 paid for the lines to their buildings, but that they could receive reimbursement from future businesses that locate in the area.

Whatley said that she pays more than \$8.00 per month and does not receive services. She felt that this was a step in the right direction, noting that most communities offer water, trash, recycling, and sewer. She said that this was for economic development and that anyone who opposed this should not say that they want new business. She also noted that the Board is very knowledgeable and wondered who would take their places when they got off the Board.

Martin said that he could guarantee that if a business wanted to locate here and needed sewer, he would come before Council and ask what the Town could do to make it happen.

Attorney Sims explained that the Board Members continue to serve as an Advisory Board to the Council until their terms expire. He advised that it is a complicated process, but that it does create opportunities. Sims explained that the ARS is clear that the Town, acting as Trustee, would not be obligating the whole Town. The statutes protects the interest and rights of the Town's citizens.

Martin advised that the District is currently involved in a lawsuit that Sims will be reviewing to ensure that it has no bearing on the dissolution and that the Town is protected before moving forward.

In response to Whatley's comment, Baker said that the Town pays \$120,000 a year, loaning \$2.5 million dollars so the District could complete the expansion project and that was the Town's contribution to economic development and has been for many years. She said all of the Town pays this obligation. She said that the Town had not ignored economic development. Baker expressed her concerns with the complexity of the proposal and the possibility that the taxes could pass to the rest of the Town. She expressed appreciation to staff for the additional information, but she felt that there were too many unanswered questions.

Jones said that she lives in the District, pays the bill, the taxes, and the levies. She said that it is hard, but that it is the responsibility of the property owner to have this service and she appreciates the service knowing that she will not be having septic problems. She felt that the Town should provide the opportunity for the citizens to have a vote.

Burnside said that this should have been taken to the voters years ago.

11. **Discussion, consideration, and possible approval of Resolution 2012-876, a joint resolution of the Mayors and Common Councils of the Cities of Cottonwood and Sedona, Towns of Jerome, Clarkdale, and Camp Verde, Chairman and Council of the Yavapai-Apache Nation, Yavapai County, Arizona supporting the widening of State Route 260 between Cottonwood and Camp Verde. Staff Resource: Russ Martin**

On a motion by German, seconded by Baker, the Council voted unanimously approved Resolution 2012-876, a joint resolution of the Mayors and Common Councils of the Cities of Cottonwood and Sedona, Towns of Jerome, Clarkdale, and Camp Verde, Chairman and Council of the Yavapai-Apache Nation, Yavapai County, Arizona supporting the widening of State Route 260 between Cottonwood and Camp Verde with the changes that have been mentioned.

Martin advised that Cottonwood approved last night and the Yavapai-Apache Nation will consider it shortly. He said that he would be going to Sedona and Clarkdale Councils in January and would also be speaking to Jerome's Town Manager about the resolution. He expressed appreciation to the Town's consultant, Janet Regner for her assistance in this effort.

Janet Regner advised that she is taking a position in Coconino County. She said that she was proud to see

Camp Verde's presence at the intergovernmental meeting. She reported that it was a good meeting with the Nation's Council on Monday and that it was significant that Cottonwood approved the resolution.

Martin advised that he would like to change the proposed resolution, striking Native American tribes & businesses and tourists.

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

Nancy Floyd said that the downtown improvements are amazing, with the buildings and grass. She said that the Christmas lights are up on Rio Verde Lane and encouraged people to come by. She advised that she worked for a credit card company and noted that the Town can restrict what can be charged with merchant codes.

Bob Johnson from Verde Lakes asked questions about the cost to him should the Sanitary District be acquired by the Town. Martin explained that there would be no costs and that it would be many years before the service would reach that far.

13. **Manager/Staff Report**

Martin advised that the Employee Christmas party is next Friday at 5:00 p.m. and that AZCOPS Union is providing turkey and ham for the event. He also advised that there is an angel tree with families in need in the main lobby. He explained that the gifts would be delivered at the party. He also reminded Council that this Saturday night is the light parade and that Grasshopper basketball has started. He noted that concessions have started by the Library Endowment.

Whatley requested an agenda item, which is quoted verbatim due to its complexity: "I would like it written into the Town Code that Council members who are unable to attend a regular meeting, special session, or work session, those Council members will be required to attend telephonically or listen to the minutes of the regular meeting, special session, or work session. Executive Sessions will not be attended telephonically, but will be listened to in the Clerk's Office at a later date. They need to know that if they miss a meeting, they need to take the time to go in to the Clerk's Office; I've done it before, gone in there and listened to an executive session. It was a lot of executive session history. It was about 2 ½ hours. Um, but um, I think they need to know that in order to keep up to date with what's going on, they need to make that effort to attend the entire meeting. So I would like to see that on a future agenda."

14. **Adjournment**

On a motion by German, seconded by Baker, the meeting was adjourned at 8:56 p.m.

Bob Burnside, Mayor

Deborah Barber, Town Clerk

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session held on December 5, 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2012.

Deborah Barber, Town Clerk

4. a. 2

MINUTES
COUNCIL HEARS PLANNING & ZONING MATTERS
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, NOVEMBER 28, 2012
6:30 P.M.

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

1. **Call to Order**
Mayor Burnside called the meeting to order at 6:30 p.m.
2. **Roll Call**
Mayor Burnside and Councilor George, German, Jones, and Whatley were present. Vice Mayor Kovacovich and Councilor Baker were absent.

Also Present

Community Development Director Mike Jenkins, Assistant Planner Jenna Owens, Town Clerk Deborah Barber, and Admin Assistant Clerk Stephanie Sunstrom

3. **Pledge of Allegiance**
Citizen White led the pledge.
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) Work Session – November 16, 2012
 - 2) Work Session – November 9, 2012
 - 3) Regular Session – November 7, 2012
 - 4) Work Session – November 2, 2012
 - b) **Set Next Meeting, Date and Time:**
 - 1) December 5, 2012 at 6:30 p.m. – Regular Session
 - 2) December 19, 2012 at 6:30 p.m. – Regular Session
 - 3) December 26, 2012 at 6:30 p.m. – Council Hears P&Z Matter – **CANCELLED**
 - 4) January 2, 2013 at 6:30 p.m. – Regular Session
 - 5) January 16, 2013 at 6:30 p.m. – Regular Session
 - 6) January 23, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters

On a motion by Burnside, seconded by Whatley, the Council approved the Consent Agenda as amended, correcting Black Ridge to Black Bridge in the minutes.

5. **Special Announcements & Presentations**

Welcome to New Businesses:

- ❖ **Special Event Vendors - Patrick Ellis, Kingman; Grant Me Serenity.com, Flagstaff; Novelty Wizard, Phoenix; Oliver Family Concessions, Salem OR; Quilter Quarters, Cottonwood; Quilters Store, Sedona; 1880s Variety Show, Mosinee, WI; Arizona Rocks, Cornville; AZARS, Spokane WA; Mirror image, Tucson; Midway West Amusements, Sun City; Krazed Kreations, Show Low; All Natural Fountain of Youth – Phoenix; Groovy Chick Clips – Mesa**
- ❖ **Joe Jet Spray – Camp Verde**
- ❖ **SW Environmental Testing, Inc. – Phoenix**
- ❖ **Marsha Jensen – Flagstaff**
- ❖ **High Desert Communications – Gilbert**
- ❖ **Paintingwolf Designs – Cottonwood**
- ❖ **Curtis Palace Electric – Payson**

- ❖ **New Style Contracting – Tucson**
- ❖ **Monza Construction Co., Inc. – Tucson**
- ❖ **RPM Ind Welding & Fabrication – Camp Verde**
- ❖ **Communications Capital Group – Atlanta, GA**

Mayor Burnside acknowledged the new businesses and special event vendors. Council took no action on this item.

6. **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.

Whatley reported that she had met an Australian couple who were on their way to Prescott and decided to go 'off the beaten path' to visit Camp Verde. She learned that the couple had met Councilor German earlier in the day and German had given them a list of sites to visit. Whatley said that she invited them to dinner and they said that hers was the first American home that they had ever been in. She felt sure that they would spread the word about Camp Verde. She noted the importance of being friendly and seizing every opportunity to promote our Town.

George reported that he attended the Verde River Basin Partnership and Verde Valley Transportation Organization meetings, as well as a philanthropic dinner honoring Chip Norton. He advised that the VRBP has published Tom O'Halloran's articles in an effort to inform the public of their work and that he had updated the VVTPO on efforts to widen SR 260.

Burnside reported that he had spent the last four days at the Arizona Town Hall 101 meeting. He found the event to be informational with sessions on leadership, resources, and new laws to benefit Arizonans. He advised that the theme was consistently respected for others and abiding by the code of conduct.

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

There was no public input.

8. **Public Hearing and discussion, consideration, and possible approval of Resolution 2012-875, a resolution of the Common Council of the Town of Camp Verde, Arizona, Yavapai County, approving Use Permit 2012-875 to allow an off-premise sign advertising Otto Bond and Bail, LLC, displayed on parcel 403-25-023 owned by Leslie Friedlander, The property is located in the Verde Valley Business Park, 2931 E. Commonwealth Drive. Off-premise sign Use Permit expires in five (5) years from the date of this resolution.** Staff Resource: Mike Jenkins

- **Call for STAFF PRESENTATION**
- **Declare PUBLIC HEARING OPEN**
- **Declare PUBLIC HEARING CLOSED**
- **Call for COUNCIL DISCUSSION**

On a motion by Whatley, seconded by German, the Council voted unanimously to approve Resolution 2012-875, a resolution of the Common Council of the Town of Camp Verde, Arizona, Yavapai County, approving Use Permit 2012-875 to allow an off-premise sign advertising Otto Bond and Bail, LLC, displayed on parcel 403-25-023 owned by Leslie Friedlander, as requested by John Otto and Marlin Warkentin, owners of Otto Bond & Balk, with the following stipulations: 1) that all conditions of Part 4, Section 404.D (Sign Ordinance) of the Town of Camp Verde Planning & Zoning Ordinances be met and continue to be met throughout the allowed 5-year term of the Use Permit; 2) that under the conditions of the Use Permit process as described in Part 6 (Administrative Procedures) Section 601 C, 1 & 2 Use Permit approval and requirements are violated, the said Use Permit will be voided and the Off Premise sign shall be removed; 3) No Use may be

modified, changed, altered or increased in intensity, in any manner that conflicts with the Use Permit and/or required conditions of approval, without approval of a new Use Permit; 4) conditioned up Otto Bond & Bail having an office located in Camp Verde, in operation, as long as the sign Use Permit is in effect; 5) the back side of the said sign shall be painted and maintained to blend in with the local surroundings; with the 6 stipulations and 6) the sign as submitted by the applicant will state the name of the business, the local phone number and address of the business office in Camp Verde and a copy of the sign is to be attached to supporting documents.

Owens reviewed the attached report, noting there had been no problems or comments from neighbors and agencies. She advised that the Planning & Zoning Commission recommended approval with stipulations, one of which required a Town Business License. She reported that the Clerk advised that the Town could not require insurance companies to get a business license and recommended approval without this stipulation.

Public Input

Mark Warkentin said that they were pleased to have sign and believed that it was an effective business tool. He also advised that they currently hold a Town business license.

There was no other public input.

Councilor George requested the following item:

9. **Discussion, consideration, and possible direction to staff to construct or purchase a plaque honoring the donation of land for river access at the Rezzonico Family Park.**

On a motion by George, seconded by Burnside, the Council voted unanimously to postpone this item until the Dec. 19 meeting.

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

There was no public input.

11. **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.

There was no Manager/Staff Report.

12. **Adjournment**

On a motion by German, seconded by Jones, the meeting was adjourned at 6:54 p.m.

Bob Burnside, Mayor

Deborah Barber, Town Clerk

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Council Hears Planning & Zoning Matters held on November 28, 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2012.

Deborah Barber, Town Clerk

H.C



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: January 9, 2013

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

Requesting Department: Clerk's Office

Staff Resource/Contact Person: Deborah Barber

Agenda Title (be exact: Possible approval of a Special Event Liquor License application for Camp Verde Promotions Fundraiser to be held February 16, 2013 at 74 W. Hollamon Street, Camp Verde, AZ. From 10:00 a.m. to 6:00 p.m.

List Attached Documents: – Application for Special Event License

Estimated Presentation Time: 0

Estimated Discussion Time: 0

Reviews Completed by:

Department Head: Deborah Barber Town Attorney Comments: N/A

Finance Department N/A

Fiscal Impact: None

Budget Code: N/A Amount Remaining: _____

Comments:

Background Information:

Recommended Action (Motion): Approve Special Event Liquor License application for Camp Verde Promotions Fundraiser to be held February 16, 2013 at 74 W. Hollamon Street, Camp Verde, AZ. From 10:00 a.m. to 6:00 p.m.

Instructions to the Clerk: Section II not required. Process application.

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

APPLICATION FOR SPECIAL EVENT LICENSE

Fee = \$25.00 per day for 1-10 day events only
 A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. § 44-6852)

NOTE: THIS DOCUMENT MUST BE FULLY COMPLETED OR IT WILL BE RETURNED.
 PLEASE ALLOW 10 BUSINESS DAYS FOR APPROVAL

****Application must be approved by local government before submission to Department of Liquor Licenses and Control. (Section #20)**

DLLC USE ONLY
LICENSE #

1. Name of Organization: CAMP VERDE PROMOTION

2. Non-Profit/I.R.S. Tax Exempt Number: 26-4717807

3. The organization is a: (check one box only)

- Charitable
- Fraternal (must have regular membership and in existence for over 5 years)
- Civic
- Political Party, Ballot Measure, or Campaign Committee
- Religious

4. What is the purpose of this event? FUND RAISER

5. Location of the event: 74 W. HOLLAMON ST., CAMP VERDE, YAVAPAI, AZ
Address of physical location (Not P.O. Box) City County Zip 86322

Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Question #1. (Signature required in section #18)

6. Applicant: WILLIAMS JAMES L. 5-22-53
Last First Middle Date of Birth

7. Applicant's Mailing Address: 2315 S. SUNSET DR. CAMP VERDE, AZ 86322
Street City State Zip

8. Phone Numbers: (928) 567-6107 (928) 451-2598 (928) 567-6107
Site Owner # Applicant's Business # Applicant's Home #

9. Date(s) & Hours of Event: (Remember: you cannot sell alcohol before 10:00 a.m. on Sunday)

	Date	Day of Week	Hours from A.M./P.M.	To A.M./P.M.
Day 1:	<u>2-16-13</u>	<u>SATURDAY</u>	<u>10 AM</u>	<u>6 PM</u>
Day 2:	_____	_____	_____	_____
Day 3:	_____	_____	_____	_____
Day 4:	_____	_____	_____	_____
Day 5:	_____	_____	_____	_____
Day 6:	_____	_____	_____	_____
Day 7:	_____	_____	_____	_____
Day 8:	_____	_____	_____	_____
Day 9:	_____	_____	_____	_____
Day 10:	_____	_____	_____	_____

10. Has the applicant been convicted of a felony in the past five years, or had a liquor license revoked?
 YES NO (attach explanation if yes)

11. This organization has been issued a special event license for 2 days this year, including this event
(not to exceed 10 days per year).

12. Is the organization using the services of a promoter or other person to manage the event? YES NO
If yes, attach a copy of the agreement.

13. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds.
**THE ORGANIZATION APPLYING MUST RECEIVE 25% OF THE GROSS REVENUES OF THE SPECIAL
EVENT LIQUOR SALES.**

Name CAMP VERDE PROMOTIONS 100%
Percentage

Address P.O. BOX 1970, CAMP VERDE, AZ 86322

Name _____ Percentage

Address _____
(Attach additional sheet if necessary)

14. Knowledge of Arizona State Liquor Laws Title 4 is important to prevent liquor law violations. If you have any questions regarding the law or this application, please contact the Arizona State Department of Liquor Licenses and Control for assistance.

NOTE: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.
"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT PREMISES."

15. What security and control measures will you take to prevent violations of state liquor laws at this event?
(List type and number of security/police personnel and type of fencing or control barriers if applicable)

____ # Police Fencing
2 # Security personnel Barriers

16. Is there an existing liquor license at the location where the special event is being held? YES NO
If yes, does the existing business agree to suspend their liquor license during the time period, and in the area in which the special event license will be in use? YES NO

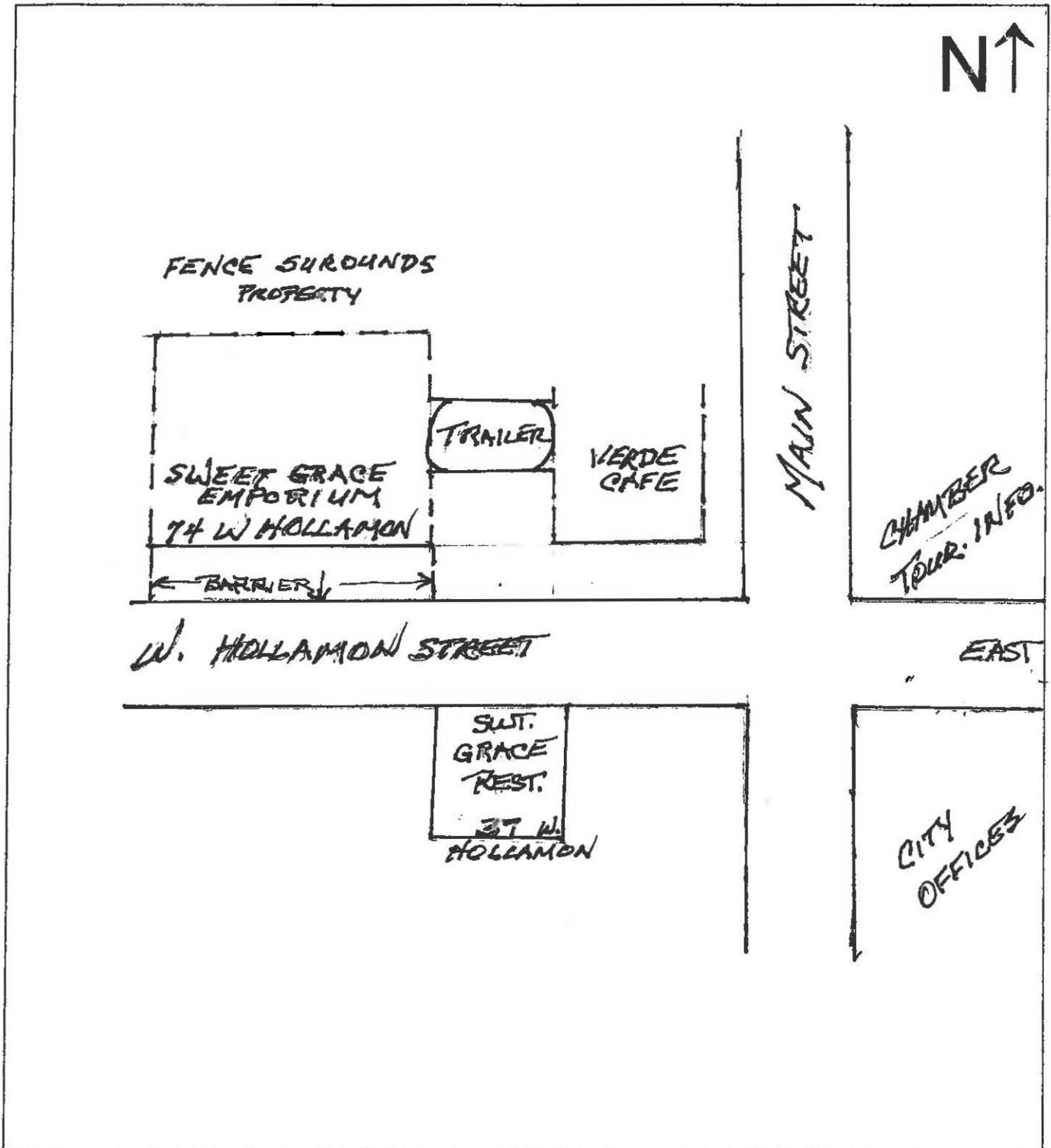
(ATTACH COPY OF AGREEMENT)

Name of Business () Phone Number

17. Your licensed premises is that area in which you are authorized to sell, dispense, or serve spirituous liquors under the provisions of your license. The following page is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades or other control measures and security positions.

SPECIAL EVENT LICENSED PREMISES DIAGRAM
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



THIS SECTION TO BE COMPLETED ONLY BY AN OFFICER, DIRECTOR OR CHAIRPERSON OF THE ORGANIZATION NAMED IN QUESTION #1

18. I, JAMES LUTHER WILLIAMS declare that I am an Chairperson appointing the applicant listed in Question 6, to apply on behalf of the foregoing organization for a Special Event Liquor License.

X _____ CHAIRPERSON _____ 928 567-6107
(Signature) (Title/Position) (Date) (Phone #)

State of _____ County of _____

The foregoing instrument was acknowledged before me this

_____ Day _____ Month _____ Year

My Commission expires on: _____ (Date) _____ (Signature of NOTARY PUBLIC)

THIS SECTION TO BE COMPLETED ONLY BY THE APPLICANT NAMED IN QUESTION #6

19. I, JAMES LUTHER WILLIAMS declare that I am the APPLICANT filing this application as listed in Question 6. I have read the application and the contents and all statements are true, correct and complete.

X _____ State of _____ County of _____
(Signature) The foregoing instrument was acknowledged before me this

_____ Day _____ Month _____ Year

My commission expires on: _____ (Date) _____ (Signature of NOTARY PUBLIC)

You must obtain local government approval. City or County MUST recommend event and complete item #20. The local governing body may require additional applications to be completed and submitted 60 days in advance of the event. Additional licensing fees may also be required before approval may be granted.

LOCAL GOVERNING BODY APPROVAL SECTION

20. I, _____ hereby recommend this special event application
(Government Official) (Title)

on behalf of _____
(City, Town or County) (Signature of OFFICIAL) (Date)

FOR DLLC DEPARTMENT USE ONLY

Department Comment Section:

(Employee) (Date)

APPROVED DISAPPROVED BY: _____

(Title) (Date)

H.C



Agenda Item Submission Form – Section I

Meeting Date: January 9, 2012

Consent Agenda *Decision Agenda* *Executive Session Requested*

Presentation Only *Action/Presentation*

Requesting Department: Clerk's Office

Staff Resource/Contact Person: Deborah Barber

Agenda Title (be exact): Discussion, consideration, and possible approval of Resolution 2013-879, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, setting meeting dates and times for Council and all Commissions/Committees, superseding Resolution 2011-821.

List Attached Documents: Resolution 2012-851

Estimated Presentation Time: 1 Minutes

Estimated Discussion Time: 5 Minutes

Reviews Completed by: N/A

Department Head: **Town Attorney Comments:** N/A

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact:

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

Comments:

Background Information: Town Code, 4-2-1.3 stipulates that Council will establish by Resolution, the meeting dates and times for Council and all Boards and Commissions in January of each year. This resolution meets the Town Code requirements and established the 2013 meeting dates and times for Council and all Commissions/Committees for 2013

Recommended Action (Motion): Approve Resolution 2013-879, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, setting meeting dates and times for Council and all Commissions/Committees, superseding Resolution 2011-821.

Instructions to the Clerk: Part 2 not required-process as normal

RESOLUTION 2013-879

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
SETTING 2013 MEETING DATES AND TIMES FOR
COUNCIL AND ALL COMMISSIONS/COMMITTEES
Superseding Resolution 2011-821**

WHEREAS, it is in the best interest of the Town to inform citizens of all regular Council, Commission and Committee meetings, dates and times,

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde do hereby resolve to establish the following meeting dates and times for the Mayor and Common Council, Town Commissions, and Committees as follows:

Mayor and Council, Board, and Commission Meeting Schedule

Note: Meetings are held in Council Chambers located at 473 S. Main Street, Ste. 106, Camp Verde, Arizona unless otherwise noted on the notice that is posted no later than 24 hours prior to each meeting. Special meetings or work sessions may be scheduled by consent of the Town Manager and will be posted no later than 24 hours prior to such meeting.

Mayor and Common Council of the Town of Camp Verde 2009 Meeting Schedule		
Regular Session	January 2, 2013-Cancelled	6:30 p.m.
Special Session	January 9, 2013	6:30 p.m.
Regular Session	January 16, 2013	6:30 p.m.
Council Hears P&Z Matters	January 23, 2013	6:30 p.m.
Regular Session	February 6, 2013	6:30 p.m.
Regular Session	February 20, 2013	6:30 p.m.
Council Hears P&Z Matters	February 27, 2013	6:30 p.m.
Regular Session	March 6, 2013	6:30 p.m.
Regular Session	March 20, 2013	6:30 p.m.
Council Hears P&Z Matters	March 27, 2013	6:30 p.m.
Regular Session	April 3, 2013	6:30 p.m.
Regular Session	April 17, 2013	6:30 p.m.
Council Hears P&Z Matters	April 24, 2013	6:30 p.m.
Regular Session	May 1, 2013	6:30 p.m.
Regular Session	May 15, 2013	6:30 p.m.
Council Hears P&Z Matters	May 22, 2013	6:30 p.m.
Regular Session	June 5, 2013	6:30 p.m.
Regular Session	June 19, 2013	6:30 p.m.
Council Hears P&Z Matters	June 26, 2013	6:30 p.m.
Regular Session	July 3, 2013	6:30 p.m.
Regular Session	July 17, 2013	6:30 p.m.
Council Hears P&Z Matters	July 24, 2013	6:30 p.m.
Regular Session	August 7, 2013	6:30 p.m.
Regular Session	August 21, 2013	6:30 p.m.
Council Hears P&Z Matters	August 28, 2013	6:30 p.m.
Regular Session	September 4, 2013	6:30 p.m.
Regular Session	September 18, 2013	6:30 p.m.
Council Hears P&Z Matters	September 25, 2013	6:30 p.m.
Regular Session	October 2, 2013	6:30 p.m.
Regular Session	October 16, 2013	6:30 p.m.
Council Hears P&Z Matters	October 23, 2013	6:30 p.m.
Regular Session	November 6, 2013	6:30 p.m.
Regular Session & PZ Matters Combined	November 20, 2013	6:30 p.m.
Council Hears P&Z Matters - CANCELLED	November 27, 2013 Cancelled	6:30 p.m.
Regular Session	December 4, 2013	6:30 p.m.
Regular Session P&Z Combined	December 18, 2013	6:30 p.m.
Council Hears P&Z Matters-Cancelled	December 25, 2013	6:30 p.m.

Regular Meetings of the Planning & Zoning Commission

Notice is hereby given to the members of the Planning & Zoning Commission and to the general public that the Planning & Zoning Commission of the Town of Camp Verde will hold **Regular Meetings on the first Thursday of every other month beginning in January 2013 unless there is a paid application, which in this case, the meeting will be held on the second Thursday of the month as a Special Session. Additionally, Special Session meetings may be held on the second Thursday of each month at 6:30 p.m. as needed.**

Planning & Zoning Commission of the Town of Camp Verde 2013 Meeting Schedule		
Regular Session	January 3, 2013	6:30 p.m.
Special Session (as needed)	January 10, 2013	6:30 p.m.
Special Session (as needed)	February 7, 2013	6:30 p.m.
Special Session (as needed)	February 14, 2013	6:30 p.m.
Regular Session	March 7, 2013	6:30 p.m.
Special Session (as needed)	March 14, 2013	6:30 p.m.
First Quarterly Report for Period January 2013 through March 2013 will be heard at the April 17, 2013 Council Meeting.		
Special Session (as needed)	April 4, 2013	6:30 p.m.
Special Session (as needed)	April 11, 2013	6:30 p.m.
Regular Session	May 2, 2013	6:30 p.m.
Special Session (as needed)	May 9, 2013	6:30 p.m.
Special Session (as needed)	June 6, 2013	6:30 p.m.
Special Session (as needed)	June 13, 2013	6:30 p.m.
Second Quarterly Report for Period April 2013 through June 2013 will be heard at the July 17, 2013 Council Meeting.		
Regular Session-Cancelled	July 4, 2013	6:30 p.m.
Special Session (as needed)	July 11, 2013	6:30 p.m.
Special Session (as needed)	August 1, 2013	6:30 p.m.
Special Session (as needed)	August 8, 2013	6:30 p.m.
Regular Session	September 5, 2013	6:30 p.m.
Special Session (as needed)	September 12, 2013	6:30 p.m.
Third Quarterly Report for Period July 2013 through September 2013 will be heard at the October 16, 2013 Council Meeting.		
Special Session (as needed)	October 3, 2013	6:30 p.m.
Special Session (as needed)	October 10, 2013	6:30 p.m.
Regular Session	November 7, 2013	6:30 p.m.
Special Session (as needed)	November 14, 2013	6:30 p.m.
Special Session (as needed)	December 5, 2013	6:30 p.m.
Special Session (as needed)	December 12, 2013	6:30 p.m.
Fourth Quarterly Report for Period October 2013 through December 2013 will be heard at the January 15, 2014 Council Meeting.		

Regular Meetings of the Board of Adjustments

Notice is hereby given to the members of the Board of Adjustments and to the general public that the Board of Adjustments of the Town of Camp Verde will hold **Regular Meetings on the second Tuesday of every month at 3:00 p.m. as needed.**

Board of Adjustments of the Town of Camp Verde 2013 Meeting Schedule		
1. Regular Session (as needed)	January 8, 2013	3:00 p.m.
2. Regular Session (as needed)	February 5, 2013	3:00 p.m.
3. Regular Session (as needed)	March 5, 2013	3:00 p.m.
First Quarterly Report for Period January 2013 through March 2013 will be heard at the April 17, 2013 Council Meeting.		
4. Regular Session (as needed)	April 9, 2013	3:00 p.m.
5. Regular Session (as needed)	May 14, 2013	3:00 p.m.
6. Regular Session (as needed)	June 11, 2013	3:00 p.m.
Second Quarterly Report for Period April 2013 through June 2013 will be heard at the July 17, 2013 Council Meeting.		
7. Regular Session (as needed)	July 9, 2013	3:00 p.m.
8. Regular Session (as needed)	August 13, 2013	3:00 p.m.
9. Regular Session (as needed)	September 10, 2013	3:00 p.m.
Third Quarterly Report for Period July 2013 through September 2013 will be heard at the October 16, 2013 Council Meeting.		
10. Regular Session (as needed)	October 8, 2013	3:00 p.m.
11. Regular Session (as needed)	November 12, 2013	3:00 p.m.
12. Regular Session (as needed)	December 10, 2013	3:00 p.m.
Fourth Quarterly Report for Period October 2013 through December 2013 will be heard at the January 15, 2014 Council Meeting.		

Fort Verde State Park 2013 Quarterly Report Schedule		
1. Regular Session	April 20, 2013	6:30 p.m.
2. Regular Session	July 20, 2013	6:30 p.m.
3. Regular Session	October 19, 2013	6:30 p.m.
4. Regular Session	January 18, 2012	6:30 p.m.

Passed and approved by a majority vote of the Common Council at the Special Session meeting of January 9 2013.

Bob Burnside, Mayor

Attest:

Approved as to form:

Deborah Barber, Town Clerk

William Sims

4.e



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: January 9, 2013

Consent Agenda Decision Agenda Executive Session Requested

Presentation Only Action/Presentation

Requesting Department: Clerk's Office

Staff Resource/Contact Person: Debbie Barber

Agenda Title (be exact): Discussion, consideration, and possible adoption of the 2013 Policy Statement that authorizes the Mayor, as the Town's Chief Elected Official, to support or oppose Legislative Bills relative to the protection of groundwater, State Shared Revenue sources, and land use authority if the Bill(s) adversely affect the Town's interest and needs an immediate response.

List Attached Documents:

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews Completed by:

Department Head: Debbie Barber

Town Attorney Comments: N/A

Finance Department N/A

Fiscal Impact:

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

Comments:

Background Information: Section 2-2-4-F of the Town Code states that at the first meeting in January of each year, Council shall adopt a Policy Statement that authorizes the Mayor to support or oppose bills introduced during Legislative Sessions when they adversely affect the Town's interests and require an immediate response.

The following are examples of issues that the Town has included in the past: 1) supporting legislation that protects the Ground Water Aquifer Verde River Basin; 2) opposing legislation that compromises the integrity of the Ground Water Aquifer Verde River Basin; 3) supporting legislation that maintains the State Shared Revenues; 4) opposing legislation that erodes State shared Revenues; 5) supporting legislation that maintains land use authority for municipalities in Arizona; and/or 6) opposing legislation that erodes the land use authority for municipalities in Arizona.

Recommended Action (Motion): Move to authorize the Chief Elected Official, the Mayor, to: 1) supporting legislation that protects the Ground Water Aquifer Verde River Basin; 2) opposing legislation that compromises the integrity of the Ground Water Aquifer Verde River Basin; 3) supporting legislation that maintains the State Shared Revenues; 4) opposing legislation that erodes State shared Revenues; 5) supporting legislation that maintains land use authority for municipalities in Arizona; and/or 6) opposing legislation that erodes the land use authority for municipalities in Arizona. Council may bring back other issues of concern in the near future.

Instructions to the Clerk: N/A – Section II not applicable.



Town of Camp Verde

Meeting Date: January 9, 2013

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

Requesting Department: Administration

Staff Resource/Contact Person: Russ Martin

Agenda Title (be exact): Presentation of a Certificate of Appreciation to Fire Chief Clayton Young in recognition of the Camp Verde Fire District's dedication to our Town and community.

List Attached Documents: Certificate of Appreciation

Power Point Presentation: No

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Reviews Completed by:

- Town Attorney Comments: N/A
 Finance Department: N/A

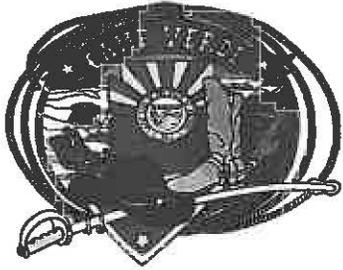
Background Information:

The Camp Verde Fire District and the Town have established a strong, working relationship via mutual aid agreements AKA Intergovernmental Agreements (IGA's). Some of the services in the recent IGA that are provided by the Fire District for the Town include: fire protection/medical services and training to Town staff.

The Camp Verde Town Council would like to recognize the Camp Verde Fire District for their dedication to our Town and community on the following items: 1) The Fire Marshal has diligently worked with the Town staff to ensure buildings and other structures are safe; 2) The District's EMT's/Fire Fighters have provided CPR/AED/Basic First Aid training to Town staff members (optional); after the recent training, there was positive feedback as to the quality of the training and trainers; and 3) The Fire District has contracted the renovation of an existing building on Main Street for their new fire station which has improved the look of the downtown area. The positive efforts of the Camp Verde Fire District's staff are good for us and the community as it enhances the quality of life in our Town.

Recommended Action (Motion): Present Certificate of Appreciation to Fire Chief Clayton Young in recognition of the Camp Verde Fire District's dedication to our Town and community.

Instructions to the Clerk: Please agendize as one of the first items on the regular business.



*Town of Camp Verde
Certificate of Appreciation*

*To
Fire Chief Clayton Young and Staff*

*On behalf of the Town of Camp Verde
in recognition of the Camp Verde Fire District's
dedication to our Town and Community*

Mayor Bob Burnside

Date

12/14/2012 8:41 AM
LICENSES: 0002 THRU ZZZZZZZZZZ
PAID STATUS: ALL
LIC CODES: ALL

B U S I N E S S L I C E N S E L I S T
SORTED BY: LICENSE NUMBER

ORIGINATION DATES: 11/
EFFECTIVE DATES: 0/
EXPIRATION DATES: 0/

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
2440	CONT	RAYTEK LIGHTING LLC	RAMON JIMENEZ 2510 W MORNINGSIDE DR PHOENIX, AZ 85023	
	COMMENTS:	[REDACTED]		
2441	CONT	GALAXY BUILDERS, LLC	ROBERT WILSEY 2938 N NORFOLK MESA, AZ 85215	
	COMMENTS:	[REDACTED]		
2442	CONT	ARIZONA STYLE CONSTRUCTION LL	STEVEN P CRAIG 2626 S. CAMINO SECO TUSCON, AZ 85730	
	COMMENTS:	[REDACTED]		
2443	CONT	ANCIRA DRYWALL LLC	GUSTAVO ANCIRA 4715 E CEDAR DRIVE RIMROCK, AZ 86335	
	COMMENTS:	[REDACTED]		
2444	CONT	PROFAB CUSTOM SHEET METAL LLC	SETH DISERT 3005 CENTERPOINTE EAST DRIVE PRESCOTT, AZ 86301	
	COMMENTS:	[REDACTED]		
2446	RET	WINGFIELD BREAD COMPANY	RACHELLE POZZA 3844 E SPARROW LN CAMP VERDE, AZ 86322	
	COMMENTS:	[REDACTED]		
2448	RET	CABINET WAREHOUSE INC	RICK & SCOTT STOKES 530 S 7TH ST COTTONWOOD, AZ 86326	
	COMMENTS:	[REDACTED]		
2449	RET	LUCAS TACTICAL	PO BOX 2637 CAMP VERDE, AZ 86322	567 S MAIN STREET
	COMMENTS:	[REDACTED]		
2450	SERV	ARIZONA ZIP LINES LLC	ROBIN D. BRYER 3934 N HAMPTON DR POWELL, OH 43065	
	COMMENTS:	[REDACTED]		

TOTAL LICENSES: 9



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: January 9, 2013

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

Requesting Department: Clerk's Office

Staff Resource/Contact Person: Debbie Barber

Agenda Title (be exact): Discussion, consideration and possible appointment of a member to the Board of Adjustment and Appeals, the term will expire January 2016.

List Attached Documents: Letter of Interest from Michael Hough for Board of Adjustments and Appeals

Estimated Presentation Time: N/A

Estimated Discussion Time: 5 Minutes

Reviews Completed by:

- Department Head:** Debbie Barber **Town Attorney Comments:** N/A
- Finance Department** N/A

Fiscal Impact:

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

Comments:

Background Information: Town Code states that prior to the expiration of terms for boards and commission members, the Town Clerk shall call for Letters of Interest from the general public. Staff has advertised since November 5, 2012 for letters of interest for the Board of Adjustments & Appeals. Currently there are two vacancies on the Board of Adjustment and Appeals.

Recommended Action (Motion): Move to appoint Michael Hough to the Board of Adjustment & Appeals.

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



Name: MICHAEL HOUGH Date: 12-12-12

Home Address: 158 SILVER BULLIE DRIVE

Mailing Address, if different: P.O. BOX 1267

Email Address: CVA @ SWIPTAZ.NET

Home Telephone: 928-567-3630 Work Telephone: (cell) 928-301-3515

Are you a resident of the Town of Camp Verde? Yes No

Do you own commercial property in the Town of Camp Verde? Yes No

Length of residency in the Town of Camp Verde: 53 YEARS

Do you operate a business in Camp Verde? Yes No

Name and address of business (if applicable): CAMP VERDE AUTOMOTIVE H H SELF STORAGE

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

Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? Yes No If yes, please list names of board/commission and dates served: P42 (1991-1992 + Current member) TOWN COUNCIL (1992-1995) Design Review

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

- 1. BOARD of Adjustments & APPEALS 3.
- 2. 4.

Education and Community Service

Schools Attended:	Degree:	Year:
<u>CAMP VERDE SCHOOL SYSTEM</u>	<u>HIGH SCHOOL</u>	<u>1955 - 1966</u>
<u>NORTHERN ARIZ UNIVERSITY</u>	<u>B.S. Engineering</u>	<u>1967 - 1971</u>
Civic Activities-Service Organizations	Office Held:	Year Begun: Year Ended:
<u>CAMP VERDE CHAMBER of Commerce</u>	<u>President</u>	<u>1990 1991</u>
<u>CHAIRMAN FORT VERDE DAYS</u>	<u>CHAIRMAN</u>	<u>1990 1991</u>
<u>AUTOMOTIVE SERVICES ASSOCIATION</u>	<u>President</u>	<u>1988 1990</u>

Please state why you would like to be appointed to a Town Board, Commission, or Committee: Interest in the over-all growth

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

(a) TO BE PRESENT AT ALL MEETINGS

(b) TO RENDER A FAIR & IMPARTIAL DECISION

(c) Courtesy to ALL MEMBERS

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

PAST EXPERIENCE ON TOWN BOARDS &
COMMISSIONS, EXPERIENCE IN BUSINESS IN
CAMP VERDE, 53 YEARS AS A
Resident in Camp Verde

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

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

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

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

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

Applicant's Signature: Michelle E. Hall Date: 12-12-12

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



Town of Camp Verde

Meeting Date: January 9, 2013

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

Requesting Department: Administration

Staff Resource/Contact Person: Russ Martin

Agenda Title (be exact):

Discussion, consideration and possible approval of the Camp Verde Library Endowment's (CVLE's) utilization of Rio Verde Plaza, Unit #6 for their on-going 'Book Sale' until the Town requires the use of the facility.

List Attached Documents:

1. February 20, 2012 Library Materials Sales Agreement between the Town and CVLE
2. December 15, 2012 Camp Verde Library Endowment letter to the Town

Power Point Presentation: No

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 minutes

Reviews Completed by:

Department Head: Same Town Attorney Comments: N/A

Finance Department Comments: I do not know if the utility costs will be more or less in the new location. Option: Council may want to discuss any necessary utilities connect/disconnect fees at the each facility and how this will be processed and expensed.

Fiscal Impact:

Budget Code: _____ Amount Remaining: _____

Background Information:

Effective February 12, 2012, the Town renewed the attached Library Materials Sales Agreement with CVLE. The Agreement gives CVLE the opportunity to use Town facilities, on a space available basis at no cost to the CVLE, provided that the CVLE adheres to the provisions of the Agreement.

The Town plans to demolish the site where the current 'Book Sales Outlet' is located (former Marshal's Office). Therefore, CVLE is seeking a new location to house the materials for their 'book sales'. After considering the options, they have requested utilization of the eastern unit (#6) in the Rio Verde Plaza.

Due to future economic development or potential Town facilities expansion, CVLE recognizes that the Rio Verde Plaza site could be just an intermediate place for their 'Book Sales. However, CVLE's volunteers are willing to enhance the interior of said unit by caulking around the windows, cleaning, painting and removing/replacing carpeting, providing and adding shelving. It is their belief that this unit would generate some revitalization to this particular area of Camp Verde.

The town pays for the electricity (lights and minimal heat/air conditioning), covers the liability insurance at the current site and would continue to appropriate funding for the said costs at the proposed location. In exchange for the use of the unit and the aforementioned expenses, the proceeds from the sales of the CLVE's materials will continue to be deposited in the CVLE's Account for the benefit of the library.

To minimize relocation efforts, the Library Endowment plans to have a substantial 'Book Sale'.

CVLE appreciates the opportunity to continue their service to the Town, Library, and Community and request your continued support of this joint venture by allowing them to utilize Verde Plaza, Unit #6 for their on-going 'Book Sale'.

Recommended Action (Motion): Approve Camp Verde Library Endowment's (CVLE's) utilization of Rio Verde Plaza, Unit #6 for their on-going 'Book Sale' until the Town requires the use of the facility.

Instructions to the Clerk: None

**CAMP VERDE LIBRARY ENDOWMENT**

P.O. Box 2009
Camp Verde, AZ 86322

December 15, 2012

December 15, 2012

Mr. Russ Martin, Town Manager
Town of Camp Verde
Camp Verde, Arizona 86322

Dear Mr. Martin:

Thank you for meeting with us about the future for the ongoing "Book Sale" opportunity for the CVLE now that the construction of the new library seems to be moving along. In light of the fast approaching date for demolition of the current "Book Sale" site, we would like to request that a decision might be reached as soon as possible for a new site. After discussion and looking at the various possibilities, we would like to request utilization of the eastern unit located in the Rio Verde Plaza. We recognize that this could very well be just a temporary place due to future development and use by the town.

It is our belief that this unit would generate traffic to this particular part of Camp Verde and give exposure to businesses in the area. We would be willing to do the necessary work to bring the unit to the point of being occupied with cleaning, painting, shelving, and removal of carpeting and putting down tile if necessary. Realizing this would take some time to accomplish, we felt it prudent to present our request to you and Council as soon as possible. We also would like to express our appreciation for the opportunity to continue our service to the Town, Library, and Community through this joint venture.

Should you have further questions or concerns, please feel free to contact me at 567-3596 or ljcgerman@msn.com. Thank you for your time and assistance in this matter.

Respectfully submitted,

Charles C. German, President
Camp Verde Library Endowment

Library Materials Sales Agreement

This LIBRARY MATERIALS SALES AGREEMENT ("Agreement") by and between the Town of Camp Verde, a municipal corporation ("Town") and the Camp Verde Library Endowment an Arizona nonprofit corporation ("Endowment") as originally dated of October 24, 2008 is hereby amended and renewed effective 2-29, 2012 ("Effective Date"). This Agreement delineates the responsibilities and procedures under which the Town, through the Camp Verde Library Department ("Library Department") and the Endowment will collect, control, and dispose of books, tapes, and other media (collectively, the "Library Materials") used in connection with the operation of the Town of Camp Verde Library ("Library").

Terms of Agreement

All Library Materials currently held by the Library Department will continue to be transferred to the Endowment subject to the terms of this Agreement. Following the Effective Date and as amended and renewed, any Library Materials delivered to the Town as a donation will be accepted on behalf of the Endowment and delivered to the Endowment, subject to the terms of this Agreement.

Library Materials held by the Endowment during the terms of this Agreement will be sold by the volunteers of the Library and/or Endowment on behalf of the Endowment. The Endowment may use Town facilities on a space available basis at no cost to the Endowment, provided that the Endowment adheres to the provisions of this Agreement.

All proceeds from the sales of Library Materials will be turned over to the Camp Verde Library Endowment Board Treasurer for deposit into the Endowment account, as managed and maintained by the Arizona Community Foundation (ACF).

The Town acknowledges that all funds derived from the sales of Library Materials are designated by the Endowment for the benefit of the Library as set forth by the Bylaws of the Endowment and used solely to benefit the community. Further, the Town recognizes the savings in Library staff time previously spent on collecting, storing, organizing, and all other aspects one would expect to find in holding monthly sales events for the community. Both the Town and Endowment acknowledge the benefits to the entire community through this Agreement as follows:

- Provides access to used reading materials at affordable and reasonable prices;
- Eliminates the need to dispose of used Library Materials through an auction or some other bid process; provided all materials provided to the Endowment by the Town are used in accordance with this Agreement;
- Provides a substantial savings both monetarily and in employee hours for the Town; and
- The funds received from said sales are for the benefit of the Camp Verde Library as set forth by the Bylaws of the Camp Verde Library Endowment.

The Endowment will provide financial accounting of monthly receipts and expenditures from each Library Materials sales event as a part of its regularly scheduled monthly meeting. The Library Department Head, as an ex-officio, non-voting member of the Endowment Board will have that information in the minutes of each month in which there was a sales event held. This information regarding the final sales revenues from each Library Materials sales event may be utilized as a part of any reporting to the Council as deemed necessary by the Town Manager.

The Endowment agrees to dispense monies from the proceeds of the sales of Library Materials during the course of each year, subject to the guidelines and requirements established by the Endowment Board. The Endowment agrees that all proceeds from the Library Materials sales are designated to be utilized by the Library for the benefit of the Library through the Endowment and its funds subject to the Endowment Board guidelines and procedures. All Endowment disbursements of funds are for the benefit of the Library.

Insurance

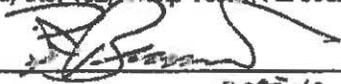
Library Materials Sales Agreement

The Endowment has no employees and since the personnel organizing, coordinating, and executing the Library Materials sales are accomplished through volunteers, there is no statutory requirement for Workers' Compensation Insurance. As such, Workers' Compensation Insurance will not be provided by the Endowment to any volunteers involved with any aspect of the Library Materials sales. The Endowment acknowledges the opportunity for any volunteer involved with the Library Materials sales process who wishes to be covered by Workers Compensation Insurance could request to be added to the Town's list of volunteers.

The Endowment acknowledges that Library Materials sales activities conducted on or in Town facilities are done so with the approval of the Town and thus, are covered for Liability under the municipal liability insurance of the Town.

Termination

This Agreement is subject to termination pursuant to ARS §38-511. In addition, either party may request a review of this Agreement for possible amendment; or to terminate upon thirty (30) days prior written notice. It is agreed that this Agreement be reviewed by both parties every two years from the date of this Agreement or any subsequent amendment. All notices to the Town must be given by the U.S. Mail to the Town Manager at Town Hall, 473 S. Main St., Ste. 102, Camp Verde, AZ 86322. Notices to the Endowment at: CVLE, P.O. Box 2009, Camp Verde, AZ 86322



Bob Burnside, Mayor *2-15-12*

2-15-12

Date

ATTEST:



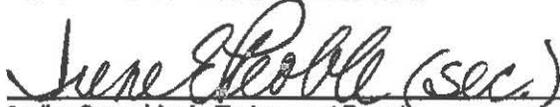
Deborah Barber, Town Clerk/Date *2-29-12*

APPROVED AS TO FORM:



Town Attorney/Date

CAMP VERDE LIBRARY ENDOWMENT



for the Camp Verde Endowment Board

2-29-12

Date



Town of Camp Verde

Meeting Date: January 9th, 2013

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

Requesting Department: Administration

Staff Resource/Contact Person: Russ Martin / Debbie Barber

Agenda Title (be exact): Discussion and consideration and possible approval of Resolution 2013-877 "accepting dissolution of the Camp Verde Sanitation District contingent on voter approval of both the District voters and Town voters which would allow transfer all powers, duties and responsibilities."

List Attached Documents:

Resolution

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 25 minutes

Reviews Completed by:

- Department Head: Russ Martin** (comments previously included in report)
- Town Attorney Comments:** Will be available via Telephone for questions.
- Finance Department**

Fiscal Impact: Sanitation District will remain a separate budget within the Town's if this were to move forward. Currently the deficit for the District operations is funded by a tax that all District property owners pay totaling \$153,240. This would require that approximate amount to be annually collected through user fees or additional efficiencies.

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

Comments: (previously submitted) Per ARS 48-2029 D "... Indebtedness and obligations of or issued by or on behalf of the district shall not thereby become indebtedness or obligations of such city or town, except that such city or town shall be responsible as trustees to insure that all obligations and debts of the district shall be paid when due from funds available to the trustees from the district..." and also ARS 48-2029 J (6) "If there is any bonded indebtedness of the district, the board of supervisors of the county shall provide for the continued collection of taxes or assessments..." Both of these mean that transfer to the Town should not encumber the Town's general fund and that collection of the current assessments and taxes would continue for those who had them prior to transfer. We currently have approximately \$120,000 that goes

from our General Fund to assist in the payments the Sanitary District has for its current plant debt, this does not appear that it will change transferred or not to the Town.

Background Information: (previously submitted)

The following questions are intended to be addressing the Council and possibly the public's need for information that will assist them in making a decision as to not only whether to move forward for a vote pending a decision by the Sanitary District Board to do the same, but to hopefully address some of the concerns raised through the past few months since this issue was brought forth to both entities. It is intended to provide the best information available to staff at this time and may need to change as more or better information is presented to staff.

If this passes will this take the Town's current or future budgets, sales tax revenue, etc. away from other projects/services?

It cannot be said that future Councils may not choose to work on projects or supplement in any way the operation of the sanitary services as those decisions will be up to future Council's and it would be wrong to suggest that this would never happen. However, with the current District budget it is safe to suggest that the current operating levy placed on property taxes could be reduced by the Town through at minimum a couple of changes/efficiency measures.

Currently the operating levy collected is to cover \$150,000 that is not collected in fees/charges for service. The district budget contains \$16,000 for rent/utilities, etc. that would go mostly away by moving them into offices available already with limited adjustment. It also contains costs such as audits(13K)/insurance/professional services that could be much less as we do have a professional licensed engineer who could be utilized as well as equipment and operators for general construction needs, that line is currently budgeted for \$21,500.

Another relative savings already from that levy is savings from not having uncollected debt, currently at \$30,000 as a conservative estimate but last year was approximately \$5,000 and is only about \$300 through 33% of the year so far this year.

All total it is conservative to estimate that approximately \$50,000 could be saved from these or other similar efficiencies in combining the entities. This leaves approximately \$100,000 to cover. With current users approximately 1000, raising rates approximately \$100 a year or less than \$10 a month would cover this. Importantly current property taxes for the general levy portion cost most at least \$60/year (\$100,000 home value) to \$100 (150,000 home value) and much more beyond that amount. That would breakdown to approximately \$3 more (than already collected in the mortgage (\$5)) a month for those in homes with the least value, not an insignificant some for many understandably but many others who do not currently receive the service would have this part of their levy eliminated completely.

What are the economic development benefits?

Currently communities around the country have utilized reduced connection costs or extended utility infrastructure to attract or close a deal with a potential business based on jobs, impact, etc.. This could still be accomplished to varying, however having the opportunity to make such agreement could be hampered by an uncooperative district that does not realize the financial return (jobs / taxes, etc.) on such an agreement because they only collect a monthly user fee that would not offset such investments in infrastructure.

Expansion of the District boundaries would occur with this transition as well to Town boundaries. This would eliminate processing an annexation of property just outside the current limited district boundaries potentially further delaying a development project. Also eliminating one more person to address the concerns of the sanitary needs of these projects because that would happen within the Public Works/Engineer's office with all of the other reviews would simplify the development process. The Town is also an eligible entity for grants that could help expand the system for economic development.

What are other benefits?

Current development of the Community Park adjacent to the system could be developed with water from the current effluent with a system upgrade. An upgrade (currently estimated at \$450,000) would have to be paid for however the Town would not have to pay beyond maintenance and operation costs (limited) to do so. Current rates for Scottsdale effluent sold and delivered to golf courses, etc. is at a rate of 16 cents per 1000 gallons versus \$2 to \$3 or more per 1000 gallons for average water company water. To utilize this approximate 70 million gallons that can grow annually on this property and possibly other Town/development projects or offset water used elsewhere. Doing this could avoid significant annual costs for water not including the benefit of not using river or well water.

The land the currently has the system located on it has other potential opportunities for limited development. This land and assets would move to the Town for community benefit without a "buyout" cost associated with normal utility acquisition.

Drawbacks?

The sanitary system responsibilities never go away; the Town will be required to continue to serve in perpetuity. Liabilities that the Town currently has would grow and expose the Town to increased opportunity for liability. This would be covered as it is now by insurance, but the liabilities associated with this type of service transfer to the Town in the future.

System quality appears to be in great shape and has been built for a significant amount of growth; however future improvements/replacements/repairs are inevitable and will cost money. A tight budget has not allowed for a capital fund to be built, however under either entity this would remain the situation.

Also they are currently in a lawsuit concerning the current plant, the District hopes this will be resolved soon, however it has limited cost implications either way at resolution. The Town attorney is getting details and will be available if other questions on this or other items exist.

What happens to the current staff?

Current staff is expected to remain the necessary staff to continue operation, Town staff has been reduced in the recent past and there are areas in which additional staff maybe useful for other Town services. The staff will be brought on as close to parity in all aspects including benefits. The largest difference may be that District staff will be required by Town participation in the State Retirement System to contribute approximately 11% to their retirement instead of a voluntary system they currently are in.

What happens to the current debt?

Current debt (approximately 13.5 million) that is levied will continue to be levied in a property tax collected by the county and then transferred to pay the debt some of which will not go away for 20 more years. However, this debt will continue to remain the debt of the current Sanitary District property owners and will not be transferred to the rest of the Town. Also the Sanitary District Board has been able to reduce this levy in recent years by using loan proceeds to offset annual debt payments, however this cannot/will not continue and under either scenario is expected to go up significantly in the coming years. The Town also continues to pay its portion already agreed to out of General Fund during this same time, originally intended to expand economic development opportunities that have not really materialized yet.

Recommended Action (Motion): Approve the following:

Move to approve Resolution

Instructions to the Clerk: Prepare for notice of election if approved for March 12th.



RESOLUTION 2013-877

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE (TOWN), YAVAPAI COUNTY, ARIZONA,
APPROVING THE DISSOLUTION OF AND ACCEPTING TRUSTEESHIP OF
THE CAMP VERDE SANITARY DISTRICT (DISTRICT)
AND ENSURING THAT ALL OBLIGATIONS AND DEBTS OF THE
DISTRICT SHALL BE PAID WHEN DUE
FROM FUNDS AVAILABLE TO THE TRUSTEES FROM THE DISTRICT**

WHEREAS, the Camp Verde Sanitary District ("District") has approved, by resolution, the dissolution of the District and transfer of all assets, property, and powers, duties and responsibilities of the District Board, officers and employees to the Town of Camp Verde; and

WHEREAS, pursuant to ARS §48-2029(A),(D),(E), (F), (G) and (H), a sanitary district, the territory of which is wholly or partially included within the corporate limits of the Town, may be dissolved provided the dissolution is approved by a resolution or ordinance passed by the Board of Directors of the Sanitary District and by the Town Council; and

WHEREAS, the District has a bonded indebtedness and legal indebtedness following approval of dissolution; as a result, the District must be administered by the Town pending dissolution and the administration of District affairs vests in trust with the Town Council. Members of the Town Council become Trustees of the District for all purposes of the District and have the powers and duties prescribed for the Board of Directors of the District, including, without limitation, operating the facilities of the District and (if necessary) issuing and selling bonds previously authorized for improvements prior to dissolution of the District. Such indebtedness and obligations of the District are not and shall not be indebtedness or obligations of the Town, except that the Town Council shall be responsible as Trustees to ensure that all obligations and debts of the District shall be paid when due from funds available to the Trustees solely from the District and not from the Town; and

WHEREAS, until dissolution, nothing shall preclude the District from continuing to carry on its activities and transacting its business, or from entering into contracts and agreements otherwise authorized or from transferring any property of the District to the Town; and

WHEREAS, members of the District Board of Directors, if the terms of such members have not expired, shall serve as an Advisory Board to the members of the Town Council who sit as Trustees of the District until the dissolution of the District and shall serve as an Advisory Board to the Town Council following dissolution of the District until expiration of their respective terms or earlier vacancy of office; and

WHEREAS, the Town of Camp Verde agrees to the dissolution of the District and the acceptance of Trusteeship of the Camp Verde Sanitary District; and

WHEREAS, upon approval by the voters, the Town shall assume the assets which are located within the unincorporated area of the county within the District; assume the operation and maintenance of the entire sanitary sewage collection, treatment and effluent disposal system external to its boundaries pursuant to Title 9, Chapter 5.

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde resolve, pursuant to ARS §48-2029, to approve of the dissolution of and accept responsibility as Trustee of the Camp Verde Sanitary District.

Passed, approved, and adopted at the Special Session of the Mayor and Common Council of the Town of Camp Verde held on January 9, 2013.

Bob Burnside, Mayor

Attest:

Approved as to form:

Deborah Barber, Town Clerk

William Sims, Town Attorney

ORDINANCE NUMBER 2013-1

AN ORDINANCE OF THE CAMP VERDE SANITARY DISTRICT, CAMP VERDE, ARIZONA, JANUARY 2, 2013 AUTHORIZING THE DISSOLUTION OF THE DISTRICT.

Be it resolved by the Board of Directors of the Camp Verde Sanitary District, Camp Verde, Arizona:

SECTION 1: Approval is given to transfer all powers, duties and responsibilities of the Board of Directors, officers and employees of the Camp Verde Sanitary District to the Town of Camp Verde, as trustee.

SECTION 2. The District is hereby dissolved.

SECTION 4. This Ordinance shall become effective upon approval by a majority of the qualified electors of the Camp Verde Sanitary District and a majority of the qualified electors of the Town of Camp Verde.

PASSED AND ADOPTED BY THE CAMP VERDE SANITARY DISTRICT BOARD OF DIRECTORS, CAMP VERDE, ARIZONA ON JANUARY 2, 2013.

Chip Norton, Chairperson

Attest: _____
Jan Grogan, District Clerk



Agenda Item Submission Form – Section I

Meeting Date: January 9, 2013

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

Requesting Department: Council

Staff Resource/Contact Person: Councilor Bruce George

Agenda Title (be exact): Discussion, consideration, and possible direction to staff to construct or purchase a plaque honoring the donation of land for river access at the Rezzonico Family Park.

List Attached Documents: N/A

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews Completed by:

Department Head: _____ **Town Attorney Comments:**

Finance Department

Fiscal Impact:

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

Comments:

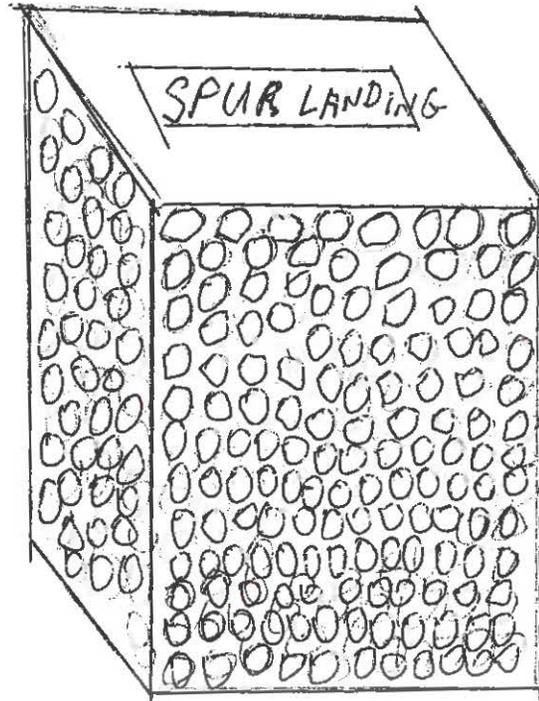
Background Information: I believe that it would be appropriate to honor those who donated the riverfront access at the park. I have attached a sample drawing of a plaque for Council consideration.

Recommended Action (Motion): Direct staff to construct or purchase a plaque honoring the donation of the river access at the Rezzonico Family Park.

Instructions to the Clerk: N/A

Spur Landing

QR



SPUR LANDING OR

This river access land was donated to the town of Camp Verde in 2006 by the Spur Land and Cattle Company that is owned by the Babbitt family. They are a prominent pioneer family that settled in Northern Arizona. Camp Verde is grateful to them for their generosity.

12

- Represents the Town at ceremonial functions at the request of the Mayor

ALL COUNCIL MEMBERS

All members of the Town Council, including those serving as Mayor and Vice Mayor, have equal votes. No Council Member has more authority than any other Council Member, and all should be treated with equal respect.

All Council Members should:

- Fully participate in Town Council meetings and other public forums while demonstrating kindness, consideration, and courtesy to others.
- Prepare in advance of Council meetings and be familiar with issues on the agenda. NOTE: IF A MEMBER IS UNABLE TO ATTEND A MEETING, EITHER IN PERSON OR TELEPHONICALLY OR BY OTHER ELECTRONIC MEANS, THE MEMBER SHOULD MAKE EVERY ATTEMPT TO LISTEN TO THE ENTIRE AUDIO OF THE MEETING THAT WAS MISSED. EXECUTIVE SESSION RECORDINGS MAY BE REVIEWED IN THE CLERK'S OFFICE ONLY.
- Represent the Town at ceremonial functions at the request of the Mayor or at the request of the Council.
- Be respectful of other people's time. Stay focused and act efficiently during public meetings.
- Serve as a model of leadership and civility to the community
- Inspire public confidence in Camp Verde government
- Provide contact information with the Town Clerk in case of an emergency or urgent situation arises while the Council Member is out of Town
- Demonstrate honesty and integrity in every action and statement
- Participate in scheduled activities to increase team effectiveness and review Council procedures, such as this Code of Conduct

MEETING CHAIR

The Mayor will chair official meetings of the Town Council, unless the Vice Mayor or another Council Member is designated as Chair of a specific meeting.

- Maintains order, decorum, and the fair and equitable treatment of all speakers
- Keeps discussion and questions focused on specific agenda items under consideration
- Makes parliamentary rulings. Chair rulings may be overturned if a Council Member makes a motion as an individual and the majority of the Council votes to overrule the Chair.