



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

**AGENDA
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, APRIL 18, 2012
6:30 P.M.**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) Regular Session – April 4, 2012
 - b) **Set Next Meeting, Date and Time:**
 - 1) April 25, 2012 at 6:30 p.m. – Council Hears Planning & Zoning Matters
 - 2) **Monday**, April 30, 2012 at 4:00 p.m. – Budget Work Session
 - 3) May 2, 2011 at 6:30 p.m. – Regular Session
 - 4) **Monday**, May 7, 2012 at 4:00 p.m. – Budget Work Session
 - 5) May 9, 2012 at 4:00 p.m. – Work Session Budget Review with Finance Director & Manager
 - 6) May 16, 2012 at 6:30 p.m. – Regular Session
 - 7) May 23, 2012 at 6:30 p.m. – Council Hears Planning & Zoning Matters
5. **Special Announcements & Presentations**
 - **Presentation of a plaque to Former Council Member Alan “Buck” Buchanan in appreciation for his service to the Town.**
 - **Possible approval of a proclamation declaring May 1 – May 7, 2012 as “Youth Week”, as requested by the Benevolent and Protective Order of Elks.**
 - **Welcome to the new businesses:**
 - ❖ **Ameri-Fab LLC – Phoenix**
 - ❖ **Clear Creek RV Park – 4483 E SR 260, Camp Verde**
 - ❖ **John Randel Mobile Home Service – Glendale**
 - ❖ **Candy Corral, LLC – Cottonwood**
 - ❖ **Solar Topps, LLC – Tempe**
 - ❖ **B & D Distributors, Inc. – Phoenix**
 - ❖ **Lexi’s on Main – Main Street, Camp Verde**
 - ❖ **Loren Vickers Overhead Door – Flagstaff**
 - ❖ **Usery Pass Enterprises – Cottonwood**
 - ❖ **Ellis Firearms, LLC – Camp Verde**
 - ❖ **Valley Fabrication – Cottonwood**
 - ❖ **Sedona Home Improvement, Inc. – Sedona**
 - ❖ **A special thank you also goes out to the 13 vendors that participated in the Petapalooza event**
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.**

Mayor Burnside requested the following item:

8. **Presentation, followed by discussion, consideration, and possible authorization for the Mayor to sign the Participation Agreement for Sector Partners O'Connor House Centennial Voter Engagement Project.**
9. **Jeffrey Hall of the Lowell Observatory will provide a presentation and discuss the new Discovery Channel Telescope and its potential economic impact. Staff Resource: Mel Preston**
10. **Presentation and possible discussion of the quarterly reports from the following:**
 - ❖ **Planning & Zoning Commission**
 - ❖ **Board of Adjustments**
 - ❖ **Camp Verde Chamber of Commerce**
11. **Discussion, consideration, and possible appointment of a Council member to fill the vacant seat left by the resignation of Former Council member Alan Buchanan. If necessary, direction may be given to staff to continue to solicit Letters of Interest. Note: if an appointment is made, this item may also include the administration of the Oath of Office. Staff Resource: Debbie Barber**
12. **Discussion, consideration, and possible authorization for the Mayor to execute the Agreement between the Town of Camp Verde and the low bidder, A.L.D. Inc., for Project #12-099: Town Campus Painting Project in the amount of \$38,849. Staff Resource: Ron Long**

Councilor George requested this item:

13. **Presentation, discussion, and possible direction to staff relative to preparing an ordinance increasing the Transaction Privilege Tax (sales tax), as well as potential changes to the Model City Tax Code to include, but not be limited to exemptions for electricity and food, property tax, etc. If directed, the ordinance(s) will be placed on a future agenda for consideration. Staff Resource: Russ Martin/Mike Showers**
14. **Presentation, discussion, and possible adoption of the Capital Improvement Plan. Staff Resource: Russ Martin/Mike Showers/Melissa Preston**
15. **Call to the Public for items not on the agenda.**
16. **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.
17. **Adjournment**

Posted by:

U Jones

Date/Time:

4-12-12

2:15 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.

DRAFT
MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS
WEDNESDAY, APRIL 4, 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

The meeting was called to order at 6:30 p.m.

2. Roll Call

Mayor Burnside, Vice Mayor Kovacovich, Councilors Whatley, George, Baker and German were present; Councilor Buchanan was absent.

Also Present: Town Manager Russ Martin, Community Development Director Mike Jenkins, Finance Director Mike Showers, Economic Development Director Mel Preston, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

The Pledge was led by Baker.

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

a) Approval of the Minutes:

1) Regular Session – March 21, 2012

b) Set Next Meeting, Date and Time:

1) April 18, 2012 at 6:30 p.m. – Regular Session

2) April 25, 2012 at 6:30 p.m. – Council Hears Planning & Zoning Matters

3) Monday, April 30, 2012 at 4:00 p.m. – Budget Work Session

c) Possible approval of Ordinance 2012-A381, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Town Code Article 2-1, Section 2-1-4, Vacancies in Council. This amendment requires a vacancy to be filled by election if the vacancy occurs more than 30 days prior to the nomination petition deadline for the next regularly scheduled election. Staff Resource: Debbie Barber

On a motion by Kovacovich, seconded by George, the Consent Agenda was approved as presented, with the addition noted; Baker abstained since she had not been present at the meeting.

Kovacovich requested an addition to the Minutes of March 21, 2012; on Page 2, Item 6, add the word (underlined) to the statement by Kovacovich, "Verde Valley Water User's Association meeting would take.."

5. Special Announcements & Presentations

There were no special announcements or presentations.

6. Council Informational Reports.

Whatley reported on her attendance at the designation of the Center of Arizona; staff did a remarkable job in making the plaque setting presentable. Whatley congratulated Healthy Thymes on its six-year anniversary, and expressed her sadness over the loss of Boom-Boom at Out of Africa.

George said he had been in South Carolina visiting his Great Grand Triplets.

Kovacovich said he was also at the dedication of Center of Arizona, and thanked staff for doing a great job; hopefully it will be a great attraction for tourists.

German was also at the dedication, and echoed the comments congratulating the staff for the job well done; the Petapaloosa on Saturday was a huge success.

Baker commented on the letter that the other members had also received from the Verde Archaeological Center complimenting the staff on the help they had given during the recent successful Archaeological Fair.

Burnside reported that he had enjoyed a long meeting with the Town Manager today; Burnside outlined the details of the upcoming raffle to be held by Clear Creek Cemetery on April 15th at 9:30 a.m.; volunteers are needed to help with keeping the area cleaned up. Burnside announced that Ace Hardware is offering a 17 percent discount this Saturday on any items in the store. He also commented on information available online to make sure that the intent in making a gift or donation to a particular cause is protected.

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

(Comments from the following individuals are summarized.)

Latahna Fulton, Event Chairman for the Camp Verde Relay for Life, announced the upcoming Fourth Annual Event scheduled for June 1st, a 12-hour event commencing at 6:00 a.m. The funds generated are used for the various programs dealing with cancer treatment, research and prevention. Community support is important to the success of the event, and teams are invited to participate. She issued an invitation to the Town and the businesses to help "paint the Town purple," as a way to make the community aware of the event that will take place.

Sandy Ashton, a volunteer at the Camp Verde Animal Shelter, expressed her concern over rumors that the Shelter might be shut down and return to contracting with Yavapai County. She described numerous problems resulting in animal abuse from that former arrangement, and requested that all measures be considered to keep the Shelter open.

Melanie Hicks said that she feels that Planning & Zoning has erred in their definition of modular home vs. manufactured home; she lives in a site-built-only homes area, and a mobile manufactured home has been moved into that area last week. She said that she and her neighbors are here to request that the error be corrected and the mobile manufactured home be removed immediately. It is not a modular home, which P&Z has said would be allowed in the area. Ms. Hicks outlined the definitions of a modular home and a manufactured home. Her subdivision name is Verde Lakes 5; it has ten site-built homes only, which was the reason she bought her home there. Ms. Hicks distributed packets of material defining the difference between the two types of homes, and requested a halt to the home currently being moved in.

Sam Reidl said he just bought a home in Verde Lakes 5; he had understood it was for stick-built homes only, no manufactured homes in the area. He reiterated in detail the concerns expressed by the previous speaker; he is ready to sell his home and move back out rather than put up with the possibility of more mobile homes being allowed into the area.

Ed Collins also spoke in protest of the mobile home issue that has come up in the neighborhood. He spoke with members of Planning & Zoning, one of whom said he could not define the difference between a mobile home and a modular home; the home being brought in is not a modular home and needs to be taken out.

Burnside requested that the Town Manager look into the concerns expressed by the speakers representing Verde Lakes 5, and to research the history of the Animal Shelter. As for the Relay of Life, Burnside suggested possibly placing some purple ribbons around some of the light poles.

There was no further public input.

8. **Presentation and possible discussion of the FY10/11 Audit.** Staff Resource: Mike Showers
There was no action taken.

Finance Director Showers introduced Scott Graff from Colby & Powell, Certified Public Accountants, who presented to the Council a comprehensive report outlining their approach to the audit of the financial statements for the year ending June 30, 2011, as well as the findings and recommendations for improvements in internal controls. He referred to the letter accompanying the report stating that the financial statements presented fairly, in all material respects, the financial position of the Town of Camp Verde, which he noted reflected a clean opinion on the financial statements. Mr. Graff made recommendations to streamline the Policies and Procedures and improve internal controls, and congratulated the Town on a job well done. During discussion and clarification of portions of the report, it was agreed that the line item identified as "Library Endowment" would be corrected to "Library Building Fund." There was also a recommendation to discontinue the practice of maintaining an audit committee.

9. **Presentation, update, discussion, and possible direction to staff relative to Economic Developments efforts, including but not limited to regional efforts (VVREO), 4th Friday, Archaeology Center, Fort Verde, etc.** Staff Resource: Melissa Preston
There was no action taken.

Economic Development Director Preston gave a comprehensive report outlining the areas she has been working on, including the CIP planning based on the recent survey, tourism promotion, business attraction, retention and outreach, as well as community partnerships and outreach, and the numerous meetings attended and contacts made to support those efforts. Ms. Preston also reviewed plans for creating an economic development strategic plan including a business incubation project, and her intention to request funding for a feasibility study to support an ACA grant application. During the presentation, Burnside suggested that Ms. Preston also direct her marketing efforts toward helping all of the existing businesses in Town, not just the Fort and the Archaeology Center, and thanked her for the job she is doing. Ms. Preston agreed to present another report in three months.

10. **Presentation, discussion, and possible direction to staff relative to the most effective approach in developing a Water Conservation Program as directed by Council on February 6, 2008.** Staff Resource: Mike Jenkins

Staff was directed to continue gathering information and ideas to present to the Commission in order to develop a policy plan for a Town-sponsored education program on water conservation, as directed by Council in 2008, to be incorporated into the future update of the General Plan.

Community Development Director Jenkins said that the Council had directed the Commission in 2008 to move forward in developing a water conservation program. Following that directive, the department was faced with the problem that since the Town does not own the water company, its control is somewhat limited as far as sanctions or incentives to mandate or encourage the public to conserve water. Staff has gathered policies and ordinances from surrounding Arizona communities that have worked on water conservation, and the Commission was requested to review that material from the standpoint of how it might best serve Camp Verde, which the Commission has done, including contacting members of the community. Staff subsequently noted that the General Plan contains a section setting forth water conservation as one of the main goals, and discussed with the Commission delaying an approach to developing the water conservation program until it can be included in the water resources element of the General Plan upcoming update process, and that is the suggested approach that staff was requested to bring to Council.

The Council discussed with Jenkins the suggestion and request from the Commission. It was generally agreed that staff would continue working with the Commission pursuant to the previous direction given by

the Council, so that the Commission can start evaluating a water conservation program, as well as to come up with appropriate recommendations for water conservation to discuss incorporating into the General Plan.

11. **Presentation, discussion, consideration, and possible approval or denial to acquire parcels 403-23-098 (aka Park Parcel) and 403-23-099 (aka Drainage Easement Parcel) from the State of Arizona Division of Emergency Management for recording and administration costs. Both parcels are a part of the Groseta Gardens Subdivision as recorded in the Final Plat in Book 21 of Plats and Maps, Map 86 of the Yavapai County Recorder's Office. The subject parcels are located on the south side of Finnie Flat Road, east of the intersection at SR 260 and Finnie Flat Road. Staff Resource: Mike Jenkins**
On a motion by German, seconded by Baker, the Council unanimously voted to acquire Parcels 403-23-098 and 403-23-099 from the Arizona Division of Emergency Management, both of which are located within the Groseta Gardens Subdivision, and to authorize the Mayor to sign all documents for the acquisition; further, staff is requested to negotiate splitting the Title Insurance and Recording costs with the State.

Jenkins reviewed the background of the offer from the State of Arizona Division of Emergency Management to turn over the subject two parcels of property to the Town; ownership of property is not one of the responsibilities of that department, and the State needs to dispose of those parcels. Jenkins said he confirmed the history of the ownership of the properties, and has reviewed the issue with the Town Attorney. It was recommended that the State execute a quitclaim deed to effect the transfer to the Town. The Council discussed with Jenkins how the parcels could be utilized and the need for the State to rid itself of the property. The discussion ended with agreement to acquire the parcels, and to suggest that the costs for the transfer be negotiated, with the State to share the expense equally.

12. **Discussion, consideration, and possible direction to staff relative to updates and requested action(s) concerning proposed legislation that affects the Town.** Staff Resource: Russ Martin
There was no action taken.

Town Manager Martin reported on the status of proposed legislation, including the Senate killing the consolidated election bill as it had been presented. The Governor vetoed the Parks bill; however, that was done in order to try to strengthen it through a rewrite to come up with a better document. Martin also commented on the Governor's stated defense of local control.

13. **Call to the Public for items not on the agenda.**
(Comments from the following individual are summarized.)

Ramona Aldridge said she had questions regarding the report made by Melissa Preston in Item 9. Ms. Aldridge is a business owner and Vice Chairman of the Chamber of Commerce. She questioned why the existing small businesses are not given more support; she is more interested in how the Town is dealing with Shopping Locally instead of attracting more mom-and-pop businesses. Also, the first three Friday events only featured the buggy going to and from the Fort and The Horn, and did not help the other businesses at all. As for the 8:00 at night time, there is a different set of dynamics on South Main rather than up where there is drinking. Ms. Aldridge also noted that there are no business owners on the committee for the 4th Friday events; they do not even know what is going on. Ms. Aldridge said the only thing she got out of the report was the need for a plan and to spend \$20,000 for yet another feasibility study, which has been done countless times. *Burnside said that the Town Manager would respond to her questions.*

There was no further public input.

14. **Manager/Staff Report**

Martin repeated his appreciation for the staff putting together a great location for the Center of Arizona; staff will be continually making improvements and additions to it. Staff is open to any ideas or help with improvements; a specific need right now is for an artistic welder. Martin added that this weekend there is the

opportunity for free dumping of any and all trash, with the exception of hazardous waste. Martin also outlined the planned upgrade to the phone system. Martin reported that two responses have been received to the RFQ that had been requested for the sale of property; the next step will be to market and/or sell properties that have been identified.

German added that she thought it was really neat that at the dedication of the Center of Arizona some of the Camp Verde Cavalry were there in full uniform on horseback.

15. **Adjournment**

On a motion by German, seconded by Baker, the meeting was adjourned at 9:06 p.m.

Bob Burnside, Mayor

Margaret Harper, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on the 4TH day of April 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2012.

Debbie Barber, Town Clerk



**TOWN OF CAMP VERDE
CAMP VERDE, ARIZONA**

**PROCLAMATION
Declaring
May 1, 2012 through May 7, 2012
As
Youth Week**

- WHEREAS, the Benevolent and Protective Order of Elks has designated the first week in May, as Youth Week to honor America's Junior Citizens for their accomplishments, and to give fitting recognition of their services to Community, State and Nation; and,
- WHEREAS, Jerome Lodge #1361 will sponsor an observance during that week in tribute to the Junior Citizens and this Community; and
- WHEREAS, no event could be more deserving of our support and participation than one dedicated to these young people who represent the nation's greatest resource, and who in the years ahead will assume the responsibility for the advancement of our free society; and
- WHEREAS, our Youth need the guidance, inspiration and encouragement which we alone can give In order to help develop those qualities of character essential for future leadership; and go forth to serve America; and
- WHEREAS, to achieve this worthy objective we should demonstrate our partnership with Youth, our understanding of their hopes and aspirations and a sincere willingness to help prepare them in every way for the responsibilities and opportunities of citizenship;

NOW THEREFORE the Mayor and Common Council of the Town of Camp Verde, Camp Verde, Arizona do hereby designate May 1, 2012 through May 7, 2012 as Youth Week, and urge all departments of government, civic, fraternal and patriotic groups, and our citizens generally, to participate wholeheartedly in its observance.

Proclaimed this 18th day of April 2012

Bob Burnside, Mayor

ATTEST:

Deborah Barber, Town Clerk

| ID | CODE | NAME | MAILING ADDRESS | PROPERTY ADDRESS |
|------|---------------------|---|--|-------------------|
| 2317 | CONT | AMERI-FAB LLC | MARCI MITCHELL PO BOX 87298 PHOENIX, AZ 85080 | |
| 2318 | COMMENTS: SPEC-V | BL060 - [REDACTED] COSTCO WHOLESALE | TOM RUSSELL 3911 E HWY 69 PRESCOTT, AZ 86301 | 395 MAIN STREET |
| 2319 | COMMENTS: LOD | BL060 - [REDACTED] CLEAR CREEK RV PARK | CHUCK BARNES 4483 E HWY 260 CAMP VERDE, AZ 86322 | 4483 E HWY 260 22 |
| 2320 | COMMENTS: CONT | BL060 - [REDACTED] JOHN RANDEL MOBILE HOME SERVI | JOHN RANDEL 5350 W BELL ROAD C-122-604 GLENDALE, AZ 85308 | |
| 2321 | COMMENTS: RET | BL060 - [REDACTED] CANDY CORRAL, LLC | WILLIAM HATTAN 1028 N MAIN ST STE A COTTONWOOD, AZ 86326 | |
| 2322 | COMMENTS: CONT | BL060 - [REDACTED] SOLAR TOPPS LLC | D. WONG 819 W 22ND ST SUITE 102 TEMPE, AZ 85282 | |
| 2323 | COMMENTS: RET | BL060 - [REDACTED] B & D DISTRIBUTORS INC | BARB MODZELEWSKI 3630 E GOLD FINCH GATE LANE PHOENIX, AZ 85044 | 813 FINNIE FLAT |
| 2324 | COMMENTS: RET | BL060 - [REDACTED] LEXIS ON MAIN | PAMALA WRIGLEY 506 S YAQUI CIRCLE CAMP VERDE, AZ 86322 | 564 S MAIN ST |
| 2325 | COMMENTS: SPEC-V | BL060 - [REDACTED] GUNNER'S BBQ PIT | 1475 S HOGAN LANE COTTONWOOD, AZ 86326 | 395 S MAIN STREET |
| 2326 | COMMENTS: SPEC-V | BL060 - [REDACTED] PHOENIX OBSIDIAN DESIGNS | 144 HUGHES RD. SUITE G GRASS VALLEY, CA 95945 | 395 S MAIN |
| 2327 | COMMENTS: SPEC-V | BL060 - [REDACTED] DOUGLAS MORRISON PHOTOGRAPHS | PO BOX 210 CORNVILLE, AZ 86325 | 395 S MAIN STREET |
| 2328 | COMMENTS: SPEC-V | BL060 - [REDACTED] LARRY KELLEY PHOTOGRAPHER | 305 E RANCHO VISTA WAY COTTONWOOD, AZ 86326 | 395 S MAIN STREET |
| 2329 | COMMENTS: SPEC-V | BL060 - [REDACTED] PHOTOGRAPHY BY BOB SHUMAN | 180 BARCELONA ROAD SEDONA, AZ 86336 | 395 S MAIN |
| | COMMENTS: | BL060 - [REDACTED] | | |

| ID | CODE | NAME | MAILING ADDRESS | PROPERTY ADDRESS |
|------|---------------------|---|---|------------------------|
| 2330 | SPEC-V | OLD TOWN MUG COMPANY | PO BOX 1768 COTTONWOOD, AZ 86326 | 395 S MAIN |
| 2331 | COMMENTS: CONT | BL060 - [REDACTED] LOREN VICKERS OVERHEAD DOOR I | PO BOX 3646 FLAGSTAFF, AZ 86003 | |
| 2332 | COMMENTS: CONT | BL060 - [REDACTED] USERY PASS ENTERPRISES | DAN SCOTT 2030 S HOGAN LN COTTONWOOD, AZ 86326 | 2030 S HOGAN LN |
| 2333 | SPEC-V | BIG DOG PUBLISHING | BIG DOG PUBLISHING P O BOX 11868 PRESCOTT, AZ 86304 | |
| 2334 | RET | ELLIS FIREARMS LLC | MITCHELL ELLIS 723 FINNIE FLAT RD #143 CAMP VERDE, AZ 86322 | 723 W FINNIE FLAT #143 |
| 2336 | COMMENTS: CONT | BL060 - [REDACTED] VALLEY FABRICATION | ROGER ESPINOSA 1485 S MANO LN COTTONWOOD, AZ 86326 | 4900 N HAYFIELD DRAW |
| 2337 | COMMENTS: SPEC-V | BL060 - [REDACTED] INVISIBLE FENCE OF NOTHERN AZ | PO BOX 3407 PRESCOTT, AZ 86302 | PO BOX 3407 |
| 2338 | SPEC-V | OLSEN'S GRAIN | PO BOX 427 CHINO VALLEY, AZ 86323 | PO BOX 427 |
| 2339 | SPEC-V | AZ CELLULAR | 34835 N 80TH WAY SCOTTSDALE, AZ 85266 | 34835 N 80TH WAY |
| 2340 | SPEC-V | ADVENTURE AUTO GLASS | 5839 N GALLERY LANE PRESCOTT VALLEY, AZ 86314 | 5839 N GALLERY LN |
| 2341 | CONT | SEDONA HOME IMPROVEMENT INC | DAVID DONAHUE 480 NORTHVIEW RD SEDONA, AZ 86336 | 480 NORTHVIEW RD |
| 2342 | COMMENTS: SPEC-V | BL060 - [REDACTED] KMBK LLC DBA DIPPIN DOTS | 7766 E. MESTENO RD PRESCOTT VALLEY, AZ 86315 | 7766 E MESTENO RD |

TOTAL LICENSES: 25

13 Special events
12 Bus Lic



Participation Agreement for Sector Partners O'Connor House Centennial Voter Engagement Project

On behalf of (organization) **Town of Camp Verde**, as Mayor, I understand:

1. The O'Connor House Arizona Centennial Voter Engagement Project is a project of O'Connor House, and that as a Sector Partner, I will honor its vision, mission and the laws governing nonprofits.
2. The Centennial Voter Engagement Project is committed to the O'Connor House Vision *To create an Arizona where important policy decisions are made through a process of civil discussion, critical analysis of facts and informed participation of all citizens.*
3. O'Connor House is dedicated to using civil talk that leads to civic action and that the Centennial Voter Engagement Project embodies the process of convening, collaboration, and catalyzing action at the grass roots level to reach its goals.
4. The Centennial Voter Engagement Project is a nonpartisan effort as directed by laws regulating nonprofits.
5. Neither the name of Justice Sandra Day O'Connor nor O'Connor House may be used in conjunction with fundraising for any Sector Partner.
6. My organization will assist to identify and recommend citizens from the communities I serve that could become local teams to assist with registration, "getting out the vote" or related work to implement the strategies.
7. I give The O'Connor House Centennial Voter Engagement Project Executive Committee permission to list my name and/or organization as a Partner on its website or related marketing materials.

I have read the above and further understand that the "Participation Agreement for Sector Partners" sets forth the minimum expectations for performance in promoting increased educated voter participation to ensure good government of the people for Arizona's 2nd Century.

Bob Burnside, Mayor

Date

Town of Camp Verde
473 S. Main Street, Ste. 102
Camp Verde, AZ 86322
(928) 567-6631
bob.burnside@campverde.az.gov

Please mail, fax or email to: □ O'Connor House c/o Elva Coor, Chair of the Centennial Voter Engagement Project 1300 North College Avenue, Phoenix, AZ 85281 □ Fax: 480-829-9008 □ elva@oconnorhouse.org







Because Arizonans are less engaged in their communities than citizens of many other states, **Civic Engagement & Education** has been selected as a key issue to be addressed by O'Connor House

The goal is to find ways to inspire greater community engagement at all levels.

Civic Engagement & Education

- Arizonans feel a growing disconnect with the leaders they elect to represent them
- Levels of confidence in government are declining
- The 2009 Gallup Arizona Poll found that **only 10%** of Arizonans believe their elected officials represent their interests

Civic Engagement & Education

The first step toward stimulating greater engagement is to capitalize on Arizona's 100th Anniversary by the formation of the

Centennial Voter Engagement Project

VOTE FOR THE ARIZONA YOU WANT



The **GOAL** of the project

The informed participation of all Arizona citizens

Without this informed participation the policy changes needed to prepare Arizona for it's 2nd century will not likely occur

VOTE FOR THE ARIZONA YOU WANT

Over a **1000 organizations** in cities, towns and counties throughout Arizona are **partnering** with O'Connor House to implement the **goal of transforming Arizona** into a **top 10 state in the nation in voter engagement** through increased voter registration and voter turnout

VOTE FOR THE ARIZONA YOU WANT



Among the tools being used is the Justice O'Connor inspired 15 interactive video games under the name, "**iCivics**" to use in schools and afterschool programs to help make learning civics fun, exciting and interesting for children.

Even adults enjoy being President and developing a national budget or taking the role of a Supreme Court Justice.

VOTE FOR THE ARIZONA YOU WANT

The goal of O'Connor House is for every organization to work together on this Centennial Voter Engagement Project. This statewide collaboration will inform and inspire citizens to achieve the Arizona they want.

VOTE FOR THE ARIZONA YOU WANT



To have a state where citizens consider issues with an informed and open mind, have respect for others views and participate actively in civic life.

VOTE FOR THE ARIZONA YOU WANT



WE INVITE YOU TO BECOME A VOTER ENGAGEMENT PARTNER

Voter Engagement Partners (VEP) are key to implementing the goals of the **nonpartisan** Centennial Voter Engagement Project (CVEP) in your county, city or neighborhood.

WE INVITE YOU TO BECOME A VOTER ENGAGEMENT PARTNER

- VEPs will connect with organizations called **Sector Partners (SP)** that have the ability to reach specific groups of citizens
- This will ensure all citizens become part of a statewide conversation designed to inspire them to be well-informed and to fully engage in our democratic process

ROLES TO BE FILLED

BECOME A VEP LEADER: Develop teams to find ways to help local citizens be well-informed, register voters and later to get-out-the-vote

LEADERS NEEDED

- **County VEP Leaders:** An energetic person with connections and organization skills to recruit local leaders in cities and towns
- **City and Town Leaders:** Same kind of person that "gets things done"

OTHER NEEDS

SECTOR PARTNER RECRUITER

- Goal is to create a collaboration of organizations throughout the community, with emphasis on those local branches of statewide Sector Partners to work together to achieve goals
- Identify and engage other organizations as well

SOCIAL MEDIA:

- volunteer to stimulate local conversation and action by using social media

OTHER NEEDS

WEBSITE:
If possible find someone to create a local website for project

LIST-KEEPING AND STAFF ASSISTANCE:
Volunteers to maintain team list, set-up meetings, send notices, keep files, etc.

HOW TO FIND GREAT PARTNERS AND VOLUNTEERS

- Through local non-profits
- Faith Communities
- Schools, universities, community colleges
- Local business and government community relations representatives
- Retirees
- Parents of school children

SECRETS WE HAVE LEARNED ABOUT TEAM-BUILDING

Energy Counts

1. Strive to have 20 or more at each meeting
2. Have as many different organizations represented as possible
3. Remind them of the figures and the goals
4. Remind them of the importance of the timing and deadlines for registration
5. Use the video Justice O'Connell made along with the power points provided by CVER
6. Beginning with the teams that are farthest along, have each share their "reach" status, timetable and their most effective recruitment secret
7. Ask for ideas for how they see helping people become informed
8. Ask for ideas how to reach the 50% that don't vote



LET'S GET GOING

- Who would like to participate in the team that will move forward to organize your region
- Do you want to decide now who will be the key contact person – or leader?
- What will be your next step
- Your CVEP primary contact is:
Kate Teske kate@teskeaz.com



THANK YOU

Together, as well-informed and engaged citizens, we can make some great things happen that will ensure good government for Arizona's second century

WE CAN CREATE THE ARIZONA THAT YOU WANT



Agenda Item Submission Form – Section I

Meeting Date: April 18, 2012

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

Requesting Department: Economic Development

Staff Resource/Contact Person: Mel Preston

Agenda Title (be exact): Presentation on Lowell Observatory's new Discovery Channel Telescope and economic impact, Jeffrey Hall

List Attached Documents: Powerpoint, Lowell Observatory and Discovery Channel Telescope

Estimated Presentation Time: 10 Minutes

Estimated Discussion Time: 10 Minutes

Reviews Completed by:

- Department Head: Town Attorney Comments: N/A

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: None

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

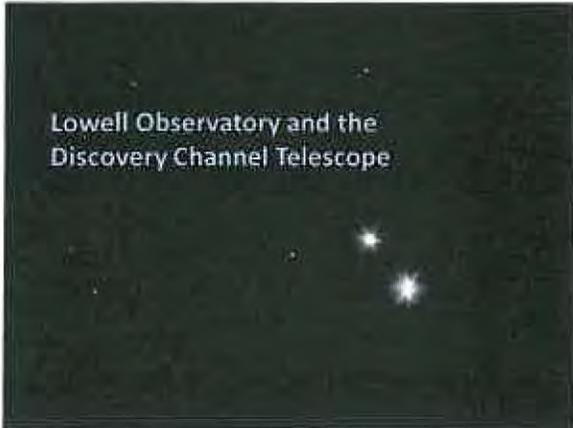
Comments:

Background Information: Lowell Observatory's new \$50 million, 4.3 meter Discovery Channel Telescope is perched high on the Mogollon Rim overlooking the Verde Valley. Under pristine dark Arizona skies, the site offers an unobstructed view of the heavens in all directions.

In addition to presenting this evening, Lowell Observatory has offered to set up three small telescopes for viewing the night sky during the next Free Fourth Friday, on April 27, 8pm, in the Wingfield Plaza parking lot.

Recommended Action (Motion):

Instructions to the Clerk: Section II not required







Lowell's next century: the DCT era



The dome: 3 years to construct



The primary mirror: 5 years from casting to integration









The months ahead



**QUARTERLY REPORT
Planning and Zoning Commission
January – March 2012**

REGULARLY SCHEDULED MEETINGS: 2

JOINT WORK SESSIONS: 0

SPECIAL SESSIONS: 1

THURSDAY JANUARY 5, 2012 – REGULAR SESSION

Roll call: Chairman Joe Butner, Vice Chairman Chip Norton, Commissioners Jim Hisrich, Greg Blue, Howard Parrish and Dave Freeman. Commissioner Michael Hough absent.
Also attending: Community Development Director Mike Jenkins and Recording Secretary Margaret Harper

THURSDAY FEBRUARY 2, 2012 – SPECIAL SESSION

CANCELLED, there were no items to be heard.

THURSDAY MARCH 1, 2012 – REGULAR SESSION

Roll Call: Chairman Joe Butner, Vice Chairman Chip Norton, Commissioners Greg Blue, Howard Parrish and Dave Freeman. Commissioners Jim Hisrich and Michael Hough were absent.
Also attending: Community Development Director Mike Jenkins, Asst. Planner Jenna Owens and Recording Secretary Margaret Harper.

THE FOLLOWING RECOMMENDATIONS WERE MADE TO COUNCIL:

There were no recommendations to Council.

THE FOLLOWING PRESENTATIONS WERE HEARD BY THE COMMISSION:

03-01-2012

6. Discussion on preparing a Water Conservation Plan. Mike Jenkins

There was no action taken.

Community Development Director Jenkins advised the Commission that the subject item has been pending since Council action taken on February 6, 2008. Jenkins explained that at a recent staff meeting on this issue, it was noted that the General Plan has a Water Resources section, an element of the General Plan that was required by State law, and an update on the General Plan is required by the year 2014, a process that involves an average of two years to complete. Jenkins suggested that the Commission seek Council approval to address the Water Conservation Plan simultaneously with updating the General Plan Water Resources element, thereby avoiding a duplication of effort. With that in mind, Jenkins proposed that the members during the next month review the copies of the current Water Resources element, together with the material from the Arizona Department of Water Resources on Conserving Water Today for Arizona's Tomorrow, which had been included in the Agenda packets. Although the Arizona Department of Water Resources is moving toward creating an ordinance, Jenkins questioned not only how the Town of Camp Verde would enforce a similar ordinance, if enacted, but what the public reaction would be. If addressed through the General Plan process, the community would be taking an active part in the many public meetings required prior to adoption by the Council.

An in-depth discussion commenced with comments favoring combining the subject issue with updating the General Plan, while keeping in mind the need to include stringent measures to be followed during periods of drought. During the discussion it was suggested that it would be beneficial to have input from the ditch bosses and the Water District, in particular as to what they think should be regulated, and how, as well as from River conservation people sharing their viewpoints, at a future meeting. It was also suggested that former Mayor Tony Gioia be invited to participate, because of his active interest in water issues over recent years. Jenkins commented that the City of Sedona will be holding workshops on their General Plan, and has invited several Planners from the Verde Valley to attend those workshops, the subject of which is sustainability of the communities through food production in the Verde Valley and water conservation. Butner strongly questioned any possible benefit of joining in on a sustainability plan with Sedona, since that city has extremely limited agricultural and water resources. Some discussion followed on the comparison of available tillable land and water between Sedona and neighboring communities, as well as looking to the General Plan for guidance on the impact of future development on the Town's water resources. The issues of sustainability and water resources were discussed further; including researching a possible increase in tax breaks through the County downsizing the required size of parcels for growing produce. It was agreed that sustainability and water conservation are increasingly important goals for Camp Verde.

Jenkins reiterated that the ditch bosses, and any other groups that the Commission would suggest, will be invited to participate, possibly in the April meeting. Asst. Planner Owens said that she will be sending out letters of invitation following the suggestions from the members. It was agreed that Jenkins will announce to the Council that the Commission will be planning to address the Water Conservation Plan by incorporating it as an element into the General Plan; the aims of the Water Conservation Plan could also be memorialized in a brochure to educate the citizens. Jenkins will also contact the County Assessor to follow up on the previous discussion regarding possible tax breaks based on parcel sizes for growing produce in connection with sustainability and water conservation goals.

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

There were no items tabled, postponed or continued by the P & Z Commission.

THE FOLLOWING ITEMS WERE DISCUSSED BY THE COMMISSION:

01-06-2012

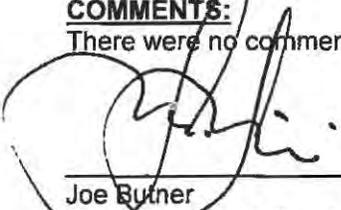
6. Election of Officers.

On a motion by Norton, seconded by Freeman, the Commission voted 5-1 to re-elect Joe Butner as Chairman, and elect Greg Blue as Vice Chairman; with Greg Blue abstaining.

TRAINING: None

COMMENTS:

There were no comments.



Joe Butner

Chairman of the Planning and Zoning Commission

**QUARTERLY REPORT
Board of Adjustments
January – March 2012**

REGULARLY SCHEDULED MEETINGS: 3

January 10, 2012 – Regular Session

Roll Call – Chairman Al Roddan, Board Members Jim Bullard Sr., Jim Bullard Jr., and Mike Hough were present; Vice Chairman Doug Stevens arrived at 3:15 p.m.; Board Members Jim Binick and Murray Lichty were absent.

Also present: Asst. Planner Jenna Owens and Recording Secretary Margaret Harper.

February 14, 2012 - Regular Session

Meeting was cancelled due to lack of a quorum.

March 13, 2012 - Regular Session

Roll Call – Chairman Doug Stevens, Vice Chairman Al Roddan, Board Members Jim Binick, Jim Bullard Sr., Jim Bullard Jr., and Murray Lichty were present; Board Member Michael Hough was absent

Also present: Building Official Robert Foreman, Councilor Alan Buchanan, Asst. Planner Jenna Owens, and Recording Secretary Margaret Harper.

SPECIAL SESSION MEETINGS: 0

WORK SESSIONS: 0

THE FOLLOWING APPLICATIONS WERE APPROVED:

No Applications were approved.

THE FOLLOWING APPLICATIONS WERE DENIED:

There were no applications denied.

THE FOLLOWING APPEALS WERE DENIED:

There were no appeals denied.

THE FOLLOWING ITEMS WERE DISCUSSED BY BOARD:

01-10-2012

6. Election of Officers.

On a motion by Roddan, seconded by Hough, the Commission unanimously elected Doug Stevens as Chairman.

THE FOLLOWING ITEMS WERE DISCUSSED IN WORK SESSIONS:

There were no items discussed in work sessions.

THE FOLLOWING PRESENTATIONS WERE HEARD BY THE BOARD:

03-13-2012

6. Discussion of purpose and responsibilities of the Board of Adjustment and Appeals.

Power-point and presentation by Jenna Owens and Robert Foreman

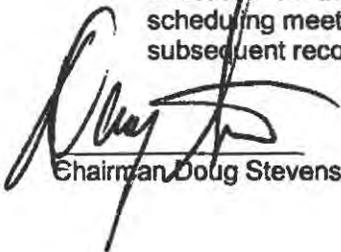
Asst. Planner Owens explained that the presentation was for the purpose of reviewing on an annual basis the purpose, duties and responsibilities of the Board of Adjustments and Appeals. Owens outlined in detail the creation of the Board in 1989 following the incorporation of the Town in 1986, how the members are appointed, and its powers and duties and functions, including the appeals process. Also reviewed was the limitation of Board powers, as well as application and appeals fees. There was a request from the members during a discussion of the appeals process that Owens contact the Town Attorney for clarification of the role and legal support of the Board presiding over a formal appeal hearing, the legal representation for the Town as Defendant, and legal representation for the citizen as the Plaintiff.

7. Discussion on the adoption of the 2012 Building Codes. Robert Foreman

On a motion by Binick, seconded by Lichty, the Board voted unanimously that the Board of Appeals serve as the Advisory Board to the Building Official with regards to the adoption of portions of the new International Building Codes, various updates in Codes as are presented by the Building Official over a period of months yet to be determined, through public hearings, with final recommendations going forward to Council at a future date.

Building Official Robert Foreman presented an overview of the 2012 Building Codes, focusing on the Town Administrative Building Code for interpretation, which is adopted by the Town separately from all the other Administrative sections pertaining to the different Codes. Foreman noted that he had provided the members with copies of the current Town Administrative section, adopted in 2009, and reviewed in detail its application to the responsibilities and authority of the Board of Appeals, including recommendation to the Council relating to new legislation "as is consistent." Foreman pointed out that a variance can be granted, but the Board cannot waive the intent of the Building Code. Foreman noted that the Board of Appeals may meet in Executive Session in special circumstances, and as a matter of course should hold a regular meeting every three months.

Foreman said that in most municipalities the Board of Appeals acts as a building advisory group, giving advice to the Building Department. In connection with the anticipated adoption of the 2012 Building Codes sometime in the spring of 2013, Foreman said that in the interim he would suggest that the Board meet once a month to hold public hearings on the new Building Codes, and briefly reviewed the listing of the particular Codes to be considered, keeping in mind how some of the requirements would or would not be a good fit for Camp Verde. The members raised the question of a possible conflict of interest in connection with water issues, since two of the members are with the Water District; Foreman said it is the individual duty of any member to make that judgment call depending on the issue. Foreman suggested a monthly meeting schedule of the Board of Appeals to hold 10 or 11 public hearings to decide on possible revisions or amendments to the different Building Codes, and then present a final recommendation to the Council in January of 2013, so that by the following March or April the Council will be able to make a final vote on adoption of the new Codes. In response to a question whether it has been discussed with the Council, Foreman said the issue of the Board of Appeals functioning as an advisory board to the Building Department has been discussed with the Town Manager and the Community Development Director, and that authority is also under the current section of the Town Code. Binnick requested some information, or comments, from the Council that the Board has their support in going forward in an advisory role. Some concern was expressed regarding the cost for use of Town resources for the extra schedule of meetings of the Board of Appeals; Foreman said that all the related costs for adoption of the Building Codes will be included in the next two budget cycles. Binnick subsequently commented that since the Town Manager is creating a budget that would cover the costs of the proceedings, if that budget line item already exists, he probably would not need to have confirmation from the Council that the Board will be moving forward as discussed. Foreman said he would like to have some direction from the Board regarding how the Board wishes to proceed on the issue of scheduling meetings and public hearings for review of the new Building Codes and subsequent recommendation to the Council.



Chairman Doug Stevens

**Visitor Center & Destination Mktg
3rd Qtr FY12
By
Camp Verde Chamber of Commerce**

Visitor Count Jan-Mar 2012

- **January 2012 – 567**
- **February 2012 – 908**
- **March 2012 – 1,460** (inc. 324 for Hwy 260 location)

Quarterly Comparison

- Jan-Mar 2012 = 2,935 (28% increase same period last year)
 - Local – 98
 - Arizona - 563
 - U.S.A. – 1,652
 - International – 622
- Jan-Mar 2011 = 2,102 visitors
 - Local - 142
 - Arizona - 291
 - U.S.A. – 1,260
 - International - 409

Satellite Location

- Began March 2, 2012
- Staffed 3-4 hours several days a week
- To date is averaging 19 people per day
- Majority are traveling to Sedona, Flagstaff or Grand Canyon

Est. Visitor Spending 3rd qtr FY12 (ROI)

- 2,837 visitors through the local Visitor Center
- \$235 avg per person per day expenditure
- \$666,695 estimated visitor spending in Camp Verde
 - Using an avg tax rate of 10.85%
 - \$72,336 in estimated tax generation

For every \$1 invested into the visitor center & destination marketing \$3.61 is being spent in the community.

Average stay in Camp Verde Jan-Mar 2012

- FIT – 3.3 nights (41 responses = 138 nights)
- RV – 20.2 nights (37 responses = 669 nights)
- Friends/Relatives – 2.3 nights (6 responses = 14 nights)
- Total # of nights in CV = 821 (84 responses)
 - Average 9.7 nights
- Total # of nights in AZ = 4,448 (152 responses)
 - Average 29 nights

Volunteer & Staff Time Jan-Mar 2012

- Total Visitor Center hours - 568 hours
- 3 volunteers - 179 hours (Value \$21.36 pr hr = \$3,823.44)
 - 2010 volunteer value calculation from www.independentsector.org/volunteer_time
- 2 staff
 - P/T Receptionist - 389 hours
 - 85% Visitor Center funded
 - 15% Chamber funded
 - F/T Director
 - Responsibilities include, but not limited to: Visitor Center, Destination Marketing/Tourism, PR, Representing CV, Chamber, Membership, Financial/Accounting
 - 65% Visitor Center funded
 - 35% Chamber funded

Fourth Friday's

- January 27th - 6 people
 - No activity
 - Display Boards from Montezuma Castle
- February 24th - 20 people
 - Critters from Out of Africa
- March 23rd - 61 people
 - Critters from Out of Africa
 - Display boards from Montezuma Castle

Camp Verde Marketing (2006-current)

- The Camp Verde Chamber has utilized the following areas for marketing and promoting Camp Verde as a destination:
 - Print Advertising – Magazines & Newspaper
 - Broadcast – TV & hotels
 - Online - Website advertising
 - Camp Verde Brochure (printed)
 - PR Firm – Articles & PR Packet
 - Specialty – Media outreach, monitoring & press clipping service
 - Trade Shows – Arizona
 - Billboard
 - Audio Visual – Photos of CV

We continue to use the Arizona Council for Enhancing Recreation & Tourism (ACERT) recommendations that were given to us in the 2006 Rural Community Assessment Program Resource Report

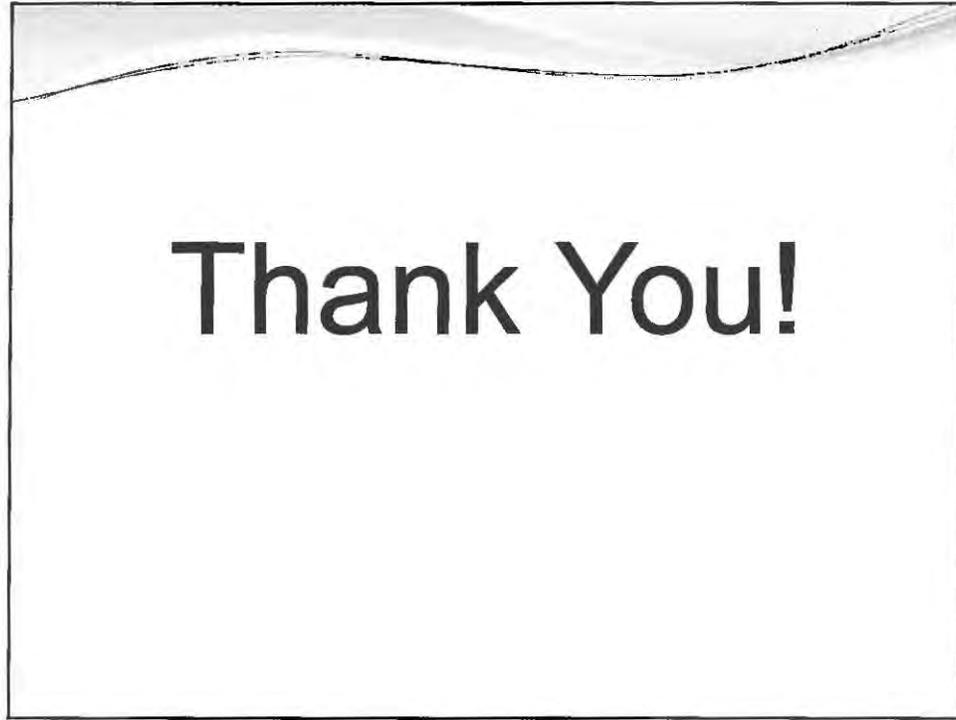
Community Tourism Kiosk

- The Camp Verde Chamber launched a community tourism information kiosk program on March 13, 2012, in partnership with chamber member KioKom, LLC.
- The kiosk is a “virtual concierge” providing information on *Places to Stay, Places to Shop, Places to Eat, Things to Do, Arts & Culture, Local Services and Special Events*. Visitors and locals can browse at their leisure through the content provided by each of the advertisers and get discounts on the spot by texting discount codes to their cell phones.
- **Limited time special offer one year of advertising - \$400 for members and \$800 for non-members.**



Upcoming FAM Tour

- AOT FAM Tour
 - July 17, 2012
 - In Camp Verde for approximately 3 hours
 - International Representatives
 - AOT Staff
 - Touring Montezuma Castle NM, Fort Verde SHP & VV Archaeology Center.





Meeting Date: April 18, 2012

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

Staff Resource/Contact Person: Debbie Barber

Agenda Title (be exact): Discussion, consideration, and possible appointment of a Council member to fill the vacant seat left by the resignation of Former Council member Alan Buchanan OR possible direction to staff to continue to solicit letters of interest. If an appointment is made this item will include the administration of the Oath of Office.

List Attached Documents: ARS §38-232 & Town Code Section 2-1-5 (1 pg.); Letters of Interest

Estimated Presentation Time: 5 min

Estimated Discussion Time: 15 min

Reviews Completed by: Debbie Barber, Town Clerk

- Department Head:
 Town Attorney Comments:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact:

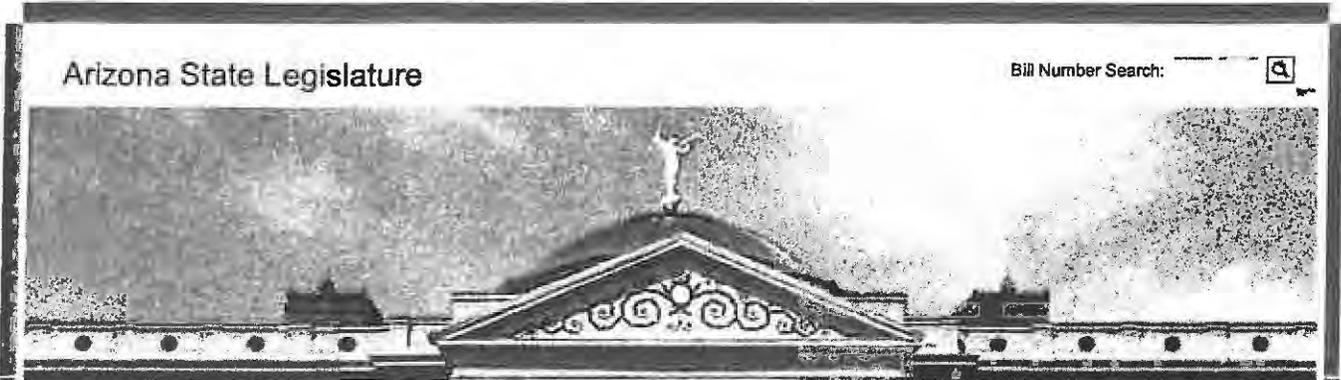
Budget Code: _____ **N/A** _____ **Amount Remaining:** _____ **N/A** _____

Comments:

Background Information: Council directed staff to solicit Letters of Interest for the Council vacancy until noon on April 12, 2012. We received four letters, which are attached.

Recommended Action (Motion): Appoint an applicant to the vacant position OR direct staff to continue to solicit Letters of Interest.

Instructions to the Clerk: N/A



Forty-ninth Legislature - Second Regular Session

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38-232. Time of oath

When a different time is not prescribed, the oath of office shall be taken and subscribed as follows:

1. If appointed, at or before commencement of the term of office.
2. If elected, at any time after receiving the officer's certificate of election, and at or before commencement of the term of office.

SECTION 2-1-5 OATH OF OFFICE (2008-A355)

Immediately before assumption of the duties of office, the Mayor and each Council member shall, in public, take and subscribe to the oath of office.



Camp Verde, Arizona

LETTER OF INTEREST

| | | | |
|--|--|--|-------------------------|
| Name: Bradford Gordon | | Date: 3-26-12 | |
| Home Address: 1098 S. Canal Cir., Camp Verde | | | |
| Mailing Address, if different: P.O. Box 830, Camp Verde | | | |
| Email Address: bgordon285@hotmail.com | | | |
| Home Telephone: 602-284-5022 | | Work Telephone: | |
| Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Length of residency in the Town of Camp Verde: 1 year | | Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Name and address of business (if applicable): | | | |
| If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: Surveyor - Realtor - Developer | | | |
| Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please list names of board/commission and dates served: | | | |
| Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference: | | | |
| 1. TOWN COUNCIL | | 3. | |
| 2. | | 4. | |
| Education and Community Service | | | |
| Schools Attended: | | Degree: | Year: |
| University of Phoenix | | BSBA | 1993 |
| Civic Activities-Service Organizations | | Office Held: | Year Begun: Year Ended: |
| The Learning Inst. Charter School | | Bozrol Member | 2000 2008 |
| Please state why you would like to be appointed to a Town Board, Commission, or Committee: to Participate in The Continuing development and Maintenance of our great Community | | | |
| Have you ever been charged and convicted of a crime? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes please explain. | | | |
| What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members? | | | |
| (a) Provide clear Technical and Personal perspective on matters under consideration and carefully consider all Member input. | | | |
| (b) Fiscal responsibility, open communication, interest in individual points of view. The Board is <u>Their</u> representative. | | | |
| (c) Maintain open, honest and courteous dialog with other Bozrol Members | | | |

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee: I have a wide range of experience from planning large communities, designing infrastructure to building and selling homes. I am comfortable working with clients Attorneys, Tradesmen and staff; Blueprints and specifications Budgets; Zoning ordinances; legal descriptions; Special use permits; FEMA flood plain studies; mining Claims; Power, gas, roadway, railroad and irrigation rights-of-way; city annexation; airport zoning issues and property boundary disputes. I am also familiar with Meeting procedures and rules.

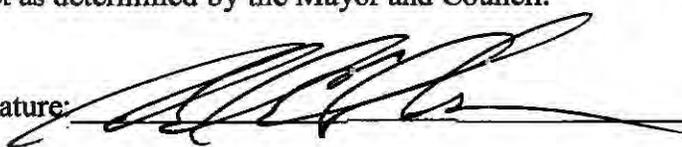
Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media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

Please notify the Clerk's Office at (928) 567-6631, extension 105 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature:  Date: 2-26-12

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



STATE OF ARIZONA
 NONPARTISAN
 NOMINATION PAPER
 AFFIDAVIT OF QUALIFICATION
 CAMPAIGN FINANCE LAWS STATEMENT
 [A.R.S. §§ 16-311, 16-905(K)(5)]

FOR OFFICE USE ONLY

You are hereby notified that I, the undersigned, a qualified elector, am a candidate for the office of
CAMP VERDE TOWN COUNCIL ~~at the General Election to be held on~~

I will have been a citizen of the United States for 59 years next preceding my election and will have been a citizen of Arizona for 28 years next preceding my election and will meet the age requirement for the office I seek and have resided in Yavapai County for 1 years and in the precinct Camp Verde for 1 years before my election.

I do solemnly swear (or affirm) that, at the time of filing, I am a resident of the county, district or precinct which I propose to represent, and as to all other qualifications, I will be qualified at the time of election to hold the office that I seek, having fulfilled the constitutional and statutory requirements for holding said office.

Residence Address 1098 S. Canal Cir Camp Verde 86322
 (number and street) (city or town) (zip)

Post Office Address P.O. Box 830 Camp Verde 86322
 (city or town) (zip)

Print or type your name on the following line in the exact manner you wish it to appear on the ballot. A.R.S. § 16-311.G.
Gordon Bradford
 LAST NAME FIRST NAME



[Signature]
 CANDIDATE SIGNATURE

Subscribed AND SWORN to (or affirmed) before me this 27th day of March, 2012

[Signature]
 Notary Public

(Seal)
 I have read all applicable laws relating to campaign financing and reporting.

 CANDIDATE SIGNATURE

Bradford C. Gordon
P.O. Box 830
1098 S. Canal Circle
Camp Verde, Arizona 86322
602-284-5022 (cell)
Bgordon285@hotmail.com

Work History:

President & owner of engineering & surveying firm in Scottsdale, began working for them in 1984 (sold company in Jan. 2001)

Survey crew chief Hanley Engineering, Baker City, Oregon, 1974 to 1984

Projects: earth fill dams, mining claims, underground surveys, power line, gas and road route surveys, multistory building layout and control, subdivisions: design and layout, FEMA floodplain studies, expert witness for HOA dispute, ALTA surveys, micro-hydro site investigations.

Building spec. homes in Phoenix Valley
Registered Land Surveyor in Arizona RLS#18544
Registered Land Surveyor in Oregon (inactive)
Licensed Realtor, Arizona, (inactive)

Education:

University of Phoenix, BSBA

Other:

Home Building Developer
School Board Member (former)
Former Member of Southwest Archaeology Team
Private Helicopter Pilot



Camp Verde, Arizona

LETTER OF INTEREST

| | | | |
|--|--|--|-------------------------|
| Name: <u>Brenda Jo Hauser</u> | | Date: | |
| Home Address: <u>1105 Afton Ln.</u> | | | |
| Mailing Address, if different: <u>PO box 1042</u> | | | |
| Email Address: <u>Brenda.Hauser@campverde.com 928-387-3030</u> | | | |
| Home Telephone: <u>928-567-3880</u> | | Work Telephone: <u>928-567-3880</u> | |
| Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Length of residency in the Town of Camp Verde: <u>44 years</u> | | Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Name and address of business (if applicable): | | | |
| If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: <u>Retired nurse</u> | | | |
| Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: | | | |
| Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference: | | | |
| 1. TOWN COUNCIL | | 3. | |
| 2. | | 4. | |
| Education and Community Service | | | |
| Schools Attended: | | Degree: | Year: |
| <u>Scottsdale High School</u> | | <u>Diploma</u> | <u>1960</u> |
| <u>Prescott School of Nursing, NAU</u> | | <u>LPN</u> | <u>1970</u> |
| Civic Activities-Service Organizations | | Office Held: | Year Begun: Year Ended: |
| <u>Mayor, Council, Parks Rec</u> | | | |
| Please state why you would like to be appointed to a Town Board, Commission, or Committee: <u>I enjoy serving my community.</u> | | | |
| Have you ever been charged and convicted of a crime? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| If yes please explain. | | | |
| What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members? | | | |
| (a) <u>to serve</u> | | | |
| (b) <u>The citizens of Camp Verde.</u> | | | |
| (c) | | | |

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee: I have previous experience and

I thoroughly enjoy serving my community.

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

Please notify the Clerk's Office at (928) 567-6631, extension 105 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: Brenda Lawson Date: 4/3/12

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



STATE OF ARIZONA
 NONPARTISAN
 NOMINATION PAPER
 AFFIDAVIT OF QUALIFICATION
 CAMPAIGN FINANCE LAWS STATEMENT
 [A.R.S. §§ 16-311, 16-905(K)(5)]

FOR OFFICE USE ONLY

You are hereby notified that I, the undersigned, a qualified elector, am a candidate for the office of
CAMP VERDE TOWN COUNCIL ~~at the General Election to be held on~~

I will have been a citizen of the United States for 69 years next preceding my election and will have been a citizen of Arizona for 60 years next preceding my election and will meet the age requirement for the office I seek and have resided in Yavapai County for 44 years and in the precinct 44 for 44 years before my election.

I do solemnly swear (or affirm) that, at the time of filing, I am a resident of the county, district or precinct which I propose to represent, and as to all other qualifications, I will be qualified at the time of election to hold the office that I seek, having fulfilled the constitutional and statutory requirements for holding said office.

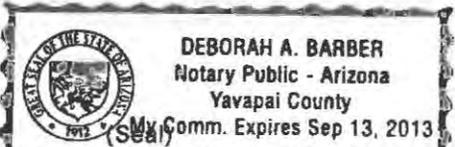
Residence Address 1105 Apton Ln. Camp Verde, Az 86322
 (number and street) (city or town) (zip)

Post Office Address Box 1042 " "
 (city or town) (zip)

Print or type your name on the following line in the exact manner you wish it to appear on the ballot. A.R.S. § 16-311.G.
Hauser Brenda
 LAST NAME FIRST NAME

Brenda Hauser
 CANDIDATE SIGNATURE

Subscribed AND SWORN to (or affirmed) before me this 4 day of April, 2012.



Deborah A. Barber
 Notary Public

I have read all applicable laws relating to campaign financing and reporting.

 CANDIDATE SIGNATURE



Camp Verde, Arizona

LETTER OF INTEREST

Name: Jessie Jones Date: April 2, 2012

Home Address: 212 Hereford Drive, Camp Verde, AZ 86322

Mailing Address, if different: P.O. Box 3035 Camp Verde, AZ 86322

Email Address: jonz_grl@hotmail.com

Home Telephone: 928/451-9572 Work Telephone:

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: 10 years Do you operate a business in Camp Verde? Yes No

Name and address of business (if applicable):

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

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

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

- | | |
|------------------------|----|
| 1. TOWN COUNCIL | 3. |
| 2. | 4. |

Education and Community Service

| | | |
|---------------------------------|----------------|-------------|
| Schools Attended: | Degree: | Year: |
| <u>Mingus Union High School</u> | <u>Diploma</u> | <u>2001</u> |

| | | | |
|--|--------------|-------------|-------------|
| Civic Activities-Service Organizations | Office Held: | Year Begun: | Year Ended: |
| | | | |

Please state why you would like to be appointed to a Town Board, Commission, or Committee: I want to make a positive impact on the community where I live and raise my family.

Have you ever been charged and convicted of a crime? Yes No

If yes please explain.

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) I believe that my responsibility as a Council person is to

(b) serve. I need to listen to the fellow Council persons, Boards,

(c) Commissions, and Citizens to make the right choice

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

I feel I am qualified to serve on Council because I want to make a difference. I will do what it takes to make sure I am serving my Community with 100% dedication. I do not want to let the Citizens of Camp Verde Down, in my heart I care what happens to my Town, there is so many positive things that Camp Verde can become and I want to be part of the building process.

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

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

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

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

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

Applicant's Signature:  Date: 4/2/12

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



STATE OF ARIZONA
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 CAMPAIGN FINANCE LAWS STATEMENT
 [A.R.S. §§ 16-311, 16-905(K)(5)]

FOR OFFICE USE ONLY

You are hereby notified that I, the undersigned, a qualified elector, am a candidate for the office of
CAMP VERDE TOWN COUNCIL at the ~~General Election to be held on~~

I will have been a citizen of the United States for 28 years next preceding my election and will have been a citizen of Arizona for 29 years next preceding my election and will meet the age requirement for the office I seek and have resided in Yavapai County for 28 years and in the precinct Camp Verde for 28 years before my election.

I do solemnly swear (or affirm) that, at the time of filing, I am a resident of the county, district or precinct which I propose to represent, and as to all other qualifications, I will be qualified at the time of election to hold the office that I seek, having fulfilled the constitutional and statutory requirements for holding said office.

Residence Address 212 Hereford Drive Camp Verde 86322
 (number and street) (city or town) (zip)

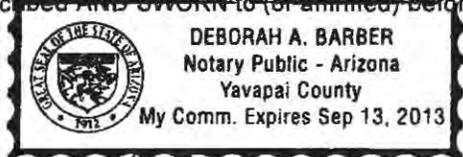
Post Office Address P.O. Box 3035 Camp Verde 86322
 (city or town) (zip)

Print or type your name on the following line in the exact manner you wish it to appear on the ballot. A.R.S. § 16-311.G.

Jones Jessie
 LAST NAME FIRST NAME

[Signature]
 CANDIDATE SIGNATURE

Subscribed AND SWORN to (or affirmed) before me this 10 day of April, 2012.



Deborah A. Barber
 Notary Public

I have read all applicable laws relating to campaign financing and reporting.

 CANDIDATE SIGNATURE



Camp Verde, Arizona

LETTER OF INTEREST

| | | | |
|---|--|--|--|
| Name: Gary T. Thompson II | | Date: 4-11-12 | |
| Home Address: 3416 E. Mesquite Tr. Camp Verde AZ 86322 | | | |
| Mailing Address, if different: P.O. Box 2686 Camp Verde AZ 86322 | | | |
| Email Address: gary@outstandingagents.com | | Home Telephone: NONE | |
| | | Work Telephone: 928-567-2770 | |
| Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Length of residency in the Town of Camp Verde: 49 YEARS | | Do you operate a business in Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Name and address of business (if applicable): Arizona Central Land and Home | | | |
| 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: REAL ESTATE Broker | | | |
| Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: Camp Verde Parks and Recreation Commission 1998-2000 | | | |
| Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference: | | | |
| 1. TOWN COUNCIL | | 3. | |
| 2. | | 4. | |

Education and Community Service

| | | | |
|--|--------------|-------------|-------------|
| Schools Attended: | Degree: | Year: | |
| | | | |
| Civic Activities-Service Organizations | Office Held: | Year Begun: | Year Ended: |
| Camp Verde Chamber of Commerce | Exec. Board | 2009 | CURRENT |
| REALTOR® Associations | Member | 2000 | CURRENT |

Please state why you would like to be appointed to a Town Board, Commission, or Committee: To serve the citizens of Camp Verde

Have you ever been charged and convicted of a crime? Yes No

If yes please explain.

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 serve the community with dedication and integrity

(b) To serve the community with dedication and integrity

(c) To serve the community with dedication and integrity

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee: My major emphasis will be to help build a strong local economy. I have lifetime knowledge of Camp Verde and as a business owner of nearly 30 years, I have a vested interest in this community. As an active participant of the community, I understand the importance of having a strong local economy as a foundation for the future growth of Camp Verde.

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

Please notify the Clerk's Office at (928) 567-6631, extension 105 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature:  Date: 4-11-12

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



STATE OF ARIZONA
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 CAMPAIGN FINANCE LAWS STATEMENT
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FOR OFFICE USE ONLY

You are hereby notified that I, the undersigned, a qualified elector, am a candidate for the office of
CAMP VERDE TOWN COUNCIL ~~at the General Election to be held on~~

I will have been a citizen of the United States for 49 years next preceding my election and will have been a citizen of Arizona for 49 years next preceding my election and will meet the age requirement for the office I seek and have resided in YAVAPAI County for 49 years and in the precinct Camp Verde for 49 years before my election.

I do solemnly swear (or affirm) that, at the time of filing, I am a resident of the county, district or precinct which I propose to represent, and as to all other qualifications, I will be qualified at the time of election to hold the office that I seek, having fulfilled the constitutional and statutory requirements for holding said office.

Residence Address 3466 E. Mesquite Camp Verde 86322
 (number and street) (city or town) (zip)

Post Office Address PO Box 2686 Camp Verde 86322
 (city or town) (zip)

Print or type your name on the following line in the exact manner you wish it to appear on the ballot. A.R.S. § 16-311.G.

Thompson GARY
 LAST NAME FIRST NAME

[Signature]
 CANDIDATE SIGNATURE

Subscribed AND SWORN to (or affirmed) before me this 11th day of April, 2012



[Signature]
 Notary Public

(Seal)
 I have read all applicable laws relating to campaign financing and reporting.

[Signature]
 CANDIDATE SIGNATURE



Agenda Item Submission Form – Section I

Meeting Date: April 18, 2012

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

Requesting Department: Public Works – Maintenance Division

Staff Resource/Contact Person: Ron Long

Agenda Title (be exact): Discussion, Consideration and possible authorization for the Mayor to execute the Agreement between The Town of Camp Verde and the low bidder, A.L.D. Inc., for Project #12-099: Town Campus Painting Project in the amount of \$38,849

List Attached Documents: 1) Exhibit C w/ 2 page attachment 2.) Bid Opening/Tabulation (1 page)
3.) Engineer's estimate Based on RS Means Building Construction Data Cost Manual
Section: Building Surface Prep and Painting (1 page) 4.) Agreement (14 Pages)

Estimated Presentation Time: 5 Min.

Estimated Discussion Time: 10 Min.

Reviews Completed by:

Department Head: Ron Long__ **Town Attorney Comments:** approved Item #6 of Exhibit "A"

Finance Review: Budgeted Unbudgeted N/A

Finance Department

Fiscal Impact: Total Expense included in 2011/2012 budget

Budget Code: **The CP #03:** Total available funds from Building Paint \$17,500
Roof Repair 37,000

*\$42,647 will be used to complete this project

Amount Remaining \$54,500

TOTAL AVAILABLE: \$54,500

Comments: Staff has done an analysis of the cost to complete the Painting Project and determined that utilizing a portion of the Roof Repairs budget item will still allow the Engineering to be done for the roof.

Background Information: Town Campus facilities have not been painted for many years. The buildings present a neglected image to citizens and visitors; and do little to encourage economic interest in Camp Verde. Time and the

environment have exposed the brick, stucco, rock and wood to the elements causing wear and damage to these unprotected surfaces. We can expect further deterioration unless the buildings receive proper cleaning, preparation and fresh paint.

The bid was advertised in the Bugle on March 18, and 30, and in the Journal March 21 and 28; posted to the Town's internet site beginning March 13th. Staff also sent it to Central Arizona Plan Exchange for inclusion in their weekly newsletter to contractors for the weeks of March 19 and 26.

A mandatory pre-bid meeting was held on April 3rd; five contractors attended the meeting: three from the Verde Valley and two from the greater Phoenix area.

The bid opening was April 10th at 2:30 p.m. A.L.D. Inc., was the only bidder. Staff called the other four pre-bid attendees to ask why they chose not to bid this project. Two stated they had difficulty and delays in obtaining the bonding. One felt the job would not be sufficiently profitable and one stated he was too busy at this time.

Contractors were asked to bid this project as a Base Bid and five (5) Additives. Based on the Engineer's Estimate the submitted bid is competitive and reliable for the scope of work.

Building 200 will be painted; Add- Alt #2 the *Historical Building*, will *not* be painted, instead, it is staff's intention to have the paint removed from the limestone to bring the building back to its original, unique look.

Regarding Add-Alt #4 -Building 300: staff requests Council's approval and acknowledgement that the Agreement will be amended to remove the work to paint the rock portion of this building. The rock building was built in the 1920's; exposing the natural rock surfaces will bring the building back to its original state and add historical interest to the facility.

Recommended Action (Motion): Move to authorize the Mayor to execute the Agreement between The Town of Camp Verde and, A.L.D. Inc., for Project #12-099: Town Campus Painting Project in the amount of \$38,849

Mayor to execute the Agreement between The Town of Camp Verde and A.L.D. Inc for Project #12-099: Town Campus Painting Project the amount of \$38,849

Instructions to the Clerk: Obtain Mayor's signature Return one original to Contractor

Exhibit C - BID AWARD RECOMMENDATION FORM

Bid/Quote # 12-099 **Submitting Department** Public Works/Maintenance Div.

NAME OF COMPANY A.L.D. INC

Business License # 111573 **Verified** **Yes** **No**

Contract signed by Contractor/Provider/Vendor

www.azroc.gov (Arizona Register of Contractors) **N/A**

| | |
|------------------------------|--------------------------------|
| License: #111573 | License Status: Current |
| Class: L-34 | Type: Commercial |
| Complaints Filed: -0- | |
| Explanation: N/A | |

AND/OR

www.central-northern-western-arizona.bbb.org **Better Business Bureau** **Not listed**

| | |
|--|--|
| Rating: | <input type="checkbox"/> Not Listed |
| Complaints Filed in last 12 months: | |
| Report Date: | |

A.L.D. INC.

*Paint and Wallcoverings
Quality is Job One!*

Date: 4/12/12

To: Town of Camp Verde

Re: Campus Building Painting

This letter is to introduce A.L.D. Inc.

A.L.D. Inc. incorporated in 1996 and is a commercial and residential licensed painting contractor. We are in good standing with the Arizona Registrar of Contractors with no complaints. We are a family owned and operated business and perform work statewide. We are a split shop employing both union and non-union employees. Below is a partial list of projects we have completed;

In Flagstaff;

Home Depot, Chipotle, Fazoli's Carl's Jr., Ruby Tuesdays and Ashley Furniture Store.

In Prescott;

Home Depot, Carl's Jr., JP Morgan Chase Bank, Wells Fargo Bank, Fazoli's Restaurant, Sprint Office and three Panda Express restaurants.

In Cottonwood;

Panda Express, Walmart, Verde Valley Fire Station # 31 and two Courthouses in separate locations.

In Camp Verde;

Parkside Church and will be painting the new fire station.

In other parts of the state; Dept. of Economic Security in Glendale, Dept. of Economic Security in Avondale, University of Phoenix in thirty-two Building Locations, University of Phoenix Stadium Stairs, Justice Court House in San Tan, Thunderbird School of Global Management in Glendale and America West Arena Solar Structure.

We strive to provide excellent quality and service to all our clients.

Sincerely,



**Al Dupuy
President**



DISCLAIMER

The data supplied below is based on your specific request(s) and is correct to the best of our knowledge as of the date and time it was extracted from our data files. The information is provided without personal research or analysis. The data is subject to change on a daily basis. You may obtain additional public records related to any licenses, including dismissed complaints and nondisciplinary actions and orders, by contacting the ROC directly. If this information is required for legal purposes, you may request an affidavit or certified copies for a fee as specified in A.R.S. 32-1104A3. Please read our Standard Disclaimer at www.azroc.gov/Legal/Disclaimer.html

Please note: The company or individuals listed on this license may hold other Arizona contracting licenses. To view information, status and complaint history for the past two years on other licenses held, go to the License Inquiry page and do a "Company Name and Personnel" search by entering the name of the company or individuals listed on the license.

Details for License Number 111573 (Thursday, April 12, 2012 8:26:16 AM)

| Contractor | | License | |
|--|----------------|---------------------------------|--|
| Name/ Address/ Phone | Status/ Action | Class Type Entity | Issued/Renewal |
| A L D Inc 15844 N 86th Dr Glendale, AZ 85308-2206 Phone: (602) 547-2109 | CURRENT | L-34 COMMERCIAL CORPORATION | First issued: 02/20/1996 Renewed Thru: 01/31/2014 |

License Class & Description **L-34 PAINTING AND WALL COVERING**

Qualifying Party and Personnel

The Qualifying Party listed below is associated with this license. All other persons named, if any, are associated with the company. They are not all necessarily associated with this license.

| | | | | |
|--------------------------|---------------------|-----------------------|---------------------------|------------------|
| Name Albert Dupuy | Position QP/OFFICER | Qual. Date 02/20/1996 | Name A L D Inc | Position RELATED |
| Name Aaron Michael Dupuy | Position OFFICER | | Name Susanna Garcia Dupuy | Position OFFICER |

Complaint Information

Complaints against this contractor are listed below. Complaints that were cancelled, resolved or settled without a corrective work order or dismissed are not included. Contact the Registrar of Contractors at 602-542-1525 or toll-free statewide at 1-877-MY AZROC (1-877-692-9762) to identify the ROC office location you need to visit to view complete complaint documentation.

| | |
|--------------------------------------|---|
| Open: 0 | This is the number of complaints against this contractor that are currently open except those in which an agency inspection has not occurred or a violation was not found. Upon adjudication some complaints are found to be without merit and are dismissed. |
| Closed Cases | |
| Disciplined: 0 | This is the number of complaints against this contractor that resulted in discipline being imposed after an administrative hearing or default because of a violation(s) of state contracting law. |
| Resolved/Settled/Withdrawn: 0 | This is the number of complaints closed against this contractor that were resolved or settled by the contractor or withdrawn by the complainant after issuance of a corrective work order or formal citation. |
| Denied Access: 0 | This is the number of complaints against this contractor that were closed without corrective work being performed because the contractor was denied access by the complainant. |
| Bankruptcy: 0 | This is the number of complaints against this contractor that were closed because the contractor is in bankruptcy. |

Bond [1] Information

| Number | Effective | Amount | Paid | Available | Company | Notes |
|--------|------------|------------|--------|------------|--------------------------------|-------|
| AH4551 | 07/08/2002 | \$2,500.00 | \$0.00 | \$2,500.00 | CONTRACTORS BONDING & INSUR CO | |

Bond [2] Information

| Number | Effective | Cancelled | Amount | Paid | Available | Company | Notes |
|--------|------------|------------|------------|--------|------------|----------------------------|-------|
| 61772 | 02/20/1996 | 04/20/2002 | \$2,500.00 | \$0.00 | \$2,500.00 | FRONTIER INSURANCE COMPANY | |

Town of Camp Verde Town Campus Painting Project # 12-009
Bid Opening April 10, 2012 2:45 p.m.

| ITEM | DESCRIPTION | BIDDER #1 | BIDDER #2 | BIDDER #3 | BIDDER #4 | Bidder #5 |
|---------------------------|--|----------------|-----------|-----------|-----------|-----------|
| Base Bid | Prep & Paint Building 100 and Handrails @ Building 100 | 8,824 | | | | |
| ADDITIVE BID ITEMS | | | | | | |
| Add- Alt #1 | Building #200 | 9,259 | | | | |
| Add-Alt #2 | Historical Building #200 | 3,798 | | | | |
| Add-Alt #3 | Building 200 Handrail | 733 | | | | |
| Add Alt #4 | Building 300 | 14,959 | | | | |
| Add Alt #5 | Building 300 Handrails | 1,787 | | | | |
| Add Alt #6 | Main St. & Parking Lot Handrails | 3,287 | | | | |
| | | TOTAL \$42,647 | | | | |

Signed: _____ Signed: _____

Town of Camp Verde
Town Admin. Complex Painting, Building 100
Engineer's Cost Estimate

| Historical Society, Building 200 | | | | | | |
|----------------------------------|------------------------------------|----------------|-------|-------|------------------|-------------------|
| Item # | Description | Mat. Cost | Qty | Units | Unit Cost | Total |
| 1 | Paint Removal, Limestone Masonry | | 2,250 | SF | \$2.08 | \$4,680.00 |
| 2 | Ext. Door & Trim Surface Prep. | | 65 | SF | \$0.45 | \$29.25 |
| 3 | Metal Window Surface Prep. | | 256 | SF | \$0.48 | \$122.88 |
| 4 | Pipe Railing Prep. | | 90 | SF | \$0.32 | \$28.80 |
| 5 | Fascia & Trim Surface Prep | | 152 | SF | \$0.50 | \$76.00 |
| 6 | Rain Gutter Prep | | 143 | SF | \$0.45 | \$64.35 |
| 7 | Walkway/Porch Overhang Wood Prep | | 145 | SF | \$0.55 | \$79.75 |
| 8 | Misc. Surface Prep. & Masking | | 850 | SF | \$0.26 | \$221.00 |
| 9 | Ext. Wall Paint; Limestone Masonry | \$0.00 | 0 | SF | \$0.36 | \$0.00 |
| 10 | Ext. Door & Trim Paint | \$25.35 | 3 | EA | \$65.50 | \$196.50 |
| 11 | Metal Window, Ext. Paint | \$26.72 | 16 | EA | \$67.50 | \$1,080.00 |
| 12 | Walkway/Porch Overhang Wood Paint | \$18.85 | 145 | SF | \$1.15 | \$166.75 |
| 13 | Fascia & Trim Paint | \$19.76 | 152 | SF | \$1.50 | \$228.00 |
| 14 | Gutter Paint | \$8.58 | 143 | SF | \$0.50 | \$71.50 |
| 15 | Metal Pipe Rail Paint | \$5.40 | 90 | SF | \$0.45 | \$40.50 |
| Mat. Cost Sub Total | | \$90.68 | | | Sub Total | \$7,085.28 |

| Public Works, Building 300 | | | | | | |
|----------------------------|---|-------------------|-------|-------|------------------|--------------------|
| Item # | Description | Mat. Cost | Qty | Units | Unit Cost | Total |
| 1 | Ext. Wall Surface Prep.; Stucco & Masonry | | 9,545 | SF | \$0.65 | \$6,204.25 |
| 2 | Ext. Door & Trim Surface Prep. | | 775 | SF | \$0.45 | \$348.75 |
| 3 | Metal Window Surface Prep. | | 650 | SF | \$0.48 | \$312.00 |
| 4 | Pipe Railing Prep. | | 270 | SF | \$0.32 | \$86.40 |
| 5 | Fascia & Trim Surface Prep | | 450 | SF | \$0.50 | \$225.00 |
| 6 | Rain Gutter Prep | | 350 | SF | \$0.45 | \$157.50 |
| 7 | Walkway/Porch Overhang Wood Prep | | 145 | SF | \$0.55 | \$79.75 |
| 8 | Misc. Surface Prep. & Masking | | 850 | SF | \$0.26 | \$221.00 |
| 9 | Ext. Wall Paint; Limestone Masonry | \$763.60 | 9,545 | SF | \$0.36 | \$3,436.20 |
| 10 | Ext. Door & Trim Paint | \$135.20 | 16 | EA | \$65.50 | \$1,048.00 |
| 11 | Metal Window, Ext. Paint | \$75.15 | 45 | EA | \$67.50 | \$3,037.50 |
| 12 | Walkway/Porch Overhang Wood Paint | \$18.85 | 145 | SF | \$1.15 | \$166.75 |
| 13 | Fascia & Trim Paint | \$58.50 | 450 | SF | \$1.50 | \$675.00 |
| 14 | Gutter Paint | \$21.00 | 350 | SF | \$0.50 | \$175.00 |
| 15 | Metal Pipe Rail Paint | \$16.20 | 270 | SF | \$0.45 | \$121.50 |
| Mat. Cost Sub Total | | \$1,051.30 | | | Sub Total | \$16,294.60 |

Total Cost \$46,375.00

Town of Camp Verde
Town Admin. Complex Painting, Building 100
Engineer's Cost Estimate

| Town Hall, Building 100 | | | | | | |
|-------------------------|--------------------------------------|----------------------------|-----------------|-------|-----------|------------------------------|
| Item # | Description | Mat. Cost | Qty | Units | Unit Cost | Total |
| 1 | Ext. Wall Surface Prep.; Masonry CMU | | 4,880 | SF | \$0.40 | \$1,952.00 |
| 2 | Ext. Door & Trim Surface Prep. | | 450 | SF | \$0.45 | \$202.50 |
| 3 | Metal Window Surface Prep. | | 850 | SF | \$0.48 | \$408.00 |
| 4 | Pipe Railing Prep. | | 450 | SF | \$0.32 | \$144.00 |
| 5 | Fascia & Trim Surface Prep | | 392 | SF | \$0.50 | \$196.00 |
| 6 | Rain Gutter Prep | | 152 | SF | \$0.45 | \$68.18 |
| 7 | Walkway/Porch Overhang Wood Prep | | 1,095 | SF | \$0.55 | \$602.25 |
| 8 | Misc. Surface Prep. & Masking | | 850 | SF | \$0.26 | \$221.00 |
| 9 | Ext. Wall Paint; CMU | \$390.40 | 4,880 | SF | \$0.36 | \$1,756.80 |
| 10 | Ext. Door & Trim Paint | \$211.25 | 25 | EA | \$65.50 | \$1,637.50 |
| 11 | Metal Window, Ext. Paint | \$63.46 | 38 | EA | \$67.50 | \$2,565.00 |
| 12 | Walkway/Porch Overhang Wood Paint | \$142.35 | 1,095 | SF | \$1.15 | \$1,259.25 |
| 13 | Fascia & Trim Paint | \$50.96 | 392 | SF | \$1.50 | \$588.00 |
| 14 | Gutter Paint | \$9.12 | 152 | SF | \$0.50 | \$76.00 |
| 15 | Metal Pipe Rail Paint | \$27.00 | 450 | SF | \$0.45 | \$202.50 |
| | | Mat. Cost Sub Total | \$858.42 | | | Sub Total \$11,878.98 |

| Office & Meeting Rooms, Building 200 | | | | | | |
|--------------------------------------|--------------------------------------|----------------------------|-----------------|-------|-----------|------------------------------|
| Item # | Description | Mat. Cost | Qty | Units | Unit Cost | Total |
| 1 | Ext. Wall Surface Prep., Masonry CMU | | 2,900 | SF | \$0.40 | \$1,160.00 |
| 2 | Ext. Door & Trim Surface Prep. | | 144 | SF | \$0.45 | \$64.80 |
| 3 | Metal Window Surface Prep. | | 950 | SF | \$0.48 | \$456.00 |
| 4 | Pipe Railing Prep. | | 292 | SF | \$0.32 | \$93.44 |
| 5 | Fascia & Trim Surface Prep | | 216 | SF | \$0.50 | \$108.00 |
| 6 | Rain Gutter Prep | | 102 | SF | \$0.45 | \$45.90 |
| 7 | Walkway/Porch Overhang Wood Prep | | 878 | SF | \$0.55 | \$482.90 |
| 8 | Misc. Surface Prep. & Masking | | 850 | SF | \$0.26 | \$221.00 |
| 9 | Ext. Wall Paint; CMU | \$232.00 | 2,900 | SF | \$0.36 | \$1,044.00 |
| 10 | Ext. Door & Trim Paint | \$67.60 | 8 | EA | \$65.50 | \$524.00 |
| 11 | Metal Window, Ext. Paint | \$133.60 | 80 | EA | \$67.50 | \$5,400.00 |
| 12 | Walkway/Porch Overhang Wood Paint | \$114.14 | 878 | SF | \$1.15 | \$1,009.70 |
| 13 | Fascia & Trim Paint | \$28.08 | 216 | SF | \$1.50 | \$324.00 |
| 14 | Gutter Paint | \$6.12 | 102 | SF | \$0.50 | \$51.00 |
| 15 | Metal Pipe Rail Paint | \$17.52 | 292 | SF | \$0.45 | \$131.40 |
| | | Mat. Cost Sub Total | \$575.42 | | | Sub Total \$11,116.14 |

Town of Camp Verde
395 S. Main Street, Camp Verde, AZ 86322



Town Council

Mayor: Bob Burnside

Vice Mayor: Bob Kovacovich

Council Member: Jackie Baker

Council Member: Bruce George

Council Member: Carol German

Council Member: Robin Whatley

Public Works Department
Town Campus Painting Project

TOWN OF CAMP VERDE BID NO.: 12-099

Bid Documents prepared by:

Ron Long, Public Works Director

(928) 567-0534

Fax: (928) 567-1540

E-Mail: ron.long@campverde.az.gov

AGREEMENT

THIS AGREEMENT, made and entered into this 18th day of April, 2012, by and between the Town of Camp Verde, Yavapai County, State of Arizona (herein called the "**Town**") acting herein by the **Mayor, Bob Burnside**, and Common Council, party of the first part, and A.L.D. Inc. (hereinafter called the "**CONTRACTOR**") party of the second part.

WITNESSETH THAT:

The Town of Camp Verde desires to engage the CONTRACTOR to render painting services for Town Campus Buildings and Railings. In consideration of the mutual covenants herein contained, the parties hereto agree with each other as follows

1. Work

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

2. Access to Information

It is agreed that all information, data reports, records as exist, available and necessary for carrying out of the work outlined in The Scope of Work have been furnished to the CONTRACTOR by the Town and its agencies. CONTRACTOR hereby acknowledges receipt of same. The Town and its agencies will cooperate with the CONTRACTOR in every way possible to facilitate the performance of the work described herein.

3. Project Manager - Administration

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

4. Agreement Times

The work will be completed and ready for final payment within 45 calendar days of the date in the Notice to Proceed. The CONTRACTOR has submitted a project schedule to the TOWN Project Manager with their sealed bid.

5. Compensation

It is mutually agreed between the parties hereto that the sum to be paid by The Town to A.L.D. Inc. for said work and materials shall be _____ as per the proposal bid schedule, which amount includes all federal, state, and local taxes. This amount shall be payable through monthly progress payments. Applications for Payment are to be submitted to:

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

Payment under this Agreement shall be made as outlined in Exhibit "A, Item 5".

6. Termination of agreement

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

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

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

7. Miscellaneous Provisions

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

8. Project Familiarity and Identification of Conflicts

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

- a. CONTRACTOR has familiarized himself/herself with the nature and extent of the Agreement documents, work, site, locality, and all local conditions and laws and regulations that in any manner may affect cost, progress, performance, or furnishing of the work.
- b. CONTRACTOR has given the Project Manager a written notice of all conflicts, errors, or discrepancies discovered in the Agreement documents and the written resolution thereof by the Project Manager is acceptable to the CONTRACTOR.
- c. CONTRACTOR has examined and carefully studied the Agreement documents and other related data identified in the bidding documents.
- d. CONTRACTOR is familiar with and satisfied as to all federal, state and local laws and regulations that may affect cost, progress, performance and furnishing of the work.

9. Insurance

The CONTRACTOR shall procure and maintain, at CONTRACTOR's sole expense, until completion of the Agreement, coverage's as specified in Exhibit "A", Item 3".

Certificate(s) of Insurance naming the Town of Camp Verde and CONTRACTOR as co-insured verifying the minimum coverage's specified in Exhibit "A", Item 3" shall be delivered to the Town prior to issuance of the Notice to Proceed:

10. Indemnity

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

11. Agreement Documents

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

- a. This Agreement including: Terms and Conditions: Exhibit "A"
- b. Project Scope: Exhibit "B"
- c. Bid, Performance, Payment and other Bonds: The bidder to whom an award is made will be required to execute a Bid Bond in 10 percent of the amount of the bid and Performance and Payment Bond, each in 100 percent of the amount of the bid.
- d. Certificate(s) of Insurance
- e. Notice of Award
- f. Notice to Proceed
- g. All bidding documents
 - i) Request for Bids
 - ii) Information for Bidders
 - iii) Project Bid & CONTRACTOR's Schedule

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

Town of Camp Verde

Approved as to Form:

Town Attorney

Mayor, Bob Burnside

Attest:

Town Clerk, Debbie Barber

CONTRACTOR:


Al Dupuy/ President

Exhibit "A"
TERMS AND CONDITIONS

1. Changes

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

2. Personnel

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

3. Insurance

General Liability: shall protect the CONTRACTOR and the Town from claims for bodily injury, personal injury, and property damage which may arise out of the nature of the work or from operations under this contract.

The CONTRACTOR shall have general liability coverage on a per project basis, per occurrence, and in comprehensive form.

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

\$1,000,000 per occurrence/\$2,000,000 per Aggregate.

Workers' Compensation Insurance (Statutory): CONTRACTOR shall furnish to the Town with satisfactory proof that he or she has, for the period covered under the Contract, full Workers' Compensation coverage for all persons whom the contractor may employ directly, or through subcontractors, in carrying out the work contemplated under the contract, and shall hold the Town free and harmless for all personal injuries of all persons whom the contractor may employ directly or through subcontractors. Coverage Statutory, plus Coverage A: Each Accident, B: Each Employee and C: Disease, Each \$1,000,000.

Property Insurance: The contractor/consultant shall have property insurance for protection from claims or damages because of damage to or destruction of property including loss of use resulting therefrom in an amount not less than \$1,000,000. The Town shall be held harmless for any damage to the CONTRACTOR'S property and/or equipment during the course of executing the contract.

The Contractor shall keep said policies in force for the duration of the Agreement and for any possible extension thereof. The policy shall not be suspended, voided, canceled or reduced in coverage for the duration of the Agreement and for any possible extension thereof without at least thirty (30) days' notice of cancellation of material change in coverage. Such notice shall be sent directly to Town of Camp Verde, 473 S. Main Street, Ste. 102, Camp Verde, AZ 86322, Attn: Risk Manager.

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

With the execution of this Agreement, prior to the Notice To Proceed being issued, Contractor shall furnish to the Town of Camp Verde any original Certificates of Insurance and corresponding endorsement(s) evidencing the required coverage to be in force on the date of this Agreement establishing that the contractor and all subcontractors have complied with insurance requirements previously stated.

Contractor shall furnish to the Town of Camp Verde any renewal Certificates of Insurance and corresponding endorsement(s) evidencing the required coverage (if coverage has an expiration or renewal dates occurring during the term of this Agreement).

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

Failure of CONTRACTOR to obtain Certificates or other insurance evidence from other Sub-CONTRACTORS shall not be deemed a waiver by the Town of Camp Verde.

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

4. Assignability

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

5. Payment

Payment to the CONTRACTOR on the basis of a certified estimate of work performed during the preceding calendar month and delivered to the Project Manager no later than the 25th of the month; shall be paid on or before fourteen days after the estimate of the work is certified and approved. The estimate of work submitted shall be deemed certified and approved for payment after seven days from the date of submission unless the Town's Project Manager issues a written finding setting forth items not approved for payment.

CONTRACTOR agrees that title to all materials incorporated in the work and stored at the site shall vest with The Town upon receipt of the progress payment.

Ten Percent (10%) of all progress payments shall be retained by the Town as insurance of proper performance of the Agreement or, at the option of CONTRACTOR, a substitute

security may be provided by the CONTRACTOR in an authorized form approved by the Town. The CONTRACTOR is entitled to all interest from any such substitute security.

When the Agreement is fifty-percent (50%) completed, one-half of the amount retained or securities substituted, shall be paid to the CONTRACTOR upon the CONTRACTOR'S request provided the CONTRACTOR is making satisfactory progress on the Agreement and there is no specific cause or claim requiring a greater amount to be retained. After the Agreement is fifty-percent completed, no more than five percent (5%) of the amount of any subsequent progress payments made under the contract shall be retained providing the CONTRACTOR is making satisfactory progress on the project. If at any time the Town determines satisfactory progress is not being made ten percent (10%) retention shall be reinstated for all progress payments made under the Agreement subsequent to the determination.

Unless the Project Manager delivers specific written finding of deficiencies and expected cost to cure, any retention shall be paid, or substitute security shall be returned to the CONTRACTOR, within sixty days after final completion and acceptance of work under the Agreement. The release of retention or alternate surety will be made following The Town's receipt and acceptance of: Contractor's Affidavit Regarding Settlement of Claims and Unconditional Full and Final lien waivers from all subcontractors and suppliers who have filed and Arizona Preliminary 20 Day Lien Notice in accordance with A.R.S. Section 33-992.01 and 33-992.02.

The Town may withhold an amount from the progress payment sufficient to pay the expenses the Town's Project Manager reasonably expect to incur in correcting the deficiency set forth in the written finding.

The CONTRACTOR, and all subcontractors, shall pay to his/her subcontractors or material suppliers, within seven days of receipt of each progress payment, unless otherwise agreed in writing by the parties, the respective amounts allowed the CONTRACTOR or subcontractor on account of the work performed or materials delivered to the extent of each such subcontractor's or material supplier's interest therein. No Agreement for construction may materially alter the rights of any contractor, subcontractor or material supplier to receive prompt and timely payment as provided under this section. These monthly progress payments to subcontractors or material suppliers shall be based on payments received pursuant to this section. Any diversion by the CONTRACTOR or subcontractor of payments received for work performed on an Agreement, or failure to reasonably account for the application or use of such payments, constitutes grounds for disciplinary action by the registrar of contractors. The subcontractor or material supplier shall notify the registrar of contractors and the Town in writing of any payment less than the amount or percentage approved for the class or item of work as set forth in this section.

The subcontractor may notify the Town's Project Manager in writing requesting that the subcontractor be notified by the Town in writing within five days from payment of each progress payment made to the CONTRACTOR. The subcontractor's request remains in effect for the duration of the subcontractor's work on the project.

Nothing in this section prevents the CONTRACTOR at the time of application/certification to the Town from withholding application/certification to the Town for payment to the subcontractor or material supplier for unsatisfactory job progress, defective work or materials not remedied, dispute work or materials, third party claims filed or reasonable evidence that claim will be filed, failure of a subcontractor to make timely payment for

labor, equipment and materials, the subcontract cannot be completed for the unpaid balance or the subcontract sum or a reasonable amount for retention that does not exceed the actual percentage retained by the Town.

If any periodic or final payment to a CONTRACTOR is delayed after the date due, interest shall be paid at the rate of one percent per month or a fraction of the month on such unpaid balance as may be due.

6. WARRANTY

The CONTRACTOR warrants to The Town that materials and equipment furnished under the Agreement will be new, of good quality as specified in Scope of Work, Exhibit "B"; and that work will be free from defects. If, within one year after the date of Substantial Completion of the work, any of the work is found to be not in accordance with the requirements of the Agreement, the CONTRACTOR shall promptly correct it after receipt of written notice from The Town to do so.

7. Liquidated Damages

Town of Camp Verde and CONTRACTOR recognize that time is of the essence of this Agreement and that the Town of Camp Verde will suffer financial loss if the work is not completed within the time specified. They also recognize the delays, expense and difficulties involved in proving the actual loss suffered by the Town of Camp Verde if the work is not completed on time. Accordingly, instead of requiring any such proof, the Town and the CONTRACTOR agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay the Town \$250 (Two Hundred Fifty Dollars) for each day that expires after the time specified for final completion until the work is complete and ready for final payment.

8. Copyright

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

9. Compliance with Local Laws

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

10. Compliance with Federal and State Laws

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

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

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

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

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

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

11. Business Operations in Sudan/Iran.

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

12. Interest of Members of the Town of Camp Verde Governing Body

No member of the Governing body of the Town of Camp Verde and no other officer, employee, or agent of the Town of Camp Verde who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct, or indirect, in this Agreement; and the CONTRACTOR shall take appropriate steps to assure compliance.

13. Interest of CONTRACTOR and Employees

The CONTRACTOR covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, which would conflict in any manner or degree with the performance of his/her services hereunder. The CONTRACTOR further covenants that no person having any such interest shall be employed in the performance of this Agreement.

Exhibit "B"
Project Scope

The Contractor shall furnish all labor, materials, equipment, transportation, utilities, services, insurance, taxes, bonds and permits required to perform all work for the project within the time specified.

This project will be awarded to the lowest responsive and responsible bidder for the Base Bid plus any selected Additives that best fit the Town's plan. The Mayor and common Council of the Town of Camp Verde reserve the right to accept or reject any or all bids and to waive informalities. In case of difference in written words and figures in the Proposal, the amount stated in written words shall govern.

"GENERAL SCOPE OF SERVICES"

The Town of Camp Verde intends to hire an Arizona licensed Contractor to paint Town Campus Buildings and handrails located on Main Street in Camp Verde Arizona. The Painting Project will require the Contractor to clean and prepare the painted masonry, metal and wood exterior surfaces prior to the application of exterior acrylic latex paint.

The project consists of removing surface contamination that may include, loose paint, dirt, rust, oil, mildew or other detrimental foreign matter in order to assure a sound bonding of the new paint to the old paint and any newly painted surfaces. Water blasting or power washing in addition to hand tool cleaning will be required to remove all non-adherent matter. The Contractor must formulate a plan to accommodate the safe entry to and exit from the buildings and take precautions to protect connecting sidewalks and unpainted surfaces from paint spills/splatters. The work site must be kept safe and cleared of debris and equipment daily; upon completion of the project, all equipment and supplies must be removed and the site picked up.

The Bid to complete the work shall include:

Task 1: LEAD PAINT : The existing paint on the Town Buildings has been found to contain lead. It is the Contractor's responsibility to review the attached "Western Technologies Inc." report dated November 14, 2011, and use the proper reporting, precautions, handling and disposal procedures for lead based paint on this project.

Task 2: Submit a detailed Project Time Line: Prepare and submit a detailed project time line, including a breakdown of tasks, dates and duration for the base bid and each Additive.

Task 3: Provide a safety plan: Town offices are open Monday through Thursday from 7:00 a.m. until 6:00 p.m.; in addition, the gymnasium, meeting rooms and campus grounds are often used by the public after hours and weekends. It is the Contractor's responsibility to provide a plan and work with Town Staff to keep employees, visitors or those utilizing the buildings and vehicles parked in surrounding parking area safe and free

from overspray. This will require advance preparation and coordination with the Maintenance Staff.

Task 4: Protect and Maintain Sidewalk and all attached, unpainted surfaces. It is the Contractor's responsibility to protect and maintain all surfaces not intended to be painted that are connected to, attached to or next to the three buildings and railings to be painted.

Task 5: Surface Preparation: The Contractor must prepare all surfaces to be painted. Surfaces including painted and unpainted: masonry, concrete, rock, metal and wood. Water blasting/power washing, hand tool cleaning/scraping will be required. Abrasive cleanser or sanding may be required on some surfaces to ensure a proper bonding of the paint. Patch holes and imperfections with material specific/compatible filler and sand. Spot prime any bare areas (which may be stucco, concrete, masonry, metal, wood or rock) with appropriate primer. Caulk as needed between windows, doors and trim.

Task 6: Application: Using airless sprayers, rollers and/or brushes apply paint to clean, dry surfaces. Back rolling may be necessary on some surfaces to ensure complete coverage. Some locations have attached metal rain gutters, which may require painting, these sections will be identified in the mandatory pre-bid meeting

Task 7: Site Cleanup. The contractor shall provide daily cleanup of the site: removal of all equipment and supplies and sweeping and debris resulting from project activities from sidewalks and surrounding areas.

PROJECT DETAILS

Location: Building 100 is located on the Town Campus at 473 S. Main Street in Camp Verde, Arizona.

Base Bid:

- i) **Building 100 –473 South Main Street** - *Floor space is approximately 7,579 sq. ft.
- ii) Railings and ADA ramps on the North side on top of rock wall.
- iii) Porch and stair railings on the South side.

Paint Finishes: Contractor shall provide either "Sherwin Williams A-100 Exterior Acrylic Latex" Satin Finish or Sherwin Williams DTM Acrylic Coating" Semi-Gloss; manufacturer specification sheets are included.

Exterior walls of all buildings (Stucco, concrete, masonry, rock and/or wood) attached down spouts, eaves and retaining wall shall be Sherwin Williams A-100 Exterior Acrylic Latex" Satin Finish; color #6087 Trusty Tan.

The fascia, accent trim and possible attached painted rain gutters** of all buildings shall be Sherwin Williams A-100 Exterior Acrylic Latex" Satin Finish, color #2808 Rookwood Dark Brown

Metal doors, steel casings, railings and rain gutters** shall be "Sherwin Williams DTM Acrylic Coating" Semi-Gloss, color #2808 Rookwood Dark Brown

Additive Bid Items: The Safety Plan, Surface Preparation, Paint Application, Paint Finishes, and Site Clean-up as outlined in the General Scope of Services and Tasks (above) shall all be included with your bid price for each Additive item.

Additive #1

- i) **Building 200 – 435 South Main Street** - *Floor space is approximately 7,191 sq. ft.
- ii) ADA ramp and stair railings on the West side.
- iii) Porch, stair and ADA railings on the South side

Additive #2

- i) **Building 300 – 395 S. Main Street** - *Floor space is approximately 23,692 sq. ft.
- ii) ADA ramp and stair railings on the West side.
- iii) ADA railing to Hollamon St on the Northeast side.
- iv) Porch and stairs railings on South side at kitchen.
- v) ADA railing at South side (at Conference Room)
- vi) East side railings from Gym around restrooms

Additive #3

- i) **Parking lot and Main Street Handrail**
- ii) Town Hall parking lot railing on both the North and South sides of the parking lot including the ADA ramp and stair handrail on the North side.
- iii) Main Street railing, from the Northwest corner of Town Hall parking lot, running North and parallel to Main Street, to Hollamon Street.

Paint Finishes: Exterior walls of all buildings (Stucco, concrete, masonry, rock and/or wood) attached down spouts, eaves and retaining wall shall be Sherwin Williams Satin color#6087 Trusty Tan.

The fascia, accent trim and attached painted rain gutters** of all buildings shall be Sherwin Williams A-100 Exterior Acrylic Latex" Satin Finish #2808 Rookwood Dark Brown.

Metal doors, steel casings, railings and rain gutters** shall be "Sherwin Williams DTM Acrylic Coating" Semi-Gloss, color#2808 Rookwood Dark Brown.

*Town of Camp Verde - Public Works Department
Town Campus Painting Project*

***Note:** all measurements are provided as an estimate only; contractor is responsible for their own measurements in order to obtain the square-foot surface area for an accurate bid and calculation of materials to complete the job as described.

****Note:** Town of Camp Verde to confirm and specify painted rain gutters and downspouts at mandatory pre-bid meeting

Attachment: Project Site Map (1 page)

Attachment: Western Technologies Inc. Limited Leas-Based Pain Inspection report (8 pages)

Attachment: Full Specification Sheets for each of the Sherwin Williams products are attached and considered as part of the Scope of Work for this project – CONTRACTOR is responsible to obtain complete product information from the paint manufacturer (6 pages).



Town of Camp Verde

Meeting Date: April 18, 2012

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

Requesting Council Member: Bruce George

Staff Resource/Contact Person: Russ Martin / Mike Showers

Agenda Title (be exact): Presentation, discussion and possible direction to staff relative to creating an ordinance increasing the Transaction Privilege Tax (TPT), as well as potential changes to the Model Tax Code that would be placed on a future agenda for consideration.

List Attached Documents: History of the TPT adoptions and actual ordinances

Estimated Presentation Time: 10 min

Estimated Discussion Time: 25 min

Reviews Completed by: Russ Martin, Mike Showers

Department Head: Town Attorney Comments:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: None on 2011/2012 Budget. The impact will be in the Fiscal Year 2012/13 Budget and will be to the extent and timeframe that if passed we could begin to see resulting revenues.

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

Comments: The current budget year projected a \$1.3 Million deficit to accomplish operations (approx. 385K) capital projects (approx. 710K) and contingencies (250K). The Fiscal Year 2010/11 Budget resulted in less than \$100,000 in actual deficit spending.

Background Information: It has become the norm to expect more for less and the Town of Camp Verde proudly has accomplished this for the previous few years. However, since the beginning of the community discussion on our Capital Improvements Plan, the discussion focused on how the Town would be able to afford progress on this Plan. The opportunity to consider any type of tax increases in Camp Verde, which is currently at or below most communities in the state and especially those in our valley, is upon us for consideration. As other state revenues continue to rise modestly, our largest contribution to the Town's Budget remains stagnant. This is also an opportunity to consider several different options to the entire tax code if the Council chooses to do so.

Recent past history (included in the packet), demonstrates that this issue is a difficult one for our community to consider for one reason or another. However, it is certainly important for the community to regularly review this issue

and for staff to provide opportunities to make it the best possible place for residents and businesses. This is the opportunity to provide direction to staff and create an additional revenue source.

Recommended Action (Motion): Request staff prepares ordinances for Council consideration that include increasing the TPT tax and adjustments and updates to the Model Tax Code.

Instructions to the Clerk: None

Agenda Item Submission Form – Section II (Staff Report)

Town of Camp Verde

Agenda Item Submission Form – Section II (Staff Report)

Department: Manager's Office

Staff Resource/Contact Person: Russ Martin

Contact Information: ext. 102; russ.martin@campverde.az.gov

Background:

Same as above

Statement of the Problem or Opportunity:

The Town is in a position to eliminate or curb deficit spending in a responsible way; as it has in the past. It is clear to many who have reviewed our financial position that past and current Councils have been frugal with the Town's resources as the community has grown. Within our own Verde Valley we have the same or larger population to serve, yet do so with much less resources. As a result, progress has stalled toward fulfilling the promise that an incorporated community should be able to provide adequate services and infrastructure to its residents.

The Town has an opportunity to impose a tax which has the least economic impact to its residents and businesses, but offers the highest potential for assisting with the needs of the community. There are alternatives as described below to generate income, however, it is important to recognize that no matter which alternative Council could select, the rate would not exceed our neighboring communities, even if we chose to implement all of them.

Alternatives/Options/Solutions:

- Option 1
 - Remain at the current tax level and with the current tax structure, awaiting future development and continue a positive approach to businesses to increase economic activity

- Option 2
 - Pass a change in the Model Tax Code.
 - Alternative A – Eliminate the exemption on APS electric bills
 - (Potentially may bring in as much as \$175, 000)

- *Alternative B – Eliminate the exemption on Food.*
 - *(This has not been estimated due to limited data and would need to be looked into more to determine an actual estimated amount)*
- *Option 3*
 - *Pass an increase in the Transaction Privilege Tax (TPT)*
 - *A 1% increase would currently bring in approximately \$750,000 annually*
- *Option 4*
 - *Pass a property tax (Currently no Town Property taxes exist)*
 - *This could raise any specific amount you would ask for and is better utilized for public bonding of community desired improvements*

Comparative Analysis:

It is important to recognize the difficulty this community has with tax increases and spending during a difficult economic time in which many are unemployed or underemployed themselves. However, there are opportunities to move forward through making progress on the Capital Improvements Plan.

Options and alternatives presented are not to be considered in this case as the only options are exhaustive and may be considered at the same time. It takes at least 60 days to implement a change once it is approved. In the case of the APS this could begin as early as December 2012.

Option 1 does keep the Town progressing, however, at a much slower pace than implementing a tax. Considering the Town's assets and services are already less than previous years in our history, and much below other communities in the Valley, this option limits our progress now and many years into the future. It is important to note that the other communities in the Valley (Cottonwood/Sedona) of similar size and even smaller have to pass Charter provisions regularly so that they can spend the money that comes in a regular course of business. According to State Law this must be done if you want to spend in excess of the State Expenditure Limit which among other things is based on 1978 population and base budgets of that time. Camp Verde's is set at \$11,161,575 for the next fiscal year. We are currently operating with approximately one-half that limit. Other communities including Cottonwood - \$8,297,994 and Sedona - \$11,781,967 both operate for similar populations much beyond their state set expenditure limits. This is one of the reasons they can and do provide much more for their residents, businesses and visitors.

Option 2 does generate revenue and has a chance at raising significant revenue in the case of a food tax. However, both these and often other taxes that we could address through changes in the Model Tax Code have an effect on our residents to a much larger degree. Currently, no Town sales tax exists on APS bills where state and county taxes do exist, and the last survey of communities showed that about half of the cities/towns in the state do have at least some tax of this nature. It would appear to be a fair tax paid by everyone and would include businesses. Now, may be a difficult time to implement a tax of this nature when citizens and businesses are struggling and would be forced to pay the increased amount regardless of their ability to do so. It is the same with a Food Tax. It would not greatly impact buyers, as many in Camp Verde pay Cottonwood's three percent tax on food, as well as pay for gas

without much concern. Still, all citizens need food daily regardless of their ability to afford it and so this option would have a broad effect on citizens.

Option 3 generates revenue from a variety of areas and has a broader tax base from which to collect. The largest effect of this option would be the daily need for propane by most residents. However, a large portion of this tax is raised by visitors and people who are using disposable income for things other than absolute necessities. Camp Verde's tax is currently one of the lowest in the state. Most communities are already at the three percent level which does not appear to be a business detriment to the communities as both Sedona and Cottonwood collect at that rate and continue to see business development. The key would be in making efforts to increase services and show investment in our own community potentially spurring other investments.

Finally, Option 4 is the most common alternative to funding government. However, it does not exist in Arizona like in most of the rest of the country. It is normally a very steady income for a community that allows steady service delivery and is very commonly used to pay off debt for community infrastructure and capital projects. This is a potential business deterrent and like the electric bill, it is an annual cost that must be considered for locating and investing regardless of what type of business is considering Camp Verde.

Fiscal Impact to the Town:

This is a difficult issue to consider as the alternatives are laid out. However, current deficit spending, although done responsibly, cannot continue indefinitely and will affect our reserve status. If additional revenue is not added, maintenance and capital projects cannot continue. Town investment may breed outside investment and must be considered if we are to make any progress on service levels and capital projects.

Other Impacts:

All taxes have an impact. However, we are fortunate to have options to consider. Understand that any revenue that may be derived would be managed with a continued conservative approach in order to maintain the trust of the community. At the same time, utilizing potential revenue should help the community realize improvements in services and facilities, further reinforcing the reasons for the tax.

Conclusion:

Consider what 10 or 25 years later will look like in Camp Verde, and imagine what could be accomplished with an additional 10 or 25 million in services and infrastructure. When we look at Camp Verde in ten or more years, and with the action we take today, we can be proud of the facilities that our town offers to families and residents.

Recommendation: Move to direct staff to pursue Option 3.



TOWN OF CAMP VERDE
Agenda Action Form

Meeting Date: June 23, 2010

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Reference Document: Resolution 2010-812

Agenda Title (be exact):

Discussion, consideration, and possible approval of Resolution 2010-812, a resolution of the common council of the Town of Camp Verde, Arizona, ordering and calling an election to be held on November 2, 2010, in and for the Town of Camp Verde, Arizona to submit to the qualified electors thereof the question to authorize two proposed increases in the general transaction privilege tax of the Town of Camp Verde: a one percent (1%) increase, excluding the categories of construction contracting, construction contractors, hotel (bed tax), and rental taxes on real property referred by the common council and a 50 mill (1/2 cent) increase as proposed by initiative.

Purpose and Background Information:

On April 21, 2010, Council directed staff to prepare a 1% sales tax increase measure for special election on November 2, 2010. In the meantime, citizens have pulled initiative petitions to place a 1/2% sales tax increase, with 1/4% going to the construction of a library and 1/4% going to the infrastructure of the Community Park. Approval of this resolution will call the election.

Recommendation (Suggested Motion):

Move to approve Resolution 2010-812, a resolution of the common council of the Town of Camp Verde, Arizona, ordering and calling an election to be held on November 2, 2010, in and for the Town of Camp Verde, Arizona to submit to the qualified electors thereof the question to authorize two proposed increases in the general transaction privilege tax of the Town of Camp Verde: a one percent (1%) increase, excluding the categories of construction contracting, construction contractors, hotel (bed tax), and rental taxes on real property referred by the common council and a 50 mill (1/2 cent) increase as proposed by initiative.

Finance Review: **Budgeted** **Unbudgeted** **N/A**

Finance Director Comments/Fund: N/A

Attorney Review: **Yes** **No** **N/A**

Attorney Comments: (incorporated into the attached document)

Submitting Department: Clerk's Office

Contact Person: Debbie Barber

Action Report prepared by: D. Barber

RESOLUTION NO. 2010-812

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, ORDERING AND CALLING AN ELECTION TO BE HELD ON NOVEMBER 2, 2010, IN AND FOR THE TOWN OF CAMP VERDE, ARIZONA, TO SUBMIT TO THE QUALIFIED ELECTORS THEREOF THE QUESTION TO AUTHORIZE TWO PROPOSED INCREASES IN THE GENERAL TRANSACTION PRIVILEGE TAX OF THE TOWN OF CAMP VERDE: A ONE PERCENT (1%) INCREASE, EXCLUDING THE CATEGORIES OF CONSTRUCTION CONTRACTING, CONSTRUCTION CONTRACTORS, HOTEL (BED TAX), AND RENTAL TAXES ON REAL PROPERTY REFERRED BY THE COMMON COUNCIL AND A 50 MILL (1/2 CENT) INCREASE AS PROPOSED BY INITIATIVE.

WHEREAS, the Common Council of the Town of Camp Verde, Arizona (hereinafter referred to as the "Town"), hereby find and determine that the financial needs of the Town can be best met by in increase in the general transaction privilege tax levied by the Town; and

WHEREAS, pursuant to Section 42-6006, Arizona Revised Statutes, the Common Council of the Town may order an election to seek electorate approval of such transaction privilege tax increase.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE TOWN:

1. That an election of the qualified electors of the Town be called for the purposes described herein and the same is hereby ordered and called to be held on November 2, 2010 (hereinafter referred to as the "Election"), at which there shall be submitted to the qualified electors of the Town: (a) the question of authorizing a one percent (1%) increase in the general transaction privilege tax, excluding the categories of construction contracting, construction contractors, hotel (bed tax), and rental taxes on real property levied by the Town, and (b) the question posed by initiative as set forth on **Exhibit A**.

2. That the Election shall be called and notice thereof given by mailing an informational pamphlet (hereinafter referred to as the "Informational Pamphlet") and a sample of the ballot for the Election (the "Official Ballot") to the residence of each household which includes a registered voter within the Town not less than thirty-five (35) days before the date of the Election. The Official Ballot for the Election shall be in substantially the form hereto attached and marked as the **Exhibit B**.

3. That the Clerk of the Town is hereby authorized and directed to cause the Informational Pamphlet to be so prepared and so mailed according to law and the provisions of this Resolution under the circumstances described herein in the form she deems acceptable.

4. That the Clerk of the Town is hereby authorized and directed to submit, within thirty (30) days after the date of the Election, a copy of the Informational Pamphlet to the Arizona Department of Revenue and the results of the Election.

5. That the polling places and the time the polls will be opened and closed shall be as provided in the Informational Pamphlet. The Common Council of the Town hereby

(i) establish the election precincts indicated herein which shall have the same boundaries as the County election precincts as provided in Section 16-411, Arizona Revised Statutes; (ii) designate each polling place in each precinct indicated therein; (iii) approve the consolidation of any precincts indicated as such therein and by such indication deem such consolidation as necessary for purposes of the Election and (iv) with respect to any polling place for a precinct designated within an adjacent precinct as indicated therein, find that no suitable polling place is available within such precinct.

6. That absentee/early voting shall be permitted in accordance with the provisions of Title 16, Chapter 4, Article 8, Arizona Revised Statutes, as amended, and that absentee/early voting information may be obtained as described in the Informational Pamphlet.

7. That the Clerk of the Town is hereby authorized and directed to have printed and delivered to the election officers at said polling places, to be by them furnished to the qualified electors of the Town offering to vote at the Election, the appropriate version of the Official Ballot.

8. That in order to comply with the Voting Rights Act of 1965, as amended, the following items pertaining to the Election shall be translated into Spanish and mailed, distributed, posted, published and recorded in each instance where mailing, distributing, posting, publication and recording of such proceedings are required, to-wit: Informational Pamphlet, Official Ballot, absentee/early voting materials and instructions at the polling places.

9. That the Election shall be held, conducted and canvassed in conformity with the provisions of the general election laws of the State of Arizona, except as otherwise provided by law, and only such persons shall be permitted to vote at the Election who are qualified electors of the Town.

10. That the Election may be conducted using either electromechanical or electronic vote recording and ballot counting equipment or paper ballots, as shall be determined to be in the best interests of the Town by the Clerk of the Town.

11. That the Clerk of the Town is authorized and directed, if necessary, to enter into a contract with the County Recorder of Yavapai County, Arizona (hereinafter referred to as the "County"), to obtain precinct registers for the Election and, if necessary, to enter into an agreement with the Elections Department of the County to conduct the Election for the Town.

12. That all expenditures as may be necessary to order, notice, hold and administer the Election are hereby authorized, which expenditures shall be paid from current operating funds of the Town.

13. That the Clerk of the Town is hereby further authorized to take all other necessary action to facilitate the Election.

14. That the returns from the Election shall be canvassed and the results thereof certified by the Common Council of the Town within twenty (20) days after the date of the Election, as provided by law.

15. That the Common Council of the Town shall file and record in the office of the County Recorder of the County a certificate disclosing with respect to the Election the purpose of the Election, the total number of votes cast and the total number of votes for and against authorizing the one percent (1%) increase in the Town's general transaction privilege tax and

the total number of votes for and against authorizing the 50 mill (1/2 cent) increase in the Town's general transaction privilege tax as proposed by initiative.

PASSED AND ADOPTED AT A REGULAR SESSION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON _____, 2010.

Bob Burnside, Mayor

Date: _____

ATTEST:

Deborah, Barber, Town Clerk

APPROVED AS TO FORM:

Town Attorney

EXHIBIT A

1. A 50 mill (1/2 cent) general sales tax be levied in all taxable categories as provided by law.
2. All revenues evenly applied to:
 - A. The Construction and Furnishing of a New Library.
 - B. The construction of Eastern park entrance, ball fields, infrastructure adequate for the park facilities for water, sewer, electrical, ball fields, concession stand, and multi-room storage building for civic organizations.
3. This sales tax shall be repealed incrementally by 25 mills (1/4 cent) when any financial obligation for each project/s is completed.



TOWN OF CAMP VERDE
Agenda Action Form

Meeting Date: June 23, 2010

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Reference Document: Town of Camp Verde Publicity Pamphlet and Text of Ballot

Agenda Title (be exact):

Discussion, consideration, and possible approval of the Publicity Pamphlet for the November 2, 2010 Special Election. The pamphlet includes proposed ballot language, voter information, and sample ballots for the Town's portion of the statewide November election.

Purpose and Background Information:

On April 21, 2010 and again on June 9, 2010, council directed staff to prepare a 1% sales tax increase measure for special election on November 2, 2010. The publicity pamphlet provides sample ballot language, voter information, and copies of each measure to be voted. Staff is seeking your input and approval of the pamphlet.

Recommendation (Suggested Motion):

Move to approve the Publicity Pamphlet for the November 2, 2010 special election.

Finance Review: **Budgeted** **Unbudgeted** **N/A**

Finance Director Comments/Fund: N/A

Attorney Review: **Yes** **No** **N/A**

Attorney Comments: (incorporated into the attached document)

Submitting Department: Clerk's Office

Contact Person: Debbie Barber

Action Report prepared by: D. Barber

**TOWN OF CAMP VERDE,
YAVAPAI COUNTY, ARIZONA**

**PUBLICITY PAMPHLET
AND TEXT OF BALLOT**

Proposal to be submitted to the
qualified electors of the Town of Camp Verde
at the

**SPECIAL ELECTION
NOVEMBER 2, 2010**



PUEBLO DE CAMP VERDE, ARIZONA

**FOLLETO DE PUBLICIDAD
Y TEXTO DE LA BOLETA**

Propuesta que se les presentará a los
electores calificados del Pueblo de Camp Verde
en la

**Elección Especial,
2 De Noviembre de 2010**

To the Voters of the Town of Camp Verde:

The purpose of the publicity pamphlet is to provide information regarding two propositions to be placed on the November 2, 2010 Special Election Ballot. A sample ballot for the two propositions and supporting and opposing arguments are included in this pamphlet. The propositions are separate. You may vote for or against either one. If both are approved, the general transaction privilege tax will be increased as required by each proposition. If neither are approved, the general transaction privilege tax will not increase. If only one proposition is approved, the general transaction privilege tax will increase by the amount authorized by the approved proposition.

In compliance with the Federal Voting Rights Act, the publicity pamphlet is printed in English and Spanish. To be fully prepared to exercise your right to vote, please read all the material in this pamphlet.

Questions related to the election process may be directed to the Town Clerk's Office at (928) 567-6631, ext. 100.

Deborah A. Barber, MMC
Town Clerk

DATE OF ELECTION: NOVEMBER 2, 2010

IMPORTANT VOTER INFORMATION:

1. **This is NOT a Mail Ballot Election.** You will go to the polls to cast your vote. Please check the address label on this pamphlet for your polling place information or call the Clerk's Office at (928) 567-6631 ext. 100 for your polling place information.
2. Polling places will be open from 6:00 a.m. to 7:00 p.m.
3. Any registered voter may, at his option, be accompanied and assisted by any person of their choice or shall be assisted by two (2) election officials, one from each political party, during any process relating to voting or during the actual process of voting.
4. Any qualified voter who is in line at 7:00 p.m. shall be allowed to prepare and cast a ballot.
5. This pamphlet may be taken into the voting booth on Election Day.

TO CAST YOUR VOTE ON ELECTION DAY, MAKE SURE YOU GO TO THE POLLING PLACE INDICATED ON THE MAILING LABEL OF THIS PAMPHLET.

EARLY VOTING INFORMATION

Individuals may request an early or replacement ballot by calling the Yavapai County Elections department at (928) 639-8100, ext. 3245. Early ballots will be available October 7, 2010 through October 29, 2010. You may place your voted early ballot in the Yavapai County ballot box located at the entrance of the Town Hall Complex, 473 S. Main Street, Camp Verde, AZ.

You may also drop off your early/replacement ballot at Yavapai County Offices in Cottonwood, located at 10 S. 6th Street, Cottonwood, AZ or at the Yavapai County Administration Building, located at 1015 Fair Street, Prescott, Arizona. *The last day to request an early ballot by mail is October 22, 2010. The last to vote early in person is October 29, 2010.*

The last day to register to vote for this election is October 4, 2010.

Early ballots must be received by 7:00 p.m. on November 2, 2010.

ACCEPTABLE IDENTIFICATION AT THE POLLS

LIST #1 Photo Identification with name and address (one required)

Acceptable forms of identification with photograph, name, and address of the elector (If the address on the ID does NOT match the address in the Signature Roster, the voter must vote a regular provisional ballot and does NOT have to return). See List #3.

- Valid Arizona driver license
- Valid Arizona non-operating identification license
- Tribal enrollment card or other form of tribal identification
- Valid United States federal, state, or local government issued identification

An identification is "valid" unless it can be determined on its face that it has expired.

OR

LIST #2 Non-photo identification name and address only (two required)

Acceptable forms of identification without a photograph that bears the name and address of the elector. (If the address on the ID does NOT match the address in the Signature Roster, the voter must vote a regular provisional ballot and does NOT have to return.)

- Utility bill of the elector that is dated within 90 days of the date of the election. (A utility bill may be for electric, gas, water, solid waste, sewer, telephone, cellular phone, or cable television.)

- Bank or credit union statement that is dated within 90 days of the date of the election.
- Valid Arizona vehicle registration
- Indian Census Card
- Property tax statement of the elector's residence
- Tribal enrollment card or other form of tribal identification
- Vehicle insurance card
- Recorder's Certificate or Voter Registration Card
- Valid United States federal, state, or local government issued identification
- Any "Official Election Material" mailing bearing the voter's name and address

OR

LIST #3 Mix and Match from Lists #1 and #2:

- Any valid picture ID from List #1 with an address that does NOT match the Precinct Register WITH a non-photo ID from List #2 with an address that DOES match the Precinct Register
- US Passport and one item from List #2
- US Military ID and one item from List #2

If you have any questions regarding voter identification for the November 2, 2010 election contact:

Town Clerk's Office
Town of Camp Verde
(928) 567-6631 ext. 100
www.campverde.az.gov

TEXT OF BALLOT – TEXTO DE LA BOLETA

Proposition 400

Proposal submitted by the Town Council of the Town of Camp Verde

Official Title: Increase the General Transaction Privilege (sales) tax by 1%, excluding the categories of construction, hotel, and rental tax on real property to fund municipal services.

Descriptive Title: Pursuant to ARS §42-6006, the Town of Camp Verde, Arizona seeks voter approval of an increase in the transaction privilege tax by 1% to be used to fund municipal services.

Proposition 400: Shall an ordinance amending the Tax Code and Town Code of the Town of Camp Verde be adopted to increase the existing transaction privilege tax of 2% to 3%, excluding construction contracting and construction contractors, hotel, and rental taxes on real property, to fund municipal services?

A "Yes" vote shall have the effect of establishing a 1% increase in the General Transaction Privilege tax as described above in the Town of Camp Verde.

A "No" vote shall have the effect of maintaining the existing transaction privilege tax at its current level of 2%.

Yes

No

Proposition 400

An ordinance proposed by the Mayor and Common Council of the Town of Camp Verde

ORDINANCE NO. 2010-A374

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, RELATING TO THE TRANSACTION PRIVILEGE LICENSE TAX; AMENDING THE TAX CODE OF THE TOWN OF CAMP VERDE, ARIZONA BY INCREASING THE GENERAL RATE OF TAXATION FROM TWO PERCENT (2%) TO THREE PERCENT (3%); PROVIDING PENALTIES FOR THE VIOLATION THEREOF; PROVIDING FOR SEVERABILITY; DESIGNATING AN EFFECTIVE DATE AND MAKING PROVISION FOR EXISTING CONTRACTS.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA:

Section 1. The tax rate in each of the following sections, excluding Sections 8-415, 8-444, and 8-445 of The Tax Code of the Town of Camp Verde is increased from two percent (2%) to three percent (3%):

| | |
|--------------------------|---|
| Section 8-405 | Advertising. |
| Section 8-410 | Amusements, exhibitions, and similar activities. |
| Section 8-415 | Construction Contracting, Construction Contractors |
| Section 8-425 | Job printing. |
| Section 8-427 | Manufactured buildings. |
| Section 8-430 | Timbering and other extraction. |
| Section 8-435 | Publishing and periodicals distribution. |
| Section 8-444 | Hotels. |
| Section 8-445 | Rental, leasing, and licensing for use of real property. |
| Section 8-450 | Rental, leasing, and licensing for use of tangible personal property. |
| Section 8-455 | Restaurants and Bars. |
| Section 8-460 | Retail sales: measure of tax; burden of proof; exclusions |
| Section 8-470 | Telecommunication services. |
| Section 8-475 | Transporting for hire. |
| Section 8-480 | Utility services. |

Section 2. Any person found guilty of violating any provision of these amendments to the tax code shall be guilty of a class two misdemeanor. Each day that a violation continues shall be a separate offense punishable as herein above described.

Section 3. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 4. The tax imposed pursuant to Sections 1 of this ordinance shall not apply to contracts entered into prior to the effective date of this ordinance.

Section 5. The provisions of this ordinance shall become effective on March 1, 2011, provided

publication and posting pursuant to A.R.S. § 9-813 is completed prior to such time.

PASSED AND ADOPTED by the Mayor and Council of the Town of Camp Verde, Arizona,
November 2010.

APPROVED:

Date:

Bob Burnside, Mayor

ATTESTED:

Approved as to form:

Deborah Barber, Town Clerk

Town Attorney

Proposition 401

Proposal submitted by "Citizens Library & Park Construction Sales Tax Initiative"

Official Title: A citizen initiative proposing a ½ % increase in the General Transaction Privilege (sales) tax in the Town of Camp Verde.

Descriptive Title: A ½% increase to be levied in all taxable categories to be applied equally to 1) the construction and furnishing of a new library and 2) the construction of park improvements as described in the Publicity Pamphlet. The tax shall be repealed incrementally by ¼% as each project is completed.

Proposition 401: Shall an ordinance amending the Tax Code and Town Code of the Town of Camp Verde be adopted to increase the existing transaction privilege tax of 2% to 2.5% in all taxable categories as provided by law to be applied to 1) the construction and furnishing of a new library and 2) the construction of park improvements as described in the Publicity Pamphlet, with the tax repealed incrementally by ¼% as each project is completed?

A "Yes" vote shall have the effect of establishing a 1/2% increase in the General Transaction Privilege tax in the Town of Camp Verde.

A "No" vote shall have the effect of maintaining the existing transaction privilege tax at its current level of 2%.

- Yes
- No

Proposition 401

An Initiative proposed by:

Citizens Library & Park Construction Sales Tax Initiative Committee

1. A 50 mill (**1/2 cent**) **general sales tax** to be levied in all taxable categories as provided by law.
2. All revenues evenly applied to:
 - A.) The Construction and Furnishing of a New Library.
 - B.) The construction of Eastern park entrance, ball fields, infrastructure adequate for the park facilities for water, sewer, electrical, ball fields, concession stand, and multi-room storage building for civic organizations.
3. This sales **tax shall be repealed** incrementally by 25 mills (**1/4 cent**) when any financial obligation for each project/s is completed.

PLACE HOLDER ARGUMENTS FOR/AGAINST

of the Town gymnasium and soccer fields for the purposes of Physical Education Instruction, **and also with the changes that Councilor German requested.**

Long explained that the proposed formalized agreement with Camp Verde Unified School District was brought to Council for approval to allow the South Verde Technology magnet School students to use the Town gymnasium and soccer fields; they have been using the facilities for some time in the past without a formal agreement in place. Staff is trying to get these types of uses properly formalized into agreement to bring them to Council for approval. Long confirmed that the arrangements has been working satisfactorily; staff is working with faculty to avoid any problems. After some discussion, Item C. set forth in the Resolution was amended to read, (amendment underlined), "Camp Verde Union High School agreed to perform three to five hours of Community Service per student per month, Community Service will be coordinated with the Town of Camp Verde, Maintenance Division." It was agreed that the IGA will also incorporate that provision. In response to a request for clarification, Long confirmed that the schedule for use of the gymnasium and fields will be on a set daily schedule, based on the regular class times. Councilor German expressed her objection to the South Verde High School students using the Town gymnasium when they could be using the high school gym, and her concern that the students walk through the parking lot without courtesy or regard for vehicular traffic; Long said he would take steps to require the students to use the safe crossing at the corner. Long assured the Council that the use of the gym did not cause additional air conditioning expense for the Town.

16. **Discussion, consideration, and possible approval of the following:** Staff Resource: Lisa Elliott
- Voluntary Retirement Incentive Program, to include the timeline, application and agreement.**
 - Establishing incentive amounts by increasing the range of sick leave payout by an additional 10% to 100%. The current payout for eligible employees is 50%. The recommended cap is \$27,000, which is unbudgeted and will come from the Contingency Fund. The balance remaining in the Contingency Fund as of April 7, 2010 is \$27,324.62.**
 - Authorization to reappropriate Contingency Funds to fund the increased Sick Leave Accrual cash-outs.**
- On a motion by German, seconded by Garrison, the Council **voted 5-2** to approve (1) the establishment of a Retirement Incentive Program with the parameters and guidelines as approved by Council; and (2) the re-appropriation of Contingency Funds in the amount of \$20,000 to fund the increased Sick Leave Accrual cash-outs; **with Kovacovich and Whatley opposed.**

On a motion by Baker, seconded by Roulette, the Council **voted 5-2** to amend the re-appropriation to \$10,000 instead of \$20,000; **with Kovacovich and Whatley opposed.**

Lisa Elliott explained that at the April 7th meeting, Council had directed staff to bring back information regarding establishing a retirement incentive program based on the criteria that Council set forth at that meeting. Elliott reviewed those criteria that included the requirement that employees must qualify for full retirement status, the amounts required to pay out additional sick time up to 100%, the time frame within which employees will be required to submit letters of interest, June 20th 2010 as the target date to retire, and a cap on the amount available for increased payout. As noted in the agenda packet there are potentially eight employees who might qualify for full retirement, although it is not known at this time which employees might take advantage of the program. Elliott also reviewed the different sick leave accrual payout percentages and the available balance in the contingency fund. To confirm their understanding of the information outlined, the members discussed with Elliott the figures presented, the potential effect on the Town's finances, and the recommendations made by staff. It was noted that the incentive program would appear to be an added expenditure at this time; however, Elliott said that the money would be recouped in the future by bringing in people at lower salaries and seeing those savings; also, all departments have expressed concern about positions having to be held vacant since the number of staff is at a critical point right now. Council also confirmed that they are in general agreement with the three-week time period to submit letters of interest.

Note: The following items 17 and 18 were heard prior to item 13 and subsequently the remainder of the Agenda.

Councilor Roulette requested item 17:

- X 17. **Discussion, consideration and possible direction to staff relative a possible tax increase of less than 1%.**
On a motion by German, seconded by Baker, the Council **voted 3-4** to raise the Sales Tax a minimum of three-quarters of a cent, with one-quarter of that being designated for the building of the Library; **with Burnside, Whatley, Garrison and Kovacovich opposed; the motion was denied.**

Roulette said he had requested this item since at the previous meeting it had not been possible to discuss raising the Sales Tax less than 1 percent. It had been suggested that there was a possibility of helping to balance the budget with the employees agreeing to a 5% reduction in pay and a Sales Tax increase of .25 percent. There was comment that some citizens have indicated that if the Council voted for any raise in the tax at all, a group has been formed that would force the issue to a public vote. The members discussed bringing the issue to a November vote, although that would delay realizing any revenue until well into next year. The members expressed sharply divided opinions on a tax increase, including a recommendation for raising the tax at least 3/4^{ths} of a percent with 1/4th to be allocated to the Library building fund, as well as comments on the perceived strong opposition of the

NO supporting doc.

community to a raise in light of the current 1 percent increase scheduled for a vote in May by the State. It was also suggested that any decision should be withheld until after the 2010-11 budget has been balanced and approved, at which time the public will be aware of the cuts in services that had to be made.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Jim Ash stated that he is in favor of the tax increase; he would like to see a new Library in his lifetime.

Charlie German said the history of Camp Verde is based on individuals grouping together to get things done in the community; the Fire District and the schools impose taxes of their own and are able to make necessary improvements. Citizens are looking to the Council to provide support for their efforts to raise funds and go for the loans.

Irene People commented that the Council should realize that if the tax is not increased, the Town finances might fall even farther behind by waiting until it is put on the ballot.

Linda German suggested a tax increase of .75 percent, with .25 percent for construction of the Library; and to look at including the hotels in the raise as well; it is wrong to not have higher retail taxes for the hotel industry.

There was no further public input.

Following the public input, there was further discussion with Finance staff regarding the accommodation and construction taxes, and confirmation that any tax increase would only pertain to the items that are currently taxed at 2%.

Councilor Garrison requested item 18:

- 18. **Discussion, consideration, and possible direction to staff relative to preparing a tax increase proposition for the November ballot. If accepted, this item will also include approval of the ballot language.**



On a motion by Garrison, seconded by Kovacovich, the Council **voted 5-2** to direct staff to move forward with taking the tax increase to the voters on the November ballot, to raise the tax by one percent; **with German and Baker opposed.**

Garrison said she had discussed with the Town Clerk the legality as well as the time line involved in taking a tax increase to a vote in November; Barber confirmed that the cost would amount to approximately at least \$6,000 and would be incurred in the next fiscal year. The members voiced strong conflicting opinions on the issue, pointing out the cost involved to put the tax increase issue on the ballot in light of the anticipated budget severe shortfall, as opposed to cost if the Council made the decision, countered with the belief that the public should be allowed to make the decision at the polls.

Mayor Burnside requested item 19 & 20:

- 19. **Discussion, consideration, and possible direction to staff relative to an application for funding from USDA Rural Development for the construction of a new library.**

On a motion by Burnside, seconded by Kovacovich, the Council **voted 6-1** to **not move** on the application for funding; **with German opposed.**

Burnside said that applications for funding must be submitted by September, and the Town must be able to commit to a loan payment. Barber explained that the loan must be applied for and denied, after which RDA will step in and guarantee the loan, but the Town will have to be able to follow up with a commitment and the Town does not have the capacity to make any loan payment without going forward with a bond election. After a brief discussion, the members expressed general agreement for not moving forward on the application for funding.

- 20. **Discussion, consideration, and possible direction to staff to put in an access road and gate off of McCracken Lane, as this is the only legal access to the Community Park at this time.**

There was no action taken.

Burnside said that his intent is to try to move forward with the Park rather than let it just sit for another two years; McCracken Road is a public road and the Park belongs to the public. He is proposing to put in a culvert closest to the Forest Service, create a working construction road to go up there, clean up the building as a construction site in order to get started to work on the Park. Burnside said that what he is proposing will cost the Town nothing. The members discussed the proposal made by Burnside, questioning the objective, the absence of a plan or permits and the possibility of ending up doing something haphazardly, as well as deviating from the master plan approved by the community. There was also concern about vandalism currently becoming a problem. Burnside reiterated in detail his suggestion for simply providing access to the Park at this time, adding that there are volunteers who are ready to start that work on the Park. There was also some discussion, with input from Long, regarding the funds expended to date for the

No supporting doc.

There was no further public input.

14. **Discussion, consideration, and possible direction to staff relative to establishing the parameters and qualification factors for a possible Retirement Incentive Program as part of the budget balancing strategy.** Staff Resource: Lisa Elliott
There was no action taken.

There was unanimous agreement on the following parameters and guidelines for Lisa Elliott to follow in preparing a proposed Retirement Incentive Program: Eligible for full retirement; additional time at 100%, with Council to determine the final percentage; a possible 3-week time frame to submit letters of interest; retirement by June 30th; a possible cash-out Cap.

Sr. Acct. Lisa Elliott said that at the March 24th budget Work Session, Council directed staff to gather information regarding a Retirement Incentive Program as part of a budget balancing strategy in the next Fiscal Year. Ms. Elliott reported that she had researched the number of employees who could be eligible for full or early retirement, depending on various factors to consider, including age and years of service. Ms. Elliott said that she is seeking direction from the Council in order to draft the proposed retirement program, and outlined the complex financial considerations. Following Council's discussion with Ms. Elliott, with input from one employee, the Council agreed upon the various criteria discussed, or parameters and guidelines for Ms. Elliott to follow, as set forth in the preceding recap of the discussion. It was also agreed that when the information is brought back to Council for review, as soon as possible, the Council will decide whether or not to adopt a Retirement Incentive Program.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Monty Reimer commented that if he retired, he could be replaced with 1-1/2 persons for what the Town is paying him, starting at the bottom range. There are three employees in the Marshal's Office who are eligible for retirement; one probably would not take it, the other one may. Reimer said he wants to retire and whatever the Town could offer would be much appreciated.

There was no other public input.

15. **Discussion, consideration, and possible direction to staff relative to an increase to the Transaction Privilege License Tax in the general rate of taxation from two percent (2%) to three percent (3%). Discussion may include, but not be limited to possible allocations, the election process, and timelines.** Staff Resource: Lisa Elliott

A motion by Baker, seconded by German, to direct staff relative to an increase to the Transaction Privilege License Tax in the general rate of taxation from two percent (2%) to three percent (3%), and staff to bring back an Ordinance at the earliest possible meeting, **failed by a 3-4 vote, with 'no' votes by Whatley, Garrison, Roulette and Burnside.**

Lisa Elliott said that Council had directed staff on March 24th to bring back information for Council to discuss the possibility of increasing the general sales tax rate from 2% to 3% because of the severe decline in State and local sales tax revenues over the past two years that will continue into the next fiscal year. A conservative estimate indicates a possible increase in revenue for the Town in the amount of \$750,000. Ms. Elliott referred to other funding sources that now have been cut, adversely affecting Town projects and services; the increase of the 1% sales tax would help to finance those services and projects. Ms. Elliott said that if the tax increase was approved, she would recommend leaving a percentage of it unallocated and available based on demands of the system from year to year; allocation of percentages can be broken out during the budget process.

The Council discussed the crucial need for funds to continue providing services and maintenance projects for the community, and the problem of imposing an additional tax on the community in light of the economic hardships that many are already facing. A list of the types of business, in addition to retail sales, that would be subject to a sales tax increase was outlined. Based on an informal voice poll, there was almost an equal split between those members who indicated support of the tax increase based on input from some of the citizens, as well as concern for the cuts in services that would have to be made without the added revenue, and other members who objected to the increase at this time, or without a vote of the public.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Linda German said she feels the Council should "bite the bullet," a recent poll by the Bugle showed 63% in favor of the tax. She asked the Council to consider allocating one-quarter of the 1 percent to the Library. The tax raise might not be popular, but do something to help the people.

George Young commented that the people that he has heard who are voting for the tax raise are the employees; government employees are all receiving excellent wages. The people in the community should be given the opportunity to vote on the issue of a sales tax raise. He understands there are those who will pull packets for a referendum otherwise.



TOWN OF CAMP VERDE
Agenda Action Form

Meeting Date: April 7, 2010

Meeting Type: Regular Session

Consent Agenda Regular Business

Reference Document:

Tax Code of the Town of Camp Verde

Agenda Title (be exact):

Discussion, consideration and possible direction to staff relative to an increase to the Transaction Privilege License Tax in the general rate of taxation from two percent (2%) to three percent (3%).

Purpose and Background Information:

Over the past few fiscal years, revenue collections have declined thus forcing the Town of Camp Verde to modify the way that it provides services to the citizens of the Town of Camp Verde. Staffing modifications, expenditure reductions, as well as changes and reductions to services have been made to bring expenditures in line with revenues. With the continued decline in revenues, the Town is faced with limited options relative to continuing to fund the service delivery system.

At the March 24, 2010 Special Session, Council directed staff to place on the April 7, 2010 agenda the issue of raising the Transaction Privilege License Tax (sales tax) by 1% for consideration and possible action. Staff has consulted with the League of Arizona Cities and Towns (The League) relative to the procedures required to increase the Transaction Privilege License Tax rate. The League provided the proper format for the Ordinance as well as guidance regarding the need for public hearings prior to the adoption of the Transaction Privilege License Tax increase. Because Council is adopting a rate change and not amending the Tax Code itself, the law does not require a public hearing. However, if Council desires, public hearings may be held to gather input relative to the percentage increase.

From the time that Council adopts a Transaction Privilege License Tax rate increase to the time that it becomes effective is a minimum of 60 days. The effective date must be the first of a month following the 60 day waiting period. For example, if Council were to adopt the Transaction Privilege License Tax rate increase on April 21, 2010, the effective date would be July 1, 2010. This is calculated by first counting forward 60 days; this results in a date of June 20, 2010. Since June 20, 2010 is not the first day of the month, the effective date of the Transaction Privilege License Tax rate increase would be July 1, 2010.

Recommendation (Suggested Motion):

Direction to staff relative to an increase to the Transaction Privilege License Tax in the general rate of taxation from two percent (2%) to three percent (3%).

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Attorney Review: Yes No N/A

Attorney Comments:

Submitting Department: Finance Department

Contact Person: Lisa Elliott, Senior Accountant

Action Report Prepared By: Lisa Elliott, Senior Accountant

Debbie Barber

To: Lisa Elliott
Subject: RE: Sales Tax Increase Procedures

From: Liisa Laikko [mailto:llaikko@azleague.org]
Sent: Monday, March 29, 2010 4:08 PM
To: Lisa Elliott
Subject: RE: Sales Tax Increase Procedures

Lisa-

Tom and I checked on this. You are just changing your rate, you aren't amending the code itself so you don't need a hearing. The annual code changes we send out need hearings, rate changes do not.

Liisa Laikko

Member Services Associate
League of Arizona Cities & Towns
602.258.5786
602.501.0670 cell
602.253.3874 fax

From: Lisa Elliott [mailto:Lisa.Elliott@campverde.az.gov]
Sent: Monday, March 29, 2010 3:45 PM
To: Liisa Laikko
Subject: RE: Sales Tax Increase Procedures

Thank you for the information. I have a question. In the ordinance manual on page 13, the section titled "Model City Tax Code; Amendments" (inserted below) states that any changes to the Model City Tax Code requires a public hearing and that notification of this hearing must be published 15 days before the hearing. Am I correct in assuming that increasing the Town's sales tax rate falls into this category of making a change to the Model City Tax Code thus requiring us to hold a public hearing? If this is correct, can we hold the public hearing and adoption of the increase on the same night? Thank you for your help.

Model City Tax Code; Amendments.²¹ Prior to any amendment or modification of the Model City Tax Code and prior to amending a previously issued notice interpreting any provisions of the Code or procedures to be followed under the Code, a city or town is required to hold a public hearing. Notice must be given at least 15 days before the hearing by publication in a newspaper of general circulation in the city or town. (See Exhibit Six for a sample notice.)

From: Liisa Laikko [mailto:llaikko@azleague.org]
Sent: Monday, March 29, 2010 10:52 AM
To: Lisa Elliott
Subject: FW: Sales Tax Increase Procedures

Lisa-

Your ordinance is attached. This does not need a public hearing scheduled prior to the meeting at which it is adopted. It is like adopting a normal ordinance other than the effective date, which we discussed. I attached our ordinance manual if you or your clerk have any questions. Please talk to Kathleen Jackson at DOR to make sure she knows what the Town is doing and that the effective date is right. Her info is below.

Kathleen Jackson
TPT Cities Audit Manager
(602) 716-6826
KJackson@azdor.gov

Thanks!

Liisa Laikko

Member Services Associate
League of Arizona Cities & Towns
602.258.5786
602.501.0670 cell
602.253.3874 fax

From: Tom Belshe
Sent: Monday, March 29, 2010 8:28 AM
To: 'Lisa Elliott'
Cc: Liisa Laikko
Subject: RE: Sales Tax Increase Procedures

Hi Lisa,

Liisa Laikko of our staff will prepare an ordinance for you that will need to be reviewed by your attorney. She will also calculate an effective date based on the day you when this is passed by the town council. If you will get back to Liisa as soon as you can with a date, she will take care of it. Call me with any questions.

Tom Belshe
Deputy Director
League of Arizona Cities and Towns
1820 West Washington St.
Phoenix, AZ 85007
tbelshe@azleague.org
(602)258-5786

From: Lisa Elliott [mailto:
Sent: Thursday, March 25, 2010 3:00 PM
To: Tom Belshe
Subject: Sales Tax Increase Procedures

Tom – at last night's Council meeting, we were directed to bring back to Council the information needed (procedure, ordinances, etc.) to increase the Town's sales tax rate to 3%. Is this something that you can help me with?

Thank you.

Lisa Elliott

Senior Accountant
Town of Camp Verde
395 S. Main Street
Camp Verde, AZ 86322
(928) 567-6631 ext 109
lisa.Elliott@campverde.az.gov

Transaction Privilege License Tax (TPT) Increase

Projected revenues from a 1 cent TPT increase \$ 750,000

| | | |
|---|------|------------|
| Percentages with which to allocate proceeds | 5% | \$ 37,500 |
| | 10% | \$ 75,000 |
| | 15% | \$ 112,500 |
| | 20% | \$ 150,000 |
| | 25% | \$ 187,500 |
| | 30% | \$ 225,000 |
| | 35% | \$ 262,500 |
| | 40% | \$ 300,000 |
| | 45% | \$ 337,500 |
| | 50% | \$ 375,000 |
| | 55% | \$ 412,500 |
| | 60% | \$ 450,000 |
| | 65% | \$ 487,500 |
| | 70% | \$ 525,000 |
| | 75% | \$ 562,500 |
| | 80% | \$ 600,000 |
| | 85% | \$ 637,500 |
| | 90% | \$ 675,000 |
| | 95% | \$ 712,500 |
| | 100% | \$ 750,000 |

Funds to which the proceeds could be allocated

General Fund

Capital Improvement Projects (CIP) Fund

Parks Fund

Debt Service Fund

Library Building Fund

HURF/Streets Fund

Clerk's Office Report

Date: April 7, 2010

To: Mayor and Council

From: Debbie Barber, Town Clerk

Re: Procedures used for the 1999, 2001, and 2004 tax increases and options for an additional increase

The following ordinances increased sales taxes and are attached for your review. Please note that none of these increases were the subject of a referendum.

1. Ordinance 99-A148 increased sales tax by 1%. The increase excluded transient lodging (bed tax). Please note that item #4 in Ordinance 99-A148 detailed the uses of the proceeds realized. Council held three (3) public hearings prior to adopting the ordinance. The hearings were held on 9-1-99, 10-1-99, and 12-1-99. The ordinance was approved on 12-1-99. The rate increase became effective on 3-1-2000.
2. Ordinance 2001-A201 increased the transient lodging to 3%. The ordinance was approved December 19, 2001 and became effective 1/21/02. Council held no public hearings relative to this increase other than receiving public comment during the meeting at which it was approved. Interestingly, this ordinance became effective 30 days after its passage,
3. Ordinance 2004-A273 increased the tax rate to 3% on construction contracting. The ordinance was approved on 2/4/04 and became effective 7/1/04. Council held no public hearings on this increase other than receiving public comment during the meeting at which it was approved.

As you can see, you have several options relative to the consideration of a tax increase.

1. You can approve an ordinance increasing the tax. The ordinance will take effect 60 days after publication.
2. You can hold public hearings before approving a tax increase. These can be advertised to encourage public participation.
3. You can pass the ordinance and set the effective date as far out as you like, but no sooner than 60 days.
4. You can send the proposed tax increase to the voters. The next election would be March 2011. There would be an estimated additional election expense from \$6,000 to \$8,000 over the usual budget. I am not sure when the tax would become effective if you send it directly to the voters, but I would suspect that it would be at least 60 days. An election schedule is attached.
5. You can approve the increase and depending upon legal advice, allow the voters to refer it to the next election. Voters will have 30 days after its passage to complete the referendum process. Again, if an election is required, there will be increased election expenses. The ordinance would become effective upon canvass of the vote.
6. Finally, you can specify how the increase will be allocated.

ORDINANCE NO. 99-A148

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ESTABLISHING AN INCREASE IN LOCAL TRANSACTION PRIVILEGE (SALES) TAXES

WHEREAS, the Council adopted the Tax Code of the Town of Camp Verde on July 27, 1988, in Ordinance 88-A30, declaring the code to be a public record in Resolution 88-A30, and

WHEREAS, the Tax Code has been amended periodically to conform to changes in the Uniform Municipal Tax Code, or to increase the rate applicable to transient lodging, and

WHEREAS, the initial retail/use tax rate of 1% has not been modified by the Town since adoption in 1988, and fiscal demands along with the need to plan and provide for capital improvements, and emphasize regional park development and economic growth initiatives, now mandate an increase, and

WHEREAS, notice of the consideration of a sales tax increase has been published and several public hearings conducted in conjunction with regular Council meetings,

NOW, THEREFORE, be it ordained by the Common Council of the Town of Camp Verde, that:

1. The retail/use tax rate of 1% for local sales tax within the corporate limits of the Town of Camp Verde is hereby increased to 2%. The increased rate shall apply to all transactions now taxed at 1%, except for transient lodging ("bed tax"), which shall remain at the current rate.
2. The increased rate shall become effective on all applicable transactions within the Town beginning on and after March 1, 2000, or later if required to allow for publication of the ordinance and approval of the Arizona Department of Revenue. The additional tax shall not apply to contracts entered into prior to the effective date of this ordinance.
3. Violation of any provision of the Uniform Municipal Tax Code by any person is a Class 2 Misdemeanor.
4. The proceeds from the sales tax increase shall be used for required M & O expenses, and on funding for the priority list, noting that Parks are number one on the priority list, and that the Council will commit to getting a Capital Improvement Plan as fast as possible, and that the money will be allocated more specifically at that time.

Passed and adopted this 1st day of December, 1999:

Barbara Miller, Mayor:

Barbara Miller

Attest:

[Signature]

Town Clerk

Approved as to form:

[Signature]

Town Attorney

[Signature]

PUBLISH: 12/22/99 and 12/29/99

POSTED BY: Hilbert Barber
DATE/TIME: 12-17-99 - 9:00 am

ORDINANCE No. 2001-A201

AN ORDINANCE OF THE TOWN OF CAMP VERDE, ARIZONA, RELATING TO THE PRIVILEGE LICENSE TAX; AMENDING "THE 2001 TOWN TAX CODE OF THE TOWN OF CAMP VERDE, ARIZONA" BY INCREASING THE TAX RATE ON RECREATION VEHICLE (RV) PARKS; PROVIDING PENALTIES FOR THE VIOLATION THEREOF; PROVIDING FOR SEVERABILITY AND DESIGNATING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA:

Section 1: Section 8-447 of "The 2001 Amendments to the Town Tax Code of the Town of Camp Verde, Arizona" is amended to read:

Sec. 8-447. Rental, leasing, and licensing for use of real property: additional tax upon transient lodging.

In addition to the taxes levied as provided in Section 8-444 ["Sales Tax"] there is hereby levied and shall be collected an additional tax in an amount equal to Three Percent (3%) of the gross income from the business activity of any hotel or RV park engaging or continuing within the Town in the business of charging for lodging and/or lodging space furnished to any transient. "Transient" means any person who, for any period of not more than thirty (30) consecutive days, either at his own expense or at the expense of another, obtains lodging or the use of any lodging space in any hotel or RV park for which lodging or use of lodging space a charge is made.

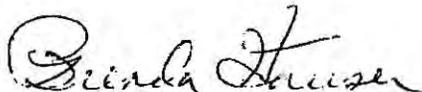
Section 2: The provisions of this ordinance are effective thirty days after its passage by the council and execution by the mayor, and it is published by posting in three or more public places within the city or town, and therefore shall be in force from and after the date of posting or after December 31, 2001, whichever comes first.

Section 3: Any person found guilty of violating any provision of these amendments to the tax code shall be guilty of a class one misdemeanor. Each day that a violation continues shall be a separate offense punishable as herein above described.

Section 4: If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of these amendments to the tax code adopted herein by reference if for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions hereof.

Section 3. This ordinance is effective upon completion of publication and any posting as required by law.

PASSED AND APPROVED by a majority vote of the Town Council of Camp Verde, Arizona, this 28th day of November, 2001.



Brenda Hauser, Mayor

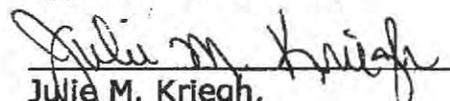
Date 12/20/01

Attest:



Deborah Barber,
Town Clerk

Approved as to form:



Julie M. Kriegh,
Town Attorney

REFERENDUM TIMELINE

| Date | Action | Notes |
|-------------------------|--|---|
| 5/5/2010 | Approve Ordinance | |
| within 30 day period | Person or organization wishing to file a referendum petition must file an application with the clerk, Statement of organization or \$500 Threshold. Description of no more than 100 words of the principal provisions of the measure . Request for official number | 19-111 |
| within 30 day period | Initial Receipt issued | 19-121B |
| 06-03-2010 - 07-01-2010 | Initial Review-Clerk has 20 days excluding Saturdays, Sundays and legal holidays | This date depends on the date petitions are turned in. if Petitions are returned on May 6, 2010, The Clerks Office must complete Review by 06-04-2010 (Memorial Day Office is closed)19-121.01B |
| | | If Petitions are turned in on June 3, 2010, the Clerks Office must complete review by July 1, 2010 |
| 6/4/2010 | 30 days to gather 265 VALID signature to refer to vote and file with Clerk | 19-142 signature requirements |
| 7/1/2010 | Initial Review by Clerk must be completed - On a random basis, choose 5% of total signatures eligible for verification and send a copy of signature sheets with these signatures to recorder for verification of eligibility -Transmittal To County | Within 20 days days after issuing initial receipt. 19-121.01B |
| 7/23/2010 | County Recorder Certification | 19-121.02E Within 15 days, excluding Saturdays, Sundays and legal holidays, after receiving signature sheets, the County Recorder 19-121.04A |
| 7/26/2010 | Issue receipt to organization or person submitting the petition and notify the Mayor | 48 hours after receipt from County Recorder 19-121.04A Notify Mayor 19-121.04B |

REFERENDUM TIMELINE

| Date | Action | Notes |
|------------|--|---|
| 8/1/2010 | If not referred to vote - increase becomes effective | |
| 11/20/2010 | First publication of call of Election | 100 days prior to the election - Town Code |
| 11/27/2010 | Second publication of call of Election | 100 days prior to the election - Town Code |
| 12/8/2010 | Accept Arguments supporting or opposing referred measure | 19-141C not less than 90 days prior to the election-Town Code |
| 2/7/2011 | Notice of Election | 30 days prior to the election - Town Code |
| 3/8/2011 | ELECTION DAY | 16-204 It is required that all elections be held on the following dates. |
| | | <ul style="list-style-type: none"> • the second Tuesday in March |
| | | <ul style="list-style-type: none"> • the third Tuesday in May |
| | | <ul style="list-style-type: none"> • the tenth Tuesday before the first Tuesday after the first Monday in November |
| | | <ul style="list-style-type: none"> • the first Tuesday after the first Monday in November. All bond elections must be held on this date. |
| | | Mail ballot elections must also be held on the four consolidated dates. |
| 3/9/2011 | Effective Date of referendum measure. | |

Estimated cost of production and mailing of the publicity pamphlet will be approximately \$6,000 - \$8,000 additional charge plus the cost of the election

TOWN OF CAMP VERDE ORDINANCE NO. 2004-A273

AN ORDINANCE OF THE TOWN OF CAMP VERDE, ARIZONA, RELATING TO THE PRIVILEGE LICENSE TAX; AMENDING THE TOWN TAX CODE BY INCREASING THE TAX RATE ON CONTRACTING ACTIVITIES; PROVIDING PENALTIES FOR THE VIOLATION THEREOF; PROVIDING FOR SEVERABILITY AND DESIGNATING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA:

Section 1. The tax rate in each of the following sections of the town tax code is increased from two percent (2%) to three percent (3%):

Section 8-415 Construction contracting: construction contractors.

Section 8-416 Construction contracting: speculative builders

Section 8-417 Construction contracting: owner-builders who are not speculative builders.

Section 2. Any person found guilty of violating any provision of these amendments to the tax code shall be guilty of a class one misdemeanor. Each day that a violation continues shall be a separate offense punishable as herein above described.

Section 3. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 4. The additional tax imposed pursuant to Section 1 of this ordinance shall not apply to contracts entered into prior to the effective date of this ordinance.

Section 5. The provisions of this ordinance s effective upon completion of publication and any posting as required by law, and it shall apply to the designated tax revenue, which is collected for construction activity conducted after such date.

PASSED AND ADOPTED by a majority vote of the Town Council in open meeting by the Town Council, Town of Camp Verde, Arizona, on the 4th of February 2004, to be effective when publication and posting, pursuant to ARS 9-813, is completed.

Approved: Mark Delaney
Mayor

Attest: Deborah Barber
Town Clerk

Approved as to form:

Town Attorney: Julio Kriesel

Publish 2-11-04 & 2-18-04

Effective Date 3-12-04

Posted by C Jones Date/Time 2-5-04 9:40 a.m



Town of Camp Verde

Meeting Date: April 18, 2012

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

Staff Resource/Contact Person: Russ Martin / Mel Preston / Mike Showers

Agenda Title (be exact): Presentation, discussion and possible adoption of the Town's Capital Improvement Plan.

List Attached Documents: Capital Improvement Plan

Estimated Presentation Time: 5 min

Estimated Discussion Time: 10min

Reviews Completed by: Russ Martin

- Department Head: Town Attorney Comments:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: Difficult to implement without additional revenue source

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

Comments: This is an unrealistic timeframe and project list even for the first year without additional revenue considerations. We do have a healthy reserve but that is also because we have continued to delay capital expenditures.

Background Information: A survey was completed. Public meetings have been held and this project will continue in the fall. However, as we head into budget time, this project in its current format is ready for Council adoption.

Recommended Action (Motion): Approve the Capital Improvements Plan for 2012 and beyond adopted.

Instructions to the Clerk: Place plan on website.

DRAFT

Town of Camp Verde
Capital Improvements Plan
Year One
April 4, 2012



A Capital Improvement Program (CIP) is a roadmap that provides direction and guidance for the Town of Camp Verde for carefully planning and managing its capital and infrastructure assets. Identifying capital projects and their anticipated funding sources assists in the planning and scheduling of finances for projects and the manpower needed to plan, design, and construct the projects.

The CIP promotes coordination of capital projects that are from different program areas but are similar in scope or in the same geographical area of improvement.

Examples of projects in the Town of Camp Verde's last 5-Year CIP included street construction, water treatment plants, wastewater facilities, park improvements, libraries, mass transit, airport improvements, gas lines, fire stations, police precincts, and public building construction.

The Town has not reviewed its Capital Improvements Plan (CIP) in several years. The last official plan was created and adopted in 2001. As we approach the fall of 2012, staff will work with Council to determine the path for the next five years.

Land purchases were included in the Five-Year CIP since it is considered a capital asset. The Town purchased almost 17 acres of land in 2011 for the purpose of building a public works yard, to be paid through both general funds and Highway User Revenue Funds (HURF). Projects like this are long-term in nature (over one year) to complete and are usually financed over a period of time. Typically, a CIP project has a dollar amount over \$5,000.

The purpose of this document is to identify an immediate one-year plan to coincide with the budget approval process for 2012-2013. Staff intends to present years 2014-2018 in the fall of this year, and will update the five-year plan annually during the same period, beginning in 2013.

In December 2011, staff conducted an informal, non-scientific survey, asking residents to answer questions related to seven specific CIP areas, and corresponding funding options (Appendix A). 5,400 surveys were made available in the Journal and Bugle Newspapers, inserted into the Smart Shopper mailer, and made available at town hall, the parks and recreation office, and the public library. The survey tool was posted on-line using the Survey Monkey tool. Data from all surveys was submitted using the tool, and reports were generated (Appendix B).

The following assumptions were made based upon the completed and returned surveys:

- Areas of most importance: The areas identified as most important (important, very important):
 - Drainage and Street Maintenance – 46.3% important and 25.3% very important (71.6% combined)
 - Repairing recreation facilities – 46.1% important and 20.5% very important (66.6% combined)
 - Repairing the pool – 44.2% important and 19.4% very important (63.6% combined)
 - Building a new library – 20.6% important and 38.9% very important (59.5% combined)
- Areas of least importance: The areas identified as least important (unimportant, very unimportant), are:

- Equestrian facility – 21.8% unimportant, 35.4% very unimportant (57.2% combined)
- Court and Council Chambers remodeled/built – 30.4% unimportant, 16.7% very unimportant (47.1% combined)
- Numbers of responses: There were 5,296 registered voters on May 17, 2011, and we had a 30.9% turnout. There were 5,540 registered voters in March, 2011 during the primary election. There was a 35.99% turnout. We had 258 CIP surveys returned, 153 were in paper format and input into the on-line tool so analytics could be run on all. There were no Spanish language surveys returned. If we use the May 2011 number of 5,296 registered voters, and if we assume that those who responded are in fact registered voters, 4.7% of registered voters responded to the survey. Since the survey was anonymous, we cannot assume all participants were registered voters. Though surveys were uniquely numbered, there was no safeguard in place against the survey being taken numerous times on-line.
- "Other" projects added: There were three lines provided to add projects to the list, and an area to identify a corresponding funding source. Unfortunately, the survey tool would not provide individual comments and the associated funding source together. It is safe to assume however, that for all three lines where projects could be added, the general opinion is that reserve funds should be used for these projects. The projects are listed under "comments input directly into Survey Monkey."
 - 3 of 64 indicated 2% tax on APS bills (4.7%)
 - 11 of 64 indicated 1% sales tax increase (17.2%)
 - 2 of 62 indicated 2% sales tax increase (3.2%)
 - 29 of 64 indicated use reserve funds (45.3%)
 - 9 of 64 indicated finance or sell bonds (14%)
 - 10 of 64 indicated adding a property tax (15.6%)

On January 11, 2012, Council discussed the results of the survey (Appendix C).

On February 8, 2012, Council discussed the survey results and participated in an exercise to help prioritize the projects. The projects were divided into three areas: Maintenance/upgrades, Capital outlay/equipment, and Capital outlay/new facilities. Council recognized Maintenance/upgrades to be the area in which dollars should be spent this upcoming year. They also indicated that the Capital outlay/new facilities category is the most important category in terms of return on investment and economic stimulus. Given these indications, staff identified projects for the year-one plan, with the goal of incorporating longer term Capital outlay/new facilities into the five-year plan during the fall of 2012 (Appendix D).

Public input was also given and included comments related to the importance of ball fields for children, the build out of a new park, and the building of a new library.

Year One
2012/2013
Top Priority
Projects

On March 5, 2012, Council discussed and identified four projects from a list of projects that could be included in year one (Appendix E). Based upon that input, the following prioritized list is offered to Council for consideration of year-one projects.

| | |
|-----------------------------|---|
| VAC/Town Hall-100 Building | \$32,000 |
| Pool resurfacing | \$80,000 |
| Butler Park Improvements | \$120,000 |
| Rezzonico Park Improvements | Amount not identified |
| Total | \$232,000 + Rezzonico Park improvements costs |

Project sheets for the above priority items follow this page.

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Maintenance: -Building 100 HVAC (Heating, Ventilation, Air Conditioning) Retrofit

Project Description:

Replace HVAC units serving Community Development, Court/Council Chambers, Town Hall

Why the Project is needed:

All units on Building 100 are over 12 years old, and sized for a work environment with fewer electronic devices (personal computers, copiers, and fax machines), the older units are not energy efficient, the coolant gas used in the existing units is being phased out and is expensive as are other parts/repairs. The new upgraded units will be energy efficient and comply with EPA standards: more cost effective to heat and cool and kinder to the environment. There will also be a need to upgrade some of the duct work.

Staffing Required to Complete Project (FTEs and positions):

Maintenance Foreman and Admin.to prepare project scope of work, manage the bid package and construction progress

Location of Project (if not already mentioned):

100 Building: 473 S. Main St.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|------------------------------|----------|
| 2012/13 | HVAC Retrofit – 100 Building | \$52,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Parks & Rec: Pool Re-Surface

Project Description:

This project would include draining the Camp Verde Heritage Pool and resurfacing the entire pool.

Why the Project is needed:

The surface of the pool is eroding away after so many years. Currently the pool is showing rust spots from reinforcement bars due to the thinness of the surface. Patrons now have to wear water shoes in the pool or they leave with the bottoms of their feet and toes eaten up and bleeding because the pool bottom is so rough. This is a safety hazard to our patrons.

Staffing Required to Complete Project (FTEs and positions):

To be contracted and would require going out to bid.

Location of Project (if not already mentioned):

Camp Verde Heritage Pool

Project Timeline:

| Fiscal Year | Activity | Cost |
|--------------------|------------------------|-----------------|
| 2012/13 | Pool Re-Surface | \$80,000 |
| | | |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Parks Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Parks and Rec: Butler Park Improvements

Project Description:

Install ADA compliant sidewalks and drinking fountain. Additional benches, safety lighting and planters

Why the Project is needed:

Access to the park does not meet ADA requirements at any time, when there is a storm event the entrance becomes a muddy trail that makes access difficult for all visitors. Additional lighting will provide better security.

Staffing Required to Complete Project (FTEs and positions):

Maintenance Foreman, Maintenance Lead, Maintenance Workers will do some infrastructure work, improvements that require special equipment or expertise will be awarded through the bid process and managed by staff.

Location of Project (if not already mentioned):

Butler Park: 1214 Garner Lane

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|----------|
| 2012/13 | ADA Sidewalks & drinking fountain, Benches, Lighting, Planters | \$20,000 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Park Improvements/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Parks & Rec.:Development of Rezzonico Park

Project Description:

Design plans would be the first requirement for the development of Rezzonico Park to locate water, power landscaping and amenities. A "vision" for the space is required; Council may direct staff with a general plan or call for public input. Staff suggests the area has sufficient space for four ramadas with tables & Bar-B-Q's, an exercise trail with exercise stations, and possibly a play structure.

Why the Project is needed:

Improvements will visually and structurally enhance the river front next to Black Bridge; an area that is seen and used by the citizens and visitors to our Town. It will add additional recreational and leisure space for the Town.

Staffing Required to Complete Project (FTEs and positions):

Engineer and support staff to obtain bids for an Engineering firm to complete the Master Plan

Location of Project (if not already mentioned):

Black Bridge Loop Road – Rezzonico Park

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---------------------|-----------|
| 2012/13 | Fencing and signage | \$25,000* |

*Final estimate will be determined upon Councils' direction to determine type of fencing – this estimate is for a pipe –rail fence

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Year One
2012/2013
Other Projects

Staff identified the additional following projects to be completed in year one.

| | |
|--|-----------|
| Attic insulation | \$12,000 |
| Replace Gymnasium Doors | \$20,000 |
| Visitors Center HVAC | \$24,000 |
| Maintenance vehicle | \$21,000 |
| Maintenance: Mower w/Backhoe Attachment | \$30,500 |
| Gym repair/refinish | \$42,000 |
| Pool upgrades (deck, sprinkler, picnic area) | \$14,000 |
| Total | \$163,500 |

Additionally, the following project was identified, but it was suggested that this project may be funded by grant money.

| | |
|----------------------|---|
| Tennis court (grant) | ? |
|----------------------|---|

Staff identified four projects and equipment replacement as *High Priority*. The projects listed will require funding from various sources including the General Fund. A managed system for the replacement of equipment is needed in order to accurately budget for future requirements.

| | |
|--|---------------------------------|
| Cliffs Pkwy basin | \$40,000 HURF/Co Flood Control |
| Gaddis Wash drainage improvement | \$45,000 HURF/Co Flood Control |
| Storm water improvements (annual) | \$30,000 HURF/Co Flood Control |
| Storm water-Hollamon/Main/Town complex | \$225,750 HURF/Co Flood Control |
| Storm water-sidewalks/curbs/gutters | \$20,000 HURF/Co Flood Control |
| Materials spreader | \$10,000 HURF |
| Skip loader | \$35,000 HURF |
| Crack seal machine | \$55,000 HURF |
| Tire replacement | \$16,268 HURF |
| Crew cab truck | \$35,000 HURF |
| Sign truck | \$25,500 HURF/Grant |
| Mower | \$18,500 HURF |
| Fleet update | \$15,000 |
| Street light retrofit | \$28,000 |
| Total | \$526,018 |

Project sheets for the above year-one and High Priority items follow this page.

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Attic Insulation for Historical Society and Building 300

Project Description:

Blown in insulation has been selected to provide a tighter fit and seal in the attic space of the Historical Society and the Public Works Building.

Why the Project is needed:

To save energy costs. Monthly utility expenses will continue to increase over time; an investment in insulation now will help to keep these costs manageable. Because of the ages of the buildings the attic spaces and ceilings present challenges for the installation installers, with blown in insulation the installer uses a long hose that blows the product it will reach and cover into areas with limited access.

Staffing Required to Complete Project (FTEs and positions):

The project will be contracted out, no staff will be used. Maintenance Foreman and Admin to prepare scope and bid package

Location of Project (if not already mentioned):

Historical Society: 435 S. Main Street
Public Works: 395 S. Main Street

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|------------------|----------|
| 2012/13 | Attic Insulation | \$12,000 |
| 2013/14 | | |
| 2014/15 | | |
| 2015/16 | | |
| 2016/17 | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Replace Doors on 300 Building

Project Description:

- 1.) Replace the double doors at the Gymnasium Hollamon St. entrance with card reader system
- 2.) Replace single door at Gymnasium rear entrance
- 3.) Replace double doors at entrance to the Public Works Building

Why the Project is needed:

Both the front entrance and the rear entrance doors of the Gymnasium have been repaired and refurbished many times. The doors get constant use by the public and have been vandalized. We have been directed to provide keys to citizens allowing them 24-hour access without a way to track entrance/exit. Replacing the **double doors** at the Gymnasium entrance on Hollamon Street the with a card reader system will provide a record of access and exit, allow staff to electronically deny access, and overall offer better control. The **rear door** to the Gymnasium would be replaced with a new heavy metal door that would not be accessible w/the card reader; it would have a standard key lock.

Staffing Required to Complete Project (FTEs and positions):

Maintenance Foreman and Admin to prepare and manage bid process and oversee project

Location of Project (if not already mentioned):

395 S. Main Street

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|----------|
| 2012/13 | Replace Double Entrance and Single Rear Gymnasium Doors | \$20,000 |
| 2013/14 | | |
| 2014/15 | | |
| 2015/16 | | |
| 2016/17 | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Visitor Center HVAC (Heating, Ventilation, Air Conditioning) Retrofit

Project Description:

Replace 2 HVAC units at the Visitor Center with energy efficient models

Why the Project is needed:

The units on the Visitor Center are at least 15 years old and are undersized for the occupancy and square footage. The building is currently serviced by one 5-ton and one 3.5- ton units; total cooling should be at least 10-tons for the building. New units are more energy efficient that will result in reduced utility costs. The EPA has required that the coolant used in the units be phased out and requires special handling when recharging or reclaiming the gas. New units will meet all current EPA standards.

Staffing Required to Complete Project (FTEs and positions):

Work will be done by lowest responsible bidder. Maintenance Foreman and Admin time to prepare scope of work and manage the bid process.

Location of Project (if not already mentioned):

Visitor Center: 385 S. Main Street

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---------------|----------|
| 2012/13 | HVAC Retrofit | \$24,000 |
| 2013/14 | | |
| 2014/15 | | |
| 2015/16 | | |
| 2016/17 | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Replacement of Maintenance Vehicles

Project Description:

Purchase new Maintenance Vehicles to replace our aging fleet

Why the Project is needed:

The current fleet of Maintenance Vehicles is aging; the frequency and expense of repairs is more frequent and costly. Vehicles used in Maintenance : 1988 Dump Truck – 161,576 miles
1988 Truck – 183,916 miles
1998 Truck – 120,000 + miles
1999 Truck – 120,000 + miles
2006 1-Ton Truck – 63,586 miles

Staffing Required to Complete Project (FTEs and positions):

Staff time to research/compare and obtain quotes would primarily be the responsibility of the Maintenance Foreman w/some Admin assistance. Vehicles may be replaced through the bid process, State surplus or State's Contract

Location of Project (if not already mentioned):

Maintenance Division of Public Works

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|----------|
| 2012/13 | ¾ Ton Truck to replace 1988 Truck | \$21,000 |
| 2013/14 | 1-Ton Dump Truck to replace 1982 Dump Truck | \$30,000 |
| 2014/15 | ¾ Ton Truck to replace 1998 Truck | \$22,000 |
| 2015/16 | | |
| 2016/17 | ¾ Ton Truck to replace 1999 Truck | \$24,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

GENERAL FUND/ CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Purchase Equipment, Utility Vehicles and Attachment

Project Description:

Purchase Mowers, Utility Vehicle, and a Backhoe Attachment

Why the Project is needed:

- Two riding mowers were purchased used over five years ago (they are both over 10 years old); staff has added many more hours of use. The cost of maintenance and repairs is getting more expensive and parts more difficult to obtain, making the expense of repairs very close to the value of the mowers.
- A backhoe attachment to the Kubota tractor will be efficient for smaller projects and in tight spaces (Town Campus and many park areas) that use of a backhoe is not practical.

Staffing Required to Complete Project (FTEs and positions):

Maintenance Foreman and Admin. Research/compare features and price, obtain quotes and prepare staff summary and manage bid process.

Location of Project (if not already mentioned):

Maintenance Dept.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|----------|
| 2012/13 | One Riding Mower and Kubota Backhoe Attachment | \$30,500 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Gymnasium Remodel

Project Description:

Refinish wood floor and install bleachers that meet current safety standards. Remove the existing bleachers from the gym. Remove the finish on the wood floor by sanding, then make necessary repairs to a clean floor surface, apply stain, markings and sealer. Then install new bleachers. Prep and paint walls in gym, hall, restrooms and kitchen.

Why the Project is needed:

The solid wood floor in the gym is original. It has been at least five years since the floor has been refinished. Over time and the constant use it gets, the floor becomes rough and has some warping. The refinishing project is a necessary preventative maintenance that will extend the useful life of the floor and prevent a possible unsafe (trip/fall hazard) environment for the public. The bleachers are also original, they have not been inspected or maintained by a professional and lack current safety features such as guardrails, smaller openings between the footboard/seat boards that help to prevent potential fall hazards. Opening and closing the bleachers is done manually and is very strenuous, the wood bleachers are heavy and the expandable mechanism is difficult to fully open and close. They will be replaced with aluminum, lightweight folding bleachers meeting current safety standards. Finally, the room and attached areas require prep work and a fresh coat of paint.

Staffing Required to Complete Project (FTEs and positions):

Work will be contracted to a third party. Staff time to prepare scope of work for manage the bid process and oversee the projects.

Location of Project (if not already mentioned):

Gymnasium in the Public Works Building at 395 S. Main Street

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|--|
| 2012/13 | Refinish Gymnasium floor & Install New Bleachers Prep and Paint Gym, Halls, Kitchen and Restrooms | \$17,000 (Floor) & \$10,000 (Bleachers) \$15,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Parks & Rec.:Community Pool Upgrades

Project Description:

Grade and pave the outer hillside around pool to establish useable space and use concrete or pavers to re-surface picnic table area.

Why the Project is needed:

Chemicals from the pool run out into these areas and kill the grass, creating a muddy mess. This project will cut down on mud on pool deck and dirt in the pool and also provide the community with a more useable space to relax around the pool.

Staffing Required to Complete Project (FTEs and positions):

Completed by Contractor Maintenance Supervisor- Admin Asst. for Bid Docs.

Location of Project (if not already mentioned):

Camp Verde Heritage Pool on Apache Trail

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|-------------------------|----------|
| 2012/13 | Community Pool Upgrades | \$14,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund, CIP Fund

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Parks & Rec.: Community Park Tennis Courts

Project Description:

Build two full size tennis courts in the Community Park.

Why the Project is needed:

We currently have one tennis court in the community, located at Butler Park and it is in very poor condition. Building two new courts would help to meet the recreational needs of the community.

Staffing Required to Complete Project (FTEs and positions):

Maintenance Foreman and Admin. to research options, post and manage the bid process, and supervise work of Contractor

Location of Project (if not already mentioned):

Community Park Site off SR 260

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--------------------------------------|-----------|
| 2012/13 | Two Tennis Courts for Community Park | \$250,000 |
| 2013/14 | | |
| 2014/15 | | |
| 2015/16 | | |
| 2016/17 | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Matching Grants, Park Fund or General Fund

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Storm Water –Cliffs Parkway Basins

Project Description:

Redesign and reconstruct the existing basins: at (1) Cliffs Parkway and Hollamon Street
(2) Cliffs Parkway and State Hwy 260
Reconstruct the basins by additional depth, reshaping the sides and slope, recontouring the layout, and installing a drainage weir system in each.

Why the Project is needed:

The current configuration of both basins do not provide for water retention. As designed, they allow the water to pass-through which contributes to the excessive runoff being handled by the drainage system downstream and adds to the possibility of flooding issues. The redesign and reconfiguration of the basins will provide for water retention and flow regulation, thus slowing the downstream flows and lessen the possibility of flooding to the downstream landowners.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage bid process for materials and One additional FTE to assist existing crew in the reconstruction of basin

Location of Project (if not already mentioned):

Streets Division of Public Works Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|----------|
| 2012/13 | Storm Water –Cliffs Parkway Basin Phase I | \$25,500 |
| | Storm Water –Cliffs Parkway Basin Phase II | \$15,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/ADOT funds/CIP as a General Fund contribution

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Gaddis Wash Drainage Improvements

Project Description:

The project includes the installation of 2-boxculverts in Gaddis wash for industrial drive, re-establishment of the Gaddis Wash's channel, and the armoring of the channel sides with rip-rap rock work. The work will be accomplished in annual stages over the 5-year period starting with the first box culvert installation under the paved portion of Industrial Drive.

Why the Project is needed:

The Gaddis Wash is a major drainage with a large drainage basin area that impacts the Industrial Road overflowing the road on occasion. The wash is adjacent to the Town Public Works yard and was identified as a concern that needed improvement when we purchased the Property.

Staffing Required to Complete Project (FTEs and positions):

Engineering, Project Management, Administrative, and the Street Crew staff time will be required to design, purchase materials, and build the improvements in house.

Location of Project (if not already mentioned):

Industrial Drive and the Gaddis Wash

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|----------|
| | Install Box Culvert in the Gaddis Wash at Industrial Drive | \$45,000 |
| | Re-establish the Channel and Rip-Rap the Sides (250 Feet) | \$7,500 |
| | Install Box Culvert in Gaddis Wash for the access to Street Yard | \$25,000 |
| | Re-establish the Channel and Rip-Rap the Sides (250 Feet) | \$7,500 |
| | Re-establish the Channel and Rip-Rap the Sides (250 Feet) | \$7,500 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/Stormwater CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Stormwater: Annual Stormwater Improvements Projects

Project Description:

Each Year staff will identify the most critical Stormwater issue that requires attention. The types of projects and work required will range from installing culverts, clearing and re-grading existing channels to improving flow, rebuilding and improving detention basins, installing drywells to relieve flooding issues, installing Stormwater Pollution Prevention devices, and rip-rapping channels to prevent erosion.

Why the Project is needed:

Currently there is a large back log of stormwater improvement projects that need to be done to relieve the numerous flooding issues around Town; including many small to medium size (\$5,000 to \$30,000) stormwater improvement projects. The State and Federal Government Environmental Protection Agencies require communities to prevent stormwater pollution from reaching rivers and streams, each annual project that is funded will help to meet these mandates and keep us in compliance.

Staffing Required to Complete Project (FTEs and positions):

Smaller projects can be completed by streets staff (4 FTE). PW Project Manager and Administration staff time will be required to contract out the more involved projects.

Location of Project (if not already mentioned):

Throughout the Town of Camp Verde

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|----------|
| 2012/13 | Complete selected stormwater improvement projects | \$30,000 |
| 2013/14 | Complete selected stormwater improvement projects | \$30,000 |
| 2014/15 | Complete selected stormwater improvement projects | \$30,000 |
| 2015/16 | Complete selected stormwater improvement projects | \$30,000 |
| 2016/17 | Complete selected stormwater improvement projects | \$30,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund & Possible Grant funding from Yavapai County

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Storm Water: Hollamon St., Main Street, & Town Complex

Project Description:

Install an underground system of Stormwater Piping and Collection Basins to collect the runoff resulting from storm events. The underground system would be along Hollamon Street, Main Street, and the Town Complex, and would be constructed in the existing Town Rights-of-Way.

Why the Project is needed:

The current system is all above ground and consists of a few curbs and gutters along with small drainage swales. The lack of a complete system contributes to the flooding on Main Street and also impacts several of the business owners on Main Street. Installing an underground collection system with catch basins located along Hollamon Street, Main Street, and the Town's parking lots would eliminate a substantial amount of the stormwater flows we currently experience. And removal of the surface runoff would provide the added benefit of safer streets for the Town's residents and general public during and after a storm event.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage bid process

Location of Project (if not already mentioned):

Streets Division of Public Works Department : Hollamon Street, Main Street, and Town Complex

Project Timeline:

| Fiscal Year | Activity | Cost |
|--------------------|---|--------------------|
| | Storm Water: Hollamon St., Main Street, & Town Complex | \$225,750 |
| | Storm Water: Hollamon St., Main Street, & Town Complex | \$1,675,250 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/County Flood Mitigation Funding/ CIP possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Streets –Sidewalk, Curb, And Gutter Replacement and Development Program

Project Description:

To construct new or reconstruct the existing sidewalks, curbs, and gutters town wide as needed.

Why the Project is needed:

The current condition of the existing sidewalks, curbs, and gutters in many sections of town are deterioration due to age, construction activities, vehicular traffic, and Stormwater erosion. Also, in many locations throughout town there is a lack of connectivity for pedestrians to move safely and new sidewalks are needed. Curb and gutter are needed to direct, control, and manage the stormwater runoff that currently is causing damage to the towns roads.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage bid process for materials/ One FTE to assist existing crew in the construction or reconstruction of the program and ongoing maintenance

Location of Project (if not already mentioned):

Streets Division of Public Works Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|--------------------|--|-----------------|
| 2012/13 | Streets – Replacement and Development Program | \$20,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/ CIP possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Streets Materials Spreader

Project Description:

Purchase of a Materials Spreader/Handler in order to apply cinders and sand to the streets.

Why the Project is needed:

The Town is currently without any type of materials spreader. This equipment is used by the Street Crew to apply sand to the road surface for street Chip Sealing and Crack Sealing projects, the spreader will make this work more efficient and reduce overall time and materials cost. A Materials Spreader is also used during icing conditions to apply cinders or sand to bridges and streets to help prevent skidding and potential serious injury. One type of spreader is a Hopper Box insert which fits into a truck bed or tail gate; this type of spreader would provide the town with a unit that can be used by the Street Crew without the need to hold a CDL, and it will fit into the one ton truck we currently own.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research and obtain most competitive pricing for the equipment. Thereafter, the spreader will be used by Staff in their regular maintenance duties.

Location of Project (if not already mentioned):

Streets Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|--------------------|-----------------------------------|-----------------|
| | Streets Materials Spreader | \$10,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/ Lease-Purchase /CIP possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Street Equipment - Skiploader

Project Description:

Purchase of Skiploader Tractor equipped w/ front end loader 1cy & Gannon blade w/ rippers

Why the Project is needed:

To maintain the approx. 200 lane miles of shoulders the town relies on the caterpillar blade to smooth and grade the shoulders. In most cases the blade is scraping a shoulder with a width of approx. 2' to 5' and the 14' blade can damage the edge of the pavement quite easily. In addition, traffic is always a concern and the larger Caterpillar requires that we use extra crew for flagging. The Skiploader tractor equipped with a Gannon blade can maneuver the approx. 2' – 5' shoulder widths while performing the same tasks as the grader with greater efficiency and safety for the crew and traveling public.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage bid process

Location of Project (if not already mentioned):

Streets Division of Public Works Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|----------|
| | Skiploder Tractor equipped w/ loader &Gannon blade | \$35,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/ Lease-Purchase /CIP possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Crack Seal Machine

Project Description:

Replace our 22-year old Crack Seal Machine with a new Crack Seal, Crafcro Super Shot 125DC

Why the Project is needed:

The Crack Seal machine used by the Street Crew is approx. 22 years' old and has been repaired many times. Due to the age of the machine, parts are getting more difficult to find. The crack seal machine is an integral part of the Town's roads preventive maintenance annual schedule. It is used by the Street Crew to apply approx. 9500 lb. of sealant to an average of 65 lane miles of roads each year. Sealing road cracks prevents water from penetrating the pavement, causing rapid deterioration of the road. The new unit comes equipped with an air compressor that is used to clean debris from the cracks in the road prior to applying the sealant. This feature is more efficient, and will save time and money as currently the crew performs an extra step using a separate compressor and walking the same road twice cleaning the cracks.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research and obtain bids for most competitive pricing.

Location of Project (if not already mentioned):

Streets Division of Public Works

Project Timeline:

| Fiscal Year | Activity | Cost |
|--------------------|---|-----------------|
| | Crack Seal, Crafcro Super Shot 125DC | \$55,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/ Lease-Purchase /CIP possible General Fund contribution

**Town of Camp Verde Capital Improvement Plan
Public Works Department Project Request**

Name of Project:

Streets Division – Tire Replacement Program

Project Description:

Over the next three years schedule to replace the tires on the Street's equipment and large vehicles starting with the most worn and unsafe for road travel.

Why the Project is needed:

Equipment such as backhoes, mowers, dump trucks, loaders and blades are essential tools to accomplish the many tasks required of the Street Crew as they maintain, repair and construct the road system, drainage channels and Rights of Way throughout Town. The crew does much of the regular maintenance to keep all their equipment in safe working order. However, tires cannot be changed by staff. The Crew has evaluated the six pieces of large equipment and reported that the current condition of the tires is approaching the danger point for safe operation. Staff has placed the equipment on a tire replacement timeline.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research and obtain competitive bids

Location of Project (if not already mentioned):

Streets Division of Public Works

Project Timeline:

| Fiscal Year | Activity | Cost |
|--------------------|--|-----------------|
| | Tire Replacement– Backhoe F., Mower R., Freightliner Dump | \$16,268 |

F=Front R=Rear if nothing, all tires need replacement

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF /CIP possible General Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Streets Division – Crew truck

Project Description:

Full-size, ¾ ton, two wheel drive, four door Crew Truck

Why the Project is needed:

The Street Crew currently uses a 1994 truck to transport staff and materials in the performance of their daily tasks; the truck has over 200,000 miles on it and has had numerous repairs to keep it safe and running. The repairs are becoming more costly with each year and the truck has reached the point where repairs are matching its worth. The truck is an essential vehicle to the Crew as it is used daily for many of the tasks required by the Street Division.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research and obtain competitive bids

Location of Project (if not already mentioned):

Streets Division of Public Works

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|----------|
| | Crew - Full-size, ¾ ton two, wheel drive, four door | \$35,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF /CIP possible General Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Fleet-up date – Sign truck

Project Description:

Sign - Full-size, ¾ ton two, wheel drive, w/ generator, & compressor

Why the Project is needed:

FHWA mandatory sign reflectivity and letter styling replace mandate means; the town will over the next (6) six years be required to replace all signs within the town's boundary. The mandate programs schedule is; over the next three years the town will have to replace approx. 1,150 regulatory signs with the following three years the remaining warning and street identifying signs are to be replaced. The town currently doesn't have the equipment to in place to efficiently and safely remove and install the required signs. With the purchase of a vehicle and equipping it with a generator and compressor the crew will be able to perform the replacement requirements, keeping the town in compliance and grant eligible. The truck will be used to maintain the existing signs thereafter.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. time to research equipment options, prepare and manage the bid process.

Location of Project (if not already mentioned):

Streets Department of Public Works

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|----------------------------|----------|
| | Fleet-up date – Sign truck | \$25,500 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding, FHWA Grants/NACOG

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Road Equipment – Mower Replacement

Project Description:

Side mounted rotary mower to replace the side mounted flail mower unit. This upgraded unit can be installed without any additional modifications to the current tractor. And is serviced by the parts supplier the town uses to maintain the mower currently.

Why the Project is needed:

To maintain the approx. 200 lane miles of road sides the town relies on the towns current Tiger Side Mounted Flail Mower. The Tiger Side Mounted Flail Mower is approx. 12 years old. Due to the current conditions of the road sides the flail mower isn't suited for the task. It takes 80 blades to maintain the safe operation of the unit and all 80 blades require to be changed as a set and are changed out a minimum of five times each season. If the blades aren't changed as a set the bearings and rollers are damaged. And each blade set replacement has raised approx. 4 to 5 percent in cost each time. A rotary unit only requires up to four blades and is designed to handle the town's road sides more effectively and efficiently.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage bid process

Location of Project (if not already mentioned):

Streets Division of Public Works Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|--------------------|---|-----------------|
| | Road Equipment – Mower Replacement | \$18,500 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/CIP possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Fleet-up date

Project Description:

Superintendent - Mid-size, two wheel drive, extended cab

Why the Project is needed:

The current trucked used to transport the superintendent, crew and materials in the performance of their daily tasks. It is driven out of town for meetings and parts pick-ups. It is approx. 21 years old with approx. 200,000 miles and has had many repairs to keep it safe and running. The repairs are becoming more costly with each year and the truck has reached the point where repairs are matching its worth.

Staffing Required to Complete Project (FTEs and positions):

Location of Project (if not already mentioned):

Streets Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|----------|
| 2012/13 | Superintendent - Mid-size, two wheel drive, extended cab | \$15,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Street Light – retrofit and Upgrade

Project Description:

To retrofit and upgrade the existing Main Street - street light bulbs and ballasts with LED

Why the Project is needed:

The current lighting located along Main Street use a system of 100 watt High Pressure Sodium luminaires or Bulbs and Ballasts. The upgraded LED system of 66 watts luminaires will provide the same foot-candle level with a 52% savings in energy alone. The costs savings of maintenance over the current system is approx. to the energy savings. The town has 84 lights to retrofit.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage bid process

Location of Project (if not already mentioned):

Streets Division of Public Works Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|--------------------|--|-----------------|
| 2012/13 | Street Light – retrofit and Upgrade (21 lights) | \$28,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/APS Energy Savings Grants and Rebates/CIP possible General Fund contribution

Years Two-Six

2013/2014-

2018/2019

Projects

The following projects will be considered for the five-year plan during the fall of this year and prioritized at that time. They appear in no particular order.

- Annual Storm water Improvement Projects
- GIS Mapping and IT services
- Urban Trail System
- Heritage Pool Splash Pad
- Community Park – Phased over 5 Years
- Rio Verde Plaza LEED Remodel
- Library
- Sanitary District Acquisition
- Water System Acquisition
- Curb Gutter and Sidewalk New and Replacements
- Intersection Upgrade @ SR-260/Industrial Dr./Goswick Way – Four Lane Round About
- Black Bridge Improvements
- Tire Replacement Program
- Top Dresser/Material Handler
- ROW Mower
- Utility Vehicle and Attachments
- Streets and Maintenance Crews Vehicles
- Lift Gate
- Power Screen
- Nine Wheel Roller/Compactor
- Steel Wheel/Drum Vibratory Roller
- Pad Foot/Sheep's Foot Roller Compactor
- Street Sweeper
- Road Assets Tracking
- Main Street Banners
- Gymnasium Repairs and Remodel
- Replace Building 300 Entrance Doors
- Upgrade Electrical Service Panel for Building 200
- Replace Shingle Roof on Public Works Building
- Remodel Room 304 (old weight room)
- Town Parking Lots Improvements
- Heating and cooling in Town Hall bathrooms
- Archive and public record storage facility/system
- Council chamber/Council office
- New court room/office area
- Courtroom only
- Court facility
- Police vehicle replacement program-Marshall's Office
- Equestrian Arena
- Animal shelter facility
- Rezzonico Park
- Main Street/Finnie Flat & MCH Tri Intersection Study and Round About Improvements
- Street Light Retrofit
- Gaddis Wash improvements
- Old Hwy 279 improvements
- Public transit
- Senior Center improvements

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Stormwater: Annual Stormwater Improvements Projects

Project Description:

Each Year staff will identify the most critical Stormwater issue that requires attention. The types of projects and work required will range from installing culverts, clearing and re-grading existing channels to improving flow, rebuilding and improving detention basins, installing drywells to relieve flooding issues, installing Stormwater Pollution Prevention devices, and rip-rapping channels to prevent erosion.

Why the Project is needed:

Currently there is a large back log of stormwater improvement projects that need to be done to relieve the numerous flooding issues around Town; including many small to medium size (\$5,000 to \$30,000) stormwater improvement projects. The State and Federal Government Environmental Protection Agencies require communities to prevent stormwater pollution from reaching rivers and streams, each annual project that is funded will help to meet these mandates and keep us in compliance.

Staffing Required to Complete Project (FTEs and positions):

Smaller projects can be completed by streets staff (4 FTE). PW Project Manager and Administration staff time will be required to contract out the more involved projects.

Location of Project (if not already mentioned):

Throughout the Town of Camp Verde

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|----------|
| | Complete selected stormwater improvement projects | \$30,000 |
| | Complete selected stormwater improvement projects | \$30,000 |
| | Complete selected stormwater improvement projects | \$30,000 |
| | Complete selected stormwater improvement projects | \$30,000 |
| | Complete selected stormwater improvement projects | \$30,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund & Possible Grant funding from Yavapai County

Public Works Department Project Request

Name of Project:

Storm Water: Hollamon St., Main Street, & Town Complex

Project Description:

Install an underground system of Stormwater Piping and Collection Basins to collect the runoff resulting from storm events. The underground system would be along Hollamon Street, Main Street, and the Town Complex, and would be constructed in the existing Town Rights-of-Way. The project would be completed in two phases.

Why the Project is needed:

The current system is all above ground and consists of a few curbs and gutters along with small drainage swales. The lack of a complete system contributes to the flooding on Main Street and also impacts several of the business owners on Main Street. Installing an underground collection system with catch basins located along Hollamon Street, Main Street, and the Town's parking lots would eliminate a substantial amount of the stormwater flows we currently experience. And removal of the surface runoff would provide the added benefit of safer streets for the Town's residents and general public during and after a storm event.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage bid process and project construction

Location of Project (if not already mentioned):

Streets Division of Public Works Department : Hollamon Street, Main Street, and Town Complex

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|-------------|
| | Construction Phase: Hollamon St., Main Street, & Town Complex | \$1,675,250 |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/County Flood Mitigation Funding/ CIP and General Fund contribution will be required

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Streets Equipment: Geographic Information Systems (GIS) Mapping and Information Technology Services.

Project Description:

Purchase Computer and Software to accurately map and build a data base of the Town's Infrastructure and assets.

Why the Project is needed:

The purpose of the County's GIS is to show property and parcel configurations, mapping, aerial imagery, and to provide property ownership data and physical attributes for all of the properties in Yavapai County. The Yavapai County GIS is helpful however; it is often not very accurate. Typically it does not show the correct alignment of the ROW and, because it is not its intended purpose, does not show utility locations. As Camp Verde moves into the future and grows, accurate mapping of Town roads, properties, utility locations, and ROW will become a critical need for managing growth. It is only with accurate mapping of Town infrastructure, that includes all data and attributes that good planning and successful growth can occur.

Staffing Required to Complete Project (FTEs and positions):

1-FTE with IT and GIS experience and Training. The duties would include providing mapping and data bases for Streets, Stormwater, Water & Sewer Utilities, and Planning and Zoning along with IT services.

Location of Project (if not already mentioned):

Public Works Administration Office.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|--|
| | Hire FTE and Purchase Computer, Plotter, GIS Software, and Office Furniture/Equipment. | \$105,000 (\$60,000 of total for Salary + Benefits) |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

The project would be funded by a combination of General Fund, Grant, and HURF monies.

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Urban Trail System

Project Description:

Construct an Urban Trail System that links neighborhoods together and to Downtown, the parks, the river, school, and the Outpost Mall areas. The trails would be constructed with concrete or paving whenever practical but could also have an aggregate surface.

Why the Project is needed:

There already exists numerous dirt trails throughout the town that have been worn in by the sheer determination to get somewhere on foot or bicycle. Upgrading these trails and adding more new trails will not only improve the walking/biking experience of those who currently use them but would encourage others to use alternate means of transportation to get places with some exercise and at the same time save money on gas.

Staffing Required to Complete Project (FTEs and positions):

The streets and maintenance crews could build a lot of these, PW Project Manager and Administrative staff time will be required to contract out some sections of this project.

Location of Project (if not already mentioned):

Throughout Camp Verde

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|----------|
| | Improve Existing Trails and Build new Trails | \$15,000 |
| | Improve Existing Trails and Build new Trails | \$15,000 |
| | Improve Existing Trails and Build new Trails | \$15,000 |
| | Improve Existing Trails and Build new Trails | \$15,000 |
| | Improve Existing Trails and Build new Trails | \$15,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Matching Grants, Park Fund, HURF, and General Fund

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Heritage Pool Splash Pad

Project Description:

Install a Splash Pad at the Camp Verde Heritage Pool

Why the Project is needed:

This project will enhance summer recreation for the children in our community. A Splash Pad adds another dimension to the pool; it's a good way to cool off without having to get in the pool. The younger children can play without fear of drowning.

Staffing Required to Complete Project (FTEs and positions):

Completed by Contractor, Maint. Supervisor and Admin. Asst. to complete Bid Docs

Location of Project (if not already mentioned):

Camp Verde Heritage Pool located on Apache Trail

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--------------------------|----------|
| | Heritage Pool Splash Pad | \$75,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Matching Grant, Park Fund or General Fund

Town of Camp Verde Capital Improvement Plan
Public Works Dept. (Parks & Rec) Project Request

Name of Project:

{Parks & Rec: Community

Project Description:

Site and install a well or multiple wells that can produce enough water to irrigate all of the proposed ball fields and supply water to all of the other facilities such as the restroom and concession stand. The well or wells need to be sited so that they don't interfere with any existing wells in the vicinity, below the SRP surface water table, and will produce enough water for the parks operations. The project includes construction of a well house to secure and protect all of the necessary equipment to ensure safe water with adequate pressure. This would include the backflow preventers, pressure tanks, monitoring gauges, and any necessary treatment equipment to ensure the water quality needed. This project would also include a storage tank to ensure adequate water supplies.

Why the Project is needed:

The Community Park Improvements will include 4 ball fields, a restroom, and a concession stand, all of which will need an adequate supply of water for irrigation and domestic uses. The concession stand and any public drinking water will also need to be treated to ensure that the water quality meets drinking water standards.

Staffing Required to Complete Project (FTEs and positions):

PW Project Manager and Administrative staff time will be required to contract out this project.

Location of Project (if not already mentioned):

Camp Verde Community Park Located off SR 260.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|-----------|
| | Install the well, Well House, and Equipment. Install APS Electric Service to meet all of the parks present and future power needs. | \$250,000 |
| | Install Storage Tank | \$150,000 |
| | Develop one (1) baseball and one (1) soccer/multi-use field at the Community Park Site | \$458,000 |
| | Completion of Community Park Baseball Fields | \$492,000 |
| | Community Park BMX Course | \$60,000 |
| | Community Park Concession Stand | \$250,000 |
| | Ball Field Lighting for one baseball and one soccer field | \$180,000 |
| | Community Park Playground | \$100,000 |
| | Community Park Ramada's and Picnic Areas | \$130,000 |
| | Community Park Restrooms | \$250,000 |
| | Two Tennis Courts for Community Park | \$250,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Matching Grant, Parks Fund, and General Fund

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Rio Verde Plaza Remodel

Project Description:

Completely remodel Rio Verde Plaza per the LEED certified architectural plans prepared by Joel Westervelt. The remodeled building is to house the Community Development and Public Works Departments.

Why the Project is needed:

The remodel would provide improved and combined offices and workspace for both the Public Works and Community Development departments that are now housed in separate locations. By combining the two departments under one roof with adequate space would provide better customer service to the citizens of Camp Verde.

Staffing Required to Complete Project (FTEs and positions):

PW Project Manager and Administrative staff time will be required to contract out this project.

Location of Project (if not already mentioned):

Rio Verde Plaza at the Corner of Main and Fain

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|-----------------------------|-------------|
| | Remodel the Rio Verde Plaza | \$1,200,000 |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Finance and General Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Library Building

Project Description:

To build a new library to satisfy the needs of Camp Verde's growing community.

Why the Project is needed:

Our present facility was built in 1974 and is about 5,000 square feet. Since then, our population and collection has grown. The demand for modern library services has also grown over the years. In addition to lending books, library services today includes lending out books on tape and CDs, movies, providing public access to computers, and providing a space for citizens to communicate with each other in large or small groups or quiet study. The present facility can do some of that to a certain degree, but the community needs a facility that will provide all of those services at the highest possible level.

Staffing Required to Complete Project (FTEs and positions):

No additional staff is needed, but professionals will need to be hired for design, etc.

Location of Project (if not already mentioned):

The location of the current library on Black Bridge Loop Rd.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|-------------------------------|----------------|
| | Design and build the facility | \$1,600,000.00 |
| | | |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

A USDA loan/grant for \$1.6 million, about \$250,000.00 in designated municipal funds, the sale of about 5 acres of land valued at about \$300,000, and private donations from Citizens Committee for Camp Verde Library of about \$250,000. We would also like to raise more money from the private sector.

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Parking Lot Improvements

Project Description:

Redesign the unpaved parking area on the East side of the library building.

Why the Project is needed:

Patron parking in this area can be tricky at times and is a safety hazard. Removing the trees installing a culvert would ease access to that area tremendously.

Staffing Required to Complete Project (FTEs and positions):

The town engineer will design the project and the maintenance department will make it happen

Location of Project (if not already mentioned):

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|------|
| | Remove 3 trees and put in a culvert | |
| | Pave (if possible) the parking lot from the street to the patio in front of the building. | |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Municipal funds

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Radio Frequency Identification (RFID) Tags for books and materials

Project Description:

Install RFID tags on all library materials

Why the Project is needed:

This project, when used to its fullest potential, will allow us to offer self-checkout services to our patrons, provide better security for our materials, and easier and more efficient inventory control.

Staffing Required to Complete Project (FTEs and positions):

10 hours per week increase for one existing part-time employee. Applying ID tags and then linking them to a specific inventory record in the system would take approximately 520 hours.

Location of Project (if not already mentioned):

This project will take place at the library and items purchased for this project will be movable to a new location when the time comes.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|----------|
| | Acquire the tags and a workstation to program them | \$10,000 |
| | Purchase and install a gate for security purposes | \$10,000 |
| | Purchase and install self-checkout stations for patrons to use | \$10,000 |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

This project should cost about \$30,000. The Yavapai County Library District would be providing the individual tags to be placed on our items. We could spread the cost over a few years.

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Public Works: Sanitary District Acquisition.

Project Description:

Acquisition of the Camp Verde Sanitary District after it is approved by public vote. The approval process will require the voters within the Sanitary District to elect to dissolve the Sanitary District and the Town's voters to approve assuming responsibility for and the control of the Sewer System as a Town utility.

Why the Project is needed:

A municipality the size of Camp Verde, that is certain to grow in the future, should own and operate the utilities within their corporate boundary. As a Town we have better opportunities for grants and a much greater capacity for loans/debt for the funding necessary to maintain the existing system and to expand the sewer services to more residents. The goal of any municipality should be to ensure community health, safety, and lower environmental impacts while providing dependable services to the community at an affordable rate. Within our jurisdiction we need to be expanding the sewer services to as many residents as practical to; improve public health and safety, reduce the number of existing septic systems, and provide sanitary sewer for all new development in this Town.

Staffing Required to Complete Project (FTEs and positions):

1-FTE Deputy Public Works Director to manage the Utility Division Operations. (the Deputy Director position would assist the Director with the management of all of the public works divisions; streets, maintenance, stormwater, fleet, & utilities) It is assumed that the Sanitary District employees will be retained. 1-FTE Sewer System/Plant Operator, 2-FTE Utility Maintenance Workers, 1-FTE Accounts Manager, & 1-FTE Admin. Assistant.

Location of Project (if not already mentioned):

Town of Camp Verde and the Waste Water Treatment Plant.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|------------------|
| | Bring acquisition question to the voters in November 2013. | To Be Determined |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund, WIFA Grants, Finance, and Utility Billings.

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Public Works: Acquisition of the privately owned Camp Verde Water System.

Project Description:

Purchase the Camp Verde Water System (CVWS) and its assets from its current owners, retain current CVWS employees, and operate the Water System as a Town Utility and enterprise fund.

Why the Project is needed:

A municipality the size of Camp Verde, that is certain to grow in the future, should own and operate the utilities within their corporate boundary. As a Town we have better opportunities for grants and a much greater capacity for loans/debt for the funding necessary to maintain the existing system and to expand the water system services to more residents. Water is a valuable asset to any community and the ability to provide quality water at a reasonable rate to as many of our residents as possible would be our goal.

Staffing Required to Complete Project (FTEs and positions):

1-FTE Deputy Public Works Director to manage the Utility Division Operations. (the Deputy Director position would assist the Director with the management of all of the public works divisions; streets, maintenance, stormwater, fleet, & utilities) It is assumed that the CVWS employees will be retained. 1-FTE Water System supervisor, 2-FTE Utility Maintenance Workers, 1-FTE Accounts Manager, & 1-FTE Admin. Assistant.

Location of Project (if not already mentioned):

Town of Camp Verde

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---------------------------------|------------------|
| | Acquire Camp Verde Water System | To Be Determined |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund, WIFA Grants, Finance, and Utility Billings.

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Streets –Sidewalk, Curb, And Gutter Replacement and Development Program

Project Description:

To construct new or reconstruct the existing sidewalks, curbs, and gutters town wide as needed.

Why the Project is needed:

The current condition of the existing sidewalks, curbs, and gutters in many sections of town are deterioration due to age, construction activities, vehicular traffic, and Stormwater erosion. Also, in many locations throughout town there is a lack of connectivity for pedestrians to move safely and new sidewalks are needed. Curb and gutter are needed to direct, control, and manage the stormwater runoff that currently is causing damage to the towns roads.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage bid process for materials/ One FTE to assist existing crew in the construction or reconstruction of the program and ongoing maintenance

Location of Project (if not already mentioned):

Streets Division of Public Works Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|----------|
| | Streets – Replacement and Development Program (+4.5%) | \$20,900 |
| | Streets – Replacement and Development Program (+4.5%) | \$21,840 |
| | Streets – Replacement and Development Program (+4.5%) | \$22,822 |
| | Streets – Replacement and Development Program (+4.5%) | \$23,848 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/ CIP possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Street Construction –Intersection Upgrade

Project Description:

Install an upgrade to the existing intersection of State Route Hwy 260/Industrial Drive/Goswick Way: installation of a Four Lane Roundabout. With the addition of slip lanes to facilitate safer and more efficient vehicular movements while providing greater access to the business community located within the area.

Why the Project is needed:

SR 260 south of I-17 Exit 287: the current bifurcated road system and left turn lanes installed by ADOT has proven to be problematic for the safe movement of vehicular and pedestrian traffic entering and exiting the businesses. With the current pattern of restricted vehicle movement crossing from east to west bound and vice-a-versa on State Hwy 260 as well as Industrial Dr. and Goswick Way, and the absence of pedestrian crossings forces the public on foot to compete with vehicles on the roadways. This also leads vehicles to improperly cross through the turn lanes due to their configuration and location; adding to the confusion and treacherous conditions for the public.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage bid process

Location of Project (if not already mentioned):

Streets Division of Public Works Department : at SR 260 South of I-17

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|-------------|
| 2012/13 | Streets Construction – Roundabout Intersection (Study) | \$250,000 |
| 2013/14 | | |
| 2014/15 | Streets Construction – Roundabout Intersection (construction) | \$1,350,500 |
| 2015/16 | | |
| 2016/17 | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/ADOT Funding/TE-21 Grants/HSPM Funding/PARA Grant/CIP possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Black Bridge Improvements

Project Description:

Protect the Bridge from scour by armoring the bridge supports, replace the bearing pads, replace the guardrail, and replace the deck seals.

Why the Project is needed:

Black Bridge was built in 1975 and is the only Town owned Bridge that crosses the Verde River. Over the years Black Bridge has served the community well enduring numerous flood events and the daily wear and tear. Black bridge is in surprisingly good shape for its age but needs some critical improvements to extend its service life.

Staffing Required to Complete Project (FTEs and positions):

PW Project Manager and Administrative staff time will be required to contract out this project.

Location of Project (if not already mentioned):

Black Bridge on Montezuma Castle Highway

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|-----------|
| | Design, acquire permits and environmental clearances | \$150,000 |
| | Install Scour Prevention, replace bearing pads, guardrail, & Seals | \$891,108 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Matching Grant and HURF

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Streets Division – Tire Replacement Program

Project Description:

Over the next three years schedule to replace the tires on the Street’s equipment and large vehicles starting with the most worn and unsafe for road travel.

Why the Project is needed:

Equipment such as backhoes, mowers, dump trucks, loaders and blades are essential tools to accomplish the many tasks required of the Street Crew as they maintain, repair and construct the road system, drainage channels and Rights of Way throughout Town. The crew does much of the regular maintenance to keep all their equipment in safe working order. However, tires cannot be changed by staff. The Crew has evaluated the six pieces of large equipment and reported that the current condition of the tires is approaching the danger point for safe operation. Staff has placed the equipment on a tire replacement timeline.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research and obtain competitive bids

Location of Project (if not already mentioned):

Streets Division of Public Works

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|----------|
| | Tire Replacement– Blade, Backhoe R., Auto Cart Water Truck | \$27,002 |
| | Tire Replacement– Loader, Mower F. | \$6,376 |
| | | |
| | | |

F=Front R=Rear if nothing, all tires need replacement

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF /CIP possible General Fund

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Purchase Top Dresser/Material Handler

Project Description:

Purchaser a Top Dresser/Material Handler for the Maintenance Division to maintain the football/soccer, baseball fields and other grass areas in local parks and the Town Campus.

Why the Project is needed:

A Top Dresser or Material Handler will be used by the Maintenance Crew to maintain the playing fields and grass areas of the parks and Town Campus. After heavy use from baseball, football and soccer our fields are pocked with divots, these can be hazardous to the public causing someone to trip or fall and injure legs or ankles. Heavy storms and weather can also contribute to turf damage. In addition to injury, if the divots are not filled in, they can dry out and cause further damage to the turf. The Top Dresser will be used to spread compost, sand and soil amendments to the turf. The Top Dresser is able to spread these materials very quickly and evenly in wet or dry conditions making this an economical and efficient equipment purchase.

Staffing Required to Complete Project (FTEs and positions):

Maintenance Foreman and Admin. to research options & manage bid process

Location of Project (if not already mentioned):

395 S. Main Street – Maintenance Division

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|------------------------------|----------|
| | Top Dresser/Material Handler | \$18,500 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Streets Equipment: Mower Replacement

Project Description:

Purchase a Side Mounted Rotary Mower to replace the side mounted flail mower unit

Why the Project is needed:

To maintain the approx. 200 lane miles of road side the Street Crew uses a 12-year old "Tiger Side-Mounted Flail Mower". Due to the current conditions of the road sides, (large weeds, trash, rocks etc.) the flail mower isn't suited for the task. It takes 80 blades to maintain the safe operation of the unit and all 80 blades must be changed as a set. If the blades aren't changed as a set the bearings and rollers are damaged. The blades are changed out a minimum of five times each season. The cost of each blade set replacement has increased approximately 4 to 5 percent each time a set has been ordered. A rotary unit requires up to four blades (if a blade needs replacing, only two at a time must be changed) and is designed to handle the condition of Town's Right of Way more effectively and efficiently. This upgraded unit can be installed without any additional modifications to the current tractor. And is serviced by the parts supplier the town uses to maintain the mower currently.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage bid process

Location of Project (if not already mentioned):

Streets Division of Public Works Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|----------|
| | Streets Equipment – Side Mounted Rotary Mower | \$18,500 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/CIP possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Purchase Equipment, Utility Vehicles and Attachment

Project Description:

Purchase Mowers, Utility Vehicle, and a Backhoe Attachment

Why the Project is needed:

- Two riding mowers were purchased used over five years ago (they are both over 10 years old); staff has added many more hours of use. The cost of maintenance and repairs is getting more expensive and parts more difficult to obtain, making the expense of repairs very close to the value of the mowers.
- The addition of a Work/Utility ATV with a lift will assist maintaining the park grounds, save gas and be more efficient.

Staffing Required to Complete Project (FTEs and positions):

Maintenance Foreman and Admin. Research/compare features and price, obtain quotes and prepare staff summary and manage bid process.

Location of Project (if not already mentioned):

Maintenance Dept.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|------------------|----------|
| | Work/Utility ATV | \$13,000 |
| | | |
| | One Riding Mower | \$16,300 |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

**Town of Camp Verde Capital Improvement Plan
Public Works Department Project Request**

Name of Project:

Maintenance: Replacement of Maintenance Vehicles

Project Description:

Purchase new Maintenance Vehicles to replace our aging fleet

Why the Project is needed:

The current fleet of Maintenance Vehicles is aging; the frequency and expense of repairs is more frequent and costly. Vehicles used in Maintenance :

- 1988 Dump Truck – 161,576 miles
- 1988 Truck – 188,000 miles (Request to replace 2012/2013)
- 1998 Truck – 120,000 + miles
- 1999 Truck – 120,000 + miles
- 2006 1-Ton Truck – 63,586 miles

Staffing Required to Complete Project (FTEs and positions):

Staff time to research/compare and obtain quotes would primarily be the responsibility of the Maintenance Foreman w/some Admin assistance. Vehicles may be replaced through the bid process, State surplus or State's Contract

Location of Project (if not already mentioned):

Maintenance Division of Public Works

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|----------|
| | 1-Ton Dump Truck to replace 1982 Dump Truck | \$30,000 |
| | ¾ Ton Truck to replace 1998 Truck | \$22,000 |
| | | |
| | ¾ Ton Truck to replace 1999 Truck | \$24,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

GENERAL FUND/ CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Streets Division Fleet Update: Lift Gate

Project Description:

Replace the tail gate of the one- ton dump truck with a flip-style lift gate.

Why the Project is needed:

The crew currently uses their own physical power to lift heavy or awkward objects into the back of any of the truck beds. Not only does this expose the crew to possible on- the- job injury, it is very inefficient. Replacing the tail gate on the Street Crew's one- ton truck with a flip-style lift gate, capable of lifting up to 1,600 lbs., will help to reduce injury and expand the use of the truck, by making it more efficient to lift and carry heavy objects to and from the job site.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage bid process

Location of Project (if not already mentioned):

Streets Division of Public Works Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|----------|
| | Fleet-up date –Lift Gate for one-ton dump truck | \$10,500 |
| | | |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/CIP possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Streets Division: Powerscreen

Project Description:

Purchase of Dry Screen Plant – Powerscreen

Why the Project is needed:

Millings are ground up asphalt from a road surface; the millings can be mixed with aggregates and a petroleum binder and reused in new paving projects. The Powerscreen is used to separate the gradation (according to size), of millings and materials used to construct and reconstruct the roads that the Town maintains. The milling materials are loaded onto a screen that will reject material that is too large and then sort the smaller pieces by size. The Town currently has approx. 125,000 tons of millings in storage with another 300,000 to be delivered this year (the millings were given to the Town by ADOT from re-pavement projects on I-17). Currently the town contracts out for this screening service and has to work around the schedule of the contractor due the limited number of contractors with this equipment and season of year the work needs to be completed. This piece of equipment will enable the Street Crew to better schedule projects and open possible opportunities for projects that we currently can't do.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. time to research equipment options, prepare and manage the bid process.

Location of Project (if not already mentioned):

Streets Division of Public Works.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|------------------------------|-----------|
| | Road Equipment - Powerscreen | \$125,000 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/ Lease-Purchase /CIP possible General Fund contribution

PTown of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Streets Equipment : Nine Wheel Roller/Compactor

Project Description:

Purchase of Nine Wheel Roller/Compactor

Why the Project is needed:

The Town does not own a Nine Wheel Roller Compactor. A Nine Wheel Roller is a compactor that is used in the construction and repair of roads, driveways and parking lots. The roller is applied to the surface for the compaction of asphalt and base road layers. Currently the Town rents this equipment when it is required for the repair and construction of asphalt surfaced roads. The Street Crew is able to construct and repair roads in house using the millings the Town has secured from ADOT and stored the Public Works yard.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage the bid process.

Location of Project (if not already mentioned):

Streets Division of Public Works

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|-------------------|----------|
| | Nine wheel roller | \$15,000 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/Lease Purchase /CIP/Possible contribution from General Fund

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Streets Equipment - Steel Wheel / Drum Vibratory Roller

Project Description:

Purchase a Steel Wheel / Drum Vibratory Roller (this equipment has a front wheel that is a vibrating drum, rear tires are pneumatic to achieve compaction density and smoothness)

Why the Project is needed:

Currently the town rents a vibratory roller, to compact asphalt, when making repairs of or constructing asphalt surface roads; these roads are repaired and constructed using the millings the town has secured from ADOT stored at the Public Works yard. When small or individual pot-hole repairs are made the crew has to use one of their vehicles, they make several forward/backward movements to compact the patch, not only is this inefficient and ineffective it puts stress on the vehicle's transmission. Because this type of compactor is smaller than the more expensive heavy machinery used for large freeway projects, it is a cost effective investment to accomplish the final compaction on our regional roads. The size makes it versatile and could be used for parking lots and driveways and for much of the basic infrastructure work to be done at the Streets Yard on Industrial Drive.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options, prepare and manage bid process

Location of Project (if not already mentioned):

Streets Division Public Works Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|-----------------|
| | Steel Wheel / Drum Vibratory Roller | \$17,750 |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/Lease Purchase/ CIP and possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Streets Equipment: Padfoot /Sheep's foot Roller Compactor

Project Description:

Purchase of Padfoot /Sheep's foot Roller Compactor

Why the Project is needed:

This type of Padfoot /Sheep's foot Roller Compactor can be pulled behind equipment the Town currently owns. A padfoot/sheepsfoot is typically used for compacting fine-grained soils and clay and is helpful breaking up and compacting bedrock. Currently the town rents this equipment to repair and construct asphalt roads, these roads are constructed from the millings the town has secured from ADOT and stored the Public Works yard.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options, prepare and manage bid process

Location of Project (if not already mentioned):

Streets Division of Public Works Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|----------|
| | Padfoot /Sheep's foot Roller Compactor | \$15,250 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF/Lease Purchase/ CIP possible General Fund Contribution

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Streets Division Fleet-up date – Street Sweeper

Project Description:

The replacement of the Town's 26 year-old Streets Sweeper with an updated Class 7 type Streets Sweeper

Why the Project is needed:

The current Streets Sweeper is a class 7 type; it is approx. 26 years old with approx. 10,000 hrs. of use. Due to its age, parts both for the running chassis and sweeping system are getting more difficult to locate. As the age of the current sweeper grows the maintenance and repair cost grows exponentially. A class 7 sweeper is a vacuum-type sweeper that sweeps, picks-up & contains the road debris.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options, prepare and manage bid process

Location of Project (if not already mentioned):

Streets Division Public Works Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--------------------------------|-----------|
| | Fleet-up date – Street Sweeper | \$125,000 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/ Lease-Purchase/ CIP possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Streets - Road Assets Tracking

Project Description:

Purchase GPS Software, Field Computer, Data Plotter

Why the Project is needed:

Federally-mandated minimum sign reflectivity standards and letter styling became final on January 22, 2008. As a result of the regulations, over the next (6) six years, the Town is required to replace all signs within the Town's boundary. The Federal Highway Administration's (FHWA) mandated schedule directs that over the next three years the town will have to replace approx. 1,150 regulatory signs; the remaining warning and street identifying signs are to be replaced within the three years following. As part of the sign replacement program the Town is also required to develop and maintain a Sign Inventory System. The FHWA Mandatory Sign Inventory System requires the establishment of sign locations, condition tracking, and monitoring for future replacement. The town currently doesn't have the equipment to perform this task.

Also, by developing the Sign Inventory System and maintenance schedule, the Town will qualify for future opportunities to secure upcoming grant funds.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. time to research equipment options, prepare and manage the bid process.

Location of Project (if not already mentioned):

Streets Division of Public Works.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|----------|
| | Road Assets Tracking -GPS Software, Field Computer (lap top) | \$9,750 |
| | Road Assets Tracking -Data Plotter | \$12,250 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funds/ FHWA Grants/NACOG / CIP possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Main Street Banners, Flags and Holiday decorations

Project Description:

Purchase new banners, flags and holiday decorations for the brackets on the Main Street Light poles.

Why the Project is needed:

The flags, banners and holiday decorations are several years old; they show their use and exposure to the elements. The banners, flags and holiday decorations are seen by citizens and travelers to our Town, and by default, reflect back an opinion of Camp Verde.

Staffing Required to Complete Project (FTEs and positions):

Staff time to research and price the flags, banners and holiday decorations: 10+ hours with possible review by Council

Location of Project (if not already mentioned):

Main Street

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---------------------|----------|
| | Flags and Banners | \$15,000 |
| | Holiday Decorations | \$10,000 |
| | Holiday Decorations | \$10,000 |
| | Holiday Decorations | \$10,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Replace the shingle roofs on the Gymnasium, Room 304 & Room 305

Project Description:

Remove and replace the shingle roofs on the Public Works Building: Rooms 304 & 305 and the Gymnasium

Why the Project is needed:

Roofs are worn, weather stressed, and leaking. Due to the age and condition, repairs are becoming less efficient. Potential damage to the gym floor can be costly and new leaks are discovered with each storm event. The new roofs will match the roofs installed in 2011 on the Administration and 200 Buildings.

Staffing Required to Complete Project (FTEs and positions):

Re-Roof project will be awarded to most responsible bidder; Maintenance Foreman and Admin to prepare scope of work manage the bid process and the contracted work.

Location of Project (if not already mentioned):

395 S. Main St.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|-----------|
| | | |
| | Remove & Replace Roof on Public Works Building: Gymnasium, Room 304 and Room 305 | \$120,000 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Replace Doors on 300 Building

Project Description:

- 1.) Replace the double doors at the Gymnasium Hollamon St. entrance with card reader system
- 2.) Replace single door at Gymnasium rear entrance
- 3.) Replace double doors at entrance to the Public Works Building

Why the Project is needed:

The **double doors** to the entrance of the Public Works Building 300 are very old, the lock assemblies require frequent maintenance, the windows are not energy efficient, they do not seal well, and it often drags on the sill.

Staffing Required to Complete Project (FTEs and positions):

Maintenance Foreman and Admin to prepare and manage bid process and oversee project

Location of Project (if not already mentioned):

395 S. Main Street

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|----------|
| | Replace Double Entry doors to Public Works Building | \$10,000 |
| | - | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Upgrade Electrical Service Panel on 200 Building

Project Description:

Replace the existing 200-amp Electric Service Panel on the 200 Building with a 400-amp Electric Service Panel

Why the Project is needed:

The existing 200-amp electric service panel does not provide sufficient capacity for the electrical demands of a modern building calling for sufficient energy to operate multiple office machines such as computers, printers, copiers and faxes all running concurrently with the HVAC unit. Prior to updating or re-purposing any of the individual rooms, sufficient electric power and wiring will be required. Replacing the existing 200-amp panel with a new 400-amp , 40-circuit Electric Service Panel will allow future upgrades (such as removing the evap. coolers and installing HVAC units) and remodeling or re-purposing the rooms to more modern spaces that will support current technology used for public presentations or office space.

Staffing Required to Complete Project (FTEs and positions):

Work will be completed by most responsible bidder. Staff time to prepare scope of work and obtain/compare three competitive bids.

Location of Project (if not already mentioned):

200 Building: 435 S. Main St.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|------------------------|---------|
| | Electric Service Panel | \$9,500 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Maintenance: Replace the shingle roofs on the Gymnasium, Room 304 & Room 305

Project Description:

Remove and replace the shingle roofs on the Public Works Building: Rooms 304 & 305 and the Gymnasium

Why the Project is needed:

Roofs are worn, weather stressed, and leaking. Due to the age and condition, repairs are becoming less efficient. Potential damage to the gym floor can be costly and new leaks are discovered with each storm event. The new roofs will match the roofs installed in 2011 on the Administration and 200 Buildings.

Staffing Required to Complete Project (FTEs and positions):

Re-Roof project will be awarded to most responsible bidder; Maintenance Foreman and Admin to prepare scope of work manage the bid process and the contracted work.

Location of Project (if not already mentioned):

395 S. Main St.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|-----------|
| 2012/13 | | |
| 2013/14 | Remove & Replace Roof on Public Works Building: Gymnasium, Room 304 and Room 305 | \$120,000 |
| 2014/15 | | |
| 2015/16 | | |
| 2016/17 | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Maintenance: Remodel Room 304

Project Description:

Remodel room 304 (the old weight room) so that it can be used as a meeting room for public and private use. The project includes structural improvements to the roof, window repairs, drywall repair, painting, interior & exterior lighting improvements, and new flooring.

Why the Project is needed:

Room 304 would have more value to the community as a meeting room than its current use as a storage room. In the past, room 304 has served as the community weight room and more recently a storage room. As a result of these uses the room is in poor condition and needs improvements. Additionally, the roof requires structural enforcements; the room appears to be an addition to the original building and the roof and was not constructed to meet code or with structural integrity.

Staffing Required to Complete Project (FTEs and positions):

Maintenance Foreman and Admin. to manage bid process and project work.

Location of Project (if not already mentioned):

Public Works Building: Room 304 on the East side of the Town's gym.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|----------|
| | Complete Engineering & Structural Repairs | \$27,000 |
| | Remodel Room 304 | \$18,000 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Town Parking Lot Improvements

Project Description:

Grade, Pave, and install parking lot lighting in the Public Parking Lots located at the back of Town Hall and on Hollamon Street.

Why the Project is needed:

The parking lots located at the back of Town Hall and on Hollamon Street currently have gravel surfaces that create dust and are eroded during rain events. Paved parking lots are required by our Town codes.

Staffing Required to Complete Project (FTEs and positions):

Street Crew will complete the work.

Location of Project (if not already mentioned):

Hollamon Street and Town Hall

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|----------|
| | Grade, Pave, and Install Parking Lot Lighting in both Parking Lots | \$45,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project: Heating and Cooling in the Employee Town Hall Restrooms

From Administration: CBrown

Date: October 20, 2011

To appropriate funding in the Capital Improvement Plan (CIP) or seek energy grants (or combination of the two) in order to add heating and cooling in the employee Town Hall restrooms.

Project Description:

Fund in the Capital Improvement Plan (CIP) or seek energy grants in order to add heating and cooling in the employee Town Hall restrooms. The aforementioned restrooms were built in the 1960's and there is no heating and cooling in this area.

Ultimately, the Town would need to hire a HVAC contractor to install ductwork that ties into the existing duct work system and HVAC units to serve the Men's and Women's Restrooms. The work would include:

1. Upgrading the existing duct work in both the Administration offices and the Council Chambers/Court offices in order to add the additional duct work with controlling dampers and thermostats to regulate the air flow in each restroom.

Why the Project is needed:

To provide: heating and cooling in the employee Town Hall restrooms

Staffing Required to Complete Project (FTEs and positions):

2

Location of Project (if not already mentioned):

SAA

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|----------------------------------|----------------------|
| | Seek Grants and or schedule work | \$15,000 to \$20,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Budget funding and/or seek grants in FY 2012/2013

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Town of Camp Verde Archives & Public Records Storage Facility/System

Project Description:

Identify and improve a location/facility in which to archive the Town's permanent records.

Why the Project is needed:

As defined in the Arizona Revised Statutes (ARS §41-1350) records are: "All books, papers, maps, photographs, or other documentary materials, regardless of physical form or characteristics made or received by any governmental agency in pursuance of law or in connection with the transaction of public business and preserved or appropriate for preservation by the agency or its legitimate successor as evidence of the organization, functions, policies, decisions, procedures, operations, or other activities of the government, or because the informational and historical value of the data contained therein..." Records as defined above are the property of the **STATE OF ARIZONA**. They are in no sense personal property, nor are they the property of a specific agency or political subdivision (ARS §41-1347).

Town records, such as current minutes, deeds, contracts, agreements, studies, etc. are stored in the Clerk's Office in filing cabinets that are unsecured and non-fireproof. Historical and/or inactive records are 'archived' in the girl's shower area of the Community Center. This area is also unsecured and non-fireproof. Neither facility offers the protection that these important records require.

Statutes require records to be stored in secure and climate-controlled areas with an environment that is free of dust, insect and/or rodent infestation, and exposure to light. Until such time as an area is identified and improved, the state's records relative to the business and history of the Town of Camp Verde remain at risk.

Staffing Required to Complete Project (FTEs and positions):

As soon as an adequate area is identified, either a contractor or a sufficient number of staff will be required to retrofit the new area with climate/humidity controlling and install rolling file storage systems. When complete, relocation, re-filing, and indexing records will be required. This is likely to take at least one FTE (Deputy Clerk) several months to complete.

Location of Project (if not already mentioned):

To be determined. Ideas for locations include, but are not limited to, new construction, the metal building near CVMO, a room at the Rio Verde Plaza, the Community Development office suite (this would require relocation of the department staff), or another office that is of sufficient size to sustain the Town's growing records for the next 5-10 years.

Project Timeline:

| Fiscal Year | Activity | Cost |
|--------------------|---|----------------------------|
| | Identify/retrofit-improve-construct area/Install new file system | \$10,000 - \$40,000 |
| | | |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund

Location of Project (if not already mentioned):

To be determined. Ideas for locations include, but are not limited to, new construction, the metal building near CVMO, a room at the Rio Verde Plaza, the Community Development office suite (this would require relocation of the department staff), or another office that is of sufficient size to sustain the Town's growing records for the next 5-10 years.

Project Timeline:

| Fiscal Year | Activity | Cost |
|--------------------|---|----------------------------|
| | Identify/retrofit-improve-construct area/Install new file system | \$10,000 - \$40,000 |
| | | |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Council Chambers/Council Office

Project Description:

Improve rooms 206/207 and old Sanitary District offices to house the Council Chambers/Council offices. Upgrade equipment to facilitate live streaming during Council meetings, which will provide additional community outreach and opportunities for public participation.

Why the Project is needed:

Council Chambers are currently shared with the Magistrate Court. At times, conflicts occur and Council meetings must be rescheduled and/or relocated to other areas. Unfortunately, when this occurs it is not possible to record the meeting and place the audio on the Web site. This causes great inconvenience to the public. Further, the current Chamber facility is small, allowing for no more than 74 people. This limit includes Council members, media, and staff. Further, when executive sessions are held, the public is forced to stand outside in inclement weather until the meetings are concluded.

Room 206/207 is ideal, as the room accommodates 108 people. The old Sanitary District office is located adjacent to this room. (Note: Room 206/207 is actually one room that can be divided.) This office could be improved to provide a Council office/meeting room in which Council could hold executive sessions with the sound equipment serving both areas. This would eliminate the need to have the public stand outside while waiting for the meeting to end.

This project would necessitate the need to upgrade the recording equipment, as the Court requires use of the existing recording equipment. The upgrade would provide live feed Web streaming for meetings and other matters of community interest. This upgrade will allow the community to watch meetings in real time. Further, this media could support other means of public participation and community outreach.

Staffing Required to Complete Project (FTEs and positions):

Either a contractor or a sufficient number of staff will be required to remodel the existing facilities to include removal of existing benches and debris. Walls will need to be painted, installation of heating/cooling, flooring, cameras, telephones, sound, and computer equipment will be required in both rooms. Council and staff desks would be purchased or constructed in a manner that is conducive to public participation.

Location of Project (if not already mentioned):

Room 206-207 and the old Sanitary District office.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|-----------|
| | Remodel Room 206/207 and Sanitary District Office to include the purchase and installation of computer/sound equipment to allow for live web streaming and community information. | \$100,000 |
| | | |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

New Court Room/ Office Area

Project Description:

Improve rooms 206/207 and old Sanitary District offices to house the Court Room, court staff offices, prosecutor office, defense office, victim waiting room and jury room.

Why the Project is needed:

The new court facility in rooms 206/207 and old sanitary office will accommodate the future and current needs of this court. The current shared court room/ Council chambers do not meet the needs of the court. The prosecutor now uses the court room with a temporary cloth partition and she does not have privacy from the court proceedings, other defendants and attorneys. The court room also does not allow a room for defense attorneys to speak to their clients in private. Victims are also entitled to a private area/room away from the defendants. The current court room does not have a proper area for a jury box and a room for jury deliberations.

Staffing Required to Complete Project (FTEs and positions):

Either a contractor or a sufficient number of staff will be required to remodel the existing facilities to include removal of existing benches and debris. Walls will need to be painted; installation of heating/cooling, flooring, telephones, sound, and computer equipment will be required in both rooms. Current staff desks would be reused. The court room would require new judge's bench jury box and witness stand and seating to accommodate 50-60 people.

Location of Project (if not already mentioned):

Room 206-207 and the old Sanitary District office.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|-----------------------|
| | Remodel Room 206/207 and Sanitary District Office to include the purchase and installation of phone and sound equipment required for court operations. | \$100,000 - \$150,000 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund and some court enhancements funds

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Courtroom (separate from Council chambers)

Project Description:

Develop a new area in town hall for the Council chambers by remodeling room 206/207. Council chambers would be moved to room 206/207. The court would then take over current room 106 court room/council chambers. Modification of part of raised council seating area to create a witness stand area. Create a jury box area. Enclose an approximate 10x10 office area with a door, for the prosecutor in the southeast corner of the court room. Preliminary plans have been drawn up showing the changes to both areas.

Why the Project is needed:

Currently, having both the Court and Council sharing the area in room 106 creates extra work for staff to set up and take down. It also creates problems when Council or other planning committees need to use the court room during trials or when other court matters are still in progress and cannot be interrupted.

Staffing Required to Complete Project (FTEs and positions):

None

Location of Project (if not already mentioned):

Room 106

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|-----------------------|---------------------|
| | Room 106 modification | \$20,000 - \$30,000 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Court Enhancement Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Court facility

Project Description:

The Town is in need of a new, secure court building with a court room large enough to seat 50-60 people. The court room would need to have a standard work area for the judge and clerk/s, a witness stand, a jury box and normal court room space for both prosecution and defense. The lobby/waiting area would need to be large enough for 15-20 people. A large bullet-proof window area would need to be installed between the lobby and clerk areas. There would need to be a separate room for prosecution and defense attorneys and a victim waiting area as well as a jury deliberation room. A clerk work area, large file room, office for court supervisor and chambers for the judge would also be needed. Public parking should accommodate 35+ vehicles.

Why the Project is needed:

The new court facility will accommodate the future and current needs of the court. The current shared court room/ Council chambers do not meet the needs of the court. The prosecutor now uses the court room with a temporary cloth partition and she does not have privacy from the court proceedings, other defendants and attorneys. The court room also does not allow a room for defense attorneys to speak to their clients privately. Victims are also entitled to a private area away from the defendants. The current court room does not have a proper area for a jury box nor a room for jury deliberations.

Staffing Required to Complete Project (FTEs and positions):

N/A

Location of Project (if not already mentioned):

Unknown location in downtown area. Possible use of old teen center building with the addition of a court room.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|----------------|----------------------|
| | Court building | \$300,000- \$800,000 |
| | | |
| | | |
| | | |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Staff has providing drawings for proposed court room and Council chambers facilities/remodels. The drawings are of various sizes and difficult to incorporate into the packet. Please see the Clerk's Office for original drawings.

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Police Vehicle Replacement Program – Marshal's Office

Project Description:

The Marshal's Office has attempted to maintain a vehicle replacement program whereby replacement of vehicles occurs at the 100,000 mile mark. Due to the nature of the work and use, 100,000 miles is typically the mileage that vehicles begin to break down and require substantial repairs. The 100,000 miles mark is a guide and not an absolute. During an officer's shift, the patrol vehicles are constantly running to maintain the installed electronics (i.e. emergency lights, siren, police radio, in-car camera, etc.) even when parked (i.e. traffic stops, accident investigations, etc.). The constant running of the engine is necessary to avoid draining the battery and equates to approximately 200,000 miles on the engine hours of a personal vehicle. With the exception of the K9 vehicle, vehicles are turned off when parked at the Marshal's Office. The K9 vehicle's engine runs all the time while on duty to maintain heat or cooling for the canine.

On average the typical patrol vehicle accrues 15,000 to 20,000 miles a year. Administrative vehicles accrue approximately 5,000 mile a year. Officers regularly put 100-200 miles per shift on their vehicles to cover the 48 square miles of the town.

Currently (2011), the cost is approximately \$35,000 per vehicle; approximately \$25,000 for the vehicle itself (state bid pricing) and \$10,000 for required additional equipment which is later installed.

Why the Project is needed:

The patrol vehicle is the officer's mobile office. A properly equipped and functioning vehicle is required for the officer to respond to calls for service, patrol the streets of Camp Verde, investigate crimes, and apprehend traffic and criminal violators.

Staffing Required to Complete Project (FTEs and positions):

None

Location of Project (if not already mentioned):

Camp Verde Marshal's Office

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|------------------------------------|-----------|
| | Purchase four (4) patrol vehicles | \$140,000 |
| | Purchase three (3) patrol vehicles | \$105,000 |
| | Purchase two (2) patrol vehicles | \$ 70,000 |
| | Purchase two (2) patrol vehicles | \$ 70,000 |
| | Purchase two (2) patrol Vehicles | \$ 70,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

| |
|-----------|
| CIP Funds |
|-----------|

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project: Equestrian Arena(s)/Facilities and a Trailhead

From Administration: Carol Brown

Date: October 20, 2011

To appropriate funding in the Capital Improvement Plan (CIP) in order to develop a financial, operational and strategic focus for an Equestrian Arena(s)/Facilities and Trailhead at the Town's Community 118-Acre Park.

Project Description:

To design, build and provide access to a basic, cost-effective Equestrian Arena(s)/Facilities and Trailhead at the Community Park. Also, to introduce the concept of planning for a premier equestrian facility at this site in future CIP's.

The town-owned equestrian fixed assets currently include: 110 existing panels w/alley, large roping back pens, loading and bucking chutes. A leader in the equestrian industry recommended that the Town build a permanent arena with pipes welded together. Then, utilize the Town-owned portable panels (110) for the back pens, alley, etc.

The funding in this CIP includes the minimal costs for the basic infrastructure and structures that are needed to have a 'bare-bones', but user-friendly equestrian facility. The first phase could be built to meet the needs and expectations of the local equestrian enthusiasts. The current park master plan can only accommodate parking spaces for 30 to 40 trucks/living quarter horse trailers (big-rigs).

If the Town anticipates doing a 'build-out' to make this site a premier equestrian facility and attract target market visitors (ropers, cutters, etc.) this would have to be funded in future CIP's. In addition, the master plan would need revision to accommodate more than 30 to 40 big-rigs.

A 'build-out' example is an arena cover. A covered arena would allow for an all-weather cover – no matter the weather the event can still go on. Event sponsors would be looking for this type of added value for their event. Please note: although the arena lighting (\$100,000) currently is categorized as a minimum requirement in the attachment it really should be under an arena cover to protect the Town's investment.

The park property is in the R1L Zoning District. The Town can prepare and facilitate a use permit as our code allows for this type of development in this district. This is processed in-house and no permit fees are required.

Relative to:

1. The recreational site entrance, the Planning Commission will make recommendations to the Town Council of the site entrance within the permitting process.
2. The capacity to accommodate the big-rigs should be included in the use permit as this would be a quasi-RV Park, especially if the build out is completed.
3. Parking:
 - a. The number of parking spaces required would fall under the Planning and Zoning Ordinance and reviewed in the use permit process.
 - b. Landscaping would be required @15% of the parking area. Once the parking lot was designed for the use permit site plan, this 15% landscape area could be calculated.
4. All septic systems are permitted through Yavapai County Environmental. Research will need to be done to determine if state law requires connection to a sewer system if available within 200 feet of the site.

An American Land Title Association (ALTA) Survey was performed on the community park property which included topography and elevation contours. A site plan for the use permit would utilize this survey.

Why the Project is needed:

To provide:

1. Improve our economy via the Economic Multiplier as exhibitors, sponsors, vendors, spectators and participants will stay in our hotels, eat at our restaurants and shop at our businesses
2. Provide a living-wage employment for local residents
3. Add an additional attraction/asset to our region which already has the single greatest concentration of state parks, national monuments and popular site-seeing attractions
4. Public recreational opportunities
5. Effectively utilize open space in the Town's community park
6. A venue for entertainment activities with an emphasis on equestrian and western theme events to citizens and target market visitors

Staffing Required to Complete Project (FTEs and positions):

Eight (8) employees (EE's) and possibly volunteers

Location of Project (if not already mentioned):

Community Park/Hwy 260, Camp Verde, AZ. Our town is geographically centered in the state and our moderate climate is ideal for participants and spectators to take advantage of recreational activities.

Project Timeline:

| Fiscal Year | Activity | Cost/Attachment Color Coded |
|-------------|--|-----------------------------|
| 2012/13 | Initial Project Organization/ Inventory and Data Collection/ Conceptual Plan/General Contractor/Engineering standards | \$50,000 – Purple |
| 2013/14 | Conceptual Plan/General Contractor/Engineering standards | \$357,346 - Yellow |
| 2014/15 | Security Fencing, drill well AB surface parking lot, 15% landscaping, arena: build arena and install perimeter fence | \$594,100 - Pink |
| 2015/16 | Judges/Announcer stand w/tables, sound system, arena lighting (lighting s/b covered) , portable bleachers w/trailer/ water truck, harrow, tractor, heavy equipment secure facility | \$769,000.00 – Blue |
| 2016/17 | Business Administrative Office/restrooms/showers/technology, refuse/manure bins/tethering devices | \$853,000.00 - Green |
| | 5 Year Total | \$2,623,446. |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Utilize a combination of funding to take advantage of every resource opportunity available to the Town.

| | A | B | C | D | E |
|----|---|------|--------------|---------|------|
| 1 | Town of Camp Verde | | | | |
| 2 | Minimum/Maximum Cost of Equestrian Arena(s)/Facilities & Trailhead | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | Key Color Code | | | | |
| 6 | Purple Color - 1st year | | | | |
| 7 | Yellow Color - 2nd year | | | | |
| 8 | Pink Color - 3rd year | | | | |
| 9 | Blue Color - 4th year | | | | |
| 10 | Green Color - 5th year | | | | |
| 11 | | | | | |
| 12 | Minimum | Cost | | Maximum | Cost |
| 13 | TBD (To be determined) | | | | |
| 14 | The Planning Process | | | | |
| 15 | Phase 1 - Initial Project Organization- In-kind | | | | |
| 16 | Phase 2 - Inventory and Data Collection In-kind | | | | |
| 17 | Phase 3 - Analysis | | | | |
| 18 | General Contractor - Engineering Stds. | \$ | 30,000.00 | | |
| 19 | Phase 4 - Conceptual Plan - Use ALTA Survey as basis for plan | \$ | 20,000.00 | | |
| 20 | Phase 5 - Plan Adoption | | | | |
| 21 | Phase 6 - Implementation | | | | |
| 22 | Subtotal | | \$ 50,000.00 | | |
| 23 | | | | | |
| 24 | Fed., State, Local Agency Enviro. Requirements | | | | |
| 25 | Fed. Accessibility Requirements | | | | |
| 26 | Smart Growth Plans | | | | |
| 27 | General Plans - In-house | \$ | - | | |
| 28 | Flood Control Plans | | | | |
| 29 | Zoning Ordinances | | | | |
| 30 | Bldg. Codes/Permits - In-house | \$ | - | | |
| 31 | Other Regulatory Issues | | | | |
| 32 | Funding and Partnership Resources | | | | |
| 33 | Staffing Required to Complete Project (FTEs and Positions) 8 | | | | |
| 34 | | | | | |
| 35 | Craft information for Town Website/Event Calendar | | | | |
| 36 | Facility Use Application/Mktg./Location & Map | | | | |
| 37 | | | 1 | | |

| | A | B | C | D | E |
|----|--|----|------------|----|------------|
| 38 | | | | | |
| 39 | ROADS/FACILITY SITE ENTRANCE | | | | |
| 40 | Designed for Big Rigs/Living Quarter Horse Trailers | | | | |
| 41 | | | | | |
| 42 | <i>Considerations for Roads below</i> | | | | |
| 43 | Road Alignment | | | | |
| 44 | Road Grade | | | | |
| 45 | Road Profile | | | | |
| 46 | Road Drainage | | | | |
| 47 | | | | | |
| 48 | Road/Parking Construction \$\$\$ amounts From P/W Dir. Ron Long | | | | |
| 49 | Access from SR 260 to E. Boundary of the Community Park | | | | |
| 50 | Acceleration & De-acceleration Lanes/Hwy 260 | | | | |
| 51 | Entry road w/Center Turn Lane, Stormwater Road Improvments | \$ | 300,610.00 | | |
| 52 | | | | | |
| 53 | 0.3 mile, 2 Lane Access Road from E. Boundary to Parking Lot | | | | |
| 54 | \$136,167 - paved | | | | |
| 55 | \$ 56,736 - AB/gravel road | \$ | 56,736.00 | | |
| 56 | | | | | |
| 57 | Subtotal | | | \$ | 357,346.00 |
| 58 | Security Fencing | \$ | 100,000.00 | | |
| 59 | Well installed/consideration for water issues/piping | \$ | 75,000.00 | | |
| 60 | Potable v non-potable | | | | |
| 61 | People H2O | | | | |
| 62 | House H2O | | | | |
| 63 | Water Hydrants | | | | |
| 64 | Water Troughs for Horses | | | | |
| 65 | Horse Wash Rack | | | | |
| 66 | | | | | |
| 67 | | | | | |
| 68 | Equestrian Trailer Parking Lot AB Surfaced (lot s/be UNPAVED) | \$ | 193,600.00 | | |
| 69 | | | | | |
| 70 | Parking Area Design | | | | |
| 71 | Parking Area Grade | | | | |
| 72 | Parking Area Layout | | | | |
| 73 | Parking Area Landscaping - 15% of the parking area | | | | |
| 74 | by code this could include crushed rock & native plants | | \$7,500 | | |
| 75 | Open Parking Areas | | | | |
| 76 | Small Parking Areas | | | | |
| 77 | Parking Delmeation | \$ | 3,000.00 | | |
| 78 | Traffic Control | \$ | 10,000.00 | | |
| 79 | | | | | |
| 80 | ARENA | | 2 | | |

| | A | B | C | D | E |
|-----|---|---------------------|---------------|--|-------|
| 81 | Town-owned | | | | |
| 82 | Portable 250 X 300 Arena # 1 Main Roping Arena 110 Existing Panels | \$ - | | | |
| 83 | W/alley, lg. roping back pens, loading & bucking chutes | \$ - | | | |
| 84 | Possibly missing 3's & 4's WW connector post for back pens- TBD | ? | | | |
| 85 | WW Manuf. Dodge City, Kansas | | | | |
| 86 | Gate included | \$ - | | | |
| 87 | Poles s/b set in concrete to shore up portable panels (using in-kind labor) | \$ 5,000.00 | | | |
| 88 | | | | | |
| 89 | However, the following was recommended by an arena builder | | | | |
| 90 | Build a permanent arena w/welded pipes & | \$ 25,000.00 | | | |
| 91 | use existing portable panels for pens, alleys, etc. | | | | |
| 92 | 10' High 150 x 300 Arena Chain Link Perimeter Fence | \$ 25,000.00 | | | |
| 93 | Out buildings Tack Rooms | \$ 150,000.00 | | | |
| 94 | Subtotal | | \$ 594,100.00 | | |
| 95 | | | | Covered Arena w/25' overhang on @side of grandstands | ##### |
| 96 | | | | <i>All-weather cover/ no matter the weather, the event goes on</i> | |
| 97 | | | | | |
| 98 | | | | | |
| 99 | | | | | |
| 100 | Open-air/portable Judges' Announcer, Secretary Stand | | | | |
| 101 | 8 x 12 stand w/partial truss system & set-up | \$ 5,000.00 | | | |
| 102 | Main Arena Sound System/special event receptacles/wiring/installation | \$ 30,000.00 | | | |
| 103 | Tables/chairs for Announcers Stand | \$ 1,000.00 | | | |
| 104 | 440 Volts/1200 Amperage Arena Lighting (s/b under an arena cover) | \$ 100,000.00 | | | |
| 105 | Portable Bleachers w/Trailer - 2500/3000 Spectators | \$ 40,000.00 | | | |
| 106 | | | | | |
| 107 | FOOTINGS | | | | |
| 108 | Proper Equestrian Arena Dirt Footings | \$ 500,000.00 | | | |
| 109 | Footings must be wonderful to attract the event sponsors/competitors | | | | |
| 110 | Who makes the dirt and ongoing maintenance is critical | | | | |
| 111 | requires sub-base, base and footings (Top Soil) | | | | |
| 112 | | | | | |
| 113 | High end dirt requires proper moisture content | | | | |
| 114 | key to keeping the ideal dirt for an equestrian arena (it's a science) | | | | |
| 115 | Utilize water meter & water arena H2O 2/per day for covered arena | | | | |
| 116 | More waterings per day if the arena is uncovered | | | Minimum 100 PSI sprinkler system | |
| 117 | Footings Horse Friendly Surface Material - Staging Area to Arena | \$ 10,000.00 | | | |
| 118 | Water Truck | \$ 30,000.00 | | | |

| | A | B | C | D | E |
|-----|---|---------------|---------------|---|-------------|
| 119 | 2nd-hand, automatic Tractor specifically for arena 1 or 2 operators allowed | \$ 15,000.00 | | | |
| 120 | 100 HP John Deere Harrowing Equipment | \$ 15,000.00 | | | |
| 121 | or 8' 'Arena Executive' Custom built in Wickenburg/\$7,000 | | | | |
| 122 | Or Kiser Drag Master \$12,000. | | | | |
| 123 | Or Black Widow Drag \$12,000 | | | | |
| 124 | Secure storage building for heavy equipment | \$ 20,000.00 | | | |
| 125 | Subtotal | | \$ 769,000.00 | | |
| 126 | | | | | |
| 127 | | | | | |
| 128 | | | | | |
| 129 | Business Office/Reception/Med Suite Restroom - 2000 Sq Ft | \$ 250,000.00 | | | |
| 130 | (Telecommunications) phone computers Desks/Service Counter | | | | |
| 131 | w/o server \$3000 per person x 10 people \$30,000 | | | | |
| 132 | computer, software, licenses, telephone & Wiring | | | | |
| 133 | with server 10 people \$40,000 | \$40,000 | | | |
| 134 | Restrooms/w/showers | \$500,000 | | | |
| 135 | Womens-4 stalls/showers & Sinks | | | | |
| 136 | Mens 2 stalls-2 urinals showers | | | | |
| 137 | | | | | |
| 138 | Septic Systems Effluence dump station drainage | \$ 50,000.00 | | | |
| 139 | Horse stalls - TCV has panels for 110 stalls that can be converted | | | | |
| 140 | for a second arena-recommendation required on this option | | | | |
| 141 | | | | Fly Control System | |
| 142 | | | | Corral Panels - Existing/Convertible to 2nd Arena | \$ - |
| 143 | | | | 200'W X 300'L | \$ - |
| 144 | | | | Roping shoot - purchase | |
| 145 | | | | 10 x 10 gate - purchase | |
| 146 | | | | May need more panels | |
| 147 | | | | Portable 15L X 6H, 6 Rails, Bleachers Seats 300 | \$ 2,000.00 |
| 148 | | | | Move w/Forklift | |
| 149 | | | | | |
| 150 | | | | Out buildings | |
| 151 | Vegetation | | | | |
| 152 | Existing Vegetation | | | | |
| 153 | Retention of Existing Vegetation | | | | |
| 154 | | | | | |
| 155 | Removal of Vegetation | | | | |
| 156 | Toxic Vegetation - poisonous | | | | |

| | A | B | C | D | E |
|-----|---|-------------|---|--|---|
| 157 | Noxious Weeds - harmful/invasive/introduced | | | | |
| 158 | | | | | |
| 159 | | | | | |
| 160 | | | | | |
| 161 | | | | | |
| 162 | Garbage Service/Garbage and Horse Manure Bins | \$ 5,000.00 | | | |
| 163 | | | | Concession Stand/Multi-purpose room 18' x 50' | |
| 164 | | | | Refer | |
| 165 | | | | Stove | |
| 166 | | | | Sink | |
| 167 | | | | Griddle | |
| 168 | | | | Outdoor rollup grill/BBQ unit | |
| 169 | | | | Picnic Tables | |
| 170 | | | | Vendor Hookups | |
| 171 | | | | | |
| 172 | Tethering Devices | \$ 5,000.00 | | | |
| 173 | Hitching Posts | | | | |
| 174 | Hitch Rails | | | | |
| 175 | | | | Lighting - Specific to Tethering/Enclosures | |
| 176 | | | | | |
| 177 | | | | Related Facilities - Arenas & Round Pens | |
| 178 | | | | | |
| 179 | | | | Size and Location | |
| 180 | | | | Grade | |
| 181 | | | | Dust Prevention | |
| 182 | | | | | |
| 183 | | | | | |
| 184 | | | | | |
| 185 | | | | Park Perimeter Fencing for Control of Animals /Hwy 260 | |
| 186 | | | | Fence Materials & Construction | |
| 187 | | | | Post and Rail Constructions | |
| 188 | | | | Steel Post-and-Rail Fences | |
| 189 | | | | Wood Post-and-Rail Fences | |
| 190 | | | | Vinyl Post-and-Rail Fences | |
| 191 | | | | Premanufactured Tubular Panels | |
| 192 | | | | | |
| 193 | | | | Wire Fences | |
| 194 | | | | Wire Mesh Fences | |

| | A | B | C | D | E |
|-----|---------------------------------|-------------|---------------|---|---|
| 195 | | | | | |
| 196 | | | | Cattle Guards | |
| 197 | | | | | |
| 198 | | | | Gates for Arenas and Round Pens - Min. 4W X 12H | |
| 199 | | | | Gate Designs | |
| 200 | | | | Gate Materials | |
| 201 | | | | Gate Safety | |
| 202 | | | | Accessible Gates | |
| 203 | | | | Gate Latches | |
| 204 | | | | | |
| 205 | | | | Barn | |
| 206 | | | | Structure Locations | |
| 207 | | | | Host team roping practice | |
| 208 | | | | RV Hook-ups | |
| 209 | | | | | |
| 210 | | | | | |
| 211 | | | | | |
| 212 | | | | Mounting Blocks & Ramps | |
| 213 | | | | | |
| 214 | Signage | \$ 3,000.00 | | | |
| 215 | Sign Plans | | | | |
| 216 | Sign Design Factors | | | | |
| 217 | Sign Types | | | | |
| 218 | Regulatory Signs | | | | |
| 219 | Warning Signs | | | | |
| 220 | Guide Signs | | | | |
| 221 | Road Guide Signs | | | | |
| 222 | Subtotal | | \$ 853,000.00 | | |
| 223 | | | | | |
| 224 | Reducing Environmental Concerns | | | | |
| 225 | Water Quality | | | | |
| 226 | | | | | |
| 227 | Soil Erosion | | | | |
| 228 | Dangerous Creatures | | | | |
| 229 | Animal Diseases | | | | |
| 230 | Low Impacts | | | | |
| 231 | | | | | |
| 232 | Liability Issues | | | | |

| | A | B | C | D | E |
|-----|---|-----------------|-----------------|--|------|
| 233 | Equine Liability Acts & Recreational Use Statutes | | | | |
| 234 | Risk Mgmt. Strategies | | | | |
| 235 | ADA Compliant | | | | |
| 236 | Insurance Policy Rider - rodeo roping /gymkhana | | | | |
| 237 | Liability Insurance | | | | |
| 238 | Property & Casualty (P & C) | | | | |
| 239 | Care Custody & Control Insurance | | | | |
| 240 | Employee W/C & Health Insurance | | | | |
| 241 | Maintenance and Operations (M & O) | | | | |
| 242 | Security equipment | | | | |
| 243 | | | | | |
| 244 | | | | INCOMPLETE | |
| 245 | | | | Rails To Trails | |
| 246 | | | | Trailhead | |
| 247 | | | | Multijurisdictional Trail Planning | |
| 248 | | | | Trail Management | |
| 249 | | | | Trail Master Plan | |
| 250 | | | | Trailhead gate | |
| 251 | | | | Trails barriers/walls/bollards | |
| 252 | | | | Trail length | |
| 253 | | | | | |
| 254 | | | | Trailbed construction | |
| 255 | | | | Trail Drainage | |
| 256 | | | | Crowned Tread | |
| 257 | | | | Water Bars | |
| 258 | | | | Grade Reversals, Knicks and Rolling Grade Dips | |
| 259 | | | | Vegetation clearance | |
| 260 | | | | Trod Area | |
| 261 | | | | Trail Alignment | |
| 262 | | | | Trail Clearance | |
| 263 | Total Minimal Cost to develop/build 'bare bones' equestrian arena | \$ 2,623,446.00 | \$ 2,623,446.00 | | |
| 264 | | | | | \$ - |
| 265 | | | | | |
| 266 | | | | Prep'd 10/17/11 cjb | |

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

New Animal Shelter Facility – Animal Control

Project Description:

An animal shelter is the physical nucleus of a community animal care and control program. It should be constructed, maintained, and operated so that it is attractive and convenient to the community. Above all an animal shelter must be a place of security and comfort for the animals' sheltered there.

We request a new animal shelter be built on the property recently purchased by the Town on Industrial Drive. A facility design of approximately 3,500 square feet (120' X 40') meeting the recommendations of the Humane Society would be ideal.

A modern, cleaner, and more spacious building is sorely needed. This new facility would be located a good distance from residential dwellings, reduce odors and infections. It would also showcase animals waiting for adoption in a more attractive setting, possibly increasing the number of adoptions. It would provide a place where more people are willing to volunteer.

Why the Project is needed:

The Town of Camp Verde has been leasing space from a local veterinarian for the last seven years for its animal shelter. The leased space is inadequate in design, space, and location. The Humane Society recommends certain design elements for animal shelters to allow for less noise, easier cleaning, better health, and a setting inviting to the public. Our current animal shelter does not meet any of these recommendations. The space is insufficient and not properly ventilated to eliminate odors. The location of the current animal shelter is next to a residential area which creates a constant stream of noise complaints.

The current animal shelter lease cost the Town approximately \$20,000 per year.

Staffing Required to Complete Project (FTEs and positions):

No additional staff

Location of Project (if not already mentioned):

Town Maintenance Yard on Industrial Drive.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--------------------------|-----------|
| 2012/13 | | |
| 2013/14 | | |
| 2014/15 | | |
| 2015/16 | | |
| 2016/17 | Build New Animal Shelter | \$315,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Various funding including grants, fund raisers, and/or general fund

Town of Camp Verde Capital Improvement Plan

Public Works Department Project Request

Name of Project:

Parks & Rec. Development of Rezzonico Park

Project Description:

Completion of the Master Plan as outlined in 12/13 Budget year

Why the Project is needed:

Before the Park can be fully functional water and power must be provided and installed in key locations for future development of park amenities and infrastructure completed.

Staffing Required to Complete Project (FTEs and positions):

Some infrastructure items can be completed by staff, additional staff time required to manage the bid process for construction and structures that staff cannot complete.

Location of Project (if not already mentioned):

Black Bridge Loop Road – Rezzonico Park

Project Timeline:

| Fiscal Year | Activity | Cost |
|--------------------|---|------------------|
| | Establish Water and Power | \$15,000 |
| | Sprinkler System, Landscaping, Ramadas, Tables, Bar-B-Q's, S | \$92,310 |
| | Exercise Trail/Stations and Play Structure | \$95,000 |
| | New Restroom | \$175,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP

**Town of Camp Verde Capital Improvement Plan
Public Works Dept. Project Request**

Name of Project:

Main, Finnie Flat, & MCH Tri-Intersection Study and Improvements

Project Description:

Commission a Study to determine the best method to realign and upgrade the existing intersection of Main Street, Finnie Flat Road, and Montezuma Castle Highway (Tri-Intersection) and make the recommended improvements. The extent of this project will not be determined until the study is complete.

Why the Project is needed:

The current Configuration of the Tri-Intersection is confusing at best when tourist and large semi-trucks are trying to negotiate through the intersections. As Camp Verde grows this situation will only get worse. The poor alignment is dangerous especially at the confluence of Main, Turner, and MCH where southbound drivers on Main are required to make a very sharp turn off Main to get to MCH. The northbound on Main have a better alignment to get on MCH but must watch out for oncoming traffic turning left as well as motorists pulling out of Turner.

Staffing Required to Complete Project (FTEs and positions):

PW Project Manager and Administrative staff time will be required to contract out this project.

Location of Project (if not already mentioned):

Main Street, Finnie Flat Road, and Montezuma Castle Highway Tri-Intersection

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---------------------------|-----------|
| | Intersection Improvements | \$448,568 |
| | Intersection Improvements | \$450,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

PARA Grant, Matching Transportation Improvement Grants, and HURF

Town of Camp Verde Capital Improvement Plan

Project Request

Name of Project:

Street Light – retrofit and Upgrade

Project Description:

To retrofit and upgrade the existing Main Street - street light bulbs and ballasts with LED

Why the Project is needed:

The current lighting located along Main Street use a system of 100 watt High Pressure Sodium luminaires or Bulbs and Ballasts. The upgraded LED system of 66 watts luminaires will provide the same foot-candle level with a 52% savings in energy alone. The costs savings of maintenance over the current system is approx. to the energy savings. The town has 84 lights to retrofit.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Admin. to research options and manage bid process

Location of Project (if not already mentioned):

Streets Division of Public Works Department

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|---|----------|
| | Street Light – retrofit and Upgrade (21 lights) +4.5% | \$29,260 |
| | Street Light – retrofit and Upgrade (21 lights) +4.5% | \$30,621 |
| | Street Light – retrofit and Upgrade (21 lights) +4.5% | \$31,999 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF Funding/APS Energy Savings Grants and Rebates/CIP possible General Fund contribution

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Gaddis Wash Drainage Improvements

Project Description:

The project includes the installation of 2-boxculverts in Gaddis wash for industrial drive, re-establishment of the Gaddis Wash's channel, and the armoring of the channel sides with rip-rap rock work. The work will be accomplished in annual stages over the 5-year period starting with the first box culvert installation under the paved portion of Industrial Drive.

Why the Project is needed:

The Gaddis Wash is a major drainage with a large drainage basin area that impacts the Industrial Road overflowing the road on occasion. The wash is adjacent to the Town Public Works yard and was identified as a concern that needed improvement when we purchased the Property.

Staffing Required to Complete Project (FTEs and positions):

Engineering, Project Management, Administrative, and the Street Crew staff time will be required to design, purchase materials, and build the improvements in house.

Location of Project (if not already mentioned):

Industrial Drive and the Gaddis Wash

Project Timeline:

| Fiscal Year | Activity | Cost |
|--------------------|--|-------------|
| | Install Box Culvert in the Gaddis Wash at Industrial Drive | \$45,000 |
| | Re-establish the Channel and Rip-Rap the Sides (250 Feet) | \$7,500 |
| | Install Box Culvert in Gaddis Wash for the access to Street Yard | \$25,000 |
| | Re-establish the Channel and Rip-Rap the Sides (250 Feet) | \$7,500 |
| | Re-establish the Channel and Rip-Rap the Sides (250 Feet) | \$7,500 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/Stormwater CIP

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Old Highway 279 Improvements

Project Description:

Construct drainage and street improvements on the 1-mile unimproved section of Old Highway 279 in Camp Verde. The improvements will include; street and drainage design work, installation of several box culverts, and approximately 1-mile of asphalt paving.

Why the Project is needed:

There is an approximate 1-mile stretch of unimproved road that exists as portion of Old 279 in Camp Verde. This section of road causes severe dust issues during the dry season and is sometimes impassible during the monsoon season due to the inadequate drainage infrastructure. This section of Old 279 crosses several washes including Cherry Creek and will require installation of large box culverts to carry the flows. The road currently exists as a 2-lane gravel road that needs to be widened and paved to include a center turn lane to support the commercial development planned for that area.

Staffing Required to Complete Project (FTEs and positions):

Engineering, Project Manager, and Administrative staff time is required to contract this project out.

Location of Project (if not already mentioned):

HWY Old 279 in Camp Verde

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|-----------|
| | Engineering Design of Drainage and Road Improvements | \$95,000 |
| | Construct Drainage and Road Improvements | \$850,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

HURF, and General Fund

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Public Transit System

Project Description:

Establish a public transit in Camp Verde by partnering with existing local, regional, and state transit systems; Cottonwood Area Transit System (CATS), Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA), and ADOT's Federal Transit Administration (FTA). The first step would be to conduct a public transit feasibility study to identify service goals, objectives, profiles and users of a potential bus system. The Town could then work towards setting up a IGA with CATS and NAIPTA to establish bus stop within Camp Verde and working with ADOT FTA to purchase public busses for the new route.

Why the Project is needed:

There are numerous residents of Camp Verde that have been using the Transportation Voucher program to receive subsidized cab rides within the Verde Valley over the last 4-5 years to visit medical, government , and commercial establishments that they could not otherwise have been able to afford transportation to. In the Verde Valley CATS is the only existing public transit system in operation and has shown interest in partnering with the Town to provide service between Camp Verde and Cottonwood. This service would provide transportation between Camp Verde and Cottonwood at a reasonable price.

Staffing Required to Complete Project (FTEs and positions):

Project Manager and Administrative Staffing will be required. An additional FTE position of Public Works Analyst will be need for this project and the numerous CIP projects that need to be managed in the present and future.

Location of Project (if not already mentioned):

Town Wide, bus stop locations will be determined by the study.

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|--|--|
| | Transit Feasibility Study | Total \$60,000 (Town Match \$15,000) |
| | Initial Funding of Operations, Administration, and the Purchase of New Busses. | Total \$735,000 (Town Match \$146,500) |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Matching ADOT FTA Grants, General Fund

Town of Camp Verde Capital Improvement Plan

Public Works Dept. Project Request

Name of Project:

Senior Center Improvements

Project Description:

Remodel and add-on additional square footage to the Senior Center. Improvements include; installing an elevator to the lower level, relocating the kitchen, upgrading the restrooms to be handicap accessible, and adding on to the meeting room.

Why the Project is needed:

The existing Senior Center is not completely handicap accessible it needs an elevator to the lower level, and renovations to the restrooms. The existing Kitchen is not adequate for the amount of food preparation take is required for all the members. The meeting hall is too small to accommodate meetings and meals and needs to be expanded.

Staffing Required to Complete Project (FTEs and positions):

Engineering, Architectural, Project Manager, and Administrative staff time is require to prepare the plans and specifications and to take this project out to bid.

Location of Project (if not already mentioned):

Camp Verde Senior Center

Project Timeline:

| Fiscal Year | Activity | Cost |
|-------------|-----------------------------|-----------|
| | Engineer and Design Project | \$25,000 |
| | Remodel Senior Center | \$450,000 |

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

CDBG Grant and General Fund

Appendices

A-E

2011 CAPITAL IMPROVEMENT PROJECTS (CIP) SURVEY



Dear Camp Verde Resident:

The results of this important survey will help the Town Council and staff better understand public opinion about projects being considered for inclusion in the town's five-year plan. Most of the questions concern specific projects. Others ask you to select a funding source for project categories. Also, if you wish, you can write in a project(s) and provide an importance rating(s). Completing the survey should take you 20 minutes or less.

Please note the survey is not designed to be statistically valid. Rather, it is intended to quickly and efficiently sample public opinion in a cost-effective way. However, the more questionnaires that are completed and received, the greater the likelihood results will accurately reflect the opinions of Camp Verde citizens. Therefore, your participation is especially important and appreciated. Thank you for taking the time to complete and submit your survey (instructions at the end). Results will be available by mid January 2012. Please contact Mel Preston by email at mel.preston@campverde.az.gov or (928)567-6631 X103 if you wish to receive a copy of the survey results.

Please do not copy this questionnaire. Originals are available at the addresses shown at the end. You may complete the survey on-line at: www.surveymonkey.com/s/8M2W52Z

1. Parks and Recreation - How important is...

a. Upgrading existing parks?

Very important Important Neutral Unimportant Very Unimportant

b. Building new parks?

Very important Important Neutral Unimportant Very Unimportant

c. Repairing/enhancing existing recreational facilities?

Very important Important Neutral Unimportant Very Unimportant

d. Repairing/enhancing the swimming pool?

Very important Important Neutral Unimportant Very Unimportant

2. Library - How important is...

a. Building a new library?

Very important Important Neutral Unimportant Very Unimportant

3. Town Administration Buildings - How important is...

a. Updating Town facilities with energy/cost-saving enhancements?

Very important Important Neutral Unimportant Very Unimportant

b. Building/remodeling the court and council chambers?

Very important Important Neutral Unimportant Very Unimportant

4. Streets & Walkways - How important is...

a. Installing curbs, gutters, sidewalks and pathways?

Very important Important Neutral Unimportant Very Unimportant

b. Improving drainage control and maintaining local streets and roads?

Very important Important Neutral Unimportant Very Unimportant

- c. Upgrading the Highway 260/I-17 intersection (in cooperation with ADOT)?
 Very important Important Neutral Unimportant Very Unimportant

5. Equipment & Vehicles - How important is...

- a. Replacing aging maintenance vehicles and equipment?
 Very important Important Neutral Unimportant Very Unimportant

- b. Replacing aging Marshal's Office vehicles?
 Very important Important Neutral Unimportant Very Unimportant

6. Equestrian Facility - How important is...

- a. Building an equestrian facility?
 Very important Important Neutral Unimportant Very Unimportant

7. Animal Shelter - How important is...

- a. Building an animal shelter facility?
 Very important Important Neutral Unimportant Very Unimportant

For any of the above questions in which you answered "Very important" or "Important," how would you like to see the corresponding areas funded? Please check only one box per category.

| Category | Implement a 2% tax on APS bills (generates approximately \$200,000/year) | Increase in sales tax of 1% (generates approximately \$750,000/year) | Increase in sales tax of 2% (generates approximately \$1,500,000/year) | Use of current reserve funds. Balance is approx. \$2 million. <u>This means no additional funding source</u> | Financing or bond sales | Implement a property tax (the Town of Camp Verde currently has no property tax) |
|-------------------------------|--|--|--|--|--------------------------|---|
| Parks & Recreation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Library | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Town Administration Buildings | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Streets & Walkways | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Equipment & Vehicles | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Equestrian Facility | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Animal Shelter | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (other/write in) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (other/write in) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (other/write in) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Would you like to be added to our emailing list for public announcements? If so, please provide an email address (optional): _____

Please mail or drop off your completed survey questionnaire by **December 31, 2011**.

Mail/drop off location:

Town of Camp Verde
 473 South Main Street
 Camp Verde, Arizona 86322
 (Mon-Thurs 7am - 6pm)

Drop off location only:

Camp Verde Library
 130 Black Bridge Loop Road
 Camp Verde, Arizona 86322
 (Tues/Wed/Thurs 8am - 7pm
 and Sat 8am - 4pm)

December 2011 CIP Survey Results
Includes Funding Preferences
Appendix B

1a. Upgrading existing parks?

| Answer Options | Response Percent | Responses |
|------------------|-------------------|-----------|
| Very important | 21.3% | 55 |
| Important | 36.0% | 93 |
| Neutral | 27.5% | 71 |
| Unimportant | 10.5% | 27 |
| Very Unimportant | 4.7% | 12 |
| | answered question | 258 |
| | skipped question | 0 |

1c. Repairing/enhancing existing recreational facilities?

| Answer Options | Response Percent | Responses |
|------------------|-------------------|-----------|
| Very important | 20.5% | 53 |
| Important | 46.1% | 119 |
| Neutral | 26.0% | 67 |
| Unimportant | 3.9% | 10 |
| Very Unimportant | 3.5% | 9 |
| | answered question | 258 |
| | skipped question | 0 |

1b. Building new parks?

| Answer Options | Response Percent | Response |
|------------------|-------------------|----------|
| Very important | 20.5% | 53 |
| Important | 18.2% | 47 |
| Neutral | 27.9% | 72 |
| Unimportant | 18.2% | 47 |
| Very Unimportant | 15.1% | 39 |
| | answered question | 258 |
| | skipped question | 0 |

1d. Repairing/enhancing the swimming pool?

| Answer Options | Responses | Responses |
|------------------|-------------------|-----------|
| Very important | 19.4% | 50 |
| Important | 44.2% | 114 |
| Neutral | 24.0% | 62 |
| Unimportant | 8.1% | 21 |
| Very Unimportant | 4.3% | 11 |
| | answered question | 258 |
| | skipped question | 0 |

Funding Source: Parks and Recreation

| Answer Options | Response Percent | Response Count |
|--|-------------------|----------------|
| Implement a 2% tax on APS bills (generates approximately \$200,000/year) | 4.3% | 8 |
| Increase in sales tax of 1% (generates approximately \$750,000/year) | 32.3% | 60 |
| Increase in sales tax of 2% (generates approximately \$1,500,000/year) Use or current reserve funds (balance is approx. \$2 million). | 10.8% | 20 |
| This means no additional funding source | 26.9% | 50 |
| Financing or bond sales | 15.6% | 29 |
| Implement a property tax (the Town of Camp Verde) | 10.2% | 19 |
| | answered question | 186 |
| | skipped question | 72 |

December 2011 CIP Survey Results
Includes Funding Preferences
Appendix B

2. Library

2a. Building a new library?

| Answer Options | Response Percent | Response |
|------------------|-------------------|----------|
| Very important | 38.9% | 100 |
| Important | 20.6% | 53 |
| Neutral | 21.0% | 54 |
| Unimportant | 12.1% | 31 |
| Very Unimportant | 7.4% | 19 |
| | answered question | 257 |
| | skipped question | 1 |

Funding Source: Library

| Answer Options | Response Percent | Response Count |
|---|-------------------|----------------|
| Implement a 2% tax on APS bills (generates approximately \$200,000/year) | 2.7% | 5 |
| Increase in sales tax of 1% (generates approximately \$750,000/year) | 30.2% | 55 |
| Increase in sales tax of 2% (generates approximately \$1,500,000/year) | 11.5% | 21 |
| Use of current reserve funds (balance is approx. \$2 million). | | |
| This means no additional funding source | 21.4% | 39 |
| Financing or bond sales | 23.6% | 43 |
| Implement a property tax (the Town of Camp Verde currently has no property tax) | 10.4% | 19 |
| | answered question | 182 |
| | skipped question | 76 |

December 2011 CIP Survey Results
Includes Funding Preferences
Appendix B

3. Town Administration Buildings

3a. Updating Town facilities with energy/cost-saving enhancements?

| Answer Options | Response Percent | Responses |
|------------------|-------------------|-----------|
| Very important | 8.2% | 21 |
| Important | 35.0% | 90 |
| Neutral | 28.8% | 74 |
| Unimportant | 19.5% | 50 |
| Very Unimportant | 8.6% | 22 |
| | answered question | 257 |
| | skipped question | 1 |

3b. Building/remodeling the court and council chambers?

| Answer Options | Response Percent | Responses |
|------------------|-------------------|-----------|
| Very important | 2.7% | 7 |
| Important | 11.7% | 30 |
| Neutral | 38.5% | 99 |
| Unimportant | 30.4% | 78 |
| Very Unimportant | 16.7% | 43 |
| | answered question | 257 |
| | skipped question | 1 |

| Answer Options | Response Percent | Responses |
|---|-------------------|-----------|
| Implement a 2% tax on APS bills (generates approximately \$200,000/year) | 6.0% | 8 |
| Increase in sales tax of 1% (generates approximately \$750,000/year) <small>increase in sales tax of 2%</small> | 12.7% | 17 |
| (generates approximately \$1,500,000/year) | 7.5% | 10 |
| Use of current reserve funds (balance is approx. \$2 million). This means no additional funding source | 39.6% | 53 |
| Financing or bond sales | 25.4% | 34 |
| Implement a property tax (the Town of Camp Verde currently has no property tax) | 9.0% | 12 |
| | answered question | 134 |
| | skipped question | 124 |

December 2011 CIP Survey Results

Includes Funding Preferences

Appendix B

4. Streets & Walkways

4a. Installing curbs, gutters, sidewalks and pathways?

| Answer Options | Response Percent | Response Count |
|------------------|-------------------|----------------|
| Very important | 16.3% | 42 |
| Important | 29.2% | 75 |
| Neutral | 27.6% | 71 |
| Unimportant | 15.6% | 40 |
| Very Unimportant | 11.3% | 29 |
| | answered question | 257 |
| | skipped question | 1 |

4b. Improving drainage control and maintaining local streets and roads?

| Answer Options | Response Percent | Response Count |
|------------------|-------------------|----------------|
| Very important | 25.3% | 65 |
| Important | 46.3% | 119 |
| Neutral | 18.3% | 47 |
| Unimportant | 5.1% | 13 |
| Very Unimportant | 5.1% | 13 |
| | answered question | 257 |
| | skipped question | 1 |

4c. Upgrading the Highway 260/I-17 intersection
(in cooperation with ADOT)?

| Answer Options | Response Percent | Response |
|------------------|-------------------|----------|
| Very important | 12.8% | 33 |
| Important | 20.6% | 53 |
| Neutral | 34.6% | 89 |
| Unimportant | 20.6% | 53 |
| Very Unimportant | 11.3% | 29 |
| | answered question | 257 |
| | skipped question | 1 |

Funding Source: Streets and Walkways

| Answer Options | Response Percent | Response Count |
|---|-------------------|----------------|
| Implement a 2% tax on APS bills (generates approximately \$200,000/year) | 5.3% | 9 |
| Increase in sales tax of 1% (generates approximately \$750,000/year) | 16.6% | 28 |
| Increase in sales tax of 2% (generates approximately \$1,500,000/year) | 11.8% | 20 |
| Use of current reserve funds (balance is approx. \$2 million). This means no additional funding source | 36.1% | 61 |
| Financing or bond sales | 17.2% | 29 |
| Implement a property tax (the Town of Camp Verde currently has no property tax) | 13.0% | 22 |
| | answered question | 169 |
| | skipped question | 89 |

December 2011 CIP Survey Results

Includes Funding Preferences

Appendix B

5. Equipment & Vehicles

5a. Replacing aging maintenance vehicles and equipment?

5b. Replacing aging Marshal's Office vehicles?

| Answer Options | Response Percent | Response Count | Answer Options | Response Percent | Response Count |
|------------------|-------------------|----------------|------------------|-------------------|----------------|
| Very important | 5.8% | 15 | Very important | 11.7% | 30 |
| Important | 40.1% | 103 | Important | 32.7% | 84 |
| Neutral | 40.9% | 105 | Neutral | 36.2% | 93 |
| Unimportant | 10.5% | 27 | Unimportant | 15.6% | 40 |
| Very Unimportant | 2.7% | 7 | Very Unimportant | 3.9% | 10 |
| | answered question | 257 | | answered question | 257 |
| | skipped question | 1 | | skipped question | 1 |

Funding Source: Equipment and Vehicles

| Answer Options | Response Percent | Response Count |
|--|-------------------|----------------|
| Implement a 2% tax on APS bills (generates approximately \$200,000/year) | 3.3% | 5 |
| Increase in sales tax of 1% (generates approximately \$750,000/year) | 19.9% | 30 |
| Increase in sales tax of 2% (generates approximately \$1,500,000/year) | 8.6% | 13 |
| Use of current reserve funds (balance is approx. \$2 million). This means no additional funding source | 42.4% | 64 |
| Financing or bond sales | 19.2% | 29 |
| Implement a property tax (the Town of Camp Verde currently has no property tax) | 6.6% | 10 |
| | answered question | 151 |
| | skipped question | 107 |

December 2011 CIP Survey Results
Includes Funding Preferences
Appendix B

6. Equestrian Facility

6a. Building an equestrian facility?

| Answer Options | Response Percent | Response Count |
|------------------|-------------------|----------------|
| Very important | 10.5% | 27 |
| Important | 11.3% | 29 |
| Neutral | 21.0% | 54 |
| Unimportant | 21.8% | 56 |
| Very Unimportant | 35.4% | 91 |
| | answered question | 257 |
| | skipped question | 1 |

Funding Source: Equestrian Facility

| Answer Options | Response Percent | Response Count |
|--|-------------------|----------------|
| Implement a 2% tax on APS bills (generates approximately \$200,000/year) | 2.1% | 2 |
| Increase in sales tax of 1% (generates approximately \$750,000/year) | 18.6% | 18 |
| Increase in sales tax of 2% (generates approximately \$1,500,000/year) | 12.4% | 12 |
| Use of current reserve funds (balance is approx. \$2 million). This means no additional funding source | 25.8% | 25 |
| Financing or bond sales | 28.9% | 28 |
| Implement a property tax (the Town of Camp Verde currently has no property tax) | 12.4% | 12 |
| | answered question | 97 |
| | skipped question | 161 |

December 2011 CIP Survey Results
Includes Funding Preferences
Appendix B

7. Animal Shelter

7a. Building an animal shelter facility?

| Answer Options | Response Percent | Response Count |
|------------------|-------------------|----------------|
| Very important | 19.5% | 50 |
| Important | 37.4% | 96 |
| Neutral | 21.4% | 55 |
| Unimportant | 16.0% | 41 |
| Very Unimportant | 5.8% | 15 |
| | answered question | 257 |
| | skipped question | 1 |

Funding Source: Animal Shelter

| Answer Options | Response Percent | Response Count |
|---|-------------------|----------------|
| Implement a 2% tax on APS bills (generates approximately \$200,000/year) | 2.8% | 4 |
| Increase in sales tax of 1% (generates approximately \$750,000/year) | 25.5% | 36 |
| Increase in sales tax of 2% (generates approximately \$1,500,000/year) | 8.5% | 12 |
| Use of current reserve funds (balance is approx. \$2 million). | | |
| This means no additional funding source | 29.8% | 42 |
| Financing or bond sales | 20.6% | 29 |
| Implement a property tax (the Town of Camp Verde currently has no property tax) | 12.8% | 18 |
| | answered question | 141 |
| | skipped question | 117 |

Appendix C

**MINUTES
WORK SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS
WEDNESDAY, JANUARY 11, 2012
5:30 P.M.**

**Minutes are a summary of the discussion and/or direction only. They are not verbatim.
Public input is placed after Council discussion 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 5:30 p.m.

2. Roll Call

Mayor Burnside, Vice Mayor Kovacovich, and Councilors Baker, Buchanan, George, and Whatley were present. Councilor German joined the meeting at 6:24 p.m. and offered an apology, stating that she thought that the meeting started at 6:30.

Also Present:

Manager Russ Martin, Economic Development Director Melissa Preston, Public Works Director Ron Long, Finance Mike Showers and Town Clerk Deborah Barber

3. Pledge of Allegiance

Ron Long led the pledge.

4. Discussion and possible direction to staff relative to the development of a Capital Improvements Plan (CIP) to include, but not be limited to the survey results, the CIP process, potential funding and funding sources, prioritizing projects, etc. Staff Resource: Russ Martin

Martin explained that the purpose of this initial meeting was to go through the CIP process; to learn what to expect; the role of Council; setting priorities; and getting staff to a point where they can present a budget in April that Council would recognize.

Martin said that the meeting was to discuss only those survey responses that were capital-outlay related. He advised that some survey responses were staff and maintenance related, but these types of requests would not be discussed. He said that this effort was intended to update the plan that would serve as guidance into the future, affecting budgeting and providing a positive impact on the community through funded and completed projects within a specified timeline. Martin suggested that the CIP should be completed in a limited fashion by April 2012, and then updated regularly on an annual basis.

Martin explained that he tried to get information out when people called about specifics, such as the library and equestrian facility. He said that the merits of these and other projects would not be discussed at this meeting. He suggested that public input could be taken at the February 8th meeting.

Commenting on the survey results, Martin explained that though there was a small response rate, it was good in that it was cost-effective and fit within the timeframe that we had. He explained that the survey was not completed or intended to be completed in a scientific manner. He suggested that Council fund a scientific survey in the upcoming budget if they wanted a more accurate picture of what the community would like. He noted that the survey responders put time and effort into the survey and they should be heard. He said that he would like Council's feedback on the timeframes to complete the CIP.

As an aside, Martin advised that he had set aside an office for Council use in the Public Works area where Valerie House used to be, noting that there was a computer and phone available.

For the benefit of the public present, Burnside summarized Martin's discussion by stating that this is the first time in 10 years that the Town has looked at a new CIP plan, noting that the Town Code requires an update

every 5 years. He said that we needed to look at how much money we have and what can be improved in the next 5 years. He advised that the February 8th meeting would include public input, noting that Council has their homework since they were not provided information prior to this meeting. He said that this meeting was more of a learning curve for Council. He advised that 10 years ago, a committee was formed and Town-wide surveys done, but this year, it was not done.

Preston explained the survey process. She advised that 6,400 surveys were made available and placed on the web and in strategic places throughout the Town. She advised that there were 258 responses, 153 of which were written. Using the May 2011 registered voter numbers, the percentage of return was 4.4%. She noted it was also made available in Spanish, but none were returned. She advised that she spent about \$700.

Whatley noted that it cost about \$3.00 per survey and that she was very concerned with such a low response rate and the potential to put in more than one response. Baker responded that it was available all over the Town and that it was not possible to force people to fill it out. Martin said that he would like to do a more scientific survey, noting again that the cost should be budgeted.

Preston explained that the Survey Monkey tool was an annual expense and that it was available for other projects. Preston reviewed the "2011 CIP Survey Result by Project Importance" chart, a copy of which is attached and becomes a permanent part of the record. Preston advised that she would provide additional information at the end of the meeting that addressed the comments, a copy of which also becomes a permanent part of this record. She noted that the least important was the equestrian facility and court-council chambers remodel.

Martin spoke to the importance of the design of a survey. For example, an equestrian facility could be used as an economic development tool and be compared with other economic opportunities, asking the question, would you rather see this or that? He advised that the response then might be very different. He explained that the purpose of this survey was to determine the importance of the 10 projects and the method of funding.

Preston noted that 45.3% of the responses said that reserve funds should be used as opposed to tax increases. At this point, Martin asked that Council take some time to review the information. There was a 5-minute period for review, during which an unidentified woman spoke to the importance of an equestrian facility.

Upon resuming the discussion, Burnside noted that the survey showed that Camp Verde citizens are conservative, perhaps due to the economy. Martin noted the two highest important responses were actually maintenance issues. Burnside said the reason for hiring Ron Long was improving storm drainage and then Steve Burrows was hired to help him and that storm drainage still needed to be done. Long advised that projects were underway.

Buchanan agreed with Martin in that the responses seemed to want to take care of what we have. He said that he knows the survey was put together quickly and may not reflect true data, but it was the best that could be done and it provided a starting point. He said that it was important to give the survey credit.

George agreed that the responders wanted to take care of what we have.

Martin said that regardless of the sample received, it represented what people have told him, and what he suspected constituents have told Council members, that the people want the Town to take care of what we have and that this is a priority.

German said that she was impressed with the thoughtfulness that went into the responses. She was pleased with the favorable responses relative to the library, pool, and park. She said that before we start building the community park, there needs to be infrastructure.

Long said he would have to solve the water issue before putting in ball fields. Burnside said the logical next step is to build a road, relocate the fencing, and improve the existing building for volunteer use. He said there was lead-based paint on the door and window frames and asbestos rolled roofing.

Burnside said that two people contacted him and reminded him that our new manager said that we could go for 3 years without going in the red, and then asked him how anything new could be done. He said they were opposed to increased taxes and relayed that they believed an increase would be 'the kiss of death'.

Martin explained that the budget was running a \$300,000 operational deficit, not a CIP deficit. He said that if we use the general fund to fund capital projects, it would deplete it much quicker than 3-5 years.

Burnside asked for revenue projections. Showers reported that tax revenues are down, but there was an increase in franchise and court fines, so that overall, we are close to the projections.

Buchanan said that we needed to give the public something. He said that we should get an entrance into the park and use volunteers to get as much done as possible. Long said that they had to get an easement from the US Forest Service and meet ADOT standards for a road on the east side of the park, noting that it was going to take time.

Martin reminded Council that we also need to be able to maintain what we build, noting that we do not currently have the staff for new projects. Baker said that ball fields could bring money, but that we had to have water and lights and everything else that goes along with it first, and it was important that Council needed to know from where the money would come.

Whalley said that the Town spent 2.1 million dollars of the public's money three years ago to buy a park and we have done nothing since. She suggested using the impact fees that are sitting in an account to start something.

Martin said that as Council reads through the comments, he hoped that they would recognize that we have a responsibility to understand that Camp Verde's tax structure is different from the other entities with which the public is comparing us. He noted that there is no tax on the APS bill, but there is on their other utilities. He said there is no tax on food in Camp Verde, yet people would drive to Cottonwood to pay 3% and this is how Cottonwood funds their rec center and sewer plant. He noted that the sales taxes are not coming from our citizens in a large way. He asked Council to consider a 1% sales tax increase and explain to their constituents that on a per-capita basis, we are providing services to people the size Cottonwood on 1/5 of their budget.

He advised that with the current tax structure and the economy, this CIP is an exercise in futility. He stressed that there is no way to fund even one project without changing the tax structure. He stated emphatically that keeping the same tax structure would serve only to keep the lights on. He said that if Council moves forward with the resources that are needed, and he hasn't accomplished the projects within 3 to 5 years, they should fire him. He asked that Council not waste the people's time if they are not willing to consider an increase in taxes. He noted that any of the projects would make a difference in the service delivery to our Town.

Burnside said that a major problem in Town is that the citizens do not trust the Town because the taxes were changed. He said the people forgive, but they never forget. He said that Council could make people understand, but they needed to build trust.

Martin said that Council would see a budget that is progressive if resources are provided. He explained that the difficulty with setting certain percentages is that costs increase in some areas that could cause a shift in course.

Baker said that she took offense, because Councils over the years managed to save money for these lean times. She noted that this Council has always worked hard to involve the citizens and would continue to do so.

George noting that implementing a 1% tax would take effect about the time that the State's 1% sunsets, so there would be no actual impact.

Martin advised that this is the only place that he has ever worked that does not have a property tax. He asked Council to imagine what they could do if they had a property tax that covered just the expenses of the Marshal's Office.

Burnside suggested expanding the bed tax since it only impacts the tourists.

Carol German reminded Council that the Bugle figured the cost of the tax increase and the 1/2 % would cost the average citizen \$8.00. She suggested that Martin contact them. Burnside disagreed with those figures. Martin said that if a family spends \$100 per week eating out, it would cost them an extra \$4.00. They would contribute \$10 to the Town if they spent \$1,000.

In closing, Martin said that on February 8th, he would pull some of the more expensive projects out to determine if they are Council priorities. He advised that he would 'group' the maintenance projects that could be completed within the next 5 years. He explained that once priorities are set, staff would come back with the projects in the budget. He said that Council would see the results in March. He asked Council to let him know if they wanted to go through the projects individually, and he would schedule additional work sessions.

Burnside thanked Martin for his honesty.

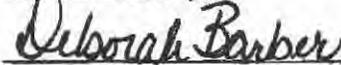
5.

Adjournment

The meeting was adjourned at 7:39 p.m.

 2-8-12

Bob Burnside, Mayor



Deborah Barber, Town Clerk

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the discussion of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on the 11th day of January 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 8 day of February, 2012.



Debbie Barber, Town Clerk

Appendix D

**WORK SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, FEBRUARY 8, 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**
The meeting was called to order at 6:30 p.m.
2. **Roll Call**
Mayor Burnside, Vice Mayor Kovacovich, Councilors Whatley, George, Buchanan and German were present; Councilor Baker was absent.

Also Present: Town Manager Russ Martin, Public Works Director Ron Long, Finance Director Mike Showers, Economic Development Director Mel Preston, Mike Dumas, Steve Burroughs, Lynda Moore, Deborah Ranney, and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**
The Pledge was led by Lynda Moore.
4. **Discussion and possible direction to staff relative to the development of a Capital Improvements Plan (CIP) to include, but not be limited to the survey results, the CIP process, potential funding and funding sources, prioritizing projects, etc. Staff Resource: Russ Martin**

Town Manager Martin explained that he had a "little game" to play later on to emphasize a point and see responses. He added that it will also be critical to staff as a way to get the best information and in turn provide the Council with the best product from it, given what we are limiting ourselves to, at least in this initial CIP discussion prior to going into the budget sessions. Martin said he would plan to go over the concepts of, first, what the game will be; and, two, some of the projects that may be involved. He explained that the game would consist of the members being given some chips, to be deposited among three buckets during a break, and then after returning to the meeting the results would be revealed and the funding part addressed based on those priorities in general, followed by discussion on how to go about funding those projects, and to what level and with what mechanisms. Martin said the evening would be ended with reiterating expectations as to the next step.

Martin referred to the sets of three pages that had been handed out to each of the participants listing Capital Outlay-New Facilities, Capital Outlay Equipment, and Maintenance Upgrades/Enhancements-Existing Facilities that would be represented as three different "buckets." He generally reviewed each of the three categories and the cycle involved in the budget/CIP processes, the need to separate the vision of the community from the realities of the budget, and continuing that cycle through the following years.

Martin outlined how the "game" would be played: Each Council member would receive one red and five yellow "priority" tokens, with the red token indicating top priority. The tokens would be distributed by each member between the three "buckets" that were placed behind a wall, essentially indicating each one's general preference, or influence, as to allocating Town resources on projects, if available. Martin said the idea was to determine priorities on getting the best results that would contribute to the Town's economic development, with further discussion to follow when the results of the game were announced. Following a more detailed review of the three categories and the possible effect of each on economic development, the public was invited to voice their opinions.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Brian Pelfry, the new Board President of Camp Verde Little League, and a teacher at the Middle School, described his ties to the community, the lack of facilities for the children, and especially just the one usable Park. He detailed the crucial need for more ball fields, and how having more facilities that would accommodate more events and visitors would also greatly contribute to the economy for Camp Verde; developing the new Park would result in a major asset to the Town.

Bob Weir, now the High School Principal, involved in coaching, described at length the need for the new Park with facilities for sports and equestrian events, and stressed the economic benefit for the Town from the Park; he also pointed out the wide range of volunteer help that would be available.

Daria Weir reiterated the points that Mr. Weir had made, the need for facilities for the children, the economic benefits, and the volunteers that would be eager to help build the Park.

Linda German spoke in favor of a new Library and reminded everyone about the upcoming Denim & Lace event scheduled for April 14; her second choice was a need to improve the Heritage Pool to eliminate the injuries to children from their swimming and jumping into the river.

There was no further public input.

The round-table discussion continued with Martin reminding everyone that the survey had been simply intended to provide information; there is only so much funding available. There was further input from staff on how the three categories were identified or prioritized looking at the next five years, together with comments from the Council members regarding specific projects. Martin outlined the process that would be followed, which he referred to, not as voting, but as a "preference survey," no decisions were to be made. It was also noted that the only way the projects realistically can get done would be through a tax. Burnside stressed the need to follow through with commitments, in order to regain the trust back from the people.

Martin said that the members now were to go one at a time to deposit their tokens in the buckets behind the wall, out of the view of each other, although he noted that the public is welcome to see how those tokens are distributed.

A break in the meeting was then taken at approximately 7:33 p.m. to follow the selection process, after which the meeting continued at 7:42 p.m.

Martin announced the results of the preference survey: Capital Outlay-Equipment received 9 yellow chips, and no red; Maintenance Upgrades/Enhancements-Existing Facilities, 12 yellow chips and 1 red; Capital Outlay-New Facilities, 9 yellow and 5 red ones. Martin said that he would assume from those results, in particular the red tokens, that the preference was for investing in new facilities, and hopefully getting the best return on that investment by helping develop the economy.

The remainder of the discussion involved facing the reality of already operating at a deficit, and finding the resources to not only develop facilities but to be able to have the staff and funding to maintain and operate those facilities. Martin said that staff will be developing a plan during the next month, primarily in the relative order of need and then want. He continued to stress the real cost relationship after the initial investment, and the need to reestablish the public trust. A list will be presented for subsequent discussion regarding what staff believes are the first priorities expressed through the survey and the input from Council and public tonight. That will be the first year Capital Improvement Plan presented for cuts or revisions, and/or approval, together with a 2 through 5 year list of other projects. Burnside thanked Martin for the presentation, and also stressed the reality of not only creating new facilities, but the need to analyze the cost for maintenance and operation, and to continue fostering the public trust.

Summary

Each Council member received 5 yellow chips and one (1) red chip to place in a bucket of their preference.

"Bucket A - Maintenance/Upgrades". The project list included Main Street Banners, Gymnasium Repairs and Remodel, Replace Building 300 Entrance Doors, Upgrade Electrical Service Panel for Building 200, Attic Insulation in Historical Society and Public Works Building, Replace Shingle Roof on Public Works Building, Remodel Room 304 (former weight room), Visitor Center HVAC Retrofit, Building 100 HVAC Retrofit, Town Parking Lots Improvements, Heritage Pool Resurfacing, Heritage Pool Facilities Remodel, Butler Park Improvements, Street Light Retrofit, Community Development remodel, Archives and

Records Storage System/Facility, and Radio Frequency ID RFID Tags for books & materials. Bucket A received 12 yellow priority chips.

Councilor German selected Bucket A as a Red Chip priority.

"Bucket B – Capital Outlay: Equipment". The project list included tire replacement program, top dresser/material handler, ROW Mower, Sign Truck, Utility Vehicle and Attachments, Streets and Maintenance Crews Vehicles, Lift Gate, Project Manager Vehicle, Power Screen, Skip Loader, Materials Spreader, Nine Wheel Roller/Compactor, Steel Wheel/Drum Vibratory Roller, Pad Foot/Sheep's Foot Roller Compactor, Crack Seal Machine, Street Sweeper, Road Assets Tracking, CVMO Vehicles. Bucket B received 9 yellow priority chips.

No Council Members selected Bucket B as a Red Chip priority.

"Bucket C – Capital Outlay – New Facilities". The project list included Annual Stormwater Improvement Projects, Gaddis Wash Improvements, Cliffs Parkway Basins, GIS Mapping & IT Services, Old Highway 279 Improvements, Urban Trail System, Rezzonico Park Improvements, Heritage Pool Upgrades and Improvements to Locker Rooms and Grounds, Heritage Pool Splash Pad, Community Park – phased over 5 years, Main Street/Finnie Flat & MCH Tri-intersection Study and Roundabout Improvements, Public Transit, Rio Verde Plaza LEED Remodel, Library, Sanitary District Acquisition, Water System Acquisition, Senior Center Improvements, Curb, Gutter, and Sidewalk – new and replacements, Intersection Upgrade @ 260/Industrial Dr./Goswick Way – Four-lane Roundabout, Black Bridge Improvements, Court/Council Chambers, Equestrian Facility, Animal Shelter. Bucket C received 9 yellow priority chips.

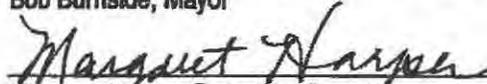
Mayor Burnside, Vice Mayor Kovacovich, and Councilors Buchanan, George, and Whatley selected Bucket C as a Red Chip priority.

5. **Adjournment**

On a motion by Whatley, seconded by Kovacovich, the meeting was adjourned at 8:12 p.m.

 2-29-12

Bob Burnside, Mayor

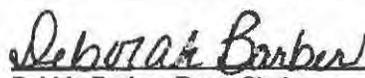


Margaret Harper, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on the 8th day of February 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 5 day of March, 2012.



Debbie Barber, Town Clerk

Appendix E

**MINUTES
WORK SESSION
MAYOR and COMMON COUNCIL
of the TOWN OF CAMP VERDE
COUNCIL CHAMBERS - 473 S. Main Street, # 106
MONDAY, MARCH 5, 2012 at 5:30 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 5:30 p.m.
2. **Roll Call**
3. Mayor Burnside, Vice Mayor Kovacovich, Councilors Baker, Buchanan, George, and German were present; Councilor Whatley was excused, as she is in Ethiopia.

Also Present: Town Manager Russ Martin, Public Works Director Ron Long, Finance Director Mike Showers, Economic Development Director Mel Preston, Mike Dumas, Steve Burroughs, Lynda Moore, Deborah Ranney, and Town Clerk Deborah Barber

4. **Pledge of Allegiance**
Showers led the pledge.
5. **Discussion and possible direction to staff relative to the development of a Capital Improvements Plan (CIP) to include, but not be limited to the survey results, the CIP process, potential funding and funding sources, prioritizing projects, etc. Staff Resource: Russ Martin**

Martin explained that the purpose of this meeting was to identify 3 to 5 projects from the list in the packet to be included in the first year Capital Improvements Plan. He advised that the library construction and the community park were not included in this discussion, explaining that when the USDA loan offer is extended, no expenses would occur during the upcoming fiscal year. He further advised that staff planned to move forward with the budgeted easement acquisition for the park. After hearing opposing views from Council with regard to the park entrance, Martin advised that staff planned only to move forward with the easement in anticipation of having the opportunity to have an entrance off SR 260.

Long distributed a copy of the 2008 Master Plan for the Community Park, explaining that the plan did not address grading, drainage, or hydrology. He outlined the estimated costs for the easement acquisition from the Forest Service and ADOT requirements.

There was also discussion relative to the importance of having a development plan for Rezzonico Park that has been approved by Council and the neighborhood prior to allocating funds for specific items. Discussion also included ideas such as selling sponsorships to purchase benches and applying for a grant to resurface the tennis court.

Council members (in no particular order) selected the following projects to be included in the first year CIP:
Buchanan –

- Butler Park Improvements
- Attic Insulation
- HVAC/Town Hall 100 Building
- Rezzonico Park
- Pool Resurface
- Gym Repair/Refinish

George -

- Butler Park Improvements
- HVAC/Town Hall 100 Building
- Pool Resurface

Kovacovich -

- Butler Park Improvements
- HVAC/Town Hall 100 Building
- Rezzonico Park
- Pool Resurface

Baker -

- Butler Park Improvements (full \$120,000)
- HVAC/Town Hall 100 Building
- Rezzonico Park
- Pool Resurface
- Pool Upgrades

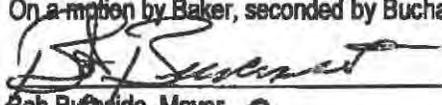
Burnside -

- Replace Doors - 300 Building
- Attic Insulation
- HVAC/Town Hall 100 Building (with savings to be set aside for Butler & Rezzonico Parks)
- Visitors Center HVAC
- Pool Resurface
- Pool Upgrades (1/2 the proposed amount)

Martin advised that the projects would be presented with the budget, explaining that Council would have an opportunity in the fall to address the projects to be completed in future years.

6. Adjournment

On a motion by Baker, seconded by Buchanan, the meeting was adjourned at 7:27 p.m.



 Bob Burnside, Mayor



 Deborah Barber, Town Clerk *01*

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the discussion and direction of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on the 5th day of March 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 22nd day of March, 2012.



 Debbie Barber, Town Clerk *01*