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"Build a stronger community- shop locally"*

**AGENDA  
REGULAR SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS - 473 S. Main Street, Room #106  
WEDNESDAY, JANUARY 20, 2010  
at 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 – January 6, 2010
    - 2) Special Session – January 6, 2010
    - 3) Executive Session – January 6, 2010 (Recorded)
    - 4) Work Session – January 6, 2010
    - 5) Special Session – January 7, 2010
    - 6) Executive Session – January 7, 2010 (Recorded)
  - b) **Set Next Meeting, Date and Time:**
    - 1) January 27, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters
    - 2) February 3, 2010 at 6:30 p.m. – Regular Session
    - 3) February 17, 2010 at 6:30 p.m. – Regular Session
    - 4) February 24, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters
  - c) **Discussion, consideration, and possible approval of the following:**
    - 1) **Establishment of the Employee Benefits Fund**
    - 2) **Transfer of undesignated fund balance from the General Fund to the Employee Benefits Fund in the amount of \$403,320**
    - 3) **Designation of the Employee Benefits Fund balance amounts of \$11,803 as the Sick Leave Bank and \$391,517 as the Accrued Employee Benefits Reserve.**

**Note: This action does not affect the expenditure limitation as set forth in the adoption of the final budget, but merely transfers fund balance amounts and designates those amounts for specific purposes. Staff Resource: Lisa Elliott**
5. **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, and Yavapai County Water Advisory Committee. 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.
6. **Call to the Public for Items not on the Agenda**
7. **Discussion, consideration, and possible appointments to the following Boards and Commissions:**
  - 1) **Board of Adjustments – three (3) members for 3-year terms expiring January 2013.**
  - 2) **Board of Adjustments – one (1) member for a term expiring January 2011.**
  - 3) **Planning & Zoning Commission – two (2) members for 3-year terms expiring January 2013.**
8. **Presentation and discussion of quarterly reports from the following:**
  - 1) **Board of Adjustments**
  - 2) **Design Review Board**
  - 3) **Planning & Zoning Commission**
  - 4) **Camp Verde Chamber of Commerce**
9. **Discussion, consideration, and possible approval of Resolution 2010-799, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, establishing hours of operations and setting the 2010 Holiday Schedule amending Resolution 2010-795. Staff Resource: Debbie Barber**

10. **Discussion, consideration, and possible direction to staff relative to Council's previous direction to bring back an Ordinance that gives preference to local bidders OR possible approval of Ordinance 2010-A372, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending Chapter 3, Article 3, by adding Section 3-3-5.D to the Town of Camp Verde Town Code relating to purchases in general (bids and proposals) to include a local preference option for goods and construction materials. Discussion to include Exhibit A and the determination of amounts to be included in said Exhibit. Staff Resource: Debbie Barber**

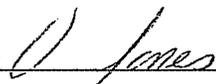
Mayor Burnside requested item #11:

11. **Discussion, consideration, and possible direction to staff to waive the Town's fees associated with the Highland Games promotion. Deposit fees will not be waived and insurance will be required. Based on the application submitted in December, a *preliminary* estimate sets the minimum fees to be waived at approximately \$1,280.00. Additional fees will apply if the vendor plans to use staff time for set up or cleaning, preparing permits or use of additional facilities, equipment, or utilities. This is an unbudgeted item.**
12. **Call to the Public for Items not on the Agenda.**

There will be no public input on the following items:

13. **Advanced Approvals of Town Expenditures.**
  - a. **There are no advanced approvals.**
14. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
15. **Adjournment**

Posted by:



Date/Time: 1-14-2010

9:25 a.m.

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

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

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**MINUTES  
REGULAR SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS  
WEDNESDAY, JANUARY 6, 2010  
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 6:31 p.m.

**2. Roll Call**

Mayor Burnside, Vice Mayor Kovacovich, Councilors Whatley, Garrison, Baker, Roulette and German were present.

**Also Present:** Town Manager Michael Scannell, Acting Community Development Director Mike Jenkins, Sr. Accountant Lisa Elliott, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.

**3. Pledge of Allegiance**

The Pledge was led by Roulette.

**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) Special Session – December 16, 2009
- 2) Executive Session – December 16, 2009 (Recorded)
- 3) Regular Session – December 16, 2009

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

- 1) January 13, 2010 at 6:30 p.m. – Work Session
- 2) January 20, 2010 at 6:30 p.m. – Regular Session
- 3) January 27, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters

**c) Possible approval of Resolution 2010-795, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, establishing hours of operations and setting the 2010 Holiday Schedule. Staff Resource: Debbie Barber**

**d) Possible approval of Resolution 2010-796, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona setting Meeting Dates and Times for Council and all Commission/Committees. Staff Resource: Debbie Barber**

**e) Possible adoption of a Policy Statement that authorizes the Mayor as the Town's Chief Elected Official to support or oppose those bills that protect groundwater, State shared revenues, and land use authority that are introduced during legislative sessions when they adversely affect the Town's interest and need an immediate response. Staff Resource: Debbie Barber**

On a motion by Baker, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented, with the following exceptions: The January 13, 2010 Work Session shall instead convene at 5:30 p.m.; Whatley abstained from voting on the Minutes since she had been absent; Garrison requested that Item 4.c) be pulled for separate consideration.

**c) Possible approval of Resolution 2010-795, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, establishing hours of operations and setting the 2010 Holiday Schedule.**

On a motion by Roulette, seconded by Garrison, the Council unanimously approved Resolution 2010-795, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, establishing hours of operations and setting the 2010 Holiday Schedule, with the exception of not listing Fridays as observed holidays since the offices are already closed on Fridays in 2010.

Garrison questioned the schedule of holidays, in particular the listing that indicated the date to celebrate Christmas as Friday, December 24. The discussion that followed included clarification and confirmation from the Manager and Town Clerk that the intent was basically to indicate when Town offices would be closed; the usual schedule of paid holidays for employees has not been changed. It was agreed that with the adoption of the 4-day work schedule the offices now will be closed on Fridays anyway, so it would not be necessary to continue to indicate the Friday closures.

German suggested that as to the section outlining the office closures for observing the 2010 Holidays, the caption read: "In

observance of the 2010 Holidays, all Administrative Offices are closed on the following dates:"

5. **Council Informational Reports.**

There were no Council informational reports.

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

(Comments from the following individuals are summarized)

**Marcus Tomes** requested that Item 14 regarding the Oasis property be moved up and addressed ahead of Item 8.

There was no further public input.

Mayor Burnside commented that he had received a request from Tony Gioia also asking if Item 14 could be moved up and addressed sooner; by consensus the Council members agreed to hear Item 14 before Item 9.

7. **Possible approval of and authorization to execute the contract for professional services with Phoenix Highway Services, Inc. for the regular and on call maintenance of the Town's traffic signals. This is a budgeted item in HURF.**

*Staff Resource: Ron Long*

Burnside announced that this Item 7 has been pulled and will be considered at a later date.

8. **Public Hearing and discussion, consideration, and possible recommendation of approval of the liquor license application as submitted by Walgreen Arizona Drug Company located at 473 W. Finnie Flats Road, Camp Verde, Arizona. Staff Resource: Debbie Barber**

On a motion by Garrison, seconded by Baker, the Council unanimously approved the liquor license application as submitted by Walgreen Arizona Drug Company located at 473 W. Finnie Flat Road, Camp Verde, Arizona.

Town Clerk Barber stated that no comments have been received. Tammy Bergman, Store Manager, read a statement from the Corporate offices assuring the Town that Walgreen understands and respects its responsibility in managing sales of liquor.

**Note: Item 14 was addressed prior to the following Item 9.**

9. **Possible approval of the establishment of salary related account numbers in fund 09 for the Community Development Block Grant (CDBG) FY 2010 Funding Cycle and the transfer of budget appropriations from account number 09-70-00-998, FY 2010 Funding Cycle Administration, to the new salary related account numbers for the CDBG FY 2010 Funding Cycle salary costs. Staff Resource: Lisa Elliott**

On a motion by German, seconded by Baker, the Council unanimously approved the establishment of salary related account numbers in fund 09 for the Community Development Block Grant (CDBG) FY 2010 Funding Cycle and the transfer of budget appropriations from account number 09-70-00-998, FY 2010 Funding Cycle Administration, to the new salary related account numbers for the CDBG FY 2010 Funding Cycle salary costs.

Sr. Accountant Lisa Elliott said that this item basically is only a bookkeeping issue, changing from using a one-line item to breaking that item out in detail, a move that was recommended by the auditors. The auditors also recommended that such a change be made with Council approval.

10. **Possible approval of budget re-appropriations for unbudgeted items previously approved by Council as follows: Staff Resource: Lisa Elliott**

- a. **\$120,000 for contract with Dava and Associates and Counts Consulting, LLC for the comprehensive update of the Town's P&Z Ordinance with 40,086.25 from the refinance of the Sanitary District Loan, \$72,693.12 from the vacated Community Development Director's position; \$6,342.00 from the Chamber of Commerce AOT grant appropriation; and \$878.63 from the General Fund to cover the balance of the contract amount for the FY 09-10.**
- b. **Cancel the reappropriation of salary savings of approximately \$42,139.65 from Parks & Recreation department to Public Works, as the funds are no longer needed for an additional Staff Engineer.**
- c. **Re-appropriate \$1,500 from the CIP Administrative Vehicle Line Item to the new CIP Fund line item, entitled Rio Verde Plaza Feasibility Study.**

On a motion by Baker, seconded by Garrison, the Council unanimously approved the budget re-appropriations for unbudgeted items previously approved by Council, as detailed in the Staff Report.

Burnside commented that the reason he pulled this item off the Consent Agenda was to make sure that the public is aware at all times of what the Council is doing with the community's money. During the brief discussion it was pointed out by Elliott that

although the expenditures had been approved, it was necessary to also seek Council approval for the necessary budget re-appropriations.

11. **Possible approval of the establishment of budgetary line items for the Energy Efficiency & Conservation Block Grant (EECBG) and the 2010 Census Bureau Complete Count Program Grant and the reappropriation of budgeted items as follows:** Staff Resource: Lisa Elliott
- a. **EECBG - \$91,150.97.** Reappropriate \$66,674 from the remaining budget appropriation in the COPS grant line item and \$24,476.97 from the budget appropriation from the Local Revolving Loan Fund line items to the new account numbers for the EECBG in the Federal Grants budgetary unit. The reappropriations will allow for the \$91,150.97 to be expended in FY 09/10.
  - b. **Complete Count Program - \$2,976.** Reappropriate \$2,976 from the remaining budget appropriation in the Local Revolving Loan Fund budget appropriation to the new account numbers for the Complete Count Program in the Federal Grants budgetary unit. Staff Resource: Lisa Elliott

On a motion by Whatley, seconded by Kovacovich, the Council unanimously approved the establishment of budgetary line items for the Energy Efficiency & Conservation Block Grant (EECBG) and the 2010 Census Bureau Complete Count Program Grant and the re-appropriation of budgeted items, as detailed in the Staff Report.

Elliott said that this item is another "housekeeping" issue. Since these grants were not adopted in the original budget, and State Statutes dictate that the total amount of expenditures cannot exceed what was adopted in the budget, in order to be able to expend the funds to be received from the grant, adjustments must be made in other areas to accommodate that, a move approved by the auditors. A brief discussion followed, with confirmation from Elliott that no funds are being taken out of the Housing Revolving Loan fund whatsoever. In essence, appropriations are simply being moved from one area to another; revenues remain intact.

12. **Possible ratification of the Non-Disclosure Agreement relative to a water rights settlement agreement between the Yavapai Apache Nation and the Town of Camp Verde.** Staff Resource: Michael Scannell

On a motion by Kovacovich, seconded by Whatley, the Council unanimously approved and ratified the Non-Disclosure Agreement relative to a water rights settlement agreement between the Yavapai Apache Nation and the Town of Camp Verde, as attached to the Staff Report and dated 1-6-10.

Scannell said that the next series of meetings with the Yavapai-Apache Nation will consist of getting into specific detail on the water rights settlement proposals. Those negotiations are by their very nature confidential; the end result will be published in a public document available for review. Maintaining confidentiality is very important to the Tribe at this point; the subject agreement is designed to ensure and protect that confidentiality. Scannell said that the Nation supports the language contained in the most recent revision dated 1-6-10; this document will allow the meetings to proceed and to discuss the substantive issues around the water negotiations. Scannell confirmed that the Nation is comfortable with the proposed Non Disclosure Agreement instead of the Joint Defense Agreement, both of which are basically confidentiality agreements; the agreement has been approved by the attorneys for both entities.

13. **Discussion, consideration, and possible approval of Ordinance 2010-A372, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending Chapter 3, Article 3, by adding Section 3-3-5.D to the Town of Camp Verde Town Code relating to purchases in general (bids and proposals) to include a local preference for goods and construction materials. Discussion to include Exhibit A and the determination of amounts to be included in said Exhibit.** Staff Resource: Michael Scannell

Staff was directed to research and fill in the blank spaces in Exhibit A, as discussed, and bring the Ordinance back to Council, with the completed Exhibit A attachment, for approval on the Consent Calendar at the next possible meeting, allowing time for the members to review the completed document.

Scannell said that in connection with supporting local businesses, the attorney has advised the Town that the bid preference can only be applied on transactions with vendors which have a taxable component to them; i.e., where goods are being sold, not services rendered. Scannell referred to the proposed Ordinance with an attached Exhibit A that contains blanks to be filled in. He requested that staff be given time to work out the numbers, what the ranges would be for the different percentages indicated, and then come back to Council with Exhibit A completed. The Ordinance could then be approved as a Consent Agenda item. The consensus of Council indicated support for the concept and agreement to have staff bring the issue back when completed.

14. **Discussion, consideration, and possible authorization to proceed with a Minor General Plan Amendment and Zoning Map Change from the current land use designation of Public Facilities to Commercial and from the current zoning of R1L-70 to C2 (Commercial: General Sales and Services) for the Town-owned property located on Oasis Road,**

**Assessor's Parcel (APN) 403-23-152A, located at the corner of SR 260 and Oasis Road. Staff Resource: Michael Scannell**  
On a motion by Baker, seconded by Roulette, the Council voted 5-2 to authorize the Manager to initiate a General Plan Amendment from Public Facilities to Commercial and to Rezone from R1L-70 to C2 for the Town-owned Oasis property, Parcel 403-23-152A located at the corner of the Hwy 260 bypass and Oasis Road; with 'no' votes by Burnside and Whatley.

Whatley stated that her reason for her opposition was based on the lack of public participation at this time.

Scannell explained that he had been requested to look into a number of Town-owned assets, and to brief the Council on options with respect to resolving the current financial challenges and utilize those assets in appropriate ways. Based on his research, Scannell suggested that the subject parcel appears to be a viable option for commercial purposes, which would make it substantially more valuable for the Town through rezoning to a designation of C-2. Scannell confirmed that if such a change were contemplated, the Planning Commission rezoning procedure will ensure a fully transparent public process. The public will have ample opportunity to advocate for or against any zoning change and General Plan Amendment.

Jenkins stressed that at this time staff only seeks direction on whether the Council is interested in pursuing the public process for a zoning change; the first step of which would be an application before the Planning Commission for a Zoning Map change. Scannell pointed out that in contrast with an application from a private individual, the cost to the Town would actually be zero in the near-term. There was some objection from the Council that not enough information has been provided in order to be comfortable with making a decision at this time. Scannell reiterated that the entire process will be fully vetted in the Planning Commission public process, and any final decision will ultimately be made by the Council.

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

There was no public input.

**16. Advanced Approvals of Town Expenditures when there are no advanced approvals.**

**a. There are no advanced approvals.**

There were no advanced approvals.

**17. Manager/Staff Report**

Scannell reported on the existing bleak situation with the State Parks Board. There is a meeting of the State Parks Governing Board scheduled for January 15<sup>th</sup> in Phoenix; Scannell said he will plan to attend on behalf of the Town to argue for the future of Fort Verde. The intent is to be able to work on a long-term plan to keep the Fort open, perhaps taking over management by leasing it from the State at a very nominal amount. The contract would set forth the responsibility of the Town as to staffing and proper maintenance requirements. Scannell suggested that the \$18,000 recently approved for the Fort could be applied to the staffing of Fort Verde past February, possibly till March or April, which would allow time to work on the proposed long-term agreement. Scannell also suggested that it would be helpful to have a member of the Council accompany him to the January 15<sup>th</sup> meeting.

**18. Adjournment**

On a motion by Garrison, seconded by Baker, the meeting was adjourned at 8:11 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 6<sup>th</sup> day of January 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Debbie Barber, Town Clerk

**MINUTES  
SPECIAL SESSION  
MAYOR and COMMON COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
WEDNESDAY, JANUARY 6, 2010  
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**

The meeting was called to order at 5:30 p.m.

**2. Roll Call**

Mayor Burnside, Vice Mayor Kovacovich, Councilors Whatley, Garrison, Baker, Roulette and German were present.

**Also Present:** Town Manager Michael Scannell, Town Attorney Bill Sims, telephonically, Acting Community Development Director Michael Jenkins, and Recording Secretary Margaret Harper.

**3. Discussion or consultation with the Town Attorney concerning the Council's position for Zoning Violation Complaint #251 as based on Use Permit 95-12 for the Montezuma Heights Airpark and possible direction to the Town Attorney to release legal opinion.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice and §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiation, in pending or contemplated litigation, or in settlement discussions in order to avoid or resolve litigation. *Staff Resource: Michael Jenkins*

On a motion by Roulette, seconded by Baker, the Council unanimously voted to go into Executive Session for discussion or consultation with the Town Attorney on both Items 3 and 4.

Prior to commencing the Executive Session, Mayor Burnside announced that public input will be invited after adjournment of the Executive Session, which is anticipated to be at approximately 6:15 p.m.

**4. Discussion or consultation with the Town Attorney relative to purchases in general to include a local preference option for goods and construction materials.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice. (Note: This item was addressed together with Item 3 above.)

On a motion by Baker, seconded by Kovacovich, the Executive Session was adjourned at 6:19 p.m.

**The Special Session was called back to order at 6:19 p.m.**

**PUBLIC INPUT**

(Comments from the following individual are summarized.)

**Vincent Polo**, President of the Montezuma Heights Airpark, commented that he had been trying to get together with staff for months to discuss the issue. He said he was disappointed that the complaint did not have public input and that Council got information only from one side. Mr. Polo said the Board is very interested in what the attorney has to say about the two issues, the Use Permit and the Zoning. Their annual meeting is scheduled for this Saturday.

There was no further public input.

Jenkins announced that Council has directed staff to meet with the Board of Directors of the Airpark and try to work out a resolution of the issues concerning the rental of hangar spaces and conditions of the Use Permit. Enforcement of those conditions will be suspended for 90 days; the Board is to let staff and Council

know how the Board wants to go with the options before them. Jenkins added that he will make every effort to arrange a meeting with the Board as soon as possible to commence the discussions.

In connection with Item 4, Burnside commented that it has been confirmed that a local preference option for goods and construction materials, or taxable transactions, would be legal.

**5. Adjournment**

On a motion by Baker, seconded by Kovacovich, the meeting was adjourned at 6:25 p.m.

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Bob Burnside, Mayor

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Margaret Harper, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on the 6<sup>th</sup> day of January 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

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Debbie Barber, Town Clerk

**MINUTES  
WORK SESSION  
MAYOR and COMMON COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
WEDNESDAY, JANUARY 6, 2010  
5:00 p.m.**

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

**1. Call to Order**

The meeting was called to order at 5:00 p.m.

**2. Roll Call**

Mayor Burnside, Vice Mayor Kovacovich, Councilors Whatley, Garrison, Baker, Roulette and German were present.

**Also Present:** Town Manager Michael Scannell, Public Works Director Ron Long, Special Projects Coordinator Valerie House, and Recording Secretary Margaret Harper.

**3. Pledge of Allegiance**

The Pledge was led by Baker.

**4. Discussion, consideration, and possible direction to staff relative to submitting an application to ADOT for funding assistance through their Federal Transit Administration Section 5304 program to fund a feasibility study for transportation planning in the amount of \$50,000 and direction to redirect funds to meet the Town's 20% match requirement of approximately \$10,000. Staff Resource: Ron Long**

Staff was directed to move forward with researching the cost for the feasibility study, and to place the issue on a future Council agenda for approval.

Public Works Director Long gave an update on the August 18, 2009 Council request to look into a possible alternative to replace the voucher program and look at initiating a transit or bus system for Camp Verde. Through staff research it has been found that the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) has been working on a 5-year plan for a link system that connects all the Verde Valley communities. CATS in Cottonwood would be the link for Camp Verde, as a start. Camp Verde would build on that for the future by increasing it locally. In order to get started, it will be necessary to conduct a feasibility study based primarily on population and ridership, what people have to spend on transit and how many people are interested in such a system. The cost for such a study will be met by ADOT through an 80% federally funded grant with a 20% local match. At the estimated cost for the study of \$50,000, the required match for the Town would be approximately \$10,000. Once the study is done, NAIPTA would help the Town to get other grants to start building the system. Staff has provided ADOT with a copy of the study done in 2001; ADOT will look into the possibility of updating and using that study.

The study would be the first step, and if Council is interested in moving forward with an application to ADOT for funding assistance for the study which will either be an update of the 2001 document, or a new study, staff will research the exact amount necessary for the study and come back to Council for approval. At most it would be \$10,000, and the money would be available from the previously earmarked LTAF II contingency funds. Staff stated that preliminary research has indicated the cost could be only as much as \$4,000 to \$6,000 for the update. There will also be continuing efforts to research further federal grants and funding that may become available for a transit system following the first step of the study that is necessary in order to get in line to receive such grants. The Council discussed with staff the increasing need for a transit system for the community, the ultimate cost to subsidize it, and the responsibility of the Town to provide that service. Staff also confirmed that the Yavapai-Apache Nation would not be interested in combining their transit service with the Town's.

**5. Adjournment**

On a motion by Garrison, seconded by Baker, the meeting was adjourned at 5:24 p.m.

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Bob Burnside, Mayor

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Margaret Harper, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on the 6<sup>th</sup> day of January 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

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Debbie Barber, Town Clerk

**MINUTES  
SPECIAL SESSION  
MAYOR and COMMON COUNCIL  
Of the  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
THURSDAY, JANUARY 7, 2010  
5:00 p.m.**

**1. Call to Order**

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

**2. Roll Call**

Mayor Burnside, Vice Mayor Kovacovich, and Councilors Baker, Garrison, German, Roulette, and Whatley were present.

**Also Present:**

Town Manager Michael Scannell, Acting Community Development Director Mike Jenkins and Town Clerk Deborah Barber were present. Town Attorney Bill Sims was present telephonically.

On a motion by Kovacovich, seconded by German, Council voted unanimously to enter Executive Session for consultation with the Town Attorney.

The Special Session was recessed at 5:02 p.m.

- 3. Discussion, consideration, and possible direction to staff relative to litigation and/or possible development of Settlement Agreement among the Town of Camp Verde, California Hotwood, Inc., and business entities and affiliates related to the Zellner family. Note:** Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice and §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiation, in pending or contemplated litigation, or in settlement discussions in order to avoid or resolve litigation. (Staff Resource: Town Attorney)

The Special Session was called back to order at 6:02 p.m. Council took no action on this item.

**4. Adjournment**

On a motion by Baker, seconded by Garrison, the meeting was adjourned at 6:02 p.m.

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Bob Burnside, Mayor

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Margaret Harper, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on the 7th day of January 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

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Debbie Barber, Town Clerk



**TOWN OF CAMP VERDE  
Agenda Action Form**

**Meeting Date:** January 20, 2010

**Meeting Type:** Regular Session

**Consent Agenda**      **Regular Business**

**Reference Document:**

Town Code, Personnel Policy Manual

**Agenda Title (be exact):**

Possible approval of 1) the establishment of the Employee Benefits Fund, 2) the approval of the transfer of undesignated fund balance from the General Fund to the Employee Benefits Fund in the amount of \$403,320, and 3) the designation of the Employee Benefits Fund Balance amounts of \$11,803 as the Sick Leave Bank Reserve and \$391,517 as the Accrued Employee Benefits Reserve.

**Purpose and Background Information:**

Chapter 3 of the Town Code, Financial Policies and Procedures, states that the Town will establish an account to accumulate funds to be used for payment of accrued employee benefits for terminated employees. As of June 30, 2009, the Compensated Absences Payable was valued at \$391,517 per the Town's Comprehensive Annual Financial Report. Staff is requesting that Council approve 1) the establishment of the Employee Benefits Fund; and 2) the transfer of undesignated fund balance from the General Fund to the Employee Benefits Fund in the amount of \$391,517 and designate said amount as reserved for the Compensated Absences Payable.

The establishment of a Sick Leave Bank for the employees of the Town of Camp Verde was approved upon adoption of the Personnel Policy Manual by Council on October 21, 2009. Employees who desire to enroll in the Sick Leave Bank will make their first contribution of accumulated sick hours in the first pay period in January 2010. Future contributions will be made in the first pay period in July of each fiscal year. Since the initial contribution will be made half way through the normal contribution period, the initial contribution from each employee will be half of the normal contribution amount (4 hours for full-time employees and a prorated amount for part-time employees). This initial contribution from employees is estimated to fund the Sick Leave Bank with approximately 212 hours or \$5,213. To help establish the initial balance in the Sick Leave Bank Fund, staff is requesting that Council approve the transfer of undesignated fund balance in the amount of \$11,803 from the General Fund to the Employee Benefits Fund and designate said amount as reserved for the Sick Leave Bank. This amount was calculated by taking the average hourly wage for all employees (\$24.59) and multiplying it by 480 hours. 480 hours is the maximum amount that any one employee may request from the Sick Leave Bank in a year. The transfer of undesignated fund balance from the General Fund to the Employee Benefits Fund will allow for aid to be given to employees in need until the time when the annual member contributions become sufficient to cover the demand.

The undesignated fund balance of the General Fund at June 30, 2009 was \$3,622,296.

**Recommendation (Suggested Motion):**

Approval of 1) the establishment of the Employee Benefits Fund, 2) the approval of the transfer of undesignated fund balance from the General Fund to the Employee Benefits Fund in the amount of \$403,320, and 3) the designation of the Employee Benefits Fund Balance amounts of \$11,803 as the Sick Leave Bank Reserve and \$391,517 as the Accrued Employee Benefits Reserve.

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

**Finance Director Comments/Fund:** This is not a matter of budgeted or unbudgeted funds, merely transferring fund balance amounts and designating those fund balances for specific purposes. This does not affect the expenditure limitation set forth in the adoption of the final budget.

**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



TOWN OF CAMP VERDE  
Agenda Action Form

Meeting Date: January 20, 2010

Meeting Type: Regular Session

Consent Agenda     Regular Business

Reference Document: Letter of Interest Forms

Agenda Title (be exact):

Discussion, consideration and possible appointment to the following Commissions:

- Board of Adjustments – 3 members for 3-year terms expiring January 2013.
- Board of Adjustments – 1 member for a term expiring January 2011.
- Planning & Zoning Commission – 2 members for 3-year terms expiring January 2013.

**Purpose and Background Information:**

The Camp Verde Town Code, Chapter 4 Section B. Selection of New Members states, "Prior to the expiration of terms for board and commission members, the Council shall call for letters of interest from the general public." On December 1, staff placed an ad on the Web site requesting letters of interest. In years past, staff has ran display ads in our local newspapers, however; they were never productive, and with the budget constraints, staff did not spend the money to advertise in the local newspapers. The Town has received two letters of interest for the Planning and Zoning Commission (Joe Butner and Jim Hisrich), and three Letters of Interest for Board of Adjustments (Al Roddan, James Bullard, and Wes Bonham).

**Recommendation (Suggested Motion):**

Appoint (Insert two (2) Names) Joe Butner and Jim Hisrich  
to the Camp Verde Planning & Zoning Commission for three year terms expiring January 2013, and Appoint  
(Insert three (3) Names) Al Roddan, Jim Bullard, and Wes Bonham to the Camp Verde Board of Adjustments  
for three year terms expiring January 2013, and (insert one (1) name) \_\_\_\_\_ To the Board of  
Adjustments for a term that will expire in January 2011.

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund: N/A

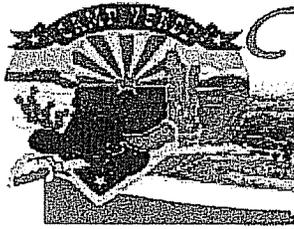
Attorney Review:     Yes     No     N/A

Attorney Comments: N/A

Submitting Department: Clerk's Office

Contact Person: Deborah Barber

Action Report prepared by: V. Jones



# Camp Verde, Arizona

Name: Wes Bonham		Date: January 13, 2010	
Home Address: 2128 Diamond Creek Lane, Camp Verde, AZ 86322			
Mailing Address, if different: Same			
Email Address: wbonham@q.com			
Home Telephone: 928-567-0141		Work Telephone: 928-451-1662	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: 5.5 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): Blue Desert Painting, LLC.			
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: I am also a Realtor with Russ Lyon/Sotheby			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please list names of board/commission and dates served:			
<b>Board &amp; Commission preference (s):</b> Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. Board of Adjustments and Appeals		3.	
2. Planning and Zoning Commission		4.	
<b>Education and Community Service</b>			
Schools Attended:		Degree:	Year:
Arizona State University		BA History	1996
<b>Civic Activities-Service Organizations</b>			
Office Held:		Year Begun:	Year Ended:
Please state why you would like to be appointed to a Town Board, Commission, or Committee: I feel compelled to take an active involvement in the shaping of Camp Verde's future.			
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) To advise without personal bias or agenda, wholly regarding the community well-being.			
(b) To hear all matters objectively and perform due diligence on each matter prior to rendering an opinion.			
(c) To offer consideration, courtesy and respect to other view points.			

**Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:** As a father of three young children, a husband, and a member of the economic

community of Camp Verde, I have a vested interest in the overall development of Camp Verde.

I have a strong desire to see Camp Verde grow into a community that will offer viable economic

opportunities for its citizens, while continuing to protect and promote the unique quality of life

Camp Verde offers.

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.

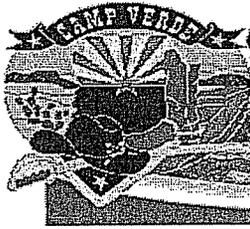
If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined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

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



Date: 1/13/10

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



# Camp Verde, Arizona

Name: James B Bullard		Date: 01-12-2010	
Home Address: 2710 Rainbow Drive			
Mailing Address, if different: PO Box 338 - Camp Verde, AZ 86322			
Email Address:			
Home Telephone: 928-567-3929		Work Telephone:	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Length of residency in the Town of Camp Verde: <i>Since 1959</i>		Do you operate a business in Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Name and address of business (if applicable): <i>Camp Verde Water Company</i>			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: Board of Adjustments - 15 years			
<b>Board &amp; Commission preference (s):</b> Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. Board of Adjustments		3.	
2.		4.	
<b>Education and Community Service</b>			
Schools Attended:		Degree:	Year:
<b>Civic Activities-Service Organizations</b>		Office Held:	Year Begun: Year Ended:
Lions Club		President	
<b>Please state why you would like to be appointed to a Town Board, Commission, or Committee:</b> <u>Would like to continue to serve</u>			
Have you ever been charged and convicted of a crime? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes please explain.			
<b>What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?</b>			
(a) Listen to appeals of the Community Development Director.			
(b)			
(c)			

**Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:** have served for over 15 years, worked in construction business and enjoy serving

the Community..

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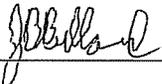
Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media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

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

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

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

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

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

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



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

*Served board & appeals for 3 years  
and served as chairman for 1 year  
Have been a builder, developer and retail  
merchant, I have a vested interest and  
in-depth knowledge of town codes and  
rules. Near perfect attendance for 3 years.*

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: *Dee Rodden* Date: *1-5-10*

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



Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee: I have been a lawyer in ARIZONA FOR OVER

30 years and practiced real estate law when I lived in Scottsdale. I have had previous service on the P and Z Commission and worked on the General Plan.

I am a proud home owner in the Town of Camp Verde and am dedicated to the preservation and betterment of OUR TOWN.

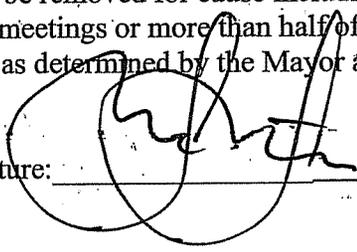
Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media 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: Jan 10, 2010

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



Name: Jim Hisrich		Date: 8/31/09	
Home Address: 1753 Doug's Park Road, Camp Verde, AZ 86322			
Mailing Address, if different: PO Box 2248, Camp Verde, AZ 86322			
Email Address: jhosden@aol.com			
Home Telephone: 928.567.1830		Work Telephone: 928.567.1832	
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: approximately 10 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): OnSite Dental			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: Planning and Zoning 2006 - 2009			
<b>Board &amp; Commission preference (s):</b> Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. P&Z		3.	
2.		4.	

**Education and Community Service**

Schools Attended:	Degree:	Year:	
Case Western Reserve University	BA	1971	
Case Western Reserve University	DDS	1975	
<b>Civic Activities-Service Organizations</b>	Office Held:	Year Begun:	Year Ended:

**Please state why you would like to be appointed to a Town Board, Commission, or Committee:**  
Over the last 3 years I have gained experience and am interested in helping guide responsible growth in my...

**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) Being a sounding board and helping applicants prepare their application to the Town Council. Working d
- (b) Helping to see that changes are in line with the wishes of the town.
- (c) Doing my fair share of the work. Listening with an open mind to the positions of other members and mak

**Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:** I believe that I have the respect of my fellow commissioners and work well with ~~the~~

I have gained considerable knowledge over the past few years as a Commission member.

I have the time and interest necessary to be an effective Commission member.

I believe that I have the respect of my fellow commissioners and work well with them.

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

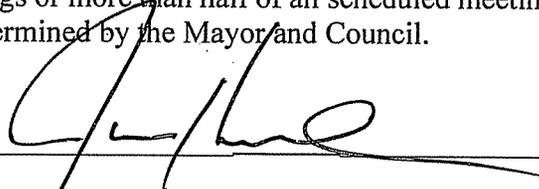
Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

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

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

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

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



Date: 8-31-09

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

Camp Verde Chamber of Commerce  
 for the  
 Official Visitor Center of Camp Verde  
 2009 – 2010

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**2009/10 Arizona Rural & Regional Marketing**

- ▶ ARRM
  - Go-Arizona.com banner ad - Camp Verde ad updated & launched
  - iBrochure – completed and launched
  - Redesign Camp Verde lure brochure
  - BurrellesLuce Media Contacts - Launched 10/1/09 6 month contract
  - PR Service with Writer's Nest /Carol Keefer - working with media (print, radio & TV)

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**2009/10 EZ Marketing**

- ▶ Arizona Official State Guide – Inserts 2010
- ▶ Virtual Collateral Distribution on Arizonaguide.com – Completed & Launched
- ▶ Arizona In-State Preprint – Inserts May 2010
- ▶ Spring Preprint – Inserts Jan 2010
- ▶ Canada Preprint – Inserted Nov 2009
- ▶ Arizona Fall Getaway Guide (Preprint) – Inserted Oct 2009
- ▶ Phoenix Official Visitor Guide – Inserted Dec 2009

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### True West Top 10 Western Towns

- Application was submitted by the Chamber of Commerce for Camp Verde.
- Camp Verde made the "Top 10 Town's to Watch" for the second year.

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### FAM Tours

- AOT Staff – October 1, 2009
  - 8 staff members
  - Hosted by: Fort Verde State Historic Park, Out Of Africa, lunch at The Gathering, Water to Wine Kayaking Tour with tasting at Alcantara Vineyard & Winery, Montezuma Castle National Monument
- Gordon Tait, Journalist from the Scottish Sun – Nov 3 & 4, 2009
  - Hosted by: Fort Verde State Historic Park, Montezuma Castle National Monument, The Lodge at Cliff Castle Conference Center, breakfast at the Gathering, Out of Africa, Water to Wine Kayaking Tour with tasting at Alcantara Vineyard & Winery
  - Dinner suggestion – Babe's Roundup
  - Lunch suggestions – Healthy Thymes Health Food Market & Café & Sweet Grace Restaurant
  - Article about his Arizona tour is forthcoming.

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### Media Leads from AOT

- National Geographic – As recommended by our PR firm (Writers Nest), sent "Feature 5" articles on Historic Sites, Historic Skirmishes, Historic Trails as well as a Water Play article.
- FamilyTravelForum.com – Producing a new guidebook called "The Complete Idiot's Guide to the Best Family Destinations" – As recommended by our PR Firm (Writers Nest), sent information on Hayfield Draw, Out of Africa, Montezuma Castle & Fort Verde State Historic Park. As well as link to the website visitcampverde.com
- Angele Slonna - Western US Travel columnist, Examiner.com received Christmas & Cactus article and requested photos of past year's event.
- Travel Sites of Interest or Significance to Women: Freelance writer Sophia Dembling is soliciting suggestions for places of particular significance or interest to women for her upcoming book: *100 Places in the USA Every Woman Should Go*. Sent information on the Verde River and contact information for Verde River Kayaking (Sedona Adventure Outfitters & Guides).

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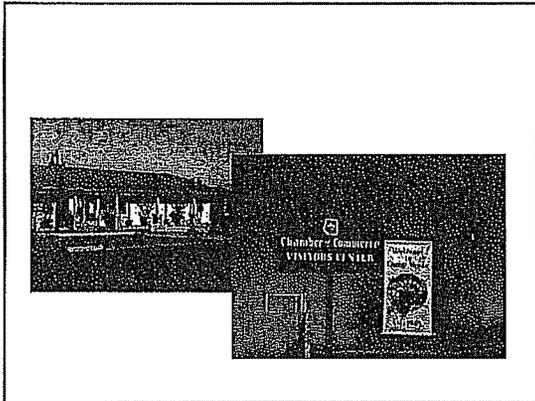
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### A Local Visitor Information Center (LVIC) ...

- Provides visitors a location with information on the area's attractions, lodgings, maps, and other items relevant to tourism. Often, these centers are operated at the airport or other port of entry, by the local government or chamber of commerce.

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### A Chamber of Commerce is...

- A membership organization of businesses whose goal is to further the interests of businesses.
- Can include economic development corporations or groups, as well as tourism and visitors bureaus.

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**What does all this mean?**

- The Town of Camp Verde contracts with the Camp Verde Chamber of Commerce to manage services for tourism, which includes: Operations & staff for the Visitor Center, AOT Marketing Grant Administration, Tourism Marketing & PR.
- It is a separate operation from Commerce/Membership.

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**Thank You!**

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**QUARTERLY REPORT  
Board of Adjustments  
October - December 2009**

**REGULARLY SCHEDULED MEETINGS as needed:**            0

**October 13, 2008 – Regular Session**

CANCELLED, NO BUSINESS BEFORE THE BOARD

**November 10, 2008 – Regular Session**

CANCELLED, NO BUSINESS BEFORE THE BOARD

**December 08, 2008 – Regular Session**

CANCELLED, NO BUSINESS BEFORE THE BOARD

**SPECIAL SESSION MEETINGS:**                            0

**WORK SESSIONS:**    0

**THE FOLLOWING APPLICATIONS WERE APPROVED:**

There were no applications approved.

**THE FOLLOWING APPEAL WAS DENIED:**

There were no appeals denied.

**THE FOLLOWING APPLICATIONS WERE DENIED:**

There were no application denied.

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

There were no items discussed.

**THE FOLLOWING ITEMS WERE DISCUSSED IN WORK SESSIONS:**

There were no items discussed in work sessions.

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

There were no presentations heard by the board.

**TRAINING:**

There was no training.

**COMMENTS:**

**QUARTERLY REPORT  
Design Review Board  
October - December 2009**

**REGULARLY SCHEDULED MEETINGS as needed:**        0

**October 27, 2008 – Regular Session**

CANCELLED, NO BUSINESS BEFORE THE BOARD

**November 24, 2008 – Regular Session**

CANCELLED, NO BUSINESS BEFORE THE BOARD

**December 22, 2008 – Regular Session**

CANCELLED, NO BUSINESS BEFORE THE BOARD

**SPECIAL SESSION MEETINGS:**                        0

**WORK SESSIONS:**                                        0

**THE FOLLOWING APPLICATIONS WERE APPROVED:**

There were no applications approved.

**THE FOLLOWING APPEAL WAS DENIED:**

There were no appeals denied.

**THE FOLLOWING APPLICATIONS WERE DENIED:**

There were no application denied.

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

There were no items discussed.

**THE FOLLOWING ITEMS WERE DISCUSSED IN WORK SESSIONS:**

There were no items discussed in work sessions.

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

There were no presentations heard by the board.

**TRAINING:**

There was no training.

**COMMENTS:**

**QUARTERLY REPORT**  
**Planning and Zoning Commission**  
**October - December 2009**

**REGULARLY SCHEDULED MEETINGS:**      **1**

**JOINT WORK SESSIONS:**      **0**

**SPECIAL SESSIONS:**      **2**

**THURSDAY October 1, 2009- SPECIAL SESSION**  
**Roll Call**

Chairperson Butner, Vice Chairperson Hisrich, Commissioners Buchanan, Parrish, Norton, Hough and Freeman were present.

**Also Present:** Acting Community Development Director/Sr. Planner Mike Jenkins, Asst. Planner Jenna Paulsen and Recording Secretary Margaret Harper.

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

**October 1, 2009 – Special Session**

**Public Hearing, Discussion, Presentation and possible recommendation to Council on a Use Permit 2009-03 for an Off Premise Sign that would be located on parcel 403-25-023 owned by Leslie Friedlander, as requested by Jeff Wilhelm owner, of Otto Bond & Bail, LLC. The property is located at 2931 Commonwealth Drive in the Verde Valley Business Park next to the Yavapai Co. Justice Facility. This Use Permit will allow for the advertising of the Otto Bond & Bail, LLC. offices located in Prescott & Flagstaff Arizona.**

On a motion by Buchanan, seconded by Norton, the Commission voted unanimously to recommend that Council **deny the application** for a Use Permit 2009-03 for an Off Premise Sign that would be located on parcel 403-25-023 owned by Leslie Friedlander, as requested by Jeff Wilhelm owner, of Otto Bond & Bail, LLC; the property is located at 2931 Commonwealth Drive in the Verde Valley Business Park next to the Yavapai Co. Justice Facility.

**Staff Presentation**

Asst. Planner Paulsen reviewed the request from the applicant for the off-premise sign to be located in the Verde Valley Business Park on a parcel owned by Ms. Leslie Friedlander with her permission. The purpose of the sign is to indicate a local phone number for the applicant's bond & bail business and the location of two offices, one in Prescott and the other in

Flagstaff. There are no other off- premise signs in the area. The conditions required by Code for granting of a use permit have been met by the applicant. Two letters in opposition and one letter in favor have been received in response to the notices sent to property owners within 300 feet of the property. One of the letters in opposition is from the Verde Valley Companies who are owners of several of the properties within the Business Park, and their objections stated therein include, in summary, the possibility of a precedent being set that would result in a proliferation of other off-premise signs in the Business Park, the concern that the applicant has no plans to erect an office or business, and that the sign would give unfair advantage to businesses from outside Camp Verde. The Town Engineer and the Town Building Department each had no comment.

## **PUBLIC HEARING OPEN**

### **Applicant's Statement**

**Jeff Wilhelm**, said this was the first he had heard of any opposition to the proposed sign, and noted that there were no representatives from the Verde Valley Companies in attendance. Mr. Wilhelm said that although he feels their objection is to the fact that he does not plan yet to establish an office because of the current economy, the proposed sign would be the first step in attempting to develop his service in the area. Because of the recent decision to consolidate the Prescott and Camp Verde justice facilities at the one location here in Camp Verde, Mr. Wilhelm said he believes he would be providing a decent and convenient service in this area to help many of the families of those who might require a bond & bail service. The Commission discussed with Mr. Wilhelm the physical job of a bail bondsman including interaction with the courts. During the discussion there was concern expressed regarding the possibility of opening the door to allowing an unsightly amount of billboard signs that could discourage development of the Business Park. Mr. Wilhelm confirmed that he does not own property in Camp Verde on which to build an office. It was noted that the proposed 4'x8' sign displayed a Camp Verde phone number, but only indicated physical addresses in Prescott and Flagstaff.

## **COMMENT FROM OTHER PERSONS**

There were no comments from other persons.

## **APPLICANT'S REBUTTAL**

There was no rebuttal necessary.

## **PUBLIC HEARING CLOSED**

### **Board Discussion**

Commissioner Hough outlined his involvement in the development of what is basically the current sign code allowing off-premises signs; he said that since the applicant has taken the necessary steps to go through the system and has met the criteria, he believes it would be appropriate to allow the requested sign; he is not particularly in favor of it, but is in sympathy with the effort to operate a small business. Discussing the application further, the members generally expressed concerns similar to those listed by the Business Park property owners regarding the possibility of more billboard-type signs, effect on property values and on future development. Jenkins briefly reviewed the intent of Use Permits that included the provision that a specific duration of time could be determined and made a part of the approval, as well as the need to consider contributions to the deterioration of a neighborhood or downgrading of property values which is in conflict with the General Plan goals, objectives and policy.

### **NOVEMBER 5, 2009 – Regular Session**

#### **Roll Call**

Commissioner Freeman, Vice Chairperson Hisrich, Commissioners Hough, Parrish and Buchanan were present; Commissioner Norton was absent; Chairperson Butner left the meeting briefly in connection with his on-call responsibility to the County Attorney's office.

**Also Present:** Acting Community Development Director Mike Jenkins, Asst. Planner Jenna Paulsen, Special Projects Administrator Matt Morris, and Recording Secretary Margaret Harper.

**Public Hearing, discussion and possible recommendation of approval for AMD 2009-01 Amendment to Section 124 of the Town of Camp Verde Planning & Zoning Ordinance, Design Review, to transfer the duties of the "Design Review Board" to the "Community Development Director", and to amend appeal process under APPEAL, item 1, to require appeals be heard by the Camp Verde Board of Adjustment & Appeals.**

On a motion by Buchanan, seconded by Hisrich, the Commission **voted 5-1** to recommend to Council approval for AMD 2009-01 Amendment to Section 124 of the Town of Camp Verde Planning & Zoning Ordinance, Design Review, to transfer the duties of the "Design Review Board" to the "Community Development Director", and to amend appeal process under APPEAL, item 1, to require appeals be heard by the Camp Verde Board of Adjustment & Appeals; **with a 'no' vote by Hough.**

### **Staff Presentation**

Special Projects Administrator Morris referred to the direction from Council to prepare the proposed Ordinance amendment which will suspend the duties of the Design Review Board as early as possible, and will be in effect until the new zoning ordinance is amended and adopted, approximately one year from now. The primary change will be to transfer the duties of the Design Review Board to the Community Development Director as a purely administrative function; the Town Attorney has reviewed and approved the proposed amendment. Morris said that he will submit the recommendation from Planning & Zoning to the Council on November 18<sup>th</sup>, and if adopted the amendment will then take effect 30 days after that date.

### **COMMISSION DISCUSSION**

The members discussed the proposed amendment with Morris and Jenkins, including the intended protection of property rights under Proposition 207. Also noted was a lesser cost to the applicant for administrative review under the recently adopted new fee schedule and the fees that had been charged in connection with Design Review Board hearings. During the discussion, Hough and Hisrich expressed concerns regarding the transfer of authority for design review to one person, as provided in the proposed amendment. Jenkins also outlined the shorter timeline that will be involved in staff participation and administrative review, and the longer process required by the Design Review Board hearings.

**Note: Chairperson Butner returned to the meeting at 7:07 p.m., during the discussion on Item 6.**

### **DECEMBER 3, 2009 – Special Session**

#### **Roll Call**

Vice Chairperson Hisrich, Commissioners Freeman, Hough, Parrish, and Norton were present; Chairperson Butner and Commissioner Buchanan were absent.

**Also Present:** Acting Community Development Director Mike Jenkins, Asst. Planner Jenna Paulsen, and Recording Secretary Margaret Harper.

- 6. Public Hearing, discussion and possible recommendation to Council on a UP 2009-04 for an Off-Premise Sign that would be located on parcel 404-18-172E owned by Billy & Mary Miller, as requested by Trent Hackett of Parkside Community Church. The property is located at the intersection of Camp Lincoln Rd. and on**

**the east side of Montezuma Castle Hwy.** *This Use Permit will direct the public where to turn to locate the church.*

On a motion by Hough, seconded by Norton, the Commission voted unanimously to continue the subject application for Use Permit 2009-04 to the January 7, 2009 meeting, and encourage staff and Mr. Hackett to work on a directional sign as discussed, for consideration at that meeting.

#### **STAFF PRESENTATION**

Asst. Planner Paulsen explained that the owners of the residential parcel have provided a signed, notarized letter permission for the placement of the subject sign indicating the location of the church; there are no other off-premise signs in the area. The required letters were sent to the property owners with 300 feet of the parcel, and no responses have been received. There were no persons in attendance at the scheduled neighborhood meeting, and no comments have been received from the Town Engineer and the Building Official.

#### **PUBLIC HEARING OPEN**

##### **Applicant's Statement**

**Trent Hackett**, on staff and representing the Parkside Community Church, said he had nothing further to add to the staff presentation, and was available to answer questions from the Commission.

#### **COMMENT FROM OTHER PERSONS**

There were no comments from other persons.

#### **APPLICANT'S REBUTTAL**

No rebuttal was necessary

#### **PUBLIC HEARING CLOSED**

##### **Board Discussion**

Commissioner Hough opened the discussion with a question to staff regarding the allowable signage for RIL-70; he was unable to find any reference to that in the existing Code. Jenkins said that according to interpretation of the Code, a Church is considered commercial and is allowed to have a sign on its premises. However, the question arose since there appears to be no provision for allowing an off-premise sign on residential property, and if the Church is allowed to do so, the door would be opened for any commercial business to place an off-premise sign on residential property. The discussion included a thorough review by staff of possible sections of the Code that would allow the requested Use Permit, as well as concern expressed regarding the proposed size of the off-premise sign obstructing a scenic view.

A lengthy discussion followed, with input from the staff and Mr. Hackett, including issues of allowable sign sizes, redesigning the proposed sign to reflect a rural-Western theme, the signage allowed for the special circumstances for businesses on Main Street, and the suggestion for a combined permanent directional sign that would identify not only the Church but other facilities, such as the school or similar public service entities.

It was finally determined that the request for a Use Permit be continued to a later meeting pending a request that staff look into the possibility of finding a way to expedite some kind of directory sign that could be placed in the right-of-way, and one that those benefiting from it would be willing to finance. Freeman said he will work with Jenkins to provide any information regarding the previous work done regarding directional signage, to assist him in his research.

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

**NOVEMBER 5, 2009**

Matt Morris gave an update on the zoning rewrite that he will also give to Council on November 18<sup>th</sup> to advance the final Diagnostic Report; it will be on the Web Page tomorrow and will be forwarded to the Zoning Rewrite Committees. In response to a question, Morris assured the Commission that the issue of returning zoning enforcement to a criminal offense instead of civil will be addressed during the zoning rewrite.

**DECEMBER 3, 2009**

For the benefit of new members on the Commission, Senior Planner Jenkins said he periodically will be reviewing various aspects of the Zoning Ordinance in order to help staff as much as it will help the members, and to acquaint the members with how the Zoning Ordinance was created, the structure and what is used to determine different issues as they arise, and presented an overview of zoning districts.

**THE FOLLOWING ITEMS WERE TABLED, POSTPONED OR CONTINUED BY THE COMMISSION: 0**

**THE FOLLOWING ITEMS WERE DISCUSSED BY THE COMMISSION: 0**  
**TRAINING: 0**

**COMMENTS:**

There were no comments.

Respectfully submitted this 7<sup>th</sup> day of January, 2010

A handwritten signature in black ink, appearing to read 'Joe Butner', is written over a horizontal line. The signature is stylized and cursive.

Joe Butner  
Chairman of Planning and Zoning Commission



**TOWN OF CAMP VERDE  
Agenda Action Form**

**Meeting Date:** January 20, 2010

**Meeting Type:** Regular Session

**Consent Agenda**       **Regular Business**

**Reference Document:** Resolution 2010-799

**Agenda Title (be exact):**

Discussion, consideration and possible approval of Resolution 2010-799, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, establishing hours of operations and setting the 2010 Holiday Schedule amending Resolution 2010-795.

**Purpose and Background Information:**

During the January 6, 2010 Council meeting, Council approved Resolution 2010-795 establishing hours of operations and setting the 2010 Holiday Schedule. Staff processed the previous Resolution and it was sent to Department Heads. Marshal Dave Smith indicated that the Animal Control Shelter is only open when volunteers are available to staff the office. The Animal Shelter currently has a volunteer that opens the Shelter, Monday through Thursday from 9:00 a.m. to 12:00 p.m. and on Saturday from 10:00 a.m. to 2:00 p.m. Please note that at any time, an animal control officer is working and available a citizen can call and request an appointment to visit the shelter. Resolution 2010-799 corrects the Animal Control hours of operation. The Animal Control Officers do work a 40-hour week.

**Recommendation (Suggested Motion):**

OR

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

**Finance Director Comments/Fund:** N/A

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

**Attorney Comments:** N/A

**Submitting Department:** Clerk's Office

**Contact Person:** Deborah Barber

**Action Report prepared by:** V. Jones



RESOLUTION 2010-799

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ESTABLISHING HOURS OF OPERATIONS and SETTING THE 2010 HOLIDAY SCHEDULE AMENDING RESOLUTION 2010-795

WHEREAS, it is in the best interest of the Town to inform all citizens of the hours of operation of all public facilities;

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde do hereby resolve to establish the following Hours of Operation and Holiday Schedule for all Town Offices and staff as follows:

Table with 3 columns: Office Name, Days of Operation, and Hours of Operation. Includes entries for Administration Offices, Municipal Court, Community Development, Parks & Recreation, Swimming Pool, Public Works, Animal Control, Marshal's Office, and Libraries.

Table with 2 columns: Date and Holiday Name. Lists holidays such as New Year's Day, Civil Rights Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, and Thanksgiving Day.

Passed and approved by a majority vote of the Common Council at the regular meeting of January 20, 2010.

Bob Burnside, Mayor

Attest:

Approved as to form:

Deborah Barber, Town Clerk

William Sims

#10

**TOWN OF CAMP VERDE  
Agenda Action Form**

**Meeting Date:** January 20, 2010

**Meeting Type:** Regular Session

**Consent Agenda**      **Regular Business**

**Reference Document:** Ordinance 2010-A327 with Exhibit A & Arizona Constitution Article 2 §13

**Agenda Title (be exact):**

Discussion, consideration, and possible direction to staff relative to Council's previous direction to bring back an Ordinance that gives preference to local bidders OR possible approval of Ordinance 2010-A372, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending Chapter 3, Article 3, by adding Section 3-3-5.D to the Town of Camp Verde Town Code relating to purchases in general (bids and proposals) to include a local preference for goods and construction materials. Discussion to include Exhibit A and the determination of amounts to be included in said Exhibit.

**Purpose and Background Information:**

Council directed staff to look into allowing preference for local bidders to participate in Town projects and bids. The attached ordinance will allow such preference. Council's direction also included direction to staff to suggest the amounts to be included in Exhibit A. In undertaking this exercise, I uncovered information that I would be remiss in failing to disclose to Council. The preference can be granted on taxable sales only. This would eliminate other local businesses that offer non-taxable services, such as accounting services, computer services, pest control, etc. This action could create ill will among other businesses located in Camp Verde who are not qualified for the preference, and who may come to believe that Council is showing favoritism to the construction industry. Further, the most that the Town can give without actually costing the taxpayers is some amount less than 2%. Further, the Arizona Constitution (attached) specifically states that "No law shall be enacted granting to any citizen, class of citizens, or corporation other than municipal, privileges or immunities which, upon the same terms, shall not equally belong to all citizens or corporations." Though the attorney believes that offering the preference to taxable items is defensible; in reality, we would not be protected from possible lawsuits if a non-qualified business owner or an outside bidder becomes disgruntled.

With this disclosure, I am seeking direction from Council as to if you wish to proceed with the Ordinance and if so, what amount is palatable to you to be included in Exhibit A.

**Recommendation (Suggested Motion):**

Direct staff not to proceed further with the Ordinance relating to purchases in general to include a local preference for goods and construction materials.

OR

Determine the amounts to be listed in Paragraph 3 of Exhibit A and move to approve Ordinance 2010-A372, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending Chapter 3, Article 3, by adding Section 3-3-5.D to the Town of Camp Verde Town Code relating to purchases in general (bids and proposals) to include a local preference for goods and construction materials.

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

**Finance Director Comments/Fund:** N/A

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

**Attorney Comments:** N/A

**Submitting Department:** Town Clerk

**Contact Person:** Deborah Barber

**Action Report prepared by:** D. Barber

Section 5. The right of petition, and of the people peaceably to assemble for the common good, shall never be abridged.

**§ 6. Freedom of speech and press**

Section 6. Every person may freely speak, write, and publish on all subjects, being responsible for the abuse of that right.

**§ 7. Oaths and affirmations**

Section 7. The mode of administering an oath, or affirmation, shall be such as shall be most consistent with and binding upon the conscience of the person to whom such oath, or affirmation, may be administered.

**§ 8. Right to privacy**

Section 8. No person shall be disturbed in his private affairs, or his home invaded, without authority of law.

**§ 9. Irrevocable grants of privileges, franchises or immunities**

Section 9. No law granting irrevocably any privilege, franchise, or immunity shall be enacted.

**§ 10. Self-incrimination; double jeopardy**

Section 10. No person shall be compelled in any criminal case to give evidence against himself, or be twice put in jeopardy for the same offense.

**§ 11. Administration of justice**

Section 11. Justice in all cases shall be administered openly, and without unnecessary delay.

**§ 12. Liberty of conscience; appropriations for religious purposes prohibited; religious freedom**

Section 12. The liberty of conscience secured by the provisions of this constitution shall not be so construed as to excuse acts of licentiousness, or justify practices inconsistent with the peace and safety of the state. No public money or property shall be appropriated for or applied to any religious worship, exercise, or instruction, or to the support of any religious establishment. No religious qualification shall be required for any public office or employment, nor shall any person be incompetent as a witness or juror in consequence of his opinion on matters of religion, nor be questioned touching his reli-

gious belief in any court of justice to affect the weight of his testimony.

**§ 13. Equal privileges and immunities**

Section 13. No law shall be enacted granting to any citizen, class of citizens, or corporation other than municipal, privileges or immunities which, upon the same terms, shall not equally belong to all citizens or corporations.

**§ 14. Habeas corpus**

Section 14. The privilege of the writ of habeas corpus shall not be suspended by the authorities of the state.

**§ 15. Excessive bail; cruel and unusual punishment**

Section 15. Excessive bail shall not be required, nor excessive fines imposed, nor cruel and unusual punishment inflicted.

**§ 16. Corruption of blood; forfeiture of estate**

Section 16. No conviction shall work corruption of blood, or forfeiture of estate.

**§ 17. Eminent domain; just compensation for private property taken; public use as judicial question**

Section 17. Private property shall not be taken for private use, except for private ways of necessity, and for drains, flumes, or ditches, on or across the lands of others for mining, agricultural, domestic, or sanitary purposes. No private property shall be taken or damaged for public or private use without just compensation having first been made, paid into court for the owner, secured by bond as may be fixed by the court, or paid into the state treasury for the owner on such terms and conditions as the legislature may provide, and no right of way shall be appropriated to the use of any corporation other than municipal, until full compensation therefore be first made in money, or ascertained and paid into court for the owner, irrespective of any benefit from any improvement proposed by such corporation, which compensation shall be ascertained by a jury, unless a jury be waived as in other civil cases in courts of record, in the manner prescribed by law. Whenever an attempt is made to take private property for a use alleged to be public, the question whether the contemplated use be really public shall be a judicial ques-

tion, and determined as such without regard to any legislative assertion that the use is public.

**§ 18. Imprisonment for debt**

Section 18. There shall be no imprisonment for debt, except in cases of fraud.

**§ 19. Bribery or illegal rebating; witnesses; self-incrimination no defense**

Section 19. Any person having knowledge or possession of facts that tend to establish the guilt of any other person or corporation charged with bribery or illegal rebating, shall not be excused from giving testimony or producing evidence, when legally called upon to do so, on the ground that it may tend to incriminate him under the laws of the state; but no person shall be prosecuted or subject to any penalty or forfeiture for, or on account of, any transaction, matter, or thing concerning which he may so testify or produce evidence.

**§ 20. Military power subordinate to civil power**

Section 20. The military shall be in strict subordination to the civil power.

**§ 21. Free and equal elections**

Section 21. All elections shall be free and equal, and no power, civil or military, shall at any time interfere to prevent the free exercise of the right of suffrage.

**§ 22. Bailable offenses**

Section 22. A. All persons charged with crime shall be bailable by sufficient sureties, except for:

1. FOR capital offenses, sexual assault, sexual conduct with a minor under fifteen years of age or molestation of a child under fifteen years of age when the proof is evident or the presumption great.

2. FOR felony offenses committed when the person charged is already admitted to bail on a separate felony charge and where the proof is evident or the presumption great as to the present charge.

3. FOR felony offenses if the person charged poses a substantial danger to any other person or the community, if no conditions of release which may be imposed will reasonably assure the safety of the other person or the community and if the proof is evident or the presumption great as to the present charge.

4. FOR SERIOUS FELONY OFFENSES AS PRESCRIBED BY



**ORDINANCE 2010-A372**

**AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF  
THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA  
AMENDING CHAPTER 3, ARTICLE 3, BY ADDING SECTION 3-3-5 D. TO THE TOWN OF CAMP  
VERDE TOWN CODE RELATING TO PURCHASES IN GENERAL (BIDS AND PROPOSALS) TO  
INCLUDE A LOCAL PREFERENCE OPTION FOR GOODS AND CONSTRUCTION MATERIALS.**

**WHEREAS**, the Town of Camp Verde Town Code ("Code") became effective on September 5, 2006;

**WHEREAS**, the Code included Chapter 3, Article 3, Section 3-3-5 relating to the proper procedure for purchases by the Town of Camp Verde ("Town"); and

**WHEREAS**, the Town now desires to amend the Code by adding a local preference option for the purchase of goods and construction materials.

**NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE AS FOLLOWS:**

**Section 1.** Chapter 3, Article 3, Section 3-3-5 of the Code is hereby amended as set forth on **Exhibit A** attached hereto and incorporated herein by reference.

**Section 2.** 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 the Town of Camp Verde, Arizona on this 6<sup>th</sup> day of January 2010.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

Approved as to form:

Attest: \_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Town Attorney-William Sims

**EXHIBIT A  
TOWN OF CAMP VERDE  
LOCAL GOODS AND CONSTRUCTION MATERIALS PREFERENCE OPTION  
PROCUREMENT SERVICES**

Preference Option. The intent and purpose of the Town of Camp Verde (the "Town") Local Goods and Services Preference Option is to give the Town, under certain circumstances, the ability to give preference to businesses providing local goods and construction materials.

Any type of procurement by the Town staff to which the provisions of this Ordinance are being applied will include a statement that a local preference will be used in the evaluation and award of such procurement.

In purchasing or contracting for procurement of tangible personal property, materials, and construction of improvements to real property or existing structures, the Town will give a preference to business, providing local goods and construction materials in making such purchases or awarding such contracts in an amount of five (5) percent for purchases under \$\_\_\_\_\_ ; four (4) percent for purchases \$\_\_\_\_\_ to less than \$\_\_\_\_\_ ; and three (3) percent for all purchases exceeding \$\_\_\_\_\_ with a maximum cost differential that shall not exceed \$\_\_\_\_\_. For purposes of this section, "total purchase price", shall include the base bid and all alternatives or options to the base bid which are being awarded to the Town.

The local preference in this Ordinance does not prohibit or lessen the right of the Town Council, or the Town Clerk to compare quality or fitness for use of the goods and construction materials and fitness of all persons and entities submitting bids.

The local preference established herein shall apply to new bids solicited after the effective date of this Ordinance.

The provisions of this Ordinance shall be provided to potential bidders, vendors and contractors to the widest extent possible.



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

Meeting Date: January 20, 2010

Meeting Type: Regular Session

Consent Agenda     Regular Business

Reference Document: N/A

**Agenda Title (be exact):**

Discussion, consideration, and possible direction to staff to waive the Town's fees associated with the Highland Games promotion. Deposit fees will not be waived and insurance will be required. Based on the application submitted in December, a *preliminary* estimate sets the minimum fees to be waived at approximately \$1,280.00. Additional fees will apply if the vendor plans to use staff time for set up or cleaning, preparing permits or use of additional facilities, equipment, or utilities. This is an unbudgeted item.

**Purpose and Background Information:**

Mr. McNabb has put on this event the last three years. He reports that the event brings about 1,500 attendees, many of whom are visitors that spend money in Camp Verde. Mr. McNabb understands that that alcohol is not permitted if he holds his event on Town-owned property. This is a for-profit organization.

**Recommendation (Suggested Motion):**

Authorize the Manager to waive all Town fees associated with this event.

OR

Take no action relative to this agenda item, which has the practical effect of imposing all fees (\$1,280 minimum) on the sponsor.

Finance Review:  Budgeted     Unbudgeted     N/A

**Note:** Waiving fees reduce General Fund revenues and does not allow for offsetting the staff costs associated with the preparation of permits, verification of insurance, or facility preparation & clean-up, or increased cost of utilities.

Finance Director Comments/Fund: N/A

Attorney Review:  Yes     No     N/A

Attorney Comments: N/A

Submitting Department: Mayor & Council

Contact Person: Mayor Burnside

Action Report prepared by: D. Barber for Mayor Burnside

TOWN OF CAMP VERDE  
USER REQUEST

Class \_\_\_\_\_

Parks & Recreation Department  
395 S. Main Street  
Camp Verde, AZ 86322

Permit # 09-F \_\_\_\_\_  
Phone 928-567-0535  
Fax: 928-567-1540

Name of Organization Verde Valley Highland Games Assoc.

Facility Requested:  Room 204  Room 206 & 207  Kitchen  Gazebo  
 Ramada  Butler Baseball  Butler Picnic  
 Community Center Field  Butler Soccer Field  Other

Nature of Event:  Retail  Service  Food Service  Non-Profit  Civic Organization  cultural Festival

Certificate of Insurance:  Yes  No  On file  Policy Number will provide upon approval + fee waiver

Person Responsible for activity: David McNabb

Mailing Address 2835 Frisco Peaks Dr., Prescott, Az. 86301  
City State Zip

Phone: (Home) 928 771-1218 (Work) \_\_\_\_\_ (Cell) 499-5572

Date(s) of Use: Apr. 10, 2020 Time of Event: 10 AM - 5 PM

Date & Time requested for Set-Up: Apr. 9 10 AM - 6 PM

Description of Activity: Scottish athletic comp., Scottish music, dancing, food, vendors, clans, etc.

Estimated number of Attendees: 1,250 Total Hours of Use 14

Will you be charging an entrance fee?  Yes  No

Will food be served?  Yes  No

Will you be setting up equipment, decorations, etc.?  Yes  No

Please give a brief description to any "Yes" Answer: \$10-adults/\$5-kids/under 6 Free // 1 or 2 food

vendors // set up kitchen, stage area, athletic + sheepdog demo field area.

Alcohol is not allowed without a Special Event Liquor License application approved by the Town Council.  
Please pick up your trash and remember the park facilities are open to the public. Please be courteous to others.

<p>Rental Fee: <u>Asking for all fees to be waived</u></p> <p>Rental Fee \$ _____</p> <p>Floor Preparation \$ _____</p> <p>Light Fee \$ _____</p> <p>Electricity \$ _____</p> <p>Other \$ _____</p> <p><b>Total Due</b> \$ _____</p> <p>Receipt Number: _____</p>	<p>Deposit: Cleaning Deposit \$ _____</p> <p>Key Deposit \$ _____</p> <p>Other \$ _____</p> <p><b>Total Due</b> \$ _____</p> <p>Receipt Number: _____</p>
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**Note: Parks & Recreation Staff must inspect room (s)and/or facility before deposit is returned.**

I/We David McNabb, its officers, employees and members shall through the signing of this Agreement by an authorized party or agents, indemnify, hold harmless and defend the Town of Camp Verde and its agents and employees from all suits and actions, including reasonable attorneys' fees and all costs of litigation and judgment of every name and description against the Town of Camp Verde as a result of loss, damage or injury to person or property by reason of any action or omission by the Town of Camp Verde, its agents or employees for the use of Town facilities, fields and recreational facilities.

David W. McNabb 12/9/09  
Applicants Signature Date Approval Signature Date

**bburnside@ypeinc.com**

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**From:** bburnside@ypeinc.com  
**Sent:** Wednesday, January 06, 2010 4:27 PM  
**To:** 'mcnabbsprescott@aol.com'  
**Subject:** RE: Verde Valley Highland Games

David

I will be putting this issue on Jan 20<sup>th</sup> council meeting – please provide me the back up for your request before Jan 13<sup>th</sup> (agenda meeting for Jan 20<sup>th</sup>)

Give me a call next week (little busy this week) so we can meet  
Cell 928-533-6423

Bob

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**From:** mcnabbsprescott@aol.com [mailto:mcnabbsprescott@aol.com]  
**Sent:** Wednesday, January 06, 2010 4:17 PM  
**To:** bburnside@ypeinc.com  
**Subject:** Verde Valley Highland Games

Bob,

Please call or e-mail me directly to let me know if you are interseted in me putting on the Highland Games at the Com. Center this year. If I'm doing it, I need your support & the use of the Com. Center for free.

Blessings, David McNabb 928-771-1218

**bburnside@ypeinc.com**

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**From:** Mcnabbprescott@aol.com  
**Sent:** Thursday, November 12, 2009 6:44 AM  
**To:** bburnside@ypeinc.com  
**Subject:** Verde Valley Highland Games

There has been 6 Highland games festivals in Camp Verde. The first 3 were put on by the C.V. Parks & Rec. Dept., and the last 3 have been put on by me (David McNabb). This is a great family festival with many events for all ages. It includes ancient Scottish athletic events, bagpipe bands, Highland dancing, clan booths, Scottish merchandise & food vendors, sheepdog herding demos, Scottish folk music, kids activities, and normally a beer garden & scotch tasting booth for adults. I am proud to say that in the 36 years that I have been attending the various Highland games, there has never been a problem stemming from the alcohol. However, I know that you have already decided not to have alcohol at any more than the 3 events you have designated, so I am not asking for this, but am only asking for the free use of the Community Center & available tables to put on the event on the last Sat. of March, or the 1st or 2nd Sat. of April (whichever has the least conflicting events).

I lost money on this event last year and only broke even on it the year before, which is why I would need your help in using the Community Center at no cost. As you can imagine, it is a lot of work and takes a lot of my time to put it all together. I carry 1 million in liability insurance, which would have the town's name on as additionally insured. We had about 1,500 at the last games and they usually grow every year. It brings in many people from outside the area to spend their money in Camp Verde, which gives you an incentive & rationale for encouraging this event to continue by letting me use the Community Center for free. It's a great community and cultural event that the town benefits from.

I will not be able to be at your town council meetings, so please inform me of your decision.

David McNabb (928)771-1218

## Virginia Jones

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**From:** Deborah Ranney [dranney@cvaz.org]  
**Sent:** Wednesday, January 06, 2010 12:46 PM  
**To:** Mcnabbprescott@aol.com  
**Cc:** 'Ron Long'; Lynda Moore; 'Virginia Jones'  
**Subject:** Inquiry to Mayor Burnside  
**Importance:** High

Dear Mr. McNabb,

I have been asked to follow up regarding the inquiry you made of Camp Verde's Mayor Burnside with respects to the fees for your proposed special event.

I must apologize, although initially you had some difficulty in receiving my emails, after we spoke again on October 26<sup>th</sup>, I was certain that you confirmed you had indeed received and opened these communications. To assist you with your process I am including as attachments those initial emails as well as the one that Lynda Moore sent you.

I believe I understand correctly that you are requesting your fees be waived for your event. Staff does not have the authority to waive these fees. I had initially advised you incorrectly, stating that you needed to contact the Clerk's office to request a Council Agenda item. However, Virginia Jones spoke with you on November 6<sup>th</sup> to correct my mistake and clarified for you that you (or the event organizer) must contact a Council Member and seek for their support. If you receive their agreement, the Council Member will then request an agenda item for an upcoming Council meeting. At the meeting you will be given the opportunity to explain the need for the fee waiver and answer questions from the Mayor and Council members.

I have left a message on the telephone number I have for you to advise you of this email and will double check my mailbox to confirm your system has received the communication. Please review the attached emails that will assist you with understanding our procedures and charges. If you have any questions, please do not hesitate to contact us via the information below.

Deborah Ranney,

Public Works, Administrative Assistant  
Town of Camp Verde  
395 S. Main Street  
Camp Verde, Az 86322

928-567-0534  
fax: 928-567-1540  
[dranney@cvaz.org](mailto:dranney@cvaz.org)

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"In addition, to ensure compliance with the Open Meeting Law, Council or Board/Commission members who are recipients of this message should not forward it to other members of the Council or Board/Commission of the Town of Camp Verde. Council Members or Board/Commission Members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council or Board Members."

**From:** Lynda Moore [lmoore@cvaz.org]  
**Sent:** Wednesday, January 06, 2010 10:27 AM  
**To:** Deborah Ranney  
**Subject:** Fw: Highland Game Fees

----- Original Message -----

**From:** Lynda Moore  
**To:** [mcnabbsprescott@aol.com](mailto:mcnabbsprescott@aol.com)  
**Sent:** Tuesday, December 29, 2009 1:36 PM  
**Subject:** Highland Game Fees

Mr. McNabb,

I have received your User Request Form for use of our facilities for the Highland Games. Below is a list and cost of the requested facilities. Staff is not authorized to waive the fees. If you want the fees waived you would have to take this before the Town Council in a regularly scheduled meeting for their consideration.

Key deposits for rooms 204, 206 and kitchen and restroom	\$440 (refunded when keys are returned)
Cleaning/Scurity/Damage Deposit	\$500
 Total amount for deposits	 \$940
 Kitchen	 \$100
Rooms 206 \$ 207	\$100
Room 204	\$100
Kitchen	\$100
Ramada	\$10
Gazebo	\$10
Soccer Field	\$560
Electric at Gazebo and Ramada	\$300
 Total amount for rental	 \$1,280

I would also like to mention that if you are interested in renting fencing and stage the cost is: fencing \$10 per panel and stage \$200. We no longer offer rental of our PA system, extension cords, tables and chairs.

As Deborah Ranney mentioned in a previous email, you will also need to discuss traffic control, signage and insurance. You will also be required to notify the Clerk's Office to discuss Casual Business License and insurance for your vendors.

Thank you,  
 Lynda Moore

**From:** Deborah Ranney [dranney@cvaz.org]  
**Sent:** Tuesday, October 27, 2009 7:23 AM  
**To:** 'mcnabbprescott@aol.com'  
**Cc:** 'Virginia Jones'; 'Ron Long'; 'Lynda Moore'  
**Subject:** 2009-776 fees.pdf - Adobe Acrobat Professional

Mr. McNabb,

I am glad that you were finally able to open my email - at least now communications from the Town should come through without a problem!

I have attached a copy of the Resolution wherein Council adopted Town fees. Unfortunately, staff is not authorized to waive these fees. I believe you have talked to Virginia Jones in the Clerk's office (I have copied her on this email), she will be able to assist you with a council agenda item. At this meeting you will be allowed to present your event in detail, answer questions form council and/or possibly the public and submit your request for the Town to waive their fees.

The Public Works Dept., Recreation Division will be more than happy to answer any questions you may have or provide you with permits, insurance information etc. that you may need. The telephone number for the Clerk's office is 928-567-9061. Please do not hesitate to contact me with any other questions you may have.

Deborah Ranney  
Administrative Assistant  
Town of Camp Verde, Public Works Dept.  
928-567-0534

**From:** Deborah Ranney [dranney@cvaz.org]  
**Sent:** Monday, October 26, 2009 9:36 AM  
**To:** 'mcnabbprescott@aol.com'  
**Subject:** FW: Camp Verde

Her you go!

Deborah Ranney,

Public Works, Administrative Assistant  
Town of Camp Verde  
395 S. Main Street  
Camp Verde, Az 86322

928-567-0534  
fax: 928-567-1540  
[dranney@cvaz.org](mailto:dranney@cvaz.org)

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**From:** Deborah Ranney [mailto:dranney@cvaz.org]  
**Sent:** Thursday, October 22, 2009 4:41 PM  
**To:** 'mcnabbprescott@aol.com'  
**Subject:** Camp Verde

Mr. McNabb,

I received your message regarding potential event dates for the Highland Games as either the last Saturday in March or one of the first two Saturdays in April. At this time, any of those dates are available; once you decide on an exact date we can reserve the space(s) you are requesting.

To assist you with planning, I am attaching the Facility Rental Rules, Regulations and Rental Charges that have been adopted by Council. In addition, I have listed most of the fees for the rooms, and facilities as I understand you are requesting at this point. Once your permit application is submitted, we can provide you a final list and cost for the rental of Town facilities.

Key Deposit for each key:	\$110.00 Refunded when key is returned
Cleaning/Security Deposit:	500.00
Kitchen – per day	50.00

Room 206-207 per day	50.00
Soccer Field	40.00 per Hour
Ramada and/or Gazebo	5.00 each per day
Lights at Gazebo or Ramada	20.00 each per day
Lights at Soccer Field	65.00 per hour + \$80.00 Turn on fee
Restroom Cleaning & Security	To be determined – refunded upon satisfactory inspection of these facilities

The insurance requirements are listed in the Facility Rules and Regulations attachment; also, please double check this to make sure I have not overlooked a room or facility that you wish to rent. Once your permit application is submitted, we will review it and finalize all fees, and answer any questions you may have. Some of the additional items that we will need to discuss will be traffic control, signage and insurance; we will be happy to go over these once you finalize a date and your permit is submitted.

I apologize I was not able to get back to you earlier in the day; I will be out of the office on Friday but will be available from 6:00 a.m. until 4:30 p.m. on Monday.

Thank you,

Deborah Ranney,

Public Works, Administrative Assistant  
Town of Camp Verde  
395 S. Main Street  
Camp Verde, Az 86322

928-567-0534  
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**From:** Deborah Ranney [dranney@cvaz.org]  
**Sent:** Thursday, October 22, 2009 3:06 PM  
**To:** 'mcnabbprescott@aol.com'  
**Subject:** Camp Verde Events

Mr. McNabb,

I received your message regarding potential event dates for the Highland Games as either the last Saturday in March or one of the first two Saturdays in April. At this time, any of those dates are available; once you decide on an exact date we can reserve the space(s) you are requesting.

To assist you with planning, I am attaching the Facility Rental Rules, Regulations and Rental Charges that have been adopted by Council. In addition, I have listed most of the fees for the rooms, and facilities as I understand you are requesting at this point. Once your permit application is submitted, we can provide you a final list and cost for the rental of Town facilities.

Key Deposit for each key:	\$110.00 Refunded when key is returned
Cleaning/Security Deposit:	500.00
Kitchen – per day	50.00
Room 206-207 per day	50.00
Soccer Field	40.00 per Hour
Ramada and/or Gazebo	5.00 each per day
Lights at Gazebo or Ramada	20.00 each per day
Lights at Soccer Field	65.00 per hour + \$80.00 Turn on fee
Restroom Cleaning & Security	To be determined – refunded upon satisfactory inspection of these facilities

The insurance requirements are listed in the Facility Rules and Regulations attachment; also, please double check this to make sure I have not overlooked a room or facility that you wish to rent. Once your permit application is submitted, we will review it and finalize all fees, and answer any questions you may have. Some of the additional items that we will need to discuss will be traffic control, signage and insurance; we will be happy to go over these once you finalize a date and your permit is submitted.

I apologize I was not able to get back to you earlier in the day; I will be out of the office on Friday but will be available from 6:00 a.m. until 4:30 p.m. on Monday.

Thank you,

Deborah Ranney,

Public Works, Administrative Assistant  
 Town of Camp Verde  
 395 S. Main Street  
 Camp Verde, Az 86322

928-567-0534  
 fax: 928-567-1540  
[dranney@cvaz.org](mailto:dranney@cvaz.org)