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**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, MARCH 2, 2022 at 6:30 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/87546125781?pwd=QSt3bkp3OS9zS08yLzRmK0VWNDQzZz09>

One Tap Mobile: 1-346-248-7799 or 669-900-9128

Meeting ID: 875 4612 5781

Passcode: 628335

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

1. **Call to Order**
2. **Roll Call.** Council Members Jackie Baker, Cris McPhail Jessie Murdock, Robin Whatley, Vice Mayor Joe Butner, and Mayor Dee Jenkins.
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) Special Session – February 16, 2022 Page 5
 - 2) Special Executive Session – February 16, 2022-Sewer Design (recorded -on file)
 - 3) Special Executive Session – February 16, 2022- Public Safety Building (recorded-on file)
 - 4) Regular Session– February 16, 2022 Page 7
 - 5) Executive Session – February 16, 2022 (recorded - on file)
 - b) **Set Next Meeting, Date and Time:**
 - 1) Work Session – Thursday March 10, 2022 at 5:30 p.m.
 - 2) Special Session – Wednesday March 16, 2022 at 5:00 p.m.
 - 3) Regular Session – Wednesday March 16, 2022 at 6:30 p.m.
5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking

any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

6. Special Announcements and Presentations:

- **Proclamation – Proclaiming Saturday March 6, 2022 World Lymphedema Day** Page 23
- **Camp Verde Marshal’s Oath of Office for Jacob Zeid and Dustin Richardson**
- **Update and Presentation by the Community Development Department on the Status of the Department, Permit Activity, Office Expansion, and Future Changes** Page 27

7. Discussion, Consideration and Possible Approval of Ordinance 2022-A465 AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, FOR AN APPLICATION SUBMITTED BY ATLANTIC DEVELOPMENT FOR A ZONING MAP CHANGE FROM R1-PAD (Residential: Single Family-Planned Area Development) TO R2 (Residential: Duplex & Other Multi-family) ON PARCEL 403-23-104X, LOCATED ON HOMESTEAD PARKWAY COMPRISING APPROXIMATELY 28 ACRES. Staff Resource: John Knight Page 35

8. Discussion, Consideration, Possible Ratification and Approval of Application for Extension of Premises/Patio Permit for Kevin Norton-Salt Mine Winery located at 526 West Salt Mine Road Camp Verde for the purpose of increasing serving area. Staff Resource: Cindy Pemberton Page 92

9. Discussion, Consideration and Possible Approval of Application for Extension of Premises/Patio Permit on existing Liquor License #03133021, Alex Goetting-Verde Brewing, located at 724 N Industrial Drive Unit 7A, Camp Verde, Arizona 86322. Page 99

10. Discussion, Consideration, and Possible Direction to Attorney and staff regarding current letter of engagement with Moyers Sellers, Ltd. To include but not limited to: hourly rate and possible contract. Staff Resource: Russ Martin Page 105

11. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.) Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual

members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to A.R.S. §38-431.01(H))

- 12. Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation. 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.
- 13. Legislative Update**
- 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. Update, Discussion and Consultation with the Town Attorney for legal advice regarding water and land agreements with the Yavapai-Apache Nation. The Council may, by majority vote, recess the special meeting, hold an executive session, and then reconvene the Regular meeting for discussion and possible action on this item as covered under A.R.S. 38-431.03 (A)(2); (A)(3); (A)(4); (A)(5); (A)(6).**
 - Recess into and hold Executive Session pursuant to A.R.S. §38.431.03; (A)(2); (A)(3); (A)(4); (A)(5) and (A)(6)
 - Reconvene Open Session
- 16. Discussion and Consideration and Execution of the Town Manager's Annual Performance Review. Pursuant to A.R.S. §38-431.03(A)(1). The Council may, by majority vote, recess the Regular meeting, hold an executive session and then reconvene the Regular meeting for discussion and possible action on this item as covered under A.R.S. §38-431.03 (A)(1).**
 - Recess into and hold Executive Session pursuant to A.R.S. §38.431.03 (A)(1)
 - Reconvene Open Session

17. Adjournment

Note: Upon a public majority vote of a quorum of the Town Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes: (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1)); (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2)); (3) Discussion or consultation for legal advice with the attorneys of the public body. (A.R.S. §38-431.03(A)(3)); (4) Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation (A.R.S. § 38-431.03(A)(4)); (5) Discussion or consultation with designated representatives of the public body to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5)); (6) Discussion, consultation or consideration for negotiations by the town or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6)); (7) Discussion or consultation with designated representatives of the town to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(7)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bashas on 02-24-2022 at 4:30 p.m. in accordance with the statement filed by the Camp Verde Town Council with the Town Clerk

Cindy Pemberton

Cindy Pemberton, Town Clerk

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting. The Town of Camp Verde Council Chambers is accessible to persons with disabilities. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021.

**DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, FEBRUARY 16, 2022 at 5:00 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/89772582298?pwd=ME9lbVZCMGJEYkNNdWNWQUFpR3dOUT09>

One Tap Mobile: 1-669-900-9128 or 1-253-215-8782

Meeting ID: 897 7258 2298

Passcode: 677227

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

1. Call to Order

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

2. Roll Call. Council Members Jackie Baker, Bill LeBeau, Cris McPhail Jessie Murdock, Robin Whatley, Vice Mayor Joe Butner, and Mayor Dee Jenkins.

Others Present: Town Manager Russ Martin, Risk Manager Heather Vinson, Town Clerk Cindy Pemberton, Public Works Director Ron Long, Deputy Public Works director Troy Odell, and Public Works Analyst Dorie Blair.

3. Pledge of Allegiance: Mayor Jenkins led the Pledge of Allegiance.

4. Special Executive Session

Update, Discussion and Consultation with the Town Attorney for legal advice regarding Sewer Design Engineering contract for services. The Council may, by majority vote, recess the special meeting, hold an executive session, and then reconvene the Regular meeting for discussion and possible action on this item as covered under A.R.S. 38-431.03 (A)(2); (A)(3); (A)(4); (A)(5).

On a motion by Vice Mayor Butner seconded by Councilor Baker, Council voted unanimously to go into Executive Session with the Town Attorney for legal advice regarding Sewer Design Engineering contract for services. The Council may, by majority vote, recess the special meeting, hold an executive session, and then reconvene the Regular meeting for discussion and possible action on this item as covered under A.R.S. 38-431.03 (A)(2); (A)(3); (A)(4); (A)(5).

- **Recessed into and hold Executive Session pursuant to A.R.S. §38-431.03 (A)(2); (A)(3); (A)(4); (A)(5) at 5:02 p.m.**
- **Reconvene Open Session at 5:35 p.m.**

regarding potential Public Safety Building. The Council may, by majority vote, recess the special meeting, hold an executive session, and then reconvene the Regular meeting for discussion and possible action on this item as covered under A.R.S. 38-431.03 (A)(2); (A)(3); (A)(4); (A)(5).

On a motion by Councilor Whatley seconded by Councilor Baker, Council voted unanimously to adjourn to Executive Session with the Town Attorney for legal advice regarding Sewer Design Engineering contract for services. The Council may, by majority vote, recess the special meeting, hold an executive session, and then reconvene the Regular meeting for discussion and possible action on this item as covered under A.R.S. 38-431.03 (A)(2); (A)(3); (A)(4); (A)(5).

- **Recessed into and hold Executive Session pursuant to A.R.S. §38-431.03 (A)(2); (A)(3); (A)(4); (A)(5) at 5:38 p.m.**
- **Reconvene Open Session at 6:11 p.m.**

7. Adjournment

Without objection Mayor adjourned the meeting at 6:11 p.m.

Mayor Dee Jenkins

Attest: Town Clerk Cindy Pemberton

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 Executive Session of the Town Council of Camp Verde, Arizona, held on February 16, 2022. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2021.

Cindy Pemberton, Town Clerk



Support your local merchants

DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, FEBRUARY 16, 2022 at 6:30 P.M.

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/81581827070?pwd=M1AzY0JjU29HSm5qNE5zc2pNSE1wUT09>

One Tap Mobile: 1-346-248-7799 or 669-900-9128
Meeting ID: 815 8182 7070
Passcode: 163403

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

1. **Call to Order** Mayor Dee Jenkins called the session to order at 6:30 PM.
2. **Roll Call.** Council Members Jackie Baker, Bill LeBeau, Cris McPhail, Jessie Murdock, Robin Whatley, Vice Mayor Joe Butner, and Mayor Dee Jenkins.
3. **Pledge of Allegiance** Councilor Whatley led the pledge.
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) Work Session– January 12, 2022
 - 2) Special Session – February 2, 2022
 - 3) Executive Sessions – February 2, 2022 (recorded - on file)
 - b) **Set Next Meeting, Date and Time:**
 - 1) Work Session Retreat – Friday 25, 2022 at 12:00 p.m.
 - 2) Regular Session – Wednesday March 2, 2022 at 6:30 p.m.
 - 3) Work Session – Thursday March 10, 2022 at 5:30 p.m.

Motion by Mayor Jenkins to approve the consent agenda. Second was made by Vice Mayor Butner.

Roll Call Vote:

Councilor Baker: aye

Councilor LeBeau: aye
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Whatley: aye
Vice Mayor Butner: aye
Mayor Jenkins: aye

Motion carried 7-0.

5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

No items from the public.

6. **Special Announcements and Presentations:**

- **Proclamation – A Proclamation supporting and honoring our Veterans in the Verde Valley Stand Down – Serving Veterans**
- **Presentation and Update on the merger of Hope Women’s Center with Abide Maternity**
- **Camp Verde Marshal’s Oath of Office for Jacob Zeid and Dustin Richardson**

Vice Mayor Butner read the proclamation supporting and honoring our Veterans in the Verde Valley Stand Down. Mayor Jenkins Proclaimed.

Patty Zeid presented on the merger of Home Women’s Center and Abide Maternity Home. Hope Women’s Center provides services for teens in crisis. Many clients have extremely difficult living situations with no support. Physical, emotional and religious needs are provided for. There are six locations and Camp Verde is the first Northern Arizona center. Housing is a primary concern and they plan on this being the first of many maternity homes. Hope started in Apache Junction and has expanded with Camp Verde being their newest location. In the past year there has been over 15,000 client visits that include classes. They provide food, shampoo, baby supplies, and women’s clothes. They offer utility assistance with financial classes. Hope Women’s Center utilizes volunteers for 90% of staff and involves the community in their efforts. Reunification with DCS, training with teens, and Hope at

work are all programs they have. They are planning to create a job lab in Camp Verde. They provided a list of core classes that every center offers, including Zoom opportunities.

Callie Hicks and Ariana Morales also presented for Hope. They had a goal to start a conference because of the missing links they had noticed while working with Hope Women's Center. They believed there should be a space for youth to discuss the issues they are experiencing and work out issues before they hit a crisis situation. The local youth are excited about this conference. Last year there were one hundred attendees and they are hoping to double the attendance this year. The conference will be held March 25th and 26th and host youth in 8th grade through college age students. The price of the conference is \$25 a ticket and lunch will be included. They will be partnering with the Marshal's Office who will be presenting on how current habits can impact the future.

Camp Verde Marshal's Oath of Office for Jacob Zeid and Dustin Richardson
Town Clerk Pemberton requested the presentation to be moved to the March 2nd agenda.

7. Discussion, Consideration and Possible Approval of the FY23 Budget Calendar. Staff Resource: Michael Showers

Mr. Showers requested this item be postponed until he could attend in person due to audio issues. The item was moved behind agenda item 11.

8. Discussion, Consideration and Possible Approval of 911 dispatch stations in the amount of \$62,705.00 Staff Resource: Corey Rowley

Marshal Rowley provided Council with an update about the officer involved shooting where they had no radio contact until the officers could get to their car. This agenda item is an immediate need for the department. Currently they are having to part out some equipment to keep other stations operational and there is no station for training. The proposed stations have the added benefit of mobility to any unit they are needed for. If approved the stations would be received in an estimated 8-12 weeks and would have a lifetime warranty. A representative from Watson Consoles was in attendance to answer any questions Council may have.

Mr. Martin informed Council the equipment could be funding with CIP reserve that was transferred and the Town still has all of the ARPA funding.

No comments from the public.

Motion by Councilor Jackie Baker for the approval of \$62,705 out of the general fund for the purchase of three new dispatch workstations including five display monitors for the training station. Second was made by **Councilor Cris McPhail**.

Roll Call Vote:

Councilor Baker: aye

Councilor LeBeau: aye
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Whatley: aye
Vice Mayor Butner: aye
Mayor Jenkins: aye

Motion carried 7-0.

9. Discussion, Consideration and Possible Approval of awarding Project# 22-155 Town of Camp Verde Butler Park relight project to MUSCO Lighting, 1GPA Purchase-Contract #18-23DP-01, in the amount of \$485,475.00 Staff Resource: Michael Marshall

Mr. Marshall reminded Council the Town had applied for and received a grant through Arizona State Parks ARPA funds in the amount of \$493,272. The acceptance of the funds was approved by Council last meeting. The amount of the agenda item this evening is to pay for the contracted costs. The bid was less than the grant amount. These lights would be replacing with the same company and be Dark Sky approved LED lighting. They will reuse the poles and wiring. The existing infrastructure will be covered under a new 25-year warranty. The project is expected to complete by the middle of May.

Councilor Baker recalled some funding for work done in the last year on the funding. Mr. Marshall stated the previous work was for bulbs. The LED lights will be an advantage as they are expected to last up to 50 years and are less money to run.

Councilor Baker asked if there will equipment to shut the lights off easily. Mr. Marshall stated that the lights can be programmed to follow a schedule for usage.

No comments from the public.

Motion by Councilor McPhail to award Project# 22-155 Town of Camp Verde Butler Park relight project to MUSCO Lighting, 1GPA Purchase-Contract #18-23DP-01, in the amount of \$485,475.00. Second was made by Councilor Baker.

Roll Call Vote:

Councilor Baker: aye
Councilor LeBeau: aye
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Whatley: aye
Vice Mayor Butner: aye
Mayor Jenkins: aye

Motion carried 7-0.

10. Discussion, Consideration and Possible Approval of an addition to the scope of services with Woodson Engineering & Surveying for the Main Street Sewer Replacement and Storm Sewer Design Professional Services Agreement Approved by Town Council on October 20, 2021. The request is to add reuse and potable line design to the scope of services in the amount of up to \$120,000. Staff Resource: Troy Odell

Mr. Troy Odell had discussed with Council the design and planning for the sewer, storm sewer, and pavement requirements for Camp Verde Main Street. Mr. Odell has visited with the Water Company and they feel the water line is undersized and in a state of disrepair. The PVC is in corrosion failure due to how installed. The department does not want to leave the old water line and install a new roadway. The new road would have to be torn up as repairs were required. The department is proposing to add a line to reclaim water for use at the treatment plant to serve the campus and Town. The line would be utilized to irrigate parks and fields. It will be needed in the future and it makes sense to add the reclaim water line in during construction. Woodsen would do the design.

Councilor McPhail asked if the line would stop at 260 and be connected at some future point. Mr. Odell stated that an 8" reclaim line currently goes completely through the park and to McCracken. The line will be continued under White Bridge to Main Street. It will then be continued as roads are built.

Councilor McPhail asked if a pump would need to be added. Mr. Odell replied that the pump pack that is currently being proposed at the storage pond at the park is adequate for fire protection and an additional pump is not needed. The fire hydrants on Main Street will have a temporary to service through the reclaim line. This will keep flow in reclaim line to keep it fresh. The future goal will to have all fire hydrants and fire systems serviced solely through the reclaim line.

Mayor Jenkins wanted clarification on the water system timing. Mayor Jenkins inquired if engineering could be done but not actual water work. Mr. Martin confirmed that engineering can be done but not actual water work at this time.

No comments from the public.

Motion by Councilor McPhail to approve the addition to the scope of services to the existing contract for the additional amount of up to \$120,000 so the plans may be prepared to allow this construction of water line and reclaim line to occur at the same time as the sewer replacement, storm drain installation, and roadway replacement. Second was made by Councilor LeBeau.

Roll Call Vote:

Councilor Baker: aye

Councilor LeBeau: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Whatley: aye

Vice Mayor Butner: aye
Mayor Jenkins: aye

Motion carried 7-0.

11. **Discussion, Consideration and Possible Approval of a contract with Bunger Steel, Inc. to design and construct a foundation and canopy for the existing Chlorine Contact Chambers in the amount not to exceed \$135,000 using the 2018 Wastewater Infrastructure Finance Authority (WIFA) loan proceeds.** Staff Resource Troy Odell

Mr. Odell presented on a canopy that will protect the systems from dust for compliance to the permit. This had been planned with the 2018 improvements. The price is increasing and this item needs to be completed. Bunger Steel is always the most competitive bidder on these items and is an additional building to match an existing one. Mr. Odell is proposing to go with Bunger on this project.

Councilor Baker asked why this was an 2018 project and why we are just now completing the project. She expressed concerns that there was only one company bidding and wanted to know if this would help obtain an ADEQ A+ water rating. Mr. Odell stated that there is already an A+ amendment and they have been making that qualification without fail. This item has been needed but other priorities have kept them from completing this project.

Councilor Murdock wanted to clarify that the building type and design was the same as the other onsite and they were planning to marry the two buildings together. Mr. Odell confirmed the two buildings would be identical in design including siding colors.

No comments from the public.

Motion by Councilor Baker to approve Bunger Steel to supply and construct the chlorine contact canopy addition to the existing filter and usage build, a previous Bunger Steel building, including it's foundations as shown in the attachment for the proposed amount per the attached contract slash proposal for the pre-approved chlorine contact canopy project for the not to exceed amount of \$131,064. Second was made by Councilor Murdock.

Roll Call Vote:

Councilor Baker: aye
Councilor LeBeau: aye
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Whatley: aye
Vice Mayor Butner: aye
Mayor Jenkins: aye

Motion carried 7-0.

Mr. Showers was present and Mayor Jenkins called to return to agenda item 7.

7. Discussion, Consideration and Possible Approval of the FY23 Budget Calendar.

Staff Resource: Michael Showers

Mr. Showers stated that the calendar is nearly identical to last year. The only notable difference is that there is not a strategic planning session this year for a number of reasons. Mr. Showers has been looking at strategic planning bi-annually instead of annually. This would be a year for getting caught up and not adding items. The calendar can be approved as is and discuss adding on items at another time.

No comments from the public.

Motion by Councilor Murdock to approve the FY23 budget calendar. Second was made by Councilor LeBeau.

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Roll Call Vote:

Councilor Baker: aye

Councilor LeBeau: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Robin Whatley: aye

Vice Mayor Butner: aye

Mayor Jenkins: aye

Motion carried 7-0.

12. Discussion Consideration and Possible Direction to staff to go out to bid for a Request for Proposal for an Independent Audit of the Sports Complex from and including the purchase of the property, up to and including February 1, 2022. Staff Resource Councilor Baker and Councilor LeBeau

Councilor LeBeau stated that it has been four years since this project started and the public has had many questions about this particular project. Councilor LeBeau believes the City owes transparency to the public about this project and recommends an outside audit by a certified accountant.

Councilor Baker stated that she had asked Councilor LeBeau to co-sponsor this item and show fiscal responsibility to the public by accounting for the items on this project. She believes Council has a responsibility to show clearly and simply what the Town has done to the citizens.

Councilor Murdock asked if there were specific items they are looking for on this

audit. Ms. Murdock listed several audit items that could be looked at. She believes further discussion is needed with the sponsors and asked which items listed they were looking to accomplish.

Councilor Baker remarked that everything needed to be looked at.

Councilor LeBeau stated that the aforementioned listed items seemed too broad.

Councilor McPhail addressed Council regarding her expertise. Her experience includes a decade in public service and she has spent a large part of that time building parks. Councilor McPhail is satisfied that every reasonable effort has been undertaken. Because of her experience she understands about unforeseen conditions such as soil shrinkage. Councilor McPhail would prefer to spend the money in this proposal on more things for the park. If the list that Ms. Murdock discussed was completed in it's entirety the cost would be a lot more money than proposed. Mr. Showers and Mr. Martin have the information to show where things have been spent. Council can go through the record with Mr. Showers at any time.

Councilor Whatley agreed with Councilor McPhail's statement. Councilor Whatley does not want to spend more money to pay an accountant. She would prefer the money to go towards the park.

Vice Mayor Butner remarked that he looks at it differently. There have been different ways of viewing the expenditures. There were some change large orders which were independent of the Council and as result the policies had to be changed. There has been 12 million dollars spent and there is no grass to show for it. The public have yet to use the park. Vice Mayor Butner feels there are some significant questions about where the money went. He feels the issue is more complicated than simply speaking with Mr. Showers. He believes in discovery it may be found that contractors even owe the Town some money. He remarked on how Councilor LeBeau described how many times dirt has been moved and feels there should be more of an explanation. He is in favor of the audit and feels that understanding where every penny went is important to ensure that the money was well spent and review change orders that were not seen by Council.

Councilor Whatley feels there have been more questions from the public about the time it has taken than accounting for funds spent. The delays have been largely due to waiting for a matching grant money that was worth waiting for.

Mr. Martin stated the grant was a year and a half out and two and a half million dollars.

Mayor Jenkins commented that she has tracked the costs for the last five and a half years and is also familiar with audits. Mayor Jenkins feels that if the public wants to know this information there is a duty to get it to the public. If Council asks for an audit then the scope of work needs to be very specific and there should be a plan for what is to be done with the information once it is obtained.

Financial Director Mike Showers prepared a statement for this agenda item. He has altered it a bit since listening to the discussion. As finance director Mr. Showers can't understand why they would desire this audit. All invoices have been given to Council and the expenditures are audited annually. Everything has been audited and Council has approved all items as the project was moved forward. There were several adjustments and a bid that was unrealistic which required an adjustment. This issue has been discussed thoroughly with Council. Mr. Showers feels that to request this audit Council would need to expect to have a place to give blame and does not have faith in staff to provide the appropriate answers. The expenditure information is available and traceable.

Councilor Murdock agrees with Councilor McPhail and Councilor Whatley. Councilor Murdock has been a representative of the Town for the entirety of the project. Councilor Murdock would like to offer support for staff and Council's decisions of the project along the way. There was an under-negotiated contract, but has never felt that any contracts have been fraudulent. The project experienced a year and a half delay for funding. There has also been weather, lawsuits, and waiting for other funds to come through. Ms. Murdock stated that Council should own the project and feels frustrated that it is not done. Ms. Murdock will not be voting for and audit and reiterated her support for Town staff.

Councilor Baker wanted to speak to Mr. Showers comments to ensure that he understood that in no way was she accusing staff by her sponsorship of this item. She does not want anyone in the community to feel she would be accusing staff of doing anything inappropriate. The project was started in 2007 and it is now 2022. There have been some questionable items not regarding staff. Councilor Baker is continually reminded how busy finance is and it would not occur to ask for a couple hours. To Councilor Baker this was an easy and responsible way to look at everything.

Councilor McPhail wanted to thank Mr. Showers for his courage in bringing his comments forward and believes that it is important that Council hears what he has to say. She would say that the Finance Department continues to stand on high moral ground and is heartbroken he would feel that way.

Councilor LeBeau's goal with this item is to show transparency to the citizens and offer an outside audit for their peace of mind.

Vice Mayor Butner does not want anyone on staff to think that it is an audit to find fault with staff. The project has been over the last fifteen years with different administration, staff, contractors, and processes. Vice Mayor Butner stated that personally he is used to people checking his work as a matter of process and no offense is meant by the proposed audit. It is not staff that is a concern. It is all the entities that have worked on the project. Additionally, the audit would be a different kind of audit than the Town provides. The citizens deserve this audit and an explanation on where money was spent. The intent is also to support staff on where the money went.

Councilor Murdock believes there are 12,000 citizens in the community that expect an answer. She believes in transparency, but has lots of questions on why the audit is being requested and the scope of work. If negligence is found what is the expectation from Council? Is the goal to hold contractors responsible and get money back or is Council just wanting to know that the project was overspent?

Councilor LeBeau stated that those items could not be answered until the results of the audit were received.

Councilor Murdock wanted to understand if the audit was to seek answers or if there was an expectation of answers.

Councilor LeBeau wants to be able to tell the public we had an independent audit and everything is fine.

Councilor Murdock wants to understand exactly what is being asked of the auditor. Is the Town giving over all the financials and then they come back with what the Town has paid. How is there going to be a cross comparison with the overages based on bids that were received?

Mayor Jenkins asked Mr. Showers if the financial audit will tell them what they want to hear. Mayor Jenkins stated that Council can receive that information in a minute. If they want to know if it was intelligently spent that is a different kind of audit. That type of scope of work showing that the Town received what was paid for is harder to do.

Councilor McPhail stated if you wanted to evaluate the work completed and value of work you might hire a landscape architect. The other person may possibly be an engineer to explain the value of unforeseen circumstances. It would probably not be an accountant. Councilor McPhail hired the designers and managed the contractors on park jobs. Councilor McPhail is satisfied that the contracted work has been completed to the benefit to the users of the park. Councilor McPhail can appreciate not everyone understands the costs involved such as removing unforeseen boulders or soil issues. Councilor McPhail mentioned what the sponsors want and what they're asking for may be two different things.

Councilor LeBeau wants someone independent of the Town to come and tell the public that the Town has being a good job on this.

Vice Mayor Butner wanted to make clear that an accountant is not being hired to look at the quality of work. The accountant is to look at all of the expenditures and let Council know how much was spent on each item. This would be a financial audit, not one conducted by a landscape architect or engineer. The purpose would be to identify costs on each specific item associated with the park.

Councilor Baker wants a simple audit of accounting to review everything and ensure that the items were not placed in the wrong department or incorrectly accounted for.

Mayor Jenkins has copies of all the bills and tracking for the project and made a recommendation of sharing the information with Council. This would allow Council to review the detail of the audit she has been doing along the way before an independent audit is pursued.

Councilor LeBeau wants to reiterate that he is not looking for something internal, but an audit independent of the Town staff.

Motion by Councilor Cris McPhail to direct staff not to go out to bid for a request for a proposal for an Independent Audit of the Sports Complex beginning and including the purchase of the property.

Mayor Jenkins confirmed the motion was appropriate with Town Clerk Pemberton since the motion was to not to direct staff to request a bid.

Town Clerk Pemberton confirmed a motion was on the table waiting for a second.

Second was made by Councilor Jessie Murdock.

Roll Call Vote:

Councilor Baker: nay

Councilor LeBeau: nay

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Whatley: aye

Vice Mayor Butner: nay

Mayor Jenkins: aye

Motion carried 4-3.

Councilor LeBeau took a point of personal privilege. The outcome of the vote saddened him a great deal. He ran for office with the promise of keeping things transparent and keeping an eye on the money. The majority of the Council is not interested in doing that. He has expressed his opinions and is extremely disappointed. He doesn't see how he can continue on Council and effective immediately resigned his seat as Councilman of the Town of Camp Verde.

Mayor Jenkins called a recess to return at 8:15 PM

Mayor Dee Jenkins recognized councilor Baker had also left for the evening and called the session back to order at 8:13 PM

- 13. Discussion, Consideration and Possible Approval of a request for waiver-reimbursement of the variance fee of \$515 for Jeff and Jane Galloway.** Staff Resource: John Knight

Mr. Martin took presented on this item. The Galloway's gifted the Town property for which made their parcel go below the required amount to divide it. They are

proposing the waiving of this fee as a good faith gesture.

Motion by Councilor McPhail to waive the fee variance of \$515 for Jeff and Jane Galloway. Second was made by Councilor Whatley.

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Roll Call Vote:

Councilor Baker: absent
Councilor LeBeau: absent
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Whatley: aye
Vice Mayor Butner: aye
Mayor Jenkins: aye

Motion carried 5-0.

- 14. Discussion Consideration and Possible Direction to Attorney and staff regarding current letter of engagement with Sim Mackin, Ltd. To include but not limited to: hourly rate and possible contract.** Staff Resource: Bill Sims

Town Clerk Cindy Pemberton stated that if Council decides to go to executive session she recommends the item be moved after item 17.

Bill Sims stated that is item was on the agenda because he has operated under the same rate for 10 years and is asking for an increase. He noted the item can be tabled for an executive session at the next meeting.

- 15. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to A.R.S. §38-431.01(H))

No items from public.

- 16. Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users,

Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation. 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.

Councilor McPhail continues to attend the Yavapai Apache Nation Tribal Council.

Vice Mayor Butner went to a Matforce meeting and had the opportunity to watch state legislature consider changes to legislation regarding dangerous and narcotic drug statutes. The Yavapai county attorney argued on the difficulty of proving that the supplier of these drugs led to death. It is difficult for a medical examiner to pinpoint fentanyl, for example, as opposed to stroke or heart attack. That statute had to be reworded to broaden the prosecution of homicide in these cases. It was a significant discussion and came out of committee with some degree of opposition. In the age range of 18-40 years overdose is a leading cause of death and the leading drug is fentanyl originating in China.

Councilor Murdock wants to publicly thank Marshal Rowley and the Chief from the Yavapai Apache Nation for everything they do for the community. Councilor Murdock stated that their efforts do not go unnoticed and wished to express prayers to the Brogdon family.

Mayor Jenkins attended Verde Valley Mayor Managers meeting where healthcare took up most of the time. There has also been a lot of traffic on social media regarding the closing of the Wells Fargo branch at the Bashas market. Mayor Jenkins has spoken to the Regional Manager and it was a corporate decision. There are several branches closing all over the United States. There will only be ATM available. The town and Mayor Jenkins have accounts there and are also impacted by the decision.

- 17. 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.

Mr. Martin would like to leave by 10:30 AM next Friday for the retreat. Council will be meeting from noon to five and then going out to see the lights.

Town Clerk Cindy Pemberton stated the agenda will be out tomorrow for Council.

Mr. Martin stated the HR director has resigned. The specialist position will be held until the final for the HR director is selected. He expressed that Council should feel free to stop by Risk Manager, Heather Vinsons office for anything they may need.

Town Clerk Pemberton stated candidate packets for the 2022 elections are available. Three council seats and one Mayoral seat are open. She asked that

Council please pick up packets if they are interested in another term.

Discussion Consideration and Possible Direction to Attorney and staff regarding current letter of engagement with Sim Mackin, Ltd. To include but not limited to: hourly rate and possible contract. Staff Resource: Bill Sims

Motion to go to executive session was made by Councilor Whatley. Second was made by Vice Mayor Butner.

Roll Call Vote:

Councilor Baker: absent
Councilor LeBeau: absent
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Whatley: aye
Vice Mayor Butner: aye
Mayor Jenkins: aye

Motion carried 5-0.

Council went into executive session at 8:15 p.m.
Reconvened into Open Session at 9:08 p.m.

Motion by Vice Mayor Butner to continue with Mr. Sims as the Interim Town Attorney at the rate of \$210.00 and instruct the Town Manager to move forward with a Request for Proposal for a part-time Attorney. Second was made by Councilor McPhail.

Roll Call Vote:

Councilor Baker: absent
Councilor LeBeau: absent
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Whatley: aye
Vice Mayor Butner: aye
Mayor Jenkins: aye

Town Manager Russ Martin requested item 18 and 19 be tabled until the next Regularly scheduled meeting due. Mayor Jenkins and Council agreed.

18. **Update, Discussion and Consultation with the Town Attorney for legal advice regarding water and land agreements with the Yavapai-Apache Nation. The Council may, by majority vote, recess the special meeting, hold an executive session, and then reconvene the Regular meeting for discussion and possible action on this item as covered under A.R.S. 38-431.03 (A)(2); (A)(3); (A)(4); (A)(5); (A)(6).**

- Recess into and hold Executive Session pursuant to A.R.S. §38.431.03 (A)(1); (A)(2); (A)(3); (A)(4); and (A)(5)
- Reconvene Open Session

This discussion was tabled

19. Discussion and Consideration and Execution of the Town Manager’s Annual Performance Review. Pursuant to A.R.S. §38-431.03(A)(1). The Council may, by majority vote, recess the Regular meeting, hold an executive session and then reconvene the Regular meeting for discussion and possible action on this item as covered under A.R.S. §38-431.03 (A)(1).

- Recess into and hold Executive Session pursuant to A.R.S. §38.431.03 (A)(1)
- Reconvene Open Session

This discussion was tabled

**20. Adjournment
Without objection Mayor Jenkins adjourned the meeting at 9:10**

Mayor Dee Jenkins

Attest: Town Clerk Cindy Pemberton

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 February 16, 2022. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2022.

Cindy Pemberton, Town Clerk

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PROCLAMATION

World Lymphedema Day

WHEREAS lymphedema is an incurable condition that has financial, physical and psychological impacts on people of all ages and genders worldwide, including people in Camp Verde, AZ and

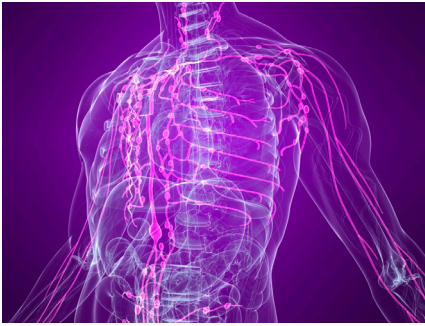
WHEREAS lymphedema is an accumulation of lymphatic fluid that causes swelling in the arms, legs or other areas of the body, which can cause disfigurement, disabilities, discomfort, pain and distress, and

WHEREAS gaps in research, education and effective treatments exist, and more knowledge about lymphedema is needed to achieve timely diagnosis, management and care and to develop more effective treatments, and

WHEREAS the World Lymphedema Association is to bring attention to this distressing disease and to promote healthy and hopeful living with lymphedema through education, advocacy and support for all people in the United States are living with lymphedema and for their families and caregivers, and

WHEREAS March 6 is observed globally as World Lymphedema Day to increase public attention, awareness and action related to this serious, chronic and progressive disease, and is a time when communities throughout the United States and across the world demonstrate their support for people living with lymphedema and lymphatic diseases by honoring them and their families and caregivers who provide love and encouragement;

THEREFORE, be it resolved that the Mayor and Common Council do hereby proclaim the “World Lymphedema Day” in the Town of Camp Verde on Saturday, March 6, 2022



Lymphatic System FAQS

The earlier lymphedema is treated, the more that can be done to prevent its progression.

The lymphatic system is vital to the health of every individual. Scientific investigation of the lymphatic system will provide preventive and therapeutic benefits for a broad array of diseases. As an integral part of the immune system, it is both critical to the body's surveillance against cancer, and it can provide pathways for cancer to metastasize.

Unraveling the mysteries of the lymphatic system is vital to understanding many other disease processes. It plays a role in inflammatory and auto-immune disorders such as arthritis and systemic lupus, and is key to understanding the spread of AIDS and many infections. The Lymphatic Education & Research Network fosters and supports research to discover the links between lymphatic function, diseases, and levels of wellness.

WHAT IS THE LYMPHATIC SYSTEM?

The lymphatic system is part of the immune system. It helps the body fight infections. It also helps maintain fluid balance in different parts of the body. It is made of a series of thin tubes, called lymphatic vessels. These vessels collect fluid, called lymph, from different parts of the body. Similar to blood vessels, these vessels then carry the lymph back to the bloodstream. Lymph is a colorless, watery fluid that is rich in white blood cells called lymphocytes. These cells play an important role in the immune system by protecting your body against infection. Lymphocytes form and are stored in lymph nodes, which are pea-sized collections of cells located throughout the body, such as in the armpit, groin, and neck area.

DISORDERS & DISEASES

Lymphatic disease is a malfunction of the lymphatic system in which fluid, or lymph, does not pass properly through the lymph nodes and lymphatic vessels. The most common lymphatic disease is **lymphedema**. The most prevalent lymphatic disorder is lymphatic insufficiency, or lymphedema. This is an accumulation of lymphatic fluid in the interstitial tissue causing swelling, most often in the arm(s) and/or leg(s), and occasionally in other parts of the body. The severity of this disease varies from very mild complications to a disfiguring, painful and disabling condition. In addition, patients are often susceptible to serious life-threatening cellulitis (deep skin), and if untreated, can spread systemically or require surgical intervention. It remains a lifelong functional problem requiring daily treatment for maintenance. Eventually the skin becomes fibrotic (thickening of the skin and subcutaneous tissues) with loss of normal architecture, function and mobility.

THERE ARE TWO MAIN TYPES OF CHRONIC LYMPHEDEMA: PRIMARY AND SECONDARY

Primary Lymphedema is an inherited disease that affects approximately 0.6% of live births and in which there is a congenital defect of the lymph-transporting system. It can be present at birth, develop at the onset of puberty or present in adulthood, with no apparent causes. The lymphatic system does not develop properly. Those affected with Primary lymphedema will have swelling of various parts of the body due to the accumulation of lymph.

Nonne-Milroy's Lymphedema is characterized by swelling of one or both legs, arms, and/or face with gradual fibrotic changes.

Meige's Syndrome—develops after the onset of puberty

Lymphedema Tarda—usually develops after the age of 35

Lymphedema-Distichiasis may also present after puberty and patients have an auxiliary (extra) set of eyelashes.

A number of the hereditary lymphedema conditions can be linked to a gene mutation (flt4 ;FOXC2).

There are several chromosomal disorders in addition that have been associated with lymphatic conditions including lymphedema. *Gorham's Disease, Turner Syndrome, Klippel-Trenaunay Syndrome, Yellow Nail Syndrome, Noonan Syndrome* are just some of these associated conditions.

Lymphangioma—a congenital lymphatic malformation that arises during embryonic development is another lymphatic condition. *Lymphangiomatosis* is the presence of multiple or widespread lymphatic vascular malformations.

Protein-Losing Enteropathy may occur in the presence of Intestinal lymphangiectasia. Those affected have excessive

protein loss into the gastrointestinal lumen leading to hypoproteinemia. This leads to severe edema, in addition to ascites (excess abdominal fluid in the abdomen) and pleural effusion (excess fluid in the cavity lining the lung)

Congenital Pulmonary Lymphangiectasia—abnormally dilated (widened) lymphatic vessels within the lungs leads to lymph collecting in the lungs and leads to respiratory distress.

Secondary Lymphedema (acquired regional lymphatic insufficiency) is a disease that is common among adults and children in the United States. It can occur following any trauma, infection or surgery that disrupts the lymphatic channels or results in the loss of lymph nodes. Among the more than 3 million breast cancer survivors alone, acquired or secondary lymphedema is believed to be present in approximately 30% of these individuals, predisposing them to the same long-term problems as described above. Lymphedema also results from prostate, uterine, cervical, abdominal, orthopedic, cosmetic (liposuction) and other surgeries, malignant melanoma, and treatments used for both Hodgkin's and non-Hodgkin's lymphoma. Radiation, sports injuries, tattooing, and any physical insult to the lymphatic pathways can also cause lymphedema. Even though lymphatic insufficiency may not immediately present at the time any of the events occur, these individuals are at life-long risk for the onset of lymphedema.

Lymphatic Filariasis is a world health problem resulting from a parasitic-caused infection causing lymphatic insufficiency, and in some cases predisposes elephantiasis. The World Health Organization's recent efforts to eradicate the spread of infection do not address or eliminate the resulting lymphedema.

Lymphoma is a type cancer that begins in infection-fighting cells of the immune system called lymphocytes. The lymphatic system includes the lymph nodes, spleen, thymus, bone marrow, and other parts of the body. When you have lymphoma, these areas are affected as well as other organs in the body. There are two main types of lymphoma: Non-Hodgkin (most people with lymphoma have this type) and Hodgkin.

Non-Hodgkins and Hodgkin Lymphoma each affect a different kind of lymphocyte. Every type of lymphoma grows at a different rate and responds differently to treatment.

**Falk Cardiovascular Research Center
Stanford University School of Medicine**

Stanley G. Rockson, M.D., F.A.C.P., F.A.C.C.
*Allan and Tina Neill Professor of Lymphatic Research and Medicine
Professor of Medicine
Chief of Consultative Cardiology*



**Lymphatic Education
& Research Network**

LE&RN is a 501(c)3 nonprofit organization located at 261 Madison Avenue,
9th Floor, New York, NY 10016. For more information: www.LymphaticNetwork.org
Council Regular Session

March 2, 2022

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10 THINGS I'D LIKE MY FAMILY AND FRIENDS TO KNOW ABOUT LYMPHEDEMA (LE)

01

SOME STATISTICS

Up to 10 million Americans, and hundreds of millions worldwide, suffer from lymphedema and lymphatic diseases. More people in the U.S. suffer from these diseases than from multiple sclerosis, muscular dystrophy, ALS, Parkinson's disease, and AIDS—combined (source: Lymphatic Education & Resource Network [<https://lymphaticnetwork.org/>]).

02

WHAT IS LYMPHEDEMA (OR LE)?

Lymphedema is a lifelong, chronic, and incurable disease. Lymphedema most commonly involves swelling in arms or legs and can affect the head, neck, and trunk.

03

HOW DO PEOPLE GET LE?

Most lymphedema occurs after cancer treatment or non-cancer related surgery (secondary lymphedema), but some people are born with it or develop it later in life (primary lymphedema). Lymphedema can happen to anyone of any age.

04

HOW SERIOUS IS LE?

Lymphedema is a disruption to the lymphatic system, a major body system that helps clean toxins and debris from the body. If the lymphatic system is not working, there is build-up of a protein-rich fluid. Cuts, scrapes, and insect bites can quickly become infected and require emergency care. Complications from lymphedema, such as infections or cellulitis, often result in long hospital stays.

05

HOW IS LE TREATED?

Lymphedema treatment often requires bandaging, compression garments, and lymph drainage massage. Surgical interventions are being developed but are not curative—they are helping some people with improving their condition.

06

HOW IS LE MANAGED?

Lymphedema requires lifetime management and vigilant self-care. An early diagnosis means lymphedema can be better managed—but many physicians do not understand this disease or recognize it early. People with chronic swelling need to see a physician with expertise in lymphedema, and/or a Certified Lymphedema Therapist.

07

IS LE PAINFUL?

Lymphedema can be extremely painful. In addition to the lymphedema swelling, the individual may also have chronic pain in the affected area. This pain can be severe and debilitating.

08

IS LE TREATMENT EXPENSIVE?

Lymphedema treatment causes financial burdens that can be devastating. Compression garments, especially if custom made, lymph drainage massage, and lymphedema therapist visits are expensive. Insurance often does not provide much, if any, coverage.

09

WHAT LIFESTYLE CHANGES DOES LE REQUIRE?

Individuals with lymphedema have to modify their activities. For example, they must avoid hot tubs and saunas and do less outdoors in the heat of summer. Some individuals with LE can no longer work, drive a vehicle, serve on a jury, or entertain as they formerly did.

10

IS LE MANAGEMENT TIME CONSUMING?

Lymphedema management often requires several hours a day devoted to putting on compression garments, being vigilant about skin care, using a pneumatic compression device (pump), performing self-lymph drainage, and doing special exercises to move the lymph fluid.



Lymphatic Education
& Research Network

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Council Regular Session

March 2, 2022

10ThingsLE

For more information: www.10ThingsLE.info



Town of Camp Verde

Agenda Report Form – Section I

Meeting Date: Wednesday, March 2, 2022

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

Requesting Department: Community Development

Staff Resource/Contact Person: John Knight, Director

Agenda Title: Update and Presentation by the Community Development Department on the Status of the Department, Permit Activity, Office Expansion, and Future Changes

List Attached Documents:

- Exhibit A:** Organization Chart
- Exhibit B:** Permit Numbers

Estimated Presentation Time: 15 minutes

Estimated Discussion Time: 10 minutes

Reviews and comments Completed by:

- Town Manager: N/A
 Department Head: John Knight, Director
 Town Attorney Comments: N/A
 Risk Management: N/A
 Finance Department: N/A

Summary: Recently, there have been a lot of changes in the Community Development Department. Staff thought it would be a good time to update the council on staffing changes, permit activity, the expansion of the office and some upcoming changes.

Recent Staffing Changes: The council previously authorized the department to hire a new Senior Planner. After an extended and unsuccessful search, the decision was made to promote from within the department. The Zoning Inspector was promoted to the position of Planner and one of the “Permit Technicians” was promoted to the position of “Zoning Inspector”. This continues Camp Verde’s long-standing tradition of promoting employees that demonstrate talent and dedication to the Town. See attached Organization Chart (Exhibit A).

Permit Activity: Permit activity has increased dramatically over the last six years (Exhibit B). Single family permits have nearly doubled since 2016. Manufactured home permits have increased nearly five-fold. The town is also seeing significant increases in commercial projects.

This includes both new commercial buildings and tenant improvements. Although not shown in the attached Exhibit, permit activity in 2022 appears that it will outpace 2021.

Staff has recently contacted other local, and similar, jurisdictions to determine how Camp Verde compares for timing of issuance of permits (Exhibit B). Camp Verde is comparable in most categories. Note that review of new, single-family homes and commercial permits is a bit slower than some jurisdictions. This is partly a result of recent staffing changes and partly due to the heavy workload. Some of the jurisdictions surveyed process the same number of permits in a calendar year that Camp Verde processes in a single month.

Office Expansion: The department is in the middle of expanding into the former economic development office. The Director, Planner, Zoning Inspector and Code Compliance Officer will be relocated next door. This will free up additional space for the Building Division to expand. Please drop by in a few weeks to see the new changes.

Future Changes: Based on recent trends and several large new projects, staff anticipates needing additional resources by the end of the summer. This request will be included as part of the upcoming budget effort. A few examples of upcoming projects include Tractor Supply, Marriot Hotel, Public Safety Building, a mini-storage project, an 80,000 s.f. cabinet manufacturing facility, several multi-family projects (over 300 units each), and new or expanded grow facilities. This is anticipated to generate a revenue increase but will also generate additional demands on staff. In order to keep up with the work load, staff anticipates needing an additional planner, code compliance officer, and an additional building inspector (see Exhibit A).

Recommended Action (Motion): N/A

Instructions to the Clerk: N/A

COMMUNITY DEVELOPMENT

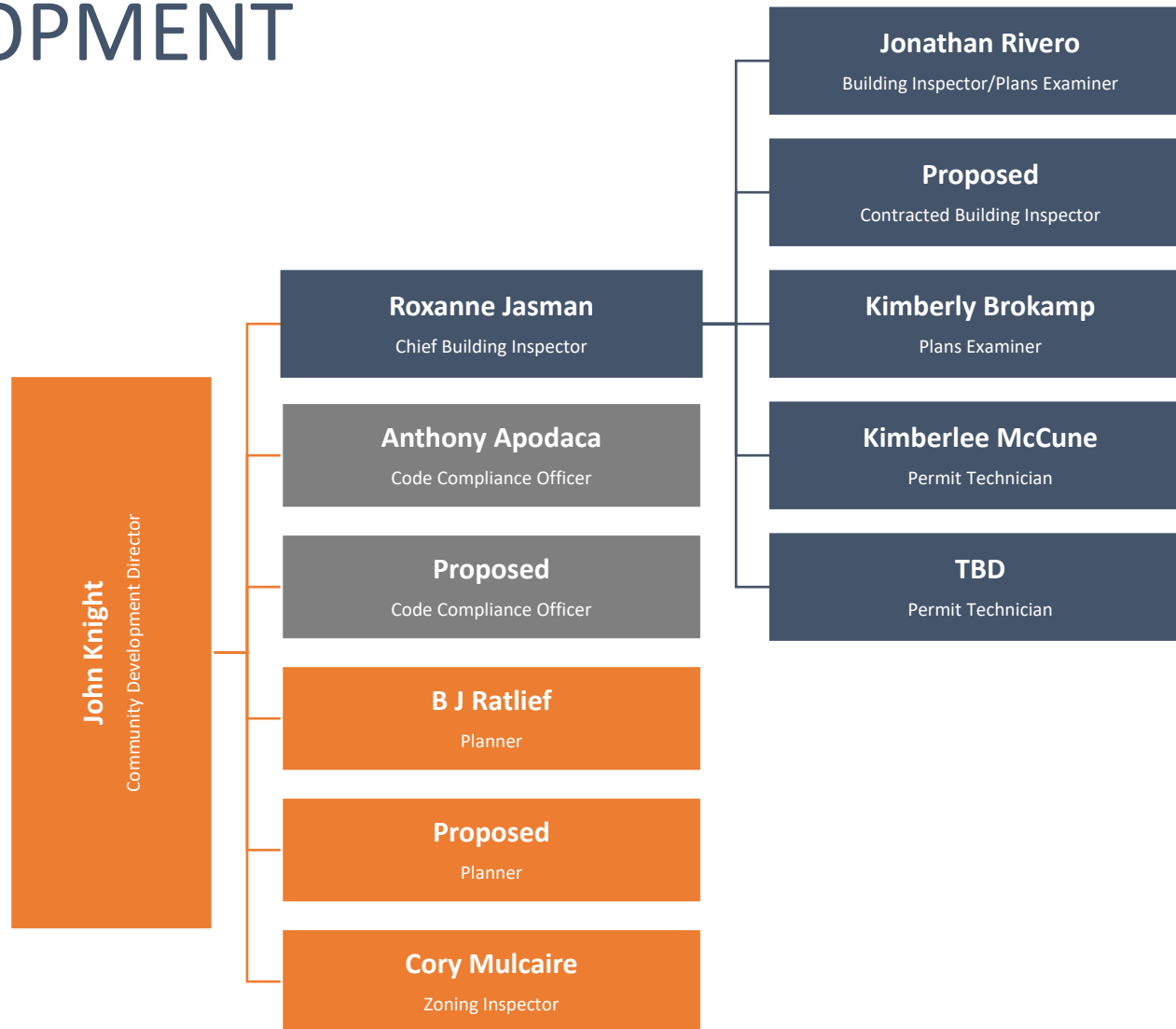
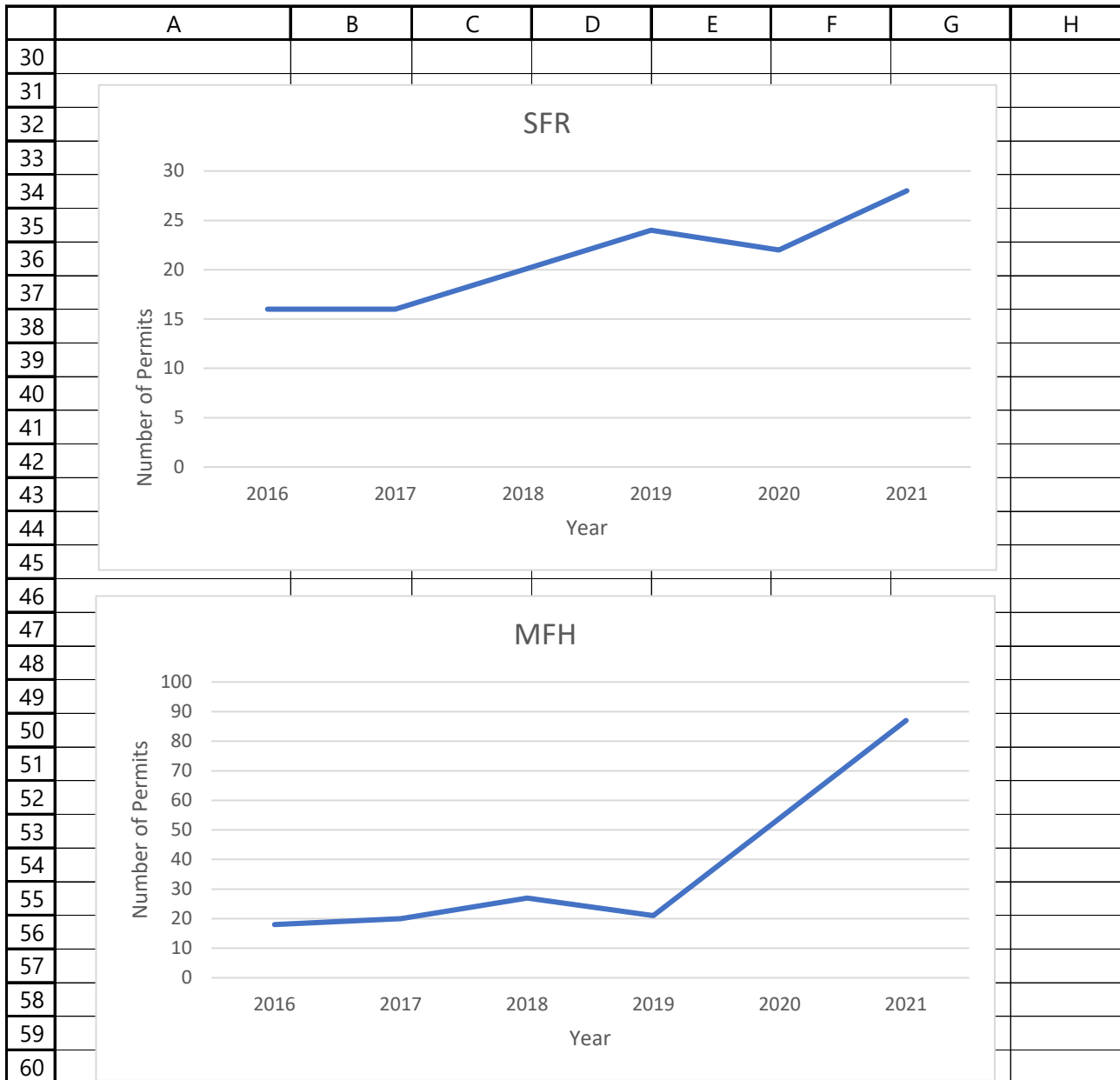


Exhibit B - Permit Numbers

	A	B	C	D	E	F	G	H
1	Permit Numbers 2016 to 2021							
2	Updated: Feb. 23, 2021							
3								
4	Permit Type	2016	2017	2018	2019	2020	2021	
5	SFR	16	16	20	24	22	28	
6	MFH	18	20	27	21	54	87	
7	Solar	41	64	45	36	38	118	
8	OTC-Electrical	58	63	55	44	59	46	
9	OTC-Plumbing	13	12	12	16	8	25	
10	OTC-HVAC	8	12	8	13	35	74	
11	OTC-Combo			8	13		5	
12	RES-ADU				2	2	2	
13	Demo	27	20	16	7	11	15	
14	Accessory	56	71	93	107	141	154	
15	Res Addition	42	31	46	38	15	32	
16	Com Building	8	12	6	5	15	10	
17	Com TI	23	27	14	18	26	51	
18	Grading	1	5	6	5	4	2	
19	Signs	20	22	24	30	15	24	
20	Swimming Pool	3	2	4	5	4	1	
21	Dev Standard Rev	27	5	10	15	6	6	
22	MLD/Lot Line	1	7	6	3	5	16	
23	Prelim Subdivision	1			2	1		
24	Temp/Use Permit	4	18	22	14	17		
25	Cell Tower	4	2	2	1			
26	Fire	5	10	3	11			
27	Misc	2	2	15	11	21	9	
28	Misc Building					61	160	
29								



	A	B	C	D	E	F	G	H															
61																							
62	<div data-bbox="247 224 1270 779"> <h3 style="text-align: center;">Com TI</h3> <table border="1"> <caption>Com TI Permits</caption> <thead> <tr><th>Year</th><th>Number of Permits</th></tr> </thead> <tbody> <tr><td>2016</td><td>23</td></tr> <tr><td>2017</td><td>27</td></tr> <tr><td>2018</td><td>14</td></tr> <tr><td>2019</td><td>18</td></tr> <tr><td>2020</td><td>26</td></tr> <tr><td>2021</td><td>51</td></tr> </tbody> </table> </div>								Year	Number of Permits	2016	23	2017	27	2018	14	2019	18	2020	26	2021	51	
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Single Family Residential

Acceptance of Complete Application to
Completion of 1st Review **2nd Review** **Notes:**

Chino Valley	1 week	1 week	
Cottonwood	2 week	1 week	
Sedona	2 weeks	2 weeks	Outsourced
Clarkdale	2 to 3 weeks	1 week	
Flagstaff	20 days	1 week	
Payson	20 days	1 week	
Coconino County	25-30 days	1 week	
Williams	30 days	1 week	
Coolidge	3 to 4 weeks	3 to 4 weeks	Outsourced
Camp Verde	4 to 6 weeks	5 to 10 days	PW Max Review Time = 45 days
Yavapai County	9 to 10 weeks	9 to 10 weeks	

Solar

Acceptance of Complete Application to
Completion of 1st Review **2nd Review** **Notes:**

Clarkdale	2 to 3 days		
Flagstaff	5 to 10 days		
Chino Valley	1 week		
Camp Verde	1 to 2 weeks	1 to 5 days	
Cottonwood	2 weeks		
Sedona	2 weeks		
Coconino County	2 to 4 weeks		
Williams	30 days		
Coolidge	3 to 4 weeks - Outsourced (O)	3 to 4 weeks (O)	
Payson	?		
Yavapai County	Not Required		

Miscellaneous

Acceptance of Complete Application to
Completion of 1st Review 2nd Review Notes:

	Acceptance of Complete Application to Completion of 1st Review	2nd Review	Notes:
Chino Valley	2 days		
Clarkdale	2 to 3 days		
Camp Verde	1 to 7 days	1 to 5 days	
Flagstaff	5 to 10 days		
Coolidge	1 week		
Coconino County	7 to 10 days		
Cottonwood	2 weeks		
Sedona	2 weeks		
Williams	30 days		
Yavapai County	6 to 7 weeks		
Payson	?		

Commercial

Acceptance of Complete Application to
Completion of 1st Review 2nd Review Notes:

	Acceptance of Complete Application to Completion of 1st Review	2nd Review	Notes:
Flagstaff	10-25 days		Applies to Tenant Improvements (TI) Only - New construction is outsourced.
Sedona	2 weeks		Approx. 1 annually; reviews are outsourced.
Chino Valley	15 - 20 days		Approx. 3 applications annually.
Coolidge	3 to 4 weeks		Approx. 7 monthly; reviews are outsourced.
Williams	30 days		Approx. 4 applications annually.
Coconino County	30 to 40 days		Approx. 5 applications annually.
Camp Verde	4 to 8 weeks	1 to 7 weeks	Approx. 5 applications monthly; PW Max Review Time = 45 days
Cottonwood	6 to 8 weeks		Approx. 2 applications monthly. Internal review of small projects only. All large commercial projects are outsourced.
Payson	?		No new construction only TI's
Yavapai County	14 to 15 weeks		Approx. 11 applications monthly.
Clarkdale	N/A		



Town of Camp Verde

Agenda Report Form – Section I

Meeting Date: Wednesday, March 2nd 2022

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

Requesting Department: Community Development

Staff Resource/Contact Person: John Knight, Director

Agenda Title: DISCUSSION, CONSIDERATION, AND POSSIBLE APPROVAL OF ORDINANCE 2022-A465 AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA FOR AN APPLICATION SUBMITTED BY ATLANTIC DEVELOPMENT COMPANY, INCORPORATED, FOR A ZONING MAP CHANGE. THE REQUEST IS FOR A CHANGE FROM R1-PAD (RESIDENTIAL: SINGLE-FAMILY PLANNED AREA DEVELOPMENT) TO R2 (RESIDENTIAL: DUPLEX AND OTHER MULTI-FAMILY) ON PARCEL 403-23-104X, LOCATED ON HOMESTEAD PARKWAY COMPRISING APPROXIMATELY 28 ACRES. THIS ORDINANCE SHALL BE EFFECTIVE THIRTY (30) DAYS AFTER ITS PASSAGE AND APPROVAL ACCORDING TO LAW.

List Attached Documents:

Ordinance 2022-A465

- Exhibit A:** Letter of Intent, per Planning and Zoning Commission Request
- Exhibit B:** DRAFT minutes for P&Z Hearing, February 10th, 2022
- Exhibit C:** Current Zoning
- Exhibit D:** R2 Zoning Standards
- Exhibit E:** Conceptual Site Plan
- Exhibit F:** Letter of Intent from the Original Application (Jan 10, 2022)
- Exhibit G:** Application for Zoning Map Change #20220033
- Exhibit H:** Applicant Letter to 300’ Radius Neighbors with list of 14 recipients
- Exhibit I:** Affidavit for two (2) Neighborhood Meetings
- Exhibit J:** Town Letter to 300’ Radius advising Planning & Zoning Hearing
- Exhibit K:** Atlantic Development & Investments Inc, Resume, 2022

Estimated Presentation Time: 10

Estimated Discussion Time: 15

Reviews and comments Completed by:

Town Manager: _____ **Department Head: John Knight**

Town Attorney Comments: _____

Recommendation from Planning and Zoning Commission: On Thursday, February 10, 2022, the Town of Camp Verde Planning and Zoning Commission met and conducted a public hearing regarding the request for a zoning map change for parcel 403-23-104X; R1-PAD to R2 (See Exhibit D for R2 Zoning Standards). Upon completion of the public hearing they made the following recommendation to the Mayor and Town Council:

Recommend to the Council for a Zoning Map Change from R1-PAD (Residential: Single Family-Planned Area Development) to R2 (Residential: Duplex & Other Multi-family) by Atlantic Development on parcel 403-23-104X, Homestead Parkway, Camp Verde, Yavapai County, Arizona. A letter of intent will come from the developer to Council stating intent; specifically, the number of units the general design as drawn here, knowing there will be changes, appended to this motion.

Background Information: On January 10, 2022, Jessica Raymond, submitted an application on behalf of Atlantic Development & Investments, Incorporated, requesting a Zoning Map Change from **R1-PAD** (Residential: Single-family – Planned Area Development) to **R2** (See Exhibit D) (Residential: Duplex and Other Multi-Family Uses) for the purpose of developing multifamily housing which will include a mix of affordable housing and market rate homes.

Subject Parcel:

Parcels: 403-23-104X
Zoning: R1-PAD
Acreage: 28.22 +/-
Address: N. Homestead Parkway (not yet addressed)
Ownership: CV Homestead Qozb, LLC*
(*Currently under contract for purchase by Atlantic Development and Investments)

The applicant anticipates developing up to 350 housing units (See Exhibits A, C and F) on the parcel which would be developed in three or four phases over the next one to five years. Units would comprise a mixture of Townhomes, Stacked Flats, Two-story Walk up Apartments and Single-Family Homes (single story). As a Tax-Credit and Opportunity Zone development, the applicant anticipates building and managing most of these units as rental properties for at least 10 years.

The applicant is anticipates starting construct on approximately 80 units in Area-2 later this calendar year and is working closely with Community Development on preliminary review processes in order to submit building permits at their earliest opportunity.

Area-2 and Area-1 (also ~80 units, anticipated for CY 2023 construction) are planned to be developed with a mix of affordable and market rate rental units. The affordable housing units will be part of the LIHTC (Low-Income Housing Tax Credit) program (See Exhibit K).

Area-3 and Area-4 are still in the planning process. Area-3 may be developed as a mixture of LIHTC and market value homes. Area-4 is being considered for a future subdivision of smaller single-family homes such as Town Homes or Patio Homes which may be developed and sold. The applicant may, in the next few years, apply to rezone Area-4 to a PAD in order to develop and subdivide this area.

About the Applicant-Developer

Atlantic Development & Investments Inc. has been operating since the 1970s. The company focuses on developing affordable housing communities and has been a leader in the development of approximately 3,000 LIHTC (Low-Income Housing Tax Credit) units in Arizona.

General Plan

This project is located within the Finnie Flat Character Area of the General Plan and fits the planned development type and character for the Area.

The General Plan states:

The Finnie Flat character area is a diverse area. This area is ideally positioned for both commercial and high-density residential growth for the Town. It encompasses busy shopping locations, an industrial park, a medical center, and residential neighborhoods.

The junction of State Route 260 and Interstate 17 is an active 24-hour intersection that attracts many visitors coming to Verde Valley/Sedona or passing through. The industrial section is home to several heavy commercial businesses and has the advantage of being located directly off Interstate 17. A new campus for Northern Arizona Healthcare will improve medical services to the community and visitors. Closer to the Town's center is a shopping and business center, which is the primary location for residents to obtain essential services.

A riverfront trail system is being planned along the Verde River on a combination of land owned by, Arizona State Parks and Prescott National Forest. This access will be coordinated with any future planned development of residential subdivisions and commercial properties that includes a new home for the Verde Valley Archaeology Center.

Additionally, this Zoning Map Change is specifically for the purpose of providing affordable housing which is a dedicated commitment of the General Plan and Town leadership. The Town General plan, Chapter 7 Housing, states specifically on page 129:

Camp Verde is not required by Arizona Revised Statute to include a housing element in its general plan. However, the preservation and development of adequate housing in Camp Verde is a significant consideration for elected and appointed officials, as well as Camp Verde residents and business owners. Camp Verde's leadership recognizes that housing, one of the most basic human needs is also a fundamental component of ensuring continued community and economic vitality. As a result, Camp Verde has elected to include a housing element in its general plan.

Central to the success of the housing element, is the following policy statement taken from the 2005 General Plan which reflects the commitment of the community to address existing conditions and meet goals:

"The Town of Camp Verde will strive to maintain and foster an environment where a variety of safe and affordable housing opportunities are available for all age groups and socio-economic levels. The community's success in economic diversification and job creation is directly linked to affordable housing within the community."

Completed by Applicant and/or staff:

- ✓ The applicant mailed out letters to property owners within 300', which invited them to the neighborhood meeting on January 5th, 2022 (Exhibit H);
- ✓ Applicant posted the property noticing two neighborhood meetings,
 - January 22nd, 2pm at the Camp Verde Library,
 - Attended by three persons, and
 - January 25th at 2pm, via Zoom
 - No attendance
- ✓ Applicant provided affidavit and minutes of both of the above listed neighborhood meetings, (Exhibit I);
- ✓ Community Development Staff mailed out letters to properties owners within three hundred (300) feet of the subject parcel on January 24th, 2022. This letter advised the neighbors of the tentative Planning & Zoning Public Hearing and Town Council meeting dates, times, and location (Exhibit J);
- ✓ Notice of Public Hearing was placed in the Verde Independent–Camp Verde Bugle newspaper on January 26th, 2022 by Community Development Staff.
- ✓ Notice of Public Hearing was posted in public places and the subject property on January 27th, 2022 by Community Development Staff.

Departmental & Agency Comments

Only comments of “no comment” were received from Town Departments and reviewing agencies.

Public Comments

No comments were received from the public.

Public Comments Received During Planning & Zoning Hearing

Besides the applicant, two people spoke at the public hearing. See below for their comments taken from the DRAFT Planning and Zoning Meeting Minutes (Exhibit B).

Laura Kessler, who lives in Flagstaff but just purchased the property adjacent to this property on Homestead Parkway. They are planning to put in a warehouse in; they are working with a local builder. She is worried about having too much of a good thing. She asked if the project is going to be HUD or Section 8 Housing. She is concerned if the property would be only for renters or will someone be able to own a piece of this property? She thinks that might hurt the property values. Does Camp Verde really need this much workforce housing? Shouldn't surrounding towns supply some of the workforce housing? She is in favor of less people in that area. This sounds like something that would fit better in Flagstaff.

Mr. Witt stated the average cost of home in Camp Verde \$529,000; he is concerned that workforce will not be able to afford owning their own home at this rate. He said there is a critical need for workforce housing. He is excited about this project.

Staff Recommendation

Recommended Action: Motion to approve Ordinance 2022-A465 an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for an application submitted by Atlantic Development for a Zoning Map Change from R1-PAD (Residential: Single Family-Planned Area Development) to R2 (Residential: Duplex & Other Multi-family) on parcel 403-23-104X, located on Homestead Parkway comprising approximately 28 acres.



ORDINANCE 2022-A465

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA FOR AN APPLICATION SUBMITTED BY ATLANTIC DEVELOPMENT COMPANY, INCORPORATED, FOR A ZONING MAP CHANGE. THE REQUEST IS FOR A CHANGE FROM R1-PAD (RESIDENTIAL: SINGLE-FAMILY PLANNED AREA DEVELOPMENT) TO R2 (RESIDENTIAL: DUPLEX AND OTHER MULTI-FAMILY) ON PARCEL 403-23-104X, LOCATED ON HOMESTEAD PARKWAY COMPRISING APPROXIMATELY 28 ACRES. THIS ORDINANCE SHALL BE EFFECTIVE THIRTY (30) DAYS AFTER ITS PASSAGE AND APPROVAL ACCORDING TO LAW.

WHEREAS, the Town of Camp Verde adopted the Planning and Zoning Ordinance 2011-A374, approved May 25, 2011, and

WHEREAS, Part 6, Section 600(C)(1) of the Planning and Zoning Ordinance allows for the amendment, supplementation or change of zoning boundaries by the Town Council of the Zoning Map of Camp Verde under the Planning & Zoning Ordinance, and

WHEREAS, the Mayor and Council find that the requested rezoning will be beneficial to the community and is in conformity with the Camp Verde General Plan, and

WHEREAS, the Mayor and Council find that the procedures required by ARS §9-462.03 and 9-462.04 have been complied with in connection with this zoning action, and

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

Section 1. The Town Council hereby finds as follows:

- A. A request for **Zoning Map Change #20220033** was filed by Atlantic Development & Investments, Incorporated, to request the change from Residential: Single Family-Planned Area Development) to R2 (Residential: Duplex & Other Multi-family).
- B. The Planning and Zoning Commission reviewed the request on February 10, 2022, in a public hearing that was advertised and posted according to state law and recommended approval of Zoning Map Change #20220033.
- C. The proposed Zoning Map Change Amendment will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved.
- D. The Waiver of Diminution of Value Claim has been signed by the property owner and is attached as Exhibit "B".

Section 2. All ordinances or parts of ordinances adopted by the Town of Camp Verde in conflict with the provisions of this ordinance or any part of the Town Code, are hereby repealed, effective as of the effective date of this ordinance.

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

Section 4. This ordinance is effective upon the expiration of a thirty 30-day period following the adoption hereof and 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 2ND DAY OF MARCH, 2022.

Dee Jenkins - Mayor

Date: _____

Approved as to form:

Attest: _____
Cindy Pemberton, Town Clerk

Town Attorney

When Recorded Return To:
Town of Camp Verde
473 S. Main St
Camp Verde, Arizona 86322

**AGREEMENT
TO WAIVE CLAIM FOR DIMINUTION IN VALUE
REGARDING ACTION
PROPOSED BY TOWN OR REQUESTED BY PROPERTY OWNER**

This Agreement to Waive Claim for Diminution in Value Regarding Action Proposed by Town or Requested by Property Owner ("Agreement") made as of this 3rd day of January, 2022, by and between the Town of Camp Verde, a municipal corporation of Arizona ("Town") and:

Irvin Kessler, ("Owner(s)");

WITNESSETH:

WHEREAS, on December 4, 2006, the Governor of Arizona signed into law the Private Property Rights Protection Act (Proposition 207) approved by the voters on November 7, 2006; and

WHEREAS, Proposition 207 added a new Article 2.1 to Chapter 8, Title 12 of the Arizona Revised Statutes (comprising §§12-1131 through 12-1138) dealing with eminent domain and regulatory takings; and

WHEREAS, ARS §12-1134 permits an owner of private real property to seek just compensation from the state or a political subdivision thereof that enacts or applies a land use law which (subject to certain exceptions) reduces existing rights to use, divide, sell or possess said property and thereby reduces the fair market value of the property; and

WHEREAS, "land use law" includes any statute, rule, ordinance, resolution, or law enacted by the state or political subdivision that regulates the use or division of land or any interest in land; and

WHEREAS, ARS §12-1134(I) recognizes that the state or political subdivisions may reach agreements with private property owners to waive claims for diminution in value resulting from land use law actions proposed by the state or political subdivision or requested by the property owners; and

WHEREAS, the Town (through its Common Council) has, on the date first-above written, duly considered and approved this Agreement with the Owner(s) to waive any claims said Owner(s) may have for diminution in value that may result, now or in the future, from the land use law action(s) proposed by the Town or requested by the Owner(s) as more fully set forth herein;

NOW, THEREFORE, for and in consideration of the mutual covenants and promises contained herein (and for other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged), the parties hereto agree as follows:

SECTION ONE. This Agreement applies to that private real property described in **Exhibit “A”** attached hereto and expressly made a part hereof (“Property”) and the recitals set forth above are true and correct and are incorporated herein by reference. Owner has independently determined and believes that the application of the Town’s land use laws to the Property will not reduce the fair market value of the Property.

SECTION TWO. The land use law action(s) proposed by the Town or requested by the Owner(s) to which this Agreement applies have been designated as follows by the Town’s Community Development Department:

Town Application Number

and, are based on certain application(s), copies of which (“Applications”) are shown as **Exhibit “B”** attached hereto and expressly made a part hereof (“Action(s)”).

SECTION THREE. By signing this Agreement, the Owner(s) expressly agree(s) and acknowledge(s) that the Owner(s) hereby waive(s) any right to claim diminution in value or claim just compensation for diminution in value of the Property under ARS §12-1134, now or in the future, in relation to the Action(s). This includes (but is expressly not limited to) agreement and consent by the Owner(s) to all conditions that may ultimately be imposed as part of the Action(s).

SECTION FOUR. It is expressly understood by the parties that this Agreement does not add to, detract from, or otherwise modify any discretion, right, power, authority, obligation, or duty of the Town under applicable law with respect to any legislative, administrative, or quasi-judicial action(s).

SECTION FIVE. This Agreement (including any exhibits attached hereto and any addendum) constitutes the entire understanding and agreement of the Owner(s) and the Town and shall supersede all prior agreements or understandings between the Owner(s) and Town regarding the Property. This Agreement may not be modified or amended except by written agreement of the Owner(s) and the Town.

SECTION SIX. This Agreement is made and entered into in Yavapai County, Arizona, and will be construed and interpreted under the laws of the State of Arizona.

SECTION SEVEN. The parties agree that this Agreement may be filed in the Official Records of the County Recorder's Office, Yavapai County, Arizona.

SECTION EIGHT. This Agreement runs with the land and is binding upon all present and future owners of the Property.

SECTION NINE. This Agreement is subject to the cancellation provisions of ARS §38-511.

SECTION TEN. The Owner(s) warrant(s) and represent(s) that the Owner(s) is/are the owner(s) of fee title to the Property, and that no other person(s) has/have any ownership interest(s) in the Property. The person(s) who sign(s) on behalf of the Owner(s) personally warrant(s) and guarantee(s) to the Town that he/she/they have the legal authority to bind the Owner(s) to this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by and through their authorized representatives the day and year first-above written.

TOWN OF CAMP VERDE, a municipal corporation of Arizona, (Town)

Charles German, Mayor

ATTEST:

Judith Morgan, Town Clerk

APPROVED AS TO FORM:

William Sims, Town Attorney

Dated this 3rd day of January, 2022

OWNER:
Irvin Kessler
Print Name

[Signature]
Signature

OWNER:

Print Name

Signature

STATE OF ~~ARIZONA~~ MN)
County of Hennipen) ss.

On this 3rd day of January, 2022, before me, the undersigned Notary Public,
personally appeared Irvin Kessler, who acknowledged that this document was
executed for the purposes therein contained.

[Signature]
Notary Public

My Commission Expires: 1-31-25





Atlantic Development & Investments Inc.
15957 N. 81st St, Suite 101
Scottsdale, AZ 85260

February 15th 2022

John Knight
Community Development Director
Town of Camp Verde
473 S. Main Street, Suite 108
Camp Verde, AZ 86322

RE: Letter of Intent

Dear John,

Herein is our letter of intent for the property under contract located at Parcel 403-23-104X on N. Homestead Parkway, Camp Verde, Arizona.

We herein agree to develop the property presented to the TOWN OF CAMP VERDE – PLANNING & ZONING COMMISSION SPECIAL SESSION THURSDAY, February 10, 2022 at 6:30 P.M., as follows:

1. To develop a total number of multi-family and single-family home units in the maximum amount not to exceed 350 units.
2. The multi-family units on Area 1 of the sitemap presented to the committee will be five buildings consisting of 80 to 90 multi-family units, one-, two-, three- and four-bedrooms.
3. The multi-family units on Area 2 of the sitemap presented to the committee will consist of 80 multi-family units, and a office/clubhouse building, a children’s play station and other such amenities as approved by Arizona Department of Housing(ADOH) and the Town of Camp Verde. We will be submitting an application to the Arizona Department of Housing (ADOH) on April 1st 2022. As part of the submittal, we will be requesting Federal Tax Credits in the amount of \$10,000,000, GAP financing from the State of Arizona from their Housing Trust Funds and we will be requesting \$250,000 local government and/or other third-party funds in the form of other GAP financing.

We will also be requesting 15 Section 811 rental certificates from the Arizona Department of Housing which will assist renters in lower income brackets who have developmentally disabled needs.

The plans and specs for construction will follow the rules and regulations of Camp Verde.



4. Area 3 of the parcel will consist of 104 units. Other than minor changes to the configuration of the streets and requests by the Town as mandated by rules and regulations, the plans on this area remain intact. Construction on this portion of the parcel will commence either during the development of Areas 1 and 2 or would follow upon completion of those phases.

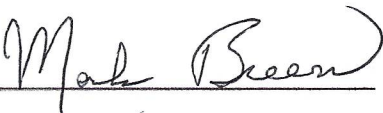
We will provide an amenity package for the homes in area 3, consisting of a clubhouse, water feature, BBQ area, exercise station.

5. Area 4 of the parcel will consist of approximately 60 single family homes. It will have an amenity package similar to Area 3. This will be the last phase of development and will commence after completion of Areas 1, 2 and 3.
6. We also agreed to incorporate an area for Town parking adjacent to Area 4 which would allow for people visiting the Verde River trail area which the Town wishes to develop into a recreational amenity for residents.

On an overall basis, in no event will the entire parcel consist of more than 350 units. It is our intention to design and build several unique residential communities on the 28.2 acre parcel that will provide the residential community with decent, affordable and safe housing.

I trust that this letter summarizes the information that we presented to the planning and zoning committee on the evening of Thursday February 10th 2022 and I herein sign it as our agreed letter of intent on the above.

Very truly yours,



Mark Breen

DRAFT MINUTES
SPECIAL SESSION
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY, FEBRUARY 10, 2022
6:30 PM

All Commission meetings will end at 9 PM, any remaining agenda items will be heard at the next Commission meeting.

1. Call to Order

Chairman Faiella called the meeting to order at 6:30 p.m.

2. Roll Call

Chairman Andrew Faiella, Vice Chairman Todd Scantlebury, Commissioners Greg Blue, Bill Tippet, Michael Hough, Ingrid Osses, and Robert Foreman were present.

Also Present

Community Development Director John Knight, Administrative Assistant/Assistant Planner BJ Ratlief and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Chairman Andrew Faiella led the Pledge.

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

A. Set Meeting Dates:

March 3, 2022 at 6:30pm – Regular Session

March 10, 2022 – Joint Session with Town Council **at 6:30pm**

New Commissioner Training **now set for March 17th at 3:00pm**

Motion was made by Commissioner Blue to accept the consent agenda as presented. Second was made by Commissioner Foreman. **Motion** passed unanimously.

5. Call to the Public for Items Not on the Agenda

Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.

No public comments.

6. Continued Public Hearing followed by discussion, consideration, and possible approval of a Use Permit Application for Automated Library for Verde Lakes Area (Recommendation to table). Staff Resource: John Knight

Staff Comments:

Community Development John Knight explained this item was continued from last meeting and staff recommends tabling indefinitely. They are continuing to research alternate sites.

Public Hearing Open: 6:33pm

Public Comment: None

Close Public Hearing: 6:34pm

Staff Rebuttal: None

Commission Discussion: None

Motion was made by Commissioner Foreman to table this item indefinitely. Second was made by Vice Chair Scantlebury.

Roll Call:

Chairman Andrew Faiella: aye
Vice Chairman Todd Scantlebury: aye
Commissioner Greg Blue: aye
Commissioner Bill Tippet: aye
Commissioner Michael Hough: aye
Commissioner Ingrid Osses: aye
Commissioner Robert Foreman: aye

Motion passed unanimously.

7. **Public Hearing, discussion, and possible recommendation to the Council for a Zoning map change from R1-PAD (Residential: Single Family-Planned Area Development) to R2 (Residential: Duplex & other multi-family) by Atlantic Development on parcel 403-23-104X, Homestead Parkway, Camp Verde, Yavapai County, Arizona.** Staff Resource: John Knight

Staff Comments:

Community Development Director John Knight explained the applicant would like to give a presentation. They are requesting a Zoning Map Change from R1-PAD (Residential: Single-family – Planned Area Development) to R2 (Residential: Duplex and Other Multi-Family Uses) for the purpose of developing multifamily housing which will include a mix of affordable housing and market rate homes. The applicant has submitted conceptual plans. The plans will later be sent through administrative process called the Development Review Standards. The applicant anticipates developing between 300-400 housing units on the parcel which would be developed in 3-4 phases over the next 1 to 5 years.

Public Hearing Open: 6:42pm

Applicant Mark Breen of 10040 E. Happy Valley Rd, Scottsdale, AZ 85255 said he feels this community is very receptive to what they want to do. They are a developer that uses programs to control some of the costs that would normally pass on to renter/owner. They are also their own bank and rental management company. They handle all aspects of the development and future management internally which creates cost savings which is passed along to renters. They are making a long-term commitment to the community to own everything on the site for 10 years. They look for projects in the “opportunity zones”.

Mr. Breen stated this project is 26 acres and they are designing it as workforce housing. Units would comprise a mixture of Townhomes, Stacked Flats, Two-story Walk up Apartments as well as Single-Family Homes (single story). As a Tax-Credit and Opportunity Zone development, the applicant anticipates building and managing most of these units as rental properties for at least 10 years.

Applicant is anticipating starting construction on Area-2 (~80 units) later this calendar year and is working closely with Community Development on preliminary review processes in order to submit building permits at their earliest opportunity. Area-2 and Area-1 (also ~80 units, anticipated for CY 2023 construction) are planned to be developed under the LIHTC (Low-Income Housing Tax Credit) program. As such, these will be managed as rental properties. Area-3 and Area-4 are still in the planning process. Area-3 may be developed as a mixture of LIHTC and market value homes. Area-4 is being considered for a future subdivision of smaller single-family homes such as Town Homes or Patio Homes which may be developed and sold. Therefore, the applicant may, in the next few years, apply to re-zone this area to a PAD in order to develop and subdivide this area.

Atlantic Development & Investments Inc. has been operating since the 1970s. The company focuses on developing affordable housing communities and has been a leader in the development of approximately 3,000 LIHTC (Low-Income Housing Tax Credit) units in Arizona. They will be submitting an application to AZ Affordable Housing on April 1st. He feels very confident they will be successful.

Mr. Breen showed some projects he has developed in Arizona. Mr. Breen stated they really care about what they do and have the financial strength to get through it.

Architect Paul Massy was introduced and is available for questions.

Public Comment:

Laura Kessler, who lives in Flagstaff, but has recently purchased a property adjacent to this property on Homestead Parkway. They are planning to put in a warehouse; they are working with a local builder. She is worried about having too much of a good thing. She asked if the project is going to be HUD or Section 8 Housing. She is concerned if the property would be only for renters or will someone be able to own a piece of this property? She thinks that might hurt the property values. Does Camp Verde really need this much workforce housing? Shouldn't surrounding towns supply some of the workforce housing? She is in favor of less people there in that area. This sounds like something that would fit better in Flagstaff.

Rob Witt 465 W. Hereferd Dr., Camp Verde, stated the average cost of home in Camp Verde is \$529,000; he is concerned that workforce will not be able to afford owning their own home at this rate. He said there is a critical need for workforce housing. He is excited about this project.

Commissioner Blue asked Mr. Breen if the homes will not be for sale? Mr. Breen stated at this time they are set for rentals. It is possible down the road he would consider selling parcels. He wants to get through the 10 year period first because he will be using Capital Gains to do the project.

Commissioner Foreman asked if the housing would be based on area median income? Mr. Breen answered that a portion would be. Not a great portion. Workforce Housing is 80% of the median income for the area. Affordable housing is based on 60% of the median income. He can use 8-11 certificates to help with the rent.

Commissioner Foreman asked about the traffic study, what formula will be used for volume of vehicles. Mr. Breen said the Traffic Study will be done as they normally do them and would be done by a professional company.

Commissioner Foreman wanted to confirm that the homes will be stick built homes vs manufactured homes. Mr. Breen said they will be stick built.

Commissioner Hough asked if these site plans would be submitted to the Planning and Zoning Commission for review if the parcel is rezoned to R2? (R2 not requiring a site plan) And, if they we are turning sites 1 and 2 over to staff to design road widths and sidewalks? And then bring 3 & 4 back at a later date. Mr. Knight said once it is rezoned it will go through the Administrative Review Process with staff. It would not come back to the Commission unless the "phases" changed; for instance, if area 4 became available as a for sale product.

Commissioner Hough asked if the rentals in phase 1 & 2 come up for sale after 30 years, would each have their own parcel number? Mr. Knight said the intention right now is to separate them into 3 separate lots. They would have to sell the whole complex. If they want to sell more than 3 lots they would have to come back to the Commission for subdivision. Mr. Hough would like to see individuals own their own lot eventually.

Commissioner Blue asked the density of an R2 zone. Mr. Knight stated our R2 zones in the General Plan do not have a specific density. They are proposing a relatively low scale, typically a two story structure.

Commissioner Osses wanted to confirm that if we approve this rezone, this plan could possibly not happen then someone else comes in with a different plan. Mr. Knight said that is correct, once the zoning is changed then someone else could come in and develop something different. This is not a conditional zoning like a PAD. Ms. Osses asked if they could put a condition on this rezoning. Mr. Knight said we could do that through the PAD process. Mr. Breen said he has never bought a property that he hasn't developed himself.

Commissioner Blue asked if the Commission could add a condition as presented at this meeting. Mr. Knight said he has seen it done on previous ordinances but would like to consult with counsel. There is a process in state law that it converts back to original zone, which is manufactured home park. Additional restrictions could be added.

Commissioner Hough stated this is the first opportunity we have had to do what is called hard zoning with this existing committee of 7 people. He further stated if this is going to be a precedent that every time someone comes into us to hard zone a property that we put stipulations on it, then we are going to be tying this Town up in knots. I am going to vote for it, but totally disagree with putting stipulations on the first hard zone case you have sat on.

Close Public Hearing: 7:45pm

Staff Rebuttal: None

Commission Discussion:

Vice Chairman Scantlebury thanked Mr. Breen for his passion, he thinks this is a valuable effort and vision for the Verde Valley. He wanted to clarify that Mr. Breen could write a Letter of Intention stating how many units he intends on putting into the project. Mr. Knight stated yes.

Motion was made by Commissioner Blue to recommend to the Council for a Zoning Map Change from R1-PAD (Residential: Single Family-Planned Area Development) to R2 (Residential: Duplex & Other Multi-family) by Atlantic Development on parcel 403-23-104X, Homestead Parkway, Camp Verde, Yavapai County, Arizona. A letter of intent will come from the developer to Council stating intent; specifically, the number of units the general design as drawn here, knowing there will be changes, appended to this motion. Second was made by Commissioner Osses.

Roll Call:

Chairman Andrew Faiella: aye
Vice Chairman Todd Scantlebury: aye
Commissioner Greg Blue: aye
Commissioner Bill Tippet: aye
Commissioner Michael Hough: aye
Commissioner Ingrid Osses: aye
Commissioner Robert Foreman: aye

Motion passed unanimously. Recommendation will go to Council March 2, 2022 at 6:30pm.

8. Current Events

Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.

None

9. Staff Comments

- Please put all meeting dates on your calendar.
- Would like all commissioners attend the Commissioner Training on March 17, 2022 at 3pm.
- Would like to do a field trip on March 24, 2022 at 3pm which follows the Joint Session with Council on March 10th.

10. Adjournment

Motion made by Commissioner Foreman to adjourn the meeting. Second was made by Commissioner Blue.

Motion passed unanimously.

Meeting was adjourned at 8:02 p.m.

Chairman Drew Faiella

Community Development Director John Knight

CERTIFICATION

I hereby certify that the foregoing minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde during the Special Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 10th day of February 2022. I further certify that the meeting was duly called and held and that a quorum was present.

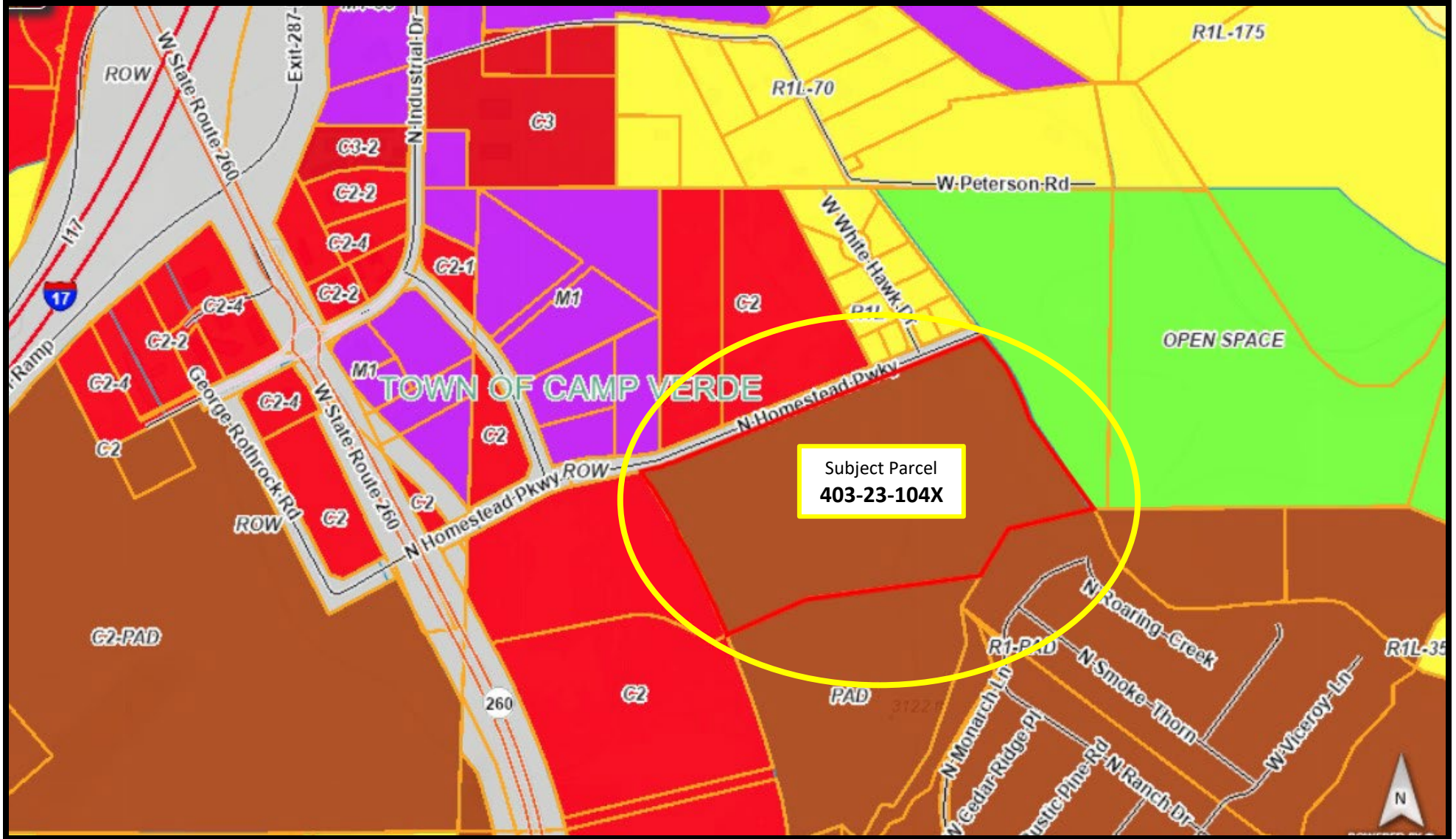
Dated this 10th day of February 2022.

Jennifer Reed

Jennifer Reed, Recording Secretary

Parcel 403-23-104X, Current Zoning, January 2022

Exhibit C - Current Zoning



Source: Yavapai County GIS: <https://gis.yavapaiaz.gov/v4/map.aspx?search=403-23-104X>

Screenshot, 02February2022

C. R2 DISTRICT (Residential: Duplex & Other Multi-Family Uses)

1. Purpose:

The R2 District is intended to provide for medium-high density residential living including single-family, site built, modular and manufactured housing, multiple-family and group dwelling units. Mobile Homes Prohibited See Part 3 Section 306.B.1.b.3.

2. Permitted Uses and Structures:

- a. Accessory Dwelling Unit (ADU).
- b. Agriculture and cultivation.
- c. Bed and Breakfast.
- d. Community parks, playgrounds or centers.
- e. Dwelling unit for one family on any one lot. (See C.1).
- f. Educational institutions (including private schools, provided they offer curriculum of general instruction comparable to similar public schools).
- g. Flood control facilities.
- h. Golf courses with accessory uses such as pro shops, shelters, and rest rooms.
- i. Group or cluster of dwelling units (attached or detached) each having separate individual ownership and providing common services and recreation facilities under unified management.
- j. Historical Landmarks.
- k. Home occupations (See Section 303).
- l. Keeping of farm animals, limited (See Section 305).
- m. Multiple dwelling units.
- n. Open land carnival and recreation facilities (religious & educational institutions).
- o. Other accessory uses commonly associated with primary permitted use. (See Section 301 C).
- p. Religious institutions (in permanent buildings).

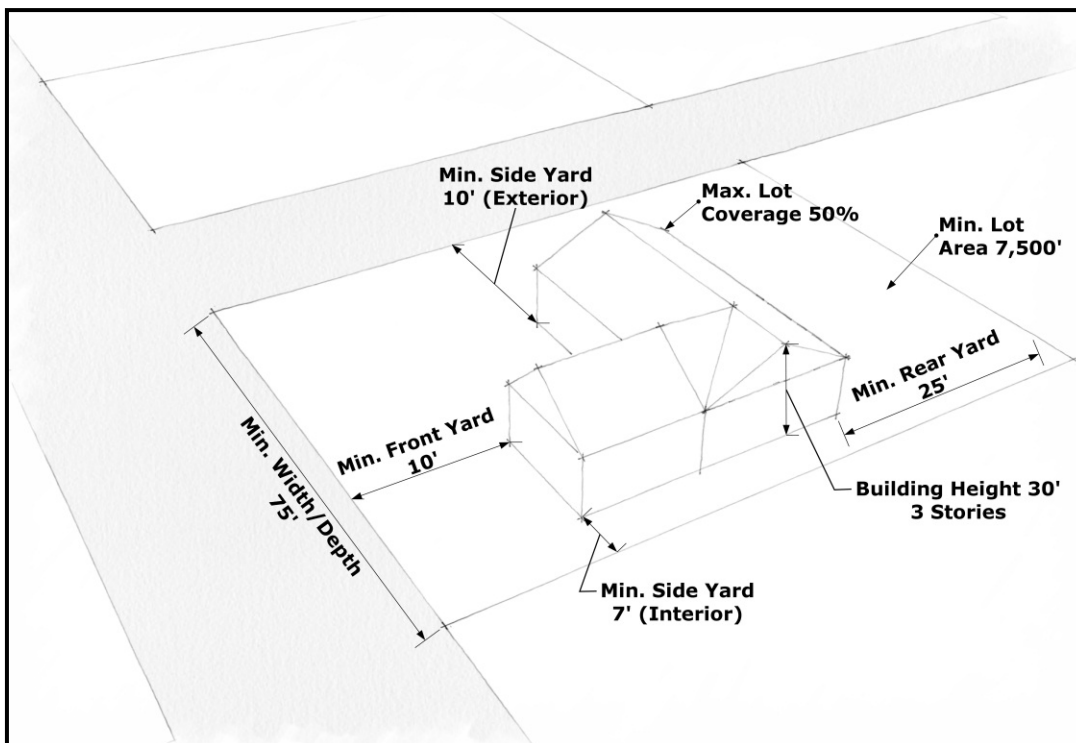
3. Uses and Structures Subject to Use Permit

- a. Government facilities and facilities required for the provision of utilities and public services.
 - 1) Temporary Use Permits, subject to administrative approval (See Section 601.C): Occupancy of temporary housing, including travel trailers, during the construction of a permanent dwelling is allowed after issuance of a building permit.

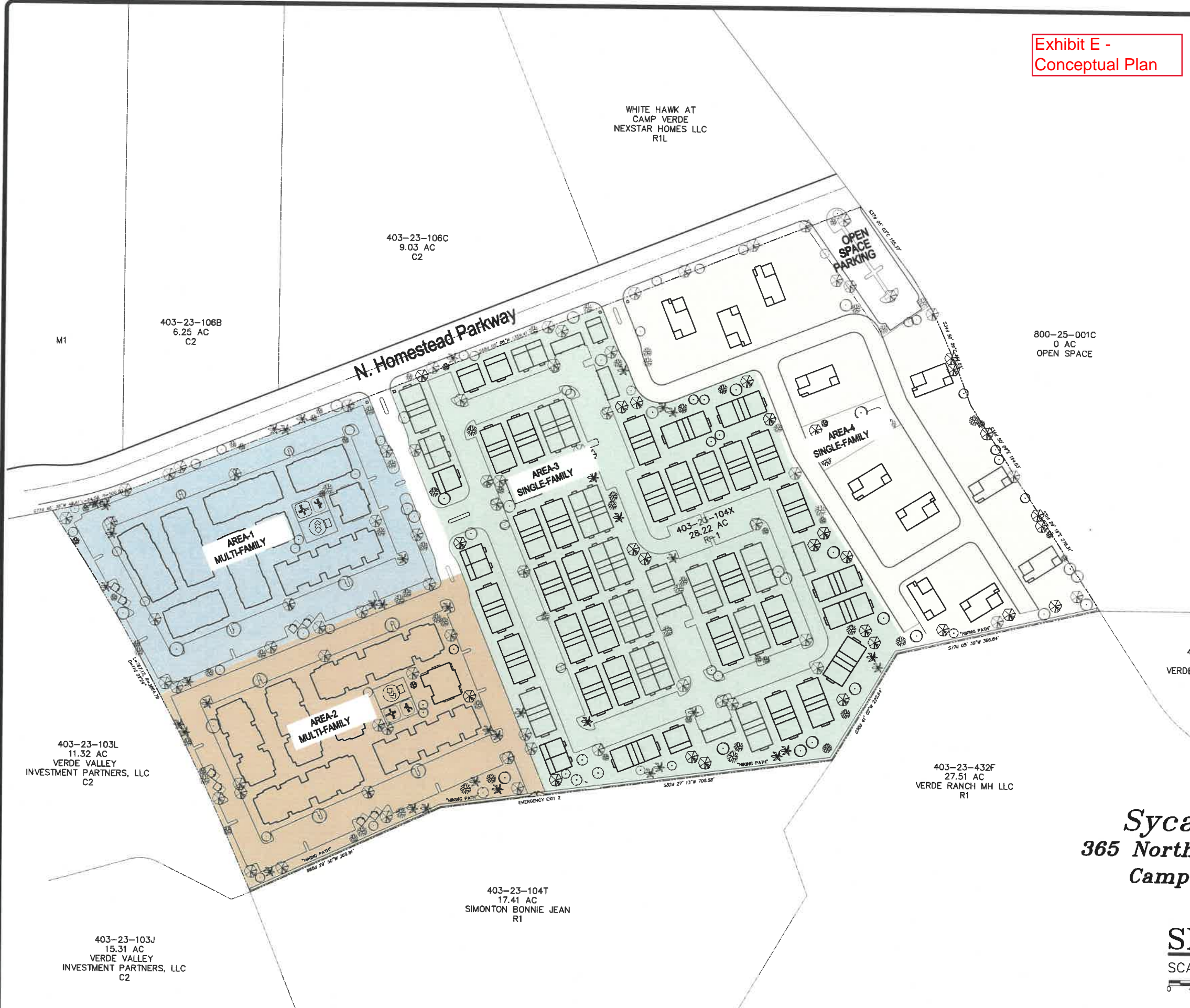
- 2) Model homes, temporary offices (construction and pre-construction sales offices/showrooms), construction sheds and yards incidental to a recorded residential development or other construction project (subject to District setbacks).
- c. Mobile/manufactured home and recreational vehicle parks subject to the requirements of Section 306.
 - 1) Notwithstanding the foregoing, in the event a Planned Area Development (PAD) District is established per Section 203, this use may be included in any Development Plan thereunder and approved without being subject to a Use Permit application and hearing procedures set forth in Section 601.

Table 2-3: R2 Dimensional Standards

Zoning District	"R2"
Minimum Lot Area (sq.ft.)	7,500'
Minimum Width OR Depth (feet)	75'
Maximum Bldg Ht (stories)	3
Maximum Bldg Ht (feet)	30'
Maximum Lot Coverage (%)	50%
Minimum Front Yard (feet)	10'
Minimum Rear Yard (feet)	25'
Minimum Side Yard Interior (feet)	7'
Minimum Side Yard Exterior (feet)	10'



**Exhibit E -
Conceptual Plan**



PROJECT DATA	
OVERALL SITE DATA:	
OVERALL SITE AREA:	+/-28.2 NET ACRES
LOT COVERAGE:	22 %
AREA-1	
SITE AREA:	4.58 ACRES
PRODUCT TYPE:	MULTI-FAMILY (TOWNHOMES) & FLATS
NUMBER OF UNITS:	80 TOWNHOMES, 20 FLATS
PRODUCT SIZE:	1 BDRM - 720 S.F. (8) 2 BDRM - 890 S.F. (12) 3 BDRM TOWNHOME - 1240 S.F. (32) 4 BDRM TOWNHOME - 1340 S.F. (28)
NUMBER OF STORIES:	2 STORY
	TOTAL 93,640 SF
AREA-2	
SITE AREA:	4.84 ACRES
PRODUCT TYPE:	MULTI-FAMILY (STACKED FLATS)
NUMBER OF UNITS:	80 FLATS
PRODUCT SIZE:	1 BDRM - 720 S.F. (8) 2 BDRM - 890 S.F. (12) 3 BDRM - 1200 S.F. (30) 4 BDRM - 1500 S.F. (30)
NUMBER OF STORIES:	2 STORY
	TOTAL 96,000 SF
AREA-3	
SITE AREA:	11 ACRES
PRODUCT TYPE:	SINGLE FAMILY (STAND ALONE GARAGES) - 25
NUMBER OF UNITS:	104 UNITS
PRODUCT SIZE:	1 BDRM - 685 S.F. (28) 2 BDRM - 975 S.F. (76)
NUMBER OF STORIES:	1 STORY
	TOTAL 93,280 SF
AREA-4	
SITE AREA:	6.35 ACRES
PRODUCT TYPE:	SINGLE FAMILY (2 CAR ATTACHED GARAGES)
NUMBER OF UNITS:	TO BE DETERMINED
PRODUCT SIZE:	3 BDRM - 1350 S.F. 4 BDRM - 1485 S.F.
NUMBER OF STORIES:	1 STORY
	TOTAL SF TO BE DETERMINED
PARKING LOT	
SITE AREA:	1/2 ACRES
NUMBER OF PARKING SPACES:	40

BUILDING SETBACKS: FRONT YARD 10 FEET
REAR YARD 25 FEET
SIDE YARD 7 FEET
SIDE YARD EXTERIOR 10 FEET

REVISIONS	DATE



PHM Ltd.
designers & architects
14814 N. 28TH PLACE, PHOENIX, ARIZONA 85032 (602) 882-3265

SYCAMORE VISTAS
365 North Homestead Parkway
Camp Verde, AZ 86322

DRAWN
CHECKED
DATE
01-07-2022
SCALE
AS NOTED
JOB NUMBER

TITLE
AS-1
OF SHEETS

Sycamore Vistas
365 North Homestead Parkway
Camp Verde, Arizona
Site Plan

SITE PLAN

SCALE: 1" = 80'-0"



JAN 10 2022 Page 55 of 105



LETTER OF INTENT

January 10, 2022

Dear Mr. Knight,

The purpose of this Letter of Intent is to seek Town's approval for the proposed change in zoning from PAD (Planned Area Development) to R2 (Residential: Duplex and Other Multi-family Uses) for land located at 365 North Homestead Parkway, Camp Verde, AZ 86322. We anticipate building between 300 and 400 units, depending on how outcome our LIHTC application to ADOH and obtain a subsequent award for a second LIHTC phase.

The assessor's parcel number (APN) for this property is 403-23-104X. The parcel is approximately 28 acres and is currently vacant. Surrounding land uses include open space, a manufactured home park, vacant commercial land and single-family homes. We are proposing to develop the property with a variety of residential uses.

The proposed zoning amendment will be noticed in accordance with Town of Camp Verde requirements, including a neighborhood meeting to be held on Saturday, January 22, 2022 at 2PM at the Camp Verde Community Library located at 130 Black Bridge Rd., Camp Verde, AZ 86322.

Area 1- Townhomes & Stacked Flats

Area 1 will feature a proposed mixed-income product and include 80 to 90 units. By providing high quality housing in the form of a mix of one- and two-bedroom flats, and three and four-bedroom townhouse style units, Area 1 will foster a sense of home and community. Each of the townhouse units has its own separate entry, contributing to a more welcoming atmosphere for residents. The townhome concept is rare in the market, although highly desired by families for conveying the feeling of being more like a "real home".

Individual unit amenities are anticipated to include vinyl-plank flooring with a hardwood look, and energy-efficient appliances. Units will be designed to meet all applicable state and federal laws related to accessibility; 5% of units built fully accessible and an additional two units designed for those with sensory impairments.

We will be applying for tax credits to develop the property with an affordability component that will stay in place for 30 years through a recorded land use restriction agreement (LURA). We are also working with Arizona Department of Housing (ADOH) to provide housing for individuals with disabilities.

At the heart of area 1 is a community building that houses administrative functions, services, a laundry room and a maintenance facility. Common area amenities, including playground structures, will be designed to meet the needs of households with children.

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JAN 10 2022
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Figure 1. Typical Exterior of Townhome/Flats



Figure 2. Example of Common area Amenities



Figure 3. Typical Townhome Interior



Figure 4. Typical Townhome/Apartment Kitchen



Figure 5. Typical Townhome/Apartment Kitchen 2

Area 2- Two-story walk up apartments

Area 2 will be a second phase of mixed-income apartments of between 80 to 90 units. An attractive and modern architectural style will complement other residential project types developed within the larger concept property and give residents a sense of pride in their environment.

We have experience developing multifamily housing in Yavapai County. The Pines at Prescott, now 28 years old, is still providing an affordable place to call home to residents. This includes an aesthetic in keeping with the rustic charm of Yavapai County’s mountain towns. This two-story walk-up apartment community is similar to the product that will be developed in area 2.

We developed Pines at Prescott almost thirty years ago and have maintained it to a high standard since that time. Our long-term ownership and management of our properties and commitment to affordability for our residents has led to our being selected by **APS** for a variety of pioneering energy efficiency programs aimed at lowering utility costs for residents.



Figure 6. Pines at Prescott; Example of Long-term ownership/development in Yavapai County



Figure 7. Pines at Prescott Exterior



Figure 8. Pines at Prescott Exterior 2



Figure 9. Pines at Prescott Exterior 3

Area 3- Build to Rent Homes

Area 3 will consist of single-story, high quality one and two-bedroom market rate rental homes with fenced low-maintenance yards that are professionally managed. These homes provide the privacy of a single-family home (no noisy neighbors upstairs!), yet come complete with the amenities one would expect in market rate luxury rental apartment communities including wood-inspired plank flooring, stainless steel appliances, and a private backyard. Community amenities will be competitive with market rate apartment communities. There is an exceptionally strong demand for single family home rentals in the Verde Valley. Exterior rows of garages will be available for rent around the property.

Below are some typical design styles for this product type, including finishes and garages from our recent development, Brio on Ray in Chandler, AZ.



Figure 10. Typical Market Rate Interior; Brio on Ray in Chandler, AZ



Figure 11. Typical Unit Layout (not showing rear yard)



Figure 12. Typical Garages (from Brio on Ray)

Area 4 – Single Family Rental Homes with 2-car Garages

Area 4 will consist of single-story, high quality three- and four-bedroom single family rental homes with yards and enclosed two-car garages that are professionally managed. These homes provide the privacy and luxuries of a single-family home (no noisy neighbors upstairs and your own garage with access to your home!), yet come complete with the amenities one would expect in market rate luxury rental apartment communities including wood-inspired plank flooring, stainless steel appliances, and a private backyard.

Below is an example of homes that were recently built in Buckeye, AZ. A similar product will be built in Area 4.



Figure 13. Typical Single Family Home w/ 2 car garage; Westpark in Buckeye, AZ



Figure 14. Typical Single Family Home Interior; Westpark in Buckeye, AZ



Figure 15. Typical Single Family Home Bathroom Finishes; Westpark in Buckeye, AZ

We look forward to working with you to develop high quality and much needed housing for the Town of Camp Verde!

Sincerely,

Jessica Raymond

Jessica Raymond, Executive Vice President
jraymond@atlanticdev.com
15957 N. 81st Street, Suite 101
Scottsdale, AZ 85260
480-596-3350

Revised 06/05/18

RI-PAD
yes

Application #: 20220033

RECEIVED
JAN 10 2022



Land Use Application Form

1. Application is made for:

- | | | |
|---|---------------------|----------------------|
| Zoning Map Change | Use Permit | Temporary Use Permit |
| Conceptual Plan Review | Preliminary Plat | Final Plat |
| PAD Final Site Plan Review | Variance | Appeal |
| Street Abandonment | Minor Land Division | Wireless Tower |
| Administrative Review | Lot Line Adjustment | Zoning Verification |
| Development Standards Review (Commercial) | Other: _____ | |

2. Project Name: Sycamore Vistas

3. Contact information: (a list of additional contacts may be attached)

Owner Name: <u>CV Homestead QOZB LLC</u>	Applicant Name: <u>Jessica Raymond</u>
Address: <u>2800 Niagara Ln. N.</u>	Address: <u>15957 N. 81st St., Suite 101</u>
City: <u>Plymouth</u> State: <u>MN</u> Zip: <u>55447</u>	City: <u>Scottsdale</u> State: <u>AZ</u> Zip: <u>85260</u>
Phone: <u>602-317-6170</u>	Phone: <u>480-433-3507</u>
E-mail: <u>bcarroll@providentrev.com</u>	E-Mail: <u>jraymond@atlanticdev.com</u>

4. Property Description: Parcel Number 403-23-104X Acres: 28.22
 Address or Location: 365 North Homestead Parkway, Camp Verde, AZ 86322
 Existing Zoning: PAD Existing Use: Raw Land
 Proposed Zoning: R2 Proposed Use: Multifamily

5. Purpose: (describe intent of this application in 1-2 sentences)
Rezone to multifamily for development, including affordable housing.

6. Certification:

I certify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action. I have also attached a completed Permission to Enter form for consent to access the property regarding this action.

Owner: _____ Date: 1/7/2022

I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all materials and fees required by the Town of Camp Verde must be submitted prior to having this application processed.

Applicant: Jessica Raymond Date: 1/3/2021



Town of Camp Verde

Community Development

◆ 473 S. Main Street, Suite 108 ◆ Camp Verde, Arizona 86322

◆ Telephone: 928.554.0050 ◆ www.campverde.az.gov ◆

PERMISSION TO ENTER PROPERTY

APPLICATION #: _____ PARCEL NO: 403-23-104X

PROPERTY ADDRESS: N. Homestead Parkway, Camp Verde, AZ

PROPERTY OWNER'S NAME: CV Homestead QOZB LLC

ADDRESS: 2800 Niagara Ln. N., Plymouth, MN 55447

PHONE NO.: 602-317-6170

I, the undersigned, hereby give permission to the Town of Camp Verde Community Development Department or Public Official, in the discharge of duties stated herein, and for good and probable cause, to enter the above described property to inspect same in connection with the application made under the terms of Camp Verde Town Codes or Ordinances. Such investigation may be made to determine whether or not any portion of such property, building, grading or other structure is being placed, erected, maintained, constructed, or used, in violation of the Codes or Ordinances of the Town of Camp Verde or any other agencies that they have agreements with that pertain to the building, grading, placement of structures, or use associated with the property. Such entry shall be within 90 days of the date of my signature or within the active limitations of any permits issued to me by the Town of Camp Verde for land use, building, grading, erecting, maintaining or constructing. Such entry shall be limited between the hours of 7AM and 6PM MST. I understand that this permission to enter property is **OPTIONAL** and **VOLUNTARILY GIVEN** and may be withdrawn or revoked (either in writing or orally) at any time.

 _____ 1/3/2022
Property Owner or Designated Agent Date

(Must have signed Designation of Agent from Property Owner on file)

DESIGNATION OF AGENT

Permit #: _____
(OFFICE USE ONLY)

PROPERTY INFORMATION:

PARCEL NUMBER: 403 - 23 - 104X

PHYSICAL ADDRESS: N. Homestead Parkway

PROPERTY OWNER INFORMATION:

OWNER(S) NAME: CV Homestead QOZB LLC

MAILING ADDRESS: 2800 Niagara Ln. N, Plymouth, MN 55447

PHONE: (602) 317 - 6170 EMAIL: bcarroll@providentrev.com

PROJECT DESCRIPTION: Low Income Housing off Homestead Parkway

WHEREAS, the above property owner is seeking to develop or improve real property within the municipal limits of the Town of Camp Verde, Yavapai County, Arizona, which will require the filing, processing, and payment of certain zoning, construction and inspection permits and reports, both from the Town and related agencies, and WHEREAS, the owner elects to designate an agent with authority to file and process all necessary permits and information related to property zoning and improvement, including the authority to pay fees and consent to inspections, NOW THEREFORE, the undersigned owner hereby designates:

Jessica Raymond, whose address
(AGENT NAME)


is: 15957 N. 81st Street, suite 101 Scottsdale, AZ 85260, as agent to file the permit applications and related documents with the Town of Camp Verde, with such authority to continue until the application process is complete or as may be earlier revoked in writing.

OWNER NAME: Irv Kessler

SIGNATURE: 

DATE: 1/3/2022

Yavapai County Print Parcel

	Parcel ID	Check Digit		
	403-23-104X	6		
	Owner	Cv Homestead Qozb LLC		
	Owner's Mailing Address	2800 Niagara Ln N Plymouth, MN 55447-4850		
	Secondary Owner			
	Recorded Date	N/A		
	Last Transfer Doc Docket	Last Transfer Doc Page		
	N/A	N/A		
	Physical Address	Incorporated Area		
	N/A	Town of Camp Verde		
Assessor Acres	Subdivision	Subdivision Type		
28.22	N/A	N/A		
School District	Fire District			
Camp Verde Unified SD #28	Copper Canyon Fire And Medical			
Improvements (0)	Local Zoning			
No Improvements found.	Town Of Camp Verde R1-PAD OPEN SPACE ROW			
Assessment				
Starting with the 2015 tax year, the Limited Property Value is the only value considered for taxation purposes, the Full Cash Value is no longer used for taxation.				
Tax Year	2022	2021		
Assessed Value(ALV)	\$59,993	\$57,707		
Limited Value(LPV)	\$399,953	\$384,712		
Full Cash(FCV)	\$399,953	\$422,600		
Legal Class	Vacant or Other	Vacant or Other		
Assessment Ratio	15%	15%		
Usage Code	0011 ?	0011 ?		
Taxes				
Tax Area Code	2021 Taxes Billed			
2872	\$12,565			
Recorded Documents & Sales (1)				
Date	Book/Page	Type	Cost	
7/23/2021	2021-0052822	Special Warranty Deed	\$851,600	
Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. Users should independently research, investigate and verify all information.				
By using this website, the user knowingly assumes all risk of inaccuracy and waives any and all claims for damages against Yavapai County and its officers and employees that may arise from the use of this data and agrees to indemnify and hold harmless Yavapai County and its officers and employees to the fullest extent permitted by law. By using this website, the user also agrees that data and use of this website may not be used for commercial purposes.				

LETTER OF INTENT/NEIGHBORHOOD MEETING LETTER

January 4, 2022

Neighbors:

You are invited to attend a neighborhood meeting about a proposed development project nearby:

Saturday, January 22, 2022 at

2PM at Camp Verde Community

Library

130 Black Bridge Road, Camp Verde, AZ 86322

The purpose of the meeting is to provide a forum to inform you about the project and provide an opportunity to answer questions you might have. The project includes a proposed change in zoning from PAD (Planned Area Development) to R2 (Residential: Duplex and Other Multi-family Uses) for land located at 365 North Homestead Parkway, Camp Verde, AZ 86322.

The assessor's parcel number (APN) for this property is 403-23-104X (see map below). The parcel is approximately 28 acres and is currently vacant. Surrounding land uses include open space, a manufactured home park, vacant commercial land and single-family homes. We are proposing to develop the property with a variety of residential uses. To learn more about the proposal, please consider attending the neighborhood meeting.

Any comments you provide, will be forwarded to the Camp Verde Planning and Zoning Commission for their consideration. The proposed rezone is tentatively scheduled for review by Commission on Feb. 3, 2022. Our goal is to inform and encourage neighborhood involvement in the development process so that the final product will be responsive to neighborhood concerns and ultimately a better community for everyone.

If you are unable to attend the meeting, would like additional information, or would like to provide comments; please contact me via e-mail (see below).

We look forward to hearing from you!

Sincerely,



Jessica Raymond, Executive Vice President

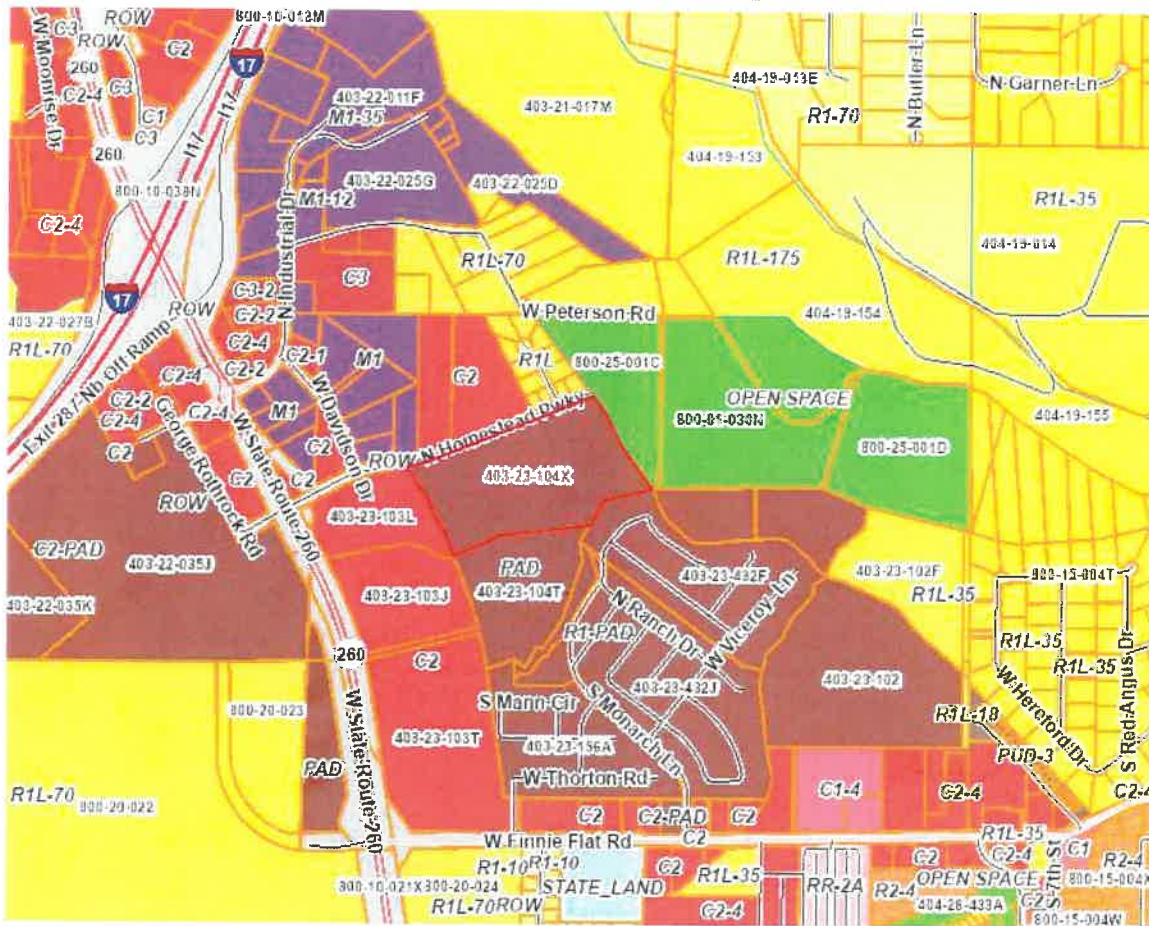
jraymond@atlanticdev.com

15957 N. 81st Street, Suite 101

Scottsdale, AZ 85260

480-596-3350

Sycamore Vistas - Zoning



Legend

- Camp Verde Zoning**
 - C1 (Commercial: Neigh
 - C2 (Commercial: Gener
 - C3 (Commercial: Heavy
 - M1 (Industrial: General
 - OS (Open Space Resour
 - PAD (Planned Area Dev
 - PM (Performance Indus
 - PUD (Planned Unit Dev
 - R1 (Residential: Single-
 - R1L (Residential: Single
 - R2 (Residential: Duplex
 - RR (Residential-Rural);
 - ROW (Right of Way)
 - RS
 - STATE LAND
 - YAY_APACHE
 - Parcels
 - Major Roads
 - Interstate
 - State Highways
 - Major Roads
 - Road Centerlines
 - Camp Verde Zoning
 - C1 (Commercial: Neigh
 - C2 (Commercial: Gener
 - C3 (Commercial: Heavy
 - M1 (Industrial: General
 - OS (Open Space Resour
 - PAD (Planned Area Dev
 - PM (Performance Indus
 - PUD (Planned Unit Dev
- Legend truncated...

Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.

Map printed on: 12/29/2021



Affidavit

I, Jessica Raymond, ~~owner~~/agent of parcel 403-23-104X have notified the neighbors within 300' of above property, by sending letters on January 5, 2022 to notify them of the neighborhood meeting that I conducted on the 25th day of January 20 22.

I posted my property with meeting the date, time, and place, on the 10th day of January 20 22, and taken a photograph of such posting.

I, Jessica Raymond, ~~owner~~/agent of parcel 403-23-104X will provide a summary of neighborhood meeting I conducted to the Planning & Zoning Department of Camp Verde with the associated application submittal, attesting to the issues and concerns discussed at the above neighborhood meeting.

Summary

Statement:

Notifications carried out in accordance with rezone application for 365 N. Homestead Parkway, Camp Verde, AZ 86322 from PAD (Planned Area Development) to R2 (Residential: Duplex and other Multifamily Uses). A meeting was held at 2PM via zoom to facilitate socially distanced participation due to Covid. Screenshots of this meeting have been provided. There were no participants from the public.

If Summary statement is too long, attach a copy.

State of Arizona }

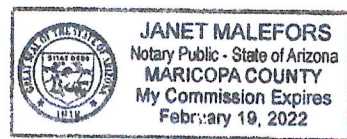
County of Maricopa ~~Yavapai~~

Jessica Raymond
Signature of Document Signer No. 1

Manly Bee
Signature of Document Signer No. 2

Subscribed and sworn to (or affirmed) before me this 26th day of January 20 22.

Janet Malefors
Signature of Notary



Affidavit

I, Jessica Raymond, ~~owner~~/agent of parcel 403-23-104X have notified the neighbors within 300' of above property, by sending letters on January 5, 2022 to notify them of the neighborhood meeting that I conducted on the 22nd day of January 20 22.

I posted my property with meeting the date, time, and place, on the 10th day of January 20 22, and taken a photograph of such posting.

I, Jessica Raymond, ~~owner~~/agent of parcel 403-23-104X will provide a summary of neighborhood meeting ~~I~~ conducted to the Planning & Zoning Department of Camp Verde with the associated application submittal, attesting to the issues and concerns discussed at the above neighborhood meeting.

Summary

Statement:

Notifications carried out in accordance with rezone application for 365 N. Homestead Parkway, Camp Verde, AZ 86322 from PAD (Planned Area Development) to R2 (Residential: Duplex and other Multifamily Uses). See attached summary statement.

If Summary statement is too long, attach a copy.

State of Arizona }

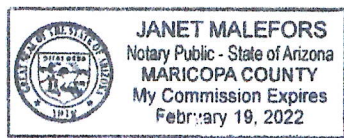
County of Maricopa ~~Yavapai~~

Jessica Raymond
Signature of Document Signer No. 1

Mark Bee
Signature of Document Signer No. 2

Subscribed and sworn to (or affirmed) before me this 26th day of January 20 22.

Janet Malefors
Signature of Notary



PHM Ltd.
designers & architects

14814 North 28th Place, Phoenix, Arizona 85032 (602) 882-3265

January 25, 2022

Neighborhood Meeting, Saturday, January 22, 2022, 2.00pm
Camp Verde Community Library
Minutes of Meeting
Sycamore Vistas, APN 403-23-104X
365 N. Homestead Parkway, Camp Verde, Arizona
Proposed Change in Zoning from PAD to R2

Meeting Representatives:

Atlantic Development, John Cichon
PHM Ltd Architects, Paul Masse
Town of Camp Verde, B J Ratlief

The meeting started at 2.05pm; a total of three people showed up in response to the meeting advertisement. John Cichon with Atlantic Development presented the project and explained the reasons for rezoning, that being the development of residential rental properties on approximately 28 acres of land in Camp Verde. Paul Masse with PHM Ltd. Architects assisted with architectural questions. The only person that commented and asked questions was Laura Kessler from Camp Verde, Arizona. The following are questions and responses to Ms Kessler:

Question: Ms Kessler explained she owned M1 zoned property across the street on N. Homestead Parkway and wanted to know how the Sycamore Vistas property at 365 N. Homestead Parkway may affect her?

Answer: John Cichon explained that in his opinion it would most likely be beneficial to her seeing as how it would be a very nice project and she may want to develop her property in accordance with some form of business that may be applicable to residents there.

Question: Ms Kessler asked how many people in total would be living the four different areas of residential development?

Answer: Paul Masse explained that at this time an exact count would not be viable; for instance, two people may rent a three-bedroom unit but then again four people may rent a three-bedroom unit. An approximate realistic count of people living at Sycamore Villas would only be viable after completion of the project and that count would always be changing somewhat as people came and went.

Question: Ms Kessler asked what was the parking at the East end of Homestead to be used for?

Answer: John Cichon explained that the parking was requested by the Town of Camp Verde in order to provide hikers and equestrian users access to the mountain reserve in that area.

Question: Ms Kessler asked would the amount of residential rentals at Sycamore Villas create any sort of traffic problem?

Answer: John Cichon and Paul masse explained that they would have a traffic study completed and work with the Town of Camp Verde to make sure that the circulation, amount of driveways and parking were the correct design to not have that type of problem.

The meeting ended at 2.35pm. All conversation was friendly and productive!



Town of Camp Verde

Community Development Department

◆ 473 S. Main Street, Suite 108 ◆ Camp Verde, Arizona 86322 ◆

◆ Telephone: 928.554.0050 ◆

◆ www.campverde.az.gov ◆

January 24th, 2022

Dear Land Owner:

You are receiving this letter because a land owner within 300 feet of your parcel has submitted an application for a Zoning May Change. Atlantic Development & Investments have filed an application for a Zoning Map Change from existing R1-PAD to R2 in order to develop this parcel with residential housing. This request will be heard in a public meeting by the Planning and Zoning Commission on Thursday, February 10th at 6:30pm.

Application Type: Zoning Map Change; R1-PAD to R2
Application Number: 20220033
Property Description: 28.22 acres, parcel 403-23-104X, currently R1-PAD
Hearing Date & Time: Thursday, February 10th, 2022, at 6:30pm
Hearing Location: Council Chambers, Suite 106, 473 S. Main Street, Camp Verde
ZOOM Link: <https://us02web.zoom.us/j/81017760637?pwd=THhxd3ZONVp6OWFURDrRlFvckZVUT09>



The agenda with accompanying documentation will be available on the Town web site approximately 1-week prior to the meeting. It may be found at: <https://www.campverde.az.gov/departments/boards-commissions>

This is a public meeting which you may attend and be heard regarding this matter.

Additional information may be obtained by contacting Community Development Department at (928) 554-0054, or by emailing bj.ratlief@campverde.az.gov. Written comments may be dropped off at the Community Development Office, located at 473 S. Main Street, Suite 108, or may be mailed to the Department at 473 S. Main Street, Suite 108, Camp Verde, AZ 86322.

Written comments received by Friday, February 4th, 2022 will be included in the formal presentation packet.

Respectfully,

John Knight, Director
Community Development, Town of Camp Verde
John.Knight@campverde.az.gov or (928) 554-0053

cc: Project File



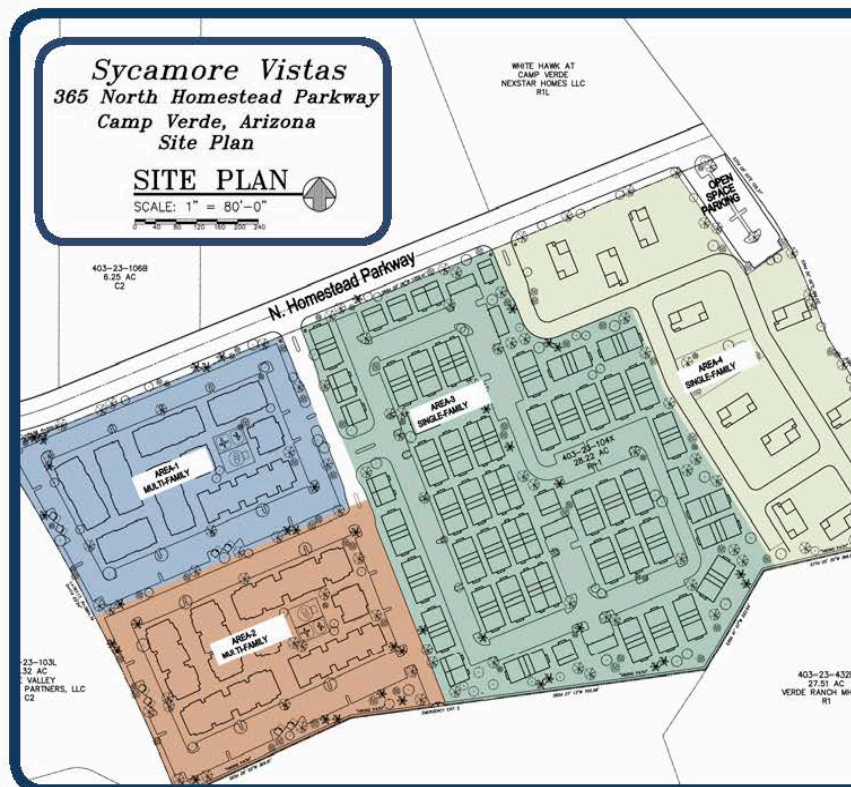
Sycamore Vistas

APN 403-23-104X, Homestead Parkway | Camp Verde | AZ

Atlantic Development is seeking Town's approval for the proposed change in zoning from PAD (Planned Area Development) to R2 (Residential: Duplex and Other Multi-family Uses) for land located at 365 North Homestead Parkway, Camp Verde, AZ 86322.

We look forward to working with you to develop high quality and much needed housing for the Town of Camp Verde!

- **AREA 1** - Will feature a proposed mixed-income product and include 80 to 90 units.
- **AREA 2** - Will feature a second phase of mixed-income product and include 80 to 90 units
- **AREA 3** - Will consist of single-story, high quality one and two-bedroom market rate rental homes with fenced low-maintenance yards that are professionally managed.
- **AREA 4** - Will consist of single-story, high quality 3 and 4 bedroom single family rental homes with yards and enclosed 2-car garages that are professionally managed.



AREA 1
Townhomes & Stacked Flats

AREA 2
2-Story Walk Up Apartments

AREA 3
Build to Rent Homes

AREA 4
Rental Home with 2-Car Garages

Please send questions or comments to:
bi.ratlief@campverde.az.gov, or
 Community Development
 473 S. Main Street, Suite 108
 Camp Verde, AZ 86322

Meeting details:
 Thursday, 6:30pm, February 10th, 2022
 Location: Council Chambers
 473 S. Main Street, Suite 106
 Camp Verde, AZ 86322

ZOOM information for Thursday, February 10th, 6:pm:

<https://us02web.zoom.us/j/81017760637?pwd=THhxd3ZONVp6OWFURDdrRlFvckZVUT09>

Atlantic Development & Investments, Inc.

COMPANY PROFILE

Development Experience of Atlantic Development & Investments Inc. & Affiliates



2022

LIHTC & Market Rate Units Developed by Developer, its principals and its affiliates of



15957 N. 81st Street, Suite 101
Scottsdale, AZ 85260

New Construction Completed:

Owner: Prescott Equities Holdings Limited Partnership
Project Name: The Pines at Prescott
Developer: Prescott Community Housing, Inc.
Related Developer Shareholders: Mark D. Breen
Address: 1053 Sandretto Drive, Prescott, Arizona 86301
of Units/Types: 90 units of new construction
Placed in Service Date: 9/22/1994
Developer participated in development and construction of the units, as well as securing financing

Owner: Greater Mesa Associates Limited Partnership
Project Name: Desert Palms Apartments
Developer: Ashland General Corp.
Related Developer Shareholders: Mark D. Breen
Address: 210 East Brown Road, Mesa, Arizona 85201
of Units/Types: 96 units of new construction
Placed in Service Date: 8/30/1995
Developer participated in development and construction of the units, as well as securing financing

Owner: Lake Havasu Associates Limited Partnership
Project Name: Casa del Lago
Developer: Lake Havasu Community Housing, Inc.
Related Developer Shareholders: Mark D. Breen
Address: 3140 Kearsage Drive, Lake Havasu City, Arizona 86403
of Units/Types: 84 units of new construction
Placed in Service Date: 9/13/1995
Developer participated in development and construction of the units, as well as securing financing

Owner: Midtown Mesa Limited Partnership
Project Name: Palm Cove Apartments
Developer: Midtown Mesa General Corp.
Related Developer Shareholders: Mark D. Breen
Address: 950 West Main Street, Mesa, Arizona 85201
of Units/Types: 76 units of new construction
Placed in Service Date: 10/30/1995
Developer participated in development and construction of the units, as well as securing financing

Owner: Chandler Property Development Associates Limited Partnership
Project Name: Palm Terrace Apartments
Developer: Chandler Community Housing, Inc.
Related Developer Shareholders: Mark D. Breen
Address: 555 East Ray Road, Chandler, Arizona 85225
of Units/Types: 180 units of new construction

Placed in Service Date: 3/27/1996
Developer participated in development and construction of the units, as well as securing financing

Owner: Strategic Capital Alliance Limited Partnership
Project Name: Colonia Del Rey
Developer: Strategic Capital of AZ, Inc.
Related Developer Shareholders: Mark D. Breen
Address: 120 North McQueen Road, Chandler, Arizona 85225
of Units/Types: 60 units of new construction
Placed in Service Date: 6/14/1996
Developer participated in development and construction of the units, as well as securing financing

Owner: Bilby Partners Limited Partnership
Project Name: Los Montanas
Developer: Bilby Developers, LLC
Related Developer Shareholders: Mark D. Breen
Address: 6240 S. Campbell Ave., Tucson 85706
of Units/Types: 88 units of new construction
Placed in Service Date: 2/13/1998
Developer participated in development and construction of the units, as well as securing financing

Owner: Paradise Palm Senior Housing Limited Partnership
Project Name: Paradise Palms Apartments
Developer: Paradise Palms Community Housing, LLC/PUL-Coral Gardens Apartments Inc.
Related Developer Shareholders: Mark D. Breen
Address: 350 West Southern Avenue, Phoenix, Arizona 85041
of Units/Types: 104 units of new construction
Placed in Service Date: 9/10/1999
Developer participated in development and construction of the units, as well as securing financing

Owner: Teran Limited Partnership
Project Name: Palm Cove Phase II Apartments
Developer: Casero, Inc.
Related Developer Shareholders: Mark D. Breen
Address: 950 West Main Street, Mesa, Arizona 85201
of Units/Types: 122 units of new construction
Placed in Service Date: 1/6/2000
Developer participated in development and construction of the units, as well as securing financing

Owner: Paradise Palms Multi-Housing Associates Limited Partnership
Project Name: Paradise Palms Phase II Apartments

Developer: Paradise Palms Community Housing II, LLC/PUL-Coral Gardens Apartments Inc.
Related Developer Shareholders: Mark D. Breen
Address: 250 West Southern Avenue, Phoenix, Arizona 85041
of Units/Types: 104 units of new construction
Placed in Service Date: 12/19/2000
Developer participated in development and construction of the units, as well as securing financing

Owner: Chandler Commonwealth Limited Partnership
Project Name: Chandler Garden Apartments
Developer: Commonwealth Community Housing, LLC
Related Developer Shareholders: Mark D. Breen
Address: 100 North Sacramento, Chandler, Arizona 85225
of Units/Types: 80 units of new construction
Placed in Service Date: 5/29/2001
Developer participated in development and construction of the units, as well as securing financing

Owner: Mesa Valley Housing Associates Limited Partnership
Project Name: Sonora Vista Apartments (Phase I)
Developer: Mesa Valley Community Housing, LLC
Related Developer Shareholders: Mark D. Breen
Address: 9736 East Balsam Avenue,
Maricopa County, Arizona 85208
of Units/Types: 96 units of new construction
Placed in Service Date: 6/7/2001
Developer participated in development and construction of the units, as well as securing financing

Owner: Mesa Valley Housing Associates Limited Partnership
Project Name: Sonora Vista Apartments (Phase II)
Developer: Mesa Valley Community Housing II, LLC
Related Developer Shareholders: Mark D. Breen
Address: 105 South 97th Street, Maricopa County, Arizona 85208
of Units/Types: 88 units of new construction
Placed in Service Date: 7/1/2001
Developer participated in development and construction of the units, as well as securing financing

Owner: Sierra Meadows Limited Partnership
Project Name: Sierra Pines Apartments
Developer: Sierra Developers, LLC
Related Developer Shareholders: Mark D. Breen
Address: 10095 Martis Valley Road, Truckee, California 96161
of Units/Types: 72 units of new construction
Placed in Service Date: 8/29/2001

Developer participated in development and construction of the units, as well as securing financing

Owner: Avondale Siesta Pointe Apartments Limited Partnership
Project Name: Siesta Pointe Apartments
Developer: Siesta Point Community Housing, LLC
Related Developer Shareholders: Mark D. Breen
Address: 12851 West Buckeye Road, Avondale, Arizona 85323
of Units/Types: 104 units of new construction
Placed in Service Date: 9/5/2001

Developer participated in development and construction of the units, as well as securing financing

Owner: Phoenix Vineyard Limited Partnership
Project Name: Vineyard Estates
Developer: Phoenix Vineyard Community Housing, LLC/PUL-Coral Gardens Apartments Inc.
Related Developer Shareholders: Mark D. Breen
Address: Alta Vista and 7th Avenue, Phoenix, Arizona
of Units/Types: 144 units of new construction
Placed in Service Date: 2/22/2002

Developer participated in development and construction of the units, as well as securing financing

Owner: Mesa Broadway Property Limited Partnership
Project Name: Ventana Estates
Developer: Mesa Broadway Community Housing, LLC
Related Developer Shareholders: Mark D. Breen
Address: 96th Street and Broadway Raod, Maricopa County, Arizona
of Units/Types: 140 units of new construction
Placed in Service Date: 5/29/2002

Developer participated in development and construction of the units, as well as securing financing

Owner: Orchard Estates Apartments Limited Partnership
Project Name: Orchard Estates
Developer: Surprise Community Housing, LLC
Related Developer Shareholders: Mark D. Breen
Address: Reems Road and Young Street, Surprise, Arizona
of Units/Types: 96 units of new construction
Placed in Service Date: 1/28/2004

Developer participated in development and construction of the units, as well as securing financing

Owner: Auburn Ventures Limited Partnership
Project Name: Auburn Ridge
Developer: Glennmark Construction, Inc.

Related Developer Shareholders: Mark D. Breen
Address: 1101 Auburn Drive, Castle Rock, CO 80109
of Units/Types: 90 units of new construction
Placed in Service Date: 12/29/2014
Developer participated in development and construction of the units, as well as securing financing

Owner: Corona Partners, LP
Project Name: Avalon Villas
Developer: Corona Developers, LLC
Related Developer Shareholders: Mark D. Breen
Address: 825 W. Broadway Rd, Phoenix 85041
of Units/Types: 94 units new construction
Placed in Service Date: Under Construction
Developer participated in development and construction of units, as well as securing financing

Owner: Westpark OZ Fund, LLC
Project Name: The Reserve at Westpark
Developer: Westpark OZ Ventures, LLC
Related Developer Shareholders: Breen Children 2012 Irrevocable Trust III
Address: 25931 W Elwood St, Buckeye, AZ 85326
of Units/Types: 116 units new construction, rental product
Placed in Service Date: 2020
Developer participated in development and construction of units, as well as securing financing

Owner: Reserve at Thunderbird LP
Project Name: The Reserve at Thunderbird
Developer: Reserve at Thunderbird Developers, LLC
Related Developer Shareholders: Mark D. Breen
Address: 3045 W. Thunderbird Rd, Phoenix 85053
of Units/Types: 108 units new construction
Placed in Service Date: Under Construction
Developer participated in development and construction of units, as well as securing financing

Rehabilitations Completed:

Owner: 324 South Horne Street Associates Limited Partnership
Project Name: The Palms at Mesa
Developer: M.P.I. General III, Inc.
Related Developer Shareholders: Mark D. Breen
Address: 324 South Horne Street, Mesa, Arizona 85204
of Units/Types: 146 units of rehabilitation
Placed in Service Date: 9/24/1993
Developer participated in development and construction of the units, as well as securing financing

Owner: Bethany Apartments Limited Partnership
Project Name: The Palms at Glendale
Developer: 67th Avenue Community Housing, Inc.
Related Developer Shareholders: Mark D. Breen
Address: 6112 North 67th Avenue, Glendale, Arizona 85301
of Units/Types: 160 units of rehabilitation
Placed in Service Date: 8/30/1994
Developer participated in development and construction of the units, as well as securing financing

Owner: Park Lane Associates Limited Partnership
Project Name: Palm Oasis Apartments
Developer: Park Land Apartments Corp.
Related Developer Shareholders: Mark D. Breen
Address: 802 North 30th Street, Phoenix, Arizona 85008
of Units/Types: 151 units of rehabilitation
Placed in Service Date: 1/14/1995
Developer participated in development and construction of the units, as well as securing financing

Owner: PUL-Coral Gardens Apartments Limited Partnership
Project Name: Coral Gardens Apartments
Developer: Royal Apartments, Inc.
/PUL-Coral Gardens Apartments Inc.
Related Developer Shareholders: Mark D. Breen
Address: 1001 North 32nd Street, Phoenix, Arizona 85008
of Units/Types: 118 units of rehabilitation
Placed in Service Date: 10/1/1996
Developer participated in development and construction of the units, as well as securing financing

Owner: Phoenix Broadway Associates Limited Partnership
Project Name: Sunrise Vista
Developer: Phoenix Broadway Community Housing, LLC/PUL-Coral Gardens Apartments, Inc.
Related Developer Shareholders: Mark D. Breen

Address: 28th Street and Broadway Road, Phoenix Arizona
of Units/Types: 196 units of rehabilitation and new construction
Placed in Service Date: 5/21/2002
Developer participated in development and construction of the units, as well as securing financing

Owner: Fillmore Place Apartments Limited Partnership
Project Name: Fillmore Place Apartments
Developer: Fillmore Place Community Housing, LLC/PUL-Coral Gardens Apartments Inc.

Related Developer Shareholders: Mark D. Breen
Address: 2902 East Fillmore Street, Phoenix, Arizona
of Units/Types: 85 units of rehabilitation
Placed in Service Date: 8/15/2002
Developer participated in development and construction of the units, as well as securing financing

Owner: Urban League Associates Limited Partnership
Project Name: Urban League Manor
Developer: Urban Manor Community Housing, Inc.
Related Developer Shareholders: Mark D. Breen
Address: 4343 West Thomas Road, Phoenix Arizona
of Units/Types: 152 units of rehabilitation
Placed in Service Date: 2/1/2007
Developer participated in development and construction of the units, as well as securing financing

Owner: GRL Apartments Limited Partnership
Project Name: Ghost Ranch Lodge Apartments
Developer: MMGRL, Inc.
Related Developer Shareholders: Mark D. Breen
Address: 801 West Miracle Mile, Tucson, Arizona
of Units/Types: 60 units of rehabilitation
Placed in Service Date: 8/26/2010
Developer participated in development and construction of the units, as well as securing financing

Owner: Miracle Mile Senior Housing LP
Project Name: GRL Senior Apartments
Developer: Miracle Mile Developers, LLC
Related Developer Shareholders: Mark D. Breen
Address: 875 West Miracle Mile, Tucson, Arizona
of Units/Types: 52 units of rehabilitation
Placed in Service Date: 4/28/2011
Developer participated in development and construction of the units, as well as securing financing

Owner: Bilby Partners Limited Partnership

Project Name: Trinity Place
Developer: Bilby Developers, LLC
Related Developer Shareholders: Mark D. Breen
Address: 6240 S. Campbell Ave., Tucson 85706
of Units/Types: 88 units of rehabilitation
Placed in Service Date: 7/31/2012
Developer participated in development and construction of the units, as well as securing financing

Owner: President Partners Limited Partnership
Project Name: City Place Apartments
Developer: President Developers, LLC
Related Developer Shareholders: Mark D. Breen
Address: 802 North 30th Street, Phoenix 85008
of Units/Types: 134 units of rehabilitation
Placed in Service Date: 8/5/2013
Developer participated in development and construction of the units, as well as securing financing

Owner: Algarve Partners Limited Partnership
Project Name: Legacy on Main
Developer: Algarve Developers, LLC
Related Developer Shareholders: Mark D. Breen
Address: 950 W. Main Street, Mesa 85201
of Units/Types: 78 units of rehabilitation
Placed in Service Date: 11/15/2014
Developer participated in development and construction of the units, as well as securing financing

Owner: Legacy Partners II, Limited Partnership
Project Name: Legacy on Main II
Developer: Legacy Developers II, LLC
Related Developer Shareholders: Mark D. Breen
Address: 118 N. Extension Rd, Mesa 85201
of Units/Types: 120 units of rehab/2 units new construction
Placed in Service Date: 10/20/2016
Developer participated in development and construction of units, as well as securing financing

Project Name: Brio on Ray
Developer & Owner: Arizona Avenue Developers, LLC
Related Developer Shareholders: Mark D. Breen
Address: 250 E. Ray Rd., Chandler, AZ 85225
of Units/Types: 192 units of new construction
Placed in Service Date: 7/21/2017
Developer participated in development and construction of the units, as well as securing financing

Project Name: Auburn Brook
Developer: Auburn Developers III, LLC
Related Developer Shareholders: Mark D. Breen
Address: 1193 Auburn Dr., Castle Rock, CO 80109
of Units/Types: 96 units of new construction
Placed in Service Date: 3/1/2018

Developer participated in development and construction of the units, as well as securing financing

Owner: Westpark OZ Fund, LLC
Project Name: The Reserve at Westpark
Developer: Westpark OZ Ventures, LLC
Related Developer Shareholders: Mark D. Breen
Address: Single Family Homes, Buckeye, AZ 85326
of Units/Types: 116 units of new construction
Placed in Service Date: 7/1/2020
Developer participated in development and construction of the units, as well as securing financing

Owner: Corona Partners, Limited Partnership
Project Name: Avalon Villas
Developer: Corona Developers, LLC
Related Developer Shareholders: Mark D. Breen
Address: 825 W. Broadway Rd, Phoenix, AZ 85041
of Units/Types: 94 units of new construction
Placed in Service Date: 9/1/2021
Developer participated in development and construction of units, as well as securing financing

Owner: Reserve at Thunderbird LP
Project Name: The Reserve at Thunderbird
Developer: Reserve at Thunderbird Developers, LLC
Related Developer Shareholders: Mark D. Breen
Address: 13404 N 30th Ave, Phoenix, AZ 85053
of Units/Types: 108 units of new construction
Placed in Service Date: In Development
Developer participated in development and construction of units, as well as securing financing



Agenda Item Submission Form – Section I

Meeting Date: March 2, 2022

Consent Agenda Decision Agenda Executive Session Requested

Presentation Only Action/Presentation

Requesting Department: Clerk's Office

Staff Resource/Contact Person: Cindy Pemberton

Agenda Title (be exact): Discussion, Consideration and possible Ratification and approval of Application for Extension of Premises/Patio Permit for Kevin Norton-Salt Mine Winery located at 526 West Salt Mine Road Camp Verde for the purpose of increasing serving area.

List Attached Documents: Application for Extension of Premises-Patio Permit

Estimated Presentation Time: 0

Estimated Discussion Time: 0

Reviews and comments Completed by:

Town Manager: N/A Department Head: _____

Town Attorney Comments: _____

Risk Management: N/A _____

Finance Department
Fiscal Impact:
Budget Code: _____ Amount Remaining: _____
Comments:

Background Information: Applicant is requesting extension of premises-patio permit to increase serving area. Staff previously signed off on the Patio Permit assuming it was a special/temporary increase. After reviewing the application staff realized the application was for a permanent extension and is requesting Council to Ratify the application and approve.

Recommended Action (Motion): Approval of Application for Extension of Premises/Patio Permit for Kevin Norton-Salt Mine Vineyards located at 526 W Salt Mine Road to increase serving area.

Instructions to the Clerk:



Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix, AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

DLLC USE ONLY

CSR: _____

Log #: _____

APPLICATION FOR EXTENSION OF PREMISES/PATIO PERMIT

OBTAIN APPROVAL FROM LOCAL GOVERNING BOARD BEFORE SUBMITTING TO THE DEPARTMENT OF LIQUOR
****Notice: Allow 30-45 days to process permanent change of premises****

Permanent change of area of service. **A non-refundable \$50. Fee will apply.** Specific purpose for change:

Increase serving area

Temporary change (**No Fee**) for date(s) of: ___/___/___ through ___/___/___ list specific purpose for change:

1. Licensee's Name: Norton Kevin License#: 13133044
Last First Middle

2. Mailing address: PO Box 2840 Camp Verde Arizona 86322
Street City State Zip Code

3. Business Name: Salt Mine Vineyards

4. Business Address: 526 West Salt Mine Road Camp Verde AZ 86322
Street City State Zip Code

5. Email Address: kevin.norton@saltmnewine.com

6. Business Phone Number: 602-568-7555 Contact Phone Number: 602 568 7555

7. Is extension of premises/patio complete?
 N/A Yes No If no, what is your estimated completion date? ___/___/___

8. Do you understand Arizona Liquor Laws and Regulations?
 Yes No

9. Does this extension bring your premises within 300 feet of a church or school?
 Yes No

10. Have you received approved Liquor Law Training?
 Yes No

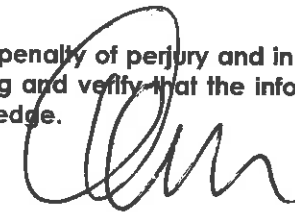
11. What security precautions will be taken to prevent liquor violations in the extended area?
Barriers and signage

12. **IMPORTANT:** Attach the revised floor plan, clearly depicting your licensed premises along with the new extended area outlined in black marker or ink, if the extended area is not outlined and marked "extension" we cannot accept the application.

Barrier Exemption: an exception to the requirement of barriers surrounding a patio/outdoor serving area may be requested. Barrier exemptions are granted based on public safety, pedestrian traffic, and other factors unique to a licensed premises. List specific reasons for exemption:

Approval Disapproval by **DLLC**: _____ Date: ___/___/___

I, (Print Full Name) Kevin Norton, hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: 

GOVERNING BOARD

After completion, and **BEFORE submitting to the Department of Liquor**, please take this application to your local Board of Supervisors, City Council or Designate for their recommendation. This recommendation is not binding on the Department of Liquor.

Approval Disapproval

Cindy Pemberton Town Clerk Town of Camp Verde 2-14-22

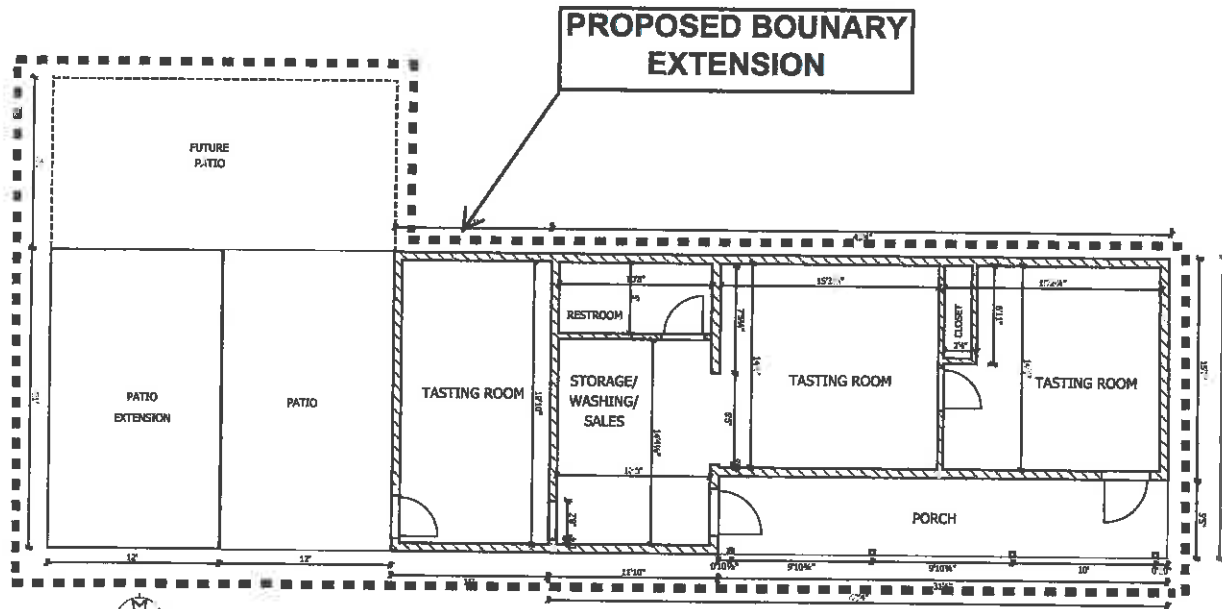
Authorized Signature Title Agency Date

DLLC USE ONLY

Investigation Recommendation: Approval Disapproval by: _____ Date: ___/___/___

Director Signature required for Disapprovals: _____ Date: ___/___/___

**EXTENSION OF WINE PREMISES
 PROPOSED TASTING ROOM/PATIO
 SALT MINE VINEYARDS
 536 West Salt Mine Road
 Camp Verde, AZ 86322**

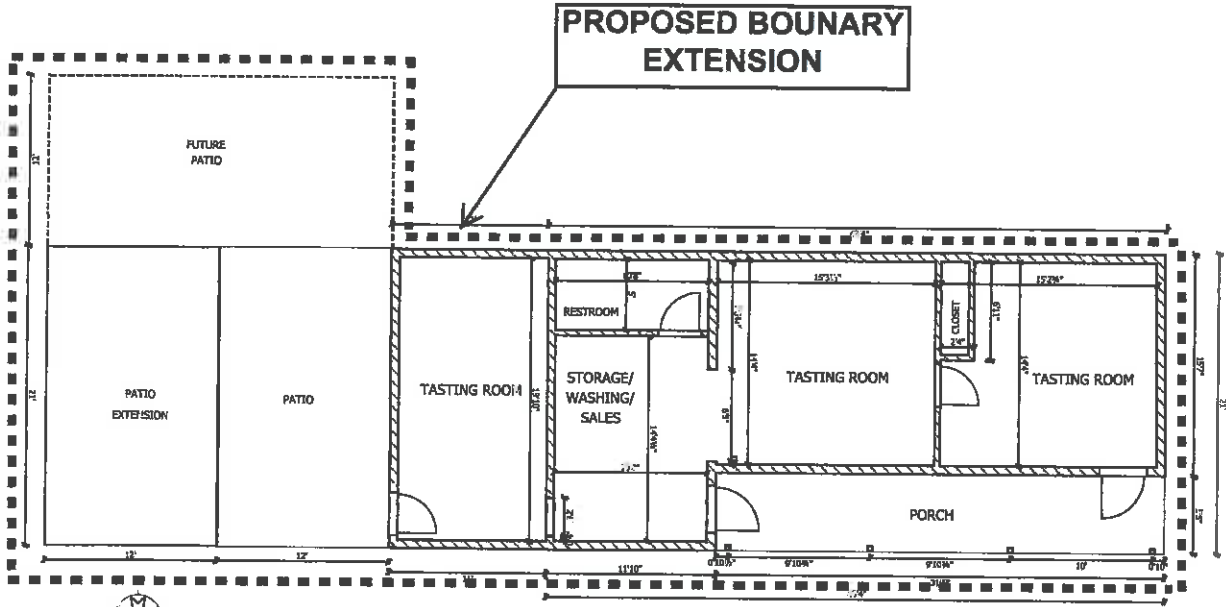


LEGEND
 [Symbol] EXISTING FRAMED WALLS
 [Symbol] SCALE

SALT MINE WINE TASTING ROOM

536 WEST SALT MINE RD.
 CAMP VERDE, AZ 86322

**EXTENSION OF WINE PREMISES
 PROPOSED TASTING ROOM/PATIO
 SALT MINE VINEYARDS
 536 West Salt Mine Road
 Camp Verde, AZ 86322**



LEGEND
 [Hatched box symbol] EXISTING FR./GLD WALLS
 [Dashed line symbol] SCALE
 [Solid line symbol]

SALT MINE WINE TASTING ROOM
 536 WEST SALT MINE RD.
 CAMP VERDE, AZ 86322



RESOLUTION NO. 2021-1075

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, DELEGATING AUTHORITY TO THE TOWN CLERK FOR APPROVAL OF SPECIAL EVENT LIQUOR LICENSES PURSUANT TO ARIZONA REVISED STATUTES §4-203.02, FARM WINERY FESTIVAL LICENSES PURSUANT TO ARIZONA REVISED STATUTES §4-203.03, AND CRAFT DISTILLERY FESTIVAL

WHEREAS, Arizona House Bill 2334 amends various Arizona state liquor laws found in Arizona Revised Statutes, Title 4; and

WHEREAS, House Bill 2334 amends Arizona Revised Statutes 4-203.02 dealing with special event liquor licenses, which now provides in pertinent part that, before the director may issue a temporary special event license, the special event liquor license must be approved by the governing body of the city or town or the governing body's designee if the event is to be held in a city or town; and

WHEREAS, House Bill 2334 amends Arizona Revised Statutes 4-203.03 dealing with farm winery festival licenses, which now provides in pertinent part that, before the director may issue a farm winery festival license, the farm winery festival license must be approved by the governing body of the city or town or the governing body's designee if the event is to be held in a city or town; and

WHEREAS, House Bill 2334 amends Arizona Revised Statutes 4-205.11 dealing with craft distillery festival licenses, which now provides in pertinent part that, before the director may issue a craft distillery festival license, the craft distillery festival license must be approved by the governing body of the city or town or the governing body's designee if the event is to be held in a city or town; and

WHEREAS, the Town Council as the governing body of the Town of Camp Verde desires to designate the Town Clerk the authority to approve special event liquor licenses, farm winery festival licenses, and craft distillery festival licenses for events held in the Town of Camp Verde; and

WHEREAS, it is in the best interests of the Town for the Town Council to designate the Clerk has having the authority to approve special event liquor licenses, farm winery festival licenses, and craft distillery festival licenses for events held in the Town of Camp Verde.

ENACTMENTS:

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

CAMP VERDE AS FOLLOWS:

Section 1. THAT, the Town Council designates the Town Clerk as having the authority of approving special event liquor licenses, farm winery festival licenses, and craft distillery festival licenses for events held in the Town of Camp Verde.

Section 2. THAT, the Town Clerk is directed to provide notification to the City Council of all special event liquor licenses, farm winery festival liquor licenses and craft distillery liquor licenses approved by the Clerk.

Section 3. THAT, the Mayor and staff are hereby authorized to sign this Resolution and any documents effectuating the terms contained herein.

PASSED, APPROVED AND ADOPTED by the Mayor and Council of the Town of Camp Verde this 6th day of October, 2021.

Dee Jenkins 10/13/21
Dee Jenkins, Mayor Date:

Attest:

Approved As To Form:

Cindy Pemberton 10/13/21
Cindy Pemberton Date
Town Clerk

William Sims 10/12/21
Bill Sims Date
Town Attorney



Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix, AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

DLIC USE ONLY

CSR:
Log #:

APPLICATION FOR EXTENSION OF PREMISES/PATIO PERMIT

OBTAIN APPROVAL FROM LOCAL GOVERNING BOARD BEFORE SUBMITTING TO THE DEPARTMENT OF LIQUOR
****Notice: Allow 30-45 days to process permanent change of premises****

Permanent change of area of service. **A non-refundable \$50. Fee will apply.** Specific purpose for change:

Add additional Cold Storage, outside

Temporary change (**No Fee**) for date(s) of: ___/___/___ through ___/___/___ list specific purpose for change:

1. Licensee's Name: Goetting Alex J License #: _____
Last First Middle

2. Mailing address: 724 N. Industrial Dr. 7A Camp Verde AZ 86322
Street City State Zip Code

3. Business Name: Verde Brewing Co.

4. Business Address: 724 N. Industrial Dr. 7A Camp Verde AZ 86322
Street City State Zip Code

5. Email Address: Alex@Verdebrewing.com

6. Business Phone Number: 928 567 8626 Contact Phone Number: 703 969 5047

7. Is extension of premises/patio complete?
 N/A Yes No If no, what is your estimated completion date? 3/1/22

8. Do you understand Arizona Liquor Laws and Regulations?
 Yes No

9. Does this extension bring your premises within 300 feet of a church or school?
 Yes No

10. Have you received approved Liquor Law Training?
 Yes No


11. What security precautions will be taken to prevent liquor violations in the extended area? Cold Storage
Will be locked at all times. It will be surrounded by fence.

12. **IMPORTANT:** Attach the revised floor plan, clearly depicting your licensed premises along with the new extended area outlined in black marker or ink, **if the extended area is not outlined and marked "extension" we cannot accept the application.**

Barrier Exemption: an exception to the requirement of barriers surrounding a patio/outdoor serving area may be requested. Barrier exemptions are granted based on public safety, pedestrian traffic, and other factors unique to a licensed premises. List specific reasons for exemption:

Approval Disapproval by **DLLC**: _____ Date: ____/____/____

I, (Print Full Name) Alex Goetting, hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: 

GOVERNING BOARD

After completion, and **BEFORE submitting to the Department of Liquor**, please take this application to your local Board of Supervisors, City Council or Designate for their recommendation. This recommendation is not binding on the Department of Liquor.

Approval Disapproval

Authorized Signature **Title** **Agency** **Date**

DLLC USE ONLY

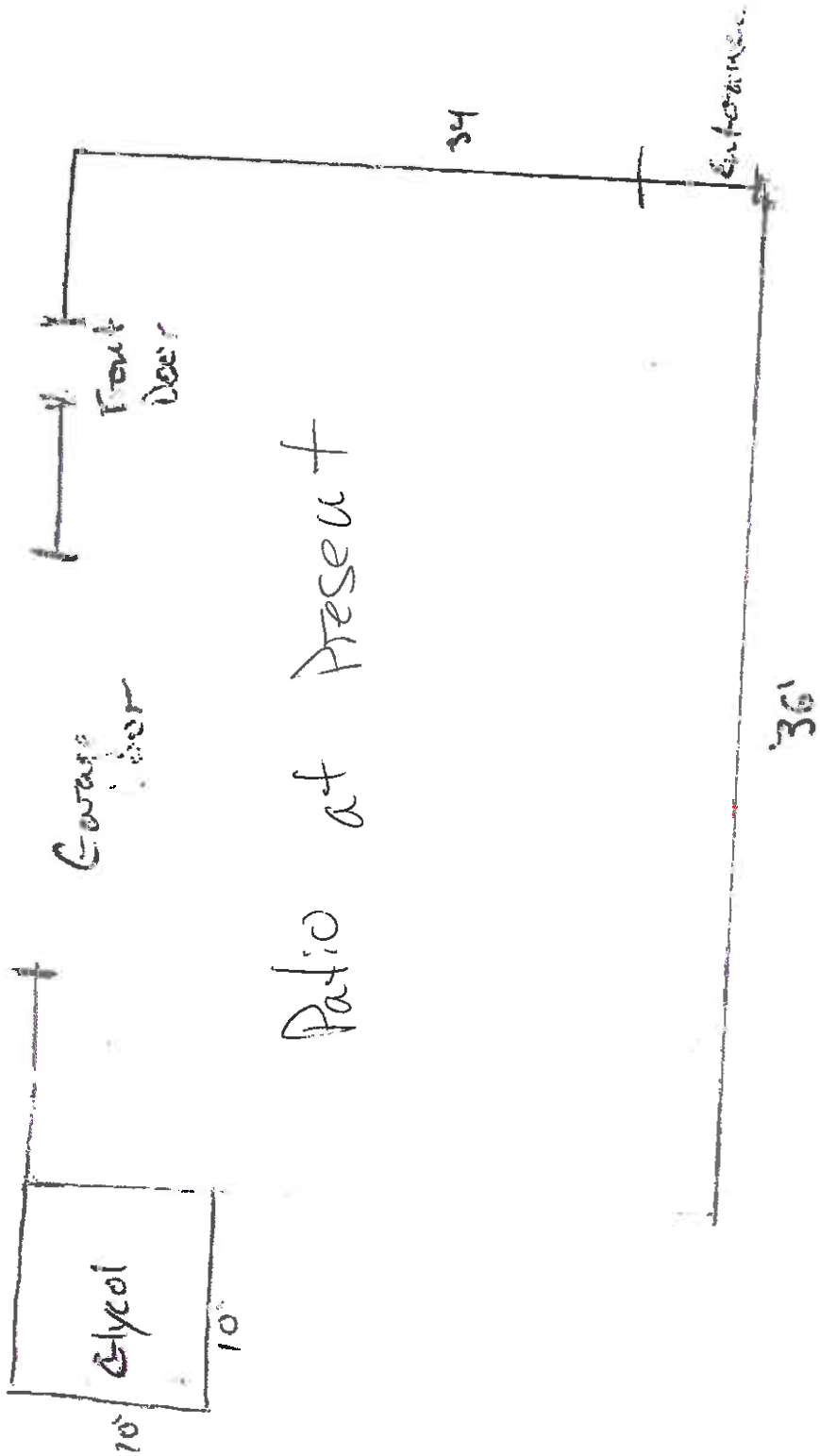
Investigation Recommendation: Approval Disapproval by: _____ Date: ____/____/____

Director Signature required for Disapprovals: _____ Date: ____/____/____

2/13/22



12-19-20



Patio at Present

Cindy Pemberton

From: John Knight
Sent: Wednesday, February 16, 2022 2:51 PM
To: Cindy Pemberton
Cc: Corey Rowley; Roxanne Jasman
Subject: Extension of Premises for Liquor License
Attachments: SBH C652DS22021611180.pdf

Cindy,

I don't have any issues with it from a use standpoint.

He will need get in touch w/building re: obtaining a building permit. Roxanne will reach out to him about the permits.

Thanks,

john

John Knight

Community Development Director, Town of Camp Verde
473 S. Main Street, Suite 108
Camp Verde, AZ 86322
928-554-0050 (main)
928-554-0053 (direct)

From: Cindy Pemberton
Sent: Wednesday, February 16, 2022 11:18 AM
To: John Knight <John.Knight@campverde.az.gov>; Corey Rowley <corey.rowley@campverde.az.gov>
Subject: FW: Message from BH C652DS

Good Morning,

Please reply to this correspondence if you approve/disapprove.

Thank you,
Cindy

From: itmanager@campverde.az.gov <itmanager@campverde.az.gov>
Sent: Wednesday, February 16, 2022 11:18 AM
To: Cindy Pemberton <cindy.pemberton@campverde.az.gov>
Subject: Message from BH C652DS



Agenda Item Submission Form – Section I

Meeting Date: March 2, 2022

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

Requesting Department: Administration

Staff Resource/Contact Person: Russ Martin

Agenda Title (be exact): Discussion, Consideration, and Possible Direction to Attorney and staff regarding current letter of engagement with Moyers Sellers, Ltd. To include but not limited to: hourly rate and possible contract.

List Attached Documents:

Estimated Presentation Time: 5 Minutes

Estimated Discussion Time: 5 Minutes

Reviews Completed by:

- Department Head: Russ Martin
- Town Attorney

Finance Review: Budgeted Unbudgeted N/A

**Finance Director Comments/Fund:
Fiscal Impact:**

Comments:

Background Information:

The Town has engaged Mr. Steve Wene as the Town’s Water Rights Attorney through Moyers Sellers, Ltd. and a rate change is due the request is to go from \$195 an hour to \$235 an hour. This is a professional service through our procurement policies whereby the Town can engage directly with a selected professional for service.

Council should be prepared to direct staff to move forward on an hourly rate and/or possible contract or renewed letter of engagement.

Recommended Action (Motion):

Move to direct staff to renew the letter of engagement for the new rate of \$235/hour with Moyers/Sellers.