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**AGENDA  
TOWN OF CAMP VERDE  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
WEDNESDAY, APRIL 20, 2022 at 6:30 P.M.**

**ZOOM MEETING LINK:**

<https://us02web.zoom.us/j/89926150011?pwd=VzZSd01PVndhOEhYV1ExR3kzL2daQT09>

**One Tap Mobile: 1-253-215-8782 or 346-248-7799**

**Meeting ID: Meeting ID: 899 2615 0011**

**Passcode: 564329**

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, Marie Moore, 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) Regular Session– April 6, 2022 at 6:30 p.m. Page 5
  - b) **Set Next Meeting, Date and Time:**
    - 1) Work Session – Wednesday April 27, 2022 at 5:30 p.m.
    - 2) Regular Session – Wednesday May 4, 2022 at 6:30 p.m.
    - 3) Work Session – Friday May 6, 2022 at 8:30 a.m.
    - 4) Work Session – Wednesday May 11, 2022 at 5:30 p.m.
    - 5) Regular Session – Wednesday May 18, 2022 at 6:30 p.m.
  - c) **Discussion, Consideration, and Possible Ratification of Staff’s application to acquire Congressionally Directed Funding of \$2,100,000 of a \$2,357,429 projected project cost to repave Old Highway 279. The Town’s projected match would be \$257,429. Staff Resource: Russ Martin** Page 27

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 – Declaring Friday April 22, 2022 as Camp Verde’s Arbor/Earth Day Celebration 2022** Page 33
  - **Presentation – Quarterly Report of Risk Management** Page 35
  - **Presentation – Quarterly Report of Finance** Page 37
  - **Presentation – Quarterly Report of Economic Development** Page 39
  
7. **Discussion, Consideration and Possible Adoption of the 2022 Focused on Success Camp Verde 5-Year Community and Economic Development Strategic Plan.** Staff Resource: Steve Ayers Page 41
  
8. ***Approval of Commercial Pool Repair to replace pool heater in the amount of \$54,514.82.*** Page 75
  
9. ***DISCUSSION CONSIDERATION AND POSSIBLE APPROVAL OF RESOLUTION 2022-1088 A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ESTABLISHING HOURS OF OPERATIONS, SUPERSEDING 2021-1082.*** Staff Resource: Kathy Hellman Page 79
  
10. **Discussion, Consideration, and Possible Appointment of Councilmembers to develop the ordinance to update the Town Code to reflect the Town Marshal position changes.** Staff Resource: Russ Martin Page 81
  
11. **Discussion, Consideration and Possible Approval of Tierra Verde Builders (TVB) Change Orders 7 & 8 for the Camp Verde Sports Complex.** Staff Resource: Ron Long Page 83
  
12. **Selection by Drawing to determine the order of how each candidate’s name will appear on the 2022 Election ballot.** Staff Resource: Cindy Pemberton

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

*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)).*

*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.

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 04-14-2022 at 4:00 p.m. in accordance with the statement filed by the Camp Verde Town Council with the Town Clerk

Cindy Pemberton

Cindy Pemberton, Town Clerk

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

**ZOOM MEETING LINK:**

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**One Tap Mobile: 1-253-215-8782 or 346-248-7799**

**Meeting ID: Meeting ID: 844 0106 7791**

**Passcode: 175243**

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, Cris McPhail, Marie Moore, Jessie Murdock, Robin Whatley, Vice Mayor Joe Butner, and Mayor Dee Jenkins.
3. **Pledge of Allegiance** Councilor Baker led the pledge.

Mayor Jenkins acknowledged that Clarkdale Council Member Bill Regner was in attendance on Zoom.

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 – March 10, 2022 at 5:30 p.m.
- 2) Special Session – March 16, 2022 at 4:30 p.m.
- 3) Special Executive Session – March 16, 2022 at 4:30 p.m. (recorded on file)
- 4) Special Session – March 16, 2022 at 5:30 p.m.
- 5) Regular Session– March 16, 2022 at 6:30 p.m.

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

- 1) Work Session – Tuesday, April 12, 2022 at 5:30 p.m.
- 2) Work Session – Wednesday, April 13, 2022 at 5:30 p.m.
- 3) Regular Session – Wednesday April 20, 2022 at 6:30 p.m.

- c) **Approval of additional funding in the amount of \$10,422.25 from the original budget of \$35,000 for Job Order Contract # 22-157 Separation of Commercial**

**Connections on Main Street project after bid and awarding in the amount of \$45,422.25 to Ligon Excavation, LLC.**

- d) Approval of Wastewater Division Dump Truck Purchase from Tucson Trux and Equipment Sales, LLC. In the amount of \$71,541.00.** Staff Resource: Troy Odell and Chet Teague
  
- e) Approval of a letter supporting Clarkdale's application for a Rebuild American Infrastructure with Sustainability and Equity (RAISE) Grant.** Staff Resource: Russ Martin

Councilor Moore requested item 4d be pulled from the Consent Agenda.

**Motion** by Vice Mayor Butner to approve the consent agenda minus item 4d. Second was made by Councilor Baker.

**Roll Call Vote:**

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

**Motion** carried 7-0.

Councilor Moore discussed item 4d. After researching the proposed dump truck there were several red flags including mileage, tire replacement requirements, difficulty on working on the particular motor, and sourcing parts. Councilor Moore also indicated that Council may need to look at a budget increase due to inflation and requested more information on resale of treated water as a viable option.

Chet Teague said the system currently takes in septic haulers and because of the chemicals resale is currently not possible. It is something the Department is looking at as a goal for the future, but would be approximately ten to fifteen year timeline to accomplish. In regards to item 4d there is another truck that was located by the Department. The price was out of the approved budget, but Council can look at it as an option. Mr. Teague informed Council that he would continue to look at other options for the dump truck including sourcing it Out of State.

Councilor Baker clarified that the main purpose of the dump truck purchase is to eliminate the contract for the hauling company. Councilor Baker also commended Councilor Moore for the research she had conducted.

Councilor McPhail suggested that staff review and come back with better options.

Two weeks was determined an appropriate timeline. No motion was taken for item 4.d.

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Mary Phelps President of Camp Verde Arena Association invited Council and the public to the Fundraiser Dinner on Friday the 15<sup>th</sup> of April. Doors open at 5:00 p.m. and dinner will be served at 6:00 p.m. Council will have a table provided. Ms. Phelps also brought flyers for the public for the Rodeo on May 20<sup>th</sup> & 21<sup>st</sup>. Tickets can be purchased at Caseys Cowboy Shop, Camp Verde Feeds, or online. Sunday there will be a scholarship jackpot as part of the event.

Katherine Sirimarco wanted to inform Council and the public of Opioid Overdose Prevention classes at the Camp Verde Library. The classes will be provided by Yavapai County Health Services on 4/26/22. There will be two sessions the first will be held at 2:30 PM and the second at 6 PM. All attendees will receive a box of Narcan spray, the drug to help prevent overdose.

Bill Regner thanked the Mayor and staff from the Town of Clarkdale.

6. **Special Announcements and Presentations:**

- **Proclamation – Proclaiming April as Fair Housing Month**

Mayor Jenkins proclaimed Fair Housing Month April 2022.

- **Presentation and Appreciation of the Camp Verde Marshal's Office by Cottonwood Police Chief Stephen Gesell**

Stephen Gesell Cottonwood Police Chief discussed the incident in July of last year that resulted in the death of a young Cottonwood resident. During the rescue effort one K9 Officer almost drowned in a wash and the vehicle was destroyed. Chief Gesell explained that inter-community relationships matter and Camp Verde loaned Cottonwood a K9 vehicle for four months. Chief Gesell read a statement on behalf of the Cottonwood Police Department. He stated that the Department recognizes the Camp Verde Marshal's office and Marshal Rowley with deep appreciation and gratitude for their generous support to The Cottonwood Police Department K9 Unit 2022.

- **Update and Presentation by the Community Development Department on the Status of the Code Compliance Division.**

John Knight Community Development Director introduced Anthony Apodaca, code enforcement officer employed by the Town since August. Mr. Apodaca explained that he has ten years of experience in code enforcement. Mr. Apodaca wished Council to consider adding another code officer. There is currently 145 active cases and having another officer would allow the department to be proactive in reaching out to the community for compliance. Mr. Apodaca envisions a department that is more about compliance than enforcement where voluntary compliance is the goal.

**7. Discussion, Consideration and Possible Direction to staff to prepare a budget for and host the Turquoise Circuit Finals Block Party on November 3, 2022.**

Staff Resource: Russ Martin

Town Manager Russ Martin introduced Stacey Barker, Camp Verde Arena Association. Turquoise Circuit Finals went off without a hitch and was beautiful. Last year Low Places hosted the block party. During the event they learned a lot about what to potentially change and have quite a few things to look forward to. The Arena Association worked with Low Places to put a map together for Council. The Beer and Alcohol garden was reduced to the size of Low Places establishment and the map indicates the new stage area. The request for Council is that the Town of Camp Verde be responsible for the stage portion of the event. A five year contract has been signed with the Turquoise Circuit through 2026. The Town would provide signs, tables, barriers, and more lighting for safety.

Councilor Whatley asked if the item had been discussed with the Parks and Recreation Department.

Mike Marshal Parks and Recreation Division Manager and Jeremy and Shannalee Brady from Low Places were available for questions.

Mr. Marshal is aware of the agenda item, but doesn't have additional details other than what is being presented. The timing of the Rodeo is an extremely busy time for the Department. Trunk or Treat, Fort Verde Days, the Christmas Craft Bazaar and other functions are happening during the time period. The Department would need to talk to Council about staffing requirements. Further details and a budget would need to be determined.

Councilor Robin Whatley inquired if the Arena Association would be able to handle the block party on their own if the Town was not able to provide the resources at this time.

Mr. Barker reminded Council of the revenue generating benefits to the Town by having this event. He felt the Town should be excited about their involvement in this



event.

Councilor Whatley wanted a rough number that would be needed in order to successfully host the event including the additional manpower that would be needed.

Mr. Marshal stated that last year the budget was \$2,300 from the Town plus additional funding from the event budget. Mr. Marshal estimated \$2k to \$3k as a reasonable price if Low Places is handling the alcohol portion. Changing the structure of the alcohol section will make fencing and gatekeeping logistically easier. There will still be safety barricades and signage needed, but the event will not require the same level of security.

Councilor Whatley recommending penciling the Rodeo into the regulatory events calendar since a five year contract had been signed. That way the staff and community would be looking ahead and forward to the annual event.

Mayor Jenkins remarked that she is looking at the Rodeo as another Town event and mentioned that she would like to see a couple of scenarios and cost from staff.

Councilor Baker remarked that a longer contract was a positive thing for Camp Verde. Councilor Baker also remarked that the map seemed to be smaller than past events.

Mr. Barker explained that the map was just a suggestion for the Town.

Councilor Moore encouraged Council to consider creating a festival around the annual event. She requested that Jeremy and Shana Lee from Low Places elaborate on how it went and the Town involvement they'd like to see.

Jeremy and Shanalee Brady mentioned that the stage area was a main focus. The ceremonies were conducted inside and there was only enough room for participants and their families. By hosting event space outside it means that the Community will experience greater involvement making it both an adult and children friendly Town sponsored event. Also shrinking the beer garden was important to reduce the burden and amount of liability their business has to take on. They also believe the new footprint would encourage additional businesses to participate in the festivities.

Councilor Moore mentioned that due to the timeframe of the event volunteers are going to need to be heavily relied on. She inquired whether the Arena would have access to volunteers to help with the block party.

Mr. Barker informed Council that all of the volunteers they utilize would be working at the rodeo grounds and it would be almost impossible to pull people out to assist. Mr. Barker also reiterated that Camp Verde is at the center of the State and should strive to be center stage and not just a town on the 260.

Councilor Murdock offered her appreciation to the Turquoise Circuit taking the leap to host their event in Camp Verde. She also made it known that if there were an interest

in forming a small committee she would be happy help.

Tony Zembik, Turquoise Circuit, mentioned that the decision to move everything outside would mean that the community and contestants can be together enjoying the same atmosphere. Mr. Zembik also wanted to offer a thank you on behalf of the Turquoise Circuit Board. He mentioned that it usually takes up to three years to build up an annual event like this. The level of success in the first year was impressive. The Circuit Board was impressed by the turnout and took pictures of the grand stands during the event. Mr. Zembik congratulated the Town. The Circuit will be adding a trick rider to perform at this year's finals to make the Rodeo even better for the fan base. The Circuit provided Council with information of further partnership opportunities to look at for the future. The Circuit wants to consistently improve and a three day event costs in excess of \$200k. Mr. Zembik offered his appreciation of the warm hospitality from all factions of committees within the community that they worked with.

Councilor Moore inquired if other towns traditionally hold a block party as is being presented.

Mr. Zembik stated that some do and some don't. But most try to find ways to make it bigger and better.

Cheri Wischmayer informed Council that she is excited about the idea of a bigger and better block party. She commented that she attended last year and was amazed even in the dark. There were people from surrounding areas in attendance as well. She believes that the community misses the old block parties and wants to see more community events.

**Motion** by Councilor McPhail to direct staff to prepare a budget for the Turquoise Circuit Block Party on November 3<sup>rd</sup> 2022. Second was made by Councilor Jackie Baker.

Councilor McPhail remarked that Council will most likely have to add staff and a budgetary cost associated with this event.

Vice Mayor Butner inquired if the partner opportunity with Mr. Zembik should also be included.

It was determined that the item would need to be on an agenda in a separate meeting.

**Roll Call Vote:**

Councilor Jackie Baker: aye  
Councilor Cris McPhail: aye  
Councilor Marie Moore: aye  
Councilor Jesse Murdock: aye  
Councilor Robin Whatley: aye  
Vice Mayor Joe Butner: aye

Mayor Dee Jenkins: aye

**Motion** carried 7-0.

8. ***DISCUSSION CONSIDERATION AND POSSIBLE APPROVAL OF RESOLUTION 2022-1087, A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR FY2022 RAISE DISCRETIONARY GRANT, CERTIFYING THAT SAID APPLICATION MEETS THE STATE AND FEDERAL REGULATIONS, POLICIES, GUIDELINES, AND REQUIREMENTS OF THE PROGRAM, AND AUTHORIZING ALL ACTIONS NECESSARY TO IMPLEMENT AND COMPLETE THE ACTIVITIES OUTLINED IN SAID APPLICATION.*** Staff Resource: Russ Martin

Mr. Martin explained that this agenda item is in reference to the Y that makes the downtown connections and involves the work on top of the underground work. The connection is the intersection to connect Black Bridge and then goes the other direction down Finnie Flat to 260. The median sidewalks and gutters are about 22 million dollars. This submission is due next week and would allow the Town to get all of that project done and the opportunity to go after funding. Local First Arizona has been offering grant assistance on the project.

Councilor Whatley clarified that this motion is just to let the Town apply for a grant and is not spending 22 million right now.

**Motion** by Councilor Robin Whatley to approve resolution 2022-1087. Second was made by Councilor Jackie Baker.

**Roll Call Vote:**

Councilor Jackie Baker: aye  
Councilor Cris McPhail: aye  
Councilor Marie Moore: aye  
Councilor Jesse Murdock: aye  
Councilor Robin Whatley: aye  
Vice Mayor Joe Butner: aye  
Mayor Dee Jenkins: aye

**Motion** carried 7-0.

9. **Discussion, Consideration and Possible Direction to staff to prepare an agreement that would allow the Town to temporarily fund, with reimbursement from the \$150,000 awarded grant, the construction of a parking lot and restrooms, on property owned by the Verde Valley Archaeology Center, that would serve as a publicly accessible trailhead for the future Homestead Park.** Staff Resource: Steve Ayers

Economic Development Director Steve Ayers stated that Council had approved a letter of support for the grant about a year ago. The request is to prepare an agreement to allow temporary funding of the 150k while waiting for the awarded grant.

Ken Zoll, Executive Director of the Verde Valley Archaeology Center, explained that with a grant from the National Park Service they installed a trail around the pit house village with interpretive signs and a Native American garden in the center. The other parcel is being used to do a traditional dry farming plot. This grant is to install a permanent vault toilet. The cost for the toilet is 90k and 10k for ground work. The remainder 50k will be utilized to make the trail to be ADA accessible. The grounds are currently open to public free of charge from dawn to dusk. The existing area and proposed facility can also be utilized as overflow for the people using the Homestead Park.

Councilor Whatley has been around the small trail and thinks it is within the interest of the city to have restrooms available for public use on the trails.

Councilor Murdock asked if the vault style toilet was connected to sanitary or would need to be pumped.

Mr. Zoll stated it will be connected to the sewer system, water, and electricity.

**Motion** by Councilor Jackie Baker to direct staff to prepare an agreement between the Town and the Verde Valley Archaeology Center that will facilitate construction of a publically accessible trailhead with the Town putting up funding then being reimbursed by Verde Valley Archaeology Center through an Arizona State Parks grant. Second was made by Councilor Jessie Murdock.

**Roll Call Vote:**

Councilor Jackie Baker: aye  
Councilor Cris McPhail: aye  
Councilor Marie Moore: aye  
Councilor Jesse Murdock: aye  
Councilor Robin Whatley: aye  
Vice Mayor Joe Butner: aye  
Mayor Dee Jenkins: aye

**Motion** carried 7-0.

**10. Discussion, Consideration, and Possible Approval of a budget adjustment of \$20,738 to purchase the “Executime” module from our current financial program, Tyler.** Staff Resource: Russ Martin

Town Manager Russ Martin stated this wasn't in the budget but this would be paid for within savings from the prior year. Marshal Rowley spends a great deal of time making reductions and his department is where savings happen. Marshal Rowley can give Council more detail on this item. The proposed module connects with existing

software.

Marshal Rowley stated that there were problems with timekeeping because the current system has officers put in their time after a two week period. Payroll has been experiencing several problems including double time entries that makes the payroll process cumbersome and sometimes over 5 hours in corrections for command staff. The new system would provide real time punching and communicate to the supervisor when a punch is missed. The Department is paying for the bulk of the expense out of their budget. The recommendation is to add the software for other Town departments. In order to qualify for the funds they have to pay their portion.

Mayor Jenkins commented that she was surprised the Town hadn't gone this route already. She remarked on several benefits including clerks getting hours electronically instead of waiting, getting away from manually entering times, legal issues if staff is not imputing their own time and the time savings of the system.

**Motion** by Vice Mayor Joe Butner to approve the budget adjustment of \$20,738, that is \$13000 from CVMO RICO fund \$7,738 from Human Resources fund for use towards purchasing a time keeping module known as Executime. Second was made by Councilor Jackie Baker

**Roll Call Vote:**

Councilor Jackie Baker: aye  
Councilor Cris McPhail: aye  
Councilor Marie Moore: aye  
Councilor Jesse Murdock: aye  
Councilor Robin Whatley: aye  
Vice Mayor Joe Butner: aye  
Mayor Dee Jenkins: aye

**Motion** carried 7-0.

**11. Discussion, Consideration, and Possible Initiation of an ordinance amendment to adjust the maximum height limit for properties located near the State Route 260/Highway 17 Intersection.** Staff Resource: John Knight

John Knight Community Development Director requested an initiation for an ordinance amendment. Council would not be committing to an amendment at this time. There is a hotel that is interested in adding a rooftop restaurant and bar with the height increase. The area impacted by this would be restricted to the 260/Highway 17 Intersection where the Department believes it would be appropriate.

Councilor Whatley remarked to Council that she believed in uniformity in code and that she the amendment should be for any business in that sector.

**Motion** by Vice Mayor Joe Butner to initiate an ordinance amendment to adjust the maximum height limit for properties located near the State Route 260/Highway 17

Intersection. Second was made by Councilor McPhail.

**Roll Call Vote:**

Councilor Jackie Baker: aye  
Councilor Cris McPhail: aye  
Councilor Marie Moore: aye  
Councilor Jesse Murdock: aye  
Councilor Robin Whatley: aye  
Vice Mayor Joe Butner: aye  
Mayor Dee Jenkins: aye

**Motion** carried 7-0.

**12. Discussion, Consideration, and Possible Selection of a Field Lighting System Supplier from either Qualite for \$587,552 (installed price plus tax) or Musco for \$658,354 (installed price plus tax) to provide the field lighting system for the Camp Verde Sports Complex.** Staff Resource: Ron Long

Ron Long discussed the two bids for lighting at the Sports Complex. The bid amounts need an additional estimate of 10% tax added to them. Qualite lights averaged 4000-6000 candela and Qualite is below 1000 candela. The candela impacts the amount of glare that is produced on the field. These two vendors were selected out of group for quality, pricing, and maintenance. Both systems provide a 25 year warranty. The Qualite bid included installation and Musco includes price for installation from Tierra Verde Builders. This Motion will be selection of a vendor and next council to be for award with specific numbers brought back to Council.

Councilor Moore noted that Musco meets International Dark Sky specifications and Qualite may not. She inquired if there was a hooding to make them qualify.

Mr. Long responded that the up light on both systems are shielded. The candela numbers are with shielded light. Qualite will do whatever they can to make the Town happy, but will not guarantee to meet International Dark Sky. Musco includes Dark Sky compliance in their contract.

Councilor Whatley commented that the price difference of \$70,802 was substantial and should be kept in the discussion.

Mike Marshal commented that the biggest concern was glare and light shielding. There is a significant difference between the systems. Glare from sports field lighting is one of the legitimate complaints from neighbors. If the price is broken down by year the difference between the two is less than \$3000. Mr. Marshall personally viewed the lighting options and makes a recommendation of Musco.

Tony Gioia presented to Council that he has had experience with Musco lighting and urges Council to choose them. The Dark Sky designation is extremely dear to his heart.

Pete Roulette felt the Town should set an example if it intends to make residents and businesses comply with Dark Sky. He felt that was more important than the 70k price difference.

Vice Mayor Butner shared his experience with Musco lighting at the arena for Prescott. The lighting works extremely well and he was amazed by the lack of overflow lighting from the fields. Although he agrees with Councilor Whatley that 70k is a significant amount of money, he believes that it is not a lot when you consider the amount of time these lights will be used.

Councilor Baker strongly agrees with Mr. Roulette that the town has been lax with complying and want us to get back to what we are supposed to do. She also believes that with the Musco system the Town will save money over time.

Councilor McPhail remarked that with other lighting systems the light spillage was 30-50 feet off the sports line. She noted that with the Musco system the light stopped at the fence line.

**Motion** by Councilor Cris McPhail to direct staff to prepare a contract to award the lighting system to Musco. Second was made by Vice Mayor Joe Butner

**Roll Call Vote:**

Councilor Jackie Baker: aye  
Councilor Cris McPhail: aye  
Councilor Marie Moore: aye  
Councilor Jesse Murdock: aye  
Councilor Robin Whatley: aye  
Vice Mayor Joe Butner: aye  
Mayor Dee Jenkins: aye

**Motion** carried 7-0.

**13. Discussion, Consideration and Possible Approval of salary increases for the Town of Camp Verde Mayor and Council.** Resource: Mayor Jenkins and Robin Whatley

Councilor Whatley discussed the value of the time spent by the Council and Mayor to reading packets, conducting due diligence, and serving the Town. The current compensation is \$250 Council and \$350 Mayor monthly. Information was gathered from other Towns and the median was determined to be \$750 for the Mayor and \$550 to Council. This pay is commensurate with other cities and towns and Council has raised compensation for other Town Staff positions.

Mayor Jenkins informed Council that the information is of other cities and towns in the surrounding area. Clarkdale was omitted because they also receive health benefits and did not information from Jerome. Her hope is that Council was provided with enough information to make a decision on the agenda item.

Councilor Moore spent a lot of time on preparation for tonight's agenda. She has heard all sorts of things since serving on Council and has come to the conclusion that the role is kind of like being an umpire. She believes the increase is not extreme and well earned.

Councilor Whatley wanted to clarify that the increase would not come into effect until after one month following the 2022 election. She wanted to ensure that there was no misperception that Council was voting on a raise they would immediately benefit from.

Debbie Roulette remarked that she believed a volunteer was a volunteer and felt the amount of the proposed increase was excessive.

Councilor Baker reflected on her first four years on council when she strictly did not take the \$50 a month stipend. After a certain amount of time in service when she considered running for re-election her spouse agreed with the condition that she accept the stipend. She chose to serve the community but felt some compensation was appropriate.

Councilor Moore recently attended an opening event and was asked to bring a donation. She felt comfortable with attending the event as a member of Council with the donation in hand because of provided monthly compensation. She remarked that the amount often gets put back into the community to pass to the town.

Councilor Murdock stated that the agenda item makes her nervous and felt that it was a hot topic. She worked for town previously and is familiar with how it functions. There is value in what Council does. It is not about the money but the gift that is given back to the community. She wants to show her support to council members in the future.

Mayor Jenkins is looking at the issue from a statistical base. She wanted to make sure it would not take effect until next election cycle and did not want people to think that it was put on the agenda to get an increase while sitting as Mayor.

Councilor Whatley remarked that Councilor Moore is right and that Council members are expected to attend things. That attendance often times comes with a cost. She almost did not run as Council member because the stipend was \$50 per month. She doesn't believe that should be a deterrent in running.

Tony Goia served on Council around the year 2000. It costs Council members to go to meetings and gas prices are high. Office supplies are purchased to be more prepared. There are a lot of costs for Council to do the work for the community. Mr. Goia noted that Council may feel guilty to say yes. He stated that Council members deserve to be compensated for the costs that incur. He knows of more than one member in the community who would have applied if it wasn't going to cost them money to volunteer.



**Motion** by Councilor Marie Moore to approve the salary increases of the Mayor in the amount of \$750 and council members to receive \$500 per month effective one month after the 2022 elections and canvass has been approved. Second was made by Councilor Jackie Baker

**Roll Call Vote:**

Councilor Jackie Baker: aye  
Councilor Cris McPhail: aye  
Councilor Marie Moore: aye  
Councilor Jesse Murdock: aye  
Councilor Robin Whatley: aye  
Vice Mayor Joe Butner: aye  
Mayor Dee Jenkins: aye

**Motion** carried 7-0.

Mayor Dee Jenkins called a five minute recess at 8:35 PM. Council reconvened at 8:40 PM.

- 14. Discussion, Consideration and Possible Approval of the Town Marshal to be an appointed position to operate under the Town Council per Title 9 Cities and Towns A.R.S. § 9-237 Appointive officers.** Resource: Mayor Jenkins and Vice Mayor Butner

Vice Mayor Butner noted that in bringing this item forth he considered the statutory structure, the legislature, and how Camp Verde was established starting off with title 9 and the Marshal and Clerk roles. The Council and Mayor are the governing body and those that execute on their decisions are the Marshal, Clerk and Town engineer. Various department heads and the Town Manager are not referenced. When a Town grows the decision may be made to get a Town Manager to oversee these tasks and assume the responsibilities of executing on policy decisions. Vice Mayor Butner believes the Town manager has more responsibilities than can effectively be performed and restructuring the Marshal position directly under Council may alleviate some of the issues that may arise from this. Vice Mayor Butner feels the Town is not receiving the quality that it needs and deserves. Watching this happen and allowing it to continue is one of the reasons that he has decided not to run for reelection. The Town Marshal is a paramilitary organization with sworn law enforcement officers that have very specialized training and credentials. It may be inappropriate to have a civilian at the head rather than a sworn officer who understands the duties. The person who should be solely responsible and reporting to the Town Council should be thoroughly familiar with the duties that law enforcement needs to perform. The Town has a Marshal and chain of command for the department. Management of that department directly through the Marshal will result in better performance of the Marshal's office and the departments under the City Manager in turn.

Councilor Moore wished to further understand the implications of this structure.

Specifically, if the Marshal was reporting to the Council twice a month if that may inhibit his ability to perform his duties.

Marshal Rowley has worked under both structures but the Mayoral position was full time. It would change who he reported to for immediate needs the Mayor or Town Manager.

Councilor Whatley asked if the agenda items were discussed with the Marshal and Clerk and expressed frustration that Council had received no information in their packet regarding these agenda items. These items represented a unnecessary seismic shift. Council Whatley stated that the Town Manager needs to surround himself with people he can work with and has complete trust in. The Manager's job is to hire those people. The form of government has been the same since it was founded and why has not been sufficiently explained.

Councilor McPhail requested an explanation of the pros and cons between the two structures from the Marshal.

Marshal Rowley stated that transparency to the community with a panel giving his review. The position does lose a buffer without a manager. The daily interaction was not problematic because the Mayor was a full time position. Marshal Rowley has no problem working either way. It's the Councils choice. Daily constant contact is important for some of the decisions that need to be made.

Councilor McPhail wanted to clarify that someone may be needed immediately in order to get some things accomplished and having a Mayor that is not full time could be problematic.

Marshal Rowley stated that it depends on the situation.

Councilor Baker remarked that in 1986 when community was incorporated the council manager form of government was chosen because at least 50% of other municipalities were doing that for the efficiency of daily supervision. She added that expediency would continue if a change were made and believes it would work well either way.

Councilor Murdock expressed her support for all the functions and positions of the current Town structure. She remarked on how hard the Town Manager has been working for the community and believes that if efforts are coming up short then the Council needs to provide support in the form of an assistant or additional position. The Town manager has been consistent throughout the growth of the Town and a lot has been asked of him. This agenda item was an unpleasant surprise and the information provided was a State statute with a blank sheet behind it. The Town hires a professional to do a job and sets specific expectations. Councilor Murdock stated that her background does not include running a Marshal's office and Council should be directing one person which is the Town Manager.

Councilor Whatley reiterated the frustration of lack of information for this agenda item.

She remarked that if the Marshal answers to Council she would want him to document each time he talks to a Council member what it was about to have a full breadth of knowledge about what is taking place. Also to determine if it is the same people he is talking to. The Town Manager's job is to manage the town and she does not feel equipped to run a Marshal's office. Councilor Whatley apologized to Russ Martin for the agenda item and remarked that it had been stated that the Town doesn't need a Town Manager.

Vice Mayor Butner took an opportunity to clarify what is being asked for with the agenda item. He stated that there was a fundamental misunderstanding and no one has asked to remove the Town Manager, which is not on the agenda. The Town manager is well equipped and taking the Marshal out from underneath will make the Manager more efficient. That's why the statute was referenced and what is being suggested. The change also provides a better form of government for checks and balances. With a different structure there is not one person who is the only source of information for everything in the Town. The Council should have the Manager in charge of the things he is good at and likewise for the Marshal.

Councilor Murdock wanted to understand if the intent would be to change the structure back if someone with police background were in the Town Manager position.

Vice Mayor Butner stated there would be no need if there were a good Town Marshal.

Mayor Jenkins spoke to the fact that any Council member can bring an item and Council needs to respect each other's opinion. She stated that it is her job put items on the agenda when a Council member asks.

Councilor Jackie Baker expressed division on how she felt on the issue. She stated that The Clerk's office and Marshal's positions are required and therefore it is sensible to place them under Council, but didn't believe it was a requirement of the statutes. The Marshal's office is one of the larger budgets and the burden on the Town Manager should be taken into consideration.

Councilor Whatley remarked that the problem she saw was that the information was extremely limited. There was not enough information in the packet. ARS 9-237 is referenced, but it is up to Council to decide the structure. If it's not broke why fix it.

Councilor Moore expressed that she would like to understand what makes this proposed structure better than what we're doing.

Marshal Rowley responded that Council does not have an easy decision tonight. It is up to Council which structure they want to see. He is happy to work under either structure. The agenda item isn't because of any bad relationship with the Town Manager. The Marshal has a great relationship with the Manager and Council. There are some items to consider including the Departments large budgets, the Union that is now at 90% is time consuming, and he doesn't believe the Department should be

lumped into the Town pay scale. Ultimately Council needs to vote and choose the structure they want to see.

Councilor Moore clarified that the Department would not self-governing under the proposed structure and would still be held accountable to State and Federal Government agencies.

Cheri Wishmayer stated that her husband was second Marshal and had answered to a Council. The Town code for the Clerk and Marshal had been changed for the purpose of autonomy. There are times when the direction of a statute doesn't always coincide with the person that is overseeing the Department which can create conflict. It's sometimes uncomfortable when you are going to your boss and saying you can't do this. When there is a Council of seven overseeing then there is more than one person making decisions. In changing the structure Council would be affording the Department the opportunity to spend the budget as it sees fit and if more funding is needed it would come to Council again.

Sharon Petrie stated that she believed this item to be a good idea because it removes personal feelings one way or another. Council would be a group that gives those positions their budget. It is better to have several people looking over what is decided rather than have one person who may want to go in a particular direction. Law enforcement would know there is a Council they answer to.

Councilor Murdock remarked that Council already gives direction when they pass the budget. She expressed her support for both the Town Manager and Marshal positions for whoever may be in those roles. She believes that people have overstepped boundaries and does not wish to overstep at all.

**Motion** by Vice Mayor Joe Butner to approve that the town Marshal be an appointed position to operate under the Town Council and no longer directly under the Town Manager. Second was made by Councilor Jackie Baker.

Councilor McPhail stated that she was going to vote against this motion for the reason it is heading toward a Mayoral form of government. There are open positions that Council does not know who will fill. She believes that the Town Manager and transparency are appropriate at this time for the current size and system.

Councilor Baker responded that he is hearing in the discussion about the form of government. That is not the issue. The issue is putting the Marshal back under Council supervision which it was for many years. Council is satisfied with the Town Manager right now. The motion is not going to change what our Marshal does at all.

Vice Mayor Butner thanked the Mayor for getting this item on the agenda and reinforced that the intent was not to engage in any form of personal attacks against staff or other Council members. This structure is better, more efficient, reflective of state statute, and it emphasizes the checks and balances in this Town Manager form of government. Vice Mayor Butner thinks government and services to citizens will be

better served.

**Roll Call Vote:**

Councilor Jackie Baker: aye  
Councilor Cris McPhail: nay  
Councilor Marie Moore: aye  
Councilor Jesse Murdock: nay  
Councilor Robin Whatley: nay  
Vice Mayor Joe Butner: aye  
Mayor Dee Jenkins: aye

**Motion passes 4-3.**

- 15. Discussion, Consideration and Possible Approval of the Town Clerk to be an appointed position to operate under the Town Council per Title 9 Cities and Towns A.R.S. § 9-237 Appointive officers.** Resource: Mayor Jenkins and Vice Mayor Butner

Vice Mayor Butner explained that this agenda item is a similar situation as previously discussed in item 14. The Clerk's position is to ensure that Council stays within the line and should be responsible to the Town and Mayor. Vice Mayor Butner believes it is important that when a question comes up the Clerk doesn't look at the Manager to answer the question. Removing this clarifies the lines of communication and relieves a duty of the Town Manager to manage the Town Clerk. The Town will have better checks and balances and service as a whole by making this change.

Councilor Robin Whatley strongly disagreed. She gave the example of a Clerk that reports to Council and a Council Member is related to the Clerk as a potential conflict of interest. With the change the Clerk would lose the ability to keep Council in line by that decision putting their job at risk. Currently because the Clerk operates under the Manager the Clerk is free to call out any inconsistencies or errors.

Councilor Murdock inquired about who would be writing new code for this change.

Town Clerk Cindy Pemberton replied that the Town would have to create an ordinance and change the entire code.

Councilor Murdock expressed again that she is against this.

Councilor Baker responded to the example which was given earlier by Councilor Whatley. She felt that some type of impropriety when her daughter was Clerk was implied in the example. She wanted to make it known that her work during that time period was above board. She also stated that she believed the Clerks position is an important requirement for any municipality and felt that it was important for the Clerk to be an independent department head. It prevents political issues from entering into the relationship and also relieves the Town Manager of additional duties.

Councilor Moore wanted to know if the Clerk's position would be held accountable to another governing agency similarly to the Marshal's role.

Town Clerk Pemberton responded that they are regulated by the State and Secretary of State.

Councilor McPhail noted that she was hearing that Council has not given the Town Manager the resources required and Council may want to revisit that. The only time she had experience with a Clerk whom was working for the Council was an amazing clerk and the Town Manager was insufficient to the task. She chose to do it that way so she could buffer herself. Council McPhail wanted to hear from the Clerk her opinion of being under Council or Manager.

Town Clerk Pemberton was under Council with the City of Prescott. Her work didn't change other than she answered to seven instead of one. Ms. Pemberton felt blindsided about the entire process. She didn't understand what Council felt like they would be accomplishing. Ms. Pemberton felt like this agenda item was not fulfilling a goal of giving the Town Manager the assistance that he needs. The change would also be putting her in an awkward predicament where the lines of subordinate and supervisor would be skewed as she would need to correct Council members.

Councilor Whatley extended an apology to Councilor Baker. She didn't mean to imply that anything untoward had gone on. She was simply pointed out that the Town should avoid the appearance of impropriety and not implying any had occurred.

Mayor Jenkins thanked Ms. Pemberton for her comments and expressed that she expected the Clerk to tell her exactly the way it is and nothing less. She felt clarity about voting on this agenda item and felt she did not have a clear answer on the previous vote.

Wendy Escoffier the code was changed in 2000 because the mother was elected to council. Ms. Escoffier also wanted to mention that the changes for the items won't be effective until the Town Code is amended.

**Motion** by Vice Mayor Joe Butner to approve the town clerk to be an appointed position to operate under the Mayor and Town Council and no longer under the supervision of the Town Manager. Second was made by Councilor Jackie Baker.

**Roll Call Vote:**

Councilor Jackie Baker: aye  
Councilor Cris McPhail: nay  
Councilor Marie Moore: nay  
Councilor Jesse Murdock: nay  
Councilor Robin Whatley: nay  
Vice Mayor Joe Butner: aye  
Mayor Dee Jenkins: nay

**Motion fails 2-5.**

16. **Discussion, Consideration, and Possible Direction to revise Town Attorney job description and language of a possible advertisement.** Staff Resource: Russ Martin

Agenda Item Moved to a Future Session.

17. **Discussion or consultation for legal advice with the Water Rights Attorney, regarding land and water right settlement negotiations with the Yavapai Apache Nation. The Council may, by majority vote, recess the special session, hold an executive session and then reconvene the special session for discussion and possible action on this item as covered by A.R.S. §38.431.03 (A)(3); (A)(6) and (A)(7).**

- **Recess into and hold Executive Session pursuant to A.R.S. §38.431.03 (A)(3); (A)(6) and (A)(7)**
- **Reconvene Open Session**

Agenda Item Moved to a Future Session.

18. **Discussion and possible direction to staff for the purposes of consideration for development of, or the negotiation of a property purchase for the purpose of development of a Public Safety Building. The Council may, by majority vote, recess the special session, hold an executive session and then reconvene the special session for discussion and possible action on this item as covered by A.R.S. 38-431.03 (A)(3) and (7).**

- **Recess into and hold Executive Session pursuant to A.R.S. §38.431.03 (A)(3) and (A)(7)**
- **Reconvene Open Session**

Agenda Item Moved to a Future Session.

19. **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 cards from public.

- 20. 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 attended open meeting class, at game night there were fifteen kids, and of course the Pecan and Wine festival. She offered a thank you to several members of staff and maintenance who were ambassadors for the town and presented a pleasant helpful environment. Council McPhail expressed a thank you to Council from maintenance for the mowers and mentioned that the grass looks fabulous. Other meetings she has attended include the Verde Lakes Recreation corporation who are going to do a festival at the end of April, a Yavapai College meeting with elected officials, the Marshal's Truancy committee, APS conference, Earth Day Committee, met with the Nature Conservancy regarding the grant for West Clear Creek, and attended the Yavapai Apache tribal meetings. She was the only person from the public who spoke when she attended the Yavapai College meeting to Comment on their CIP plan. She spent a long time with consultants and explained Camp Verde needs that are not being addressed.

Councilor Moore attended open meeting in March which was informative and volunteered for a few hours at the Pecan and Wine festival on Sunday. The pie contest had great participation would like to see it become an annual traditions. The Parks and Recreation combined hard work was evident with the maintenance department. Their constant appreciation which was shown and spoken to all the volunteers was commendable.

Councilor Murdock attended the Camp Verde Little League opening ceremony. There were approx. 320-350 registered players which was over a hundred more than last year.

Mayor Jenkins attended the Pecan and Wine Festival, did Christmas shopping, and had a blast. She attended the Yavapai County Board of Supervisors meeting and the Yavapai College meeting administration with elected officials. The Clerk scanned handouts so the information is available for Council. The financial reports for East and West are included. Mayor Jenkins also attended the regional housing meeting via Zoom, APS meeting, HR interviews on April 1<sup>st</sup>, and met with the Forest Service for the yearly update on fire season.

**21. Legislative Update Town Clerk Cindy Pemberton**



Ms. Pemberton indicated that there were two items of interest, but one would be forwarded to Council via an email. The item was through the senate and regarding Judge Brutinel to not allow early voting which was found unconstitutional and struck down. Senate bill 1270 supports the Arizona State Parks Heritage Fund that restores the original lottery. There are a number of sponsors involved if Council is interested in supporting. It went through house appropriations in March. There has been no activity since March 16<sup>th</sup> likely because it is a money bill and will probably become part of the budget discussion. Council Murdock recommended to the Mayor to issue a letter of support for SB1270.

- 22. 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.

Marshal Rowley the Marshal's Office and Matforce have been working on truancy. Today was the first time they went out and visited homes. It was well organized and they visited several homes of truant kids with Matforce pamphlets. The kids were given a free notebook and eligibility in a \$500 drawing if they didn't miss school. They found it was a success and plan to go out every Wednesday when there is overlap of staff. They plan to visit about three to four families at a time. This time they found a bunch of kids had moved and addresses were wrong. The ultimate goal for the program is to have community members go out and do this.

Councilor Murdock works in the district and is very interested to see where the program goes.

Town Manager Russ Martin discussed the Forest Service meeting the Mayor had mentioned. Part of the money the government is spending will go towards a ten person work crew and quite a bit of work towards fuel mitigation measures. That will help stay ahead of fire issues going forward. The conditions are just short of super dry right now. The goal is to keep the forest open. If they do shut it down it would be out of desperation. Tomorrow afternoon at 4:30pm there will be two candidates for the Human Resources role to review. Budget meetings will begin next week. The Town Manager applied for a grant for 2.53 million directly to Senator Kelly in the past three weeks for the old 279 pavement job. The City portion would be a 10% match. There are somewhere around 300 projects who applied and 80-100 max will be approved for all the congressional area we could be a part of. The Manager will put together the details for Council as this was applied for in between Council sessions and had not been formally presented to Council.

**23. Adjournment**

Mayor Dee Jenkins adjourned the meeting at 10:25 PM.

\_\_\_\_\_  
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 April 6, 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

Draft





Improvements)

Name & Contact Info	Mailing Address	Permanent Address
Russ Martin Work: 9285540001 russ.martin@campverde.az.gov	473 S. Main Street Suite 102 Camp Verde AZ 86322	473 S. Main Street Suite 102 Camp Verde AZ 86322

\* indicates a required field.

### Section 1. Applicant Information

Please provide information about the entity requesting the funding.

**1. Requestor Name \***

Name of the entity requesting Congressionally Directed Spending (i.e. City of Phoenix)  
Town of Camp Verde

**2. Street Address \***

473 S. Main Street Suite 102

**3. City \***

Camp Verde

**4. Zip Code \***

86322

**5. Is intended recipient of the Congressionally Directed Spending request different than the requestor? \***

In short, who should Congress provide the funding to? It usually is the recipient, but if this is a project managed by a federal agency, like the Army Corps of Engineers, please indicate that here.

No

**5.1 Who is the intended recipient?**

No answer.

**5.2 Has the project been discussed with the intended recipient?**

No answer.

**6. What type of entity is the intended recipient? \***

City/town government

**Primary Point of Contact**

Please provide contact information below for the individual who will serve as the main point of contact for this project. If the requestor is the intended recipient, this individual must be an employee of the intended recipient.

**7. Name \***

Russ Martin

**8. Title \***

Town Manager

**9. Organization \***

Town Government

**10. Email \***

russ.martin@campverde.az.gov

**11. Direct Phone Number \***

9285540001

**Secondary Point of Contact**

*If there is another individual who we should provide updates to about this project, please provide their contact information below. This could include a hired consultant or representative from a government affairs firm*

**12. Name**

Ron Long

**13. Title**

Public Works Director

**14. Organization**

Town Government

**15. Email**

ron.long@campverde.az.gov

**16. Direct Phone Number**

928-554-0821

**Section 2. Project Information**

Please provide the information about the specific project for which you are requesting funding

**1. Name of Project/Proposal \***

Old Highway 279 Improvements

**2. Project location - City**

What city in Arizona is the project located in?

Camp Verde

**3. Project location - County \***

Yavapai

**4. Project description \***

Please provide a brief (3-4 sentences) explanation of the project

This project will update the current road, approximately 3.5 miles, that was an old ADOT highway that was turned over at incorporation in 1986 and the road is in very poor condition. The base needs rebuilt in areas and completely repaved to ensure safe travel for a critical alternative that is parallel to State Highway 260. It also serves as the only direct access to a regional industrial/manufacturing employment center and Yavapai Apache Nation commercial and agriculture properties. The surface has been rebuilt/maintained by Town during the last 35 years but we have been unable to keep the surface up to standards for the current and future heavy haul traffic users.

**5. Total Project Cost \***

What is the total cost of completing the project?

Dollar amount. Please enter numbers only, no commas, decimals, etc.

i.e. for \$1 million, enter "1000000"

2357429

**6. Congressionally Directed Spending Request \***

Dollar amount. Please enter numbers only, no commas, decimals, etc.

i.e. for \$1 million, enter "1000000"

What portion of the total project cost are you requesting be funded via Congressionally Directed Spending?

2100000

**7. Local Match / Existing Resources \***

Please explain what resources or funding other entities are providing to support this project.

\$257,429.

The match is approximately 25% of our annual gas tax revenue (HURF).

**8. Do you know which appropriations bill this project will qualify for? \***

If you select "yes," you will be prompted to specify the bill and eligible account

No

**8.1 Which appropriations bill?**

*No answer.*

**8.2 Which account?**

Please select the account that corresponds with the appropriations bill

*No answer.*

**9. Priority ranking \***

If you are submitting multiple requests, please rank projects in order of priority. If you are only submitting one request, enter "1"

1

**10. Was this request submitted to Sen. Sinema's office? \***

No

**11. Was this request submitted to the House Committee on Appropriations by any member of the Arizona Congressional Delegation? \***

No

**11.1 If yes, which member(s)?**

*No answer.*

**12. If funded, could this project be completed by the end of calendar year 2023? \***

Yes

**Section 3. Project Details**

Additional details required for this project

**1. List of Entities or Organizations Partnering in or Supporting the Project \***

Please include a full list of entities who are supportive of or participants in this project

Yavapai Apache Nation

Yavapai County

**2. Has this project received federal funding in the past? \***

No

**2.1 If yes, please detail all prior federal funding received.**

When was the funding received? Under which program? Etc.

*No answer.*

**3. Is this a transportation project? \***

Yes

**3.1 Is the project on the State Transportation Improvement Plan (STIP) or Regional Transportation Improvement Plan (TIP)?**

No

**3.2 If yes, please paste a link to the webpage showing that this project is on the STIP/TIP?**

*No answer.*

**4. Is this project applying for USDA Rural Development funding? \***

No

**4.1 Has this project been discussed with the Arizona Rural Development office?**

If no, please contact the Arizona USDA Rural Development Office before applying, to determine project eligibility: <https://www.rd.usda.gov/az>

*No answer.*

**5. Is this a Military Construction project? \***

No

**5.1 Does the project appear on the FY23 Unfunded Priority List?**

If yes, please attach documentation under "Additional Documents"

*No answer.*

**6. Is this a water or wastewater infrastructure project?**

No

**6.1 Does the project appear on the Water Infrastructure Finance Authority of Arizona's Intended Use Plan or on the Indian Health Service's Sanitation Deficiency System list?**

If yes, please include as an attachment under "Additional Documents"

*No answer.*

**7. Will this project occur on federal land? \***

No

**7.1 Does the project appear on an agency-submitted priority list?**

If yes, please attach the priority list under "additional documents."

Examples of agency-submitted priority lists include:

- The state of Arizona's Forest Action Plan
- The Land and Water Conservation Fund, Great American Outdoors Act Priority List
- The Legacy Restoration Fund, Great American Outdoors Act Priority List
- Land Management Agency (USFS, BLM, FWS, BIE) Construction List

*No answer.*

**8. Is this project applying for FEMA funding? \***

No

**8.1 Has this project been discussed with the Arizona Department of Emergency and Military Affairs?**

*No answer.*

**9. Is this an Army Corps of Engineers or Bureau of Reclamation project? \***

No

**9.1 Has the project/program been authorized by Congress?**

*No answer.*





**Town of Camp Verde**  
**Proclamation**  
**Declaring Friday, April 22, 2022**  
**as Camp Verde's Arbor/Earth Day Celebration 2022**

*WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and*

*WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees; and*

*WHEREAS, Arbor Day is now observed at various times of the year throughout the nation and the world; and*

*WHEREAS, trees can reduce the erosion of our precious topsoil due to wind and water, cut heating and cooling costs, moderate temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and*

*WHEREAS, trees are a renewable resource that increase property values, enhance economic vitality, and create more livable communities; and*

*WHEREAS, trees, where properly planted, are a source of joy and community pride.*

*NOW, THEREFORE, The Mayor and Common Council of the Town of Camp Verde urge all citizens to care for our urban forest, to support our town's ongoing commitment to improving and managing our tree resources, and commits to planting one celebratory tree to commemorate the concurrent celebration of Arbor Day and Earth Day with Yavapai-Apache Nation. The Camp Verde Town Council hereby proclaims April 22, 2022 as Camp Verde's Arbor/Earth Day Celebration with the Yavapai-Apache Nation.*

*IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the Town of Camp Verde, Arizona, this 22<sup>st</sup> day of April 2022.*

---

*Dee Jenkins, Mayor*

*ATTEST:*

---

*Cindy Pemberton, Town Clerk*

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## **Risk Management**

### **FY 2021-2022 3<sup>rd</sup> Quarter**

#### **MISSION**

To develop and maintain an integrated, multi-disciplinary program for effective management of the Town's resources, assets, and liabilities to protect its employees, property and citizens and enable the Town to achieve its primary aim of efficient and effective day-to-day operation of the Town Government.

Risk Management has 2 full-time positions and 0 part-time / seasonal positions.

#### **Accomplishments for the past Quarter**

1. Workman's Compensation cases decreased - 10 in second quarter to 3 in third quarter
2. Property Claims decreased from 1 in second quarter to 0 in third quarter
3. Safety Meetings held in January and April in conjunction with Safety officer Jon Rivero (Community Development)
4. Maintained connection with Yavapai County Emergency Management for PPE supplies and resources related to Covid-19 response, mainly testing supplies
5. Attended Public Information Officer training offered by FEMA / AZDEMA through Yavapai County Office of Emergency Management
6. Attended Rapid Needs Assessment training offered by FEMA / AZDEMA
7. Attended COOP (Continuity of Operations Plan) training for Boards and Commissions offered by AZDEMA
8. Completed Industrial Commission of Arizona training in Focus 4 Construction and Accident Investigation and Risk Cause Analysis
9. 41 Covid-19 tests performed through the Administration office, using Yavapai County supplies, for this quarter: 23 negative – 18 positive
10. Maintained/ updated Certificates of Insurance for vendors participating in Parks and Rec events
11. Maintained/ updated Certificates of Insurance for vendors performing work for the Town
12. Accessed OrigamiOwl software at no cost through AMRRP to streamline COI updates and contract processes (implementing this system included in ongoing projects)
13. Created CIP tracking mechanism to establish communication between all departments on status of ALL Town projects.
14. Reviewed and processed 8 Agreements/MOUs/Contracts from multiple departments
15. Updated processes for maintaining current Vendor Information including Certificates of Insurance, Business Licenses, W-9s
16. Created structural plans for Gazebo to assist in planning
17. 13 Current Projects in varying stages of processing
18. CIP manager assisted in creating plans and structural drawings for Maintenance
19. Held on premise meeting and Inventory audit with Red Cross
20. Ongoing educational Plan for Risk Manager and CIP Manager established
21. Budget submitted for FY 2022-2023

#### **Goals and Continuing projects**

1. Creation and Maintenance of the Risk Register; this document is an ongoing record of solutions to mitigate potential exposures for the Town
2. Implementing OrigamiOwl software for COI and contract processing
3. Update COOP (Continuity of Operations Planning) document and attend ongoing training
4. Enhancing partnerships with Yavapai County, Red Cross, Copper Canyon Fire District, AZ DEMA and other NGOs to enhance Emergency Operation Center capabilities, conduct exercise(s) and trainings, and to verify that current Agreements are on file to use during Emergency Incidents
5. Establish Core Documents for Emergency Incidents (Contact list, procedures)
6. Obtain Building Inspector Certification for CIP Manager
7. Obtain ARM designation for Risk Manager
8. Scheduled to attend Legal HR training offered by AMRRP (April)
9. Scheduled to attend TEEX AWR167: Sports Event Risk Management training (April)
10. Build awareness of employee safety to continue to lower the number of Workman's Compensation claims for the Town
11. Improve contract and project processes to lower long term risk exposure
12. Ongoing organizing for office / daily spaces

The most significant changes made to Risk Management's Budget Year 2022-23 reflect the addition of personnel and the training cost associated with the positions.

	<b>2021-2022</b>	<b>2022-2023</b>
Training	\$ 750.00	\$ 3,000.00
Travel	\$ 100.00	\$ 1,500.00
Uniforms	\$ 50.00	\$ 250.00
Office Supplies	\$ 150.00	\$ 150.00
Memberships	\$ 500.00	\$ 750.00
Books & Tapes	\$ 620.00	\$ 1,200.00
Printing	\$ 100.00	\$ 100.00
Advertising	\$ 50.00	\$ 50.00
Cell Phone	\$ 700.00	\$ 1,400.00
Consulting	\$ 300.00	\$ 500.00
Legal Services	\$ 2,000.00	\$ 3,500.00
Contract Labor	\$ 81,140.00	\$ 84,000.00
Office Equipment	\$ -	\$ 300.00
PPE	\$ 300.00	\$ 400.00
Safety	\$ 1,500.00	\$ 1,500.00
Medical Supplies	\$ 500.00	\$ 500.00
Emergency Activation	\$ 500.00	\$ 500.00
Public Relations	\$ 350.00	\$ 350.00
	<b>\$ 89,610.00</b>	<b>\$ 99,950.00</b>

## Town of Camp Verde

### Revenue Drivers

#### March 2022

Sources*	Mar-22	In/De %	Feb-22	Jan-22	FYTD Avg	Bud/Month	YTD Bud +/-	LYM Avg +/-	L5YM Avg +/-
City Sales Tax	456,895	7%	428,674	552,504	469,434	491,534	(198,904)	10,609	129,311
City .65% Increase	85,262	4%	81,971	104,410	89,662	88,033	14,664	2,016	25,062
State Sales Tax	137,883	3%	133,670	165,597	137,422	109,460	251,652	26,826	42,795
VLT	91,194	27%	71,906	78,104	76,764	71,333	48,878	(2,308)	9,805
URS	133,499	0%	133,499	133,499	130,863	121,636	83,039	(2,369)	11,442
HURF	97,486	14%	85,262	91,035	92,973	80,625	111,135	3,315	11,739
Sewer User Fees	108,165	0%	108,114	130,709	107,888	101,700	55,691	5,048	20,201
<b>TOTAL</b>	<b>1,110,384</b>		<b>1,043,097</b>	<b>1,255,857</b>	<b>1,105,006</b>	<b>1,064,322</b>	<b>366,155</b>	<b>43,137</b>	<b>250,354</b>

\* - The above revenue sources (less HURF & Sewer) represent approximately **87%** of the Town's General Fund operating revenues.

**FYTD Avg:** Fiscal year-to-date Average. The average monthly amount for this fiscal year.

**Bud/Month:** This year's monthly budget.

**YTD Bud +/-:** Year-to-Date Budget over/short. The cumulative amount over or short of budget for the current fiscal year.

**LYM Avg +/-:** Last year monthly average over/short. The difference between this year's *FYTD Avg* and last year's *FYTD Avg* number.

**L5YM Avg +/-:** Last five years monthly average over/short. The difference between this year's *FYTD Avg* and the average of the last 5 year's *FYTD Avg*. (L5YM Avg for .65% increase is only 3 year average).

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Agenda Item 6.3



Town of Camp Verde

**Agenda Report Form – Section I**

Meeting Date: 4-20-2022

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

Requesting Department: Economic Development

Staff Resource/Contact Person: Steve Ayers

Agenda Title (be exact): Presentation and update from the Economic Development Department

List Attached Documents:

Estimated Presentation Time: 0

Estimated Discussion Time: 0

**Reviews and comments Completed by:**

Town Manager: \_\_\_\_\_  Department Head: \_\_\_\_\_

Town Attorney Comments: \_\_\_\_\_

Risk Management: \_\_\_\_\_

Finance Department  
 Fiscal Impact:  
 Budget Code: \_\_\_\_\_ Amount Remaining: \_\_\_\_\_  
 Comments:

**Background Information:**

This 90-day update was requested by council during the department’s presentation to council in January.

**Recommended Action (Motion):**

**Instructions to the Clerk:**

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**Agenda Report Form – Section I**

Meeting Date: April 20, 2022

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

Requesting Department: Economic Development

Staff Resource/Contact Person: Steve Ayers

Agenda Title (be exact): Discussion, Consideration and Possible Adoption of the 2022 Focused on Success Camp Verde 5-Year Community and Economic Development Strategic Plan.

List Attached Documents: 2022 Focused on Success Camp Verde 5-Year Community and Economic Development Strategic Plan

Estimated Presentation Time: 15 minutes

Estimated Discussion Time: 10 minutes

**Reviews and comments Completed by:**

- Town Manager: \_\_\_\_\_  Department Head: \_\_\_\_\_
- Town Attorney Comments: \_\_\_\_\_
- Risk Management: \_\_\_\_\_
- Finance Department  
Fiscal Impact:  
Budget Code: \_\_\_\_\_ Amount Remaining: \_\_\_\_\_  
Comments: \_\_\_\_\_

**Background Information:**

In 2020 the Camp Verde Town Council approved a matching grant with Arizona Public Service to fund a 5-year strategic plan. The Town of Camp Verde has a sustained partnership with its energy provider, Arizona Public Service (APS), to assist with community and economic development efforts. As part of this partnership, APS has worked with the community twice previously through its Focused Future program.

Focused Future was developed by APS to provide local communities technical assistance in developing a grassroots strategic plan. The next step of this program - Focused on Success - is a more targeted strategic planning effort focused on driving responsible and sustainable growth, utilizing both traditional and non-traditional development initiatives. To guide the planning process and facilitate public discussions, the Town contracted with Local First Arizona (LFA).

*Over the course of 2021, LFA and the Town of Camp Verde conducted a series of meetings and workshops that engaged and obtained insights from over 130 community members. The intent of the conceptualization and strategic plan was a product that was inclusive of community perspective and community-driven. Prior to engaging the Community Action Team in formal strategic planning sessions, LFA met with Town Staff to learn and understand their expectations and desires for the strategic plan, and their expectations and aspirations for the Focused on Success Initiative. Together, LFA and Town Staff established a planning framework.*

*The Town staff selected a diverse set of two dozen business owners, residents, elected officials, community partners who represented various sectors of the community to serve on the Community Action Team. Together, this team of individuals identified areas of priority, passion, and interest which resulted in four focus areas for this plan: Open Spaces & Trails, Business Attraction, Workforce and Workforce Housing, and Quality of Life.*

*The Community Action Team then identified individuals who represented each of the focus areas defined to participate in topic-related discussions and surveys. In order to capture as much input and feedback from the community as possible, multiple surveys were conducted including a Community Feedback survey (with 106 respondents) and a Quality of Life survey (with 61 high school senior respondents). As a final step in the strategic planning process, the Community Action Team was re-convened, the draft report was circulated, and input was received and integrated into the final Camp Verde 5-Yr Strategic Plan.*

*Recommended Action (Motion): Move to adopt the 2022 Focused on Success Camp Verde 5-Year Community and Economic Development Strategic Plan.*

*Instructions to the Clerk:*



**Select Camp Verde**  
THE CENTER OF IT ALL | ARIZONA  
**ECONOMIC DEVELOPMENT**

**Focused on Success**

**Camp Verde  
5-Year  
Community  
& Economic  
Development  
Strategic Plan**

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## Town Council

- Town Manager Russ Martin
- Mayor Dee Jenkins
- Vice-Mayor Joe Butner
- Council Member Jackie Baker
- Council Member Bill LeBeau
- Council Member Cris McPhail
- Council Member Jessie Murdock
- Council Member Robin Whatley

## Economic Development Team

- Steve Ayers - Economic Development Director
- Jessica Bryson - Economic Development Project Manager

## Community Development Team

- Melinda Lee - Community Development Director
- Bobbi Webb - Administrative Assistant

## Steering Committee

- Peggy Kellogg - Outdoor Recreation / Resident
- Bob Weir - VACTE / Camp Verde Arena Association / Resident
- Dee Jenkins - Mayor / Resident / Business Community
- Dobie Champion - Residential Realtor / Resident
- Cris McPhail - Councilwoman / Town Volunteer / Verde Lakes Resident
- Justin Chambers - Commercial Realtor
- Ken Krebbs - Verde Lakes Resident / Fire Marshal
- Linda Buchanan - Yavapai College / Resident / Water Focus
- John Bassous - Business Owner / Developer/Resident
- Todd Scantlebury - Planning & Zoning / Resident / Business Owner / Agriculture
- Danny Briggs - Business Owner / Resident / Arts Community / Homeschool Parent
- Pam Bridgnell - Business Owner / Resident
- James Cornelius - Business Owner / Outdoor Recreation/Resident
- Ed Mezulis - Resident/Outdoor Recreation
- Tina Redd - Dean of Yavapai College
- Heather Mulcaire - Associate Dean Yavapai College / Agriculture
- Zach Wolfe - Agriculture/Resident
- Kelly Patton - APS
- Darla DeVille - APS

# Preamble

The Town of Camp Verde has a sustained partnership with its energy provider, Arizona Public Service (APS), to assist with community and economic development efforts. As part of this partnership, APS has worked with the community several times through its Focused Future program. Focused Future was developed by APS to provide local communities technical assistance in developing a grassroots strategic plan. The next step of this program - Focused on Success - is a more targeted strategic planning effort focused on driving responsible and sustainable growth, utilizing both traditional and non-traditional development initiatives.

Led by Local First Arizona (LFA), community outreach and engagement for the creation of the Focused on Success plan was thoughtful and intentional, with a goal to answer three basic questions:

1. How can we add depth and breadth to previously outlined and accomplished economic and community development goals?
2. What proactive strategies and partnerships can be developed to strengthen traditional economic development, community development, and placemaking initiatives
3. How can we engage and energize more stakeholders in the community and reinforce buy-in (and effort) to help build a more self-reliant Camp Verde community

# Engagement

Over the course of 2021, LFA and the Town of Camp Verde conducted a series of meetings and workshops that engaged and obtained insights from over 130 community members. The intent of the conceptualization and strategic plan was a product that was inclusive of community perspective and community-driven.

Prior to engaging the Community Action Team in formal strategic planning sessions, LFA met with Town Staff to learn and understand their expectations and desires for the strategic plan, and their expectations and aspirations for the Focused on Success Initiative. Together, LFA and Town Staff established a planning framework.

The Town staff selected a diverse set of business owners, residents, elected officials, community partners who represented various sectors of the community to serve on the Community Action Team. Together, this team of individuals identified areas of priority, passion, and interest which resulted in four focus areas for this plan: **Open Spaces & Trails, Business Attraction, Workforce and Workforce Housing, and Quality of Life.**

The Community Action Team then identified individuals who represented each of the focus areas defined to participate in topic-related discussions and surveys. In order to capture as much input and feedback from the community

as possible, multiple surveys were conducted including a Community Feedback survey (with 106 respondents) and a Quality of Life survey (with 61 high school senior respondents).

As a final step in the strategic planning process, the Community Action Team was re-convened, the draft report was circulated, and input was received and integrated into the final Camp Verde 5-Yr Strategic Plan.

# Plan Layout

## ECONOMIC SNAPSHOT

Compiled near the end of the project to ensure relevant data was captured and evaluated, this section includes data that Town Staff can use to better understand the community's economic context. Considered a "snapshot in time" utilizing the available and accessible data at the time this report was compiled.

## STRATEGIC DIRECTION

This section sets the stage for the plan, providing the reader a primer on economic development and outlining the community's guiding principles and economic development vision.

## COMMUNITY AND ECONOMIC DEVELOPMENT STRATEGY

The operating feature of the plan, this section outlines the goals, strategies, and baseline performance indicators for each of the four focus areas.

## IMPLEMENTATION

This section outlines recommendations for successful implementation, how the plan will be monitored and updated, and the roles and responsibilities of regional partners whose contributions are collectively needed in order to attain the intended outcomes.

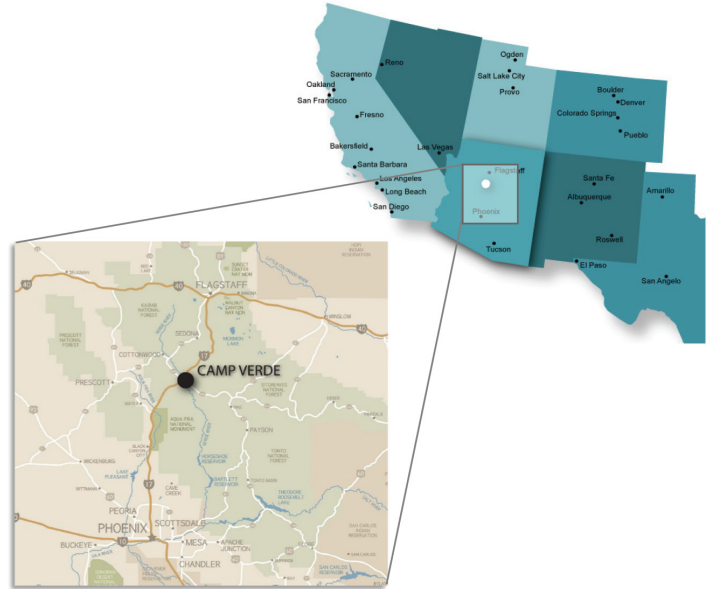
## PLAN EVALUATION AND UPDATE

This section outlines the importance of regular tracking, measurement, and reporting of the objectives and strategies outlined in the plan. Transparency in challenges and successes will be key to keeping the community engaged and informed on progress and outcomes.



## Camp Verde's Strategic Position

Camp Verde is located in the geographic center of Arizona. Strategically positioned along Interstate 17 (I-17), Camp Verde is an hour south of Flagstaff (57 miles), and an hour and a half north of Phoenix (90 miles).

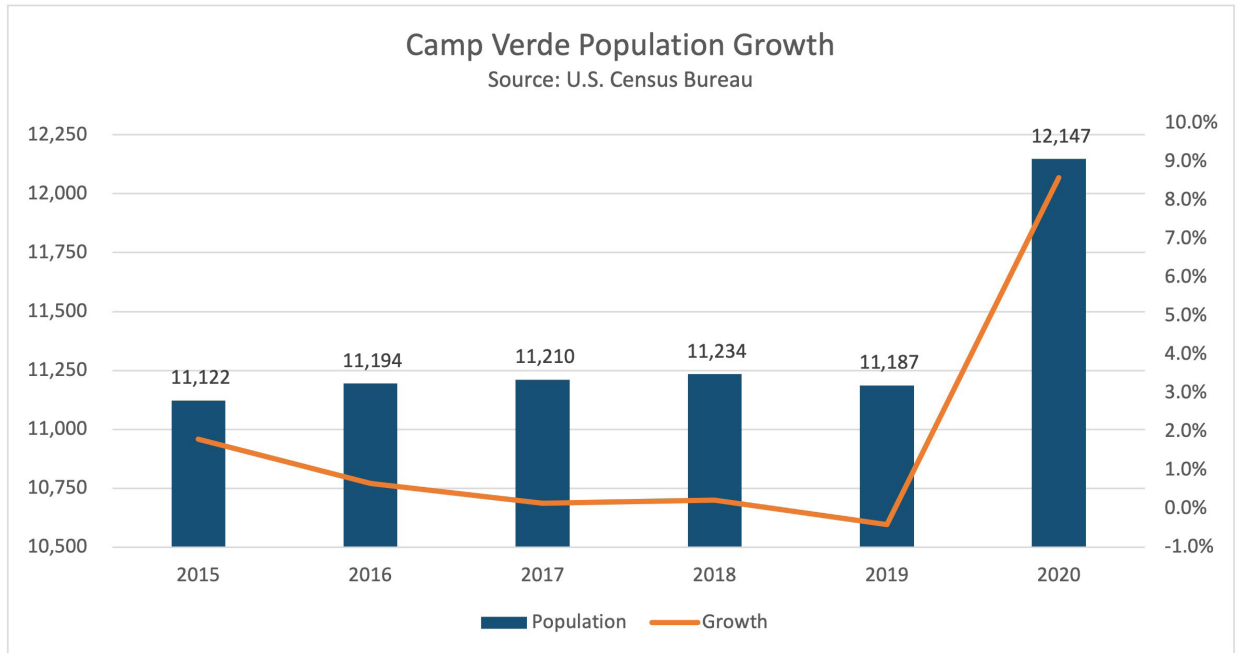


## Economic Context

The economic context includes aspects measuring economic performance: population, labor force, income, economy, construction, assessed value, and quality of life. Indexing local data relative to statewide trends suggests that the Town is lagging behind the state in terms of economic recovery.

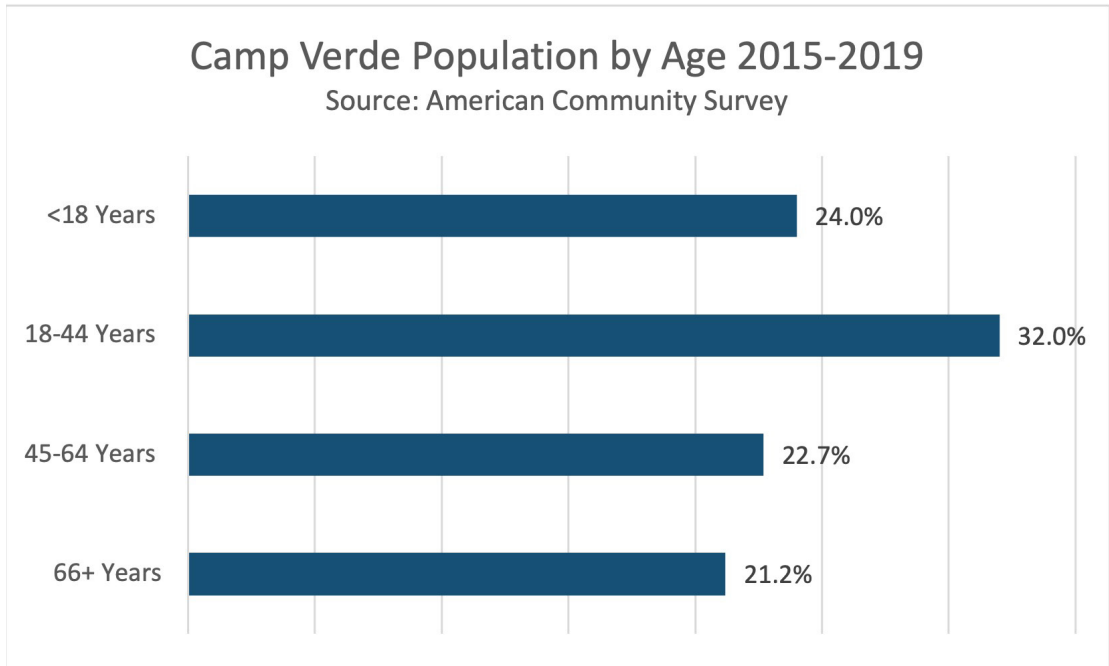
## Population

In 2015-2020, Camp Verde, Arizona experienced a 9 percent growth. Between 2019 and 2020 alone, Camp Verde saw a growth in population of 8.6 percent, from 11,187 to 12,147. This made them the most rapidly growing community in Yavapai County. In 2019, 5,283 (47.2 percent) females and 5,913 (52.8 percent) males were counted within the population. The median age was 40.7 years.



*Note: 2015-2019 numbers were Census estimates. 2020 numbers were measured in the 2020 census and are accurate through Oct. 15, 2020.*





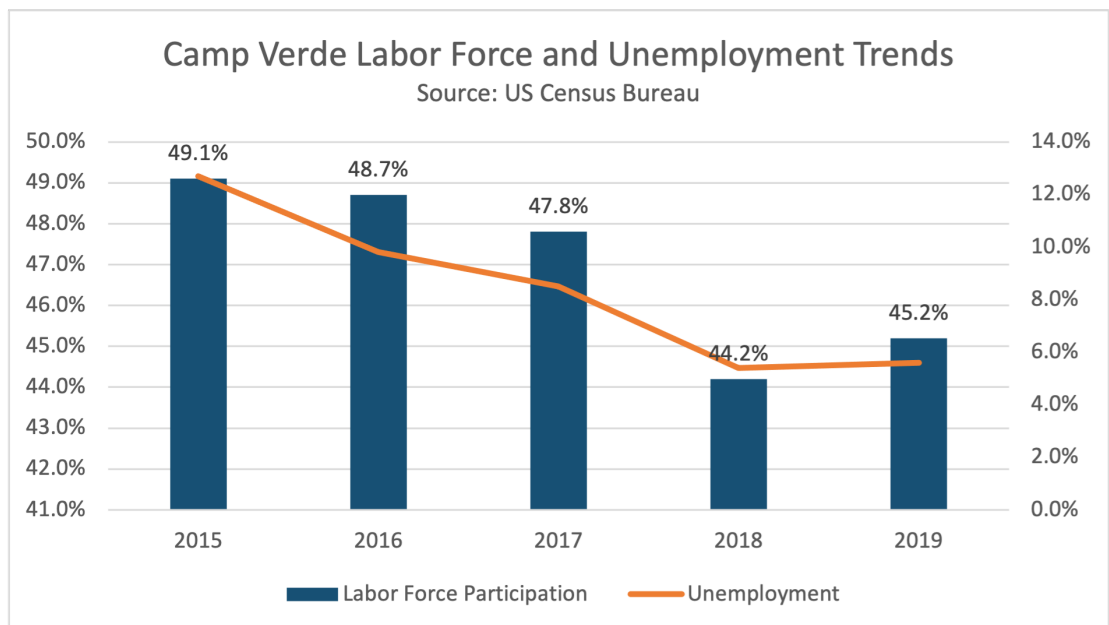
For people reporting one race alone, 79.4 percent were White; 0.5 percent were Black or African American; 9.3 percent were Native American and Alaska Native; 0.2 percent were Asian; 0.0 percent were Native Hawaiian and Other Pacific Islander, and 7.2 percent were some other race.

An estimated 24.8 percent of the people in Camp Verde were Hispanic. An estimated 63.0 percent of the people in Camp Verde were White non-Hispanic. People of Hispanic origin may be of any race.

## Labor Force

Labor force trends are a good overall indicator of the level of economic opportunity. From 2015-2019, Camp Verde's labor force participation rates dropped from 49.1 percent to 45.2 percent. This means that of the population that is able to participate in the workforce (3,998), less than half are actively working or seeking work at the time of the data collection. In comparison, labor force participation at the state level is 59.7 percent.

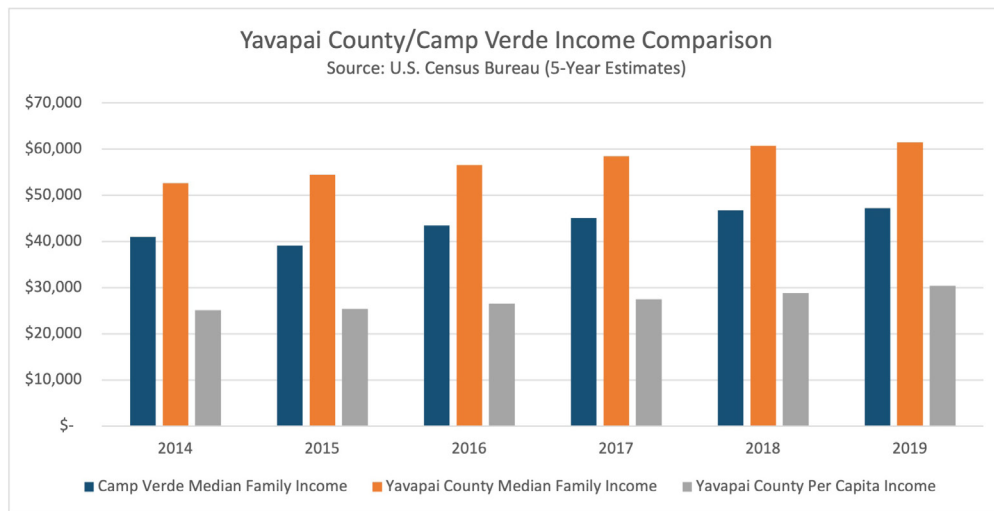
The unemployment rate in Camp Verde has also declined (a more promising indicator) from 12.7 percent in 2015 to 5.6 percent in 2019. This is more in line with the state unemployment rate of 5.9 percent. Through the job creation, business attraction, and talent retention initiatives outlined in this plan, Camp Verde should continue to see these numbers improve.



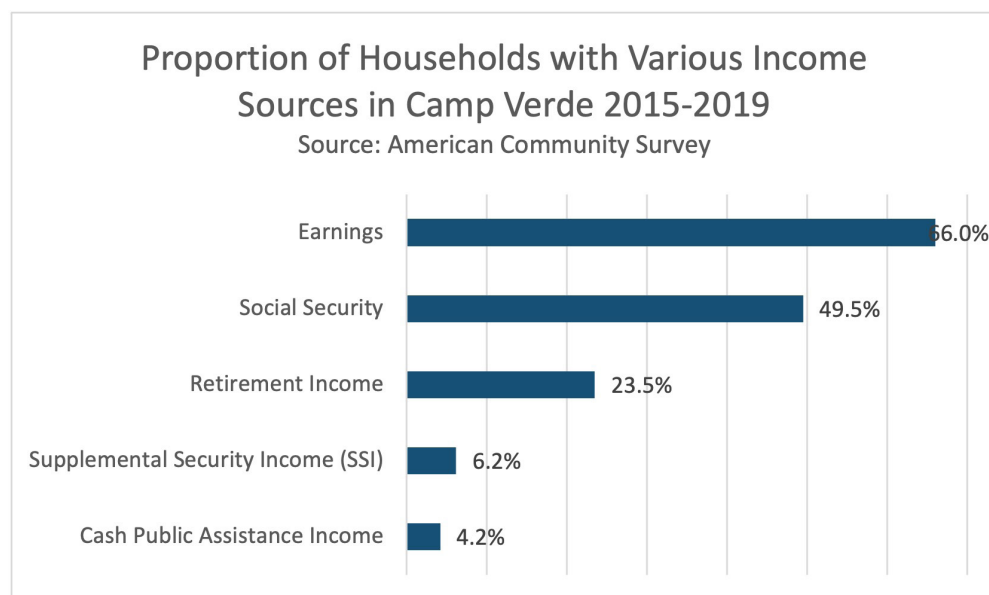
## Income

The most valid available measure of income at the local level is per capita income. Per capita income levels in Yavapai County increased 21 percent from 2014 to 2019 compared to a 25 percent increase statewide. Per capita income in Yavapai County in 2013 was only 85 percent of the state's per capita income, but in 2019 it had risen to 94.3 percent. Male full-time year-round workers had median earnings of \$42,543. Female full-time year-round workers had median earnings of \$37,721.

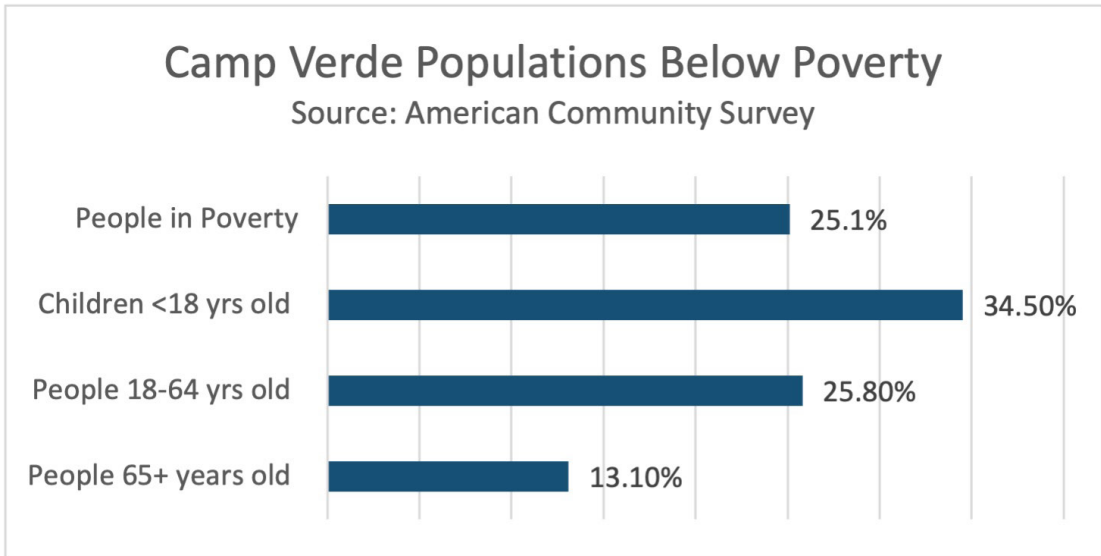
Median family income in Camp Verde increased by 15 percent during the 2014 to 2019 period compared to a 17 percent increase in Yavapai County. In 2019, family income in Yavapai County was higher than the statewide average by 2.8 percent (\$61,412 compared to \$59,700 respectively), whereas Camp Verde's family income in the same year was 21 percent less (\$47,148).



From 2015-2019, an estimated 66 percent of households received earnings. An estimated 49.5 percent of households received Social Security (County?) and an estimated 23.5 percent of households received retirement income other than Social Security. The average income from Social Security was \$21,044. These income sources are not mutually exclusive; that is, some households received income from more than one source.



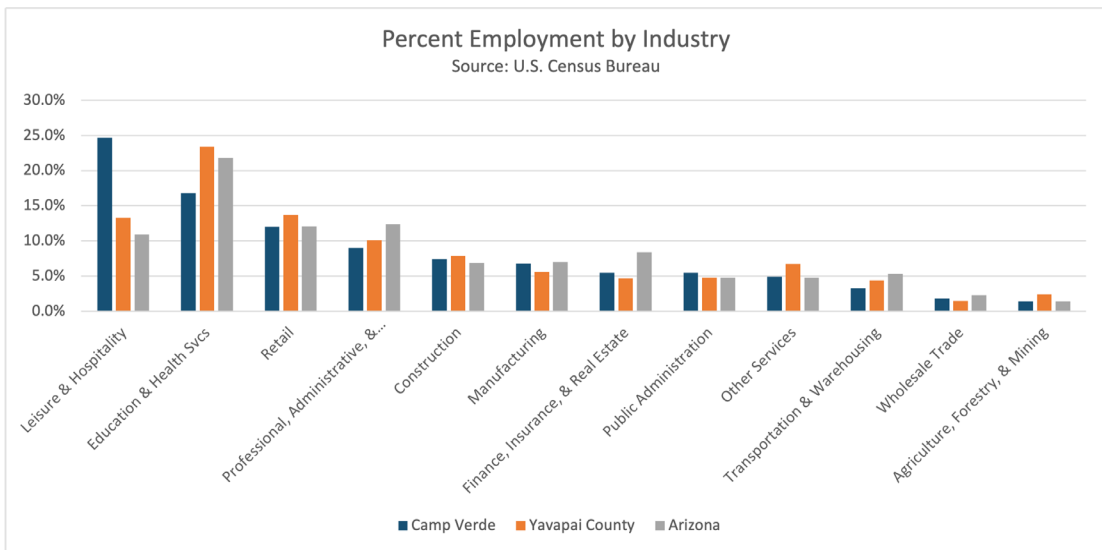
The poverty rate in Camp Verde in 2015-2019 was at 25.1 percent. An estimated 34.5 percent of children under 18 were below the poverty level, compared with 13.1 percent of people 65 years old and over. An estimated 25.8 percent of people 18 to 64 years were below the poverty level. Yavapai County was significantly below Camp Verde with 12 percent and below the statewide poverty rate of 13.5 percent. **This means that Camp Verde's poverty rate is 86 percent higher than the statewide average.** This can be attributed to almost half of the community identifying social security as their primary source of income, and to the industry and occupation mix of jobs provided and currently filled in Camp Verde.



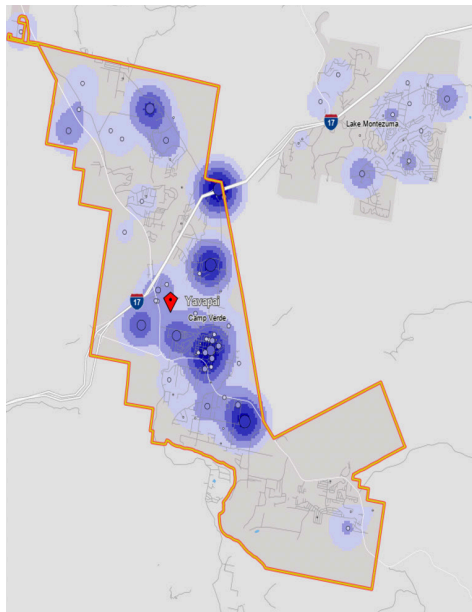
*Note: that with the decreasing unemployment rate in Camp Verde, there is still a high level of poverty. This indicates an urgent need to attract higher paying jobs to the community.*

## Economy

In 2015-2019, the civilian employed population 16 years and older in Camp Verde, Arizona worked in the following industries:



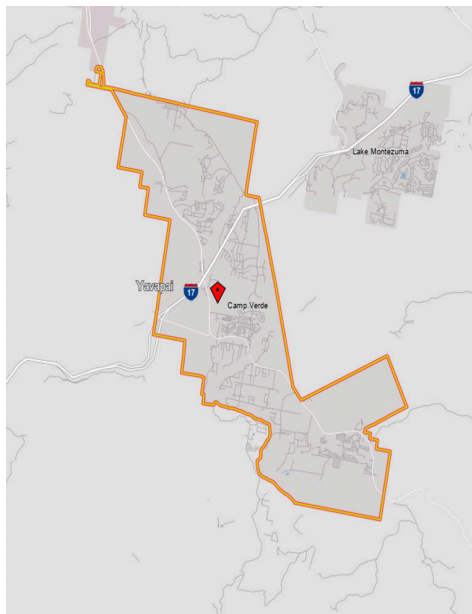
*Note: Camp Verde is home to a high number of employees that support the leisure and hospitality industries of surrounding communities like Cottonwood and Sedona (as seen in the charts below).*



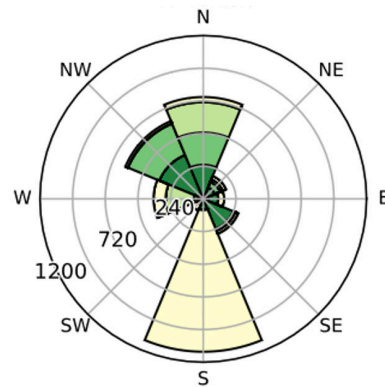
### The Workers of Camp Verde

Destination of Commuters	Share
Phoenix	15.7%
Flagstaff	5.8%
Sedona	5.1%
Cottonwood	4.9%
Prescott	3.9%
Lake Montezuma	2.7%
Scottsdale	2.7%

-United States Census Bureau, Longitudinal Origin-Destination Employment Statistics

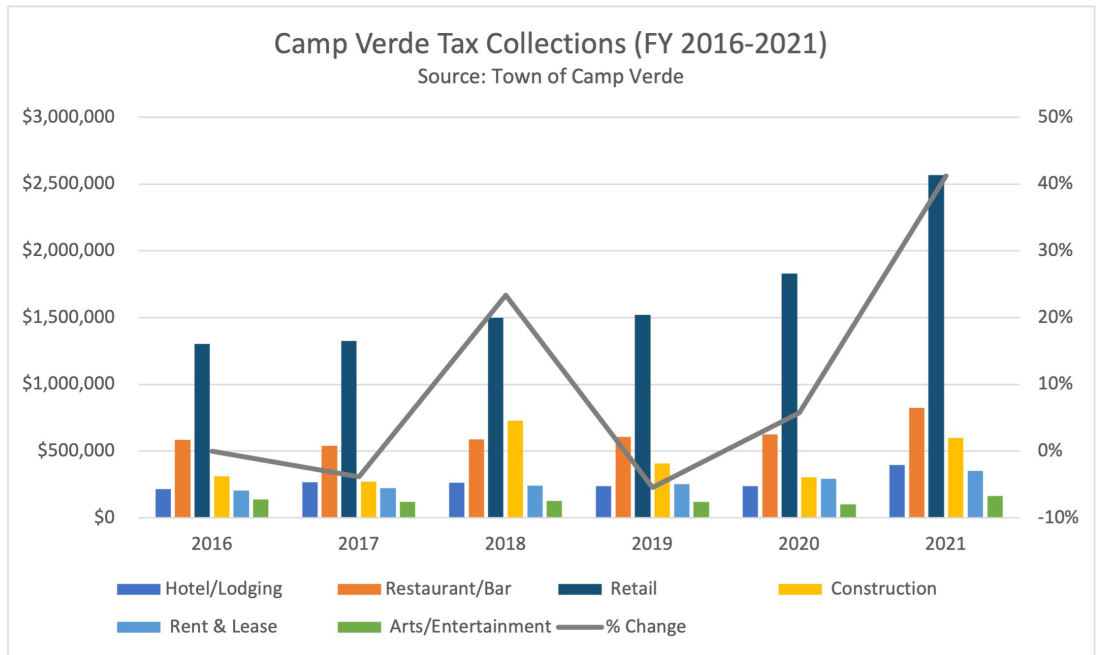


### The Workers of Camp Verde



-United States Census Bureau, Longitudinal Origin-Destination Employment Statistics

Leisure and hospitality comprise the highest amount of the employed population at 24.7 percent, with education and healthcare coming in second at 16.8 percent, and retail rounding out the top three industries at 12.0 percent. This aligns closely with the economic development focus of the region (tourism), along with the needs of a mature resident population requiring healthcare services. The magnitude of jobs in leisure, hospitality, and retail corresponds to the poverty levels and low-income populations within Camp Verde.



	Hotel/Lodging	Restaurant/Bar	Retail	Construction	Rent & Lease	Arts/Entertainment	% Change
2016	\$215,340	\$584,080	\$1,301,806	\$311,253	\$204,516	\$139,139	0%
2017	\$265,761	\$541,909	\$1,325,102	\$269,701	\$223,180	\$120,638	-4%
2018	\$262,413	\$586,327	\$1,498,555	\$726,683	\$240,953	\$128,372	23%
2019	\$238,543	\$605,933	\$1,521,385	\$406,745	\$253,630	\$120,745	-5%
2020	\$239,807	\$623,237	\$1,830,309	\$303,651	\$294,478	\$101,823	6%
2021	\$396,625	\$825,415	\$2,566,410	\$599,326	\$352,143	\$163,295	41%

The poverty rate in Camp Verde in 2015-2019 was at 25.1 percent. An estimated 34.5 percent of children under 18 were below the poverty level, compared with 13.1 percent of people 65 years old and over. An estimated 25.8 percent of people 18 to 64 years were below the poverty level. Yavapai County was significantly below Camp Verde with 12 percent and below the statewide poverty rate of 13.5 percent. This means that Camp Verde’s poverty rate is 86 percent higher than the statewide average. This can be attributed to almost half of the community identifying social security as their primary source of income, and to the industry and occupation mix of jobs provided and currently filled in Camp Verde.

## Housing

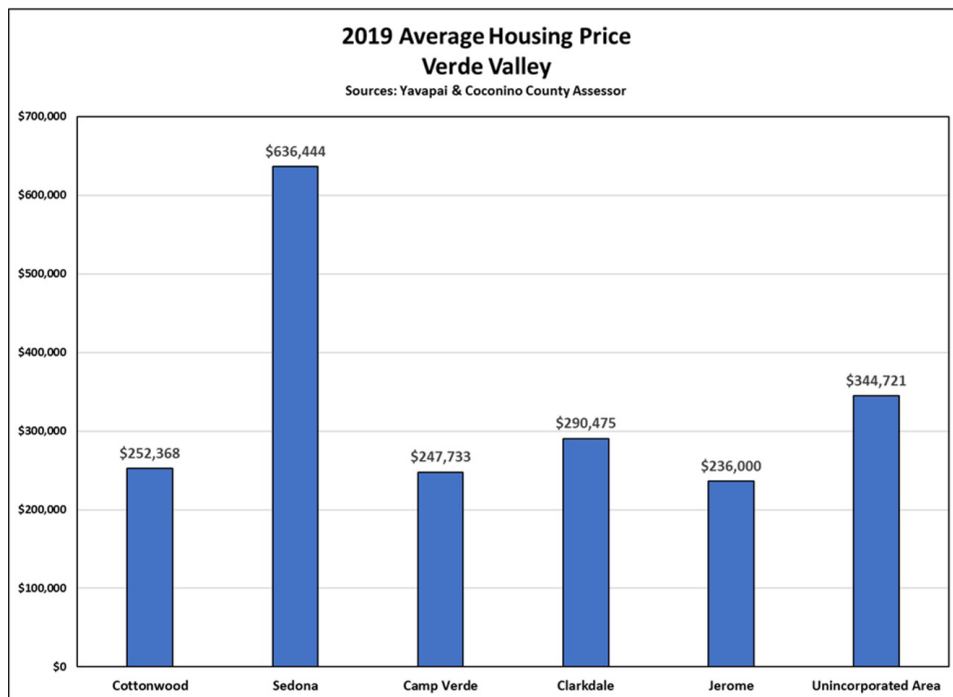
In 2015-2019, Camp Verde had 3,809 housing units that were occupied or had people living in them, while the remaining 488 were vacant. Of the occupied housing units, the percentage of these houses occupied by owners (also known as the homeownership rate) was 74.8 percent while renters occupied 25.2 percent. The average household size of owner-occupied houses was 2.52 and in renter-occupied houses it was 3.35.

Occupied Mobile Home Inventory by Year Built							
Year Built	Camp Verde	Clarkdale	Cottonwood	Jerome	Sedona	Uninc. Area	Verde Valley
Mobile Homes	1,081	138	978	6	829	2,232	5,264
Before 1979	320	-	138	6	417	590	1,471
<b>% Before 1979</b>	<b>29.6%</b>	<b>0.0%</b>	<b>14.1%</b>	<b>100.0%</b>	<b>50.3%</b>	<b>26.4%</b>	<b>27.9%</b>

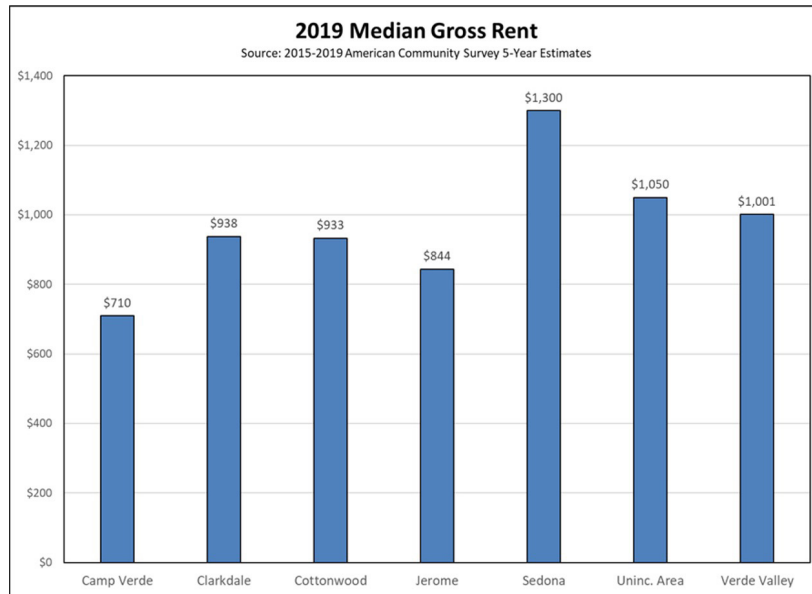
Source: 2014-2018 American Community Survey 5-Year Estimates

24.3 percent of householders of these occupied houses had moved into their house since 2015, while 7.3 percent moved into their house in 1989 or earlier. Households without a vehicle available for personal use comprised 5.1 percent and another 27.5 percent had three or more vehicles available for use.

In 2015-2019, the median property value for owner-occupied houses in Camp Verde was \$193,100. The average housing price in 2019 was \$247,733. Of the owner-occupied households, 44.2 percent had a mortgage. 55.8 percent owned their houses without a mortgage or loan on the house. The median monthly housing costs for owners with a mortgage was \$1,125 and for owners, without a mortgage, it was \$381.



For renter-occupied houses, the median gross rent for Camp Verde was \$710. Gross rent includes the monthly contract rent and any monthly payments made for electricity, gas, water and sewer, and any other fuels to heat the house.



Note: Steering committee notes that the subsidized properties in the community must be bringing this number down as it is not realistic for average rents.

Households that pay thirty percent or more of their income on housing costs are considered cost-burdened. In 2015-2019, cost-burdened households in Camp Verde accounted for 40.8 percent of owners with a mortgage, 16.1 percent of owners without a mortgage, and 59.8 percent of renters.

Community	Occupied Housing Units	Cost Burdened Units	% Cost Burdened Units	Share of Verde Valley Burdened Units
Camp Verde	3,956	1,144	28.9%	11.1%
Clarkdale	2,226	1,034	46.5%	10.0%
Cottonwood	5,253	2,135	40.6%	20.7%
Jerome	227	62	27.3%	0.6%
Sedona	5,348	2,275	42.5%	22.0%
Uninc. Area	11,414	3,686	32.3%	35.7%
Totals	28,424	10,336	36.4%	100.0%

Source: 2018 American Community Survey 5-Year Estimates

### Tribal Neighbors

The Yavapai-Apache Nation with 636 acres of Yavapai and Dilze'e Apache tribal lands, divided into 5 communities, 3 of which are located within Town boundaries. The last population data available in 2000 shows 743 residents and 245 in the civilian labor force-which had grown to 315 in 2007. The Nation's holdings include 180 acres of agricultural land and another 180 acres for cattle ranching and also operate a convenience store, service station, recreational RV park, and casino and hotel. Aligning with the Nation's priorities and collaborating on regional economic and environmental initiatives are important considerations for long-term success.

## Environment

Situated centrally in the state at 3,100 feet elevation, Camp Verde is known for its mild climate and rich ecosystem. The high desert community brings people from north and south to enjoy the Verde River, fertile farmlands, and light winters- which are also a huge draw for new residents and companies. The realities of climate change affecting the globe present increasing challenges to communities across Arizona. Camp Verde’s ecosystem, and thus the vibrancy of the local economy dependent on those environmental assets, should be prepared for future threats of water insecurity, extreme drought, and increasing summer temperatures.

Statewide, we are expected to see in the next year the first ever shortage declaration for the Colorado River, due to regional climate changes. This means water supply cuts across Arizona and planning for an economy that can thrive in a drier climate. As a key tributary to the Colorado River, the Verde River is deeply impacted by unrestricted groundwater pumping across the Verde Valley. In addition, the Colorado River and its tributaries like the Verde River provide 36% of Arizona’s water supply. The recent Verde River report card gave the overall health of the Verde River watershed a ‘C+’, citing drastic declines in base level flows for the past 3 decades and a lack of water quality data collection. As Town leaders look towards economic development and responsible growth, they carry an important responsibility and opportunity to lead local, regional, and statewide water security policy and discussions.

In addition, drought conditions in Arizona are increasing in severity. Since the 1990s, annual precipitation has been on the decline and is not projected to return to average levels any time soon. In conjunction with increasing temperatures, these ecosystem changes will impact water availability and pose a challenge to the agricultural sector.

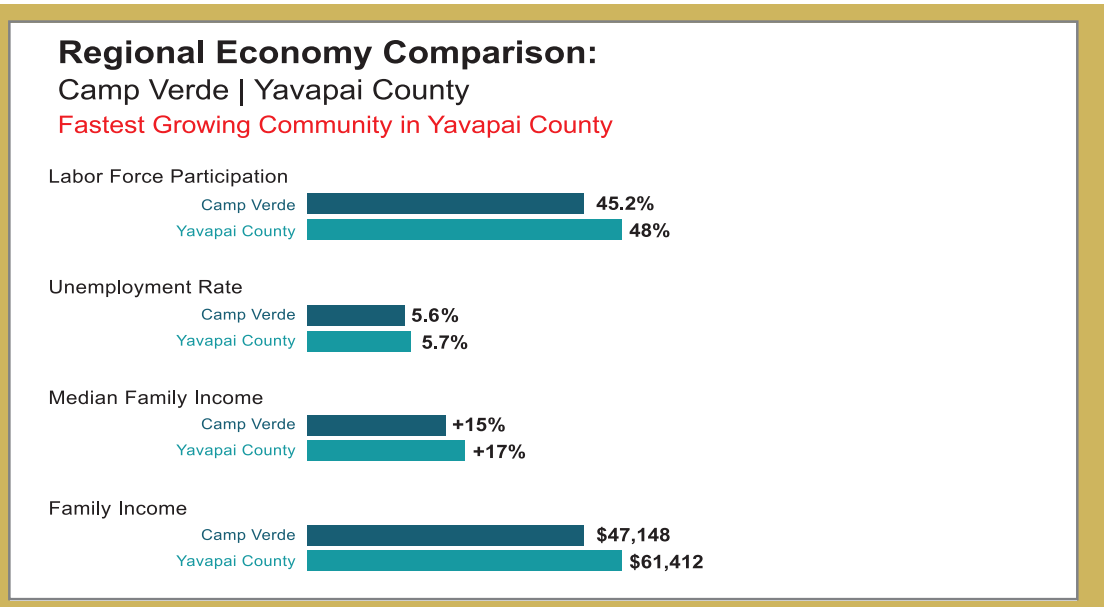
**In a survey of almost 100 local residents the following perceptions of conservation were measured:**

- 93.8% view preservation and protection of the environment positively
- 74.7% prioritize preservation and protection of the environment in their day-to-day life
- 72.9% feel knowledgeable about green practices
- 82.3% make a conscious effort to conserve water

Clear dedication to ecosystem health from the community of Camp Verde can continue to be leveraged and expanded to plan for projected future ecosystem states and the growing pressures of development across Verde Valley and in the Phoenix metro area.

## COVID Impacts

Undetermined at the time of this report.





The community and economic development plan is intended to be an action-oriented strategy to:

- strengthen Camp Verde's economy
- enhance and protect its quality of life
- serve as a guide to local decision making
- provides a strategic guide for the next five years
- serve as a benchmark for monitoring progress over time

It is not intended to address every issue or tackle every problem facing the community. The objective is to identify those actions that are realistic and can provide results that build upon the community's assets and opportunities. The plan also recognizes the need for strong partnerships between government (municipal, tribal, and educational) agencies, citizens, service organizations, and the business community. The plan respects the existing roles and responsibilities of the various organizations but encourages collaboration in achieving many of the strategic initiatives. Effective implementation of this plan will require cooperation and collaboration over time to realize sustained success.

## Economic Development | Community Development | Placemaking

For the purpose of this plan, economic development is defined as efforts that work to increase the standard of living for residents. These strategies typically focus on economic growth through business retention, expansion, and attraction or expansion of the tax base. However, economic development initiatives should also address the area's overall quality of life while ensuring that the local economy is sustainable over time.

Community development, as outlined in this plan, builds a stronger and more resilient community through an ongoing process of identifying community needs and assets, and prioritizing investments to enhance community resilience and sustainability. These strategies typically include housing, infrastructure improvements, parks and recreation, walkability, and other initiatives that build new wealth from basic local resources that can be enhanced or already exist.

Placemaking is a multi-faceted approach to the planning, design, and management of a community's experience - a sense of place. Placemaking harnesses local assets to build stronger bonds between residents and visitors and the essence of their 'place', community, or town, with the intent to promote health, inspire creativity, and enhance economic and human well-being as a whole.

## Guiding Principles

Guiding principles reflect the community's core values. The Action Team articulated that development efforts would be balanced and sustainable so as not to compromise the reasons why people live and do business in Camp Verde. These principles are intended to guide decision-making processes and define the manner in which Camp Verde will grow and develop.

- Provide opportunities for residents from a wide range of economic levels and age groups to live, work, and thrive in the community.
- Develop, grow, and prosper in a manner that always reflects and respects the capacity of natural resources and protects their availability for future generations.
- Foster sustainable development, encourage small businesses and entrepreneurs, and balance future growth with cultural/historic preservation.
- Leverage existing social capital and foster an ethic of community investment.
- Capitalize on opportunities to collaborate with partners and strategically align regional investments.
- Integrate land use, circulation, and economic development planning.
- Implement development decisions in a predictable, fair, and cost-effective manner that preserves the health, safety, and welfare of residents and visitors.
- Seek opportunities that complement existing and potential competitive advantages.
- Define and communicate the true costs associated with development projects, including the impacts of non-contiguous and resource-demanding development.
- Use arts and culture to foster a creative economy and to further define a sense of place.

## Community and Economic Development Vision

A vision is an articulation of an ideal and unique future that inspires, motivates, and transforms desire into action. Camp Verde's prosperity is generated largely through the natural resources and unique assets that surround and traverse our community. Our prosperity is connected to the health of the Verde River and surrounding landscape; therefore, we balance community and economic development with the need to preserve such assets for current and future generations.



“We successfully preserve our rich cultural history, agrarian heritage, and natural resources while fostering a strategically designed, resilient economy that supports a quality of life that enables our community to thrive.”

## Focus Area: Opportunity Zone Revitalization Plan/Verde Valley Affordable Housing Action Plan

In April 2018 the United State Treasury Department designated Census Tract 04025001601, as a low-income Qualified Opportunity Zone (QOZ) in Camp Verde. The zone is a 20 square mile portion of town with a population of 6,600 that includes the historic downtown townsite, the current commercial area on Finney Flat Road and extending west along the State Route 260 corridor towards Cottonwood. Ever since the Town of Camp Verde incorporated in 1986, the area within the QOZ has been designated as the town's "growth corridor." Investments in this area could have very positive impacts on the attractiveness and dynamism of this zone. Particularly, dense multifamily developments, especially in a walkable environment. Regionally, this type of housing is in high demand, and when developed greatly increases our ability to attract young professionals. In Camp Verde, housing is of high importance as we see it as the key to future development of the town and the entire region. :

### Area Characteristics

#### SR260 – Finnie Flat

The 260 West area is primarily undeveloped land that is suitable for future residential services, commercial, and industrial uses. It is approximately 7.47 square miles in size, and consists of rolling hills with natural drainage southwest of the Verde River. It interchanges with Interstate 17 where it meets the Verde River and travels SW to the Town boundaries for approximately 2.57 miles. This area includes a Planned Area Development (PAD) that consists of 0-11 dwelling units per acre.

The Finnie Flat Road area is comprised of 2.6% U.S. Forest Service Land and 2.82% is State Inlands. Much of the area is comprised of commercial uses along SR260, Industrial Drive and Finnie Flat Road. The residential areas in the Finnie Flat character area are high density residential and are comprised of site built, manufactured and modular homes. This area also includes PADs and Planned Unit Developments (PUDs) that consist of 0-11 dwelling units per acre.

With a per capita income of under \$20,000 a year, the QOZ contains some of the lowest cost housing areas in the Town and some of the largest tracts of undeveloped land in Camp Verde, making it an attractive area for revitalization as well as an idea area for new affordable housing developments, businesses and other multi-use projects. Currently, the median home value in the QOZ is \$216K, which is 15% lower than the median home value for the state of Arizona of \$260,000. However, the median household income is \$36,000, 42% lower than the state of Arizona of \$62,000. The poverty rate in the QOZ is 26%, which is 13% higher than the rate for the state of Arizona of 13%. Building affordable housing units in this area, and further developing the QOZ, would significantly help to lift the residents out of poverty, reach higher attainment, and establish long-term roots in the Town of Camp Verde. The median age in the QOZ is 39, which is a key indicator that revitalization and development of the QOZ would significantly increase the likelihood that these residents stay in Camp Verde and establish long-term family units in the area.

The area has been targeted and began development in the Town's 2016 General Plan, the 2016 River Recreation Master Plan and the 2020 Urban Upland Trail Plan as a focus area for development. In addition, the Town of Camp Verde took out a loan for \$1.2 million in 2021 to fund the engineering of a wastewater collection main line that will run the length of the QOZ not already served by the Town's wastewater collection system.

## Goals for Revitalization of the QOZ:

1. Utilize the tax benefits that will be beneficial to developers that will create jobs, and many affordable housing developments within the Camp Verde QOZ. This will help create:
  - More affordable housing choices for low-income residents
  - Secure units for residents in these affordable housing developments
  - Establish walkable neighborhoods, creating long lasting communities
  - Establish transportation options for those without reliable transportation
  - Ensure the health and well-being of the residents
2. Develop recreational facilities, trails, trailheads, bike paths and river access points within the QOZ to improve transportation alternatives, livability and access to public lands.
3. Beautify the SR260 corridor and create attractive entrances along the roadway.
  - This will help create a regional greenway system to promote active lifestyles and community health, with links to bicycle and pedestrian infrastructure in the center of the Town
4. Become a model for the rest of the Yavapai County and similar QOZ's so that the entire region thrives well into the future.
  - Promote the commerce corridor as a place for new businesses by partnering with other regional economic development agencies.
  - Encourage regional commercial and employment centers to support the regions needs.
5. Encourage tourism-related uses, amenities and infrastructure that complement and/or expand new or existing tourism uses and destinations.
  - Consider improvements in such aspects as streetscapes, public spaces, safety and overall community appearance.
6. Promote communication with the Yavapai-Apache Nation.

## Strategies

1. Implement the Five-Year Affordable Housing Action Plan outlined in the Verde Valley Affordable Housing Action Plan (Town of Camp Verde, City of Cottonwood, Town of Clarkdale, City of Sedon, VVREO)
2. Work with developers to ensure affordable housing units make up at least 30% of any developments within the QOZ.
3. Implement the development of Parsons Riverfront Preserve and Homestead Riverfront Park as conceptualized in the 2016 River Recreation Master Plan (Town of Camp Verde, USFS, AZ State Parks, Friends of the Verde River, TNC, AZ Game and Fish, private foundations)
4. Develop the Grief Hill Dispersed Recreation Area including multimodal trailheads and trails (Town of Camp Verde, USFS, Az State Parks).
5. Promote commercial and mixed-use development adjacent to SR260.
  - Develop a strategic plan, with design elements for the seven roundabouts located along the SR260 (Town of Camp Verde, ADOT)
  - Facilitate the development of a corridor overlay plan to coordinate access, design, circulation and utilities.

The community and economic development strategic plan is outlined through focus areas. Each focus area outlines goals, strategies, and indicators. Goals and strategies are not prioritized in this document.

## Goals

Are desired ends or conditions that, if pursued over time, will ultimately result in the attainment of the community vision.

## Strategies

Are the specific activities that help to achieve the goal.

### Focus Area: Workforce Development and Workforce Housing

By 2023, Camp Verde would like to recruit, attract, and retain businesses that provide economically diverse opportunities that help to retain young talent, offer competitive wages, and create one of the best skilled workforces for trades in the state. Additionally, the Town of Camp Verde is concerned with finding succession solutions, as older business owners look to retire and wish to pass along their business to younger generations.

In June 2021, Local First Arizona convened a focus group of individuals that either live or work in Camp Verde to discuss workforce and workforce housing. Through this conversation, a number of priorities and considerations were brought to light that will be addressed through this plan. Considerations identified include:

- **Quality of Life.** Quality of life is an important factor in workforce discussions. If people want to be here, they will stay. What does quality of life look like for Camp Verde residents? What makes Camp Verde a desirable place for a business or job seeker to start or relocate to?
- **Cost & Availability of Housing.** The current cost and availability of housing make it challenging or impossible to recruit and retain talent from outside the community. New talent may come for a career opportunity and/or quality of life, but without housing, they leave.
- **Utilization of External Talent.** Although it's cheaper for employers to attract a lateral hire, Camp Verde is unable to attract this talent due to the cost of living. External talent can bring new ideas, energy, diverse perspectives, and advanced experience/skills/training so addressing this barrier is critical to growing the employment base in Camp Verde.
- **Understanding the Future Workforce.** The future workforce is another generation with different values, interests, and goals. It is critical to understand if the future workforce feels prepared, ready, and motivated to enter the workforce; and if so, what type of workforce are they willing to enter?
- **Balancing Growth While Maintaining Character.** Some residents are resistant to growth. Development needs to have balance to maintain Camp Verde's rural character including core elements like Main Street, locally owned businesses, Fort Verde, and the Verde River.

To address the future workforce, 61 high school students were surveyed to gather their input and distill data on their perception of career readiness after graduation. **Key takeaways included:**

- 50.8% intended to attend a community college or 4-year university
- 75.4% felt prepared to begin your career or continue your education post-graduation
- 77% planned to leave Camp Verde after graduation. Of those, only 15% said they would consider moving back in the future
- 68.9% rated the availability of internships as low. Of those, 60.6% said they would likely participate in internships if they were available
- 55.7% rated the availability of mentorship opportunities as low | 64% said they would likely participate in mentorship opportunities if they were available
- 72.1% rated the availability of volunteer opportunities as high
- 45.9% stated they were most interested in skilled trades (construction was separate at 23%)
- 75.4% had considered starting a business (but main barrier was funding)



“I want to go to Yavapai (College), then switch to a university. Eventually I want to come back because there is a huge market for my profession and I think my skills and future family will flourish here later on in life.”

The Workforce & Workforce Housing focus group was also surveyed to identify the Return on Investment (ROI) of different workforce strategies. **Key takeaways included:**

- ROI would be high for apprenticeships
- ROI would be high for soft skills training
- ROI would be mid to high for internship programs
- ROI would be high for entrepreneurship programs
- ROI would be high (unanimously) for mentorship programs

### In-Demand Sectors

Data was gathered from regional workforce partners, namely the Northern Arizona Council of Governments (NACOG), to identify the in-demand sectors for Yavapai County. The Workforce & Workforce Housing focus group was presented with these in-demand sectors and then revised them to better represent growing and/or thriving industries in Camp Verde specifically. The sectors identified include:

- Agriculture
- Construction
- Hospitality / Food Service
- Supply Chain for Craft Beverage
- Education
- Quarrying, Sand, and Gravel
- Skilled Trades
- Manufacturing
- Warehousing
- Entrepreneurial Technology
- Telemedicine

### Goals:

1. Build an educational pipeline that prepares Camp Verde youth and adults for in-demand and high-paying careers
2. Connect the upcoming workforce with a network of supportive mentors, peers, partners, and immediate opportunities with local industries
3. Improve access to local, affordable, and diverse housing options
4. Explore solutions for succession planning in key industries.

**COMMUNITY AND ECONOMIC DEVELOPMENT STRATEGY**

<b>Strategy</b>	<b>Tactic</b>	<b>Accountability / Partnership</b>	<b>1-2 years</b>	<b>3-5 years</b>
Employer Engagement	Create industry collaboratives around in-demand sectors	Town of Camp Verde, Arizona@Work, & Local First Arizona (TPM)	X	
	Conduct wage analysis across in-demand sectors	Town of Camp Verde, Arizona@Work	X	
	Launch Rural Business Academy   Recruitment & Retention Course	Town of Camp Verde, Local First Arizona	X	
	Enhance/Create “Do What You Love” Career Exploration event or program	Town of Camp Verde ED, Camp Verde School District		X
	Launch PipelineAZ to better connect students and job seekers to local employers and career pathways	Town of Camp Verde, PipelineAZ.com		X
	Implement programming to help retiring business owners transition their business	Town of Camp Verde, SBDC, Project Equity		X
Youth Engagement	Develop mentorship program	Big Brothers Big Sisters of Yavapai County, Home-Based Businesses, Greater Business Community	X	
	Develop internship program through USDA RBDG grant and additional employer partnerships	Town of Camp Verde, NAU, VACTE, Yavapai College	X	
	Revive Internship Fair	Town of Camp Verde ED, Camp Verde School District, VACTE, Yavapai College, NAU, Business Community		X
	Launch youth entrepreneurship/pitch program	Town of Camp Verde, VVREO, SBDC, Moonshot		X
	Engage youth in civic	Town of Camp Verde, Verde		X

COMMUNITY AND ECONOMIC DEVELOPMENT STRATEGY

	leadership	Valley Leadership		
	Launch Young Professionals Coalition	CVCBA		X
Talent Partner Engagement	Create the Entrepreneurial & Workforce Innovation Center (entrepreneurial certificate, soft skills training, business planning, accelerator training, co-working)	Town of Camp Verde ED, Yavapai College, NACOG, Arizona@Work, VACTE, SBDC, Big Brothers Big Sisters, and Local First Arizona	X	
	Strengthen Community Kitchen and create incubator program for food entrepreneurs/food service training	Town of Camp Verde, Local First Arizona, Goodwill	X	
	Identify new programs and partners in workforce development	Town of Camp Verde, Goodwill of Central Arizona, Center for Future of Arizona		X
Housing	Continue to engage in Verde Valley Housing Coalition	Town of Camp Verde, VVREO, regional municipalities	X	
	Provide training to employers to build stronger/creative benefits packages	Town of Camp Verde, SHRM	X	
	Research incentive programs that supplement down payments required	Town of Camp Verde, Developers	X	
	Create Verde Lakes Revitalization Plan to address housing/quality of life	Town of Camp Verde, Verde Lakes Community		X
	Launch financial literacy training for future home-buyers	Town of Camp Verde, Financial partner		X
	Review Deed-Restricted Workforce Housing solutions	Town of Camp Verde		X
	Launch affordable housing awareness/educational campaign	Town of Camp Verde, VVREO, Habitat for Humanity		X



**Focus Area: Business Attraction**

The strength of a community’s businesses is often indicative of the economic well-being that correlates with general camaraderie and quality of life. A city or town might have a low GDP, but its people often may still prosper because the local economy is stable, it has enough money to cover expenses, it’s self-sustaining, it’s well-integrated into the community, and its people are active, innovative, and supportive of each other. By 2023, Camp Verde would like to cultivate a thriving business community by attracting businesses that align with the Town’s values, resources, and vision.

In June 2021 Local First Arizona convened a focus group of individuals that either live or work in Camp Verde to discuss business attraction strategies for the community. Additional information was gathered through an electronic Community survey, an electronic City Leader survey, and an electronic Business Leader survey. In order to create these strategies, current spending patterns, assets for attraction, and community values were discussed to help ensure that relevant types of businesses were being pursued.

**Spending patterns identified key areas of economic leakage that include:**

- Agriculture & Livestock products
- Business supplies
- Contractors/skilled trades
- Retail stores (Shoes, Clothing)
- Sporting goods

**When asked what businesses are in highest demand in Camp Verde, the group identified:**

- Medical Services (supplies, services, and wellness)
- Service Businesses (Internet, light manufacturing, youth entertainment)
- Food/Dining: Food distribution hub, craft beverage supply chain, restaurants
- Retail and shopping

**Key assets defined for business attraction include:**

- Opportunity zones
- A business-friendly climate
- Freeway access/transportation
- Climate and scenery
- Recreation: river, trails, RV parks

**Community values that need to be aligned with new businesses entering the market include:**

- Engaged, cooperative, good stewards
- Excellent customer service and quality product
- Trustworthy, high integrity
- Committed, honest, regionality
- Volunteering in the community
- No extractive qualities

*Note: although the focus group perceived the Town to be business-friendly, the survey results from the community and the businesses showed a different result. 55.6 percent of business respondents stated they do not feel the Town supports local businesses and 44 percent of them said they don’t feel the Town collaborates with local businesses to meet the needs of the community. Licensing and permitting also were identified as a source of frustration. Conversely, 72.8 percent of Community survey respondents stated they believe the Town supports local businesses.*

**Goals:**

1. Cultivate a thriving business community by attracting businesses that align with the Town’s values, resources, and vision.
2. Attract businesses that provide a good, living wage and fill the needs identified by the community and surrounding region.
3. Retain existing businesses in the community by creating opportunities for success and helping to overcome obstacles that impede growth.

**Strategies:**

<b>Strategy</b>	<b>Tactic</b>	<b>Accountability / Partnership</b>	<b>1-2 years</b>	<b>3-5 years</b>
Economic Development	Implement SR260 Sewer Main Line/EDA Grant	Town of Camp Verde	X	
	Install/expand broadband infrastructure	Town of Camp Verde, Yavapai County	X	
	Town purchase of the Water Company	Town of Camp Verde	X	
	Create business attraction promotional package: Brochure, website, asset inventory, opportunity zones	Town of Camp Verde Economic Development	X	
	Create environmental resiliency	Town of Camp Verde,	X	
	framework for new and existing businesses interested in supporting ecosystem health	Friends of the Verde River, Local First AZ		
	Create professional development/capacity-building program for small business owners	Town of Camp Verde ED, CVCBA, SBDC, Local First AZ		X
	Conduct formal economic leakage / traffic analysis to quantify business/retail opportunities	Town of Camp Verde ED, Private Developers		X
	Conduct feasibility study on regional food hub to support agricultural expansion	Town of Camp Verde, SEDI		X
	Complete Marijuana Cultivation Economic Impact Study	Town of Camp Verde ED		X
	Participate in regional business attraction initiatives, leveraging community strengths to align with interested employers	Town of Camp Verde ED, VVREO, PVEDF, Yavapai County, Yavapai College		X
Community Development	Downtown Development: Business recruitment and character/community enhancements	Town of Camp Verde, Business Community	X	
	Wayfinding and business district signage	Town of Camp Verde Community Development, ADOT		X
	Develop environmental resiliency framework for community development projects	Town of Camp Verde, Friends of the Verde River, Local First AZ	X	

COMMUNITY AND ECONOMIC DEVELOPMENT STRATEGY

Business Retention	Conduct business roundtable to determine Town Business Climate	Town of Camp Verde, Facilitator	X	
	Conduct business retention and expansion initiative to understand needs/opportunities in business community	Town of Camp Verde, Local First Arizona	X	
	Strengthen Camp Verde Business Alliance board development and programming	CVCBA, Town of Camp Verde, Alliance of Arizona Nonprofits, Local First Arizona	X	
	Strengthen Local Lovin' program with a fresh look, promo items, online presence	Town of Camp Verde ED, CVCBA	X	
	Strengthen Verde Grown campaign to support ag/food entrepreneurs	Town of Camp Verde, Local First AZ	X	
	Refresh Tourism map and distribution in the community	Town of Camp Verde, Business Community	X	
	Expand/promote a micro-loan fund for small businesses (\$5-\$25k)	Town of Camp Verde, CDFI, NARBA, VVREO		X
	Launch business recognition program for value alignment, community impact, and sustainable practices	Town of Camp Verde		X
	Implement local procurement policy for Town of Camp Verde	Town of Camp Verde, Local First AZ		X
	Launch sustainable business training course and/or business alliance for local and regional ecosystem conservation	Town of Camp Verde, Friends of the Verde River, Local First AZ	X	
	Develop support for business contingency plan for ongoing and future public health closures	Town of Camp Verde, SBDC, Local First AZ	X	

**Focus Area: Quality of Life**

One of the primary goals of the Town of Camp Verde's 2021-2026 strategic plan, is a commitment to maintaining and enhancing the community's Quality of Life. Quality of life was consistently mentioned throughout the strategic planning process; whether speaking about open spaces and trails, workforce, business attraction, and even with youth.

In August 2021, Local First Arizona conducted one-on-one outreach with a small group of community stakeholders and also utilized the survey sent to high school seniors with intent to determine the community's definition of quality of life, and to understand top priorities for improving and/or maintaining the existing quality of life in Camp Verde. After analyzing both qualitative and quantitative input, a Quality of Life in Camp Verde could be summarized as:



**Quality of Life** [kwol•i•tee•uv•lyf]

- the level of satisfaction and comfort that a person or group enjoys
- general well-being

**“The level of ease with which we can connect to our surroundings.”**

**Incorporated in this statement are key priorities that were identified by the community:**

- **Human connectivity:** knowing one another, small-town values, and supporting your neighbor
- **Transportation connectivity:** the ability to walk, bike, and/or drive to your destination without congestion or stress from traffic or other obstacles
- **Technology connectivity:** access to internet and phone service that helps to connect to resources and people outside the community
- **Connection to the outdoors:** protection, appreciation, and stewardship of the trails, rivers, dark skies, and landscapes of Camp Verde
- **Connection to resources:** the ability to make a good living, afford a comfortable home, and purchase healthy food

**Key areas of input from the youth survey included:**

- 67.2% said Camp Verde has a high quality of life
- 72.1% said Camp Verde is a safe community
- 52.5% said Camp Verde has good neighborhoods
- 60.7% said there are not enough opportunities for youth engagement outside of school
- 55.8% said they were proud to be from Camp Verde



When asked “What is one thing you would like to tell community leaders that would improve the community for youth”, one student responded, “Keep going”.

**Goal:**

Maintain and protect Camp Verde's quality of life while thoughtfully strengthening the community value proposition

Strategy	Tactic	Accountability / Partnership	1-2 years	3-5 years
Connection to Place	Complete Phase I of the Sports Complex	Town of Camp Verde	X	
	Revive Youth Advisory Committee	Town of Camp Verde	X	
	Homestead Park and Parsons Riverfront Preserve	Town of Camp Verde, Arizona State Parks, PNF, CNF, local nonprofit groups	X	
	Build out roundabouts	Town of Camp Verde	X	
	Complete design/installation of wayfinding signage	Town of Camp Verde ED, NPS, ADOT	X	
	Strengthen/support Arts Alliance and add a cultural component	Town of Camp Verde, Arts Alliance of Camp Verde, Yavapai-Apache Nation, local artists	X	
	Planning & Zoning review of code, housing inventory, and General Plan alignment	Town of Camp Verde, Planning & Zoning	X	
	Create a task force for engaging with Native and Hispanic communities in community design and planning projects	Town of Camp Verde, Yavapai-Apache Nation, Local First AZ, Indigenous Design Collaborative (ASU)		X
	Expand Volunteer Network	Town of Camp Verde, local nonprofit groups, local schools, employers		X
	Develop the Communities Facilities District for 260 sewer line expansion	Town of Camp Verde CDX		
	Utilize Brownfield grants to address blight / adaptable reuse opportunities	Town of Camp Verde CD, ADEQ	X	
	Launch a conservation coalition to build local ambassadors	Town of Camp Verde, Friends of the Verde River, Local First AZ		X
	Create programs and events that advocate for community health through the use of trail systems	Town of Camp Verde, Verde Valley Trail Fund		X



“There need to be more strategic ways of bringing more community and the arts out supporting the things that are being made in CV, more housing options, and more jobs.”

**Focus Area: Trails and Open Spaces**

In December 2020, the Camp Verde Town Council approved the Urban Upland Trail Plan, with the goal of developing a series of connected trails throughout the Town of Camp Verde, along with developed trailheads and access points, allowing access to public lands that surround the town.

In July 2021, Local First Arizona convened the original steering committee for the development of the Urban Upland Trail Plan to discuss capacity constraints and infrastructure challenges recognized thus far, impacts and opportunities for other community organizations as they relate to trail development and funding and partnerships that would need to be developed to ensure the overall success of the plan.

**Driven by tourism and providing a recreational place for residents, the goal of the plan and trail system was to build out a very specific trail plan - establishing trailheads in, and directly adjacent to the town, and a system that connects trailhead to trailhead, and park to park. The Urban Upland Trail Plan is a(n):**

- Living document that will evolve over time
- Point of reference for the build-out of the trail system
- Asset inventory of trail routes and trailheads
- Blueprint for the trails

**The Plan was created to address issues with the current trail system including:**

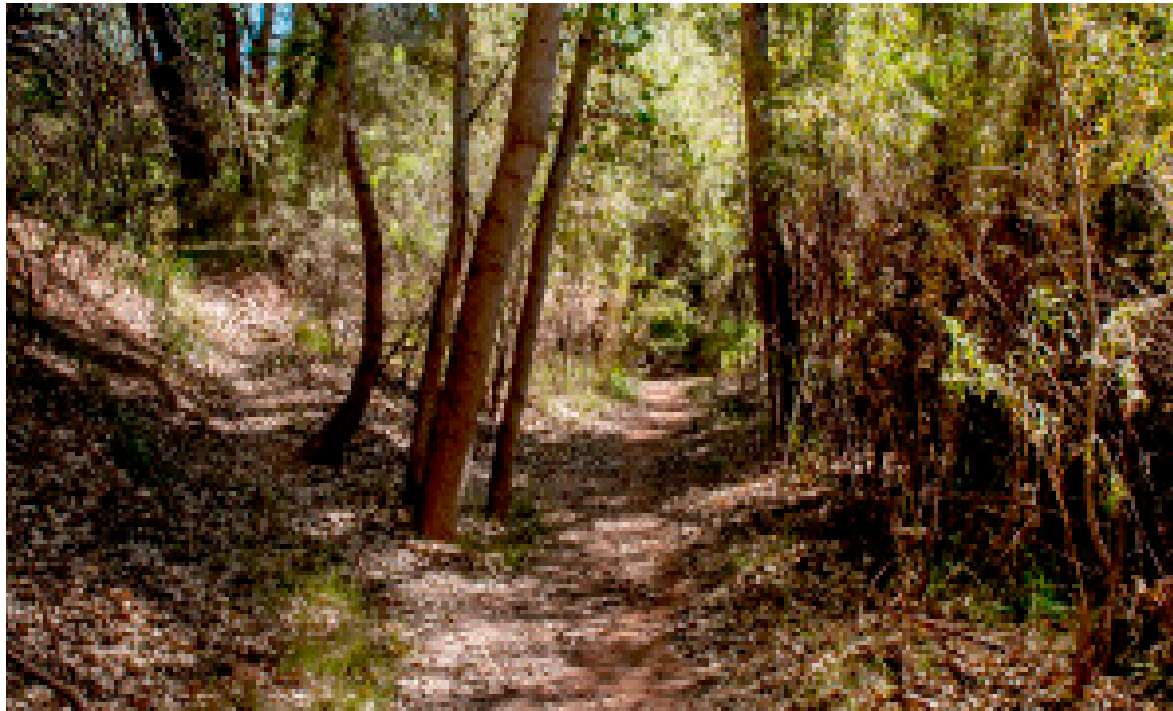
- Access to U.S. Forest Service trails that are not currently maintained
- Hikers accessing trails by crossing through private properties
- Inability to promote and direct visitors to the trails because they are not recognized by the Forest Service
- Lack of parking near trails

**Goal:**

Complete work outlined in the Urban Upland Trail Plan which includes building a series of connected trails throughout the Town of Camp Verde, along with developed trailheads and access points.

Strategy	Tactic	Accountability / Partnership	1-2 years	3-5 years
Trail & Trailhead Development	Identify funding opportunities that include grants, Town of Camp Verde, and other partnerships	Town of Camp Verde, Arizona Economic Recovery Center, Verde Valley Trail Fund, Verde Valley Cyclists	XX	
	Develop and design maintenance standards for the urban portion of the UUTS	Town of Camp Verde, ASU, Interns	X	
	Assist with Verde Trail and Access Plan as it relates to Camp Verde	Prescott National Forest, Town of Camp Verde, Verde Front	X	
	Organize a trail advocacy group to build, maintain and assist with UUTS	Town of Camp Verde, Greater Business Community, CVCBA, Camp Verde Bicycle	X	

	Create a marketing program to promote UUTS	Town of Camp Verde ED, Parks & Rec, CVCBA		X
	Plan and implement trail expansion in Jackson Flat	Town of Camp Verde, Coconino National Forest		X
	Begin collaboration on Verde Valley Circle Trail	Town of Camp Verde	X	
	Develop trail networks in Parsons Riverfront Preserve and Homestead Park	Town of Camp Verde, Prescott National Forest, AZ State Parks, Friends of the Verde River, Verde Valley Archaeology Center, Private Partners		X
	Connect community to existing systems of non-motorized, multi-use trails and pathways	Town of Camp Verde		X
	Develop trailheads at Oasis, Grief Hill, and Jackson Flat	Town of Camp Verde		X





## Framework for Success

The Camp Verde Focused on Success: Community and Economic Development Strategic Plan is intended to help expand the regional economy and improve residents' standard of living. The following guidance helps to frame how success can be realized.

### Coordinated Approach

Entities, organizations, and agencies involved in economic development must work together to achieve mutually agreed-upon goals to ensure a sustainable effort. Implementing the shared vision, goals, and strategies as articulated within this plan is the first step toward cohesive and coordinated efforts.

### Regional Collaboration

A comprehensive understanding of the region and a commitment to collaborating with entities throughout the region is critical. Regional partners include the towns of Clarkdale and Jerome and the cities of Cottonwood and Sedona, Yavapai County, Yavapai-Apache Nation, Yavapai College, federal agencies such as the United States Forest Service and National Park Service, and regional entities, including the Northern Arizona Council of Governments (NACOG), Economic Collaborative of Northern Arizona (ECoNA), and the Verde Valley Regional Economic Organization (VVREO). The greater Camp Verde community should not consider themselves alone in growing a thriving economy; regional collaboration and synergistic efforts benefit all contributing partners.

### Long- Term Commitment

Economic development is not a simple checklist; overnight achievements should not be expected. Successful economic development programs require long-term investments (e.g., infrastructure and resource management) and political leaders committed to forwarding objectives and measuring progress.





## Plan Evaluation and Update

The Camp Verde Focused on Success: Community and Economic Development Strategic Plan serves as a guide for regional community and economic development efforts. However, it is critical to monitor how the plan is put into action. The town, in collaboration with its partners, is responsible for monitoring how the plan's implementation is progressing.

### Adoption

The Town of Camp Verde shall adopt or accept this plan in coordination with the Town's General Plan Update. Policy direction provided herein is anticipated to become or serve as the framework for the update of the economic development element.

### Communication

The Focused Future process is grassroots in nature, fueled by the contributions of volunteers and input from the community. Communication about the plan and its progress is critical. Upon adoption or acceptance, the plan's goals and strategies, as well as the Town and its partners' short-term action plans, should be widely communicated and progress reported.

### Plan Distribution and Presentations

Because of the collaborative nature of this plan and the various agencies and allies needed for its success, the town shall announce its adoption or acceptance of this plan and distribute this framework to regional entities and partners. It's important that the community's economic vision is understood and that regional efforts contribute to its realization.

### Keeping Score

While many of the outlined strategies will comprise the work program of the Town's Economic Development Director, other Town departments, agencies and organizations will serve as leaders for executing other strategies. While the town shoulders accountability for this plan, its success will rest on the contributions of the entire community.

Devising a strategy, whereby the Town and its partners report and track progress, should be an immediate priority. Observing changes in data can take years and may not be accurate as a measurement method until the final 3-5 years of the plan. Authoring regular (annual) reporting on strategy achievements is another mechanism for tracking effort.

**The following implementation recommendations are offered:**

- Employ the Focused on Success Community Action Team (or similar entity) to serve as steward to this plan, meeting biannually to review and track progress.
- Create an annual progress report, authored in the first quarter of the year, to assist in budget and capital improvements planning.
- Submit annual progress reports to the community, partners, and the program sponsor, APS.

As the plan is implemented and changes occur in the local and regional economy, the plan should also evolve. In keeping with the collaborative nature of the Focused on Success program, the Town and its partners should cooperatively review and identify potential changes or edits to the plan. Any recommended changes would be presented to elected officials and considered in the same manner in which the plan was originally adopted or accepted.

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Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date: April 20, 2022**

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

**Requesting Department:** Public Works

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

**Agenda Title (be exact):** Approval of Commercial Pool Repair to replace pool heater in the amount of \$54,514.82.

**List Attached Documents:**

- Commercial Pool Repair Invoice # 24479

**Estimated Presentation Time:** 5 Minutes

**Estimated Discussion Time:** 5 Minutes

**Reviews Completed by:**

**Department Head: Ron Long**

**Town Attorney – NA**

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

**Finance Director Comments/Fund:** AZ CARES ACT

**Fiscal Impact:** Approved 2/17/21

**Budget Code:** 03-820-20-810000    **Amount Remaining:** \$60,000.00

**Background Information:** On February 17, 2021, Town Council Authorized the Pool Filter and Heater repair project, not to exceed the amount of \$60,000. The Pool heater was purchased from Commercial Pool Repair and installed on 3/8/2022, completing the project without the required Town Council approval for items over \$50,000. Maintenance sole sourced with Commercial Pool Repair due to them being a long-term supplier for the Town pool and on top of that, they are a contracted supplier for the City of Phoenix and the City of Tempe. They also agreed to hold the quoted price for over a year.

**Recommended Action (Motion) :** Council moves to the approval of Commercial Pool Repair Invoice # 24479, dated 3/08/2022, in the amount of \$54,514.82.

**Commercial Pool Repair**  
 PO BOX 28397  
 SCOTTSDALE, AZ 85255 US  
 (480)661-7788  
 commercialpoolrepair@gmail.com

# Invoice



**BILL TO**

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

**SHIP TO**

290 W. Apache Trail  
 Attn: Chris Schrouder  
 Campe Verde, AZ 86322

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
24479	03/08/2022	\$54,514.82	04/07/2022	Net 30	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

**TRACKING NO.**  
MS

**PURCHASE ORDER**  
Jeff Kobel

ACTIVITY	QTY	RATE	AMOUNT
Propane Heater-Please note Raypak has 6% factory price increase that impacts all orders placed after 3/31/21.			
<b>Service</b> Demo and disposal of existing heater, heater piping and venting.	1	1,450.00	1,450.00
<b>Product</b> RayPak P-2005A XTherm Condensing Pool Heater (97% efficiency)	1	36,957.20	36,957.20
<b>Product</b> PVC Vent Adapter 075322	1	585.00	585.00
<b>Product</b> Vent Cap 015786	1	245.00	245.00
<b>Product</b> Support Bracket 012185	1	159.90	159.90
<b>Product</b> CSD1 for Arizona requirement	1	481.00	481.00
<b>Product</b> Condensation Neutralizer 012051	1	423.75	423.75
<b>Service</b> Service pad, concrete pad for heater (required by factory)	1	1,325.00	1,325.00
<b>Product</b> Valves to regulate flow to system, plumbing and venting	1	2,800.00	2,800.00
<b>Service</b> Installation of heater, plumbing and venting	1	5,500.00	5,500.00
Town of Camp Verde will be responsible for any permitting, plans or inspections. Camp Verde will provide all electrical for installation of new unit. Camp Verde will supply and install new gas line and obtain new regulator if needed. Unit requires 70" vertical clearance at installation site to meet 10" clearance requirement above heater.			
<b>RAYPAK:Heater Installation</b> Heater Installation-	1	0.00	0.00

For your health and the protection of your pool equipment, it is essential that your water be chemically balanced. The following levels must be used as a guide for balanced water.

\*Free Chlorine MUST NOT EXCEED 5 PPM!

\*\*\*In salt water chlorinated pools, the total TDS can be as high as

ACTIVITY	QTY	RATE	AMOUNT
6000 ppm. *Occasional chemical shock dosing of the pool or spa water should not damage the heater providing the water is balanced. * Automatic chemical dosing devices and salt chlorinators are usually more efficient in heated water, unless controlled, they can lead to excessive chlorine level which can damage your heater, and which is not covered under warranty. A check valve should be installed between the heater outlet and a chlorinator or other chemical dosing device. * Further advice should be obtained from your pool or spa builder, accredited pool shop, or chemical supplier for the correct levels for your water.			
<b>Service</b> Trip charge and lodging for job scope.	1	750.00	750.00

Service complete, thank you for your business!

SUBTOTAL	50,676.85
TAX	3,352.97
SHIPPING	485.00
TOTAL	54,514.82
<b>BALANCE DUE</b>	<b>\$54,514.82</b>

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Town of Camp Verde

**Agenda Item Submission Form – Section I**

Meeting Date: April 20, 2022

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

Requesting Department: Library

Staff Resource/Contact Person: Kathy D Hellman

Agenda Title (be exact): DISCUSSION CONSIDERATION AND POSSIBLE APPROVAL OF RESOLUTION 2022-1088 A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ESTABLISHING HOURS OF OPERATIONS, SUPERSEDING 2022-1082

List Attached Documents: Resolution 2022-1088 Hours of Operation

Estimated Presentation Time: n/a

Estimated Discussion Time: n/a

Reviews Completed by:

- Department Head:                       Town Attorney Comments:

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

Fiscal Impact: N/A

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

Comments:

**Background Information:** Staff have been monitoring traffic in the library since the pandemic. Except for attendance at regular events on Thursday evenings, we typically see 1-3 people in the library during the last 2 hours of the day. The attached proposal does not reduce open hours but aligns the library more closely to the operating hours of rest of the Town and helps staff more efficiently use slow times during the morning when energy levels are higher.

**Recommended Action (Motion):** Approve Resolution 2022-1088 A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona Establishing Hours of Operations, Superseding 2022-1082

Instructions to the Clerk: none



RESOLUTION 2022-1088

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL  
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,  
ESTABLISHING HOURS OF OPERATIONS,  
SUPERSEDING 2022-1082

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

**WHEREAS**, Town Code, 2-3-1 States that at the first meeting in January, or as soon as practicable, Council shall set by Resolution, the hours of operation for all Town Offices.

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

Hours of Operation		
Administration Offices	Monday – Thursday	7:00 a.m.-5:00 p.m. Friday 7:00 a.m. to 11:00 a.m.
Municipal Court	Monday – Thursday	7:00 a.m.-5:00 p.m. Friday 7:00 a.m. to 11:00 a.m.
Community Development	Monday – Thursday	7:00 a.m.-5:00 p.m. Friday 7:00 a.m. to 11:00 a.m.
Parks & Recreation	Monday – Thursday	7:00 a.m.-5:00 p.m. Friday 7:00 a.m. to 11:00 a.m.
Swimming Pool	Monday – Saturday	Opening/Closing Dates to be Announced
Public Works	Monday – Thursday	7:00 a.m.-5:00 p.m. Friday 7:00 a.m. to 11:00 a.m.
Animal Control	Monday – Thursday	7:00 a.m.-5:00 p.m. Friday 7:00 a.m. to 11:00 a.m.
Marshal's Office – Admin	Monday – Thursday	7:00 a.m.-6:00 p.m.
Marshal's Office – Deputies/Dispatch	24 Hours per Day	24 Hours per Day
Library	Monday – Thursday	<del>9:00 a.m. - 8:00 p.m.</del> 8:00 a.m. – 7:00 p.m.
Library	Friday-Saturday	9:00 a.m. – 5:00 p.m.
Library	Sunday	Closed

Passed and approved by a majority vote of the Common Council at the Regular Session of April 20, 2022

\_\_\_\_\_  
Dee Jenkins, Mayor

Attest:

Approved as to form:

\_\_\_\_\_  
Cindy Pemberton, Town Clerk

\_\_\_\_\_  
William Sims





Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date: April 20, 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 appointment of Councilmembers to develop the ordinance to update the Town Code to reflect the Town Marshal position changes.

**List Attached Documents:**

**Estimated Presentation Time: 5 Minutes**

**Estimated Discussion Time: 5 Minutes**

**Reviews Completed by:**

- Department Head:** Russ Martin
- Town Attorney:** Need to work with to get this accomplished

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

**Finance Director Comments/Fund:**

**Fiscal Impact:** None

**Comments:**

**Background Information:**

At the April 6<sup>th</sup> Town Council Meeting the Council approved the concept of Town Marshal directly overseen by the Town Council. There are a few areas where the Town Code will need to be changed to reflect what Town Council would like to see reflected to clarify duties/responsibilities/authority changes it is suggested that a committee of the Town Council work to prepare the draft changes for Town Council consideration.

**Recommended Action (Motion):**

***Move to approve the following Councilmembers \_\_\_\_\_ to draft an ordinance for future Town Council consideration in regards to the Town Marshal position.***

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TVB currently has \$467,722.09 worth of work left on the original Contract. As we move forward with the restart there will be the need to adjust the line item bid costs for many of the remaining components of the Sports Complex. The cost increases are the directly related to the current Construction Market where construction costs have risen by 25% to 30 % within the last year. The current market is going to also affect our construction schedule moving forward. It will take 4 to 6 weeks to get TVB and their subcontractors mobilized back on the project.

***Recommended Action (Motion):*** Approval of Tierra Verde Builders Change Orders 7 & 8 for the Camp Verde Sports Complex



RESIDENTIAL AND COMMERCIAL CONTRACTOR  
PO BOX 2898 CAMP VERDE, AZ 86322 (928) 567-2477  
ROC#261021

**Change Order**

Project: Town of Camp Verde Sports Complex 1-B  
1000 State Route 260  
Camp Verde, AZ 86322

Change Order: CO-7  
Date: 04/13/2022  
Contract Date: 3/03/2020

To: Town of Camp Verde  
395 S Main Street  
Camp Verde, AZ 86322

**Not valid until signed by Owner and Contractor**

The Contract is to be changed as follows:

- Re-mobilization - \$16,520.00
- Landscaper Increases - \$8,126.76
- Electrical Increases - \$500.00
- Contractor Mark-Up - \$2,514.68
- Bonding - \$691.54
- Sales Tax - \$1,842.94

**Original Contract Sum:                    \$3,382,566.00**

**Net Change by this Change Order:    \$30,195.92**

**New Contract Sum:                        \$TBD**

**Tierra Verde Builders**  
Contractor

**Town of Camp Verde - Owner**  
Owner

Signed \_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_



RESIDENTIAL AND COMMERCIAL CONTRACTOR  
PO BOX 2898 CAMP VERDE, AZ 86322 (928) 567-2477  
ROC#261021

**Change Order**

Project: Town of Camp Verde Sports Complex 1-B  
1000 State Route 260  
Camp Verde, AZ 86322

Change Order: CO-8  
Date: 04/13/2022  
Contract Date: 3/03/2020

To: Town of Camp Verde  
395 S Main Street  
Camp Verde, AZ 86322

**Not valid until signed by Owner and Contractor**

The Contract is to be changed as follows:

- Electrical Conduit Installation - \$169,455.00
- Add Alt 2 Completion - \$524,629.93
- Add in installation of (4) Foul ball wing poles - \$5,280.00
- Contractor Mark-Up @ 10% - \$69,936.49
- Bonding @ 2.5% - \$19,232.54
- Sales Tax @ 6.5% - \$51,254.71

**Original Contract Sum: \$3,382,566.00**  
**Net Change by this Change Order: \$839,788.67**  
**New Contract Sum: \$TBD**

**Tierra Verde Builders**  
Contractor

**Town of Camp Verde - Owner**  
Owner

Signed \_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_