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**AGENDA  
TOWN OF CAMP VERDE  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
WEDNESDAY, OCTOBER 4, 2023 at 6:30 P.M.**

**ZOOM MEETING LINK:**

<https://us02web.zoom.us/j/85274342472?pwd=MEJFZDkvTC9NTDMxb1kUzZkOXR5dz09>

**One Tap Mobile: 1-253-205-0468 or 1-253-215-8782**

**Meeting ID: 852 7434 2472**

**Passcode: 961482**

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, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, 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 – September 20, 2023 Page 5
    - 2) Special Session – September 20, 2023 Page 21
  - b) **Set Next Meeting, Date and Time:**
    - 1) Special Session – Wednesday October 18, 2023 at 5:00 p.m.
    - 2) Regular Session – Wednesday October 18, 2023 at 6:30 p.m.
  - c) **Approval of the IGA (Intergovernmental Agreement) between the Yavapai Apache Nation (YAN) and the Town of Camp Verde for Law Enforcement Dispatching Services to continue to be provided by the Camp Verde Marshal's Office (CVMO) to the Yavapai Apache Police Department (YAPD) as approved by the Yavapai Apache Nation Tribal Council by Resolution number 153-23 dated September 6, 2023. Staff Resource: Heather Vinson Page 25**
5. **Call to the Public or 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 designating October 2023 as Domestic Violence Awareness Month** Page 39
- **Public Works Sports Complex Update.** Staff Resource: Ken Krebs

**7. Discussion, Consideration and Possible Approval for the Town Manager to begin discussions with the Yavapai Family Advocacy Center to occupy the brick building located at 546 S. 1st Street.** Staff Resource: Marshal Rowley Page 41

**8. Discussion, Consideration and Possible Approval of the Verde Valley Senior Center's request for funding through the Town's Community Outreach budget.** Staff Resource: Mike Showers Page 43

**9. Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include 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.

**10. 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 purpose of discussion or consultation for legal advice with the Town Attorney as permitted by A.R.S. § 38-431.03(A)(3). Any other executive sessions will be separately included on the agenda above if an executive session will be held at the meeting.

*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. Pursuant to Town Code, Section 2-3-7.1 the Mayor shall call for a vote of the Council to allow the meeting to continue past the deadline of 10:00 p.m. 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 09-28-2023 at 5:00 p.m.

Cindy Pemberton

Cindy Pemberton, Town Clerk

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**DRAFT MINUTES**  
**TOWN OF CAMP VERDE**  
**REGULAR SESSION**  
**MAYOR AND COUNCIL**  
**473 S. MAIN STREET, SUITE 106**  
**WEDNESDAY, SEPTEMBER 20, 2023 at 6:30 P.M.**

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 meeting to order at 6:32 p.m.
2. **Roll Call.** Council Members: Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins.  
  
**Also Present.** Town Manager Tedmond Soltis, Town Attorney Trish Stuhan, Town Clerk Cindy Pemberton, Assistant Clerk Jadie Edwards and Recording Secretary Mary Frewin  
  
*Break: 6:33 p.m.*  
*Resume: 6:38 p.m.*
3. **Pledge of Allegiance** Councilor Murdock led the 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 the Council requests.
  - a) **Approval of the Minutes:**
    - 1) Special Session – August 9, 2023
    - 2) Regular Session – August 16, 2023
    - 3) Special Session – August 23, 2023
  - b) **Set Next Meeting, Date and Time:**
    - 1) Executive Session – Wednesday October 4, 2023 at 5:30 p.m.
    - 2) Regular Session – Wednesday October 4, 2023 at 6:30 p.m.
    - 3) Special Session – Wednesday October 11, 2023 at 6:30 p.m.
    - 4) Regular Session – Wednesday October 18, 2023 at 6:30 p.m.
    - 5) Regular Session – Wednesday ~~September 20~~ **November 1, 2023 at 6:30 p.m.**
  - c) **Approval of Resolution 2022-1119 A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending the 2023 Meeting Dates and Times for Parks & Recreation Commission Meetings and superseding Resolution 2022-1102** Staff Resource: Michael Marshall

On a motion by Councilor Escoffier, Seconded by Councilor McPhail, Council moved to approve the consent agenda with a few corrections to the minutes.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye

**Motion Carried 7-0.**

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

Julie Fernatt spoke in support of the Camp Verde Library and the Librarians.

Susan Fisher spoke regarding code penalties. She received a ticket for putting a fence up without a permit. However, she didn't know that a permit was required for a fence. She recommended that the Town find a way to educate the public on codes/permit requirements in case there are others, like herself, who are not aware.

Jack Wilborn spoke regarding the status of Camp Verde as a Dark Sky Community. He would like to be contacted with an update.

Llama Habern spoke in support of the Camp Verde Library and the Librarians.

Robert Stacey Barker spoke regarding banter on social media related to the Town of Camp Verde topics. He would like to see things de-escalated. He feels this banter is ridiculous and needs to stop. Additionally, Mr. Barker shared that he has deep roots in Camp Verde and would like to see the Town continue with their original western culture.

6. **Special Announcements and Presentations:**

- **Proclamation Declaring the Month of October as Fort Verde State Historic Park Month.**

Mayor Dee Jenkins proclaimed October as Fort Verde State Historic Park Month. She made a change to the last paragraph and read it out loud.

Joining the Mayor for the proclamation was Sheila Stubler, Park Manager, and Ranger Ben. Sheila recently celebrated 20 years at Fort Verde. Ms. Stubler spoke about Camp Verde's Western Heritage and thanked the Town and volunteers. Ms. Stubler called for a

moment of silence in honor of the volunteers who have passed away.

- **Update on Water Master Plan and Overall Water System.** Resource: Jeff Low

Utilities Director Jeff Low introduced, Rob Brant of Waterworks Engineering, the company that was awarded the bid for the Camp Verde Water Master Plan and GIS Development.

Mr. Brant and Mr. Low provided a presentation and updated the Council on the Camp Verde water system, including immediate improvement needs, current operation statistics, and an update to the Town on geographic information system for the water system.

Mr. Brant shared with Council that the draft of the Water Master plan was submitted to Mr. Low and his staff a few weeks prior. Comments from Mr. Low and staff have been received by Mr. Brant.

Mr. Brant's PowerPoint touched on these main points-

- Water Master Plan Update
- Design Criteria
- Future Facility Siting
- Well Siting Study
- CIP
- Funding Sources
- Town Code
- Lead Copper Service Line Study
- GIS Update
- Water Standard details
- System overview.

A main point made was that peak demands will not be met if a well is lost. Additionally, it is being planned that all wells will need arsenic treatments.

Following Mr. Brants presentation, Council asked him and Mr. Low questions.

Councilor Escoffier asked if the impact fee per single family home would be paid for, by developers as they're coming in upfront before homes are built. Mr. Low said it would be paid when they get their building permit, for whoever is building the home.

Vice Mayor Moore asked how long the arsenic treatments last and how often they need to do them. Mr. Low said their existing treatment systems have a media and approximately every 1-2 years the media is changed out. He estimated that a media was several thousand dollars, up to \$100,000.00 depending on size, which needs to be considered and placed into the operational budget from here on out.

Vice Mayor Moore inquired if they had included Out of Africa because they're planning to do a partnership with them. Mr. Low said they've been contacted by Wyndam Hotel, who is working with Out of Africa to do a hotel. In the same area, there will be the UofA meat processing facility. Both of them talked about sharing a well, in which the Town will

also participate in.

Mayor Jenkins wondered if it's the responsibility of the Town to dig up service lines to see what the material is. Mr. Low said it's every Town in the nation.

Councilor McPhail shared that it's important to Council that the Town be viewed in a professional light as it pertains to water standards. She thought the details were wonderful and appreciated the quality of the work. Mr. Low credited Bruce Connolly, Town Engineer.

7. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include 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.

Mayor Jenkins shared the information that was decided at the Executive Session prior to the Regular Session. The first topic was regarding the Ordinance. on Sexual Oriented Entertainment and Sexually Explicit Material. The Council directed staff not to act on that type of ordinance.

Additionally, they made a motion to direct the Town Manager to work with the Library Director on a procedure for the relocation of books.

Mayor Jenkins congratulated Sheila Stubler for her 20 years of service at Fort Verde Historic Park. She shared positive information about Sheila and how she been an asset to the Town and the Fort.

Mayor Jenkins continued to attend monthly meetings with the Yavapai Apache Nation. Additionally, she attended a WIFA Zoom meeting. On 9/11/23 the Mayor spoke at the American Legion ceremony. Every other Monday she meets with Mayors from surrounding communities. She urged the Town to check out the events in surrounding communities, as they are wonderful events. Mayor Jenkins shared that Rainbow Acres' 50<sup>th</sup> Anniversary is Thursday 9/21/23, and The Verde Valley Sanctuary is celebrating 30 years.

Councilor Godwin attended the last school board meeting. She also echoed what Mayor Jenkins said about Rainbow Acres. She shared some background information on Rainbow Acres and how far it's come in 50 years. She shared that on the 29<sup>th</sup> of September there will be a regional Bocce Ball tournament held at Parkside Church.



Councilor McPhail attended the meetings for the Yavapai Apache Nation. She shared that the land trade application has been submitted. She said the Frame Tech agreement was ratified recently. Staff have been working closely with the Nation to keep rates the same. Additionally, she shared that the whole Council went to the League of Cities and Towns. She enjoyed this conference. Councilor McPhail shared that the tree advisory committee did some landscaping at the Economic Development Building. She continues to go to Teen Game Night on Thursdays. She said National Night Out will be on October 3<sup>rd</sup> from 5:00 p.m. – 8:00 p.m. She shared that The Old Guys are fixing up the playhouse at the library. Lastly, she attended the Sustaining Flows Council.

Vice Mayor Moore shared that she has been attending her daughter's volleyball games. She urges the Town to support the Town youth sports. She also shared that there are three (3) more Saturdays for the Camp Verde Farmers Market.

Councilor Murdock had nothing to share.

Councilor Escoffier attended the NACOG meetings. She shared that HeadStart are closing sites because of lack of employees. She also toured the University of Arizona meat processing facility in Tucson with Councilor McPhail. She is excited about the one that will be here in Camp Verde, as she found the one she toured to be wonderful and very clean. She shared that the Yavapai Junior Rodeo took place recently here in Camp Verde and she heard that it was a good time. Lastly, she attended the League of Arizona Cities and Towns Conference, which she found to be very informative.

Councilor Baker attended the NACOG meeting.

Mayor Jenkins additionally shared that at the League Meeting she spoke in front of 90 other Cities and Towns to present a Resolution to amend the legislation on improvement districts. It was unanimously passed. It still had to go to a meeting of all Mayors, and it too passed unanimously. Now, it goes to the Legislators.

Town Manager Ted Soltis shared that he's attended many meetings in his short time and he's confident that between Council, Staff, and Camp Verde residents, they can move Camp Verde forward.

**8. Approval and Award of FY24 Pavement Preservation Project to Cactus Asphalt in an amount not to exceed \$600,000.** Staff Resource: Martin Smith

Capital Improvements Project Manager, Martin Smith shared with Council the breakdown of the \$600,000 that Council had previously approved for FY24 pavement preservation project. Staff would like to partner with Cactus Asphalt, as they have a long-standing relationship with them.

Councilor Godwin wondered if a speed bump could be put in on Glenrose, a location in which she has heard has had some rough traffic violations. Mr. Smith said that speed bumps can be problematic because they complicate the maintenance projects. He suggested talking to Commander Jacobs about posting an officer out there. He recommends contacting the Marshal's Office with her concerns.

Councilor Murdock asked Mr. Smith to give an update on where they would be chip sealing as well as how much linear feet they would be sealing. Mr. Smith shared that it would be approximately 120,000 sq yards and the roads they would be sealing are located between Quarterhorse Ln and Old Church Rd.

On a motion by Vice Mayor Moore, Seconded by Councilor Godwin, Council moved to award the FY24 Pavement Preservation Project to Cactus Asphalt in an amount not to exceed \$600,000.

**Roll Call Vote:**

Councilor Baker: Aye

Councilor Escoffier: Aye

Councilor McPhail: Aye

Councilor Murdock: Aye

Councilor Godwin: Aye

Vice Mayor Moore: Aye

Mayor Jenkins: Aye

**Motion Carried 7-0.**

9. **Approval of staff to submit a FEMA FY2023 Building Resilient Infrastructure and Communities (BRIC) and Flood Mitigation Assistance (FMA) Notice of Intent (NOI) grant application to the Arizona Department of Emergency Management Agency in an amount of \$1,084,340.00 for West Clear Creek Flood Mitigation Study.** Staff Resource Jeff Low

Utilities Director Jeff Low shared background information on the West Clear Creek flooding. Floods have led the road to be closed and have damaged the road over the last few decades. There has also been debris built up over time. The last flood study took place in 1984, so it's probably not very accurate.

He shared the goal of the West Clear Creek Study would entail improvement on Verde Lakes Dr. roadway and covert crossing for approximately .4 miles of transportation corridor. The task would comprise of Phase 1 project scope of work including field reconnaissance, data collection, supplemental ground survey, technical exploration, preparation of design plans and support of design documents, meeting and coordination, public outreach, and project management. He said they do have the possibility to get it down from a 25% match to a 10% match. The in-kind matches will be the areal topography, 2D flood modeling, and future Yavapai County flood control funds, and staffing.

Once the grant has been awarded, he said there's a very significant possibility that they'll get the construction phase grant as well. Mr. Low shared that it will be not only what they need to do to fix the issue, but also a design on how to fix it and most of the time these grants roll into construction.

Councilor Baker wondered about this being a non-budgeted grant. Mr. Low said he talked to Mr. Showers, as he knows it wasn't budgeted. They get flood control funding every year. Their portion of the grant match could come from their flood control funds, and it will

take place over a 3-year timeline.

Councilor Escoffier felt that this is a great opportunity to get funding for this area, as FEMA said in 1994, they were done with that area.

On a motion by Councilor Escoffier, seconded by Councilor Baker, Council moved to approve staff to submit a FEMA FY2023 Building Resilient Infrastructure and Communities (BRIC) and Flood Mitigation Assistance (FMA) Notice of Intent (NOI) grant application to the Arizona Department of Emergency Management Agency in an amount of \$1,084,340.00 for West Clear Creek Flood Mitigation Study.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye

**Motion Carried 7-0.**

10. **Public Hearing followed by Discussion, Consideration and Possible Approval for Job # ~~25306~~ #253062, a Liquor License Application for Acquisition of Control for Alcantara LLC-Alcantara Vineyards and Winery located at 3445 Grapevine Way, Camp Verde, AZ 86322** Staff Resource: Cindy Pemberton

Ms. Pemberton shared that the Clerk's Office received an application from the Department of Liquor License and Control on August 16, 2023. Per state law, it is not required to post at the site's location because it's an acquisition of control. There are no fees associated with an acquisition of control and the applicant and staff have not received any comments or concerns from the public related to this application.

Mayor Jenkins opened the public hearing at 7:52 p.m.  
Mayor Jenkins closed the public hearing at 7:52 p.m.

On a motion by Vice Mayor Moore, seconded and amended by Escoffier Councilor, Council moved to recommend approval to the state liquor license and control for Job #253062, a Liquor License Application for Acquisition of Control for Alcantara LLC-Alcantara Vineyards and Winery located at 3445 Grapevine Way, Camp Verde, AZ 86322

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye

**Motion Carried 7-0.**

- 11. Public Hearing followed by Discussion, Consideration and Possible Approval for a Class 10 (Beer and Wine)) Liquor License Application #249322 for Family Dollar #25150 located at 633 Finnie Flat Road, Camp Verde, AZ 86322. Staff Resource: Cindy Pemberton**

Ms. Pemberton shared that the Clerk's Office received an application from the Department of Liquor License and Control on August 3, 2023. Per state law, they posted the application at the site's location for the required 20 days. The Clerk's office has not received any comments or concerns from the public related to this application.

Mayor Jenkins opened the public hearing at 7:55 p.m.  
Mayor Jenkins closed the public hearing at 7:55 p.m.

On a motion by Councilor Escoffier, seconded by Vice Mayor Moore, Council moved to recommend approval to the state liquor license and control for a Class 10 (Beer and Wine)) Liquor License Application #249322 for Family Dollar #25150 located at 633 Finnie Flat Road, Camp Verde, AZ 86322.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye

**Motion Carried 7-0.**

- 12. Public Hearing followed by Discussion, Consideration, and Possible Approval of a Class B Bingo License for American Legion Post 93 located at 286 S 3rd Street, Camp Verde, AZ 86322. Staff Resource: Cindy Pemberton**

Ms. Pemberton shared that the Clerk's Office received an application from the American Legion Post 93 regarding a class B Bingo License. There are no fees associated with a Bingo License. The Clerk's office has not received any comments or concerns from the public related to this application.

Mayor Jenkins opening the public hearing at 7:56 p.m.  
Mayor Jenkins closed the public hearing at 7:56 p.m.

Councilor Escoffier inquired if Council should approve this or are they recommending approval to the Department of Revenue. Town Attorney Trish Stuhan shared that they are recommending approval.

On a motion by Councilor Escoffier, seconded by Councilor Baker, Council moved to recommend approval to the Arizona Department of Revenue to approve the Class B Bingo License for American Legion Post 93 located at 286 S 3rd Street, Camp Verde, AZ 86322 and have the designated authority of the town sign the endorsement.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye

**Motion Carried 7-0.**

13. **Public Hearing followed by Discussion, Consideration, and Possible Approval of a Class B Bingo License for Veterans of Foreign Wars Post 6739 located at 277 W State Highway 260, Camp Verde, AZ 86322.** Staff Resource: Cindy Pemberton

Ms. Pemberton shared that the Clerk's Office received an application from the Veterans of Foreign Wars Post 6739 regarding a class B Bingo License. There are no fees associated with a Bingo License. The Clerk's office has not received any comments or concerns from the public related to this application.

Mayor Jenkins opened a public hearing at 8:00 p.m.  
Mayor Jenkins closed the public hearing at 8:00 p.m.

On a motion by Councilor Escoffier, seconded Councilor Baker, Council moved to recommend approval to the Arizona Department of Revenue to approve the Class B Bingo License for Veterans of Foreign Wars Post 6739 located at 277 W Highway 260, Camp Verde, AZ 86322.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye

**Motion Carried 7-0.**

Break: 8:02 p.m.

Resume: 8:12 p.m.

**14. Discussion, Consideration, and Possible Approval of a Town of Camp Verde “Code of the West”. Staff Resource: Ted Soltis**

Town Manager Ted Soltis shared with Council that this item was brought forward by a group of residents: Nancy Higginbotham, Georgia May, Jessica Oium, and Mary Phelps. Mr. Soltis shared with Council that there were a few changes made to the document that were brought up by the attorney. He said that this would be a living document, that will be updated periodically.

Town Manager Soltis turned it over to Mary Phelps. Ms. Phelps shared with Council the history of the creation of this document. She hoped this document would give a true and accurate picture of the rural living in Camp Verde, Arizona. She said it's in no way trying to change the codes or the zoning.

*Blue Cards:*

Sherry Wischmeyer strongly recommended that the Council not approve this. She gave reasons to Council as to why she felt this way.

Claudia Hauser spoke in support of the Code of the West. She was very impressed with the document. She asked if the Town of Camp Verde has easement on private citizens' properties for trails. She also did not feel the wording was correct regarding the irrigation ditches. She would be happy to help re-write this section. She feels it's helpful to incoming residents, and to herself, a long-time resident.

Jordy Weaver is in favor of this item, though she did not speak.

Christa Brunori spoke in support of the Code of the West. She found it to be a very helpful document. She hopes they make it very accessible for people.

Pete Roulette spoke in support of the Code of the West. He likes that it can be modified. As a realtor, he finds this to be very useful in his occupation.

Mayor Jenkins asked Mr. Soltis about technical changes. As those occur, will that require Council coming back to get those updated, or will those changes happen within staff? Mr. Soltis told her that they would approve the basic document, but they will make sure they keep it up to date.

Vice Mayor Moore found this document to be very helpful. She feels it's a condensed version of the general plan and gives people great information on the town. She doesn't feel like it's a negative document. Her recommendation would be that they create a QR code for it. Overall, she supports the document.

Councilor Escoffier shared that she talked to another realtor about the document, and that person felt that it was a helpful document, that she too would share with her clients. This realtor also said that she felt the document had a negative slant to it. Councilor Escoffier felt that there are parts of the document that are not accurate, when you look

at the Town as a whole. She too feels there is a negative slant within it. She had several concerns about it and the way things were worded.

Vice Mayor Moore stated that she lives on a dirt road within the Town, which will never be paved or maintained by the Town. She feels the document is helpful to communicate to newcomers that those roads do exist within Camp Verde. She feels that though it's not a blanket statement for the entire Town, there are areas in Camp Verde that are relevant to a lot of this information.

Councilor Escoffier said that's less than ½ % of the roads in the Town, and it paints a picture that there are many unpaved roads within the Town.

Councilor Escoffier appreciates what has been done with the documents, but feels it needs to have some changes to wording and clarifications because as it stands, it doesn't fit the whole community. She wondered if it was a legal binding document. She shared that when a similar document was approved in Wickenburg, and in the following 10 years after approval, their population increase was only about 1,200.

Councilor McPhail wanted to be clear that this document doesn't supersede the general plan or any codes or ordinances. It's merely guidance.

Ms. Stuhan shared that, legally, she provided a couple of statutory clean ups to Mr. Soltis. She said that even though it says 'code', it's not a legal document. It's a historical guidance. She doesn't have any concerns legally.

Councilor McPhail felt there could be some refinement in the document and wondered about the mechanism to do that.

Mr. Soltis said to give him any recommendations. He said it's a living document, and they will continue to make changes to it as needed, which he doesn't feel would be very difficult. Should the Council approve it, the changes that would be made including phone numbers, addresses, etc.

Councilor Godwin thanked the ladies who created the document. However, she feels that it was incredibly unwelcoming and negative. She feels it's common-sense information that she doesn't feel needs to be written down.

Councilor Baker thanked the ladies who created the document. She didn't view it negatively; however, she did hear that the real estate business was not happy with it. She wondered if the Chamber of Commerce could be the ones to pass it out. She suggested that they align it with the 9-character areas that are in the general plan.

Councilor Murdock found the document to be very helpful, however, she felt that some wordsmithing needed to be done to give it a more positive and welcoming sense. She supports the document, but feels it needs some cleanup.

A Zoom comment from MYLOW was shared and said: "Does this document have a disclaimer/disclosure stating that it's not Town code, etc.?" Mayor Jenkins said that doesn't make any reference to being official to the Town.

Ms. Stuhan said they could make a disclaimer if they wanted to, but there is nothing legally binding it to the Town.

Councilor Murdock wondered if they could acknowledge it as an informational marketing document.

Mr. Soltis said he needs to get a sense of what Council wants to do. He understands that there are changes that need to be made. He recommended that they take a vote.

Council Continued to discuss amongst themselves whether the Code of the West was the appropriate avenue to take for the Town of Camp Verde.

On motion by Vice Mayor Moore, seconded by Councilor Murdock, Council moved to direct the Town Manager to work on revision of the Code of the West to return to Council for review and adoption in a timely manner.

**Roll Call Vote:**

Councilor Baker: Nay

Councilor Escoffier: Nay

Councilor McPhail: Aye

Councilor Murdock: Aye

Councilor Godwin: Nay

Vice Mayor Moore: Aye

Mayor Jenkins: Aye

**Motion Carried 4-3**

- 15. Discussion, Consideration and Possible Approval of Resolution 2023-1118 , A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, authorizing the Town of Camp Verde (“Town”) to enter into an intergovernmental agreement with the Yavapai County Flood Control District (“District”) for financial contributions from the District to the Town of Camp Verde Fiscal Year 2023-2024; and authorizing the Mayor and Staff to take any all steps necessary to accomplish the above. Staff Resource: Jeff Low**

Mr. Low Shared with Council the Yavapai County Flood Control District provides annual funding to jurisdictions within the county that request flood control related projects. The Utilities Department has requested funding for this budget year for a variety of projects. He provided Council with a list of these projects. Not all the projects will be completed, but this will give Staff an opportunity to choose. They will be receiving \$155,000, as he spent too much money the previous year. This item will be on the County Board of Supervisors agenda on October 4<sup>th</sup>.

Vice Mayor Moore wondered if they base the amount of money, they get on what the Town received last year. Why would it matter that he spent too much money last year?

Mr. Low said it’s based on how much property tax they receive, unless you request more money for big projects you’d like to get done. They will at least get \$155,000 this year, and in future years they will likely get more.



Councilor Escoffier wondered if this amount represents all the flood control tax dollars that the community puts into Yavapai County. She would like to get every dime that they put in. Mr. Low said the tax money also goes to flood control, who manages the flood plains in the Town.

Councilor Escoffier would like to figure out how much tax dollar money Camp Verde is putting into flood control.

Councilor Baker said included in the total amount is a large portion from FEMA since they are a Flood District.

On a motion by Councilor Baker, Seconded by Vice Mayor Moore, Council moved to approve Resolution 2023-1118 , A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, authorizing the Town of Camp Verde (“Town”) to enter into an intergovernmental agreement with the Yavapai County Flood Control District (“District”) for financial contributions from the District to the Town of Camp Verde Fiscal Year 2023-2024; and authorizing the Mayor and Staff to take any all steps necessary to accomplish the above.

**Roll Call Vote:**

Councilor Baker: Aye

Councilor Escoffier: Aye

Councilor McPhail: Aye

Councilor Murdock: Aye

Councilor Godwin: Aye

Vice Mayor Moore: Aye

Mayor Jenkins: Aye

**Motion Carried 7-0.**

- 16. Public Hearing followed by Discussion, Considerations and Possible Adoption of Ordinance 2023-A483, and Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for a Zoning Map change from R1L-35 to C2 for approximately 0.96 acres, specifically, described in Exhibit A (currently parcel 404-28-051A), located at 26 West Salt Mine Road, Town of Camp Verde, Yavapai Arizona. Staff Resource: Cory Mulcaire**

*This agenda item was tabled to a later date.*

- 17. Discussion, consideration and possible approval of Resolution 2023-1116, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona approving Use Permit 202300310, A Use Permit application for Cinda and Criselda Rajkovic for veterinary services office located at 3455 North Prospectors Lane (parcel 403-18-001K). Staff Resource: Cory Mulcaire**

Cory Mulcaire, Assistant Town Planner, shared that Cinda and Criselda Rajkovic applied for a use permit to relocate their veterinary service clinic from Sedona to Camp Verde. In that process they also operate a 501-C3 animal rescue, mostly focusing on alpacas and llamas. Because of this, they would like to increase their animal count for that purpose.

When they get larger animals, they work with Animal Guarding Network, who already has a use permit through the Town. They also rescue wildlife from Game and Fish to rehab them. They will then turn them over to Running W Wildlife in Cornville. Their property is on 3.5 acres, and both sides of it are surrounded by the Forest Service. Their primary residence will be the second floor of the home. On the property are also K-9 rescue pins, as they also rescue wolves.

Each animal has shade, shelter, and water on the property, as Cinda and Criselda have many resources for these animals. They are requesting a use permit because a use permit is required for veterinary services in the RR 2 A district.

This use permit has gone through all the proper avenues to come before Council. Additionally, two neighbors spoke out recommending approval for them. Specifically, one neighbor had to call on Cinda for an animal emergency. The proposed conditions were set to Council, with one minor change. Planning and Zoning will be allowed on the property to investigate complaints. Staff and the Commission recommend approval of this permit.

Mayor Jenkins asked about the form she's seeing and inquired why it doesn't have an attorney sign off. Town Attorney Trish Stuhan said that she reviewed it.

Councilor Escoffier wondered about the Forest Service land around it. She said it is land that's in the Yavapai Apache exchange. She wondered if Ms. Mulcaire had reached out to them about this use permit. Ms. Mulcaire said they did reach out to the forest service, but not the Nation because they don't show as owners of the land because the exchange has not been finalized.

Councilor Escoffier's only concern is that the Yavapai Apache Nation would be opposed to increasing animal count on property that is adjacent to property they owned.

On a motion by Vice Mayor Moore, Seconded by Councilor Baker, Council moved to approve Resolution 2023-1116, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona approving Use Permit 202300310, A Use Permit application for Cinda and Criselda Rajkovic for veterinary services office located at 3455 North Prospectors Lane (parcel 403-18-001K).

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Nay  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye

**Motion Carried 6-1.**

**18. Adjournment** Mayor Jenkins adjourned the meeting at 9:24

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 September 20th, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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

DRAFT

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**DRAFT MINUTES**  
**TOWN OF CAMP VERDE**  
**SPECIAL SESSION**  
**MAYOR AND COUNCIL**  
**473 S. MAIN STREET, SUITE 106**  
**WEDNESDAY SEPTEMBER 20, 2023 at 5:30 P.M.**

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

**1. Call to Order**

Mayor Jenkins called the meeting to order at 5:30 p.m.

- 2. Roll Call.** Council Members Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore and Mayor Dee Jenkins were all present

**Also present.** Town Attorney Trish Stuhan, Town Manager Ted Soltis, Risk Manager Heather Vinson and Town Clerk Cindy Pemberton.

- 3. Pledge of Allegiance** Councilor Godwin led the Pledge of Allegiance

**4. RECESS INTO AND HOLD EXECUTIVE SESSION ON AGENDA ITEM 5.**

On a motion from Councilor Escoffier, seconded by Councilor Baker, Council moved to enter into an executive session pursuant to A.R.S. 38-431.03(A)(3) for discussion or consultation for legal advice with the Town Attorney regarding the following: Potential litigation against Southwestern Environmental Consultants, Inc. arising from defects in the Town's sewer system; An Ordinance regulating Sexually Oriented Entertainment and Sexually Explicit Material; and Library Policies and Procedures.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye

**Motion Carried 7-0.**

- 5. Executive Session pursuant to A.R.S. 38-431.03(A)(3) for discussion or consultation for legal advice with the Town Attorney regarding the following:**

- 1. Potential litigation against Southwestern Environmental Consultants, Inc. arising from defects in the Town's sewer system.** Staff Resource: Heather Vinson

2. **An Ordinance regulating Sexually Oriented Entertainment and Sexually Explicit Material.** Staff Resource: Trish Stuhan
3. **Library Policies and Procedures** Staff Resource: Trish Stuhan

6. **RECONVENE OPEN SESSION** Mayor Jenkins reconvened open session at 6:29 p.m.

7. **Discussion and Possible Direction to Staff Regarding the following:  
An Ordinance regulating Sexually Oriented Entertainment and Sexually Explicit Material.**

On a motion by Mayor Jenkins seconded by Jackie Baker Council moved to direct staff to not take action on this type of ordinance for these reasons: based upon advice of legal counsel, this type ordinance violates 1st amendment rights. Other jurisdictions that have adopted this type of ordinance, have been sued. This type of ordinance has been struck down by the Courts.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye

**Motion Carried 7-0.**

**Library Policies and Procedures**

On a motion by Mayor Jenkins seconded by Councilor McPhail, Council moved to direct the Town Manager to work with the Library Director on a procedure for the relocation of books.

**Roll Call Vote:**

Councilor Baker: Aye  
Councilor Escoffier: Aye  
Councilor McPhail: Aye  
Councilor Murdock: Aye  
Councilor Godwin: Aye  
Vice Mayor Moore: Aye  
Mayor Jenkins: Aye

**Motion Carried 7-0.**

5. **Adjournment**

Mayor Jenkins adjourned the meeting at 6:30 p.m.

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

\_\_\_\_\_  
Attest: Town Clerk Cindy Pemberton

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on September 20, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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

DRAFT

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**Agenda Item Submission Form – Section I**

**Meeting Date:** October 4, 2023

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

**Requesting Department:** CVMO / Risk Management

**Staff Resource/Contact Person:** Heather Vinson

**Agenda Title (be exact):** Approve the IGA (Intergovernmental Agreement) between the Yavapai Apache Nation (YAN) and the town of Camp Verde for Law Enforcement Dispatching Services to continue to be provided by the Camp Verde Marshal's Office (CVMO) to the Yavapai Apache Police Department (YAPD) as approved by the Yavapai Apache Nation Tribal Council by Resolution number 153-23 dated September 6,2023.

**List Attached Documents:** YAN Resolution Number 153-23  
IGA for Law Enforcement Dispatching Services

**Estimated Presentation Time:** N/A

**Estimated Discussion Time:** N/A

**Reviews Completed by:**

- Department Head:** Corey Rowley       **Town Attorney Comments:** N/A
- Risk Management:** Heather Vinson
- Finance Department**

**Comments:**

**Background Information:** This IGA is a continuation of a long-standing effort to create a centralized and uniform law enforcement response that allows for more economical operations and better response times for both YAPD and CVMO to provide protection to the public.

**Recommended Action (Motion):** Approve the IGA between the Yavapai Apache Nation and the town of Camp Verde for Law Enforcement Dispatching Services to be provided by the Camp Verde Marshal's Office to the Yavapai Apache Police Department as approved by the Yavapai Apache Nation Tribal Council by Resolution number 153-23 through December 31, 2025, for an annual cost of \$99,000.00.

**Instructions to the Clerk:** N/A

**RESOLUTION NO. 153 -23**  
**OF THE GOVERNING BODY OF THE**  
**YAVAPAI-APACHE NATION**

**A Resolution Approving the Intergovernmental Agreement Between the Town of Camp Verde and the Yavapai-Apache Nation for Law Enforcement Dispatching**

**WHEREAS:** The Yavapai-Apache Tribal Council (“Council”) is authorized to represent the Yavapai-Apache Nation (“Nation”) and act on all matters that concern the health and welfare of the Nation, and to make decisions not inconsistent with or contrary to the Constitution of the Yavapai-Apache Nation (“Constitution”) as provided under Article V(a) of the Constitution; and

**WHEREAS:** The Council is authorized to negotiate and enter into agreements with Federal, State and local governments as provided under Article V(b) of the Constitution; and

**WHEREAS:** The Council, as the legislative body of the Nation, is authorized to enact laws, ordinances and resolutions incidental to the exercise of its legislative powers as provided under Article V(v) of the Constitution; and

**WHEREAS:** The Council, as the legislative body of the Nation, is authorized to take any and all actions necessary and proper for the exercise of its Constitutional powers and duties, including those powers and duties not enumerated, and all other powers and duties now or hereafter delegated to the Tribal Council, or vested in the Tribal Council through its inherent sovereignty, as provided under Article V(w) of the Constitution; and

**WHEREAS:** The Nation and the Town of Camp Verde have in prior years entered into an Intergovernmental Agreement under which the Town of Camp Verde provides centralized and uniform law enforcement dispatching services from the dispatch center of the Camp Verde Marshal’s Office; and

**WHEREAS:** The Nation’s Chief of Police is recommending that the Nation enter into new Intergovernmental Agreement with the Town of Camp Verde to continue receiving centralized and uniform law enforcement dispatching services, which allows for economical operations and better response times; and

**WHEREAS:** The Initial Term of the new Intergovernmental Agreement is through December 31, 2025, which thereafter shall automatically renew annually unless either party gives the other party notice of an intent not to renew; and

**WHEREAS:** The annual compensation under the new Intergovernmental Agreement for the Initial Term is Ninety-Nine Thousand and 00/100 Dollars (\$99,000.00); and

**WHEREAS:** The Council has reviewed the new Intergovernmental Agreement with the Town of Camp Verde for law enforcement dispatching services (*attached to this Resolution as Exhibit A and incorporated herein by reference*) and finds it to be in the best interest of the Nation to enter into the Intergovernmental Agreement with the Town of Camp Verde.

**NOW THEREFORE BE IT RESOLVED** that the Yavapai-Apache Tribal Council, in Council assembled, at which a quorum is present, hereby approves the Intergovernmental Agreement between the Town of Camp Verde and the Yavapai-Apache Nation for Law Enforcement Dispatching (*attached to this Resolution as Exhibit A*).


**BE IT FINALLY RESOLVED** that the Chairwoman and Vice-Chairman, or either of them, are hereby authorized to take such further action as deemed necessary to carry out the purposes and intent of this Resolution.

#### CERTIFICATION

I hereby certify that the foregoing resolution was adopted by an affirmative vote of the Tribal Council, with a quorum in attendance, presented for approval on September 6 2023, by a vote of 9 9 in favor, 0 opposed and 0 abstaining, pursuant to the authority contained under the Constitution of the Yavapai-Apache Nation as cited above.

  
\_\_\_\_\_  
Tanya Lewis, Chairwoman

**ATTEST:**

  
\_\_\_\_\_  
Karla Reimer, Council Secretary

Approved as to Form:

  
\_\_\_\_\_  
Office of the Attorney General

## **EXHIBIT A**

### **Intergovernmental Agreement Between the Town of Camp Verde and the Yavapai-Apache Nation for Law Enforcement Dispatching**

**INTERGOVERNMENTAL AGREEMENT BETWEEN  
THE TOWN OF CAMP VERDE  
AND  
THE YAVAPAI APACHE NATION  
FOR LAW ENFORCEMENT DISPATCHING**

**AGREEMENT NO. 23-010-IGA-2-10151**

This Intergovernmental Agreement ("Agreement") is entered into this 6th day of September, 2023, by and between THE TOWN OF CAMP VERDE (the "Town"), for and on behalf of the Camp Verde Marshal's Office ("CVMO"), and the Yavapai-Apache Nation (the "Nation"), for and on behalf of the Yavapai-Apache Police Department (the "YAPD"). Throughout this Agreement, the Town and the Nation individually may be referred to as "Party" and may be referred to collectively as "Parties" to this Agreement.

**RECITALS**

**WHEREAS**, the Town Manager of the Town of Camp Verde, is authorized and empowered by provisions of the Town Code to execute contracts; and,

**WHEREAS**, the TOWN is authorized to enter into this agreement pursuant to ARS §9-240(B)(12) & (23) and ARS § 13-3872, and the TOWN is authorized to enter into Intergovernmental Agreements pursuant to ARS § 11-951 through ARS § 11-954; and the Yavapai-Apache Nation is authorized to negotiate with state, local, and federal governments pursuant to Article V(b) of the Yavapai-Apache Nation's Constitution; and,

**WHEREAS**, agreements for mutual assistance and intergovernmental cooperation in public safety areas, including operations and management of police, or public safety related agencies have existed between municipalities and governmental jurisdictions; and,

**WHEREAS**, it would be in the best interests of CVMO and YAPD to consolidate law enforcement dispatching systems in their jurisdictions for economical operations and better response times; and

**WHEREAS**, Resolution 2002-521 dated June 19, 2002 authorized the Town to enter into an agreement with the Nation for participation in LAW ENFORCEMENT DISPATCH SERVICES.

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*Created: November 30, 2022*

## **AGREEMENT**

**NOW THEREFORE**, in consideration of the mutual promises, inducements, covenants, agreements, conditions and other good and valuable consideration, the receipt and sufficiency which is acknowledged, the Parties agree as follows:

### **ARTICLE I. PURPOSE**

1. This Agreement is to enhance the effectiveness of public safety through consistency in emergency dispatching of law enforcement resources throughout the jurisdictions of CVMO and YAPD.
2. The purpose of this Agreement is to define the dispatch service and support that will be provided by the CVMO to the YAPD. The CVMO Dispatch Center utilizes a Computer Aided Dispatch ("CAD") and Global Positioning System to process, and dispatch requested law enforcement personnel.

### **ARTICLE II. STATEMENT OF SERVICES**

#### **1. Dispatch Services:**

- 1.1 CVMO agrees to provide dispatching services for YAPD's personnel and vehicle units for emergency responses within YAPD's jurisdiction.
- 1.2 CVMO agrees to relay messages received by the CVMO dispatch center to personnel of the YAPD authorized to receive such messages. Messages shall be transmitted by radio, data terminals, and then by telephone or any other reasonable and appropriate method agreed to by the Parties on a twenty-four (24) hour basis. Town shall not be under a duty to send employees or equipment to the Nation in response to any messages received (excluding mutual aid required by law or agreement). The Nation shall at all times maintain an accurate and updated list of the Nation's personnel authorized to receive said messages, their telephone numbers, and any preference as to the order of call and shall provide a copy of the list to the CVMO dispatcher's office.

#### **2. Technical Services:**

- 2.1 The System utilizes a CAD system, which in turn utilizes standardized components consisting of Mobile Computer Terminals ("MCTs"), a station alerting package and direct network connections over dedicated circuits among the Nation and CVMO. To facilitate dispatch, and as a condition of this Agreement, YAPD is required to provide for all needed infrastructure compatible with the System. Any agency currently receiving dispatch services will be required to provide direct network connection.

- 2.1.1 Acceptable forms of direct network connections include:  
dedicated leased-line, microwave, metro-optical Ethernet.

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*Created: November 30, 2022*

**2.1.2** Non-acceptable forms of direct network connections include: wireless connections, such as LTE, cable modem, DSL, satellite, and/or dial up telephone.

**2.1.3** Agencies currently receiving dispatch services on a non-acceptable form of a direct network connection will have 12 months to remedy the situation with an acceptable direct network connection.

**2.2** Upon entering into this Agreement the Town (CVMO) will provide a technical assessment of YAPD's initial equipment needs. After the assessment, YAPD will be provided with a written requirements document and will further be responsible to provide all equipment assessed as needed for all of YAPD's stations, and vehicles to facilitate dispatching. If the YAPD, for any reason, cannot provide for all the initial and ongoing needed equipment as required by the Town, YAPD cannot participate in this Agreement.

Further, if any future expansion or alteration to existing services is requested, a written request must be submitted to CVMO Via the Administrative Commander. After receipt of the request, the Town will perform an assessment to determine equipment requirements. After the assessment is complete, YAPD will be provided with a written requirements document, YAPD must provide all equipment assessed before any services will be provided.

**2.3** During the course of this Agreement, the underlying technology supporting systems and equipment covered under this Agreement may become obsolete as a result of advances in technology ("Technology Obsolescence"). In the case of Technology Obsolescence, the evolution of a newer technology generation and the associated costs will be the subject of amendments to this Agreement.

**2.4** YAPD shall not, without the prior written consent of the Town and the system hardware/software providers, copy or reproduce the hardware, software or firmware used within the System, or make such items available to others in whole, or in part.

**2.5** Other communications equipment, including, but not limited to, unit mobile portable radios and system infrastructure, which may be necessary for YAPD's deployed units to function within the System, but not defined within this Agreement and not necessarily needed by the Town to conduct dispatch, are the sole responsibility of YAPD. Purchase and maintenance of such equipment to ensure interoperable communications consistent with Standard Operating Procedure are required of YAPD.

**3. Other Items:**

**3.1** If YAPD expands its geographical and/or jurisdictional boundaries that will require a change in service, YAPD is required to provide a 180-day written notice to allow for programing changes to the CAD system.

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*Created: November 30, 2022*

3.2 If this Agreement is terminated, all devices and related equipment provided by the Town and not purchased by the YAPD, shall be returned as the sole property of the Town.

3.3 The Parties are aware that other jurisdictions may enter into an agreement with the Town and be added to the System at the sole discretion of the Town.

### ARTICLE III. TERM OF THE AGREEMENT

**1. Term:**

This Agreement shall commence upon its execution by both Parties and shall continue in force through December 31, 2025 (the "Initial Term"), or until terminated as provided herein. Thereafter, this Agreement shall automatically renew annually unless either party gives the other party notice of an intent not to renew one hundred eighty days (180) days prior to then current anniversary date.

**2. Termination:**

Either Party may terminate this Agreement by providing one hundred eighty days (180) written notice to the other Party.

**3. Cancellation:**

All Parties acknowledge that this Agreement is subject to cancellation by the Town of Camp Verde pursuant to the provisions of A.R.S. § 38-511.

### ARTICLE IV. GENERAL TERMS AND CONDITIONS

**1. Governing Law:**

This Agreement is governed by the laws of the State of Arizona (without reference to choice of law principles).

**2. Informal Dispute Resolution:**

In the event of a dispute arising out of or related to this Agreement, the parties agree that it is in their mutual best interest to meet as promptly as possible for the purpose of informally resolving said dispute. The CVMO Marshall and YAPD Chief of Police shall first attempt to resolve said dispute by mutual agreement. In the event the Marshall and Chief of Police cannot resolve the dispute after attempting to work in good faith, they shall submit the dispute to the Mayor of the Town, or his/her designee, and the Chair of the Nation, or his/her designee, who shall attempt to resolve said dispute by mutual agreement. In the event the Mayor or designee and the Chair or designee cannot resolve the dispute, the parties agree to mediate the dispute through the services of a mutually agreed upon mediator, the costs to be shared equally

*Created: November 30, 2022*



between the parties.

**3. Confidentiality and Data Security:**

**3.1** All data, regardless of form, including originals, images, and reproductions, prepared by, obtained by, or transmitted to YAPD in connection with this Agreement is confidential, proprietary information owned by the Town. Except where required to share with authorized prosecutorial or other law enforcement agencies, as required under public records law, or in other instances specifically provided for in this Agreement, the YAPD will not disclose data generated in the performance of the Services to any third person without the prior written consent of the Town Manager, or his/her designee.

**3.2** Personal identifying information, financial account information, or restricted Town information, whether electronic format or hard copy, must be secured and protected at all times to avoid unauthorized access. At a minimum, YAPD must encrypt and/or password protect electronic files. This includes data saved to laptop computers, computerized devices, or removable storage devices. When personal identifying information, financial account information, or restricted Town information, regardless of its format, is no longer necessary, the information must be redacted or destroyed through appropriate and secure methods that ensure the information cannot be viewed, accessed, or reconstructed.

**3.3** In the event that data collected or obtained by the YAPD in connection with this Agreement is believed to have been compromised, YAPD will notify the Town Administrative Commander immediately. YAPD agrees to reimburse the Town for any costs incurred by the Town to investigate potential breaches of this data and, where applicable, the cost of notifying individuals who may be impacted by the breach.

**3.4** YAPD agrees that the requirements of this Section will be incorporated into all subcontractor/sub consultant agreements entered into by the YAPD. It is further agreed that a violation of this Section will be deemed to cause irreparable harm that justifies injunctive relief in court. A violation of this Section may result in immediate termination of this Agreement without notice.

**3.5** The obligations of YAPD under this Section will survive the termination of this Agreement.

**4. Fund Appropriation Contingency:**

The Parties understand that the continuation of this Agreement is subject to the budget of the Parties providing for the contract item as an expenditure. The Parties cannot assure that the budget item for funding this Agreement will be approved in the future. In such an event, either Party may terminate this Agreement.

**5. No Joint Venture:**

No term or provision in this Agreement is intended to create a partnership, joint venture, or similar arrangement between any of the Parties.

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*Created November 30, 2022*

**6. Assignment and Delegation:**

Neither this Agreement, nor any of its rights or obligations, may be transferred or assigned by either Party without the prior written consent of both Parties. Any attempt to assign this Agreement without prior written consent will be void and may result in penalties up to and including termination of the Agreement.

**7. Entire Contract; Amendment, No Oral Modification:**

This Agreement constitutes the complete agreement of the Parties. It supersedes all previous representations, understandings, and agreements, written or oral, relating to the subject matter of this Agreement. This Agreement and its terms may not be modified or changed except in writing signed by both Parties.

**8. Invalidity of Any Provisions:**

This Agreement will remain in effect even if one or more of its terms or provisions have been held to be invalid or unenforceable. Such a holding will result in the offending term or provision being ineffective to the extent of this Agreement, which would subsequently be construed as though the invalid or unenforceable term or provision never existed. Upon discovery by either Party of invalid terms or provisions, written notice will be given to the other Party within ten (10) business days.

**9. Independent Contractor Status:**

The Parties agree that neither Party shall be deemed to be an employee or agent of the other Party to this Agreement and that the relationship created by this Agreement is that of independent contractors. Neither YAPD nor any of YAPD's agents, employees or helpers will be deemed to be the employee, agent, or servant of the Town. YAPD, its employees and subcontractors are not entitled to worker's compensation benefits from the Town.

**10. Severability:**

The provisions of this Contract are severable to the extent that any provision or application held to be invalid shall not affect any other provision or application of the Contract which shall remain in effect without the invalid provision or application.

**11. Compliance with Laws:**

Each Party will comply with all existing and subsequently enacted federal, state, and local laws, ordinances, codes, and regulations that are, or become applicable to the Party and to this Agreement. If a subsequently enacted law imposes substantial additional costs, a request for an amendment may be submitted pursuant to this Agreement.

12. This Agreement shall not be construed to confer any authority or jurisdiction to a Party which authority or jurisdiction the Party would not otherwise have.

13. This Agreement shall not affect any immunities from suit or exemptions from laws, ordinances and regulations enjoyed by a Party.

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*Created: November 30, 2022*

## ARTICLE V. PAYMENTS

### 1. Total Charges and Fees:

1.1 During the Initial Term, The Nation will pay the Town for dispatching services the annual sum of Ninety-Nine Thousand Dollars (\$99,000.00), paid semi-annually in the amount of Forty-Nine Thousand Five Hundred Dollars (\$49,500.00).

### 2. Billing:

2.1 Each semi-annual payment shall be paid by the Nation upon receipt of the Town's semi-annual invoice at the beginning of each semi-annual period.

2.2 Following the Initial Term, the Town will advise the Nation of the total fees and charges for the coming calendar year no later than August 31, of the then-current calendar year

## ARTICLE VI. INDEMNIFICATION

### 1. Indemnification:

To the extent permitted by law, each party shall indemnify, defend, save, and hold harmless the other party and its officers, officials, agents, and employees from and against any and all claims, actions liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of each party or any of its respective owners, officers, directors, agents, employees or subcontractors.

## ARTICLE VII. NOTICES

1. Any notice, consent, or other communication ("notice") required or permitted under this Agreement must be in writing and either delivered in person, sent by facsimile transmission, deposited in the United States mail, postage prepaid, registered, or certified mail, return receipt requested, or deposited with any commercial air courier or express service addressed as follows:

Town of Camp Verde  
646 S. 1<sup>st</sup> Street  
Camp Verde, AZ. 86322

Yavapai Apache Nation  
2400 W. Datsi Street  
Camp Verde, AZ 86322

Attn: Corey Rowley  
Town Marshal

Attn: Nathan Huibregtse  
Chief of Police

*Created: November 30, 2022*

Telephone: (928) 554-8300

Telephone: (623) 222-5000

Notice will be deemed received at the time it is personally served or, on the day it is sent by facsimile transmission or, upon deposit with any commercial air courier or express service or, if mailed, ten (10) days after the notice is deposited in the United States mail as provided above. Either Party may change its mailing address, fax number, or the contact information for the person to receive notice by notifying the other Party as provided herein. Notice sent by facsimile transmission must also be sent by regular mail to the recipient at the above address. This requirement for duplicate notice is not intended to change the effective date of the notice sent by facsimile transmission.

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*Created: November 30, 2022*

**IN WITNESS WHEREOF**, this Agreement is executed as provided below. Further, in signing this Agreement, the signatories below affirm and attest that they are authorized to execute this Agreement on behalf of their respective Party.

Dated: 6th of September 2023.

**TOWN OF CAMP VERDE, a municipal corporation**

\_\_\_\_\_  
Town of Camp Verde Town Manager

**ATTEST:**

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Trish Stuhan, Town Attorney

**YAVAPAI APACHE NATION**

*Wangyaci 790000*  
Chairwoman

**ATTEST:**

*Karla Reimer*  
Tribal Secretary

**APPROVED AS TO FORM:**

*Nisa Estenson*  
Yavapai Apache Nation, Attorney General

Created: November 30, 2022

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**Proclamation  
Declaring  
THE MONTH OF OCTOBER AS  
Domestic Violence Awareness Month**

**WHEREAS**, Domestic violence is a pattern of coercive control and abusive behaviors in any intimate or familial relationship that are used to gain and maintain power and control over another.

**WHEREAS**, Domestic violence can present in many different ways, including: Emotional Abuse, Economic Abuse, Physical Abuse, Using Children, Reproduction Coercion, Isolation, and Sexual Abuse; and

**WHEREAS**, domestic violence is an issue affecting Arizonans in all communities, regardless of age, race, gender, economic status, religion, nationality, or educational background; and

**WHEREAS**, more than 12 million women and men are victims of rape, physical violence or stalking by an intimate partner in the United States every year, averaging 24 people per minute; and

**WHEREAS**, one in four women and one in ten men have experienced contact sexual violence, physical violence, and/or stalking by an intimate partner during their lifetime; and

**WHEREAS**, 30 percent of children exposed to intimate partner violence had their first exposure before the age of two, and an additional 26 percent had their first exposure between the ages of two and seven; and

**WHEREAS**, victims of domestic violence are more likely to experience long-term mental and physical health concerns including a higher risk of chronic disease, substance abuse, post-traumatic stress disorder, depression, anxiety, and risky behaviors; and

**WHEREAS**, promoting healthy, respectful, and nonviolent relationships can help reduce the occurrence of intimate partner violence, support survivors, and lessen short and long-term harm on individuals, families, and communities; and

**WHEREAS**, Domestic Violence Awareness Month provides an important opportunity to enhance education, prevention and intervention efforts around domestic violence and support organizations and individuals who provide advocacy efforts, services, and assistance to victims.

**NOW, THEREFORE**, The Mayor and Common Council of the Town of Camp Verde, Arizona, do hereby proclaim October 2023 as **DOMESTIC VIOLENCE AWARENESS MONTH** and call upon all citizens, parents, governmental agencies, public and private institutions, businesses, hospitals, schools, and colleges in the Town of Camp Verde to support domestic violence survivors and take a stand against all forms of violence and abuse in relationships.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Camp Verde, Arizona, to be affixed this 4th day of October 2023.

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Dee Jenkins  
Mayor of the Town of Camp Verde

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Agenda Item 7



Town of Camp Verde

**Agenda Item Submission Form – Section I**

Meeting Date: October 4, 2023

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

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Marshal Rowley

Agenda Title (be exact): Discussion, Consideration and Possible Approval for the Town Manager to begin discussions with the Yavapai Family Advocacy Center to occupy the brick building located at 546 S. 1<sup>st</sup> street.

List Attached Documents: Opioid distribution letter.

Estimated Presentation Time: 20 minutes

Estimated Discussion Time: 5 minutes

**Reviews and comments Completed by:**

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

Background Information: Yavapai Family Advocacy Center is seeking a location within the Verde Valley to fulfill their mission of reducing trauma to victims of abuse by providing a safe and supportive environment and facilitating a team approach to advocacy, investigation, and prosecution. Currently the only location for these services is in Prescott Valley.

Recommended Action (Motion): Approve the Town Manager to speak on the Town's behalf to finalize an agreement with YFAC to occupy the brick building located at 546 S. 1<sup>st</sup> street.

Instructions to the Clerk:

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**Agenda Item Submission Form – Section I**

**Meeting Date:** October 4, 2023

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

**Requesting Department:** Council

**Staff Resource/Contact Person:** Mike Showers

**Agenda Title (be exact):** Discussion, consideration and possible approval of the Verde Valley Senior Center’s request for funding through the Town’s Community Outreach budget.

**List Attached Documents:** 1) VVSC Financials, 2) VVSC Funding request

**Estimated Presentation Time:** 5 mins

**Estimated Discussion Time:** 5 mins

**Reviews and comments Completed by:**

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

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

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

**Finance Department**  
**Fiscal Impact:**  
**Budget Code:** 01-999-20-79300 **Amount Remaining:** \$50,500

**Comments:** Council previously requested financials from the Verde Valley Senior Center before they would commit to funding. The requested financials are attached. VVSC also noted in their email that “Over the last year, the City of Cottonwood funded a portion of the meals served to the residents in the amount of \$55,000.00/year.”

**Background Information:** Previous 3 year’s funding amounts: FY23 - \$25,000, FY22 - \$20,000, FY21 - \$15,000 plus \$12,500 towards a new vehicle.

**Recommended Action (Motion):** At the discretion of Council, move to approve up to \$xx,xxx of funding for the Verde Valley Senior Center through the Town’s Community Outreach budget.

**Instructions to the Clerk:** N/A

**STERLING ACCOUNTING AND TAX LLC**  
830 S. Main Street, Ste. 1A  
Cottonwood, AZ 86326

**Verde Valley Senior Citizens' Association, Inc.**  
**Financial Statements**  
**For the Year Ended**  
**June 30, 2023**

**VERDE VALLEY SENIOR CITIZENS' ASSOCIATION, INC.**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED**  
**June 30, 2023 and June 30, 2022**

	<u>CURRENT</u> <u>MONTH</u>	<u>YEAR</u> <u>TO DATE</u>	<u>BUDGET</u> <u>TOTAL</u>	<u>% OF BUDGET</u> <u>USED</u>	<u>LAST YEAR</u> <u>TO DATE</u>
<b>Revenues</b>					
Activity Fees	\$ 54.00	\$ 499.80	\$ 660.00	75.73%	\$ -
AARP Tax Client's Donations	-	2,924.00	6,000.00	48.73%	2,434.50
Arizona Tax Credit Donations	-	87,717.50	158,239.84	55.43%	101,561.81
Designated MOW Donations	596.00	31,935.15	25,000.00	127.74%	21,961.09
Camp Verde Town Donation	-	25,000.00	48,000.00	52.08%	20,000.00
Cottonwood City Donation	13,750.00	55,000.00	55,000.00	100.00%	45,000.00
General Donation	1,054.00	25,960.65	30,000.00	86.54%	22,975.37
Memorial Fund	-	660.00	4,000.00	16.50%	-
Grant - APS	-	10,000.00	5,000.00	200.00%	-
Grant - AZ Community Foundation	-	-	10,000.00	0.00%	10,000.00
Grant - Hands Healing Hunger	-	13,500.00	15,000.00	0.00%	17,800.00
Grant - One AZ Credit Union	-	-	2,000.00	0.00%	2,000.00
In Kind Donations - Other	-	5,000.00	1,050.00	476.19%	-
Restricted Donation - Senior Holiday Gifts	-	-	-	0.00%	12,000.00
Restricted Donation - Ice Machine	-	-	-	0.00%	3,000.00
Restricted Donation - Tech Upgrade	-	-	-	0.00%	2,000.00
Events and Holiday Sponsorships	-	-	1,400.00	0.00%	-
Facility Use Fees	-	335.00	10,000.00	3.35%	-
Long Term Care Meals	(2,661.75)	4,894.97	30,000.00	16.32%	33,772.48
Camp Verde HDM	140.00	2,317.00	4,815.00	48.12%	3,094.00
Clarkdale HDM	608.00	5,130.00	5,336.00	96.14%	5,360.00
Cornville HDM	255.00	4,339.00	3,565.00	121.71%	4,550.00
Cottonwood HDM	1,544.00	12,842.00	15,000.00	85.61%	12,375.00
Lake Montezuma HDM	60.00	485.00	6,560.00	7.39%	1,945.00
Congregate	1,814.00	16,395.75	21,000.00	78.08%	6,926.00
NACOG Contract	16,050.00	192,600.00	192,600.00	100.00%	142,320.00
NACOG Extra Funding	-	16,139.25	-	0.00%	35,810.21
NACOG Fingerprint	-	650.00	715.00	90.91%	780.00
Fundraiser - Mayor's March	-	-	5,000.00	0.00%	-
Fundraiser - Outsourced	-	-	15,000.00	0.00%	-
<b>Total Operating Revenues</b>	<b>33,263.25</b>	<b>514,325.07</b>	<b>670,940.84</b>	<b>76.66%</b>	<b>507,665.46</b>
<b>Expenses</b>					
<b>Personnel Expenses</b>					
Wages - Administration	11,660.89	148,197.16	183,883.35	80.59%	154,777.22
Wages - Kitchen Cooks	5,846.24	95,265.20	135,398.90	70.36%	98,219.49
Wages - Van Drivers	851.25	6,926.25	12,285.00	56.38%	2,803.70
Wages - Bonuses	-	2,111.53	3,000.00	70.38%	2,011.18
Accrued Vacation	745.13	105.95	1,990.00	0.00%	(294.45)
<b>Total Personnel Expenses</b>	<b>19,103.51</b>	<b>252,606.09</b>	<b>336,557.25</b>	<b>75.06%</b>	<b>257,517.14</b>
<b>Employee Related Expenses</b>					
Taxes-FICA/Medicare	2,157.89	20,185.25	25,594.39	78.87%	19,702.56
Taxes - SUTA	20.18	389.16	487.20	79.88%	462.31
Penalties	-	-	-	0.00%	742.06
Workmen's Comp	360.97	2,269.09	2,262.00	100.31%	2,499.64
<b>Total Employee Related Expenses</b>	<b>2,539.04</b>	<b>22,843.50</b>	<b>28,343.59</b>	<b>80.59%</b>	<b>23,406.57</b>
Accounting	726.25	9,876.25	15,800.00	62.51%	9,784.19
Fingerprint/Background Checks	(132.00)	665.00	715.00	93.01%	977.00
Outside Services	-	4,670.69	6,000.00	77.84%	3,690.93
Copier Lease	228.76	2,788.20	2,800.00	99.58%	2,509.72
Security	108.99	1,307.88	2,500.00	52.32%	1,198.89
<b>Utilities</b>					
Electric	993.46	17,083.20	15,000.00	113.89%	14,112.86
Gas	168.31	2,359.58	2,000.00	117.98%	2,133.81
Sewer	114.53	1,627.56	600.00	271.26%	608.12
Waste	242.65	2,153.28	1,500.00	143.55%	1,360.35
Water	263.90	3,030.08	2,000.00	151.50%	1,958.11

**VERDE VALLEY SENIOR CITIZENS' ASSOCIATION, INC.**

**STATEMENT OF ACTIVITIES**

**FOR THE YEAR ENDED**

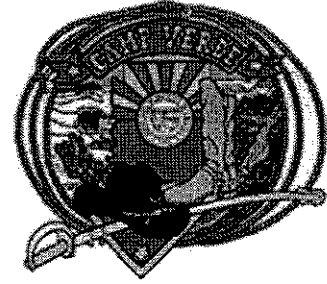
**June 30, 2023 and June 30, 2022**

	<u>CURRENT</u> <u>MONTH</u>	<u>YEAR</u> <u>TO DATE</u>	<u>BUDGET</u> <u>TOTAL</u>	<u>% OF BUDGET</u> <u>USED</u>	<u>LAST YEAR</u> <u>TO DATE</u>
Total Utilities	1,782.85	26,253.70	21,100.00	124.43%	20,173.25
Auto					
Gasoline	448.23	4,517.42	4,000.00	112.94%	3,901.31
Repairs & Maintenance	-	953.03	2,000.00	47.65%	1,563.49
Total Auto	448.23	5,470.45	6,000.00	91.17%	5,464.80
Postage & Delivery	-	163.53	275.00	59.47%	266.53
Supplies					
Equipment Purchases	-	60.00	-	0.00%	341.96
Activities	-	1,246.01	600.00	207.67%	-
Cleaning	440.81	3,428.61	6,000.00	57.14%	4,771.47
COVID-19 Supplies	-	-	-	0.00%	-
Home Delivery	553.45	20,804.06	26,500.00	78.51%	29,552.48
Kitchen	639.70	7,229.86	10,000.00	72.30%	11,027.10
Marketing Printing & Materials	-	-	5,000.00	0.00%	-
Meals & Food	13,516.89	135,943.71	150,000.00	90.63%	137,348.44
Office	328.67	2,081.82	1,800.00	115.66%	1,499.23
Total Supplies	15,479.52	170,794.07	199,900.00	85.44%	184,540.68
Repairs & Maintenance					
Building	174.83	11,273.88	10,000.00	112.74%	8,070.33
Office Equipment	-	100.00	500.00	20.00%	-
Kitchen Equipment	-	1,256.75	2,000.00	62.84%	2,294.86
Total Repairs & Maintenance	174.83	12,630.63	12,500.00	101.05%	10,365.19
Insurance					
Auto	882.64	10,123.36	10,000.00	101.23%	9,888.56
D&O	-	899.00	900.00	99.89%	899.00
Liability	434.68	5,391.46	6,000.00	89.86%	4,987.36
Total Insurance	1,317.32	16,413.82	16,900.00	97.12%	15,774.92
Advertising	-	-	4,500.00	0.00%	-
Taxes & Licenses	-	449.75	600.00	74.96%	575.45
Dues & Subscriptions	152.69	1,320.49	1,000.00	132.05%	1,122.23
Miscellaneous Expense	(52.24)	-	-	0.00%	-
Telephone, Internet, Cell Phone	388.86	4,879.23	5,000.00	97.58%	4,813.10
Training & Education	-	126.00	200.00	63.00%	25.00
Bank charges	28.82	790.76	2,000.00	39.54%	1,196.88
Entertainment	-	683.80	750.00	91.17%	844.12
Seminar & Conference Fees	-	5.00	225.00	2.22%	5.00
Travel-HDM Volunteer Mileage Reimb.	716.10	7,353.30	8,800.00	83.56%	5,077.60
<b>Total Expenses</b>	<b>43,011.53</b>	<b>542,092.14</b>	<b>672,465.84</b>	<b>80.61%</b>	<b>549,329.19</b>
Operating Revenue over Expenses (Deficit)	(9,748.28)	(27,767.07)	(1,525.00)		(41,663.73)
Other Income					
Credit Card Rewards	-	-	1,500.00		-
Unrealized Gain/(Loss)	22.92	36.15	-		(50.68)
Interest-Savings, CD's	5.56	30.70	25.00		43.41
Total Other Income	28.48	66.85	1,525.00		(7.27)
Other Expense					
Depreciation Expense	3,901.45	41,882.58	-		41,945.98
Total Other Expense	3,901.45	41,882.58	-		41,945.98
Other Revenue over Expenses (Deficit)	(3,872.97)	(41,815.73)	1,525.00		(41,953.25)
<b>Change in Net Assets</b>	<b>\$ (13,621.25)</b>	<b>(69,582.80)</b>	<b>-</b>		<b>\$ (83,616.98)</b>

**VERDE VALLEY SENIOR CITIZENS' ASSOCIATION, INC.**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED**  
**June 30, 2023 and June 30, 2022**

	<u>CURRENT MONTH</u>	<u>YEAR TO DATE</u>	<u>BUDGET TOTAL</u>	<u>% OF BUDGET USED</u>	<u>LAST YEAR TO DATE</u>
Net Assets at Beginning of Year		554,780.75			638,397.73
Net Assets at June 30, 2023 and 2022		<u>\$ 485,197.95</u>			<u>\$ 554,780.75</u>

# Town of Camp Verde Request for Non-Profit Funding



Thank you for your interest in receiving funding through the Town of Camp Verde's Non-Profit Funding process. Each year, the Town Council has the option to provide funding assistance to non-profits in our community, subject to funding availability in our budget. Please complete and return this form to the Town Clerk's office by **March 30<sup>th</sup>** in order to have your request considered in the upcoming budget process. Applicants will be notified of the status of their funding request by **July 1<sup>st</sup>**.

Organization Name: VERDE VALLEY SENIOR CENTER

Mailing Address: P.O. Box 681  
COTTONWOOD, AZ 86326

Primary Contact Person: ELAINE BREMNER

Title: EXECUTIVE DIRECTOR

Email Address: elaine.vvseniorcenter@gmail.com

Phone: (928) 634-5450

Please provide the following Funding Request Information:

- 1) Do any part of the net earnings of your organization inure to the benefit of any individual? YES \_\_\_\_\_ NO X
- 2) Does your organization provide services benefitting the general welfare of the residents of Camp Verde, Arizona? YES X NO \_\_\_\_\_
- 3) Funding amount requested: \$45,000.00  
Would your organization accept a lesser amount if the full amount were not available? YES X NO \_\_\_\_\_



REQUEST FOR NON-PROFIT FUNDING  
PAGE 2

- 4) Description of Camp Verde residents and constituents who will benefit from the services/program):

A NUTRITIOUS MEAL IS THE ANSWER FOR HEALTHCARE PROVIDERS, INSURERS AND THE MEAL RECIPIENT BY HELPING TO AVOID UNNECESSARY HOSPITALIZATIONS, REDUCE READMISSIONS AND PREVENT DEATH BY STARVATION. FOOD INSECURITY AMONGST THE ELDERLY IS A MAJOR CONCERN AND ACCORDING TO RECENT STATE STATISTICS, IS ON THE RISE. RESIDENTS AGE OVER 60 CONTINUE TO BENEFIT FROM MEALS-ON-WHEELS. ALL CLIENTS ARE ASSESSED BY NACOG IN ORDER TO BE ELIGIBLE FOR THE PROGRAM.

MANY OF OUR CLIENTS ARE VETERANS, HOMEBOUND, HAVEN'T ANY FORM OF TRANSPORTATION & ARE LOW INCOME. THERE ARE CURRENTLY 18 RESIDENTS IN CAMP VERDE WHO ARE ON A WAITING LIST FOR MEALS ON WHEELS.

- 5) Describe with specificity the purpose for which funds will be used, and how many residents of Camp Verde are expected to benefit:

FUNDING THE MEALS-ON-WHEELS PROGRAM UNDOUBTEDLY IMPROVES THE HEALTH AND QUALITY OF LIFE OF SENIOR CITIZENS THAT ARE HOMEBOUND SO THAT NO ONE IS LEFT HUNGRY OR ISOLATED. FUNDS WILL BE USED TO COVER FOOD & FUEL COSTS PACKAGING MATERIALS, LABOR & UTILITY COSTS, PROPORTIONATELY.

APPROXIMATELY 4,500 MEALS WERE DELIVERED TO CAMP VERDE IN THE FIRST 6 MONTHS OF FY 2022/2023 (WITHIN TOWN LIMITS). WE EXPECT 50 TO 70 RESIDENTS TO BENEFIT FROM OUR PROGRAM, IN THE 2023/2024 F.Y. BECAUSE OF OUT OF CONTROL INFLATION, WE ARE INCREASING COSTS TO RISE BY 10% (CONSERVATIVELY).

Please note: Receipts verifying funds were used as described herein shall be provided to the Town of Camp Verde upon request.

Signed: Elaine Bremner Date: 03-30-2023

Printed Name: ELAINE BREMNER

		2022/2023 Camp Verde (Home Delivered Meals)
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
417 · City Donations		
417.1 · Camp Verde Town Donation		25,000.00
<b>Total 417 · City Donations</b>		<b>25,000.00</b>
407 · NACOG Contract - C.V. Portion		
407.1 · NACOG Contract - C.V. Portion		33,120.00
<b>Total 407 · NACOG Contract - C.V. Portion</b>		<b>33,120.00</b>
450 · Home Delivered Meals Revenue		
450.1 · Camp Verde		2,305.71
<b>Total 450 · Home Delivered Meals Revenue</b>		<b>2,305.71</b>
<b>Total Income</b>		<b>60,425.71</b>
<b>Expense</b>		
600.1 · Personnel Expenses		
626 · Wages - Van Drivers		24,000.00
619 · Wages - Kitchen		11,033.29
617 · Wages - Admin		7,128.26
<b>Total 600.1 · Personnel Expenses</b>		<b>42,161.55</b>
600.2 · Employee Related Expenses		
631.01 · Taxes-FICA/Medicare		3,225.36
631.03 · Taxes - SUTA		91.01
631.04 · Workers Comp Ins		301.31
<b>Total 600.2 · Employee Related Expenses</b>		<b>3,617.68</b>
605 · Auto		
604 · Gasoline		2,720.01
607 · HDM Volunteer Mileage Reimb.		2,003.14
639 · Repairs & Maintenance		303.91
<b>Total 605 · Auto</b>		<b>5,027.06</b>
615 · Supplies		
609 · Home Delivery Meal Containers		8,243.71
612 · Meals & Raw Food		44,005.21
<b>Total 615 · Supplies</b>		<b>52,248.92</b>
606 · Insurance		
606.02 · Auto		2,864.03
<b>Total 606 · Insurance</b>		<b>2,864.03</b>
661 · Telephone, Internet, Cell Phone		
661.1 · Telephone, Internet, Cell Phone		296.98
<b>Total 600.6 · Operating Expenses</b>		<b>106,216.22</b>
<b>Total Expense</b>		<b>106,216.22</b>
<b>Net Ordinary Income</b>		<b>-45,790.51</b>