



Town of Camp Verde Vision Statement

“Camp Verde is welcoming, a safe community, a vibrant economy, thoughtfully growing, and offering an exceptional quality of life.”

**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 16, 2024 at 6:30 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/81739615504?pwd=pu8ar3cigaOTmbvQlOWLFJCHkETPn2.1>

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

Meeting ID: 817 3961 5504

Passcode: 760755

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 approved by one motion as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) Approval of the Minutes:**
 - 1) Special Session – September 11, 2024 at 5:30 p.m.
 - 2) Work Session – September 18, 2024 at 5:30 p.m.
 - 3) Regular Session – September 18, 2024 at 6:30 p.m.
 - b) Set Next Meeting, Date and Time:**
 - 1) Special Session – October 30, 2024 at 5:30 p.m.
 - 2) Regular Session – November 6, 2024 at 6:30 p.m.
 - 3) Special Session – November 13, 2024 at 5:30 p.m.
 - 4) Regular Session – November 20, 2024 at 6:30 p.m.
 - 5) Regular Session – December 4, 2024 at 6:30 p.m.
- 5. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

- 6. 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.
- 7. Special Announcements and Presentations.** All presentations are limited to 15-minutes.
- **Oath of Office of Cristian Sotelo who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker.** Staff Resource: Town Clerk Leah Rhodes.
 - **Oath of Office of Daniel Miller who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker.** Staff Resource: Town Clerk Leah Rhodes.
 - **Proclamation declaring November 1, 2024 as Extra Mile Day.** Staff Resource: Leah Rhodes.
- 8. Discussion, consideration and possible approval to purchase the pumps for the proposed lift station project at the Camp Verde Sports Complex from Hennesy Mechanical Sales in the amount of \$55,200.81, superseding the previous Council approval on July 17, 2024 for the pumps for the lift station for the amount of \$53,812.56.** Staff Resource: Public Works Director Ken Krebbs.
- 9. Discussion, consideration and possible adoption of Resolution 2024-1150, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, Yavapai County, Arizona, to authorize one or more applications for drinking water state revolving fund loans from the Water Infrastructure Finance Authority of Arizona for one or more of the following FY2024-25 Capital Improvement Projects: Adequate Water Supply Study, Northbound Highway 260 Production Wells, Mongini Replacement Well, Verde Commercial Tank and Pump Station, and/or Verde River Estates New Well and Storage Tanks.** Staff Resource: Utilities Director Jeff Low & Finance Director Mike Showers.
- 10. Discussion, consideration and possible adoption of Resolution 2024-1151, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, Yavapai County, Arizona, to authorize one or more applications for clean water state revolving fund loans from the Water Infrastructure Finance Authority of Arizona for one or more the following FY2024-25 Capital Improvement Projects:**

Wastewater Treatment Plant Control Panels Upgrade, Blower Addition Building and Installation, Wastewater Treatment Plant Administration Building, Black Bridge Loop Sewer Main Extension, and/or Sludge Drying Bed Liner Installation.
Staff Resource: Utilities Director Jeff Low & Finance Director Mike Showers.

11. 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 10-10-2024 at 4:00 p.m. in accordance with the statement filed by the Camp Verde Town Council with the Town Clerk

Leah Rhodes

Leah Rhodes, Town Clerk

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DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106 RD, CAMP VERDE, AZ 86322
WEDNESDAY, SEPTEMBER 11, 2024, 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

Councilor Jackie Baker, Councilor Robin Godwin, Councilor Cris McPhail, Vice Mayor Marie Moore, Councilor Jessie Murdock and Mayor Dee Jenkins were present. Councilor Wendy Escoffier was absent.

Also Present

Town Manager Miranda Fisher, Town Attorney Trish Stuhan, Utilities Director Jeff Low, Town Clerk Leah Rhodes, Administrative Clerk Jadie Edwards and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Councilor Baker led the Pledge.

Mayor Jenkins took a moment of Personal Privilege, to take a moment of silence in remembrance of the 9-11 terrorist attacks.

4. Special Announcements and Presentations:

• **Presentation and update on the Town's Wastewater Master Plan and Collection System Maintenance.** Staff Resource: Utilities Director Jeff Low and Wastewater Manager Chet Teague.

Utilities Director Jeff Low explained that on December 6, 2023, the Town Council awarded Contract No. 2023-185 to Water Works Engineers for the Town of Camp Verde Wastewater Master Plan, GIS Update and Wastewater Treatment Plant Evaluation. Since then, the Wastewater Division has actively supported the project by providing essential resources, including "As Built Drawings", plant, electrical usage data and sampling information. Additionally, staff participated in multiple project meetings to ensure progress with the master plan. Director Low anticipates the project's completion within the coming months, after which staff will proceed with an updated wastewater capacity fee study.

Waterworks Project Manager Rob Bryant went through a PowerPoint presentation of the findings from the Master Plan. (Presentation is included for the record): Presentation included:

- Background of the Community, Elevation, & Service Area
- Existing Infrastructure, Lift Stations, & Force Mains
- Existing Wastewater Infrastructure: Wastewater Treatment Facility
- Effluent Management & Permits
- PFAS Monitoring
- Planning and Projections
 - Need an addendum to add some high density residential to include apartment complexes
- Wastewater Flow Analysis: Historic Wastewater Flows & Projections
- Hydraulic Modeling & Analysis
- Future Wastewater Infrastructure & Recommendations
- Septage Receiving Station
- CIP Budget & Line Items
- Effluent Management & Permits

The Vice Mayor inquired, when the Town installs stormwater drains on Main Street, where will the runoff water be directed. Manager Teague responded that eventually the Town plans to construct stormwater drains which will divert stormwater runoff into the river.

Councilor Godwin noted that residents who are not connected to the sewer system, yet continue to pay taxes, depend on access to septic disposal as a benefit. She emphasized that there are individuals contributing financially who are not currently receiving this service.

Councilor Murdock sought clarification from Mr. Bryant, asking if he had stated that the system was operating at 90% flow capacity. Additionally, she inquired if this was the highest level compared to other systems. Mr. Bryant confirmed, explaining that 98-99% of the system's effluent is Class A+ quality, which is being utilized for irrigation at the Sports Complex or for construction activities.

Councilor Murdock inquired whether many other communities experience a similar 90% usage or if our community is exceptional due to the high utilization of treated water at our facilities." Mr. Teague explained that the system operates at slightly below 100% due to a process known as a "burp.". During this procedure, pipes leading from stage 2 to the clarifiers are temporarily plugged to allow for cleaning. Chlorine is sprayed on the weirs, the walls are brushed, and the accumulated sludge at the bottom is flushed. This process occurs for about two hours, twice a week. During that time, the sludge is mixed in the clarifier, and by doing so, we hit a thumbnail on our SCADA system, which sends it to the evaporation basin, ensuring it does not become a permit compliance issue.

Mayor Jenkins reviewed a list of questions she provided to Mr. Low earlier:

1. ***Regarding Estimating Growth, you used 1% to average the last 20 years. Did you include the known housing construction in the highest estimate? And did you also include the 3000 acres of YAN land trade that will be developed?*** Mr. Bryant stated

yes, they pulled that into the collection system.

2. **Regarding Funding Sources, it mentions impact fees, do we have impact fees?**

Director Low explained, the Town has capacity fees but not impact fees. Director Low stated staff will be conducting a study for capacity fees for sewer to help developers. Mayor Jenkins noted that Section 7.1 referenced impact fees. Mr. Bryant agreed to make revisions. Director Low added that the current fee for each new resident is \$1,700, but acknowledged this amount is quite low. Mayor Jenkins clarified that the concern was primarily with terminology, as they had been moving away from using the term "impact."

3. **What percentage gets processed A+ or B +?** Mr. Bryant stated 98%.

And on the Effluent, did you take into consideration recharge or storage? Because we're not permitted, you didn't include that, correct? Mr. Bryant confirmed that a water balance assessment was conducted, which included an evaluation of how much is being recharged. Mr. Bryant stated while you are not currently receiving water credits, you are also not being charged for water withdrawals. In the future, it is anticipated that there will be an underground storage facility and a recharge permit in place to account for this. However, at present, such measures are not in effect.

Councilor Murdock inquired whether a permit fee would be required if we proceed with underground storage and recharge. Councilor Murdock asked if the state imposes substantial fees for this process or if it is a more equitable cost. Mr. Bryant responded you will be charged for the initial application fee which is \$20,000-\$25,000. Mr. Bryant clarified that since recharge is already occurring, designating it as an underground storage facility would simply formalize the recharge into the aquifer. There is no need to construct a facility. as existing ponds may already qualify to be a recharge facility. Currently, no permit is required because the area is not classified as an Active Management Area (AMA), meaning that recharge is happening, but without any associated benefits.

• **Presentation and update on the Town's Graphic Information Systems (GIS) with a focus on the Wastewater System and Lead Copper Service Line Inventory. Staff Resource: Utilities Director Jeff Low.**

Utilities Director Jeff Low presented a PowerPoint presentation on the GIS Update (Presentation is included for the record). Presentation included:

- Stormwater Mapping
- Floodplain Map
- Water Master Plan Mapping
- Sewer Mapping
- Manhole Inspections (these will be wrapping up in next few months)
- Lead Service Line Inventory Mapping
- Future Projects & Initiatives

Director Low announced that Water Works Engineers will be wrapping up the final master plan within the next few months. The master plan includes a detailed Capital Improvement Program. Staff will be moving forward on some key capital wastewater projects in the near future by attaining WIFA loans for:

- Sludges Drying Basin
- Treatment Plant Administration Buildings
- SCADA Control Panel Upgrade
- Sewer Main Expansion at Black Bridge Loop

Director Low stated that the goal is to enable the system to operate by gravity flow without requiring a lift station at Rezzonico Park, and he believed this was achievable. This approach would result in significant cost savings by eliminating the need for an additional lift station. Councilor Godwin expressed concern that it would be unfortunate to install a lift station there because it primarily serves a limited number of residents.

Director Low continued with his presentation:

- Lead Service Line Inventory Mapping
- Future Projects & Initiatives; Town needs:
 - New Wells
 - Arsenic Treatment
 - Additional Water Storage
 - Old, Under Sized, Water Mains Replaced
 - Wastewater Treatment Plant Upgrades
 - Collection System Expansions

5. Discussion, consideration and possible approval of the settlement agreement with Southwestern Environmental Consultants (SEC) and Krishan Ginige. Staff Resource: Town Manager Miranda Fisher.

Town Manager Miranda Fisher explained, the Town filed a lawsuit against Southwestern Environmental Consultants (SEC) and Krishan Ginige in October 2023 regarding some design work that had been done. The purpose of this item is for the Town to consider and possibly act on a proposed settlement agreement between the parties. The agreement was distributed during the Council meeting. Town Manager Fisher stated the Council could convene into Executive Session for legal advice or take a break to read through the agreement.

Town Attorney Trish Stuhan informed the Council she wanted to provide the agreement to Council that evening but didn't receive the final signed agreement until the afternoon. Attorney Stuhan explained, Council can go over the agreement in public or go into Executive Session. Attorney Stuhan stated she could also provide a highlighted presentation.

Vice Mayor Moore agreed to take a moment to read the agreement and go into executive session to discuss questions.

Council Godwin asked recommendation from Town Attorney Stuhan.

Attorney Stuhan stated the Council could move to go into Executive Session, take a break, review the material, ask questions and she would provide legal advice.

Motion was made by Vice Mayor Moore to adjourn into Executive Session. Second was made by Councilor Godwin.

Roll Call Vote:

- Councilor Baker: aye
- Councilor McPhail: aye
- Councilor Murdock: aye
- Councilor Godwin: aye
- Councilor Escoffier: absent
- Vice Mayor Moore: aye
- Mayor Jenkins: aye

Motion carried 6-0.

Meeting Adjourn to Executive Session: 6:28 p.m.

Meeting Resume at 6:47 p.m.

Motion was made by Vice Mayor Moore to accept the settlement agreement as presented. Second was made by Councilor Baker.

Roll Call Vote:

- Councilor Baker: aye
- Councilor McPhail: aye
- Councilor Murdock: aye
- Councilor Godwin: aye
- Councilor Escoffier: absent
- Vice Mayor Moore: aye
- Mayor Jenkins: aye

Motion carried 6-0.

6. Adjournment

Mayor Jenkins adjourned the meeting at 6:49 p.m.

Mayor Dee Jenkins

Attest: Town Clerk Leah Rhodes

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 11, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2024.

Leah Rhodes, Town Clerk

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DRAFT MINUTES
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106 , CAMP VERDE, AZ 86322
WEDNESDAY, SEPTEMBER 18, 2024, at 5:30 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 5:30 PM.

2. Roll Call

Councilor Jackie Baker, Councilor Wendy Escoffier, Councilor Robin Godwin, Councilor Cris McPhail, and Mayor Dee Jenkins were present. Councilor Jesse Murdock and Vice Mayor Marie Moore were absent.

Also Present

Town Manager Miranda Fisher, Town Attorney Trish Stuhan, Risk Management Director Heather Vinson, School Resource Officer Kristen Robertson, Town Clerk Leah Rhodes, Administrative Clerk Jadie Edwards and Recording Secretary Mary Frewin.

3. Pledge of Allegiance

Councilor Godwin led the Pledge of Allegiance.

4. Active Shooter Training Staff Resource: Risk Management Director Heather Vinson.

The Active Shooter Training was conducted by Risk Management Director Heather Vinson and Town of Camp Verde School Resource Officer Kristen Robertson. The training followed the ALICE protocol—Alert, Lockdown, Inform, Counter, and Evacuate. Officer Robertson oversaw the implementation of the ALICE program within the local schools.

The training commenced with staff presenting the Council a video on ALICE, focusing on active threat response strategies and survival preparedness.

Director Vinson explained that the training is being implemented throughout the Town, and the purpose of this Work Session was to acquaint the Council with the program. Director Vinson noted that the town has internal staff, along with two Marshal's Officers, who are certified to instruct ALICE training.

Director Vinson stated that the training is suitable for any public setting, as it is flexible and can be tailored to varying levels of comprehension. As a result, it can be effectively delivered to adults as well as elementary and high school students. The ALICE program

is approved by both the Department of Education and the State of Arizona.

Mayor Jenkins inquired whether this training has been conducted at the private and charter schools in town, given their significant population. Director Vinson responded that efforts are underway to expand the training to other schools. Director Vinson noted that they have already conducted a session at one of the online schools in Camp Verde, as well as at the transportation barn. The goal for the upcoming year is to train additional individuals within the town to help implement the program in other locations. Additionally, the goal is to have staff in every town department complete the training.

Director Vinson broke down the acronym ALICE:

- A- Alert- first notification of danger, recognizing signs and acknowledging something is going on.
- L- Lockdown- if evacuation is not safe, you lockdown, but it's not the traditional lockdown, it's an active lockdown.
- I- Inform- communicate real time information to authorities.
- C- Counter- distract the person that's coming in and use your resources to protect yourself.
- E- Evacuate- get out as soon as possible.

Director Vinson stated the program is based off situational awareness and making the best decision possible with the information and resources.

Officer Robertson briefed the Council on the frequency of such incidents and the need for proactive measures. As the School Resource Officer for the Camp Verde Unified School District, she expressed her honor in introducing the program to the district and looks forward to extending it to other schools in the area. She also provided a comparison between traditional lockdown procedures and the ALICE program, which serves as an enhanced lockdown strategy. The purpose of ALICE is to provide the public with multiple response options rather than solely relying on a lockdown until law enforcement arrives.

Director Vinson noted that traditional lockdowns often have shortcomings in effectively notifying parents and the public. In contrast, ALICE is an empowering program designed to enable individuals to take control and respond proactively. It is not tactical or self-defense training; rather, it focuses on teaching participants how to protect themselves using the resources available in their immediate environment.

Councilor Escoffier questioned if there is a "what if" component to the ALICE Training.

Officer Robertson responded that all of the scenarios are "what if". It teaches you to think about many "what if" scenarios in your day-to-day life. It also gives assistance in creating your own plan for your own environment.

Mayor Jenkins requested an example of the appropriate response in the event that an assailant entered the Council Chambers during a meeting.

Director Vinson explained that the training teaches individuals to be able to react to their specific location and encourages individuals to think outside the box and on a whim.

Councilor Baker referenced a previous incident in which a citizen made a threat against the town, leading to the presence of a Marshal in the audience during Council meetings for several years. She expressed her gratitude to Director Vinson for presenting this training, emphasizing its importance for preparedness and the safety of all, particularly in schools.

Councilor Godwin inquired about the protocol for addressing a situation in which a citizen brings a firearm to a Council meeting.

Officer Robertson responded that an individual's best course of action would be to call Marshal's office.

Director Vinson concluded by explaining the functionality of the Town's Emergency Notification System and providing instructions on how to sign up.

5. Adjournment

Mayor Dee Jenkins adjourned the meeting at 5:40 PM.

CERTIFICATION

Mayor Dee Jenkins

Town Clerk Leah Rhodes

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on September 18th, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2024.

Leah Rhodes, Town Clerk

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DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106, CAMP VERDE, AZ 86322
WEDNESDAY, SEPTEMBER 18, 2024, 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 6:30 PM.
2. **Roll Call**
Councilor Jackie Baker, Councilor Wendy Escoffier, Councilor Robin Godwin, Councilor Cris McPhail and Mayor Dee Jenkins were present. Councilor Jessie Murdock and Vice Mayor Marie Moore were absent. Vice Mayor Moore joined the meeting later via Zoom at 7:08pm.

Also Present
Town Manager Miranda Fisher, Town Attorney Trish Stuhan, Acting Parks & Recreation Manager Shawna Figy, Parks & Recreation Coordinator Phyllis Nettik, Parks & Recreation Commission Chair Dave Grondin, Town Clerk Leah Rhodes, Administrative Clerk Jadie Edwards and Recording Secretary Mary Frewin.
3. **Pledge of Allegiance** Councilor McPhail led the Pledge of Allegiance.
4. **Consent Agenda** – All those items listed below may be approved by one motion 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 4, 2024 at 6:30 p.m. pg. 5
 - b) **Set Next Meeting, Date and Time:**
 - 1) Work Session – September 25, 2024 at 5:30 p.m.
 - 2) Regular Session – October 2, 2024 at 6:30 p.m.
 - 3) Regular Session – October 16, 2024 at 6:30 p.m.

On a **motion** by Councilor Escoffier, seconded by Councilor Baker, the Council **moved** to accept the Consent Agenda with minor corrections to the minutes.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor Murdock: Absent

Mayor Dee Jenkins: Aye
Vice Mayor Moore: Absent
Councilor McPhail: Aye
Councilor Godwin: Aye
Motion Carried 5-0.

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

No one wished to speak during the Call to the Public.

- 6. 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.

Councilor Godwin did not have anything to share.

Councilor McPhail attended:

- Yavapai Apache Tribal Council
- Library Game Night
- General Plan Advisory Group Meeting
- Farmer's Market, where Town Manager Miranda Fisher held a meet and greet.
- Clear Creek Clean up, where they cleared up old encampments.
- She announced that the Fort Verde Days booklets were available. She also reminded everyone that the Kiwanis Club will be hosting a pancake breakfast prior to the Fort Verde Days Parade.
- The Old Guys began installing the water catchment tank near the Town Ramada, with support from the Tree Advisory Committee.

Councilor Baker did not have anything to share.

Councilor Escoffier acknowledged that it was the United States Air Force's birthday that day and expressed gratitude to all who have served in the Air Force.

Mayor Jenkins attended:

-Yavapai County Quarterly Meeting for the Verde Valley side of the mountain. The meeting included mayors, managers, supervisors, county officials, fire department representatives, and legislators from LD-1. Mayor Jenkins described it as a highly productive meeting. Additionally, the Mayor stated that Fire Chief Danny Johnson from Copper Canyon Fire and Medical was present and shared that they will be exploring the creation of a fire district and considering the consolidation of fire departments. Fire Chief Johnson also provided updates on the dispatch center they are currently working on.

-Mayor and Manager meetings occur every other Monday and include representatives from the five municipalities.

-Mayor Jenkins delivered a speech at the 9/11 ceremony held at the Ramada, which was attended by a significant number of first responders.

-Mayor Jenkins also met with Farzan Ashar, the man who bought the car wash property on Main St. She encouraged him to do something nice as a gateway to the community.

-Mayor Jenkins encouraged the community to take the Yavapai County Healthcare Survey, which is important for the County to receive the town's feedback on healthcare needs.

Lastly, Mayor Jenkins reviewed the Town's calendar for the month of October, noting that it will be a busy month. The activities included:

-Special Olympics Bocce Ball tournament on September 28th at Parkside Church

-Friends of the Verde River Conference September 24th – 26th will be held at Cliff Castle Casino

-NACOG Fall Tourism October 9th and 10th

-Colonel's Daughter Contest on October 5th, where she'll will a judge

-October 10th is National Night Out from 5-8pm

-Fort Verde Days is October 12th and 13th

Town Manager Fisher shared:

-She was participating remotely since she was attending the American Planning Association Conference.

-She stated that she was invited to participate in the Farmer's Market as a way to connect with community members and introduce herself.

- The Healthcare Survey is on the town website.

- The Sports Complex webpage has been completed and is now available on the town's website. It will provide updates on the construction progress of the Sports Complex.

-The Parks and Recreation Department, in collaboration with the Parks and Recreation Commission, are working on a Verde Lakes Strategic Plan, which has been made available to the public. She encouraged the community to review the plan and provide feedback. In November, the plan will be presented to the Parks and Recreation Commission for recommendations, followed by a presentation to the Council.

Additionally, on October 23rd they will holding a session at the Verde Lakes Clubhouse to discuss the plan.

-Lastly, she recognized Rich Jewell, the town's Water Foreman, for successfully passing two major exams: Grade 4 Water Distribution and Grade 2 Water Treatment certifications.

7. Special Announcements and Presentations

• Parks & Recreation Quarterly Report

Parks and Recreation Commission Chair Dave Grondin provided an overview of the second quarterly report. The report included:

-All Parks and Recreation Commission Meetings are open to the public. The Commission would like to see more of the public attend the meetings. The next regular session meeting will be on November 4th.

-The Commission participated in three regular sessions and two special work sessions in the second quarter. Within those meetings, the Commission reviewed and recommended to Council and staff the following items for their respective consideration:

-Rebidding the Sport's Complex Concession Stand and possible use of a portable style building.

-Joint working agreement between Camp Verde Parks and Recreation Division and the Camp Verde Youth Football for the installation of a new scoreboard at Butler Park.

-Beginning the process of development of the strategic plan calendar schedule and the necessary workload relative to the implementation of the Parks and Rec Master Plan.

- Participated in discussions with Finance Director Mike Showers, which provided valuable insight into the budget process, particularly regarding CIP projects and the extent of the Commission's involvement in CIP project recommendations.

-Pre and post event reviews took place by the Commission and Staff with respect to the events the town produced during the second quarter.

-It was noted that staff worked 157 hours outside of regular business hours to manage the events.

-Commission members attended the Culpeper Meriweather Circus, the Verde Lakes Spring Fest, and Corn Fest. Participation allowed Commission members an opportunity to meet both visitors and residents alike, with the potential to actively survey opinions from them regarding current available recreation amenities, event likes, and dislikes.

-The most particular concern amongst residents and the Commission itself is the operational and functional deficiencies of the Camp Verde Heritage Pool. Given the fact that Prop 467 passed, it is the Commission's hope that budgetary constraints be lifted with respect to the hiring of a Pool Manager.

-Future endeavors will be:

-Continuing the process of establishing a Parks and Recreation Master Plan.

-A more thorough review and recommendation for all Camp Verde town sponsored events.

-The consideration and support of town staff to the Parks and Recreation Division.

-A more vocal input as to the current Parks and Recreation Developments within the town of Camp Verde.

Mayor Jenkins stated Chair Grondin's quarterly report was great and provided valuable insights. Mayor Jenkins appreciated the event summaries and looks forward to future updates to be presented to the Council.

Councilor Godwin stated, she started with the Town in the Parks and Recreation Department and feels this is where the town really interacts with its citizens. Council Godwin maintains a strong interest in the Department and the Town's activities and found

Chair Grondin's presentation to be both phenomenal and informational.

Councilor Escoffier expressed her appreciation for the summer camp's accreditation. She inquired whether the overtime costs are included in the expenses outlined on page 40 of the packet, noting that employee overtime represents a considerable expense for organizing these events.

Acting Parks and Recreation Manager Shawna Figy clarified that overtime costs are not included in the reports, as wages are not reflected. Manager Figy added that they are currently coordinating with the Finance Department regarding overtime for events.

Councilor Escoffier also inquired about the possibility of determining the sales tax impact on events.

Finance Director Mike Showers stated the town doesn't really have a way to tie sales tax numbers into specific events. However, Parks and Recreation and Economic Development have utilized software that effectively tracks the physical impact of events. The data can offer physical impact that can provide a good idea on sales tax numbers.

Councilor Escoffier thanked Chair Grondin for his great presentation.

Acting Parks and Recreation Division Manager Shawna Figy and Parks and Recreation Coordinator Phyllis Netik presented Council with a PowerPoint presentation on the 2024 Camp Verde Summer Camp. Coordinator Netik began the presentation, which covered the following information:

- The summer camp was from May 28th-July 18th, from 8:00am-4:00pm.
- The generous sponsors provided scholarship support for those in need. The original cost is \$20/day, or only \$11/day with the scholarship. A benefit to camp counselors is that their children can attend free.
- The summer camp was recently recognized as the only American Camp Association (ACA) accredited municipal camp, meeting up to 300 health and safety standards.
- They have two groups, kindergarten-3rd grade and 4th-5th grade. Within these groups, they had 34 campers per day. Campers from all over the county were in attendance!
- They had 6 staff members, with 453 staff hours.
- There were many learning opportunities during camp through many vendors who came in to teach the kids.
- They had many collaborations with the library.
- They do one big field trip every summer, which was Bearizona this year.

Division Manager Figy spoke to the Council on Corn Fest and stated:

- They estimated that there were 5,000 people in attendance, 87 vendors, 16 non-profits, and 21 Cornhole teams.
- They've received a lot of feedback on ways to improve the event.

Division Manager Figy outlined volunteer opportunities available for the busy month of October:

- Grasshopper Basketball coaches
- Little Britches and Petticoats

- Fort Verde Days
- Trunk or Treat

Division Manager Figy mentioned that a policy is being developed to allow town staff to receive compensation for their work at town events, with the goal of implementing it in time for Fort Verde Days. Additionally, they launched a Hometown Hero Volunteer drawing, where the winner will receive a gift card to Sage Country Boutique.

- **League of Arizona Cities and Town's Conference Takeaways**

Town Manager Fisher compiled takeaways from each Council member from the League Conference and provided it to the Council in their packets. She also provided each Council member with the opportunity to highlight any additional insights.

Mayor Jenkins found the compilation valuable, as it provided insights from others on the classes and sessions they attended, which she was unable to attend.

Councilor Escoffier expressed appreciation to Manager Fisher for compiling the information.

Councilor Godwin commented on the keynote speaker at the conference, highlighting author Alison Levine's book and praising her as an exceptional speaker on leadership.

8. DISCUSSION AND CONSIDERATION OF RESOLUTION 2024-1152, AUTHORIZING TOWN STAFF TO COMPLETE ALL DOCUMENTS AS NECESSARY TO SECURE A LOAN IN THE AMOUNT OF UP TO \$800,000 TO COVER THE PURCHASE OF WATER METERS AS A MATCHING COMPONENT OF THE CURRENT WIFA MAIN STREET GRANT, REMAINING WITHIN THE SPECIFIC PARAMETERS LISTED IN THE RESOLUTION; AND POSSIBLE APPROVAL OF THE ADOPTION OF RESOLUTION 2024-1152 A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY BY THE TOWN OF A SIXTH PURCHASE AGREEMENT, A SIXTH TRUST AGREEMENT AND OTHER NECESSARY AGREEMENTS, INSTRUMENTS AND DOCUMENTS; APPROVING THE SALE AND EXECUTION AND DELIVERY OF PLEDGED REVENUE OBLIGATIONS, SERIES 2024, EVIDENCING ALL THE INTERESTS OF THE OWNER THEREOF IN THE PAYMENTS TO BE MADE PURSUANT TO THE PURCHASE AGREEMENT DELEGATING AUTHORITY TO THE MAYOR, MANAGER AND FINANCE DIRECTOR OF THE TOWN TO DETERMINE CERTAIN MATTER AND TERMS WITH RESPECT TO THE FOREGOING; AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION AND DECLARING AN EMERGENCY. Staff Resource: Finance Director Mike Showers and Utilities Director Jeff Low.

Finance Director Mike Showers began by saying that Vice Mayor Moore joined the meeting on Zoom at 7:08 p.m.

Director Showers stated that they are seeking authorization to execute the necessary

loan documents to secure financing for the approved water meters. These meters are included in the approved Capital Improvement Plan and the water funds budget.

With approval, the Council is affirming that the forms are satisfactory, the proposed structure and maximum interest rate are acceptable, and they are comfortable with the timeframe and having either Director Showers or Town Manager Fisher finalizing the documents. The bid approval for the meters was \$720,000 but staff are requesting \$800,000.

Councilor Escoffier inquired whether utilizing a loan from the Greater Arizona Development Authority would be more advantageous compared to financing through US Bank.

Director Showers stated the reason they didn't go down that road was because there were a lot of requirements to qualify for a Greater Arizona Greater Development (GADA) loan, and there wasn't a lot of possibility for return on the loan. Additionally, there is no competition to drive the rate where they'd hope it would go. There were a lot of unknowns with a GADA loan.

Councilor Escoffier inquired about the number of outstanding loans the Town currently holds and if there is a possibility in the future of utilizing revenue bonds to try and pay for similar items.

Director Showers responded, the Council has already approved the water and wastewater rates, and the rates will be used to service the debt. The debt is built into the rate increase. When the potential of a grant arises for an item initially budgeted for a loan, it provides an opportunity to take a second look at future rates. As the town plans for the next funding cycle, the Council can look at future funding and direct staff to utilize general town funds to help subsidize some of the debt costs necessary for water and wastewater system improvements. Additionally, the potential use of HERF funds will be considered.

Councilor Baker questioned if the decision from the Federal Reserve to drop interest rates ½ a point would apply to this loan.

Director Showers responded yes.

Council Baker questioned if the Council should take immediate action on this, or if they should wait 30 days.

Director Showers stated that the town gets a limited amount of time that an interest rate is guaranteed and recommended approving the loan documentation tonight.

Town Attorney Trish Stuhan explained that when securing rates and funding for items essential to the safety and wellbeing of the town, the Council has the option to declare an emergency when adopting a resolution. If there are at least six votes in favor, the resolution would take effect immediately.

On a **motion** by Councilor Godwin, seconded by Councilor Baker, the Council **moved** to

approve Resolution 2024-1152 as presented.

Roll Call Vote:

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

Motion Carried 6-0.

9. Adjournment

Mayor Dee Jenkins adjourned the meeting at 7:27 PM.

CERTIFICATION

Mayor Dee Jenkins

Town Clerk Leah Rhodes

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 18th, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2024.

Leah Rhodes, Town Clerk



Meeting Date: October 16, 2024

Agenda Item Type:

- Consent Agenda Informational Presentation Discussion Item
- Action/Decision Item Executive Session Request Other:

Requesting Department: Clerk’s Office **Staff Resource:** Leah Rhodes, Town Clerk

Agenda Title: Oath of Office of Cristian Sotelo who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker

Attached Documents:

- Copy of Oath of Office

Estimated Presentation Time: N/A **Estimated Discussion Time:** 3 Minutes

Reviewed By:

- Town Manager Legal Risk Management Finance Other:

Financial Review (if applicable): N/A

- Funding Source / GL Account Number:
- Approved in the FY25 Budget? Yes No N/A Other:
- Is this an approved CIP Project? Yes No N/A Other:

Background Information:

On Monday, September 16th, Cristian joined the Maintenance Division of Public Works. We welcome him to the Town of Camp Verde, and we are looking forward to his future success with our organization.

TOWN OF CAMP VERDE



*GENERAL OATH OF OFFICE
STATE OF ARIZONA, COUNTY OF YAVAPAI
TOWN OF CAMP VERDE*

I **CRISTIAN SOTELO** DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES OF AMERICA, AND THE CONSTITUTION AND THE LAWS OF THE STATE OF ARIZONA, THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME AND DEFEND THEM AGAINST ALL ENEMIES, FOREIGN AND DOMESTIC, AND THAT I WILL FAITHFULLY AND IMPARTIALLY DISCHARGE THE DUTIES OF THE OFFICE OF **MAINTENANCE WORKER** FOR THE TOWN OF CAMP VERDE, ARIZONA, ACCORDING TO THE BEST OF MY ABILITY, SO HELP ME GOD.

DATE

SIGNATURE

Subscribed and sworn to before me this 16th day October 2024.

Leah Rhodes -Town Clerk Town
of Camp Verde



Meeting Date: October 16, 2024

Agenda Item Type:

- Consent Agenda Informational Presentation Discussion Item
- Action/Decision Item Executive Session Request Other:

Requesting Department: Clerk’s Office **Staff Resource:** Leah Rhodes, Town Clerk

Agenda Title: Oath of Office of Daniel Miller who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker

Attached Documents:

- Copy of Oath of Office

Estimated Presentation Time: N/A **Estimated Discussion Time:** 3 Minutes

Reviewed By:

- Town Manager Legal Risk Management Finance Other:

Financial Review (if applicable): N/A

- Funding Source / GL Account Number:
- Approved in the FY25 Budget? Yes No N/A Other:
- Is this an approved CIP Project? Yes No N/A Other:

Background Information:

On Monday, September 30th, Daniel joined the Maintenance Division of Public Works. We welcome him to the Town of Camp Verde, and we are looking forward to his future success with our organization.

TOWN OF CAMP VERDE



*GENERAL OATH OF OFFICE
STATE OF ARIZONA, COUNTY OF YAVAPAI
TOWN OF CAMP VERDE*

I **DANIEL MILLER** DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES OF AMERICA, AND THE CONSTITUTION AND THE LAWS OF THE STATE OF ARIZONA, THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME AND DEFEND THEM AGAINST ALL ENEMIES, FOREIGN AND DOMESTIC, AND THAT I WILL FAITHFULLY AND IMPARTIALLY DISCHARGE THE DUTIES OF THE OFFICE OF **MAINTENANCE WORKER** FOR THE TOWN OF CAMP VERDE, ARIZONA, ACCORDING TO THE BEST OF MY ABILITY, SO HELP ME GOD.

DATE

SIGNATURE

Subscribed and sworn to before me this 16th day October 2024.

Leah Rhodes -Town Clerk Town
of Camp Verde



Town Council Agenda Information Memorandum

Meeting Date: October 16, 2024

Agenda Item Type:

- | | | |
|---|--|--|
| <input type="checkbox"/> Consent Agenda | <input checked="" type="checkbox"/> Informational Presentation | <input type="checkbox"/> Discussion Item |
| <input type="checkbox"/> Action/Decision Item | <input type="checkbox"/> Executive Session Request | <input type="checkbox"/> Other: |

Requesting Department: Town Clerk

Staff Resource: Leah Rhodes, Town Clerk

Agenda Title: Proclamation declaring November 1, 2024 as Extra Mile Day

Attached Documents: Proclamation

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Reviewed By:

- | | | | | |
|--|--------------------------------|--|----------------------------------|---------------------------------|
| <input checked="" type="checkbox"/> Town Manager | <input type="checkbox"/> Legal | <input type="checkbox"/> Risk Management | <input type="checkbox"/> Finance | <input type="checkbox"/> Other: |
|--|--------------------------------|--|----------------------------------|---------------------------------|

Financial Review (if applicable):

- Funding Source / GL Account Number:
- Approved in the FY25 Budget? Yes No N/A Other:
- Is this an approved CIP Project? Yes No N/A Other:

Background Information:

Extra Mile Day is a day that cities and towns encourage their citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community.

Question(s) before the Council:

- Does Council have any questions for staff?

Proposed Motion: N/A



PROCLAMATION
Declaring
November 1, 2024 as
EXTRA MILE DAY

WHEREAS, Camp Verde, Arizona is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

WHEREAS, Camp Verde, Arizona is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Camp Verde, Arizona is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

WHEREAS, Camp Verde, Arizona acknowledges the mission of Extra Mile America to create 500 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2024.

NOW THEREFORE, The Mayor and Common Council of the Town of Camp Verde do hereby proclaim November 1, 2024 to be:

EXTRA MILE DAY

Extra Mile Day is a day that cities and towns encourage their citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of Town of Camp Verde, Arizona, to be affixed this 16th day of October 2024.

Dee Jenkins, Mayor

Attest:

Leah Rhodes, Town Clerk



TOWN COUNCIL AGENDA INFORMATION MEMORANDUM

MEETING DATE: 10/16/2024

AGENDA ITEM TYPE:

- Consent Agenda
- Informational Presentation
- Discussion Item
- Action/Decision Item
- Executive Session Request
- Other:

REQUESTING DEPARTMENT: Public Works **STAFF RESOURCE:** Martin Smith, CIP Project Manager

AGENDA TITLE: Discussion, Consideration, and Possible Approval to purchase the pumps for the proposed lift station project at the Camp Verde Sports Complex from Hennesy Mechanical Sales in the amount of \$55,200.81, superseding the previous Council approval on July 17, 2024 for the pumps for the lift station for the amount of \$53,812.56.

ATTACHED DOCUMENTS: • Invoice from Hennesy Mechanical Sales

ESTIMATED PRESENTATION TIME: 5 minutes **ESTIMATED DISCUSSION TIME:** 5 minutes

REVIEWED BY:

- Town Manager
- Legal
- Risk Management
- Finance
- Other:

FINANCIAL REVIEW (if applicable):

- Funding Source / GL Account Number: 04-800-20-804023 (50% reimbursable through grant)
- Approved in the FY25 Budget? Yes No N/A Other:
- Is this an approved CIP Project? Yes No N/A Other:

BACKGROUND INFORMATION:

At the July 17, 2024 regular meeting Council approved Staff to purchase the lift station pumps from Hennesy Mechanical Sales in the amount of \$53,812.56. It was later discovered that the vendor’s proposal for this amount was an outdated proposal and did not include the required freight charges on the purchase. It is believed that a Staff transition was the root cause for this mix-up. The vendor has been consulted and has confirmed that the correct amount should be \$55,200.81 and that this amount includes the appropriate sales tax and freight. Please see the attached proposal for more information.

CONNECTION TO THE FY25-FY30 STRATEGIC PLAN

This project complies with the Community Infrastructure section described in the Strategic Plan.

QUESTION(S) BEFORE THE COUNCIL:

- Does Council have any questions that I can answer?

PROPOSED MOTION: Move to Approve the purchase of the pumps for the proposed lift station project at the Camp Verde Sports Complex from Hennesy Mechanical Sales in the amount of \$55,200.81, superseding the previous Council approval on July 17, 2024 for the pumps for the lift station for the amount of \$53,812.56.



REMIT TO: NEW

201 South 26th Street
Phoenix, AZ 85034
T: (602) 996-3444

INVOICE

DATE	INVOICE NO.
9/12/2024	17457

BILL TO :
Town of Camp Verde (formerly CV Sanitary) Finance Dept 395 S Main Street Camp Verde, AZ 86322

SHIP TO :
Town of Camp Verde WWTP 880 Cowboy Way Camp Verde, AZ 86322 Attn: Marshall Davis 928-301-7486

P.O. NO.		
TERMS	DUE DATE	REP
Net 30	10/12/2024	SS

JOB NAME	New Sports Complex LS	
SHIP DATE	SHIP VIA	FOB POINT
9/11/2024	Best Available	Factory

PO Number	QTY	DESCRIPTION	UNIT	AMOUNT
21479		Camp Verde Sports Complex, Myers Duplex LS, 98 GPM @ 165' TDH		

A 4% fee will be added to the total order for purchases made by credit card	Total
---	--------------



REMIT TO: NEW

201 South 26th Street
Phoenix, AZ 85034
T: (602) 996-3444

INVOICE

DATE	INVOICE NO.
9/12/2024	17457

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P.O. NO.	
TERMS	DUE DATE REP
Net 30	10/12/2024 SS

JOB NAME	New Sports Complex LS	
SHIP DATE	SHIP VIA	FOB POINT
9/11/2024	Best Available	Factory

PO Number	QTY	DESCRIPTION	UNIT	AMOUNT
	1	PENTAIR MYERS – DUPLEX SUBMERSIBLE GRINDER PUMP PACKAGE, HIGH HEAD, STANDARD LOCATION, 2 1/2" HORIZONTAL DISCHARGE (2) WG150H Submersible grinder pumps each rated for 98 GPM @ 165' TDH. Using 15HP, 3450 rpm, 460v 3Ph, 29.8 FLA, submersible motors. (2) SRA23HH, MYERS COMPLETE RAIL SYSTEMS. Includes cast iron slide rail assembly and 2.5" X 3" base elbows (2) TRS-2, SST TOP RAIL SUPPORTS. Mounts to access cover frame (2) IGB-2-3, SST INTERMEDIATE GUIDE BRACKETS. Use w/ 2" 304SS Sch 80 guide rail piping, and 3" discharge piping (2) LB5, SST LIFTING BAILS (2) CP-15SST, CHAIN PACKAGE, 25' (1) CSB-5SS, SST FLOAT BRACKET. Use with up to 5 switches (4) SM50NO FLOAT SWITCHES. w/ 50' long cords	40,773.16	40,773.16T

A 4% fee will be added to the total order for purchases made by credit card	Total
---	--------------



REMIT TO: NEW

201 South 26th Street
Phoenix, AZ 85034
T: (602) 996-3444

INVOICE

DATE	INVOICE NO.
9/12/2024	17457

BILL TO :
Town of Camp Verde (formerly CV Sanitary) Finance Dept 395 S Main Street Camp Verde, AZ 86322

SHIP TO :
Town of Camp Verde WWTP 880 Cowboy Way Camp Verde, AZ 86322 Attn: Marshall Davis 928-301-7486

P.O. NO.	
TERMS	DUE DATE REP
Net 30	10/12/2024 SS

JOB NAME	New Sports Complex LS	
SHIP DATE	SHIP VIA	FOB POINT
9/11/2024	Best Available	Factory

PO Number	QTY	DESCRIPTION	UNIT	AMOUNT
	1	Primex Duplex Pump Control Panel as described in the attached scope of supply C-39649. Includes Cloud based pump station monitoring package.	8,778.00	8,778.00T
	1	Shipping & Handling Factory Pre-Pay & Add Sales Tax	1,388.25	1,388.25
				4,261.40

A 4% fee will be added to the total order for purchases made by credit card	Total	\$55,200.81
---	--------------	--------------------

THANK YOU FOR YOUR ORDER!
PLEASE REFERENCE INVOICE # ON YOUR REMITTANCE.

A FINANCE CHARGE COMPUTED AT A PERIODIC RATE OF 1-1/2% PER MONTH WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%, OR HIGHEST LAWFUL RATE, WILL BE APPLIED TO PAST DUE ACCOUNTS AFTER DEDUCTING CURRENT PAYMENTS AND/OR CREDITS. PAY IN FULL WITHIN 30 DAYS OF INVOICE DATE TO AVOID FINANCE CHARGE.
CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON REVERSE SIDE INCORPORATED HEREBY REFERENCE, INCLUDING THE TERMS OF PARAGRAPH 7 WHICH CREATES A PURCHASE MONEY SECURITY INTEREST IN FAVOR OF SELLER.

X _____
RECEIVED AND ACCEPTED BY
ALL CLAIMS FOR SHORTAGES MUST BE MADE IN WRITING WITHIN FIVE DAYS.



Meeting Date: October 16, 2024

Agenda Item Type:

- Consent Agenda
- Informational Presentation
- Discussion Item
- Action/Decision Item
- Executive Session Request
- Other:

Requesting Department: Water / Finance **Staff Resource:** Utilities Director Jeff Low/Finance Director Mike Showers

Agenda Title: Discussion, consideration and possible adoption of Resolution 2024-1150, a resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, Yavapai County, Arizona, to authorize one or more applications for drinking water state revolving fund loans from the Water Infrastructure Finance Authority of Arizona.

Attached Documents:

- Resolution 2024-1150
- CIP Water summary page
- Project summary pages

Estimated Presentation Time: 5 mins

Estimated Discussion Time: 5 mins

Reviewed By:

- Town Manager
- Legal
- Risk Management
- Finance
- Other: Utilities

Financial Review (if applicable):

- Funding Source: WIFA Loan / GL Account Number: 33-495-20-804000
- Approved in the FY25 Budget? Yes No N/A Other:
 - The Mongini Well Replacement may be closer to \$3,500,00 which is \$1,500,000 higher than what is budgeted. There is room for this increase, but it will have a noticeable impact on the Water Fund 5-Year cash flow projections of approximately \$60K more per year in debt service. However, that amount can easily be digested within the projected 5-Year cash flow numbers. It is also expected that this added capital outlay can be fit within the current total expense amount of our FY25 budget.
- Is this an approved CIP Project? Yes No N/A Other:



Town Council Agenda Information Memorandum

Background Information: Please see the attached CIP Project summary sheet for the specific projects, highlighted in red. The original CIP Project Sheets are also attached for more detailed information. Note that some of the projects include multi-year funding while others are either only 1-year projects or are only for the FY25 portion of a multi-year project. This resolution is not the final approval for the loans, but simply the approval to submit applications with WIFA. The \$3.5M Mongini Well replacement project has already been submitted on October 2nd for approval of a \$2M WIFA grant. If the grant is approved or the cost is indeed less than \$3.5M, we will not need the entire \$3.5M of potential debt. Likewise, \$600K is included in this request as a backup plan for new storage tanks that was also submitted to Council on October 2nd for possible WIFA grant funding, though that application is for 2 storage tanks and this debt request is only for the 1 storage tank included within the Capital Improvement Plan. Again, if the grant is approved, this loan amount should not be needed. Approving these application submissions to WIFA, however, keeps us moving forward quickly if indeed the grant requests are not approved by WIFA.

Connection to the [FY25-FY30 Strategic Plan](#) : This agenda item falls under the Community Infrastructure Focus Area of the Town's Strategic Plan.

Question(s) before the Council:

- Does Council authorize staff to submit applications to WIFA for debt financing for approved Water fund projects up to an amount not to exceed \$4,945,000?

Proposed Motion: Approve the adoption of Resolution 2024-1150, a resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, Yavapai County, Arizona, to authorize one or more applications for drinking water state revolving fund loans from the Water Infrastructure Finance Authority of Arizona.



RESOLUTION NO. 2024-1150

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, YAVAPAI COUNTY, ARIZONA, TO AUTHORIZE ONE OR MORE APPLICATIONS FOR DRINKING WATER STATE REVOLVING FUND LOANS FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA

WHEREAS, the Town of Camp Verde, Arizona, has identified a need for drinking water capital improvement projects; and

WHEREAS, pursuant to Sections 9-521 through 540, Arizona Revised Statutes, and specifically Section 9-571, Arizona Revised Statutes, such Town may obligate the revenues generated by its utility systems to repay one or more loans from the Water Infrastructure Finance Authority of Arizona (“WIFA”); and

WHEREAS, such Town certifies that the population of the community is under 150,000 in population as of the most recent U.S. Census Date; and

WHEREAS, it is in the best interest of such Town to pursue and apply for financial assistance from WIFA in an aggregate amount not to exceed \$4,945,000 for such drinking water capital improvement projects; and

WHEREAS, the population of such Town at the time of this request is less than 150,000, which meets the requirement under Section 9-571, Arizona Revised Statutes;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, as follows:

Section 1. The Town Manager and Finance Director of such Town or their designees are hereby authorized to apply for Drinking water State Revolving Fund financial assistance from WIFA.

Section 2. The Town Manager and Finance Director of such Town or their designees are authorized to take such actions as are necessary to apply for financial assistance in an aggregate amount not to exceed \$4,945,000 payable from revenues of the utility systems of such Town and/or other designated revenues as designated by such Town to be described in the loan agreement evidencing the loan(s) from WIFA.

Section 3. All actions of the officers and agents of such Town which conform to the purposes and intent of this resolution and which further the completion of the application or applications as contemplated by this resolution, whether heretofore or hereafter taken are hereby ratified, confirmed and approved. The proper officers and agents of such Town are hereby authorized and directed to do all such acts and things and to execute and deliver all such application documents on behalf of such Town as may be necessary to carry out the terms and intent of this resolution.

PASSED, AND APPROVED BY A MAJORITY VOTE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, THIS THIS 16th DAY OF OCTOBER, 2024.

.....
Dee Jenkins, Mayor

ATTEST:

.....
Leah Rhodes, Town Clerk

APPROVED AS TO FORM:

.....
Trish Stuhan, Town Attorney
Pierce Coleman, PLLC

Water Fund

Funding

			YR1 - FY25	YR2 - FY26
<i>Funding Source</i>		Grant Funds / Donations	\$ 3,100,000	\$ 1,225,000
		Debt Financing	\$ 2,250,000	\$ 3,660,000
		Current Revenues & Transfers	\$ 55,000	\$ 45,000
	Total Anticipated Funding		\$ 5,405,000	\$ 4,930,000

Expenditures

Functions	Page	Project	YR1 - FY25	YR2 - FY26
<i>Improvements</i>	103	Arsenic Removal Syst-Mongini/Verde Est's Wells	\$ 2,000,000	\$ 1,500,000
		Arsenic Removal Syst-Verde River Est's		
		Water System Master Plan		
		SCADA & Communication Tower Relocation		
		Potential Water Project		
	105	Hydro Vac Trailer	\$ 80,000	
	107	Backhoe		\$ 180,000
	109	Water Main Annual Replacement	\$ 1,500,000	\$ 1,600,000
	111	Vehicle	\$ 150,000	
	113	ADWR Adequate Water Supply Study	\$ 100,000	\$ 50,000
	115	New Hwy 260 Production Wells	\$ 225,000	
	117	New Mongini Replacement Well	\$ 1,000,000	\$ 1,000,000
	119	Verde Commercial Tank and Pump Station	\$ 200,000	\$ 600,000
	121	Verde River Estates New Well and Storage Tanks	\$ 150,000	
Total Projected Cost - Water Projects			\$ 5,405,000	\$ 4,930,000
Net Total - Water Projects			\$ -	\$ -

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *ADWR Adequate Water Supply Study*

FY25 Impact: *\$100,000*

5-Yr Project Cost: *\$150,000*

New Project or Rollover: *New*

Dept/Div: *Utilities*

Contact: *J. Low*

Requested by: *J. Low*


Date Completed: *2/13/24*

Project Summary:

Conduct a water adequacy study required by Arizona Department of Water Resources.

Location: Water Adequacy Study



 <p>ARIZONA DEPARTMENT OF WATER RESOURCES OFFICE OF ASSURED AND ADEQUATE WATER SUPPLY 1110 W. Washington St., Suite 310 PHOENIX, ARIZONA 85007-2954 (602) 771-8599 assuredadequate@azwater.gov</p>	DATE RECEIVED:
	APPLICATION NO:

DESIGNATION OR MODIFICATION OF DESIGNATION OF ADEQUATE WATER SUPPLY APPLICATION

[PART A - GENERAL INFORMATION](#)

Community Impact:

The Town’s “Adequate Water Supply” study, required by Arizona Department of Water Resources (ADWR), needs to be renewed by 2026. Additional water supplies are also needed for future Town growth. The initial application was sent to ADWR in March. The Town’s consultant will work with ADWR on creation of a groundwater model and to increase the Town’s current water adequacy demand from 792 acre-feet to over 1000 acre-feet.

Project Title: *ADWR Adequate Water Supply Study*

Operational Impact:

Impact on Staffing: Staff will need to review design and work with the Town consultant on the report and submittal to ADWR.

Impact on operational costs: No long-term maintenance costs.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Water Adequacy Report	July – June	\$100,000
FY26	Water Adequacy Report	July – June	\$50,000
FY27			
FY28			
FY29			
Total			\$150,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY27	Wages & ERE	\$10,000
FY27	Supplies and Electricity	\$ 20,000
Total		\$ 30,000

Project Funding:

Tracking Fund: Water Fund

Funding Source: Debt Financing.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points
5.0	2.3	3.0	4.4	14.7

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Northbound Highway 260 Production Wells*

FY25 Impact: \$225,000

5-Yr Project Cost: \$3,225,000

New Project or Rollover: *New*

Dept/Div: *Utilities*

Contact: *J. Low*

Requested by: *J. Low*

Date Completed: *2/13/24*

Project Summary:

Based on the Town Master Plan, the Town needs at least two additional well sites to increase water production. The well sites are needed to increase the overall water system production.

Location: Within High View PAD, APN 403-15-010B



Community Impact:

Town staff have been working with High View PAD to redevelop an existing 8-inch well site, construct a storage tank facility, and install arsenic treatment. The existing well will pump enough water for the buildout of the future development and is to be funded by the developer. Staff is working on the High View Development Agreement to acquire a 2-acre parcel to establish an additional 18-inch diameter well with arsenic treatment for the site.

Project Title: *Northbound Highway 260 Production Wells*

Operational Impact:

Impact on Staffing: Staff will need to review design; future construction as needed and manage the Water Infrastructure Authority Loan.

Impact on operational costs: Staff will need to maintain the new well, storage tank, arsenic treatment, and backup diesel generator.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Purchase 2 Acre Parcel for Well and Storage Tank Site	July – June	\$225,000
FY28	Design and Install a New 18-inch Diameter Well at High View	July – June	\$1,500,000
FY29	Finalize Site Construction	July26 – Oct26	\$1,500,000
	Total		\$3,225,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY29	Wages & ERE	\$20,000
FY29	Supplies and Electricity	\$ 60,000
	Total	\$ 80,000

Project Funding:

Tracking Fund: Water Fund

Funding Source: Development Agreement, Water Enterprise Fund/WIFA Loan.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points
4.9	1.8	4.1	5.0	15.8

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *New Mongini Replacement Well*

FY25 Impact: \$1,000,000

5-Yr Project Cost: \$2,000,000

New Project or Rollover: *New*

Dept/Div: *Utilities*

Contact: *J. Low*

Requested by: *J. Low*

Date Completed: *2/13/24*

Project Summary:

Drill a replacement well at the Mongini site and abandon well #1.

Location: 5000 Genisis Drive



Community Impact:

Based on the Town Master Plan, the Town needs at least two additional well sites to increase water production. Town staff is recommending drilling a replacement well at the Mongini site and abandoning Well #1, which is not usable by the Town. The project will design, install a new 18-inch diameter well, which will require an additional 200 Amp electrical service. The project will create redundancy for the wells and pumps at this site, increasing the overall water system production.

Project Title: *New Mongini Replacement Well*

Operational Impact:

Impact on Staffing: Staff will need to review design, inspect construction, and manage the Water Infrastructure Authority Loan.

Impact on operational costs: Staff will need to maintain the new well at the site. Additional electrical costs will be associated with the new pump.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Design & Install New 18-inch Diameter Well to 800 feet depth	July - June	\$ 1,000,000
FY26	Finalize Development of the New Well	July - June	\$ 1,000,000
	Total		\$ 2,000,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY27	Wages & ERE	
FY27	Supplies and Electricity	\$ 30,000
	Total	\$30,000

Project Funding:

Tracking Fund: Water Fund

Funding Source: Water Enterprise Fund/WIFA Loan.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points
5.0	2.0	4.1	4.4	15.5

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Verde Commercial Tank and Pump Station*

FY25 Impact: \$200,000

5-Yr Project Cost: \$800,000

New Project or Rollover: *New*

Dept/Div: *Utilities*

Contact: *J. Low*

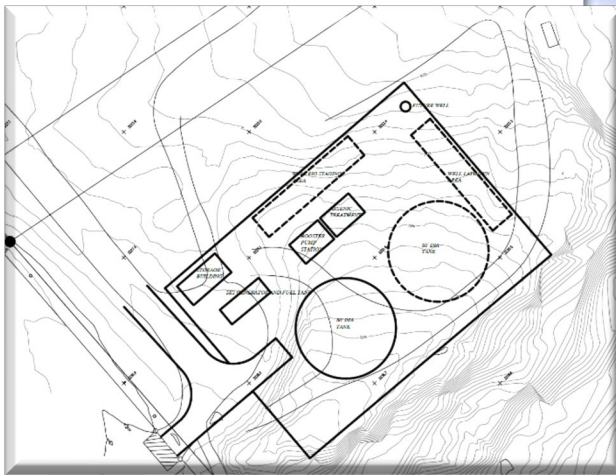
Requested by: *J. Low*

Date Completed: *2/13/24*

Project Summary:

Acquire 0.9-acre parcel to develop a 500,000-gallon water storage facility and pump station.

Location: 300 N. Goswick Way



Community Impact:

There is only a half day water storage at the Town site should the water line break from our Mongini well site. Town staff is working with Verde Commercial Developer to acquire a 0.9-acre parcel for the development of a 500,000-gallon storage facility and pump station for the area. The developer would donate the site and construct the pump station, backup generator, and provide the water main to the new facility. The Town would design and construct the tank site and storage building.

The project will increase storage capacity for the Town center and would enhance pressures for the Verde Commercial development to meet fire flows for the development.

Project Title: *Verde Commercial Tank and Pump Station*

Operational Impact:

Impact on Staffing: Staff will need to review design, inspect construction as needed and manage the Water Infrastructure Authority Loan.

Impact on operational costs: Staff will need to maintain a new tank, pump station and backup diesel generator.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Site Design	July – June	\$200,000
FY26	Tank Construction	July – June	\$600,000
	Total		\$800,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY27	Wages & ERE	\$10,000
FY27	Supplies	\$20,000
	Total	\$30,000

Project Funding:

Tracking Fund: Water Fund

Funding Source: Debt Funding.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points
4.9	2.5	4.0	4.4	15.8

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Verde River Estates New Well and Storage Tanks*

FY25 Impact: \$150,000

5-Yr Project Cost: \$600,000

New Project or Rollover: *New*

Dept/Div: *Utilities*

Contact: *J. Low*

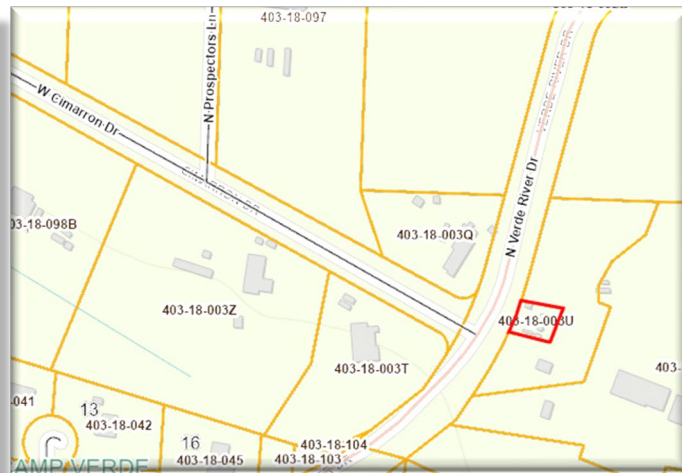
Requested by: *J. Low*

Date Completed: *2/13/24*

Project Summary:

Purchase land near the Verde River Estates Treatment site in FY25 for the drilling and construction of a well in FY27/28.

Location: 3411 N, Verde River Drive



Community Impact:

The existing well pumps 53 GPM and is located within the sub flow zone of the Verde River, within the floodway. The Town would like to purchase additional land near the Verde River Estates Treatment site on APN 403-18-100B. The land acquisition is projected to occur in FY25, new well drilled in FY27, and final site design and construction in FY28.

The new well will add capacity and redundancy to the system and will be located outside of the sub flow zone and floodplain of the Verde River.

Project Title: *Verde River Estates New Well and Storage Tanks*

Operational Impact:

Impact on Staffing: No immediate impact. Staff will need to monitor well drilling, site design and construction.

Impact on operational costs: Minimal long term maintenance costs.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Property acquisition for new well site	July – June	\$150,000
FY27	Well drilling and site plan design		\$200,000
FY28	Final site construction, well hookup, and abandon old well.		\$250,000
	Total		\$600,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY29	Wages & ERE	\$10,000
FY29	Supplies and Electricity	\$ 5,000
	Total	\$ 15,000

Project Funding:

Tracking Fund: Water Fund
Funding Source: Debt Funding.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points
4.5	2.8	3.4	3.8	14.5

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Meeting Date: October 16, 2024

Agenda Item Type:

- Consent Agenda Informational Presentation Discussion Item
- Action/Decision Item Executive Session Request Other:

Requesting Department: Water / Finance **Staff Resource:** Utilities Director Jeff Low/Finance Director Mike Showers

Agenda Title: Discussion, consideration and possible adoption of Resolution 2024-1151, a resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, Yavapai County, Arizona, to authorize one or more applications for clean water state revolving fund loans from the Water Infrastructure Finance Authority of Arizona.

Attached Documents:

- Resolution 2024-1151
- CIP Wastewater summary page
- Project summary pages

Estimated Presentation Time: 5 mins

Estimated Discussion Time: 5 mins

Reviewed By:

- Town Manager Legal Risk Management Finance Other: Utilities

Financial Review (if applicable):

- Funding Source: WIFA Loan / GL Account Number: 31-490-20-804000
- Approved in the FY25 Budget? Yes No N/A Other:
 - The Sludge Drying Beds project is in the CIP for \$550K but is looking at another \$250K for a Sludge Receiving Station. There is room in the budget for this extended debt funding.
- Is this an approved CIP Project? Yes No N/A Other:

Background Information: Please see the attached CIP Project summary sheet for the specific projects, highlighted in red. The original CIP Project Sheets are also attached for more detailed information. This resolution is not the final approval for the loans, but simply the approval to submit applications with WIFA.

Connection to the [FY25-FY30 Strategic Plan](#) : This agenda item falls under the Community Infrastructure Focus Area of the Town’s Strategic Plan.

Question(s) before the Council:

- Does Council authorize staff to submit applications to WIFA for debt financing for approved Wastewater Fund projects up to an amount not to exceed \$1,481,250?



Town Council Agenda Information Memorandum

Proposed Motion: Approve the adoption of Resolution 2024-1151, a resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, Yavapai County, Arizona, to authorize one or more applications for clean water state revolving fund loans from the Water Infrastructure Finance Authority of Arizona.



RESOLUTION NO. 2024-1151

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, YAVAPAI COUNTY, ARIZONA, TO AUTHORIZE ONE OR MORE APPLICATIONS FOR CLEAN WATER STATE REVOLVING FUND LOANS FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA

WHEREAS, the Town of Camp Verde, Arizona, has identified a need for clean water capital improvement projects; and

WHEREAS, pursuant to Sections 9-521 through 540, Arizona Revised Statutes, and specifically Section 9-571, Arizona Revised Statutes, such Town may obligate the revenues generated by its utility systems to repay one or more loans from the Water Infrastructure Finance Authority of Arizona (“WIFA”); and

WHEREAS, such Town certifies that the population of the community is under 150,000 in population as of the most recent U.S. Census Date; and

WHEREAS, it is in the best interest of such Town to pursue and apply for financial assistance from WIFA in an aggregate amount not to exceed \$1,481,250 for such clean water capital improvement projects; and

WHEREAS, the population of such Town at the time of this request is less than 150,000, which meets the requirement under Section 9-571, Arizona Revised Statutes;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, as follows:

Section 1. The Town Manager and Finance Director of such Town or their designees are hereby authorized to apply for Clean Water State Revolving Fund financial assistance from WIFA.

Section 2. The Town Manager and Finance Director of such Town or their designees are authorized to take such actions as are necessary to apply for financial assistance in an aggregate amount not to exceed \$1,481,250 payable from revenues of the utility systems of such Town and/or other designated revenues as designated by such Town to be described in the loan agreement evidencing the loan(s) from WIFA.

Section 3. All actions of the officers and agents of such Town which conform to the purposes and intent of this resolution and which further the completion of the application or applications as contemplated by this resolution, whether heretofore or hereafter taken are hereby ratified, confirmed and approved. The proper officers and agents of such Town are hereby authorized and directed to do all such acts and things and to execute and deliver all such application documents on behalf of such Town as may be necessary to carry out the terms and intent of this resolution.

PASSED, AND APPROVED BY A MAJORITY VOTE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, THIS THIS 16th DAY OF OCTOBER, 2024.

.....
Dee Jenkins, Mayor

ATTEST:

.....
Leah Rhodes, Town Clerk

APPROVED AS TO FORM:

.....
Trish Stuhan, Town Attorney
Pierce Coleman, PLLC

Wastewater Fund

Funding

		YR1 - FY25	
<i>Funding Source</i>		Grant Funds / Donations	\$ 448,700
		ARPA Funds	\$ 451,300
		Debt Financing	\$ 1,231,250
		Current Revenues & Transfers	\$ 200,000
		Private Development Funds	
Total Anticipated Funding		\$ 2,331,250	

Expenditures

Functions	Page	Project	YR1 - FY25
<i>Improvements</i>	NA	Wastewater Master Plan	\$ 100,000
	85	WWTP Control Panels Upgrade	\$ 206,250
	87	Northbound Sewer Collection System	\$ 200,000
	89	Blower Addition Building & Installation	\$ 190,000
	91	Treatment Plant Administrative Building	\$ 85,000
		Contruaction Lift Station #5 Rezzonico Park	
	93	Construct Sewer Lines - Black Bridge Loop Area	\$ 200,000
		Main St. Sewer Line Replacement	
	95	Dickison Erosion Repair	\$ 800,000
		Hauler Station Upgrades	
		3rd St. Residential Imprvmnts	
	NL	Equalization Basin	
	97	Sludge Drying Bed Liner Installation	\$ 550,000
	99	John Deere 335 P Compact TrackLoader	
	101	JLG 1055 Forklift	
Total Projected Cost - Wastewater Projects		\$ 2,331,250	
Net Total - Wastewater Projects		\$ -	

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Wastewater Treatment Plant Control Panels Upgrade*

FY25 Impact: \$206,250

5-Yr Project Cost: \$206,250

New Project or Rollover: *Rollover Project*

Dept/Div: *Utilities / Wastewater*

Contact: *Jeff Low, Chet Teague*

Requested by: *Chet Teague*

Date Completed: *3/25/24*

Project Summary:

Upgrade Wastewater Treatment Plant Control Panels.

Location: 880 S. Cowboy Trail



Community Impact:

Currently, 90% of WWTP Control Panels have outdated technology and need to be updated. Parts are not available to repair the system if failure occurs. To maintain operations of the Wastewater Treatment Plant, the Control Panels will need to be updated.

Project Title: *Wastewater Treatment Plant Control Panels Upgrade*

Operational Impact:

N/A

Impact on operational costs: N/A

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Wastewater Treatment Plant Control Panels Upgrade		\$ 206,250
Total			\$ 206,250

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY25	Wages & ERE	\$ 0
FY25	Supplies and Electricity	\$0
Total		\$ 0

Project Funding:

Tracking Fund: Wastewater Fund

Funding Source: Debt Funding

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points
4.3	3.7	3.6	2.8	14.4

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Blower Addition Building and Installation*

FY25 Impact: \$190,000

5-Yr Project Cost: \$190,000

New Project or Rollover: *Rollover Project*

Dept/Div: *Utilities / Wastewater*

Contact: *Chet Teague*

Requested by: *Chet Teague*

Date Completed: *3/25/24*

Project Summary:

Increase future capacity by adding an additional blower building and install blowers.

Location: 880 S Cowboy Trail



Community Impact:

To prepare for the future development of the Town sewer treatment, staff must prepare the north side blower building, resulting in additional aeration to the aeration basin. The new building will provide connections as well as shelter for the new blowers already purchased.

Project Title: *Blower Addition Building and Installation*

Operational Impact:

Impact on Staffing: Minimal staff operational impacts.

Impact on operational costs: Additional power demand and maintenance of parts.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Construction of Blower Building	July - June	\$190,000
FY26			
FY27			
FY28			
FY29			
	Total		\$ 190,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY26	Staff Hours	\$
FY26	Misc. Supplies	\$ 10,000
	Total	\$ 190,097

Project Funding:

Tracking Fund: Wastewater Fund

Funding Source: Debt Funding

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points
3.9	3.2	2.4	3.3	12.8

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Wastewater Treatment Plant Administration Building*

FY25 Impact: \$85,000

5-Yr Project Cost: \$85,000

New Project or Rollover: *New Project*

Dept/Div: *Utilities / Wastewater*

Contact: *Jeff Low, Chet Teague*

Requested by: *Chet Teague*

Date Completed: *3/25/24*

Project Summary:

Replace current office with a tough-shed style building on a pour-in-place slab.

Location: 880 S. Cowboy Trail



Community Impact:

The current office is a singlewide mobile style office. The Office is small and is in disrepair. This project will replace the current office with a tough-shed style building placed on a pour-in-place slab.

This will create a safe workspace for the Town’s employees.

Project Title: *Wastewater Treatment Plant Administration Building*

Operational Impact:

Impact on Staffing: N/A
Impact on operational costs: N/A

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Wastewater Treatment Plant Administration Building		\$ 85,000
	Total		\$ 85,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY25	Wages & ERE	\$ 0
FY25	Supplies and Electricity	\$0
	Total	\$0

Project Funding:

Tracking Fund: Wastewater Fund
Funding Source: Debt Funding

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points
3.2	3.4	1.9	1.7	10.2

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Black Bridge Loop Sewer Main Extension*

FY25 Impact: \$200,000

5-Yr Project Cost: \$1,700,000

New Project or Rollover: *Rollover Project*

Dept/Div: *Utilities / Wastewater*

Contact: *Chet Teague*

Requested by: *Jeff Low*

Date Completed: *3/25/24*

Project Summary:

Construct new sewer mains and a future main sewer collection stub.

Location: Black Bridge -
Montezuma Castle Road Area



Community Impact:

This project is for construction of new sewer mains on Black Bridge Loop Dr, Zellner Ln, Private Drive, Goddard Lane, Koebrich Lane, and Mosher Lane. Includes a future main sewer collection stub out to the north under Black Bridge to Montezuma Castle Highway toward the schools.

The new sewer mains will provide residents, who have been levied for the district improvements for more than 10 years, with sewer service. The project allows for future expansion to the north, adjacent to Montezuma Castle HWY, and connection of the restrooms at Rezzonico Park.

Project Title: *Black Bridge Loop Sewer Main Extension*

Operational Impact:

Impact on Staffing: Staff to maintain sewer main. Mains will be jetted out once per year. The project takes 2 weeks to complete.

Impact on operational costs: None.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Project Design	Jan25 – Jun25	\$ 200,000
FY26	Construction Sewer Main	July - June	\$ 800,000
FY27	Construction of sewer piping	July - June	\$700,000
	Total		\$ 1,700,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY27	Wages & ERE	\$5,000
FY27	Supplies and Electricity	\$
	Total	\$5,000

Project Funding:

Tracking Fund: Wastewater Fund

Funding Source: Debt Funding

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points
3.4	3.0	2.1	2.8	11.3

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Sludge Drying Bed Liner Installation*

FY25 Impact: \$550,000

5-Yr Project Cost: \$550,000

New Project or Rollover: *New Project*

Dept/Div: *Utilities / Wastewater*

Contact: *Jeff Low, Chet Teague*

Requested by: *Chet Teague*

Date Completed: *2/15/24*

Project Summary:

Install liners in sludge drying beds.

Location: 880 S. Cowboy Trail



Community Impact:

ADEQ has requested that we install liners in each Sludge Drying Bed to prevent infiltration below the liner. Installation of the liners is required to pass ADEQ inspections.

Project Title: *Sludge Drying Bed Liner Installation*

Operational Impact:

N/A

Impact on operational costs: N/A

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Sludge Drying Bed Liner	July– June	\$550,000
Total			\$550,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY25	Wages & ERE	\$0
FY25	Supplies and Electricity	\$0
Total		\$0

Project Funding:

Tracking Fund: Wastewater Fund

Funding Source: Debt Funding

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points
4.6	3.0	3.8	2.5	13.9