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**AGENDA
TOWN OF CAMP VERDE
REGULAR MEETING
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, MAY 16, 2018 at 6:30 P.M.**

If you want to speak ON ANY ITEM ON THE AGENDA, PLEASE complete the Request to Speak Form, and submit it to the Town Clerk prior to that item.

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

1. Call to Order

2. Roll Call. Council Members Jackie Baker, Buck Buchanan, Dee Jenkins, Brad Gordon, Robin Whatley; Vice Mayor Jessie Murdock; and Mayor Charles German.

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.

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a) Approval of the Minutes:

- 1) Council Hears P&Z Matters and Special Session– April 25, 2018
- 2) Regular Session – May 2, 2018

b) Set Next Meeting, Date and Time:

- 1) Wednesday, May 23, 2018 at 6:30 p.m. – Council Hears P&Z Matters
- 2) Wednesday, June 6, 2018 at 6:30 p.m. - Regular Session
- 3) Wednesday, June 13, 2018 at 5:30 p.m. – Work Session
- 4) Wednesday, June 20, 2018 at 6:30 p.m. – Regular Session

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c) Possible approval of a USDA Rural Business Development Grant application requesting \$8500 in funding to pay for a hotel feasibility study. [Staff Resources: Steve Ayers]

5. Special Announcements and presentations.

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5.1. Verde Valley Archaeology Center Annual Report to Council, as required under terms of the lease for the building (July 2017-June 2018) [Presented by: Ken Zoll, Executive Director of VVAC]

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

the matters are properly noticed for discussion and legal action. (Pursuant to A.R.S. §38-431.01(H))

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7. Business. Legal action can be taken.

7.1. Discussion, consideration & possible approval of Resolution 2018-1004, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting fees for Town services for Fiscal Year 2018-19 and superseding Resolution 2017-979. [Staff Resource: Mike Showers]

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7.2. Discussion, consideration and possible approval to be a co-signer on an Environmental Protection Agency (EPA) Request for Comment “Clean Water Act Coverage of ‘Discharge of Pollutants’ via Direct Hydrologic Connection to Surface Water”. [Staff Resource: Russ Martin]

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7.3. Discussion, consideration and direction to Staff regarding the 2019 Capital Improvement Plan (CIP). [Staff Resource: Ron Long and Russ Martin]

n/a

7.4. Discussion, negotiation and possible action on the Town Manager’s employment contract. The Council may, by majority vote, recess the regular meeting, hold an executive session and then reconvene the regular meeting for discussion and possible action on this item as covered under A.R.S. 38-431.03 (A)(1).

7.4.1. Recess into and hold an executive session pursuant to A.R.S. § 38-431.03(A)(1). Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.

7.4.2. Reconvene Open Session.

8. Call to the Public for items not on the agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

9. Council Informational Reports. These reports are relative to the committee meetings that Council members attend. The Committees are: Camp Verde Schools Education Foundation, Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

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

11. Adjournment

Posted by: _____

Date/Time: _____

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021

Agenda items may be taken out of order.

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - A. 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 A.R.S. §38-431.03(A)(2) and (A)(3), the Council may vote to go into Executive Session for the purpose of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

Camp Verde Council Meetings are recorded and may be viewed on the Camp Verde website. Pursuant to A.R.S. §1-602(A)(9), parents and legal guardians have the right to consent before the Town of Camp Verde makes a video or voice recording of a minor child. If you permit your child to participate in the Council Meeting, a recording will be made. You may exercise your right not to consent by not permitting your child to participate or by submitting your request in advance to the Town Clerk that your child not be recorded.

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Support your local merchants

DRAFT MINUTES

**TOWN OF CAMP VERDE
COUNCIL HEARS PLANNING AND ZONING MATTERS
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, APRIL 25, 2018 at 6:30 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 German called the meeting to order at 6:30 p.m.

2. Roll Call

Mayor Charles German, Councilor Dee Jenkins, Councilor Brad Gordon, Councilor Robin Whatley, Councilor Buck Buchanan and Councilor Jackie Baker were present. Vice Mayor Jessie Murdock was absent.

Also Present: Town Manager Russ Martin, Community Development Director Carmen Howard, Town Clerk Judy Morgan, and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Mayor German led the Pledge.

4. Consent Agenda – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

a) Approval of the Minutes:

- 1) Work Session – April 11, 2018
- 2) Special Budget Session – April 13, 2018

b) Set Next Meeting, Date and Time:

- 1) Wednesday, May 2, 2018 at 6:30 p.m. - Regular Session
- 2) Friday, May 4, 2018 at 8:00 a.m. – Budget– Council review with Town Manager & Finance Director
- 3) Wednesday, May 9, 2018 at 5:30 p.m. – Work Session
- 4) Wednesday, May 16, 2018 at 6:30 p.m. – Regular Session
- 5) Wednesday, May 23, 2018 at 6:30 p.m. – Council Hears P&Z Matters

c) Approval authorizing extension of High View LLC Mining Conditional Use Permit until May 3, 2019.

Community Development Director Carmen Howard stated she is pulling Item 4c from the agenda and Council will hear it at another meeting as a regular item.

Motion made by Councilor Gordon to approve the consent agenda with the exception of 4c. Second was made by Councilor Baker. **Motion** carried unanimously.

5. Special Announcements and presentations.

None

6. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.) None

7. Business - Council Hears P&Z Matters. Legal action can be taken.

7.1. Ordinance 2018-A433, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for a Zoning Map Change from C2 (Commercial: General Sales & Service) to M1 (Industrial: General) for an Automobile Storage Yard. The approximately 1.08 acres is located just north of the intersection of Industrial Drive and Davidson Drive, Parcel No. 403-22-041B, in Camp Verde, Yavapai County. [Staff Resource: Carmen Howard]

Community Development Director Carmen Howard gave a PowerPoint presentation showing a map of the area where property owner Harry Hansen is planning to put in a storage lot for vehicles that are waiting to be transported to a processing facility for salvage. He has complied with all the requirements relating to rezoning. The Planning and Zoning Commission has heard this item in a public hearing and has forwarded a recommendation to approve the rezoning. Ms. Howard reviewed the survey map showing the split and elevation changes of the property. She stated he will not be required to have screening adjacent to M1.

Mayor German asked if the Zoning Ordinance had been reviewed by the attorney. Ms. Howard stated it has.

Property Owner Harry Hansen explained his company hauls cars throughout the Verde Valley by tow truck. He needed a place to temporarily store them and then haul them out on a semi. This will save wear and tear on the tow trucks going over the mountain.

A member of the Public Joe Butner stated that this strikes him that this will be a junk yard. It sounded to him that they will be bringing in wrecked cars and store them for a period of time. This zoning change he believes will detract from the town, thinking the storage yard will be seen from the interstate (I-17). When people pass through they think Camp Verde is everything that lines the freeway. Screening of the lot has not been discussed or required and he would like Council to consider at the least, screening the lot from the interstate travelers to prevent creating a negative image.

Property owner Harry Hansen stated it won't be a junk yard or a long-term storage lot. They will bring in cars two at a time and haul out at least seven at a time. The cars don't make money sitting there. He already owns the lot and picked the higher lot because of its elevation change. You can't see the lot or it's contents from the freeway.

Councilor Gordon asked Ms. Howard to explain the screening requirements for that type of business. Ms. Howard stated the street side of the property will require screening, and Mr. Hansen will be required to comply with existing codes.

Mr. Hansen stated the elevation is steep on one side but he is planning to screen three sides of the property.

Councilor Baker asked if the Council can require screening as part of approval since it is not a requirement of M1 zoning. Ms. Howard stated that, "yes, Council can make that a stipulation".

Councilor Whatley commented that Mr. Hansen has written a letter stating he will screen the property and it is also mentioned screening in the Planning & Zoning Meeting Minutes.

Mayor German said to let the code play out. You cannot see it from the freeway.

Councilor Buchanan stated that if he is willing to screen all four sides, let him screen it.

Councilor Jenkins isn't sure how he will screen the south side because of the elevation change.

Mr. Hansen said he thought not to screen the higher elevation side because it would look funny. He is very interested in fencing most of the property for security purposes.

Motion was made by Councilor Gordon to approve Ordinance 2018-A433, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for a Zoning Map Change from C2 (Commercial: General Sales & Service) to M1 (Industrial: General) for an Automobile Storage Yard. The approximately 1.08 acres is located just north of the intersection of Industrial Drive and Davidson Drive, Parcel No. 403-22-041B, in Camp Verde, Yavapai County to include the stipulation that screening is as per Exhibit A. Second was made by Councilor Baker. Motion passed unanimously.

8. Special Session. Legal action can be taken.

8.1. Possible discussion in Executive Session, for direction whether to consider the purchase of approximately 3.7 acres of land located at 243 North Black Bridge Road, which includes parcels 404-20-025 and 404-20-051A.

8.1.1. Recess into and hold an executive session pursuant to A.R.S. § 38-431.03 (A) (7) for discussion or consultation with the designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real properties located at 243 N Black Bridge Rd., Camp Verde, AZ 86322, including parcels 404-20-025 and 404-20-051A.

Motion made by Councilor Gordon to go in to Executive Session (pursuant to A.R.S. § 38-431.03 (A) (7) for discussion or consultation with the designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real properties located at 243 N Black Bridge Rd., Camp Verde, AZ 86322, including parcels 404-20-025 and 404-20-051A). Second was made by Councilor Whatley. Motion passed unanimously.

Adjourn to Executive Session: 6:53 p.m.

8.1.2. Reconvene Open Session.

Council reconvened into open session at 7:24 p.m.

Mayor German stated 8.1 was referred to the Town Manager to take further steps and to bring back to Council.

8.2. Discussion, negotiation and possible action on the Town Manager's employment contract. The Council may, by majority vote, recess the regular meeting, hold an executive session and then reconvene the regular meeting for discussion and possible action on this item as covered under A.R.S. 38-431.03 (A)(1).

Mayor German read the agenda item and requested the Council's pleasure.

Councilor Baker made a motion to postpone this item to a future date that will coincide more closely with the Manager's employment anniversary date and council's final review of his

annual performance and also to allow sufficient time for council review and discussion of the recent DPS report on our former Marshal.

Councilor Jenkins asked a procedural question of the Clerk, asking if the motion needed a second in order to ask about the motion. Town Manager Martin and Town Clerk Morgan explained the difference between asking for clarification on the motion and discussing the motion, itself. Councilor Jenkins seconded the motion to hear Councilor Baker's explanation of the motion, then asking why she (Baker) wants to postpone it.

Councilor Baker spoke on the DPS report for the previous Marshal and feeling this should be part of the Town Manager's performance review. As well, she is not clear on what has already been discussed on his performance evaluation. She wishes to postpone the Town Manager's contract discussion to a later date for these reasons.

Mayor German spoke on the Marshal report requiring its own agenda item to discuss. Town Manager's salary negotiations are separate from the performance review and expectation is that Council will work on these components, fleshing out these issues based on input from tonight's executive session.

Councilor Gordon expressed they could discuss how the report relates to the Town Manager's contract in executive session.

Council took a roll call vote on the motion to postpone, which failed by a 1-5 vote, Councilors Buchanan, Jenkins, Gordon, Whatley and Mayor German voting against.

8.2.1. Recess into and hold an executive session pursuant to A.R.S. § 38-431.03(A)(1).

Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.

Councilor Jenkins made a motion to go into executive session pursuant to A.R.S. § 38-431.03(A)(1). Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, seconded by Councilor Gordon. It was approved unanimously.

Council recessed into Executive Session at 7:39 p.m.

8.2.2. Reconvene Open Session.

Council reconvened into Open Session at 8:10 p.m.

9. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

This item was moved before the Executive Sessions with no requests received for public comment.

10. Council Informational Reports.

No reports given.

11. Manager/Staff Report Individual members of the Staff may provide brief summaries of current events and activities.

No reports given.

12. Adjournment

Council adjourned the regular meeting at 8:11 p.m., without objection.

Attest:

Mayor Charles German

Town Clerk Judy Morgan

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 Council Hears Planning and Zoning Matters of the Town Council of Camp Verde, Arizona, held on April 25, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2018.

Judy Morgan, Town Clerk

DRAFT



Support your local merchants
DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, MAY 2, 2018 at 6:30 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 German called the meeting to order at 6:30 p.m.

2. Roll Call

Mayor Charles German, Vice Mayor Jessie Murdock, Councilor Robin Whatley, Councilor Dee Jenkins, Councilor Brad Gordon, Councilor Jackie Baker and Councilor Buck Buchanan are present.

Also Present

Town Manager Russ Martin, Town Clerk Judy Morgan, State Park Manager Sheila Stubler, Risk Manager Carol Brown, Commander Brian Armstrong, and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Mayor German led the Pledge.

4. Consent Agenda – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

a) Approval of the Minutes:

- 1) Regular Session – April 18, 2018
- 2) Budget Session – April 20, 2018

b) Set Next Meeting, Date and Time:

- 1) Friday, May 4, 2018 at 8:00 a.m. – Special Budget Session
- 2) Wednesday, May 9, 2018 at 5:30 p.m. – Work Session
- 3) Wednesday, May 16, 2018 at 6:30 p.m. – Regular Session
- 4) Wednesday, May 23, 2018 at 6:30 p.m. – Council Hears P&Z Matters

c) Request for authorization for the Marshal's Office to apply for grant funding from the Arizona Community Foundation (ACF) Sedona Animal Welfare Fund, and the Arizona Auto Theft Authority (AATA) to pay for equipment and capital improvement expenses to be incurred in FY2018-2019. [Staff Resources: Russ Martin, Brian Armstrong]

d) Approval of Facilities Use Agreement-Yavapai College. (Staff Resource: Michael Marshall)

Mayor German pulled Item 4.d. Approval of Facilities Use Agreement-Yavapai College. Town Clerk Judy Morgan stated that Item 4.b.2. Work Session scheduled for May 9th has been cancelled as there are no items requested for the agenda.

Motion was made by Councilor Gordon to approve the consent agenda removing Items 4.b.2. and Item 4.d. Second was made by Councilor Baker. Motion carried unanimously.

Regarding Item 4.d. Approval of Facilities Use Agreement-Yavapai College, Town Manager Russ Martin explained there is already an agreement in place, which needs to be brought current. The life-guards are getting trained through Yavapai College. The attorney recommended a few typographical corrections and added additional wording to the Indemnification Clause (Item 8) (see redlined document).

Councilor Buchannan asked what is going on with the Town's swimming pool. Mr. Martin explained that Yavapai College is holding life-guard safety courses. The college is paying for those costs. Councilor Buchannan also asked about wages. Mr. Martin explained it is a job work force program.

Motion was made by Mayor German to approve the Facilities Use Agreement with Yavapai College. Second was made by Councilor Baker. Motion carried unanimously.

5. Special Announcements and presentations.

5.1. Proclamation to declare May 15th of each year to be Peace Officers Memorial Day, and the calendar week of each year during which May 15th occurs as Police Week, which was originally proclaimed by the U.S. Congress and signed by President John F. Kennedy on October 1, 1962. [Staff Resource: CDR Brian Armstrong]

Mayor German read the proclamation and declared it so.

5.2. Fort Verde State Park request for presentation of Certificates of Appreciation to volunteers serving on the Welcome Home Vietnam Veterans Day Steering Committee. [Requested by Sheila Stubler, Park Manager]

State Park Manager Sheila Stubler acknowledge the people who helped make the Welcome Home Vietnam Day event a success by presenting Certificates of Appreciation to those who volunteered that were in attendance. She also acknowledged the Veterans who were present during the meeting.

Town Manager Russ Martin stated the event happened because of State Park Manager Sheila Stubler and the Fort (Verde).

5.3. Presentation by Chandler Plante to the Town of Camp Verde, a check for handicap accessible swing equipment at Butler Park. [Staff Resource: Russ Martin]

Chandler Plante stated he collected the funds for the swing equipment but wanted to thank the Camp Verde and Cottonwood Communities for their efforts. He read a message from a mom of a handicap child. She was very appreciative of the new equipment. Mr. Plante stated the swing set is not only for the community but for visitors too. He personally wanted to thanked Councilor Jenkins and Commander Armstrong who also helped collect money. He handed out information and a picture of the

equipment. He stated his next project is to do a fundraiser for supplies for the school district.

5.4. Building Safety Month, May 2018 Proclamation. [Staff Resource: Robert Foreman]

Mayor German read the proclamation and declared it so.

6. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

Ron Posten attended the Camp Verde Days and Cornfest Meeting. He stated in support of holding the Cornfest and looking to find more volunteers to make that possible He spoke on considering the purchase of a corn roaster. He recommended promoting Fort Verde Days more; more Town involvement to make the events happen and consider holding the Cornfest so as not to drop 100 years of history for a sports complex.

7. Business. Legal action can be taken.

7.1. Public Hearing followed by discussion, consideration and possible approval of a Class 13 (In-State Farm Winery) Liquor License Application for NAJAR Cellars, LLC – Allan Martin Sanchez, located at 4626 Old Highway 279, Bay #6, Camp Verde, AZ. [Staff Resource: Virginia Jones, Judy Morgan]

7.1.1. Staff Report- Town Clerk Judy Morgan the property was posted, according to law.

7.1.2. Open Public Hearing 6:55 p.m.

Allan Martin Sanchez introduced himself as the owner/manager of NAJAR Cellars and as a tenant of the co-op. He appreciates the opportunity to be part of the town.

There were no other public comments.

7.1.3. Close Public Hearing 6:56 p.m.

7.1.4. Council Discussion

Vice Mayor Jesse Murdock asked what drew him into the co-op. Mr. Sanchez said he started out as a student of Yavapai College. That's where he heard of the co-op. He stated there is not a lot of these types of facilities available for new winemakers. He is a hydrologist and geologist and saw a connection in the soil, the earth and the vines. Mr. Sanchez stated that his grandfather was a wine maker, and this will be his legacy for his children. He feels like he has the right attitude for this business and has put in the hours and worked hard. Mr. Sanchez stated that he won an award as the emerging winemaker at the college for his Rose`. He would like to see more wine tasting rooms in the community.

Motion made by Vice Mayor Murdock to approve a Class 13 (In-State Farm Winery) Liquor License Application for NAJAR Cellars, LLC – Allan Martin Sanchez, located at 4626 Old Highway 279, Bay #6, Camp Verde, AZ. Second was made by Councilor Baker. Motion carried unanimously.

~~7.2. Camp Verde Public Safety Association's request to consider expanding Marshal's residency to Verde Valley.~~ [Staff Resource: Dave Freeman] removed from agenda 5/1/2018

7.3. Discussion, consideration, possible approval of the attached settlement proposal from John and Cheryl Wischmeyer (“Wischmeyers”) and provide direction relative to modification of the existing plans for the buffer zone at the Camp Verde Sports Complex in order to settle a pending legal action between the Wischmeyers and Mayor Charles German. (Staff Resource: Russ Martin)

Town Manager Russ Martin stated the attorney would like to speak to the Council so an Executive Session is recommended.

Motion made by Councilor Gordon to adjourn into Executive Session. Second was made by Vice Mayor Murdock. Motion carried 6-1 with Councilor Baker opposing.

7.3.1. Recess into and hold an Executive Session pursuant to A.R.S. § 38-431.03 (a)(4) for discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body’s position in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation.

Council recessed into Executive Session at 7:03 p.m.

7.3.2. Reconvene Open Session.

Open Session was reconvened at 7:49 p.m.

Motion made by Vice Mayor Murdock approve the attached settlement proposal from John and Cheryl Wischmeyer (“Wischmeyers”) and provide direction relative to modification of the existing plans for the buffer zone at the Camp Verde Sports Complex in order to settle a pending legal action between the Wischmeyer’s and Mayor Charles German. Second was made by Councilor Jenkins.

Councilor Gordon appreciates the work of the Town Manager, and the comments from the Mayor. He feels the Wischmeyer’s didn’t get anything more than they would have gotten and said it sets a poor precedence for the Town. This basically lets property owners dictate what happens on their properties. There should not be any litigation as far as he is concerned.

Mayor German stated that the litigation should have been dismissed when it came before the Judge. There is no evidence against him on any of the charges. He is willing to agree to this in the interest of having the park built. He stated the Mayor is only one of seven policy makers. He has no statutory or special authority to make this agreement. With that being said, he will vote in favor of the agreement.

Councilor Baker thanked the Manager, the Attorney and all who were involved. It wound up giving the town a good area along the park, and they have discussed the issues and come up with a good plan for everyone. This should be attractive to the property owners and the park.

Call for the question: Motion carried with a 5-2 vote in favor. Mayor German, Vice Mayor Murdock, Councilors Buchanan, Jenkins, and Baker for and Councilors Gordon and Whatley opposed.

8. Call to the Public for items not on the agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

There were no comments from the Public.

9. Council Informational Reports.

Councilor Whatley- attended the Camp Verde Promotions meeting. She stated there was a good turn out and it was well organized. She stated they will need a lot of people to step up for Fort Verde Days.

Councilor Jenkins- attended the Camp Verde Promotions meeting. She understands the need for volunteers.

Councilor Gordon- attended the Camp Verde Promotions meeting.

Councilor Baker- attended the Camp Verde Promotions meeting. There is a great need for volunteers. She directed a comment to Chandler Plante suggesting he could get the Youth Council involved.

10. Manager/Staff Report

Town Manager Russ Martin reported:

- Camp Verde will be hosting the Semi-Annual Yavapai County Supervisors Meeting. This will include leaders from Yavapai County, Yavapai-Apache Nation, Mayors and Managers from all of communities in Yavapai County. Every community will be represented.
- Friday, May 4, 2018 at 8 a.m. there will be a Budget Work Session which will include CIP Projects, where he will be looking to get good discussion. Please ask any questions before the meeting because the department heads will not be present.
- The State is raising fees on cars as a way to backfill what was swept from Highway User Revenue Fund (HURF).
- They are hoping to narrow down the candidates for the Town’s Marshal Position by Friday.

Vice Mayor Murdock asked to schedule a Highway Cleanup Day, for Saturday May 12th at about 8:30 a.m. Members will meet at Sierra Verde Dr.

11. Adjournment

Mayor adjourned the meeting at 8:04 p.m.

Mayor Charles German

Attest: Town Clerk Judy Morgan

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 Council Meeting of the Town Council of Camp Verde, Arizona, held on May 2, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2018.

Judy Morgan, Town Clerk



Agenda Item Submission Form – Section I

Meeting Date: May 16, 2018

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

Requesting Department: Economic Development Department

Staff Resource/Contact Person: Steve Ayers

Agenda Title (be exact): Possible approval of a USDA Rural Business Development Grant application requesting \$8500 in funding to pay for a hotel feasibility study

List Attached Documents: 2018 USDA RBDG Grant Application

Estimated Presentation Time: 0

Estimated Discussion Time: 0

Reviews and comments Completed by:

Town Manager: _____ Department Head: _____

Town Attorney Comments: _____

Risk Management: _____

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

Background Information: At the request of interested business partners, the Economic Development Department is applying for a USDA Rural Business Development Grant that would assist in paying for a hotel feasibility study. The study, which cost \$12,000, is a valuable tool when it comes to recruiting a new hotel to Camp Verde. We have three private business partners, two of which are land owners and one a hotelier, who have asked for the study and have agreed to help fund it. Of the \$12,000 total cost, \$2000 would come from the Economic Development Department's Projects line item in the FY2019 budget, \$1500 would come from the three private parties and \$8500 from USDA, if the grant is approved. We should know if we are successful by October 1, 2018.

Recommended Action (Motion): Approve the submission of a Rural Business Development Grant application to the United States Department of Agriculture requesting \$8500 in funding to pay for a hotel feasibility study

Instructions to the Clerk:



Town of Camp Verde

USDA Rural Business Development Grant

Arizona FY2018

Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

* 2. Type of Application:

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Town of Camp Verde

* b. Employer/Taxpayer Identification Number (EIN/TIN):

86-0573698

* c. Organizational DUNS:

1749534140000

d. Address:

* Street1:

473 South Main Street

Street2:

* City:

Camp Verde

County/Parish:

Yavapai County

* State:

AZ: Arizona

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

86322-7246

e. Organizational Unit:

Department Name:

Economic Development

Division Name:

Administration

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

* First Name:

Steve

Middle Name:

* Last Name:

Ayers

Suffix:

Title:

Economic Development Director

Organizational Affiliation:

* Telephone Number:

928-554-0007

Fax Number:

* Email:

steve.ayers@campverde.az.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

USDA, Rural Development

11. Catalog of Federal Domestic Assistance Number:

10.351

CFDA Title:

Rural Business Development Grant

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Camp Verde Hotel Feasibility Study

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="8,500.00"/>
* b. Applicant	<input type="text" value="2,000.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="1,500.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="12,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

USDA Rural Business Development Grant

Town of Camp Verde

RURAL BUSINESS DEVELOPMENT GRANT

Town of Camp Verde Camp Verde Hotel Feasibility Study

SECTION 1: SUMMARY INFORMATION

Legal Name of Applicant: Town of Camp Verde

Requested Grant Amount: \$8,500

DUNS Number: 174953414

SAM Registration CAGE Code: 53LG3 **Expiration Date:** 04/16/2018

SECTION 2: APPLICANT ELIGIBILITY

Applicant Type– Please Check One:

- Public Body/Government Entity
- Native American Tribe/Federally-recognized tribal group
- Nonprofit Entity

USDA Rural Business Development Grant

Town of Camp Verde

SECTION 3: PROJECT ELIGIBILITY

Application Type – Please Check One:

Enterprise Grant

Opportunity Grant

All Applicants:

- **Demonstration of Need:**

The Town of Camp Verde has seen a dramatic increase in bed tax revenue over the last four years, increasing from \$141,000 in FY2015 to \$293,000 in FY17. Occupancy rates, according to information provided by area hotel managers, vary between 70 and 90 percent with an inventory of 226 rooms. Camp Verde, which sits astride Interstate 17 and State Route 260 is strategically located along major tourist corridors for the state and nearby two of Arizona's major tourism destinations, Sedona and Jerome. The increase in overnight visitors is believed to be a result of the value Camp Verde hotels and motels offer travelers in comparison to accommodation prices in Sedona and Jerome, as well as its centralized location and convenient access to are venues. We have good reason to believe that additional hotel rooms would not only provide more jobs, direct and indirect, but would also provide a stronger tax base for the Town.

In addition to the increased overnight visitor traffic, some large tracts of land adjacent to both Interstate 17 and State Route 260, the result of a \$75 million road widening project, have changed hands and are prime for development. Recent inquiries regarding the additions of new hotels is driving the need for a feasibility study. And with the recent opening of Yavapai College's hospitality management certification program in the Verde Valley, we believe there will be a trained workforce available to support the addition of new hotels or motels in the area.

- **Suggested Performance Criteria:**

Criteria #1: Grow the inventory of hotel/motel rooms in Camp Verde from the current 226 to 300

Criteria #2: Add between 15 and 40 new jobs

Criteria #3: Increase accommodation tax revenue by 30 percent

Enterprise Grant Applicants Only:

- **Development or Financing of Small & Emerging Private Businesses**

There are already at least two developers and one hotelier who have expressed an interest in constructing a new hotel/motel in Camp Verde. A well-researched feasibility study would be the ideal tool to help recruit one or more new hotel/motels in Camp Verde.

USDA Rural Business Development Grant

Town of Camp Verde

SECTION 4: WRITTEN NARRATIVE

4.1 Project Need

The inventory of hotel/motel space in Camp Verde is full much of the year. Local hotel/motel managers report that most weekends are at or near 100 percent occupancy, with week day occupancy at or near 100 percent occupancy throughout the spring and fall. Those same reports indicate the year-around occupancy rate for the four hotel/motels in Camp Verde is in excess of 70 percent, with one reporting 90 percent occupancy. As is the case in many communities where tourism drives a sizable portion of the local economy, overnight stays translate into more economic benefits than just the hotel/motel business. Restaurants, local attractions and a host of retailers benefit when tourists choose to stay the night.

Conversations with potential hoteliers have indicated that a credible assessment of the tourist traffic, current inventory, recent trends, competitive position, demand analysis and other market analytics is key to getting the attention of the industry. And credibility comes from a handful of companies that have a solid reputation for their analytics, which is the expertise this grant would assist us in funding.

4.2 Project Benefits

Additional hotel rooms will not only create more jobs directly, but also produce additional jobs indirectly in regional restaurants, retail shops, wineries and area attractions. Additional hotel space and the additional overnight stays they would generate will also benefit the Sedona-Verde Valley area as a region—such communities and Jerome, Cottonwood, Clarkdale and Sedona would all benefit from additional, affordable hotel rooms to offer tourists.

4.3 Eligible Grant Purpose

Eligible Opportunity Grants include:

- (i) Identify and analyze business opportunities that will use local rural materials or human resources. This includes opportunities in export markets, as well as feasibility and business plan studies

This proposal calls for conducting a feasibility study that would explore the construction of one or more new hotel/motels in the Camp Verde area

4.4 Area to be Served

One or more new hotels would serve the greater Verde Valley community, including:

Town of Camp Verde

City of Cottonwood

Town of Clarkdale

City of Sedona

Town of Jerome

Yavapai-Apache Nation

Unincorporated communities:

Cornville

Village of Oak Creek-Big Park

Rimrock-Lake Montezuma

USDA Rural Business Development Grant

Town of Camp Verde

4.5 Coordination with Area Economic Development Activities

The Verde Valley communities of Camp Verde, Clarkdale, Cottonwood, Sedona and Jerome all recognize that one of the primary sectors driving their economies is tourism. A 2015 study conducted by Northern Arizona University stated that tourism brings in an estimated \$621 million in direct expenditures annually, of which \$233 million was spent on lodging. The same study estimated that the annual visitor traffic of 3,736,000, also supported over 7,000 jobs across the region. Over the last five years, with the revitalization of the Sedona Verde Valley Tourism Council (SVVTC), a tourism co-op consisting of the five Verde Valley municipalities and the Yavapai-Apache Nation, a concerted emphasis has been made on marketing the Sedona-Verde Valley as a region. The SVVTC's website, <http://sedonaverdevalley.org/> receives 100,000 unique visitors a month and 10,000 a month visit the National Geographic Geotourism site, <https://sedonaverdevalley.natgeotourism.com/>.

4.6 Businesses to be Assisted and Economic Development to be Accomplished

A broad spectrum of businesses benefit when a visitor stays the night. Overnight visitors are more likely to eat in restaurants, visit additional area attractions, take tours, go souvenir shopping, visit a spa or buy groceries and sundry items. A new hotel, or hotels, is expected to grow not only Camp Verde's tourism sector, but the region as a whole. With 100 percent occupancy on may spring and fall weekends, visitors all too often choose to go elsewhere, taking their money with them.

4.7 Jobs Created/Saved

The construction of a new hotel or hotels employing local workforce is expected to create at least 15 and as many as 40 new jobs, directly.

Number of jobs expected to be created: Between 15 and 40

4.8 Applicant Expertise

The consultant chosen for the feasibility study is HVS division of TS Worldwide, LLC. HVS is internationally recognized as a leader in hospitality consulting. HVS has 50 offices worldwide and has performed over 60,000 hospitality related studies for clients in over 6,000 markets (brochure attached). Two of the supporting partners in the grant application recommended using HVS.

Steve Ayers has been the Economic Development Director for the Town of Camp Verde for over five years and has written and successfully administered a dozen grants during that period. He was named the 2016 Economic Developer of the Year by Arizona Association for Economic, is a board member of the Verde valley Regional Economic Organization while actively participating in numerous regional economic development efforts (resume attached).

4.9 Method and Rationale to Select Service Recipients

Camp Verde was selected because of its strategic location and recent trends, both of which demonstrate the area is lacking in available hotel rooms. Camp Verde sits at the geographical center of Arizona and is intersected by Interstate 17 and State Route 260. It is approximately 1.5 hours north of Phoenix, an hour south of Flagstaff and an hour from Prescott to the west and Payson to the east. Recent estimates from the Arizona Department

USDA Rural Business Development Grant

Town of Camp Verde

of Transportation show that traffic counts on Interstate 17 can exceed 60,000 vehicles per day on weekends. In addition, we believe Camp Verde cannot absorb any additional overnight visitors until additional hotel rooms are added, restricting the growth of such area attractions as Out of Africa Wildlife Park, Fort Verde State Historic Park, the soon-to-open Rockin' River Ranch State Park and Montezuma Castle National Monument, along with a number of restaurants, retailers and other businesses that rely on tourist traffic.

The Town became engaged with the idea of getting a feasibility study after meeting with the Beck Legacy Group. The company indicated it may be interested but suggested the Town do a feasibility study to demonstrate a clear need for additional hotel rooms. Further conversations with area land owners proved that the idea would be supported and would prove beneficial.

USDA Rural Business Development Grant

Town of Camp Verde

4.10 Work Plan Narrative

The Town of Camp Verde has received a bid for the proposed services from HVS. Upon initiation of funding the Town would enter into a contract for services with HVS. The work of HVS would be completed in three phases, followed by the drafting of a written report.

Phase 1: Fieldwork

Step 1: An on-site inspection of possible site will be made. The physical orientation of the subject sites with respect to access and visibility to highways, other forms of transportation, and the local demand for accommodations will be analyzed. HVS will also review the supportive nature of surrounding land uses as they relate to the subject sites.

Step 2: The demand for hotel accommodations will be investigated to identify the various generators of visitation operating within the local market. The current and anticipated potential of each of these market segments will be evaluated to determine the extent of existing and future demand. Interviews with officials of business and government, as well as statistical data collected during the fieldwork, are useful in locating and quantifying transient demand. In conjunction with the identification of potential demand, an investigation will be made of the respective strengths of these markets in terms of seasonality, weekly demand fluctuations, vulnerability to economic trends and changes in travel patterns and other related factors. Similar market research procedures are utilized in estimating the demand for food, beverage, banquet and other facilities.

Step 3: The market orientation of nearby lodging facilities will be evaluated to determine their competitive position with respect to the subject sites. Those properties displaying similar market attributes will receive a physical inspection, along with selective management interviews, to estimate levels of occupancy, room rates, market segmentation and other pertinent operational characteristics. Some of the competitive factors that will be specifically reviewed include: location, type and quality of facilities, physical condition, management expertise and chain affiliation.

Step 4: Statistical data relating to general economic and demographic trends often foreshadows future potential for market areas and neighborhoods. Interviews with local Chambers of Commerce, economic development agencies and other related organizations, along with an investigation of the proposed subject's primary market area will reveal patterns reflecting growth, stability, or decline.

Step 5: Through interviews with hotel operators, developers, governmental officials and others, HVS will ascertain the status of projects under construction, proposed, or rumored which might be competitive with the proposed subject property.

Phase 2 Analysis

The following analysis phase will utilize data and information gathered during the fieldwork phase, along with HVS's extensive library of actual hotel operating statements, financial statistics, area hotel trends and investor requirements. HVS will first comprise a facilities and brand chain scale recommendation. This recommendation will be based on the demands of the local and pertinent regional market, and will address the following points:

- Room count and room type mix (suites vs. standard rooms)
- Food and beverage facilities
- Meeting and function space
- Recreational amenities
- Brand chain scale

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Town of Camp Verde

These recommendations will include comparisons for each category to the relevant competitive market. Based on the above noted recommendations, HVS will then perform a supply and demand analysis for the proposed subject property to forecast its market orientation and competitive position with respect to other lodging facilities. The supply and demand analysis typically encompasses the following steps:

- a) Using the occupancy levels and market segmentations of the competitive properties, the number of room nights actually accommodated in each segment is calculated by multiplying each property's room count by its occupancy, market segmentation and 365 days. This yields the accommodated room night demand. The annual number of room nights occupied per room in each segment is also calculated (room nights occupied per year divided by the room count), and the resulting figure serves as a competitive index.
- b) Latent demand (which consists of unaccommodated and induced demand) is estimated for each market segment.
- c) Growth rates are projected for each of the market segments.
- d) The total usable room night demand (which consists of usable latent demand and accommodated demand) is projected.
- e) The area's guestroom supply and total room nights available are quantified for each projection year.
- f) The overall competitive occupancy is calculated for each projection year.
- g) Using competitive indexes, the relative competitiveness of each of the area hotels is evaluated.
- h) This analysis will result in a quantification and documentation of probable future trends in the proposed subject's occupancy, average rate, and overall rooms revenues.

A similar procedure will be utilized in projecting food, beverage, and other revenues. Using actual income and expense statements of comparable lodging facilities, HVS will develop income and expense estimates corresponding to the level of activity and quality of operations indicated by the projected occupancy and average rate. A projection of income and expenses representing future expectations of income potential will be made for a ten-year period of time.

Phase 3 Feasibility Analysis

For a proposed hotel, the total project cost is estimated by applying industry cost parameters to the planned facilities and concept. Included in the final figure are all hard costs such as building construction, furniture, fixtures, and equipment, and land value; plus soft costs such as legal and architectural fees, financing costs, insurance, and taxes during construction as well as pre-opening expenses, operating capital, contingencies, and a developer's profit. Data from applicable sources, including the Hotel Development Cost Survey published annually by Hospitality Valuation Services, shall be used to determine costs of similar projects. The current market for hotel/motel transfers, mortgage rates, and hostelry equity investment requirements will be researched. Following the recommended procedures and industry standards set forth in the textbooks *The Valuation of Hotels and Motels*, *Hotels, Motels and Restaurants: Valuations and Market Studies*, and *Hotels and Motels: A Guide to Market Analysis, Investment Analysis, and Valuations* that HSV authored, a return on investment analysis will be made to determine the potential internal rate of return for the equity participant(s). Based on this rate, an opinion of feasibility will be offered.

Phase 4 Written Report

Complete documentation of our fieldwork and analyses, will be set forth in a written report, and will contain the following sections:

1. Purpose of the market study

USDA Rural Business Development Grant

Town of Camp Verde

2. Description of the site and neighborhood
3. Review of the market area
4. Analysis of the market for hotel accommodations
5. Examination of existing and proposed competition
6. Facilities and brand chain scale recommendation
7. Projection of occupancy and average rate
8. Income and expense projections
9. Return on investment analysis and feasibility conclusion

When appropriate, HSV will include graphics such as photographs, maps, surveys, plans, and charts to assist in visualizing our findings.

Project Budget

Provide a project budget by task. Insert additional rows as needed.

Task #	Task Name and Description	Start Date	End Date	RBDG Funds	Supplemental Funds	Total Project Costs
1	<u>Initiate HSV contract</u>	Nov 1, 2018	Nov 1, 2018	\$6000	\$1500	\$7500
2	<u>Phase 1,2,3</u>	Nov. 14, 2018	Nov 14, 2018	\$0	\$0	\$0
3	<u>Report</u>	Dec 1, 2018	Dec 20, 2018	\$2500	\$2000	\$4500
	TOTAL PROJECT			\$8500	\$3500	\$12000

Budget Narrative

HSV anticipates Phase 1, 2 and 3 of the feasibility study will be completed in approximately 12 to 14 days from the date they receive the signed contract, any additional requested information and the retainer check for \$7500. The Town and its partner will then receive a verbal summary of the findings with any necessary charts or data tables that support the findings. After review of the findings and upon authorization of the Town and its partners, HSV will then prepare a written report. The report will be completed in 7 to 14 days. Upon request for copies of the report, the remainder of the contracted price, \$4500, will be paid to HSV.

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Agenda Item 5.1.



VERDE VALLEY ARCHAEOLOGY CENTER
385 South Main Street
Camp Verde, AZ 86322-7272
(928) 567-0066
www.vvarchcenter.org

May 16, 2018

Camp Verde Town Council
473 S. Main Street
Camp Verde, AZ 86322

It is my pleasure to present our annual report to the Town Council as required under terms of the lease for the building at 385 S. Main St. This past fiscal year (July 2017 – June 2018) has been among our most eventful, productive and beneficial. Here are some of the highlights:

- **Water Main:** As part of the conditions to accomplish the donation of the 15.28 acres of land in Camp Verde on Homestead Parkway the Center agreed to install the water main the length of the two lots. This was accomplished in September 2017 at a cost of over \$97,000.
- **Fencing:** In preparation for the completion of Homestead Parkway and the opening of the pathway, discussed below, the Center installed 1,000 ft. of split rail fencing along the Homestead property line. The fencing delineates the Center's property in a manner consistent with the ranching nature of the surrounding property.
- **Pathway:** The Center continues to develop the Native American Heritage Pathway, a .41-mile loop trail. The trail features nine interpretive signs on subjects from the pithouse excavated on the property to prehistoric gardening. The trail includes ten benches and a classroom of four tables for outdoor sessions. The base gravel for the trail was donated by the Yavapai-Apache Nation with an estimated value of \$5,000. Trail development work was accomplished by volunteers including the Camp Verde Old Guys. We plan to open the trail to the public on June 30, assuming construction of Homestead Parkway will be completed by then.
- **Garden:** The Center received a \$25,000 donation in support of the Native American Garden. The Center entered into an agreement with Verde Valley Ancestral Gardens, a nonprofit gardening group to develop and maintain the garden. They are developing a garden of ancestral plants. The first planting was done on April 29. We have also been fortunate to have the assistance of the Phoenix Desert Botanical Garden in plantings and species identification. The garden fencing will be finished by the end of May with the help of volunteers including the Camp Verde Old guys.
- **Archaeology Fair:** The 2018 Verde Valley Archaeology Fair was successful as part of the Spring Heritage Festival. However, we have come to realize that participating in the Festival is diluting the focus of our event. For this reason, we will be moving our Archaeology Fair to the first Saturday of March.

- **Paul Dyck Exhibit:** As part of Arizona Archaeology and Heritage Awareness Month, the Center hosted an art exhibit of six original paintings by Paul Dyck. The exhibit brought in a number of visitors who would not have otherwise visited the Center and Camp Verde. Because of the success, the planned one-month exhibit has been extended through May.
- **Yavapai-Apache Exhibit:** The Center received a grant of nearly \$25,000 from the Institute for Museum and Library Services to upgrade the exhibit on the Yavapai-Apache Nation. The exhibit will include an interactive feature using iPad kiosks for detailed information including the ability to hear both the Yuman (Yavapai) and Athabascan (Apache) languages. New display cases will hold baskets on loan from the Nation as well as a diorama of a wickiup village. This exhibit will open Labor Day weekend.
- **Concerts:** The Center co-sponsored a concert with the Verde Valley Sinfonietta to mark Native American Heritage Month last November. The concert, featuring R. Carlos Nakai, was a sell-out at both the Phillip England Center for the Performing Arts and the Sedona Performing Arts Center. In November 2018 we will again be hosting a concert entitled "Hopi Rhythms." Information on this concert and our efforts for the Phillip England Center is presented in the Attachment 3.
- **Curation:** The Center continues to receive donations of artifacts. The current building space reached capacity earlier this year. As a result, we were forced to purchase a storage container for the Homestead property. This method of storage is used by many museums to hold non-environmentally sensitive artifacts, such as stone items, as well as excess exhibit cases, etc.
- **Membership:** The Center's membership continues to grow. We have 503 family memberships comprising over 1,000 individuals. We have also seen support from the business community grow with eighteen business memberships.
- **Capital Campaign:** The largest task before us is the funding of our future archaeology campus on Homestead Parkway. We have finalized the design of the facility (Attachment 1). A construction estimate of \$8.5 million has been received. A scale model of the campus buildings was made (Attachment 2) to assist with our fundraising efforts. The Center hired a grant researcher/writer since the most difficult part of grants is to find the most appropriate grants with the best chance of success. The first grant that the Center will apply for is with the National Endowment for the Humanities. They offer a multi-year matching grant for museum construction. We are also planning a series of fundraising events over the next two years.

I would like to thank the Town Council for their support this past year, with special thanks to the staff from the Office of the Town Manager, Clerk, Public Works, Parks and Recreation, and Planning and Zoning for their invaluable assistance, cooperation and friendliness.

Respectfully submitted,



Kenneth J. Zoll
Executive Director

Verde Valley Archaeology Center and Museum Revised Conceptual Plan

Construction Phases Based on Funding Availability



- | | |
|---------|---|
| Phase 1 | COMPLETED – Waterline and Native American Heritage Preserve |
| Phase 2 | D-Lobby, H-Auditorium, I-Classrooms, J-Library, T&V-Courtyard, Parking |
| Phase 3 | E- Museum, G- Gift Shop, G- Children’s Discovery Area, F- Exhibit Prep Room |
| Phase 4 | A-Repository, B-Collection Prep Lab, C-Receiving, O-Curator Office |
| Phase 5 | Administrative Area – offices, meeting room, staff breakroom and kitchen |

Verde Valley Archaeology Center and Museum Model



Campus Overview



View from Homestead Parkway



Street view of the museum and repository



After the successful R. Carlos Nakai concert in November 2017, I met with the Musical Director of the Sinfonietta for a frank discussion of the Phillip England Center for the Performing Arts (PECPA) facility. This led to a list of several major upgrades needed in audio, projection and lighting. The facility has great potential but is working with outdated equipment. This was mentioned at a working session meeting of the Town Council earlier this year. With the VVAC's approval I have taken on this task to see what I could do to help toward making this a world-class performance venue for the students and public. To date:

- Met with the School Board on February 13 seeking their approval to work on facility improvements. Motion passed to support these efforts.
- Met with Audio Visual Specialists of Cottonwood at the PECPA to review the facility and its needs. Received a proposal to conduct an extensive review of the facility equipment and provide product list with estimated purchase/installation costs.
- Developed a logo for the Center for promotional purposes. Also proposed changes to the website pages of the Center.
- Developed two fundraising concerts: September 1 – Camp Verde Jazz Festival; October 13 – Camp Verde Blues Project. Currently working on a possible Holiday benefit show. A November 10 – Hopi Rhythms – concert will be a benefit for the Hopi Educational Endowment Fund and the Center's Capital Campaign.
- Proposed the establishment of the Phillip England Center for the Performing Arts Foundation. This would be a 501(c)(3) nonprofit to raise funds for the PECPA through various events and benefits. As a nonprofit arts organization it would be eligible to apply for grants.
- Met with a vendor for possible metal decorative items for the entrance to the PECPA to make it more inviting.

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Agenda Item Submission Form – Section I

Meeting Date: May 16, 2018

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

Requesting Department: Finance Staff Resource/Contact Person: Mike Showers

Agenda Title (be exact): Discussion, consideration & possible approval of Resolution 2018-1004, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting fees for Town services for Fiscal Year 2018-19 and superseding Resolution 2017-979.

List Attached Documents: 1) Resolution 2018-1004, 2) FY19 Proposed Town Fee Schedule

Estimated Presentation Time: 2 mins

Estimated Discussion Time: 5 mins

Reviews and Comments Completed by:

- Town Manager: _____ Department Head: _____
- Town Attorney Comments: OK _____
- Risk Management: _____
- Finance Department
Fiscal Impact:
Budget Code: _____ Amount Remaining: _____
Comments: Changes are notated in red.

Background Information: Per Town Code, the Town fees must be reviewed and adopted each year by Resolution. The fees will become effective July 1, 2018. The proposed fees were posted on the Town website on March 13th.

Recommended Action (Motion): Move to approve Resolution 2018-1004, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting fees for Town services for Fiscal Year 2018-19 and superseding Resolution 2017-979.

Instructions to the Clerk: Process the Resolution.

Town of Camp Verde
FY19 Fee Schedule

	2017-18	2018-19
	Council Approved 5/17/17	Department Proposed Changes
Clerk's Office		
Duplication Rates		
Current Agenda Packets (per page)	\$0.25	
Minutes	\$0.25	
Recordings (per CD)	\$5.00	
Recordings (when town provides jump drive)	\$7.00	
Public Records Request (per page)	\$0.25	
Public Records Electronic Request	No Charge	
Commercial Public Records Request		\$30 per hour - \$100 minimum charge
Notary Fees	No Charge	
Publicity Pamphlet	\$200.00	
Business License Fees		
Business License Fee/Inspection/Setup Fee	\$50.00	
Peddler/Solicitor's License (in addition to \$1,000 Bond & Cost of Background Ck)	25.00 Per day	
Special Event Promoter (Per Event)	No Charge	
Special Event Vendor (Non-Profits)	No Charge	
Special Event Vendor	\$25.00 Per Event	
Renewal of Existing Current Business License		
Business License Fee (annual)	\$25.00	
Name/Address Change in Addition to Annual Fee	No Charge	
Liquor License Permits		
Application/Posting/Inspection Fee	\$250.00	
Business License (annually) + the following:		
Series 01 through 14 and Series 16 & 17	\$50.00	
One-time Special Event Permit	\$50.00	
Public Works		
Site Plan Review	\$225.00 per applicable sheet (1st & 2nd Reviews)	
Engineering report reviews (drainage reports, design reports, traffic reports (TIA) soils reports, and others)	\$250.00 per report (includes first 2 reviews; \$150 for each subsequent review)	
Construction Plans and Grading Plans (Civil grading and drainage,	\$225 per applicable sheet (includes first 2 reviews; \$250.00 for each subsequent review)	
As Built Plan Review	\$91.00	
Plat Review (Preliminary & Final plat reviews)	\$250 per applicable sheet (includes first 2 reviews; \$150 for each subsequent review)	
Right of Way:		
Encroachment permit	\$291.00	
Right of Way Permits (excluding utility companies)	\$50.00	
After the Fact Right of Way Permit	\$100.00	

2017-18	2018-19
Council Approved 5/17/17	Department Proposed Changes

Public Works (Cont'd)

Miscellaneous Plan Review:	
Engineer's Cost Estimate Residential grading plan review (\$100 for entire submittal) Plan revision reviews	\$100.00 per applicable sheet
Any Additional inspections	\$50.00 per inspection
Public Improvement Construction Inspection	\$225.00
Signs:	
New Private Road Street Signs (per sign). Includes installation.	\$85.00
Adopt-a-road Street Signs (per sign), includes installation.	\$100.00

Finance Department

Non Sufficient Funds (NSF) Check Charge	\$10.00
---	---------

Municipal Court

ARS §22-404	
Minimum Clerk Fee	\$17.00
Research in Locating a Document	\$17.00
Record Duplication	\$17.00
Per Page Fee	\$0.50
Special Fees	
Injunction Against Harassment	No charge
Domestic Violence Order of Protection	No charge
Civil Traffic Default Fee	\$50.00
Warrant Fee	\$150.00
Municipal Court Enhancement	\$20.00
Court Appointed Counsel Fee	\$25.00
Collection fee(\$35 per case + 19%)	19% + 35 per case
Deferral fee (\$1.00 - \$500.00)	1.00 - 500.00

Library

Photocopies - B&W	\$0.10	
Photocopies - Color	\$0.50	
B&W Printouts from Public Internet Computers.	\$0.10	
Color Printouts from Public Internet Computers	\$0.50	
Local & Long-distance FAX - per page	\$1.00	Remove
Card Replacement	\$3.00	
Overdue items (our Library) (per day)	\$0.10	
Non-CV Library Overdue items (inside county)	Varies by Library	
Non-CV Library Overdue items (outside county) (per- day)	\$1.00	
Lost items	Replacement Cost + Overdue Fines	

2017-18	2018-19
Council Approved 5/17/17	Department Proposed Changes

Marshal's Office

Reports (up to 20 pages)	\$5.00	
Additional pages (per page)	\$0.25	
Vehicle Impound Administrative Hearing	\$150.00	
911 Tape	\$10.00	
Photographs	\$10.00	
Training Room Fee for all private and profit organizations		
4-8 hours	\$25.00	
Less than 4 hours	\$15.00	
Animal Shelter		
Impound Fee - where any of the following exist: 1) a current license pursuant to section 11-1008 exists or 2) animal has been sterilized and implanted with microchip or 3) a veterinarian determines that a medical contraindication exists	\$25.00	
Impound Fee - where any of the following don't exist: 1) a current license pursuant to section 11-1008 exists or 2) animal has been sterilized and implanted with microchip or 3) a veterinarian determines that a medical contraindication exists	\$50.00	
Additional Fee per night	\$10.00	
Animal License Fees		
Altered Dog (purchased before March 1)	\$10.00	
Unaltered Dog (purchased before March 1)	\$20.00	
Altered Dog (purchased after March 1) recommend no late fee	\$10.00	
Unaltered Dog (purchased after March 1) recommend no late fee	\$20.00	
NO LICENSE WILL BE ISSUED WITHOUT PROOF OF RABIES VACCINATION.		

Parks & Recreation

Class A - Town co-sponsored, youth sports, non-profit groups, churches, schools and civic groups.		
Class B - Individuals and groups using facilities whose purpose is clearly of a not for profit nature.		
Class C - Profit making individuals, groups or organizations.		
Deposits		
Key Deposit (all classes) (per key)	\$110.00	
Key Card Deposit (all classes) (per key card)	\$40.00	
Heritage Pool Fees (Pool fees are effective opening day of pool in 2015)		
Adults (18 & over):		
Per Visit	\$2.50	\$3.00
10 Visits	\$20.00	\$30.00
Season Pass	\$70.00	\$80.00
Children:		
Per Visit	\$1.50	\$2.00
10 Visits	\$12.50	\$16.00
Season	\$50.00	\$60.00

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Parks & Recreation (Cont'd)

Family Pass (Immediate Family Only)		
10 Visits	\$35.00	\$40.00
Season - open swim & Family nights only	\$135.00	\$150.00
Swim Lessons		
Swim Lessons (30 minutes) two week session 4 days a week	\$25.00	
Pool Rental Fee		
Private Use- Non-commercial up to 44 Participants (Per Hour) Includes 3 Lifeguards	\$70.00	\$90.00
Private Use - Non-commercial 45-88 Participants (Per Hour) Includes 4 Lifeguards	\$90.00	\$110.00
Private picnic area - when pool is open	New Fee	\$20/hr
Reservation Fee (Renamed)	\$100.00	
Pool Specialty Classes		
Adult - 25% of fees to Town/75% to Instructor. Fees to be determined by instructor.	25% / 75%	
Youth - 20% of fees to Town/80% to Instructor. Fees to be determined by instructor.	20% / 80%	
Parks & Recreation Facility Fees - General		
Banner Pole Fee		
Class A	No Charge	
Class B	\$50.00	
Class C	Not Allowed	
Equipment		
None		
Tables		
Class A	No Charge	
Class B less than 10 tables	No Charge	
Class B (per table) if more than 10 tables	\$5.00	
Class C (per table)	\$8.00	
Chairs (if available)		
Class A	No Charge	
Class B less than 40 chairs	No Charge	
Class B (per chair) if more than 40 chairs	\$1.00	
Class C	\$2.00	
PA system (if available)		
Class A	No Charge	
Class B	No Charge	
Class C (per day)	\$25.00	
Damage deposit - All Classes	\$50.00	
Meeting Room Fee		
Class A	No Charge	
Class B (per hour(2hr min)/ per day)	\$15 / \$60	
Class C (per day(2hr min)/per day)	\$25 / \$100	

Rooms have tables & chairs on an "as available" basis for no additional charge

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Parks & Recreation (Cont'd)

Electrical Use Fee		
Park/Gazebo/Ramada - all classes (per event)		\$20.00
Ball Field Lights (24-hour cancellation notice required)		
Class A		No Charge
Class B (per hour)		\$50.00
Class C (per hour)		\$65.00
Specialty Classes		
25% of fees to Town / 75% to Instructor (adult). Fees to be determined by instructor.		25% / 75%
20% of fees to Town / 80% to Instructor (youth). Fees to be determined by instructor.		20% / 80%
Fencing Fee		
Class A (per panel)		No Charge
Class B (per panel)		\$10.00
Class C (per panel)		\$15.00
Soccer and Baseball Field Fee		
Class A		No charge
Class B (per hour/per day)		\$25 / \$75
Class C (per hour)		\$40.00
Gym Fees		
Class A - less than 100 attending		No Charge
Class A (per hour-2hr min/per day) - more than 100 attending		\$25 / \$150
Class B (per hour-2hr min/per day)		\$50 / \$300
Class C (per hour-2hr min/per day)		\$100 / \$500
Cleaning/Damage Deposit - All Classes		\$500.00
Gym Floor Preparation Fee		
All Classes		\$75.00
Park Ramada, Gazebo or Town Ramada Fee		
Class A		No Charge
Class B		No Charge
Class C		\$75.00
Exterior Light Fee (Commercial Grade String Lights)		
Class A		No Charge
Class B		\$50.00
Class C		\$50.00
Town Ramada Electric Fee		
Class A per day		\$100.00
Class B per day		\$100.00
Class C per day		\$150.00
Use of Water Fee		
Class A per day		\$40.00
Class B per day		\$50.00
Class C per day		\$100.00

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Parks & Recreation (Cont'd)

Kitchen Fee	
Class A	No Charge
Class B -4 Hour	\$25.00
Class B (per day)	\$75.00
Class C - 4 Hour	\$50.00
Class C (per day)	\$100.00
Kitchen cleaning fee (if dirty after use)	New Fee \$50.00

Community Development

Technology Fee	A 3% Technology fee will be added to ALL Commercial permits in addition to all fees listed below.	A 3% Technology fee will be added to ALL permits in addition to the fees listed below.
Board of Adjustment & Appeals		
Appeal	\$500.00	
Variance (Commercial)	\$800.00	
Variance (Residential)	\$500.00	
Additional Variance/Same Application	\$55.00	
Copies of Maps (plotted or color)		
Large	\$30.00	
11 X 17	\$5.00	
8 X 11	\$5.00	
General Plan Amendment		
Minor	\$1,800.00	
Major	\$1,800.00	
Map Change for Zoning (ZMC)		
To Agriculture zone	\$1,700.00	
Residential to Residential (50 acres)	\$1,700.00	
plus \$55 for each additional acre	\$55.00	
Residential to Commercial (5 acres)	\$1,700.00	
plus \$85 for each additional acre	\$85.00	
Commercial to Commercial (5 acres)	\$1,700.00	
plus \$85 for each additional acre	\$85.00	
Commercial to Industrial (5 acres)	\$1,700.00	
plus \$85 for each additional acre	\$85.00	
PAD and PUD (for one (1) acre)	\$1,700.00	
plus \$55 per acre up to 10 acres	\$55.00	
plus \$2.00 per acre over 10 acres	\$2.00	
Major Amendment (one (1) acre)	\$1,700.00	
plus \$55 per acre up to 10 acres	\$55.00	
plus \$2.00 per acre over 10 acres	\$2.00	
Minor Land Division	\$200.00	
Lot Line Adjustment	\$200.00	
Text Amendment to Planning & Zoning Ordinance (Citizen Initiated)	\$1,800.00	

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Community Development (Cont'd)

Subdivision Plats	
Administrative Conceptual Plan Review (Subdivisions)	\$500.00 Plus \$60 Fire Marshal Review Fee
Preliminary Plat (for 10 lots)	\$2,000.00 Plus \$60 Fire Marshal Review Fee
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00
Final Plat (for 10 lots)	\$1,400.00
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00
Amended Plat (for 10 lots)	\$835.00
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00
Final Site Plan PUD Review	\$550.00
Time Extensions	\$300.00
Development Standards Review (Commercial - Industrial & Multi-Family)	\$500.00 Plus \$100 Fire Marshal Review Fee
Community Facilities District	As determined by the Town Manager
Development Agreement	
Revision to Amend	Hrly. Wage of Emp. + Materials
Reconsideration	Hrly. Wage of Emp. + Materials
Use Permits	
Open Space Uses	\$1,800.00 Plus \$60 Fire Marshal Review Fee
Residential Uses	\$1,800.00 Plus \$60 Fire Marshal Review Fee
Commercial (RCD, RS, C1 & C2)	\$1,800.00 Plus \$60 Fire Marshal Review Fee
Heavy Commercial/Industrial Uses (C3, PM, M1, M2)	\$1,800.00 Plus \$60 Fire Marshal Review Fee
Mobile/Manufactured Home Parks (for 10 spaces)	\$1,800.00 Plus \$60 Fire Marshal Review Fee
plus \$15 per space up to 100 spaces	\$15.00
plus \$10 for each additional space	\$10.00
RV Parks	\$1,800.00 Plus \$60 Fire Marshal Review Fee
plus \$15 per space up to 100 spaces	\$15.00
plus \$5 for each additional space	\$10.00
Mining (5 acres)	\$1,000.00 Plus \$60 Fire Marshal Review Fee
plus \$55 per acre up to 50 acres	\$55.00
plus \$10 for each additional acre	\$10.00
Temporary Use Permit or Dwelling Permit	\$150.00
Continuance of Hearing	
Before Advertising	\$150.00
After Advertising	\$300.00
Signs	
Non-Illuminated	\$2.00 Per Square Foot/\$20.00 Minimum Plus Building Permit Fee/Building Plan Review Fee If Attachment Or Footing Details Are Required
Illuminated	\$3.00 Per Square Foot/\$30.00 Minimum Plus Building Permit Fee/Building Plan Review Fee If Attachment Or Footing Details Are Required
A Frame Sign	\$50.00
Mural	\$50.00
Off Premise	\$1,800.00

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Community Development (Cont'd)

Streets	
Street Abandonment	\$1,800.00
Street Name Change	\$500.00
Verification Letter	\$300.00
Underground Utilities Exemption	\$200.00
Wireless Communication	
Administrative Review	\$500.00
Applications requiring Special UP towers less than 99'	\$1,800.00
Towers 100 to 199'	\$2,100.00
Towers 200' and above	\$2,700.00
Zoning Clearance for Building Permits	
Residential remodel/residential accessory structure	\$85.00
Commercial Remodel - Interior	\$100.00
Commercial Remodel - Interior/Exterior	\$225.00
New Commercial	\$300.00
Fence	\$25.00 Zoning Clearance; Plus \$25 Minor Plan Review; Plus \$25.00 Inspection Fee
Residential single family dwelling	\$175.00

THE VALUE OR VALUATION OF A BUILDING OR STRUCTURE FOR THE PURPOSE OF DETERMINING PERMIT AND PLAN REVIEW FEES WILL BE ESTABLISHED USING THE BUILDING VALUATION DATA (BVD) CONTAINED IN THE INTERNATIONAL CODE COUNCIL BUILDING SAFETY JOURNAL PUBLISHED ANNUALLY IN FEBRUARY. THIS DOCUMENT IS AVAILABLE FOR PUBLIC INSPECTION IN THE TOWN OF CAMP VERDE OFFICE OF COMMUNITY DEVELOPMENT, AUTHORITY TO DETERMINE VALUE PER PROVISIONS OF ADOPTED CODES.

GRADING PERMIT FEES	
50 Cubic Yards or Less	\$25.00
51 to 100 Cubic Yards	\$40.00
101 to 1,000 Cubic Yards	\$50.00 for the first 100 Cubic Yards plus \$19.00 for each additional 100 Cubic Yards
1,001 to 10,000 Cubic Yards	\$210.00 for the first 1,000 Cubic Yards plus \$16.00 for each additional 1,000 Cubic Yards
10,001 to 100,000 Cubic Yards	\$365.00 for the first 10,000 Cubic Yards plus \$52.00 for each additional 10,000 Cubic Yards
100,001 Cubic Yards or More	\$960.00 for the first 100,000 Cubic Yards plus \$52.00 for each additional 10,000 Cubic Yards

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Community Development (Cont'd)

BUILDING PERMIT FEES		
Total Valuation		
NOTE: Unless otherwise noted, the fees listed below are utilized to establish Valuation (cost of construction including labor and materials) to be used in calculating permit fees and do not reflect the actual cost of the permit.		
\$1.00 TO \$500.00	\$25.00	
\$501.00 TO \$2,000.00	\$25.00 for the first \$500.00 plus \$3.70 for each additional \$100.00 or fraction thereof, to and including \$2,000.01	
\$2001.00 to \$25,000.00	\$80.00 for the first \$2,000.00 plus \$15.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.01	
\$25,001 to \$50,000.00	\$427.00 for the first \$25,000.00 plus \$11.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.01	
\$50,001.00 to \$100,000.00	\$700.00 for the first \$50,000.00 plus \$8.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.01	
\$100,001.00 to \$500,000.00	\$1,092.00 for the first \$100,000.00 plus \$6.25 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.01	
\$500,001.00 to \$1,000,000.00	\$3,588.75 for the first \$500,000.00 plus \$5.40 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.01	
\$1,000,001.00 and up	\$6,266.75 for the first \$1,000,000.00 plus \$4.20 for each additional \$1,000.00 or fraction thereof	
Other Building Fees		
Investigation Fee (Building without a permit)	Equal to the cost of the Building Permit Fee and Building Plan Review Fee	
Inspection Outside of Normal Business Hrs	\$100.00 Per Hour/1 Hour Minimum*	
Re-Inspection Fee (After 2 failed inspections)	\$55.00 Per Inspection	
Miscellaneous Inspection Fee (Inspection fee for which no fee is specifically indicated*)	\$55.00	
Building Plan Review Fee	65% of Bldg Permit Fee	
Master Building Plan Review Fee (First Floorplan Review)	65% of Bldg Permit Fee	
Master Building Plan Review Fee (Each additional Floorplan Review under same approved plan)	\$160.00	
Additional Plan Review (After Two Failed Plan Reviews OR As Required By Changes, Additions, Alterations Or Revisions To Plans)	\$55.00 Per Hour/1 Hour Minimum*	
Outside Plan Review Or Inspection (For Use Of Outside Consultants For Plan Review, Inspections, Or Both**)	Actual Cost**	
Building Permit Application Extension Fee (One Time Extension)	\$25.00	
Building Permit Extension Fee (One Time Extension)	\$25.00	

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Community Development (Cont'd)

Temporary Issuance Fee (One Time Residential Certificate of Occupancy)	\$300.00	
Temporary Issuance Fee (One Time Commercial Certificate of Occupancy)	\$500.00	

NOTE: *Or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved. **Actual costs include administrative and overhead costs.

Deposits For Building Permit Applications		
	Equal To Building Plan Review Fees Plus Engineer Plan Review Fees Plus Fire Plan Review Fees Plus Sanitary Plan Review Fees Plus Zoning Clearance Fees	
Commercial Projects		
New Single/Multi-Family Residence		\$225.00
Residential Projects Less Than \$5,000.00		\$25.00
Residential Projects \$5,000.01 to \$10,000.00		\$75.00
Residential Projects \$10,000.01 to \$25,000.00		\$100.00
Residential Projects \$25,000.00 or More		\$225.00

NOTE: Deposits are due at the time of submittal and are NON REFUNDABLE.

Refunds		
Building Plan Review Fees (Once Plan Review Has Begun)	No refund	
Project Cancellation/Withdrawal (Before Permit Has Been Issued)	Retain Deposit	
Issued Building Permits (One (1) Year From Permit Issuance, Where No Work Has Started/No Inspections Have Been Called For)	Retain \$50.00 or 25%, Whichever is greater	
Issued Over The Counter Building Permits (One (1) Year From Permit Issuance, Where No Work Has Started/No Inspections Have Been Called For)	Retain \$25.00 or 25%, whichever is greater.	

Valuation Data
(One (1) Year From Permit Issuance, Where No Work Has Started/No Inspections Have Been Called For)

Residential (New Single and Multi-FamilyResidences, Excludes Mobile/Manufactured Homes)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
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Residential Accessory Buildings/Structures		
Barn (Pole, Wood, Metal, or Masonary) (per sq ft)**		\$20.00
Shade/Mare Motel (per sq ft)**		\$10.00
Greenhouse (per sq ft)**		\$15.00
Storage Building (Shed) (Over 200 sq ft) (per sq ft)**		\$20.00
Carport (per sq ft)**		\$18.00
Balcony (per sq ft)**		\$15.00
Covered Patio at Grade Level (per sq ft)**		\$15.00
Covered Deck Elevated (per sq ft)**		\$18.00

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Community Development (Cont'd)

Open Deck Elevated (per sq ft)**	\$12.00
Screened Porch Under Existing Roof Cover (per sq ft)**	\$6.00
Gazebo/Ramada (per sq ft)**	\$15.00
Pre-Fab Canvas/Metal Awning (Engineered) (per sq ft)**	\$6.00
Stairs (per sq ft)	\$7.00
Residential Alteration/Remodel Of Existing Structure	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater

NOTE: Where no additional floor area or roof coverage is created, such as the conversion of a patio or garage to habitable space, the valuation shall be determined as the difference in valuation between the two occupancies plus utilities, unless otherwise noted.

Commercial (New Building)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
Commercial Accessory Buildings/Structures (New)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
Commercial Alteration/Remodel Of Existing Structure (Tenant Improvements)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater

Demolition of Any Existing Structure (Residential or Commercial)

Up To Two (2) Structures On Same Assessor's Parcel Number	\$80.00
More Than Two (2) Structures On Same Assessor's Parcel Number	\$80.00 For First Two (2) Structures plus \$25.00 For Each Structure Thereafter

Fireplace/Free Standing Stove/Inserts (Other than New Construction)

A. Fireplace/Freestanding Stove/Insert	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
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Block/Retaining Wall
(Measured from bottom of footing to top of wall; Walls over 4' require engineered plans) (Length x Height = Sq Footage)

Retaining Wall: (CMU, Concrete, Brick, Manufactured Unit, Rock/Stone, Etc) (per sq ft)	\$15.00
Block Wall: (Fence Or Free Standing Wall; No Retaining/Surcharge) (per sq ft)	\$10.00

Roof Structure Replacement

Shell Building	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
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Definition of Shell Building: A shell building is defined as a building for which HVAC, lighting, suspended ceilings, plumbing and electrical systems, partition layouts and interior finishes are not shown on the plans and for which NO SPECIFIC USE or TENANT has been noted. A separate permit with plans for tenant improvements will be required at a later date for completion of a shell building. A "Shell Only" building may include a fire extinguishing system as needed for fire protection requirements and minimal electric for lighting (house panel only) and main under slab sewer drain (not to include fixtures) along with slab floor. Warehouses and industrial buildings shall not be considered as a shell building. NO Certificate of Occupancy shall be issued for any building permitted as a SHELL BUILDING under this definition.

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Community Development (Cont'd)

Swimming Pool/Spas		
In Ground Pool (Includes Utilities)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
In Ground Spa or Whirlpool (Includes Utilities)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
On/Above Ground Pool (Pre-fabricated, Flat Fee) * Plus Any Utilities Installed		\$155.00
On/Above Ground Spa (Flat Fee, Utilities Included)		\$210.00
Above Ground Water Tank (Over 5,000 Gallons)		
A. Residential		\$100.00
B. Commercial		\$525.00 + Building Plan Review Fee
UTILITIES/EQUIPMENT		
New Construction or Addition		
Plumbing (per sq. ft)		\$3.65
Electrical (per sq. ft)		\$2.65
Mechanical (per sq. ft)		\$1.65
Single Permit, Plans Required (electric, plumbing, mechanical)	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
Over the Counter Permits		
Electrical	\$80.00 Flat Fee (Includes Two (2) Inspections)	
Mechanical	\$80.00 Flat Fee (Includes Two (2) Inspections)	
Plumbing	\$80.00 Flat Fee (Includes Two (2) Inspections)	
Building	\$80.00 Flat Fee (Includes Two (2) Inspections)	
Combo (Any Combination Of The Above)	\$80.00 Flat Fee Plus \$25.00 For Each Added Over The Counter Permit (Includes Two (2) Inspections)	
Solar Installation, Wind Turbines, Generators		
Residential	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
Commercial	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
MISCELLANEOUS EQUIPMENT		
Fire Alarm		
Commercial	Applicants valuation or .75 cents a sq.ft. whichever is greater plus Fire Marshal Fees.	
Residential	Applicants valuation or .50 cents a sq. ft. Whichever is greater plus Fire Marshal Fees.	
Kitchen Type I or II Hood System	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees	
Fire Suppression		
Commercial	Applicants valuation or \$2.50 a sq. ft., Whichever is greater plus Fire Marshal Fees.	
Residential	Applicants valuation or \$2.00 a sq. ft. Whichever is greater plus Fire Marshal Fees.	

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Community Development (Cont'd)

Tower New Installation	
Up to \$6,000	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
\$6,001 or More	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
Co-Locate Existing Tower	
Up to \$6,000	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
\$6,001 or More	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
Mobile / Manufactured Housing	
NOTE: Fees are established by the Arizona Department of Fire, Building and Life Safety Office of Manufactured Housing and adopted by the Town of Camp Verde through intergovernmental agreement pursuant to Arizona Administrative Code (A.A.C.) §R4-34-501 and §R4-34-801.	
Residential Manufactured Home Set	See OMH Fee Schedule (Includes Three (3) Inspections)
Residential Factory Built/Modular Building	See OMH Fee Schedule (Includes Three (3) Inspections)
Commercial Factory Built/Modular Building	See OMH Fee Schedule (Includes Three (3) Inspections)
Manufactured Housing Skirting (No Retaining/Surcharge)(per linear foot)	\$6.00 per every 10 linear feet.

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Agenda Item Submission Form – Section I

Meeting Date: May 16, 2018

Consent Agenda Decision Agenda Executive Session Requested

Presentation Only Action/Presentation

Requesting Department: Administration

Staff Resource/Contact Person: Russ Martin

Agenda Title (be exact): Discussion, consideration and possible approval to be a co-signer on an EPA request for Comment "Clean Water Act Coverage of 'Discharge of Pollutants' via Direct Hydrologic Connection to Surface Water.

List Attached Documents: 1) Commentary for EPA due May 21 drafted by the Nature Conservancy

Estimated Presentation Time: 10 mins

Estimated Discussion Time: 10 mins

Reviews and Comments Completed by:

Town Manager: Russ Martin Department Head: _____

Town Attorney Comments: Review is being completed, not available at packet deadline

Risk Management: N/A

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

Background Information: Attached are comments drafted by the Nature Conservancy who we are partnering with to determine the best scenarios/practices to potentially recharge groundwater from our effluent. A recent case in our 9th Circuit out of Hawaii makes the future seem more difficult if the connection is similar to direct discharge to the Verde River which would be regulated by the Clean Water Act. This is outlined in the comments but would potentially make it difficult for us to afford to recharge this water for the benefit of the Verde River.

Simply stated TNC would like us to join them along with potential co-signers they have approached which include the Yavapai-Apache Nation as well as the City of Sierra Vista and Cochise County. The deadline for comments in May 21st thus the quick nature in which we received this request.

Recommended Action (Motion): Direct the Mayor to co-sign the final EPA Request for Comment.

May 21, 2018

EPA Request for Comment--“Clean Water Act Coverage of ‘Discharges of Pollutants’ via a Direct Hydrologic Connection to Surface Water”

RE: EPA-HQ-OW-2018-0063; FRL-9973-41-OW

Thank you for the opportunity to provide input on EPA’s Request for Comment on the subject of whether EPA should review and potentially revise its previous position about the applicability of the Clean Water Act (CWA) National Pollutant Discharge Elimination System (NPDES) permit program to point source discharges that reach jurisdictional waters through groundwater.¹

The undersigned are organizations in the state of Arizona with a keen interest in this docket, particularly with respect to the potential consequences of the recent decision of the 9th Circuit Court of Appeals in *Hawai’i Wildlife Fund v. County of Maui*, 831 F.3d 754 (February 1, 2018, *amended and affirmed* March 30, 2018), which is referenced in Section II, Background, of the docket. 83 FR 7128 (February 20, 2018). In the *County of Maui* decision, the 9th Circuit held that discharges to CWA jurisdictional waters through groundwater that are “fairly traceable” from a point source require a NPDES permit if pollutant levels that reach jurisdictional waters are “more than de minimis.” *Id.* at 765.

The undersigned are partners and stakeholders in efforts to prevent Arizona’s treasured San Pedro and Verde rivers from running dry. Arizona is the second driest state in the Nation and its few remaining desert streams are in danger of disappearing. In recognition of the important aesthetic, scientific and economic values of these streams, over the last two decades we have dedicated significant non-profit, state, local and federal institutional resources and infrastructure investments to save them. The linchpin of these efforts is the construction, operation, and maintenance of infrastructure for aquifer recharge that will mitigate the impact of groundwater pumping and support surface stream flows, combined with reasonable controls on the withdrawal of groundwater. Furthering water sustainability and “One Water” principles, most of the water used in these groundwater recharge projects is treated municipal wastewater that is being recycled for this important purpose, and the groundwater recharge infrastructure for these projects may include infiltration basins and injection wells.

The institutional and infrastructure investments that have been made in the development, construction, and operation of these groundwater recharge projects in the San Pedro River and Verde River watersheds have relied on state policies and programs that encourage water recycling and groundwater recharge. Since the passage of its landmark Groundwater Management Act in 1980, Arizona has implemented and expanded a robust groundwater management regime that includes water supply protection and enhancement, as well as groundwater quality protections. In 1994, the Arizona legislature declared “the public policy of this state” is to “protect the general welfare and the economy...by encouraging the use of renewable water supplies...instead of groundwater through a flexible and effective regulatory program for the underground storage, savings and replenishment of

¹ This issue is distinct from whether a shallow groundwater connection is itself a jurisdictional “water of the U.S.” This comment letter addresses only whether NPDES permitting requirements apply to discharges that reach a “water of the U.S.” via groundwater.

water.” A.R.S. § 45-801.01(1). This policy was a driver for the development of extensive state water permitting and compliance programs that apply to groundwater recharge projects.

In Arizona, effluent recharge projects require at least three key state water permits: an Aquifer Protection Permit from the Arizona Department of Environmental Quality, and an Underground Storage Facility Permit and a Water Storage Permit from the Arizona Department of Water Resources. Each of these permits requires major efforts by the applicant and the respective state agency to develop and review hydrologic and engineering studies to ensure successful project design and implementation. Further, each of these permits involves the development and execution of ongoing monitoring and compliance programs. These state requirements ensure that effluent recharge projects are protective of water quality and meet state and local goals for the recycling of wastewater and the conservation and replenishment of groundwater resources.

Existing recharge projects near the San Pedro River have been demonstrably successful. The Cochise Conservation and Recharge Network (CCRN) now encompasses some 8,700 acres of land along approximately 25 miles of the river in key locations where groundwater recharge can benefit surface flows the most. CCRN projects have already led to approximately 3000 acre-feet per year of retired and precluded near-stream groundwater depletions. Since its construction in 2002, the City of Sierra Vista’s effluent recharge project recharges approximately 2,700 acre-feet each year (880 million gallons). Several near-stream recharge projects are currently being planned along the San Pedro and Verde river corridors; along the San Pedro, these new projects are already under design and will compliment those projects that are already in place. These projects are prioritized near major groundwater pumping centers, and in the areas where river flows have become fragmented and have gradually degraded from perennial to intermittent and ephemeral flows.

The 9th Circuit’s *County of Maui* decision has introduced substantial uncertainty into the development and operation of effluent recharge projects that benefit San Pedro River and Verde River flows in Arizona. This uncertainty seems unlikely to be resolved soon, since the County of Maui has indicated its intent to request review of its case by the United States Supreme Court. The recent decision with a similar holding in the 4th Circuit Court of Appeals, *Upstate Forever v. Kinder Morgan Energy Partners, L.P.*, 2018 U.S. App. LEXIS 9144 (April 12, 2018), in contrast with the conflicting decisions in the 5th² and 7th³ Circuit Courts of Appeals, cited by EPA in this docket, Section II, Background creates a substantial uncertainty regarding the scope of the CWA NPDES program nationwide, which the Supreme Court may choose to decide. In this context, EPA’s ability to address that uncertainty with an administrative action is very unclear.

Regardless, if EPA does take action to review and revise its previous statements through guidance or regulation, we hope that EPA will be mindful of the potential effect of such a revision on beneficial groundwater recharge projects in the arid Southwest. We suggest that EPA action on this topic should, to the extent feasible, expressly encourage the continued planning and deployment of affordable effluent recharge projects designed to protect flow in endangered rivers like the San Pedro and the Verde

² *Rice v. Harken Exploration Co.*, 250 F.3d 264 (5th Cir. 2001).

³ *Village of Oconomowoc Lake v. Dayton Hudson Corp.*, 24 F.3d 962 (7th Cir. 1994).

(and such rivers in other western states), particularly where, as is already the case in Arizona, state and other federal permitting requirements provide appropriate environmental protections. Additionally, EPA should not presume that NPDES permitting requirements that have developed in the context of direct discharges to streams will be necessary and appropriate for indirect discharges. As an initial matter, the water quality impact of these types of projects is not yet understood, and one cannot presume that the water quality impacts of indirect recharge will be like those of direct discharge. There is still much to learn about the results of the effects of soil-aquifer treatment and groundwater mixing between the point of recharge and the confluence, if any, with the surface water column. Moreover, each of these projects will necessarily exhibit unique site-specific factors, such as depth of recharge and distance to surface flows, that will substantially govern its likely surface water quality impacts.

To be clear, we share with EPA, the state of Arizona, and other stakeholders the goal of achieving stream flows that meet state surface water quality requirements for the protection of aquatic life and other designated stream uses. However, Clean Water Act NPDES permitting that requires strict adherence to water quality-based effluent limits can be onerous and create a disincentive to developing beneficial groundwater recharge projects, especially in small and rural communities where these projects hold so much promise for sustaining the aesthetic and economic value of these vital riparian systems. In this context, EPA should not pit the benefits of sustaining surface flows via indirect groundwater recharge against a system of rigid, presumptive effluent limit that was designed to manage water quality impacts from direct discharges to streams. Indeed, what benefits are there to stream water quality protection requirements if there is no stream to protect?

We appreciate this opportunity to communicate with EPA about the value and importance of near stream aquifer recharge projects and would be more than happy to meet with the agency to discuss these issues further. We hope EPA can use this information as it considers whether and how to clarify its approach to address the uncertainty about the scope of NPDES permitting requirements for pollutant discharges to groundwater with a connection to CWA jurisdictional waters. EPA's decisions here may have significant implications for the future of our collective twenty-year, multi-million dollar effort to acquire land, construct and operate infrastructure, reduce groundwater pumping, and use effluent to replenish aquifers and sustain river flows in Arizona. We respectfully request that EPA consider these implications and act, in any case, in favor of the continued effort to protect and enhance surface flows in Arizona's endangered rivers.

Sincerely,

cc Misael Cabrera, Director, Arizona Department of Environmental Quality
Tom Buschatzke, Director, Arizona Department of Water Resources
Alexis Strauss, Deputy Regional Administrator, EPA Region IX



Agenda Item Submission Form – Section I

Meeting Date: May 16, 2018

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

Requesting Department: Administration

Staff Resource/Contact Person: Ron Long/Russ Martin

Agenda Title (be exact): Discussion, consideration and direction to Staff regarding the 2019 Capital Improvement Plan (CIP).

List Attached Documents: 1) CIP Revised (Limited)

Estimated Presentation Time: 10 mins

Estimated Discussion Time: 15 mins

Reviews and Comments Completed by:

- Town Manager: Russ Martin Department Head: _____
- Town Attorney Comments: N/A Risk Management: N/A
- Finance Department N/A

Background Information: Attached is a revised version of the current CIP which incorporates the presentations Council saw during the beginning of the Budget process. Outlined at the bottom is the general thoughts of the Town Manager as how he sees the breakdown of priorities for the next couple of years for the purposes of getting a direction on priorities in the FY 2019 Budget as well as the overall amount Council would like to project to spend.

The items in GREEN are within current budgeted amounts RED are intended as items that can't or shouldn't be put off past 2019. The items in BLUE are items that would be nice but can be delayed as funding allows. Some of the items in red are funded by other monies outside the general fund and as such are identified for the purpose of clarity of budget impact. \$100,000 is currently budgeted in non-federal grants to continue progress on drainage projects included in the list, any priorities you may have from the list let us know otherwise staff will continue to address the worst first.

The final comment from staff is recognition of many items not selected by the Manager do not mean they are not a priority but that they need resources beyond current projections or need further scoping. However, if Council would like them prioritized above the items shown in red or blue please bring the item for consideration so that staff has a clear direction on priorities Council will be wanted pursued.

Recommended Action (Motion): Council directs staff to include the CIP as presented into the 2019 Town Budget.

Town of Camp Verde
FY18 Capital Improvements Plan
Council Planning Sheet

General Fund

Expenditures						
Functions	Project	Total Cost	Roll-over	YR1 - FY18	YR2 - FY19	YR3 - FY20
<i>Public Use Facilities</i>	Pool Roof Maint		\$24,000	COMPLETE		
	Gym Roof		\$68,701	COMPLETE		
	Pool Sand Filter Replacement	\$25,000			\$25,000	
Total Public Use Facilities		\$ -	\$ -	\$ -	\$ -	\$ -
<i>Public Use Infrastructure</i>	Water System Acquisition		Start Discussions			
	Public Road Maintenance Program	\$ 2,500,000		\$ -	\$ 700,000	
	Road Construction Projects	\$ 2,204,000				
	Verde River Pedestrian Bridge	\$ 1,639,925				
	Main St. Drainage Improvements	\$ 400,000				
	Verde Lakes Land Acquisition	\$ 200,000				
	Glenrose/Quarterhorse Drainage Control	\$ 170,000				
	Gaddis Wash Improvements	\$ 100,000		COMPLETE		
	McCraken Ln Drainage Improvements	\$ 80,000				
	Bashas County Wash Cleanout	\$ 45,000				
	Newton Ln Drainage Control	\$ 45,000				
	Howards Rd Drainage Control	\$ 45,000			IN PROCESS	
	Library Landscaping	\$ 32,000			COMPLETE	
	Cliffs Parkway Drainage Basin Improvements	\$ 25,000			COMPLETE	
	Faulkner Wash Improvements	\$27,185	\$27,185	COMPLETE		
	Finnie Flat Sidewalk		\$159,040	COMPLETE		
	Finnie Flat Streetscape		\$68,237	IN PROCESS		
	Hollomon & VC Parking Lots	\$47,000				
	Transit Stop		\$5,023	COMPLETE		
	Old Highway 279 Connector - Altman Parkway	\$185,000				
	Old Highway 279 Connector - Out of Africa Parkway	\$208,000				
	Cherry Creek Crossing	\$150,000				
	Hollomon & 7th Street Sidewalk Improvements	\$330,000			\$80,000	\$250,000
	Main Street/Montezuma T Intersection	TBD			TBD	
Finnie Flat Sidewalk/Widening to 260	TBD					
Main Street/Montezuma T Intersection	TBD					
Montezuma Castle Sidewalk/Widening	TBD					
Howards Road Purchase	TBD			TBD		
Total Public Use Infrastructure:		\$ 7,745,110	\$ -	\$ 700,000	\$ -	\$ -
<i>Parks</i>	Community Park	\$ 6,776,000	\$ 226,718	IN PROGRESS	\$ 385,000	\$ 385,000
	Rezzonico Park Development	\$ 153,000	\$ 12,780	IN PROGRESS	\$ 22,000	\$ 25,000
	Total Parks:		\$ 6,929,000	\$ -	\$ 407,000	\$ 410,000

Functions	Project	Total Cost	Roll-over	YR1 - FY18	YR2 - FY19	YR3 - FY20
Economic Development & Tourism	Homestead Parkway Extension	\$ 350,000	\$ 75,000	IN PROGRESS	\$ 350,000	
	Industrial Drive Roundabout	\$ 87,000				
	Wayfinding Signs		\$ 17,064	IN PROGRESS	\$ 31,000	
	Main Street and Finnie Flat Entry Monuments	\$ 24,500				
	I-17 Visitor Center	\$ 35,600				
	Industrial Drive Roundabout Landscaping	\$ 68,000				
Total Economic Development:		\$ 565,100		\$ -	\$ 381,000	\$ -
Town Facilities	Town Campus Upgrades	\$ 268,500				
	Maint Shop Remodel	\$ 93,000				
	Town Kitchen Remodel	\$ 50,000	\$ 48,200	IN PROGRESS	\$40,000	
	Gym & Room 204 Upgrades	\$ 21,200			\$43,500	\$ 225,000
	Gazebo Renovation	\$ 13,000				
	Library Building Door/Shading, etc.	\$ 20,000			\$8,000	
	Restrooms at Town Hall	\$51,000				
	PW Office Flat Roof Repair	\$45,000				\$45,000
	Awing Cover at Street Yard	\$30,000			\$30,000	
Total Town Facilities:		\$ 465,700		\$ -	\$ 83,500	\$ 225,000
Town Systems & Equipment	Streets Heavy Equipment	\$ 1,050,000			\$310,000(INC)	
	Patrol Vehicles	\$ 294,000			\$200,000 (INC)	
	Street Sweeper	\$ 250,000			\$125,000 (INC)	
	Mobile Data Computers	\$ 75,000		COMPLETE		
	IT Equipment	\$ 40,000		COMPLETE		
	Streets Equipment	\$ 75,000			INCLUDED	
	New Website Development	\$ 69,000				\$ 69,000
	Sign Boards	\$ 60,000				
	Maint Vehicles	\$ 58,000			INCLUDED	
	GIS System	\$ 41,500				
	Maint Equipment	\$ 31,900			INCLUDED	
	Records Shelving	\$ 27,000			\$27,000	
	Inspections Truck	\$ 25,000				
	Utility Accounting Software	\$ 21,000			\$21,000	
	Spillman Records Management Modules	\$ 37,216				\$37,216
	Scanner/Plotter	\$ 12,000				
	Total Town Systems & Equipment:		\$ 2,166,616		\$ -	\$ 27,000
General Fund					\$97,000	\$37,216
HURF/Utility/CDBG					\$131,000	
Total Projects (Needed)					\$228,000	
Total Projects (2nd Tier)					\$99,500	\$ 114,000