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**AGENDA  
TOWN OF CAMP VERDE  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
WEDNESDAY, APRIL 4, 2018 at 6:30 P.M.**

**If you want to speak ON ANY ITEM ON THE AGENDA, PLEASE complete the Request to Speak Form**

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.

**a) Approval of the Minutes:**

1) Regular Session – March 21, 2018

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

- 1) Wednesday, April 11, 2018 at 5:30 p.m. – Work Session
- 2) Friday, April 13, 2018 at 8:00 a.m. – Day 1 of Council Budget Presentations
- 3) Wednesday, April 18, 2018 at 6:30 p.m. – Regular Session
- 4) Friday, April 20, 2018 at 8:00 a.m. – Day 2 of Council Budget Presentations
- 5) Wednesday, April 25, 2018 at 6:30 p.m. – Council Hears P&Z Matters
- 6) Wednesday, May 2, 2018 at 6:30 p.m. - Regular Session

**c) Acceptance of Town Manager Performance Review (given at the January 31, 2018 Special Executive Session) and approval of the goals and objectives.** [Staff Resource: Barbie Bridge]

**d) Discussion, consideration and possible authorization to grant an easement for the installation and maintenance of a new underground APS main service line to our Wastewater Treatment Plant, and to some future Community Park service appurtenances along and beyond the existing entrance road to the Wastewater Treatment Plant.** [Staff Resource: Troy Odell]

**5. Special Announcements and presentations.**

**5.1. Proclamation to declare the first Wednesday of April each year to be “Start by Believing” Day, which is an awareness campaign focused on the public response to sexual assault.** [Staff Resource: Brian Armstrong]

**5.2. Proclamation declaring April as Fair Housing Month.** [Staff Resource: Judy Morgan, Virginia Jones]

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**5.3. First Quarter 2018 Report (January – March 2018) from the Planning & Zoning Commission.** [Report given by Chairman BJ Davis; Staff Resource: Melinda Lee]

31 **5.4. First Quarter 2018 Report (January – March 2018) from the Board of Adjustment and Appeals.** [Staff Resource: Melinda Lee]

**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))

**7. Business. Legal action can be taken.**

33 **7.1. Discussion, consideration and possible direction to staff regarding a request to abandon Town property at the corner of Nichols Street and Fain Street and an alleyway connecting Fain Street with Tres Rios Road.** [Staff Resource: Steve Ayers]

37 **7.2. For Council Discussion and possible direction for staff to initiate a response to Representative Descheenie's request for funding of Certified Chemical Lab for Northern Arizona and/or correspondence from the Town supporting in principle the establishment of the Lab.** [Resource: Mayor German]

**7.3. Discussion, consideration and direction including possible approval of potential changes to construction plans for the Camp Verde Sports Complex's.** [Staff Resources: Russ Martin]

**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: \_\_\_\_\_

*Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council may vote to go into Executive Session for purposes 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.*

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

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.

- Bashas's Community Board
- Town Hall
- Website

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**DRAFT MINUTES**  
**TOWN OF CAMP VERDE**  
**REGULAR SESSION**  
**MAYOR AND COUNCIL**  
**473 S MAIN STREET, SUITE 106**  
**WEDNESDAY, MARCH 21, 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 Dee Jenkins, Councilor Brad Gordon, Councilor Jackie Baker and Councilor Buck Buchanan were present. Councilor Robin Whatley was absent.

**Also Present**

Town Manager Russ Martin, Deputy Town Clerk Virginia Jones, Commander Armstrong, Parks and Recreation Coordinator Michael Marshall, Waste Water Treatment Plant Manager Jerry Tinagero, Publics Works Director Ron Long, Finance Director Michael Showers 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) Council Hears P&Z Matters – February 28, 2018
- 2) Special Budget Session – March 2, 2018
- 3) Regular Session – March 7, 2018

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

- 1) Wednesday, March 28, 2018 at 6:30 p.m. – Council Hears P&Z Matters-**Canceled**
- 2) Wednesday, March 28, 2018 at 5:30 p.m. – Special/Executive Session
- 3) Wednesday, April 4, 2018 at 6:30 p.m. - Regular Session
- 4) Wednesday, April 11, 2018 at 5:30 p.m. – Work Session
- 5) Friday, April 13, 2018 at 8:00 a.m. – Special Budget Session
- 6) Wednesday, April 18, 2018 at 6:30 p.m. – Regular Session
- 7) Friday, April 20, 2018 at 8:00 a.m. – Special Budget Session

**c) Possible award of Agreement #18-125, in the amount of \$2,067,863 to Earth Resources Corporation, for the construction of Phase I Camp Verde Sports Complex, drainage and infrastructure improvements. [Staff Resources: Ron Long]**

*Note: Mayor Charles German has filed a Conflict of Interest Disclosure Memorandum with the Town Clerk, pursuant to ARS §38.501-511 and will not discuss, vote or otherwise participate in this item.*

Mayor German recused himself on Item 4c because he is under litigation. Vice Mayor Murdock pulling item 4C, from the Consent Agenda, and made a **Motion** to approve the Consent Agenda with the corrections of (4b) Friday, April 20, 2018 (corrected from typo 3018) and cancellation of March 28, 2018 Council hears P&Z Matters, replacing with Wednesday, March 28, 2018 5:30 p.m.- Executive Session. Second was made by Councilor Baker. **Motion** carried unanimously.

**Motion** made by Vice Mayor Murdock to award Agreement #18-125, in the amount of \$2,067,863 to Earth Resources Corporation, for the construction of Phase I Camp Verde Sports Complex, drainage and infrastructure improvements. Second was made by Councilor Baker. Councilor Gordon asked what interest rate was locked in for the loan of the property. Town Manager Russ Martin stated it is 3.3%. Mayor German commended Public Works Director Ron Long on the memorandum. **Motion** carried with Mayor German abstaining.

## 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.)

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

No public comment received.

## 7. Business. Legal action can be taken.

### 7.1. Public Hearing on proposed Wastewater Rate Increase. [Staff Resource: Michael Showers, Troy Odell]

**7.1.1. Staff Report-** Town Manager Russ Martin stated that during Town Council discussions about projects, staff presented these projects for consideration. These projects will put the Plant in an efficient state for anticipated growth and will fulfill the original intent of the design through doubling our current daily usage. This has required redesign of some aspects of the plan, and when complete should eliminate occasional effluent violations that are placed (safely) into lined ponds.

The projects included have been funded for a loan in February from WIFA. This includes a \$1,000,000 principal forgiveness (grant) to complete these projects. This, along with the previous completion of WIFA funds currently under construction, will position the Plant for operational needs for a decade or better,

with limited maintenance upgrades currently in this project.

Fees will be increasing approximately \$5 per month. Residents will see a rate change in May 2018 and then again in January 2019. Mr. Martin stated the only rates currently less than Camp Verde's proposed rate change is Cottonwood. Future rate studies will include a flow component to more accurately calculate the resident impact. Until flow information is collected, this is impossible to do.

Mr. Martin also stated it is important to note that some may see even more of an increase if they currently have more than average fixture counts (generally in larger homes) as the previous policy was limited to \$50/month residential rate. This would be eliminated with adoption and true per-fixture rates would be charged starting May 1, 2018.

Councilor Baker stated when looking at residential charges, the state average is \$36.18, but Prescott Valley is \$27.77. She asked if this is because they have water and sewer combined? Is that a better way to average out the bill? Mr. Martin responded that it is hard to compare systems, there are different costs to operate different systems. It is mostly associated with rate-base. He is hoping that Camp Verde's rate-base will grow. Scale of efficiency is higher for Camp Verde. Councilor Baker wants the citizens to understand, Council has been doing a good job to improve everything that is provided through the sewer system and they haven't raised the rates. They are trying to do this as best as they can.

Councilor Gordon stated the sewer rates are based on a "fixture basis" right now because they don't have the water company. One difference in other communities is that they charge water and sewer on a per-gallon basis. Hopefully the Town will be acquiring the water system sometime in the future to be able to reduce the rate.

Councilor Buchanan asked how many users are on the system. Mr. Martin said there are approximately 1,000 accounts. Councilor Buchanan asked how many of those aren't getting service. Mr. Martin stated there are 1,000 getting billed per month and about 140 are paying taxes but are not getting monthly bills or the benefit of the system. Councilor Buchanan asked if their rates will be increased too. Mr. Martin said they should see a benefit in their property tax bill but not too much of a change.

Mayor German stated that when he was a Council person in the past, the town subsidized the district considerably. Mr. Martin stated that in this year's budget coming forward is \$118,000 of General Fund that will go to pay that debt. Two thirds of the citizens are paying a share of that debt, because it was anticipated that would generate jobs and growth that was needed on the highway. This is a positive thing for the community.

Mr. Martin stated the Wastewater Fund is kept separately by the Town, funded separately by rates and tracked separately from the other funds, as required by law. Mr. Martin also stated it is important to note that currently no administration fee has been placed on the fund and its operational budget, which should be considered in this year's budget moving forward. This means that current items

such as, the time much of the administrative work, management (Town and Department), risk management, human resources, all finance (billing/payables, etc.) as well as other Town services do not draw from the Wastewater Fund Operations. Mr. Martin suggests this year the Council look at a more equitable solution and consider a percentage for expensing these items fairly to all residents.

Mr. Martin stated that the Town's Staff has spent a lot of time on this and is doing its best to make sure everything is fair.

### **7.1.2. Open Public Hearing**

The Public Hearing was opened at 7:03 p.m.

John Teague- is a lifetime resident. He was told in the past that increases weren't going to come, that they'd actually go down. But they did increase and now the Town is requesting another increase. He is on disability unemployment, and lives on that. He stated that about 75% of the people in this town live on social security. This increase is more than what Social Security gave him this year as an increase. He will have to find a way to cover these increases and he is not sure where will he find the money to cover costs.

Timothy Wiggle- he builds homes. He knows how important it is to cover the costs of operating systems. He feels he is subsidizing the people of Camp Verde by being on the water system. He has never paid a higher sewer rate, than water rate, except in Camp Verde. The amount of water you get into home is not the amount you disperse out of your home. He can't believe that the Town can't make an agreement with the water company, that if you paid them a fee, they couldn't give you those records. If you look into the water use of homes, then you could base the sewer usage on that. Everyone in their community is paying the same amount no matter how many people live in each home. The system that needs to be looked at is rating the water use based on sewer use.

### **7.1.3. Close Public Hearing**

The Public Hearing was closed at 7:08 p.m.

### **7.1.4. Council Discussion**

Town Manager Russ Martin addressed Mr. Teague. He stated that the first increase was a property tax to pay for operations. It offset the tax. There are people that go through adjustments to cover a cost that wasn't being covered or to leverage against Capital Projects that need to be accomplished. Mr. Martin suggested doing a fixture count for Mr. Teague. Mr. Teague stated his home hasn't changed since he moved in. Mr. Martin stated the Town has attempted to work with Bullard's.

Mayor German asked if there is an opportunity to look into what other treatment plants do for seniors, like a hardship waiver. Maybe have other people pay a little more to protect those seniors on a fixed budget. Mr. Martin stated that other communities like Sedona, have low-income rates that are potentially as low as half the rate, a low-flow rate. He will need more information about these plans



and can look into this.

Councilor Jenkins likes the idea of looking into low-income options. These increases will affect more than just seniors. She would like them to look at it sooner than later. To support the citizens in those situations.

Councilor Baker stated part of approving the rate is related to the loan issue. Is it possible to do revisions right now to address a low-income rate for some users? She stated what the Town is trying to do, in all the studies that are provided, is to pay for things that the Town has no choice but to address.

Councilor Gordon asked what year the rates were last raised. Mr. Martin stated it was 2013, or about 5 years ago. Councilor Gordon said that on paper it looks like a 12% raise but it actually averages out to about 3% over the years, if it was increased over those 5 years. He stated that things need to be kept up.

Councilor Jenkins asked if the people who pay for service but don't receive service, is there a time frame or plan to get them in the system? Mr. Martin said it is not cost effective. Waste Water Treatment Plant Manager Jerry Tinagero said there are pipes that need to be installed that would be costly.

Councilor Baker asked if when that District was formed, did the original members agreed to this?

Mayor German wanted to remind everyone that in the past, there was a problem with the whole sewer system, and if the Town hadn't stepped in, ADEQ was going to put in a system no matter the cost. He commends those residents that aren't getting the service for stepping in the breach and saving the town from that standpoint.

Mr. Martin explained he would have to do a rate study to get better information. He suggested getting through the January 2020 rate increase and then re-evaluate at that point. You'll be able to see two budget years and growth might affect it by then.

Councilor Gordon asked whether rates can be raised without a rate study. Mr. Martin said the Legislature requires a rate study if raising rates.

**7.2. Discussion, consideration and possible approval of recommended rates from the 2018 Town of Camp Verde Wastewater Rate Study by Resolution 2018-1001, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County Arizona, Adopting Fees for Town Wastewater Services for Fiscal Years 2017-18, 2018-19, 2019-20, 2020-21 & 2021-22, and superseding the Wastewater Fee portion of Resolution 2017-979. [Staff Resource: Mike Showers]**

Finance Director Mike Showers wanted to make sure people don't overlook the fact that three loans would be refinanced and citizens will save money on their property taxes. The savings would not be dollar for dollar but it is a reduction.

**Motion** made by Councilor Baker to approve Resolution 2018-1001, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County Arizona, Adopting Fees for Town Wastewater Services for Fiscal Years 2017-18, 2018-19, 2019-20, 2020-21 & 2021-22, and superseding the Wastewater Fee portion of Resolution

2017-979. Second by Councilor Gordon. **Motion** carried unanimously.

Mayor German would like Mr. Martin to look into a review of other municipalities to see if they have a hardship or low-income policy.

Mayor German recessed the meeting at 7:35 p.m.

Mayor German resumed the meeting at 7:40 p.m.

### **7.3. Discussion and possible approval of Parks & Recreation Division Facility Use & Fee Standards Policy.** [Staff Resource: Michael Marshall]

Parks and Recreation Director Michael Marshall stated that this would adjust to how they would apply the fees the Council approved to Class A, B, & C. This would not apply to people who already have Facility Use Agreements. He explained there are some Class A groups/organizations that use the rooms regularly. There is a fair amount of use they aren't paying for. When they public wants to use the room for personal reasons, the room has already been booked weeks in advance. He is proposing to allow these users, on a quarterly basis, have 12 uses and or 24 hours per quarter. Basically means 2 hours a week and not pay a fee or 8 hours once a month. Any overage would be bumped up to next level (\$15 an hour). He has gotten more requests from the public to use the space. He is attempting to make it more equitable.

Occasionally they have groups who are not based in Camp Verde and have no Camp Verde connection. He suggested that if it's not benefiting Camp Verde residents, they should pay the next level up. This would adjust how to apply the fee schedule. They don't have a problem with field usage, but if they did get there, it would be similar to meeting space fee schedule. This would also not apply to AYSO, Little League, & Boy/Girl Scouts.

Councilor Gordon stated the rooms at the library are popular as well and can see over-usage. He stated that as long as it's not discouraging people to use it, it's an advantage.

Councilor Baker asked when this policy would be affective. Mr. Marshall said he'd like to start July 1, 2018, at the start of the new fiscal year.

**Motion** was made by Councilor Baker to approve Parks & Recreation Division Facility Use & Fee Standards Policy as presented, effective July 1, 2018; seconded by Councilor Jenkins. The **motion** carried unanimously.

### **7.4. Discussion and possible approval of new road names for park entrance road and road to Waste Water Treatment Plant (WWTP).** [Staff Resource: Michael Marshall]

Parks and Recreation Director Michael Marshall stated the existing road into the Waste Water Treatment Facility and new road off Hwy 260 into the Sports Complex are not named. They are suggesting naming the road going to the park be named Champion Way or an alternate of "Creosote Way". They are suggesting naming the road going to the Waste Water Treatment Plant be named "Honey Wagon Trail" or an alternate of "Wagon Boss Way".

Councilor Buchanan asked if there is any reason to make a decision tonight. Mr. Martin stated that it needs to be named before deliveries can be made there but there are a few months before that happens.

Councilor Jenkins stated she doesn't like any of the suggested names. She suggested asking the children of Camp Verde to submit names. Involve the children since the park is for the children. Mr. Martin stated that 911 limits name choices and there is the preapproved list that the County has already approved.

Councilor Buchanan said that if you give the teachers guidance, they can direct students.

Councilor Baker stated that she personally likes the names that are proposed.

Vice Mayor Murdock asked if the road that is proposed to be named "Champion Way" is a through road or emergency access only. Mr. Martin stated it is emergency access only.

Mr. Martin suggested going with the suggested Waste Water Treatment Plant name and then have the school help with the park names.

**Motion** made by Councilor Baker to approve Champion Way and Honey Trail as access road names for park entrance road and Waste Water Treatment Plant (WWTP). **Motion** died for lack of Second.

**Motion** made by Councilor Gordon to approve to approve Honey Wagon Trail for the Waste Water Treatment Road. **Motion** died for lack of Second.

**7.5. Request for authorization for the Marshal's Office to apply for grant funding from the Governor's Office of Highway Safety (GOHS), Arizona Community Foundation (ACF), and the Department of Homeland Security (DHS) to pay for equipment and personnel expenses to be incurred in FY 2018-2019.** [Staff Resource: Russ Martin, Brian Armstrong]

Commander Armstrong stated the Marshall's Office doesn't qualify for the Department of Homeland Security Grant so they are removing this from the list.

**Motion** made by Councilor Gordon to authorize the Marshal's Office to apply for grant funding from the Governor's Office of Highway Safety (GOHS), and Arizona Community Foundation (ACF) to pay for equipment and personnel expenses to be incurred in FY 2018-2019. Second was made by Vice Mayor Murdock. **Motion** carried unanimously

**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.** 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.

Councilor Buchanan spoke on attending the Pecan and Wine Festival.

Councilor Jenkins spoke on attending the Pecan and Wine Festival. She said there was a

nice turnout. Camp Verde Promotions did a nice job again.

Councilor Baker attended the Pecan and Wine Festival as well. She stated there needs to be more volunteers to keep this going. There was delicious food there.

Councilor Gordon attended the Pecan and Wine Festival. He gave kudos to Camp Verde Promotions and Camp Verde Business Alliance. He did state that the pecans were not well represented and that he would donate some next year.

Vice Mayor Murdock attended the Pecan and Wine Festival. She reminded everyone that this Saturday, March 24 is March a Mile. You can register at 9 a.m. at the Gazebo, and the walk begins at 10am.

Mayor German attended the Pecan and Wine Festival. He thought the vendors were very happy. He is helping clean up the Copper Canyon Area, Saturday. The County will be sharing the cost on the roll off. He announced that next Thursday, Friday and Saturday are free dump days at the Camp Verde Transfer Station (March 22-24, 29-31 and April 5-7).

**9. 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.

Town Manager Russ Martin-

- Vets for Hire are cutting trees on the Town’s properties in the Verde Lakes area over the next couple of weeks. This is paid for from part of the Fire Wise Grant the Fire District was awarded.
- Next weekend, March 31<sup>st</sup> at 1 p.m. is the Welcome Home Vietnam Veterans Event.

**10. Adjournment**

Mayor German adjourned the meeting at 8:11 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 March 21, 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 4. c)

Council Consensus on Goals for Russ Martin 2018 (Martin’s timelines and resources added to original document.

The following are not necessarily in their actual priority.

1. Water Acquisition/Development and improve our water status as a Town. Attempt summer 2018
2. Continue the development of our parks with amenities as determined by budget and manpower resources.

		Timeline	Resources
a.	Camp Verde Sports Complex	Opening Spring 2019	Approximately \$7 mil & Staff (Public Works)
b.	Homestead Park	2019	Developer parking lot donation eliminated as of now. Road will be built in 2018 but resources beyond that are not allocated. But state parks and forest service are partners for development of trail and trailhead possibly 2019
c.	Parsons Park	ADOT work under bridge Fall of 2018. Will then work to further limit access by end of 2018, as planned	No resources are currently committed or budgeted for. Further development will need some CIP if we want further progress.
d.	Moody Family Park (Verde Lakes)	VLRC not currently pursuing this opportunity	Will continue planning if VLRC wishes prior to September 2018 or this project will need next Council approval before any further action will be taken past September.
e.	Butler Park	No current plans	No current or planned resources beyond maintenance and limited security upgrades per 2019 budget
f.	Rezzonico Park	Finished 2018. Improvements with trail in Spring 2018. Panel installation possible with additional funding currently working with partners	Grass test complete in 2019. Will need budget to plant possibly FY2020

3. Development of Finnie Flat entrance and Gateway to Camp Verde. Finish plan FY2018. Need CIP resources currently 2020+
4. Complete Sewer improvement/irrigation/a+ water rating. Development of rate system and schedules for new customers coming on-line for new sewer service. Irrigation by spring 2019 for park use, construction of remaining sewer items through FY 2020. All resources in place
5. Review of HR policies & procedures and make revisions as may be needed. Fall 2019. Finish pay schedule and some minor edits by 2019



Charlie German

Agenda Item 4. d).



Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date:** 4-4-2018

*Consent Agenda*       *Decision Agenda*       *Executive Session Requested*

*Presentation Only*       *Action/Presentation*

**Requesting Department:** Public Works – Wastewater Division

**Staff Resource/Contact Person:** Troy Odell, Public Works Deputy Director

**Agenda Title (be exact):** Discussion, consideration and possible authorization to grant an easement for the installation and maintenance of a new underground APS main service line to our Wastewater Treatment Plant. And to some future community park service appurtenances along and beyond the existing entrance road to the wastewater treatment plant.

**List Attached Documents:** The easement documents to be recorded for the: "Town of Camp Verde-APS Utility Easement"

**Estimated Presentation Time:** 10 minutes

**Estimated Discussion Time:**

**Reviews Completed by:**

**X Department Head:** \_\_\_\_\_       **Town Attorney Comments:**

**X Finance Department**

**Fiscal Impact:** APS is replacing this line at their expense

**Budget Code:** n/a      **Amount Remaining:** n/a

**Comments:** The existing service line to the treatment plant has been experiencing outages due to its state of disrepair and is in need of replacement. APS is replacing the line at their expense as our new means of electrical service.

**Background Information:** The existing direct bury and unprotected APS service line was installed with the older treatment plant and is well beyond its service age and is experiencing failure or breaks in the line along its length that require APS to come and splice repair to provide us service. This has happened sometimes more than once a year. A new service line is required which will be placed in conduit to prevent this problem from reoccurring.

***Recommended Action (Motion):*** Approval of Town of Camp Verde – APS Utility Easement for the installation and maintenance of a new APS Service Line and appurtenances for the Wastewater Treatment Plant and Community Park.

***Instructions to the Clerk:***



NW-04-13N-5E  
LAT. 34.554402 LONG. -111.833320  
APN 404-30-368C  
NWC-18-08  
WA374505  
JGF/PJF

## **TOWN OF CAMP VERDE-APS UTILITY EASEMENT**

**TOWN OF CAMP VERDE**, a municipal corporation, (hereinafter called “Grantor”), is the owner of the following described real property located in Yavapai County, Arizona (hereinafter called “Grantor’s Property”):

**Grantor's Property as recorded in Book 4991, Page 950 of Official Records of the County Recorder, Yavapai County, Arizona.**

Grantor, for and in consideration of One Dollar (\$1.00) and other valuable consideration, receipt of which is hereby acknowledged, does hereby grant and convey to **ARIZONA PUBLIC SERVICE COMPANY**, an Arizona corporation, (hereinafter called “Grantee”), and to its successors and assigns, a non-exclusive right, privilege, and easement, 8 feet in width or as further described in attached exhibits at locations and elevations, in, upon, over, under, through and across, a portion of Grantor’s Property described as follows (herein called the “Easement Premises”):

### **SEE EXHIBIT “A” ATTACHED HERETO AND MADE A PART HEREOF**

Grantee is hereby granted the right to: construct, reconstruct, replace, repair, operate and maintain electrical lines, together with appurtenant facilities and fixtures for use in connection therewith, for the transmission and distribution of electricity to, through, across, and beyond Grantor's Property; and install, operate and maintain telecommunication wires, cables, conduits, fixtures and facilities solely for Grantee’s own use incidental to supplying electricity (said electrical and telecommunication lines, facilities and fixtures collectively herein called "Grantee Facilities"). Grantee shall at all times have the right of full and free ingress and egress to and along the Easement Premises for the purposes herein specified.

Grantor shall not locate, erect or construct, or permit to be located, erected or constructed, any building or other structure or drill any well within the limits of the Easement Premises. However, Grantor reserves all other rights, interests and uses of the Easement Premises that are not inconsistent with Grantee's easement rights herein conveyed and which do not interfere with or endanger any of the Grantee Facilities, including, without limitation, granting others the right to use all or portions of the Easement Premises for utility or roadway purposes and constructing improvements within the Easement Premises such as paving, sidewalks, landscaping, driveways, and curbing. Notwithstanding the foregoing, Grantor shall not have the right to lower by more than one foot or raise by more than two feet the surface grade of the Easement Premises without the prior written consent of Grantee, and in no event shall a change in the grade compromise Grantee's minimum cover requirements or interfere with Grantee's operation, maintenance or repair.

Grantee shall not have the right to use the Easement Premises to store gasoline or petroleum products, hazardous or toxic substances, or flammable materials; provided however, that this prohibition shall not apply to any material, equipment or substance contained in, or a part of, the Grantee Facilities, provided that Grantee must comply with all applicable federal, state and local laws and regulations in connection therewith. Additionally, the Easement Premises may not be used for the storage of construction-related materials or to park or store construction-related vehicles or equipment except on a temporary basis to construct, reconstruct, replace, repair, operate, or maintain the Grantee Facilities.

Grantor shall maintain clear areas that extend: 1) 2 feet from and around all edges of transformer pad, and 2) a clear operational area that extends 10 feet immediately in front of transformer, and 3) a 6 feet by 6 feet hot-stick operating area off the front left corner of transformer. No obstructions, trees, shrubs, large landscape rocks, fences, fixtures, or permanent structures shall be placed by Grantor within said clear areas; nor shall Grantor install landscape irrigation or sprinkler systems within said clear areas. Landscape irrigation or sprinkler systems installed adjacent to the clear areas shall be installed and maintained so that the transformer or any other equipment do not get wet by spray or irrigation.

Grantee shall exercise reasonable care to avoid damage to the Easement Premises and all improvements thereon and agrees that following any installation, excavation, maintenance, repair, or other work by Grantee within the Easement Premises, the affected area, including without limitation, all pavement, landscaping, cement, and other improvements permitted within the Easement Premises pursuant to this easement will be restored by Grantee to as close to original condition as is reasonably possible, at the expense of Grantee.

Grantor reserves the right to require the relocation of Grantee Facilities to a new location within Grantor's Property; provided however, that: (1) Grantor pays the entire cost of redesigning and relocating Grantee Facilities; and (2) Grantor provides Grantee with a new easement in a form and location acceptable to Grantee and at no cost to Grantee. Upon the acceptance by Grantee of a new easement and after the relocation of Grantee Facilities to the new easement area, Grantee shall abandon its rights to use the Easement Premises granted in this easement. The easement granted herein shall not be deemed abandoned except upon Grantee's execution and recording of a formal instrument abandoning the easement.

If any of Grantee's electric facilities in this easement are not being used or are determined not to be useful, Grantor may request that the facilities that are no longer needed be removed and that portion of the

easement be abandoned. Grantee will execute and record a formal instrument abandoning the easement, or a portion thereof. Any facilities that are determined to still be needed for Grantee's electrical system can be relocated pursuant to the above relocation requirements.

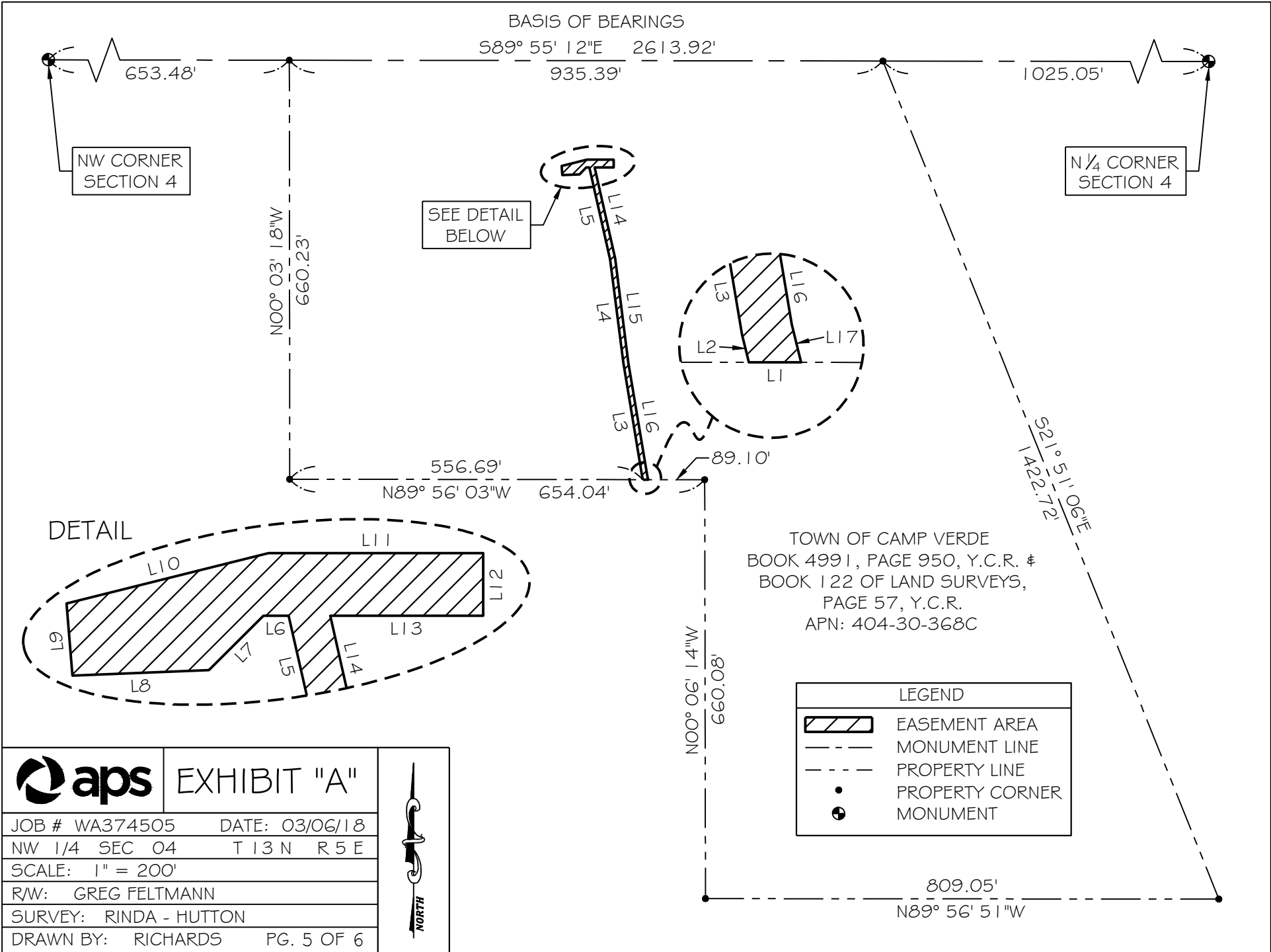
Grantee shall not have the right to transfer, convey or assign its interests in this easement to any individual, corporation, or other entity (other than to an affiliated entity of Grantee or an entity that acquires from Grantee substantially all of Grantee's electric distribution facilities within the area of Grantor's Property) without the prior written consent of Grantor, which consent shall not be unreasonably withheld. Grantee shall notify Grantor of the transfer, conveyance or assignment of any rights granted herein.

The covenants and agreements herein set forth shall extend and inure in favor and to the benefit of, and shall be binding on the heirs, administrators, executors, successors in ownership and estate, assigns and lessees of Grantor and Grantee.

[THE REST OF THIS PAGE IS INTENTIONALLY LEFT BLANK.]



BASIS OF BEARINGS



589° 55' 12" E 2613.92'  
935.39'

653.48'

1025.05'

NW CORNER SECTION 4

N 1/4 CORNER SECTION 4

SEE DETAIL BELOW

N00° 03' 18" W  
660.23'

556.69'  
N89° 56' 03" W 654.04'

89.10'

S21° 51' 06" E  
1422.72'

N00° 06' 14" W  
660.08'

LEGEND

-  EASEMENT AREA
-  MONUMENT LINE
-  PROPERTY LINE
-  PROPERTY CORNER
-  MONUMENT

TOWN OF CAMP VERDE  
BOOK 499 I, PAGE 950, Y.C.R. &  
BOOK 122 OF LAND SURVEYS,  
PAGE 57, Y.C.R.  
APN: 404-30-368C

809.05'  
N89° 56' 51" W

DETAIL

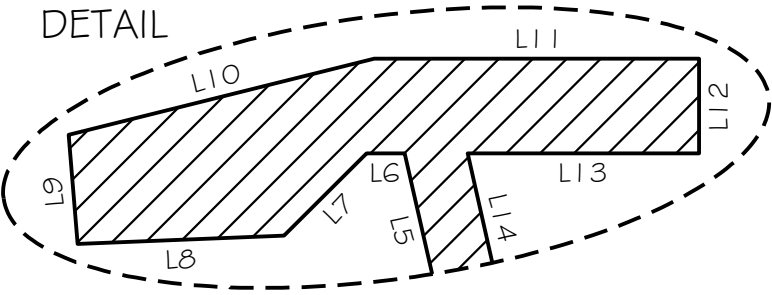



EXHIBIT "A"



JOB # WA374505	DATE: 03/06/18
NW 1/4 SEC 04	T 13 N R 5 E
SCALE: 1" = 200'	
R/W: GREG FELTMANN	
SURVEY: RINDA - HUTTON	
DRAWN BY: RICHARDS PG. 5 OF 6	

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N89°56'03"W	8.25'
L2	N13°58'07"W	4.46'
L3	N09°27'26"W	181.55'
L4	N07°16'27"W	164.92'
L5	N12°43'27"W	148.37'
L6	N90°00'00"W	4.99'
L7	S45°00'00"W	15.19'
L8	S87°45'03"W	26.90'
L9	N04°35'35"W	14.24'
L10	N75°58'11"E	41.00'
L11	N90°00'00"E	42.31'
L12	S00°00'00"E	12.33'
L13	N90°00'00"W	30.14'
L14	S12°43'27"E	146.94'
L15	S07°16'27"E	165.15'
L16	S09°27'26"E	181.09'
L17	S13°58'07"E	6.14'

	EXHIBIT "A"
	JOB # WA374505      DATE: 03/06/18
NW 1/4 SEC 04      T 13 N R 5 E	
SCALE: NONE	
R/W: GREG FELTMANN	
SURVEY: RINDA - HUTTON	
DRAWN BY: RICHARDS      PG. 6 OF 6	



**Agenda Item Submission Form – Section I**

**Meeting Date:**

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

**Requesting Department:** Marshal's Office

**Staff Resource/Contact Person:** Brian Armstrong

**Agenda Title (be exact):** Proclamation to declare the first Wednesday of April each year to be **Start by Believing Day**, which is an awareness campaign focused on the public response to sexual assault.

**List Attached Documents:**

**Estimated Presentation Time:** 10 Minutes

**Estimated Discussion Time:** 10 Minutes

**Reviews and comments Completed by:**

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

**Background Information:**

Start by Believing (SBB) is an awareness campaign focused on the public response to sexual assault, because the first person a victim confides in is typically a friend or family member. How they react determines in large part what happens next. A positive reaction can improve victims' well-being, and increase the chance that they will report to law enforcement and reach out for help from other sources. (Herb Tanner, JD)

On 3-15-2017, the Mayor and Common Council passed a similar proclamation declaring the first Wednesday of each year to be **Start by Believing Day**, and this is a request to reinforce that proclamation (proclamation attached).

**Recommended Action (Motion):**

Move to Proclaim the first Wednesday of April each year to be **Start by Believing Day**.

*Instructions to the Clerk:*





# Proclamation

## *Annual "Start by Believing" Day*

*Whereas, the Town of Camp Verde, in Yavapai County and in the State of Arizona shares a critical concern for victims of sexual violence and a desire to support their needs for justice and healing; and*

*Whereas, in 2017 the Marshal's Office received a total of 13 reports of sexual assault, rape or attempted rape, and the Sexual Assault Advocacy Center served the needs of victims during crisis interventions, peer counseling sessions, and forensic exams, law enforcement interviews, or other proceedings; and*

*Whereas, current estimates suggest no more than 20 percent of sexual assaults will be reported to law enforcement and less than 3 percent will result in the conviction and incarceration of the perpetrator; and*

*Whereas, research documents that victims are far more likely to disclose their sexual assault to a friend or family member, and when these loved ones respond with doubt, shame, or blame, victims suffer additional negative effects on their physical and psychological well-being; and*

*Whereas, the Start by Believing public awareness campaign (a program of End Violence Against Women International) is designed to improve the responses of friends, family members, and community professionals, so they can help victims to access supportive resources and engage the criminal justice system;*

*Now Therefore, Be it Proclaimed by the Mayor and Common Council of the Town of Camp Verde support the Start by Believing public awareness campaign and do hereby declare the first Wednesday of April each year to be Start by Believing Day throughout the Town of Camp Verde, Arizona in Yavapai County.*

*Signed and attested to this \_\_\_\_\_ day of \_\_\_\_\_, 2018*

---

*Charles German  
Mayor, Town of Camp Verde*

*Attest:*

---

*Judith Morgan  
Town Clerk*

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## **Town of Camp Verde Camp Verde, Arizona**

### PROCLAMATION

Declaring April as:

# **Fair Housing Month**

**Whereas,** the Civil Rights Act of 1968, commonly known as the Federal Fair Housing Act and the Fair Housing Amendments Act of 1988 prohibit discrimination in the sale, rental, leasing and financing of housing or land to be used for the construction of housing or in the provision of brokerage services on the basis of race, color, religion, sex, disability, familial status or national origin; and

**Whereas,** the 1986 and 1988 federal *Fair Housing Acts* declare that it is a national policy to ensure equal opportunities in housing; and

**Whereas,** April has traditionally been designated as *Fair Housing Month* in the United States,

**NOW THEREFORE,** the Mayor and Common Council of the Town of Camp Verde, Camp Verde, Arizona, do hereby Proclaim April as:

# **Fair Housing Month**

In the Town of Camp Verde, and do hereby urge all residents of this community to comply with, and show their support for the letter and spirit of the *Fair Housing Acts*.

Issued this 4th day of April 2018.

---

Charles German

ATTEST:

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Judy Morgan, Town Clerk

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**QUARTERLY REPORT  
Planning and Zoning Commission  
January – March 2018**

**Scheduled Meetings:        2**

**January 4, 2018 :   Cancelled**

**January 11, 2018: Special Meeting**

**Present:** Davis, Helm, Blue, George, Hisrich, Norton

**Absent:** One Vacancy exists

**January 11, 2018 Special Meeting Discussion:**

- a. Quarterly Report for October – December 2017
- b. Street Abandonment of Hualapai Drive, Dedication of Right-of-Way for Dickison Circle, and Amended Plat for Rio Verde Subdivision.
- c. Text Amendments to the Planning & Zoning Ordinance regarding Definitions for Manufactured Home Parks, Exceptions to Yard and Height Requirements for Fences, and Kelvin Output for Outdoor Lighting.
- d. Election of Officers.

**The following recommendations were made to Council:**

Recommendation for approval of the Street Abandonment of Hualapai Drive and dedication of Dickison Circle, with the Amended Plat portion stricken.

Recommendation for approval of Text Amendments to the Planning & Zoning Ordinance as follows:

- a. Amending the definition of Manufactured Home Parks to strike “under single ownership” to allow for the inclusion of manufactured homes as accessory dwelling units.
- b. To revise the height of fences in front yards to read “fences or free standing walls, not to exceed a height of six (6) feet in any required front yard, where at least the top two feet shall not be opaque or solid”.
- c. To revise the Outdoor Lighting ordinance to include “bulbs should not exceed 3000 Kelvin”.

**February 1, 2018:   Cancelled**

**February 8, 2018: Work Session at 6:00 p.m.**

Discussed design standards for RV Parks and PAD Zoning, and Site Plan Review.

**February 8, 2018: Special Meeting**

**Present:** Davis, Helm, Blue, George, Norton, Vanlandingham

**Absent:** Hisrich

**The following recommendations were made to Council:**

Recommendation of approval for a Zoning Map Change/Planned Area Development (PAD) from R1L-70 to PAD-C2 for Red Moon Development, for a proposed Recreational Vehicle Park, just west of I-17 on the north side of State Route 260.

**March 1, 2018:      Cancelled**

**March 8, 2018:      Cancelled**

**There were no items tabled by the Commission.**

**QUARTERLY REPORT  
Board of Adjustments  
January – March 2018**

**Regularly Scheduled Meetings, as needed:**           **1**

**January 9, 2018 – Regular Session**

- a. Quarterly Report for October – December 2017
- b. Election of Officers
- c. Reviewed 2018 Meeting Schedule

**February 13, 2018 – Regular Session**

Cancelled – No business before the Board.

**March 13, 2018 – Regular Session**

Cancelled – No business before the Board.

**Special Session Meetings:**                           **0**

**Work Sessions:**   **0**

**There were no applications approved.**

**There were no appeals denied.**

**There were no application denied.**

**There were no items discussed.**

**There were no items discussed in work sessions.**

**There were no presentations heard by the board.**

**There was no training.**

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**Agenda Item Submission Form – Section I**

**Meeting Date:** April 4, 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):** Discussion, consideration and possible direction to staff regarding a request to abandon Town property at the corner of Nichols Street and Fain Street and an alleyway connecting Fain Street with Tres Rios Road.

**List Attached Documents:** 1) Applicant's request letter, 2) Map of proposed abandonment property

**Estimated Presentation Time:** 5

**Estimated Discussion Time:** 10

**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:** The developer of a proposed small house subdivision is requesting the abandonment of an irregular corner of Nichols Street and an alleyway connecting Tres Rios Road with Fain Street. No portion of the property requested for abandonment is currently being used or maintained by the Town of Camp Verde and the Town has no plans to utilize the property in the future. The abandonment of the alleyway would create a single contiguous parcel that is being developed as a small house subdivision. Abandonment of the corner of Nichols Street would facilitate on-street parking for both the public and visitors to the subdivision. Abandonment is supported by Public Works, Community Development and Economic Development departments.

**Recommended Action (Motion):** Direct staff to work with the owners of the adjacent properties to facilitate an abandonment of the proposed property at the corner of Fain Street and Nichols Street along with the alleyway connecting Tres Rios Road with Fain Street.

**Instructions to the Clerk:**



David Meier

928 853 5009 DMeier73@gmail.com 165 Sombart Lane Sedona Arizona 86336

March 19, 2018

Town of Camp Verde  
Attn: Steve Ayres

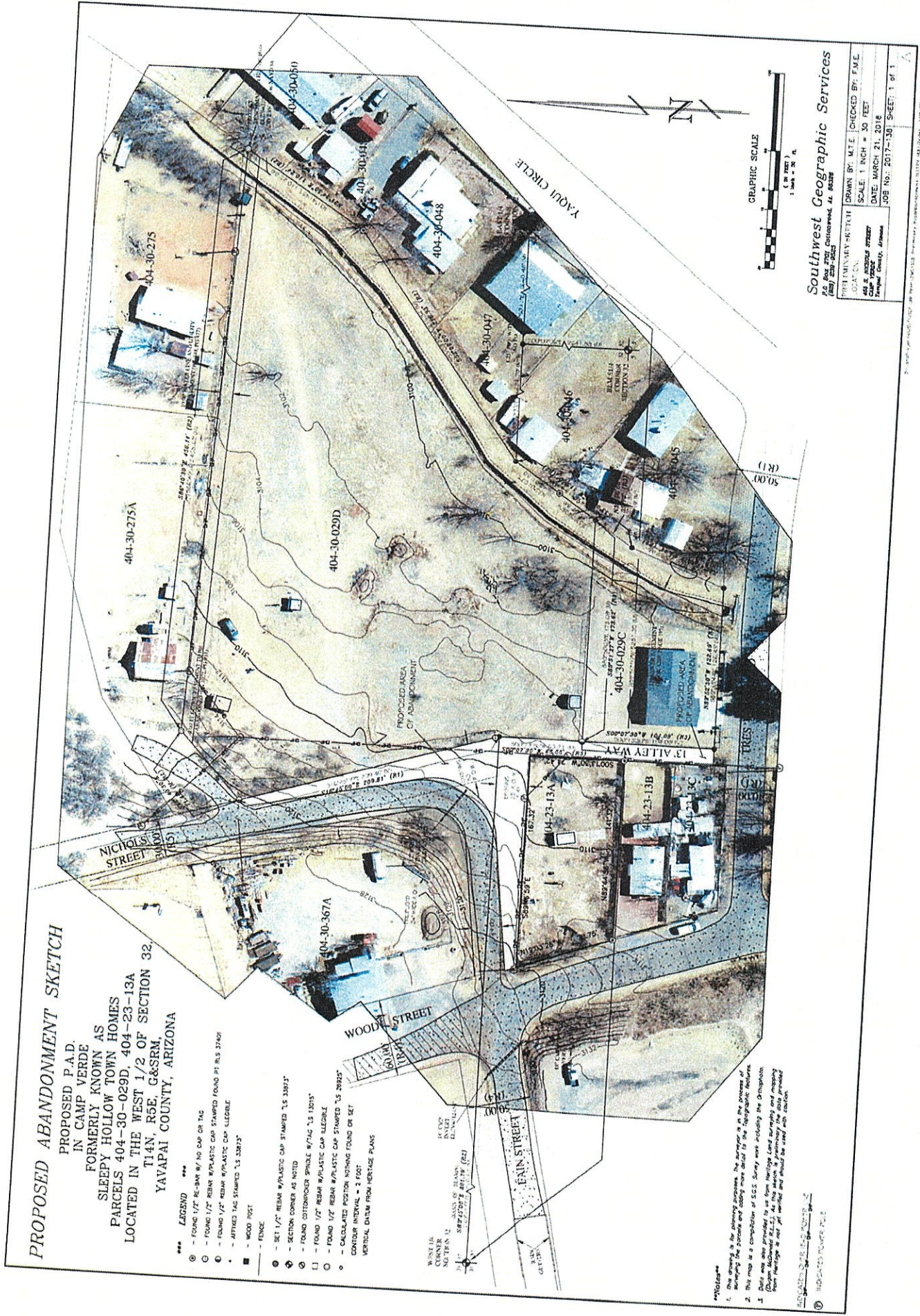
Steve,

This letter is to request that the town cooperate with the efforts to create a "tiny home" development at 585 Nichols Street by agreeing to abandon the town owned space indicated on the attached map.

I look forward to working cooperatively with the town to enhance this area to the benefit of Camp Verde and its residents.

Sincerely yours,

David Meier



**PROPOSED ABANDONMENT SKETCH**

PROPOSED P.A.D.  
 IN CAMP VERDE  
 FORMERLY KNOWN AS  
 SLEEPY HOLLOW TOWN HOMES  
 PARCELS 404-30-029D, 404-23-13A  
 LOCATED IN THE WEST 1/2 OF SECTION 32,  
 T14N, R9E, G&SRM,  
 YAVAPAI COUNTY, ARIZONA

- LEGEND**
- - FOUND 1/2" REBAR W/ NO CAP OR TAG
  - - FOUND 1/2" REBAR W/PLASTIC CAP STAMPED FOUND BY RLS 37403
  - - FOUND 1/2" REBAR W/PLASTIC CAP SLEEVE
  - - AFFIXED TAG STAMPED "LS 33823"
  - - WOOD POST
  - - FENCE
  - - SET 1/2" REBAR W/PLASTIC CAP STAMPED "LS 33823"
  - - SECTION CORNER AS NOTED
  - - FOUND COTTONWOOD SPINDLE W/TAG "LS 12015"
  - - FOUND 1/2" REBAR W/PLASTIC CAP SLEEVE
  - - FOUND 1/2" REBAR W/PLASTIC CAP STAMPED "LS 28202"
  - - CALCULATED POSITION NOTHING FOUND OR SET
  - - CONTIGUOUS INTERVAL = 2 FOOT
  - - VERTICAL DATUM FROM HERITAGE PLANS

**\*\*Notes\*\***

1. Surveying is for planning purposes. The surveyor is in the possession of all records and is not responsible for the accuracy of the data provided by the client.
2. This map is a compilation of SCS. Survey work including the Originals.
3. Data was provided to us from Heritage Land Surveying and Mapping. (Data was provided to us from Heritage Land Surveying and Mapping. Data was provided to us from Heritage Land Surveying and Mapping. Data was provided to us from Heritage Land Surveying and Mapping.)

**Southwest Geographic Services**  
 P.O. Box 25000, Scottsdale, AZ 85268  
 PREPARED BY: M.T.E. CHECKED BY: F.M.E.  
 DATE: MARCH 21, 2018  
 SCALE: 1 INCH = 30 FEET  
 JOB No.: 2017-130 | SHEET: 1 of 1

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**Judy Morgan**


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**From:** Charles German  
**Sent:** Sunday, March 25, 2018 8:12 AM  
**To:** Eric Descheenie  
**Cc:** Judy Morgan; Russ Martin  
**Subject:** RE: Representative Descheenie- Certified Chemical Lab for Northern Arizona | We need your Match

Dear Representative Descheenie,  
Thank you for your information and I will place this before Council for discussion and direction.  
Respectfully,  
Charles German

Sent from [Mail](#) for Windows 10

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**From:** [Eric Descheenie](#)  
**Sent:** Friday, March 23, 2018 9:21 AM  
**To:** [Charles German](#)  
**Cc:**  [Eric Descheenie](#); [David Livingston](#); [Russell Bowers](#); [Shannon Rivington](#); [Jessica Wilson](#)  
**Subject:** Representative Descheenie- Certified Chemical Lab for Northern Arizona | We need your Match

ERIC DESCHEENIE  
1700 WEST WASHINGTON, SUITE H  
PHOENIX, ARIZONA 85007-2844  
CAPITOL PHONE: (602) 926-4846  
TOLL FREE: 1-800-352-8404  
edescheenie@azleg.gov



COMMITTEES:  
ENERGY, ENVIRONMENT &  
NATURAL RESOURCES  
MILITARY, VETERANS &  
REGULATORY AFFAIRS

DISTRICT 7

Arizona House of Representatives  
Phoenix, Arizona 85007

March 14, 2018

Mr. German  
Town of Camp Verde Mayor  
473 S. Main St. Suite 102 Camp Verde, AZ 86322

RE: Certified Chemical Lab for Northern Arizona | We need your Match

Dear Mr. German,

Navajo Technical University is currently asking for \$6 million in funding from the State of Arizona in order to build a **Certified Environmental Lab** on their campus in Chinle, Arizona. This would be the only certified lab in Northern Arizona. The lab will be used to sample air, water and soil for contaminants such as uranium. It will also be available for testing for medical treatments and research. Aside from the testing, the Lab will provide STEM education for students, especially at the higher levels. Students will be able to work in the lab alongside the scientists.

The Lab will provide jobs on the Navajo Nation and training for technicians all the way through to high level technical jobs, which will help to meet the ever growing workforce demand of companies in Arizona and those looking to locate in our state. The availability of this level of education will open a world of opportunities never before a reality for many students.

I am contacting you because although we have asked the state for \$6 million, it is unlikely that there will be that much available in the budget. We need to find sources of matching funds to convince legislators that the Lab is feasible.

Our goal is \$3 million in matching funds, and we are asking for your help to achieve this goal together. I am asking you and your organization to help us raise the funds or make a pledge for future funding. If you would be contracting for services, perhaps you could provide an estimate of what you would be likely to pay for the services that are currently sent to other labs, or projections of need for services.

It is urgent that we can show matching funds quickly because the budget negotiations have already started in the House and Senate. The goal is to have the overall budget for FY 18-19 completed by the end of March.

I have attached a position paper describing the project and the proposed budget.

I would very much appreciate your response to this request as soon as possible. Even if you are unable to commit funds at this time, it would be great if you could give the project your endorsement.

I would like to have the chance to tell you more about this project and answer any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Descheenie".

Eric Descheenie  
State Representative, Legislative District 7

**Funding for a Certified Environmental Lab  
On the Chinle Campus of Navajo Technical University**

**Purpose**

- Funding is requested to build a major chemistry/biology lab capable of meeting EPA standards to be located on the Chinle Campus of Navajo Technical Laboratory.
- The bill requests a one-time allocation of \$6,000,000 from the general fund.
- This money would be used for the construction of facilities and equipment for the Environmental Lab
- The Environmental Lab would serve two very important purposes:
  - **A Certified Lab** to do Environmental testing and monitoring for all of northern Arizona and the State, available to NAU and other agencies and also the private sector.
  - **STEM and workforce education** to prepare students for high-tech and high paying jobs in the fields of environmental remediation, medical testing and research, and a future medical school on NTU in Chinle. This would be open to all students not only Navajo.
- Additional \$750,000 for ongoing operations and maintenance will come from NTU. Also Navaho Tribal Utility Authority, Salt River Project, other grants, and funding from work done for private companies and individuals will help support the Lab.

**Impact**

- This will be the only Certified Lab in northern Arizona.
- High paying professional and technical jobs will be created on the Navajo Reservation both for construction and the operation.
- Students will be able to learn high-tech STEM workforce skills. New avenues will be available to train for advanced careers that are out of reach right now.
- Workforce development will be one of the greatest benefits of the Lab. Students will be trained in all aspects of running the Lab, understanding and operating equipment, performing tests and compiling data. Jobs will be available on the Reservation, and trained graduates will be available to meet the critical need for highly skilled workers in STEM fields.
- Construction of the facility will generate jobs and learning opportunities for NTU students
- Most of the testing that is required is extremely expensive and is currently being done in other states or outside northern Arizona. Doing testing in-house will both save money and bring money back to northern Arizona, as well as saving critical time for medical and emergency environmental situations
- The labs that are currently available in northern Arizona do not have the capacity to measure substances at concentrations of 1 part per billion or trillion, which is necessary to detect many harmful chemicals, carcinogens, and for medical use.
- Testing will be available to Northern Arizona University, Navajo Tribal Utility Authority, medical facilities, other federal, state and county agencies and the public
- Purchase of equipment and ongoing operations and maintenance will bring money and expertise into Arizona.
- Lab will generate revenue by providing services to other agencies and the private sector.
- Medical research will have needed tools not only to diagnose diseases, but also to have reliable data determine cause and possible cures.

**Navajo Technical University  
Estimated Budget for Chinle Analytical Lab**

Estimated cost of a 9,000 SF Analytical Lab with at least two classrooms:

- \$3,825,000 9,000 SF @ \$425 SF (Actual cost of Wet Lab addition at NTU Crownpoint)
- \$500,000 Estimated Architecture & Engineering
- \$1,651,000 Cost of specialized lab equipment (See List)
- \$324,000 Cost of Furniture, Fixtures and other Equipment

**\$6,300,000 Total Cost of Analytical Lab**

NTU will be responsible for ongoing operations and teaching. These costs are estimated to be **\$750,000 a year**; \$250,000 for salary and fringe and \$500,000 for utilities, expendable supplies, etc.

Detailed information on Laboratory equipment and expected users of the Lab are provided in separate documents.

Respectfully,





## Eric Descheenie

Legislative District 7

1700 W. Washington Phoenix, AZ 85007

Email: [Edescheenie@azleg.gov](mailto:Edescheenie@azleg.gov) Contact: 602.926.4846

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Please consider our environment before printing this email. 🌱

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