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**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 3, 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) Special and Work Sessions – September 12, 2018
- 2) Regular Session – September 19, 2018

b) Set Next Meeting, Date and Time:

- 1) Wednesday, October 10, 2018 at 5:30 p.m. – Work Session
- 2) Wednesday, October 17, 2018 at 6:30 p.m. – Regular Session
- 3) Wednesday, October 24, 2018 at 6:30 p.m. – Council Hears P&Z Matters
- 4) Wednesday, November 7, 2018 at 6:30 p.m. – Regular Session

c) Possible approval of resolution 2018-1011, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting the Yavapai County Multi-Jurisdictional Hazard Mitigation Plan 2018. [Resource: Ron Long, Dorie Blair]

5. Special Announcements and presentations.

5.1. Proclamation declaring October Fort Verde State Historic Park Month.

5.2. Announcing LSTA Grant Funded project: Creation Station. [Staff Resource: Nadia Torabi-Youth Services Librarian]

5.3. Report from YAC (Youth Advisory Council) members who attended the 2108 League of Cities & Towns Annual Conference-Youth Program. [Staff Resources: Zack Garcia & Youth Advisory Council teens]

5.4. Presentation from the Camp Verde Marshal’s Office announcing their

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participation in the ***Pink Patch Project***, a Law Enforcement public awareness campaign designed to bring attention to the fight against breast cancer, beginning October 1 and running through the month of October 2018. [Staff Resource: Brian Armstrong]

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5.5. Third Quarter 2018 Report (July – September 2018) from the Planning & Zoning Commission. [Staff Resource: Melinda Lee]

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5.6. Third Quarter 2018 Report (July – September 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.

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7.1. Review, discussion and possible approval for Town of Camp Verde Finance Director to secure Lease Purchase Funding from Zions Bancorporation NA per the attached RFP (Request for Proposal) response. [Staff Resource: Mike Showers]

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

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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DRAFT MINUTES
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 12, 2018 at 5:00 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 5:00 p.m.

2. Roll Call

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

Also Present

Public Works Director Ron Long, Parks and Recreation Director Mike Marshall, Town Clerk Judy Morgan, and Recording Secretary Jennifer Reed were present. Councilors-elect Joe Butner (arrived late at 5:08 p.m.) and Bill LeBeau were also present.

3. Pledge of Allegiance

Mayor German led the Pledge.

4. Special Session. Legal action can be taken.

4.1. Possible approval of Resolution 2018-1008, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring and adopting the results of the Regular Election on August 28, 2018. [Staff Resource: Judy Morgan]

Town Clerk Judy Morgan explained that this is the Official Canvas and will make it the official record of the primary election once Council approves it tonight.

Motion was made by Councilor Baker to approve the canvas of votes as presented. Second was made by Councilor Buchanan. **Motion** carried unanimously with Mayor German, Vice Mayor Murdock, Councilors Whatley, Jenkins, Gordon, Baker and Buchanan approving.

Motion was made by Vice Mayor Murdock to approve Resolution 2018-1008. Second was made by Councilor Baker. Councilor Gordon thanked everyone who is a candidate, for running, this shows that there is interest in the community. **Motion** carried unanimously with Mayor German, Vice Mayor Murdock, Councilors Whatley, Jenkins, Gordon, Baker and Buchanan approving.

4.2. Presentation of Certificates of Election to Joe Butner, Bill LeBeau and Robin Whatley (3 Council Seats – Elected in Primary). [Staff Resource: Judy Morgan]

Town Clerk Judy Morgan explained that this is what we do to confirm they are elected in the Primary. They won't be seated until after the general election. She handed out the Certificates of Election to the individuals.

4.3. Presentation of Certificate of Nomination to Jackie Baker and Charles C. German (Mayor Seat-General Election Runoff). [Staff Resource: Judy Morgan]

Town Clerk Judy Morgan explained that this is a Certification of Nomination, which means these two candidates for Mayor received enough votes to move on to the general election. She handed out the Certificates of Election to the individuals.

5. Work Session. No legal action will be taken.

5.1. Field Trip to Sports Complex for on-site review of construction progress and neighboring drainage concerns. Council will travel to and from the Sports Complex location, then return and reconvene into the Work Session.

Mayor German reminded Council there will be no discussion or deliberation on the field trip. Council Members can write down questions while on the field trip and bring back to the meeting for answers.

The meeting was recessed at 5:08 p.m.

Council travelled to the Sports Complex location with 10 other vehicles accompanying for the tour. Parks and Rec Director Michael Marshall led the tour. They made 9 stops while on the tour and viewed various portions of the project (See Attached Sports Complex Concept Master Plan map). Any questions asked by visiting citizens were written down for response at the Work Session.

The meeting was resumed at 6:53 p.m.

Mayor German turned the floor over to the Engineers for an overview, giving them an opportunity to speak on the Sports Complex development.

Public Works Director Ron Long introduced Andrew Bard, who is the Engineer from Kimley-Horn, the Engineering company doing the design on the park. Mr. Long said the project is about 80% complete on the first phase of the park that includes drainage, grading and infrastructure. The park will be irrigated with reclaimed water from the plant. The next phase is working on the park amenities.

Mr. Long went over the drainage issues experienced as a result of a microburst on July 26th. Due to the intensity of the storm, a tower of straw wattles fell and plugged the drainage ditch, causing flooding on McCracken Road. Crews removed the blockage so on September 2nd when another storm came in, there was no flooding. He doesn't feel there is a problem at the park with the drainage, that it was an unfortunate event that led to the "overtopping" and he feels the design is very sound. Mr. Long spoke on the natural topography which includes a channel that runs off the park area and right across Mr. German's (Mayor) property. It then continues over McCracken Road where it goes along the roadside ditch to the river. Due to the drainage off the park's property the Mayor built a retaining wall on his property, which he paid for. Dirt was filled in behind it, which was also paid for by the Mayor. Mr. Long stated it was a necessary part of the job, if they hadn't done the work then they would have to be out there cleaning up mud and debris. There is a lower section in the channel that was created by the natural topography of the land. There is no way the work that was done there will have any impact on adjacent properties. The west channel is designed to bring water from the north side of the park, around the perimeter of the park, down to the ADOT basin which is located south of the

park. That channel was specifically designed to protect the properties next to the park. Evidence is showing it is doing what it was designed to do.

Andrew Bard stated that when they started working on this project they knew water was going to be the problem because of the huge ADOT basin on the south side. The first step was to evaluate how they were going to route storm-water around the park. They also have requirements and guidelines from Yavapai County and ADOT they must abide by. Offsite water is designed for a 100-year event. He spoke on how well the park held up with the July storm. They had an active construction site that had just seen an intense storm. The "S" curve area is a sensitive area which needed additional capacity, which they modified by adding a 1-foot berm around the outside to prevent over topping, and carved out more of the basin. Drainage is not an exact science, so it was nice to be able to go out and look at the site after the storm and make changes where needed.

Vice Mayor Murdock presented some questions that were asked on the field trip:

1) What is the timeframe for the color phases on the map received? Mr. Long stated they are currently working on grading, drainage and infrastructure. The roads and plumbing should be complete by early October. They are also in design for the second phase of plumbing that comes from the plant to the corner of the park. The design is about 80% complete and should go out to bid in October. Once it goes out to bid, it should easily be done by March 2019. They are also in design of all the color areas that you see on the map, which includes the park amenities. That design should be finished around March and finished in early September 2019.

2) What development is in place to avoid flooding in the "gully" that was there before the construction started? Now that they are all covered, how are you diverting the water which will sheet off of the park and how will that water sheet and get to the drainage swales that are on the outside edge of the park. Engineer Bard stated they routed water around the park, they took all the washes and combined them into one channel. They took the high part of the park and created a west and east channel. These are designed to certain standards and put into a report that is submitted to Yavapai County, ADOT and the Town of Camp Verde and they approved the design.

3) Camp Verde was recently designated a Dark Sky Community. Will there be dark sky lights at the facility? Mr. Long stated that yes they will be using the same lighting contractor as the City of Flagstaff uses which is also a Dark Sky Designated City. They developed an LED technology using shielding. This is where the light is directed on to the field and doesn't spill off to the sides.

Comments were taken from the public.

Joe Butner- stated he felt there were special benefits granted for the Mayor's property to protect it from flood waters off the park. He asked about the dates for contract approval and change orders for excavation of the park property. He stated the Mayor was in violation of the Arizona Conflict of Interest statutes ARS Sections 38-501 through 511. Mayor German asked if he (Mr. Butner) was bringing charges against him tonight. After more dialog, Mayor German said they were getting off the topic but can add it as an agenda item for further discussion.

Nikki Miller asked if there would be more electric (outlets) on the fields. She is involved

with Camp Verde Promotions, who has held events on the soccer field and there needs to be electric on the field for vendors during a special event. Engineer Bard stated it will be added. They sent a service request letter two weeks ago to APS, and are making accommodations for that.

5.2. Discussion and possible direction regarding drainage: Forest Service involving Verde Lakes; McCracken Road/Caughran Ranch Road; Middle Verde, etc.

Mayor German stated this is one of many meetings that is scheduled for the Council to hear what the neighborhoods have to say. Most of the public here is from McCracken Road. The Council wants to solve this and wants to hear from the public, then they can advise/direct staff as to how to solve the problems. The Bull Pen Ranch flooding was solved with a grant. Council is here tonight to fact find, listen and then give direction to the staff.

Mayor German turned the floor over to Carol German. Ms. German stated the public is here tonight to present information, and to show video/pictures. She gave a brief introduction into the issue. She has been designated to introduce three distinct areas. These areas do not all involve the park area. There will be three speakers for each of the three areas. She started her presentation by showing a video of all areas at once. She stated some of the areas have never flooded before.

McCracken & Beaver Area: Bennie Bishop showed a video of his back yard with the water almost to the house. He doesn't think it has anything to do with the construction of the park. Mr. Bishop stated he is not trained to know how to fix this but needs the Council's support. This has been a problem for at least five years; work has not been done in the ditches and culverts in the area; residents have spent time and money trying to fix the problems; who's responsibility is it to keep them maintained. He feels routine maintenance to clean the easements, roadside ditches and culverts are needed and this should begin in a reasonable amount of time. He requests that home and property owners be notified in advance that this scheduled maintenance is going to be occurring. Mr. Bishop went on to read a statement from the residents in the area. *"We are not seeking a heavy-handed approach, to resolving these significant concerns in the subdivision. We do however, ask as tax payers of the town of Camp Verde, provide some basic services to give us the best possible chances to avoid flooding in the future. We understand that flooding can occur just about anywhere during the rainy season, we just want the opportunity to avoid that unnecessary flooding because the roadside ditches and culverts haven't been maintained in that area.* He asked the council, "What is your plan to safe guard the community".

North of Beaver and McCracken: Tom Palmer, resident of the central McCracken area from Beaver, North to Pioneer, stated that each area has a unique drainage problem. He spoke on the natural drainage, which drains a lot of country. He spoke on another drainage basin that resides on private land adjacent to McCracken. There is a large sediment dam that was created there in 50's to take water from the natural drainage and make it flow in a certain direction. A spreader dike failed in 2013, which is when residents first realized they had a problem. In 2018 a similar event happened. The entire man-made feature resides on State Trust Land. He is concerned the spreader dike was not considered when creating the park, and if this feature was fixed it would alleviate future

flooding.

Mayor German told the story of the property owner who put in an unauthorized dam when trying to develop his land. From that point on, the silt has come in and filled it to a point that it will not hold any compacity. Part of the solution is going onto State Land to make that kind of diversion. Mr. Palmer echoed Bennie Bishop's earlier comments that they were here to reach an amicable solution to these issues. Mayor German explained the Town has 42 square miles of incorporated area and has been working on some other possible solutions. A property owner needs to be able to get into the town's right away to legally to fix a problem and protect their property. He will ask staff to come up with some kind of a master plan of the areas where we can go in and have a scheduled maintenance of those bar ditches and culverts.

South of Beaver Area: Carol German showed her back-lot video that has never had raging water running through it. She is not sure what they can do to fix it, maybe build a berm. She stated this has never happened before even with heavier storms that have come through.

Kevin Torrey (top of beaver and McCracken adjacent to the park) disagreed with the Town Engineer that the issues related to this are because of a microburst. He showed a video of the flooding and surrounding area. He stated the water that is flowing is coming from the park and on to the property. Mr. Torrey spoke on no one consulted with residents, or other property owners in the area, and no one got that benefit. He spoke on the Town's responsibility to find a solution and part of that solution involves resolving the "issue" going on with Mayor German.

Mayor German responded he was going off topic and they need to stick to the items on the agenda. Mr. Torrey persisted and Mayor German left the meeting. 8:02 p.m.

Vice Mayor Murdock said the residents here feel this is a very sensitive issue, as well as Mr. German. Ms. Murdock said that she is comfortable running the meeting if the residents would like to continue.

Mr. Torrey stated he will move on because he realized he charged up the room a little and proceeded to sit down. Carol German would like the Council to hear from Joe Nackard next regarding the topic.

Councilor Baker called a point of order, stating as a Council Member she wants to hear what each person has to say. She said we need to respect the quorum. She didn't think the previous speaker, Mr. Torrey, meant any derogatory statement nor was he able to finish what he was saying. Ms. Baker hopes Vice Mayor Murdock doesn't let that happen again.

Vice Mayor Murdock addressed Mr. Torrey and apologized

Mr. Torrey said that when he was finished he knew he created a conflict in the room and stated he is finished speaking.

Councilor Whatley requested the public keep personal attacks out of this. She thanked them all for doing that for the most part everyone has been very respectful. She asked them to understand the Mayor is a neighbor too and has the same problems that they have. The audience made sounds of discord.

Vice Mayor Murdock called order and gave the floor to Mr. Nackard to give his presentation.

Joe Nackard showed his video and spoke about the Pebble Rock Subdivision. In the fifteen years he's owned the property he has never had water sitting on the vacant property. He spoke on considering filing a claim with the Town, but there are things he'd have to prove, do engineering, and you'd have to show any damages. On the tour of the park he felt the flooding was due to the toppled wattles in the ditch, causing the flood waters to overtop the drainage basin. He feels there shouldn't be a problem if the ditch is maintained on McCracken.

Carol German stated she has put together a summary of all three areas spoken about tonight and handed out a copy to each Council Member. She stated there are suggestions included at the end of the report. She said they are all here to work with the town and find solutions to the problems.

Public Comment:

Linda Harkness stated the wattles that were washed out in the first storm were never replaced. There is a report filed with ADEQ maintaining all the silt is kept on the site. With the wattles not in place, it didn't do that; the result of this is silt across the street plugging up the ditches. She spoke on specifications for installing wattles and contested this was not how they were installed. Her drainage easement hasn't been dug out for 28 years and she stated the best thing that could be done for maintenance is to dig out that ditch about every 2 years to make sure it's deep enough to take the flow.

Patricia Miller stated the drainage ditch on McCracken is completely silted in again.

Councilor Jenkins feels it has been a productive night. The tour gave insight into what was brought before Council. She thanked the participating residents for their work on this and efforts. She expects there will be some kind of direction and continued discussions to work on a solution.

Councilor Gordon spoke on the Town hiring a professional engineer to design the park so he is confident that issues related to the park property will be resolved. The bigger problems we have is this entire community was designed without any Hydrology Reports. So even if the ditches and culverts are maintained, we don't even know if those ditches and culverts are adequately sized. This complicated issue is going to take time, there are a lot of agencies the Town has to work with as well as more research to do. We can maintain the ditches but it's just going to be a Band-Aid until we can come up with the money to get a hydrology report, which are very expensive. The problem is not just in these areas, but it is in almost all the town.

Councilor Baker stated this has been a problem from the beginning. Much wasn't done when Yavapai County was the jurisdictional entity that was permitting things when they did permit things. However, a lot of this is going to be shear plain maintenance. She said thank you for the visual presentation that helped them understand. She suggests the following Council direction: to go twice a year to contract out and begin now doing the maintenance in the most problematic areas. Because we don't have the staff to address everything right now, they can contract out with some maintenance people and do what we need to do, to help resolve some of this. This would be preventative measures. We

need to get with State Trust Land, the Forest Service and Town Government to have the agreements that are necessary to go out to do the things we need to do.

Vice Mayor Murdock asked Public Works Director Ron Long some questions:

1. She asked about easements and the town's roads and whether some of these are on private property and/or public property. Mr. Long stated that most roads have easements, but some are rights of way and there is a difference between the two. He explained the difference – rights of way the town owns and not on the tax books; easement the homeowner actually owns the underlying land, but we have the easement for public transportation on the top of it. Typical roadway width is 50 feet in residential areas, giving room for drainage ditches alongside the road. Most ditches are within the town's right away. Mr. Long stated we can't go on to private property without permission and then we can't spend public money on private property.
2. Someone asked about the soundness of the spreader dike. Mr. Long stated it is in poor shape. It is an earth dam and it was not constructed to any standard and he is sure it is failing. He would not trust it at all.

Vice Mayor Murdock thanked everyone for doing the tour at the park site. She is thankful for residents that went out to help clean up after the storm(s), and thinks the town should look into the flooding issues. She knows we have a Stormwater Drainage Program and thinks staff can work with the agencies/entities to come up with a plan. She doesn't feel she can be more specific on each individual point right now, as she thinks it's a larger picture. She would like to leave it to the professionals and keep the members of the community involved.

Councilor Baker asked Mr. Long about his comment that he recognized a flaw with how the swale turned, and saw how that would perhaps cause the flooding on the mayor's property. Did he discuss that with the engineering firm? Mr. Long stated she didn't quite capture what he said but she did hit on points that he did make. He said the "S" curve is where the breach occurred. It was caused because of the plug, but it pointed to a weakness in the design. Not a fault or a failure on its own. It needed the help of the wattles to fail but it pointed to an issue that they needed to fix. He had the engineer looked at it and he designed a fix for it. That is to open it up, make it much larger on the corner so it can carry more water, and then he is going to raise the height of the bank. This will keep water in the channel. This is a brand new design that has never been tested until it gets tested.

Councilor Baker asked on the progress of working will all of the entities or if staff is waiting for Council direction to continue to come up with agreements to get things done. Mr. Long stated they have had meetings with the Forest Service but have not spoken with the State Trust folks. They have met with the Land Manager for the Red Rock Districts and their Hydrologist and pointed out the problems they were having in the Verde Lakes area and McCracken area. Most of the problems are on State Trust Land or on Middle Verde Road. The Mayor has been making progress with meetings but is still in conversation and does not have any permits nor have any in the works. Mr. Long thinks staff needs Council's support and he thinks they need to do more politically to draw attention to the problem. We can use the public's help to make these agencies aware of these issues. We need to show solidarity as a community and go to the the

Forest Service and State Trust Land before worse damage is done. It is a political problem.

Councilor Baker would like to direct staff to meet with the entities, the highest level possible, were they could get those agreements between the town and those entities to address these issues that have been occurring in all these years since incorporation, including the ADOT retention basin.

Councilor Jenkins asked what direction is needed tonight to address the questions and issues and what would be a good timeframe for staff to respond with feedback.

Vice Mayor Murdock said staff needs a consensus from Council with our support to continue forward with finding mitigatable reasons to be able to approach the Forest Service, State Land Trust, private property owners and getting into the easement and the rights-of-way of the Town's property.

Councilor Jenkins asked for periodic updates as well.

Public Comment:

Patricia Miller stood and spoke on a 2013 event when the Town Manager was on the McCracken Property after it was badly flooded, and said he would seek permission from the Forest Service and any other entity up above us to repair those dams. She wants to like to know why 5 years later nobody has approached those people.

Vice Mayor Murdock said she does know the Town is continuing to work with the Forest Service, but doesn't have that specific answer. She does know they will continue to go forward with the consensus of the understanding of the problem in the neighborhood and any other neighborhood in the entire community.

Councilor Baker would like to know if this would be more helpful as a political thing to make a motion and actually vote on this direction to staff that would give a better approach to the agencies that you will have to deal with.

Vice Mayor Murdock said they have had discussion and possible direction. The agenda is written for direction not action.

Councilor Baker feels it would be more proper to make a motion rather than direction. Town Clerk Judy Morgan explained the agenda was divided into a special session where action could be taken (for the canvass of the election) and a work session where legal action is not to be taken. Therefore, a motion could not be made at this time. Councilor Baker agree to just give direction.

Direction was given to staff and manager to meet with those entities. Mr. Long said he knows what needs to be done and will do what he can, but urged you need to do more than send him. We need the community to show to these agencies they need to listen to us.

Vice Mayor Murdock called for a 10-minute recess at 8:35 p.m.

The meeting was resumed at 8:45 p.m.

5.3. Camp Verde Promotions Proposal. [Staff Resource: Russ Martin]

Julie Scott, President of Camp Verde Promotions explained that they had met with Town

Manager Martin previously, and they have agreed to continue with the Memorandum of Understanding (MOU) with the Town of Camp Verde with a couple of things added. They have also let him know that after the March Spring Heritage Wine & Pecan event they will no longer be doing the three main events. It is time for someone else to pick it up. However, they will continue with smaller events, such as National Night Out. They will no longer be needing the \$12,000 but did ask for \$2,000 for the smaller events.

Nikki Miller, Board Member of Camp Verde Promotions, said they will focus on youth activities. To try to get them involved in something positive in the community.

Councilor Gordon thanked Camp Verde Promotions. He hopes they can bring in another group to continue the events.

Julie Scott also wanted to thank the Council and Town Staff for helping and volunteering their time.

Vice Mayor Murdock stated as for direction they will follow up with Town Manager Russ Martin and ask him to look into the agreement and their financial request to make sure its in the budget.

5.4. Discussion and possible direction regarding Recycling options in the Town.

[Staff Resource: Russ Martin]

Vice Mayor Murdock stated this is another item that Mr. Martin has been working on. She went on to explain that they received a letter on May 1st from Sedona Recycles stating they will no longer be able to provide services to the Town of Camp Verde. They removed their recycle bins. The Town is at a point to decide, do we earmark a large, significant amount of money from the budget to do recycling. All options should be considered. There is a list of options in the Council's packet for them to review.

Councilor Whatley stated she needs more information. She sees the options but wants to know more specific information about the options, such as cost and man-power.

Public Comment was taken.

Joe Butner spoke on being acquainted with people in this industry and has met with a person who runs a recycling business in the valley who had planned to speak at tonight's meeting, but didn't attend. Mr. Butner stated he would like to see Camp Verde become an outstanding example, or a role model on this particular issue. If it is done the right way it will save the Town money, the citizens of Camp Verde money, and make a private company a significant amount of money.

Councilor Jenkins stated she would like to see this come back with more substantial information to be able to make a decision.

Vice Mayor Murdock said the Council received a list of options that Mr. Martin has put together but urges the community, if they have any concerns or suggestions, to bring those to the Clerk's Office.

This item was postponed until Town Manager Russ Martin is able to attend the meeting and discuss.

5.5. Discussion and possible direction on a policy for waivers and/or reduction in fees (building/planning/etc.) for local non-profits or community groups. [Staff

Resource: Russ Martin]

Deputy Town Clerk, Virginia Jones gave a brief overview that a group is requesting a waiver for a project. Council would need to consider a policy for waivers. This item was postponed until Town Manager Russ Martin is able to attend the meeting and discuss.

5.6. Verde Connect Road – Middle Verde. [Staff Resource: Russ Martin].

This item was postponed until Town Manager Russ Martin is able to attend the meeting and discuss.

6. Adjournment

Vice Mayor Murdock adjourned the meeting at 8:58 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 Work Session of the Town Council of Camp Verde, Arizona, held on September 12, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

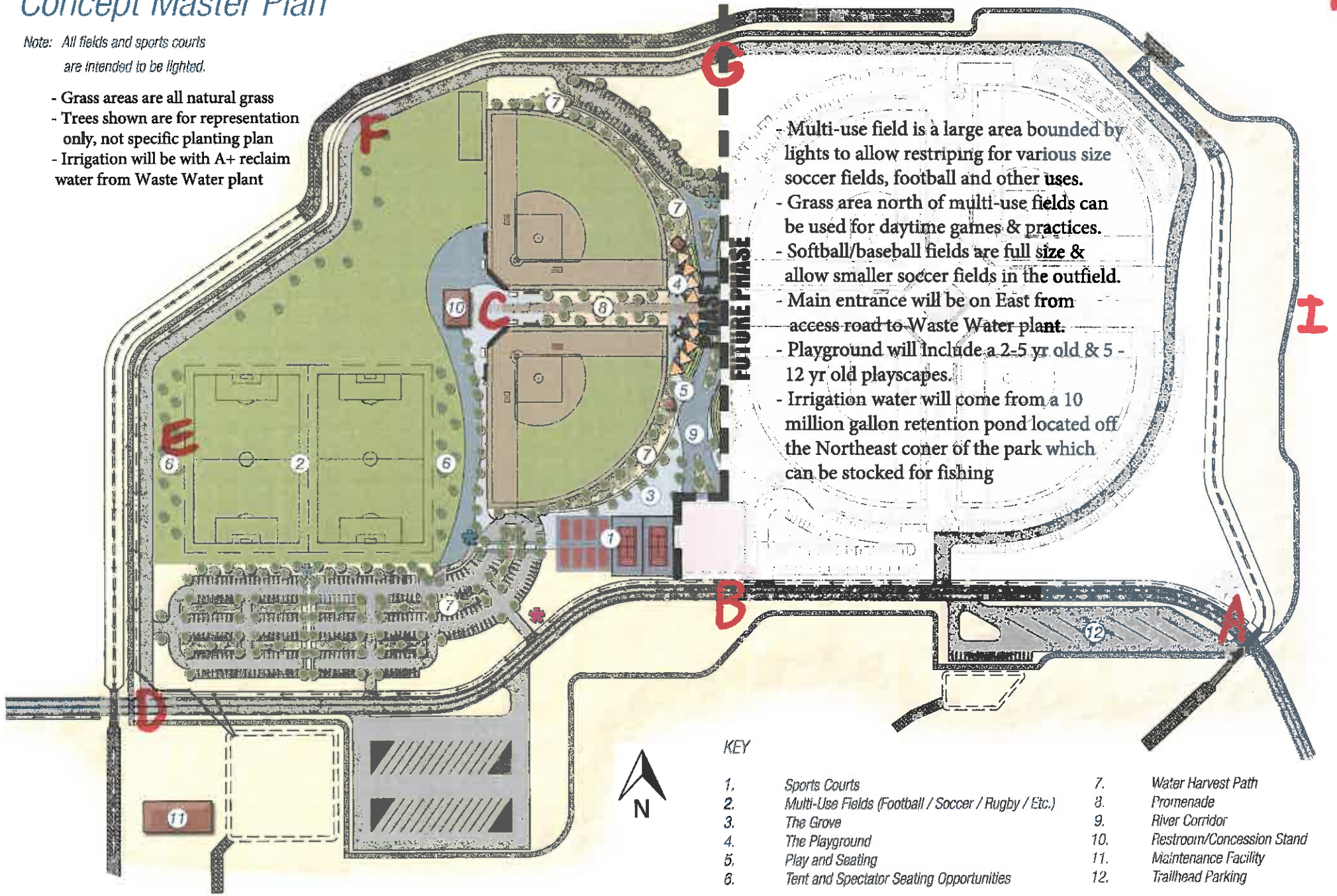
Dated this _____ day of _____, 2018.

Judy Morgan, Town Clerk

Concept Master Plan

Note: All fields and sports courts are intended to be lighted.

- Grass areas are all natural grass
- Trees shown are for representation only, not specific planting plan
- Irrigation will be with A+ reclaim water from Waste Water plant



- Multi-use field is a large area bounded by lights to allow restriping for various size soccer fields, football and other uses.

- Grass area north of multi-use fields can be used for daytime games & practices.

- Softball/baseball fields are full size & allow smaller soccer fields in the outfield.

- Main entrance will be on East from access road to Waste Water plant.

- Playground will include a 2-5 yr old & 5 - 12 yr old playscapes.

- Irrigation water will come from a 10 million gallon retention pond located off the Northeast corner of the park which can be stocked for fishing

KEY

- | | | | |
|----|---|-----|---------------------------|
| 1. | Sports Courts | 7. | Water Harvest Path |
| 2. | Multi-Use Fields (Football / Soccer / Rugby / Etc.) | 8. | Promenade |
| 3. | The Grove | 9. | River Corridor |
| 4. | The Playground | 10. | Restroom/Concession Stand |
| 5. | Play and Seating | 11. | Maintenance Facility |
| 6. | Tent and Spectator Seating Opportunities | 12. | Trailhead Parking |

Agenda Item 4.a.2.
DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 19, 2018 at 6:30 P.M.

1. Call to Order

Mayor German called the meeting order at 6:30 pm.

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

Also present: Town Manager Russ Martin, Town Clerk Judy Morgan, Commander Brian Armstrong Finance Director Michael Showers, Director of Public Works Ron Long, Waste Water Manager Jerry Tinagero and Recording Secretary Marie Moore.

3. Pledge of Allegiance

Mayor German led the Pledge of Allegiance.

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

a) Approval of the Minutes:

- 1) Regular Session – September 5, 2018
- 2) Special Session – September 7, 2018

b) Set Next Meeting, Date and Time:

- 1) Wednesday, September 26, 2018 at 6:30 p.m. – Council Hears P&Z Matters- CANCELLED, no items.
- 2) Wednesday, October 3, 2018 at 6:30 p.m. – Regular Session
- 3) Wednesday, October 10, 2018 at 5:30 p.m. – Work Session
- 4) Wednesday, October 17, 2018 at 6:30 p.m. – Regular Session

- c) Support a Resolution proposed by the City of Flagstaff allowing for regulation of Short-Term Rentals, to be presented at the upcoming Greater Arizona Mayor’s Association (GAMA) meeting.** [Resource: Mayor Charles German]

- d) Council to Award Bid #18-130, Fiscal Year 18/19 Chip-Seal project, Areas 2 and 3, to Contractor: Earth Resources Corporation in the amount of \$418,850.56.** [Staff Resource: Ron Long, Dorie Blair, Russ Martin]

Town Manager Russ Martin requested item 4(d) be removed for further information and amendment.

Vice Mayor Jessie Murdock requested the minutes for Wednesday September 5, 2018 be amended on page 11, second line, be corrected to say “power” rather than “water”.

On a motion by Councilor Brad Gordon, seconded by Councilor Jackie Baker, the

consent agenda is approved with the inclusion of the correction of the September 5, 2018 minutes and removal of item 4(d) from the consent agenda. The Motion carried unanimously, with Mayor German, Vice Mayor Murdock, Councilors Baker, Buchanan, Gordon, Jenkins and Whatley approving.

There was discussion by Council for Item 4(d). Director of Public Works Ron Long explained that there was \$700,000 budgeted for road improvements. The lowest bid received was submitted at \$418,850. Ron Long proposed to Council to approve an additional \$150,000 above the bid amount to utilize the good rate and expand on the project area.

Councilor Baker questioned whether the bid would need to go back out to a bid process if the increase is made. Ron Long indicated that would not be necessary in this instance. Baker asked for clarification regarding all of the questions received from contractors and if that was standard in a bid scenario. Ron Long explained that there was a new contractor adding a bid, and the questions that were asked were indeed standard of the situation. For those contractors that have bid on Town jobs prior, they are familiar with the Towns policies and process and don't need to submit those questions. Councilor Baker questioned why the contract was not included for Council review and only the bid. Ron Long explained that the contract is the standard contract from the Town that is used and therefore not included. Baker asked why all the bids were not included for Council review. Long explained that the top 3 bids submitted for Council has been the standard policy, but if Council would like the contract or additional bids they would be provided.

Councilor Jenkins asked for clarification on the areas added with the request for additional funds. Ron Long clarified with the following locations: Area 2, Middle Verde Road to Interstate 17, Area 3, Montezuma Castle Hwy to Yavapai Apache Nation with the inclusion of Boothill, Powder Horn and Apache Trail.

Councilor Gordon indicated that the last road project located in the Verde Lakes area had shoulder and grading work done, but did not see the inclusion of such work in the current bid. Ron Long explained that the Town has the proper equipment and skilled employees so funding would be saved by completing the prep work through employees rather than inclusion with the bid. Councilor Gordon indicated being in favor of adding the requested \$150,000 to the project.

Councilor Baker requested clarification on the areas to be included with the additional funding, as the roads are already listed with the first bid amount. Ron Long expressed that there must be a clerical error and an incorrect list was submitted for Council review, but the original bid does not include the additional roads he spoke of.

Call to the Public:

Joe Butner requested Council receive and review a copy of the contract and indicated it should have been included in the packet. Butner expressed that changes in excess of 10% necessitates that a bid go out for re-bid and also requested that any council member that may have received benefit from the company awarded the bid recuse themselves from voting on this agenda item.

Councilor Buchanan thanked Joe Butner for his legal advice but further indicated he did not feel that the change falls under a rebid process.

Councilor Whatley indicated that the original approved amount is for over \$700,000 and even with the additional \$150,000, the bid still remains under that approved budgeted amount.

Town Manager Russ Martin explained that there are standard contracts used within the town and if there are specific changes made to the contract then the attorney is notified. Martin asked Council for direction on proceeding with future bids and if they would like the contract included for review.

Public Works Director Ron Long informed Council that he spoke with Bill Sims, the Town Attorney regarding the 10% increase. He was informed that the requirement to send the project out for re-bid only applies to school districts, not municipalities.

On a motion by Vice Mayor Murdock, seconded by Councilor Whatley, Council Awards Bid #18-130, Fiscal Year 18/19 Chip-Seal project, Areas 2 and 3, to Contractor: Earth Resources Corporation in the amount not to exceed \$568,850.56. The motion carried with approval from Vice Mayor Murdock, Councilors Gordon, Jenkins, Buchanan and Whatley. Councilor Baker opposed. Mayor German abstained from voting until proof is available that he has not received any benefit from the contractor awarded the bid.

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. Legal action can be taken.

7.1. Review and Discussion of Camp Verde Wastewater Service Fee rates. No action to be taken. [Resources: Councilor Dee Jenkins/Finance Director Mike Showers]

Councilor Jenkins gave a brief background of the project explaining that a few meetings ago a citizen has voiced concerns regarding increase of 70% when council approved a 12% increase. Jenkins then received permission to review billing information from before and after the rate change for residential customers only. Jenkins ascertained that close to 90% had a 12% increase. Over 100 people saw an increase ranging from 13-200% +/- . Data corrections were found and made and corrected bills were sent to those individuals. A pattern was discerned that there was a cap that was removed and therefore there was a significant change in some accounts. Jenkins encouraged citizens to check their accounts and contact the Waste Water Department if they feel there is an error. Jenkins commended Finance Director Mike Showers for his help on the project and the ease of working with him.

Finance Director Mike Showers indicated to Council that there were 86 homes that received an increase over 12%. Showers explained the billing process for the rate and how it is calculated by fixture rate. Each home is charged \$2.52 per unit. Every toilet in a home equals 4 units. The average bill for the area is \$42.88. Showers also explained that Camp Verde is charging below the rate of surrounding communities and even after the entire rate increase has occurred in

5 years, the rates will be lower than most other towns regionally. Mr. Showers did explain that regardless of how the rates are handled, or possible solutions are discussed, there will always be pro's and cons to each option and there will always be someone who receives an unfair bill. Showers explained the debt incurred by the Waste Water Department, pay off timelines and what improvements are being done to the system.

Councilor Whatley asked Mike Showers to explain to the public why the Town uses a fixture rate calculation rather than a water flow calculation for billing customers. Showers explained that since the Town does not own the water company, and the water company will not share the water flow data, the Town has no other option but a fixture rate calculation. Town Manager Russ Martin explained that the Town of Clarkdale has the water flow data available to them and still chose to use a fixture rate calculation for their billing process.

Councilor Baker questioned how many of the surrounding communities calculated their billing on a water flow rate rather than a fixture rate. Mike Showers indicated he was unsure of that answer. Councilor Baker questioned what the average bill was for customers prior to the rate increase. A range of \$32-\$42 was seen prior and now is between \$38-\$44 per customer.

Councilor Baker expressed that the Town is doing the best that they can to provide a service to its citizens with a reasonable bill.

7.2. Discussion of Approved Hours of Operation According to Town Code and to Direct Staff to Return to the Council Approved Hours Established January 3, 2018. [Resource: Councilor Jackie Baker]

Town Manager Russ Martin explained with a limited number of administrative staff a solution involving other departments has helped coverage for many of these services on Fridays, allowing the administrative office to be closed on Fridays. Russ also indicated that he has not received any complaints from the community regarding the Clerk's office closure on Fridays.

Councilor Baker stated that Council sets the hours of operations in January of every years and doesn't feel there is a reason to change the hours now with it being so close to the end of the year and a new council coming in who can make new decisions. Baker reiterated that Council is the only authority to make such changes.

Vice Mayor Jessie Murdock stated she has not heard any negative feedback from community members and expressed that if there was an issue for the office regarding staffing, it was handled well. VM Murdock also indicated that she is not opposed to addressing the issue before January if a change needs to be made.

Russ Martin explained that there will be situations where the office will need to be closed on Friday but with the direction of Council, the office will be open the following Friday.

7.3. Discussion, consideration and possible direction to staff regarding the request by the River Ranch Estates Homeowners Association to rescind tax-exempt parcel number on Caughran Ranch Road as well as consider other actions as may be necessary to satisfy the Homeowners Association's

requests. [Staff Resource: Russ Martin]

Town Manager Russ Martin gave a brief overview of the situation regarding River Ranch Estates and the request for a change in parcel number identification.

Warren Cutright, representative for River Ranch Estates clearly stated they are asking for the Town of Camp Verde to rescind the tax-exempt parcel number 800-15-001 and replace it with the original parcel number 403-13-132. Cutright asked for the water rights situation to not be discussed as there is current litigation in process as well as there are not stakeholders present at the meeting.

Councilor Brad Gordon explained the definition of the dedication of the road and what that includes, specifically the underlying fee title and that a change of parcel number does not change the dedication of the road. Cutright expressed that they are only requesting a change in plot numbers, not a reassignment of or control of the easement.

Town Manager Russ Martin explained that the current parcel number is in place because of the dedication of road to the town. The town does not pay property taxes, therefore a tax-exempt number is assigned to the parcel. Martin asked for Cutright to clarify what the homeowner's association is requesting regarding control of easements. Cutright explained that the current homeowner's association wants to be the owner of the property but does not wish to abandon it's right-of way or the current town maintenance.

Russ Martin explained that regardless if a parcel number change is made, unless the Town agrees to an abandonment, the town will remain responsible for the property.

Councilor Gordon explained that there are 3 possible solutions to the situation.

1-Abandonment by town; 2-Auction the right of way off; or 3-Exercise imminent domain to clarify title.

Cutright asked why the Town will not change the plat number but continue to maintain the roadway. Councilor Gordon explained that the plot (parcel) number doesn't make a change, the dedication of road remains.

Russ Martin indicated that without council action, a request for the change cannot be made and feels that at the end of the process, it becomes a county problem and how they will process the request.

Councilor Dee Jenkins questioned if the plot number is changed then who does that title name belong in. Russ Martin explained that he does not know how the county will deal with the situation because it does not have a taxable value. Councilor Jenkins asked what Town Attorney Bill Sims' direction to the town was regarding the matter and Russ Martin explained that Bill Sims advised the Town in the same manner that Councilor Gordon has just stated with the 3 possible solutions.

Mayor German indicated that he saw no reason to not contact the County and attempt the request.

Councilor Baker questioned the standards of the Town and maintaining the roadway. Russ Martin indicated that the association is very happy with the road

and what services they receive from the Town.

Councilor Gordon explained that the Town will no longer maintain the road if the road is made an easement. Russ Martin indicated that the association is under a time restriction and would need a decision from the Council.

Vice Mayor Jessie Murdock clarified that council is only deciding on requesting the County to change the parcel number.

Public Comment:

Bill LeBeau stated that he feels that this matter should be something that the Town Attorney is included in. Russ Martin explained that the town attorney has been contacted on several occasions regarding the matter, but at this time, nothing can move forward without direction from Yavapai County.

Councilor Baker questioned what the Town Attorney advised regarding the matter. Russ Martin repeated the 3 options previously spoken of by Councilor Gordon and that the attorney advised that the plat indicates the road is the Towns responsibility unless a procedure is followed to do something different.

On a motion by Councilor Baker, seconded by Councilor Gordon, direction to staff was given to process this request to the County to change tax-exempt parcel number 800-15-001 to parcel number 403-13-132 on Caughran Ranch Road. Motion carried unanimously, with Mayor German, Vice Mayor Murdock, Councilors Baker, Buchanan, Gordon, Jenkins and Whatley approving.

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

None

9. Council Informational Reports. Manager/Staff Report

Councilor Jenkins indicated that Council should expect to receive an invitation from Library Director Kathy Hellman for the unveiling of the plaque dedication for the Richard L. Cook donation, followed by lunch at Quintus on September 26, 2018.

Commander Brian Armstrong indicated the Marshal’s office is participating in an event for the Arizona Special Olympics called “Tip A Cop”. Camp Verde Marshal’s Office (CVMO) has partnered with Yavapai County Sheriff’s Office (YCSO) and deputies will assist in food service at Corner Table Restaurant in the Village of Oak Creek on Friday and Saturday night with donation forms available to help raise funds. He will make available in the Clerk’s office donation envelopes to those who cannot make it to the event and still would like to contribute. Councilor Gordon asked about the well being of Officer Dave Freeman. Armstrong stated he is currently in the ICU.

Town Manager Russ Martin indicated he would not be attending the International City Managers Association Conference due to current circumstances but did receive a full refund. He is choosing to attend a virtual conference instead for the amount of \$200.00 and plans to update department supervisors with what he learns from the conference.

10. Adjournment

The meeting adjourned at 8:16 pm.

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 Council Meeting of the Town Council of Camp Verde, Arizona, held on September 19, 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.



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: October 3, 2018

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

Requesting Department: Public Works

Staff Resource/Contact Person: Ron Long, Dorie Blair, Troy Odell

Agenda Title (be exact): Possible approval of Resolution 2018-1011, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting the 2018 Yavapai County Multi-Jurisdictional Hazard Mitigation Plan.

List Attached Documents: Resolution 2018-1011. A hardcopy of the plan is available at the Clerk’s Office and at this link: <http://www.campverde.az.gov/wp-content/uploads/2017/12/HazardMitigationPlan-2018-revision-3-00000002.pdf> found on the 2018 Town Council meeting materials page

Estimated Presentation Time: n/a

Estimated Discussion Time: n/a

Reviews Completed by:

- Department Head:* *Town Attorney Comments:* n/a

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: None

Budget Code: _____ **Amount Remaining:** _____

Comments:

Background Information: The Town of Camp Verde and Yavapai County have established a unified emergency management organization for the purpose of preparing plans and the execution of the plans in the event of a natural or man-made disaster; in addition, working together to complete all reporting requirements emanating from State or Federal agencies.

Recommended Action (Motion): Approve Resolution 2018-1011, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting the 2018 Yavapai County Multi-Jurisdictional Hazard Mitigation Plan.

Instructions to the Clerk: Keep a copy of the signed resolution on file, send a copy to Marshal's office.



RESOLUTION 2018-1011

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING THE YAVAPAI COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN 2018

WHEREAS, The Town of Camp Verde would like to adopt the 2018 Yavapai County Multi-Jurisdictional Mitigation Plan (“Plan) to meet the requirements of the Disaster Mitigation Act of 2000 (DMA2K”); and

WHEREAS, The Town of Camp Verde has experienced damage from natural and human caused hazards such as flooding, land/mudslides, severe wind, wildfire, and winter storms, possibly resulting in damage and/or loss of property and life, economic hardship and threats to public health and safety; and

WHEREAS, the Plan has been drafted pursuant to Federal requirements, having been developed with research and work done by the Town of Camp Verde in association with the Yavapai Multi-Jurisdictional Planning Team, for the reduction of hazard risk to the community; and

WHEREAS, the primary purpose of the Plan is to identify hazards that affect the Town of Camp Verde, assess the vulnerability and risk posed by those hazards to community-wide human and structural assets, developing strategies for mitigation of those identified hazards, present future maintenance procedures for the Plan, and document the planning process, and

WHEREAS, the Plan recommends several hazard mitigation actions or projects that will provide mitigation for specific hazards that affect the Town of Camp Verde, in order to protect people and property from loss associated with those hazards; and

WHEREAS, upon approval of the Plan and approval from the Arizona Division of Emergency Management and the Federal Emergency Management Agency, the Town of Camp Verde will be eligible to apply for federal mitigation grant funding.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the Town of Camp Verde that the 2018 Yavapai County Multi-Jurisdictional Hazard Mitigation Plan is hereby approved.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona this 3rd day of October, 2018.

Charles C. German, Mayor

ATTEST:

APPROVED AS TO FORM:

Judy Morgan, Town Clerk

William Sims, Attorney

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**PROCLAMATION
DECLARING
THE MONTH OF OCTOBER AS
FORT VERDE STATE HISTORIC PARK MONTH**

WHEREAS, Fort Verde State Historic Park brings history to life for the communities it serves and beyond with educational programs, reenactments, a museum of exceptional quality, knowledgeable and caring staff, and a host of dedicated volunteers; and

WHEREAS, the members of the Arizona Society of the National Society Colonial Dames, by virtue of their lineal descent from some of these early arrivals, feel an obligation to work for the preservation of the priceless legacy that these individuals left to all American citizens; and

WHEREAS, they continue to convey the true meaning of the inheritance by reminding us that our privilege to live in a free country has stemmed from "loving our country, obeying its laws, respecting its flag, and defending it against all enemies".

NOW THEREFORE, The Mayor and Common Council of the Town of Camp Verde do hereby proclaim the month of October 2018 to be:

FORT VERDE STATE HISTORIC PARK MONTH

In the Town of Camp Verde, and encourage all citizens of Camp Verde and beyond, to observe this month as a means of reinforcing the priceless legacy that we inherit with our citizenship, or order to help preserve our rich culture and heritage with deep respect for the principles upon which our great county was founded

Issued this 3rd day of October 2018.

Charles German, Mayor

Attest:

Judy Morgan-Town Clerk

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Agenda Item Submission Form – Section I

Meeting Date: October 3, 2018

Consent Agenda Decision Agenda Executive Session Requested

Presentation Only Action/Presentation

Requesting Department: Library

Staff Resource/Contact Person: Youth Services Librarian, Nadia Torabi

Agenda Title (be exact): Announcing LSTA Grant Funded project: Creation Station

List Attached Documents: Prestigious LSTA Grant 2018

Estimated Presentation Time: 10

Estimated Discussion Time: 5

Reviews and comments Completed by:

Town Manager: _____ **Department Head:** Kathy Hellman

Town Attorney Comments: n/a

Risk Management: n/a

Finance Department

Fiscal Impact:

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

Comments:

Background Information: Camp Verde Children’s Library was awarded an \$11,400 Library Services and Technology Act Grant with an additional \$2,500 mini grant to transform a storage room into a Creation Station - a STEM-focused hands-on learning lab for elementary children.

Recommended Action (Motion): n/a

Instructions to the Clerk: We will need the laptop, projector and screen, please.

**NEWS RELEASE
FOR IMMEDIATE RELEASE**

Library Contact:

Nadia Torabi
Camp Verde Community Library
928-554-8387
Nadia.Torabi@campverde.az.gov

09/01/2018

Camp Verde Community Library Awarded Prestigious LSTA Grant

Camp Verde – The Arizona State Library, Archives and Public Records, a division of the Secretary of State, has awarded an \$11,400 grant to Camp Verde Community Library to create dedicated space for hands-on after school STEAM programs for elementary-aged children.

“We are excited to see how kids interact with our new STEM kits and use the Creation Station. It is important for the library to support education in STEM subjects with these hands-on after school activities that may just spark the imagination of the next Steve Jobs.”

Elementary school-aged children have repeatedly expressed an interest in arts & crafts, do-it-yourself projects, up-cycling, STEM learning, gardening, cooking, fiber arts, coding, robotics, visual storytelling, theater, and more. These children come into the library in the afternoons, looking for something to do that is just for them. While providing informal learning opportunities cannot replace the discipline of formal education, our goal is to design weekly projects that are both fun and challenging while encouraging children to improve their practical understanding of math and to practice their reading. By using informal learning programs that emphasize fun, collaborative learning as well as independent thinking, we expect to see children improve in skills and confidence.

In 2017, the Arizona State Library received about \$3.2 million under the Library Services and Technology Act (LSTA), which is administered by the Institute of Museum and Library Services. Arizona libraries received \$800,000 awarded on a competitive basis. The remaining funds are used to support statewide services, including family literacy and reading programs, electronic databases, digital government initiatives, continuing education classes, and other programs.

“Libraries are community centers that address diverse needs, including employment and economic development, civic engagement, and human services,” said Secretary of State Michele Reagan whose office oversees the State Library. “It is an honor to assist libraries to transform to meet the needs of the community.”

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Agenda Item Submission Form – Section I

Meeting Date: October 3, 2018

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

Requesting Department: Library

Staff Resource/Contact Person: Zack Garcia & Youth Advisory Council teens

Agenda Title (be exact): Report from YAC members who attended the 2108 League of Cities & Towns

List Attached Documents: none

Estimated Presentation Time: 10

Estimated Discussion Time: 5

Reviews and comments Completed by:

- Town Manager: _____ Department Head: Kathy Hellman
- Town Attorney Comments: n/a
- Risk Management: n/a
- Finance Department
 Fiscal Impact:
 Budget Code: n/a **Amount Remaining:** _____
 Comments:

Background Information: Three Camp Verde Youth Advisory Council (YAC) members accompanied Teen Librarian, Zack Garcia to the League of Cities and Towns conference for youth. They plan to report back to Council regarding their experience at the event.

Recommended Action (Motion): n/a

Instructions to the Clerk: We will need the laptop, projector and screen, please.

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Agenda Item Submission Form – Section I

Meeting Date: October 3, 2018

- 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): Presentation from the Marshal's Office announcing their participation in the *Pink Patch Project*, a Law Enforcement public awareness campaign designed to bring attention to the fight against breast cancer, beginning October 1 and running through the month of October 2018.

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:

The Camp Verde Marshal's Office will be participating in the Pink Patch Project, which is a public awareness campaign designed to bring attention to the fight against breast cancer and to support breast cancer research organizations in combating this terrible disease. During the month of October, which is Breast Cancer Awareness Month, Marshal's Office deputies will be wearing pink shoulder patches designed just for this campaign to show support for this cause.

Breast cancer is the most common cancer among women in the U.S. with 1 in 8 women having a lifetime risk of being diagnosed with breast cancer. In 2018, more than 260,000 new cases of invasive breast cancer are expected to be diagnosed in women and more than 2,500 cases in men. However, it is a disease that can be effectively treated with surgery, radiation therapy, hormone therapy and chemotherapy.

Residents and the public are invited to show their support for breast cancer awareness and women's health by purchasing their own special pink patch for \$10 each, with the proceeds going to the fight against this cancer. Deputies will have patches in their patrol vehicles and the public is encouraged to contact a deputy as they are around town to purchase one in person. Patches will also be available for purchase at the Marshal's Office and from CVMO personnel during the National Night Out and Halloween Trunk-or-Treat events.

Pink Patch proceeds will be provided to *The BreastCare Center* at Yavapai Regional Medical Center (YRMC) in Prescott, Arizona.

Recommended Action (Motion):

N/A – Special Announcement

Instructions to the Clerk:

**QUARTERLY REPORT
Planning and Zoning Commission
July – September 2018**

Scheduled Meetings: 1

July 5, 2018 : **Cancelled**

July 12, 2018 : **Cancelled**

August 2, 2018: **Cancelled**

August 9, 2018: **Special Meeting**

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

Absent: None

August 9, 2018 Special Meeting Discussion:

- a. Application for a Zoning Map Change by Verde Commercial for a proposed mixed-use project in the area of State Route 260 and Homestead Parkway.

The following recommendation was made to Council:

Recommendation for approval of the application for the zoning map change.

September 6, 2018: Cancelled

September 13, 2018: Cancelled

There were no items tabled by the Commission.

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**QUARTERLY REPORT
Board of Adjustments
July – September 2018**

Regularly Scheduled Meetings, as needed: 0

July 10, 2018 – Regular Session

Cancelled – No business before the Board.

August 14, 2018 – Regular Session

Cancelled – No business before the Board.

September 11, 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: October 3rd, 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): Review, discussion and possible approval for Town of Camp Verde Finance Director to secure lease purchase funding from Zions Bancorporation NA per the attached RFP response.

List Attached Documents: 1) Zions RFP Response, 2) Equipment List

Estimated Presentation Time: 5 mins

Estimated Discussion Time: 5 mins

Reviews and comments Completed by:

Town Manager: _____ Department Head: _____

Town Attorney Comments: N/A at this time

Risk Management: N/A at this time

Finance Department
 Fiscal Impact:
 Budget Code: Debt Fund Amount Remaining: \$225,000

Comments: Zions Bank is the recommended bank for the financing. The other bidders came in as follows:
 1) BMO Harris – 3.222%, 2) Bank of Arizona – 3.59%, 3) Chase Bank – 3.70%, 4) Wells Fargo Bank – 5.56%, & 5) US Bank – Unaccepted late response.

Background Information: We budgeted for \$225,000 of annual lease payments for new equipment and vehicles at the Town. The vehicles will be secured through our Enterprise Fleet agreement and the equipment through this lease purchase. The total annual cost of the lease payments, principle and interest, are \$225,000. Annual payments on this lease will be approximately \$116,000 leaving \$109,000 for Enterprise lease payments.

Recommended Action (Motion): Approve the Town of Camp Verde Finance Director to secure lease purchase funding from Zions Bancorporation NA per the attached RFP response.

Instructions to the Clerk: N/A

September 17, 2018

Town of Camp Verde
Attn: Mr. Mike Showers
395 S. Main Street
Camp Verde, Arizona 86322

Re: Request for Proposals-Town of Camp Verde Equipment Lease

Dear Mike:

On behalf of the National Municipal Finance division of ZB, N.A. and affiliate of National Bank of Arizona, I am pleased to respond to your request for financing. Our bank enjoys an excellent reputation in the financing industry and is one of the premier lending institutions in the Western United States. We have been particularly efficient in providing financing solutions for local and state governments in Arizona. I believe that we have the capacity and experience to meet this financing need.

Purchaser Information:

Arizona Contact:

Lee Davis, Managing Director
National Municipal Finance
A Division of ZB, N.A.
1119 West Southern Avenue
Mesa, Arizona 85210
Lee.davis@nbarizona.com
480.756.7122 (office)
602.402.8202 (cellular)

Purchasing entity:

ZB, N.A.
One South Main Street, Ste. 1700
Salt Lake City, Utah 84133

Town of Camp Verde Equipment Lease Proposal Structure:

Structure:	Equipment Lease
Amount:	Tax Exempt Loan: Approx. \$540,000
Payments:	Semi-annual interest and principal payments
Origination Fee:	None
Bank Counsel Fee:	None
Prepayment Provision:	Callable at any time without penalty upon 30-day written notice
Pricing:	5-year, tax-exempt Loan: 2.99%

Purchaser Restrictions: The Purchaser has such knowledge and experience in financial and business matters that it is capable of evaluating the merits and risks of the issuance. The Purchaser will sign an investor letter acknowledging the same, at the request of the Town.

The Purchaser is acting solely for its own account in purchasing the loan and presently intends to hold the loan until maturity. The Purchaser is not a fiduciary for the Town or any broker, dealer, municipal securities underwriter or municipal advisor. The Purchaser has not provided, and will not provide, financial, legal, tax, accounting or other advice to or on behalf of Town with respect to the proposed issuance of the loan. The Town shall represent in the documentation that it has sought and obtained financial, legal, tax and accounting and other advice (as it relates to structure, timing, terms and similar matters) with respect to the proposed issuance from its financial, legal and other advisors (and not from the Purchaser) to the extent that the Town desired to obtain such advice.

Requirements:

Town and Lender shall review and execute documents provided by Lender. This offer is subject to final credit approval.

Transferability - Ability of Purchaser to freely transfer loan to any affiliates and to be able to transfer any bonds to any other Bank as defined in Section 3(a)(2) of the 33 Act, so long as any such transfer is in compliance with state and federal securities laws.

Default Interest Rate - would be the same interest rate borne on the loan at the time of such default.

Expiration of Proposal:

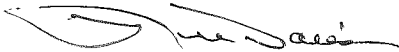
Rates and terms quoted above require closing of the transaction by November 17, 2018.

ZB, N.A. is a wholly owned subsidiary of Zions Bancorporation (Zions), one of the nation's premier financial services companies with total assets of approximately \$65 billion. Zions operates under local management teams and unique brands in 11 western and southwestern states: Arizona, California, Colorado, Idaho, Nevada, New Mexico, Oregon, Texas, Utah, Washington and Wyoming.

For your information, Zions is scheduled to merge into ZB, N.A. on September 30, 2018. Should you choose to accept our proposal, we would ask that all transaction documents executed after that date reflect the new name of Zions Bancorporation N.A.

If you should have any questions or would like to discuss in further detail, please advise.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lee Davis', with a stylized flourish at the end.

Lee Davis
Managing Director

**Town of Camp Verde
Listing of Requested Equipment**

Streets Division

Cat 420 Backhoe \$ 175,000
-detachable front bucket, pallet forks, auxiliary hydraulics on front, rear 24-inch bucket and 48 inch ditch bucket, auxiliary rear hydraulics 4 wheel drive, radio, air conditioning.

John Deere 624K-II Frontend Loader \$ 210,000
-detachable front bucket, pallet forks, skeleton bucket with clamshell grapple, deluxe cab with air conditioner

Elgin Pelican Sweeper \$ 115,000
-cab and air conditioning, brooms to sweep curbs

Kawasaki Mule \$ 20,000
-crew cab seating and roof

Maintenance Division

2018 Exmark Mower EXM-59-1786 60" \$ 20,000

GRAND TOTAL OF LEASE PURCHASES \$ 540,000.00