



Support your local merchants

**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 19, 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 – 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]

5. Special Announcements and presentations.

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,

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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))

- Page 7. **Business. Legal action can be taken.**
- 49 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]
- 53 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]
- 55 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]
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: V jones Date/Time: 09-13-2018 4:00 p.m.
 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
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 5, 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 Jackie Baker, Councilor Buck Buchanan, Councilor Brad Gordon, Councilor Dee Jenkins, and Councilor Robin Whatley were present.

Also Present

Finance Director Mike Showers, Town Clerk Judy Morgan, Community Development Director Carmen Howard, Commander Brian Armstrong, and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Mayor German led the Pledge.

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

a) Approval of the Minutes:

- 1) Regular Session – August 15, 2018

b) Set Next Meeting, Date and Time:

- 1) Friday, September 7, 2018 at 12:30 p.m. – Special Study Session
- 2) Wednesday, September 12, 2018 at 5:00 p.m. – Work Session
- 3) Wednesday, September 19, 2018 at 6:30 p.m. – Regular Session
- 4) Wednesday, September 26, 2018 at 6:30 p.m. – Council Hears P&Z Matters
- 5) Wednesday, October 3, 2018 at 6:30 p.m. – Regular Session

c) Consideration and possible approval to staff to enter into an Intergovernmental Agreement (IGA) with TIPS (The Interlocal Purchasing System), a co-operative purchasing group. [Staff Resource: Mike Showers]

d) Approve Renewal of Facilities Use Agreement between the Town of Camp Verde and Camp Verde Adult Reading Program. [Staff Resource: Kathy Hellman]

Councilor Whatley requested to pull Item 4.d. Councilor Baker requested to pull Item 4.c. **Motion** was made by Councilor Whatley to approve the consent agenda 4.a. and 4.b, as presented. Second was made by Councilor Baker. **Motion** carried unanimously with Mayor German, Vice Mayor Murdock, Councilors Whatley, Jenkins, Gordon, Baker and Buchanan

approving.

Councilor Whatley stated that regarding Item 4d, she has signed a recusal form for this item at this meeting because of a conflict of interest regarding the Adult Reading Program, she is the ESL Teacher at the Library twice a week which is part of the GED Program.

Councilor Baker asked Finance Director Mike Showers, regarding Item 4c, about the Town's other purchasing agreements through the state, and asked if the reason the Town is doing this agreement is because Enterprise is using it; and why do we need this agreement if the Town is purchasing through the State. Mr. Showers stated the Town will continue to purchase through the State. We are doing this agreement exclusively because of the Enterprise Agreement, which is a national group that can cross state lines and work with all states. They will continue to compare prices to state contract prices.

Motion was made by Councilor Baker to approve Item 4.c. of the consent agenda. Second was made by Councilor Jenkins. **Motion** carried unanimously with Mayor German, Vice Mayor Murdock, Councilors Whatley, Jenkins, Gordon, Baker and Buchanan approving.

Motion was made by Councilor Gordon to approve Item 4.d. Second was made by Councilor Buchanan. **Motion** carried by a 6-0 vote in favor, with Mayor German, Vice Mayor Murdock, Councilors Jenkins, Gordon, Baker and Buchanan approving. Councilor Whatley abstaining.

5. Special Announcements and presentations.

5.1. National Day of Service and Remembrance Proclamation.

Mayor German read the proclamation and declared it so.

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

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 comments.

7. Business. Legal action can be taken.

7.1. Discussion and possible approval of Ordinance 2018-A437, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for a Zoning Map Change from R1L-70 (Residential: Single Family Residential Limited, 70,000 Square-Foot Minimum Lot Size) And C2 (Commercial: General Sales and Service) to C2-Pad (Commercial: General Sales and Service, Planned Area Development) for a proposed Mixed-Use project. The property is approximately 81 Acres and is located at Homestead Parkway and State Route 260, Parcel Numbers 403-22-035A and 403-22-035H, in Camp Verde, Yavapai County, Arizona. [Staff Resource: Carmen Howard]

Community Development Director Carmen Howard gave an overview on this request for a rezoning map change. The two parcels the applicant is asking to rezone are approximately 81 acres and currently zoned R1L-70 and C2 they are adjacent to the I-

17 corridor. Ms. Howard showed a zoning map on the screen. The rezoning will allow for a mixed-use development of both residential and commercial. She stated all requirements have been met, and they have not received any comments relating to this proposal. The Planning and Zoning Commission held a Public Meeting, August 9th and forwarded a unanimous recommendation of approval to the Town Council. Ms. Howard reviewed the Concept Plan and said it is just a “general” plan of what can be accomplished with the rezoning. While they are showing some “proposed uses”, this is just the rezoning portion of it, the Council will be seeing the development plans, as well as the preliminary and final plats before this development actually gets done. This is part of the Finnie Flat Character Area which calls for denser development relating to Residential Uses and Commercial Uses in the area. Staff recommends and supports this rezoning change.

Councilor Buchanan spoke on his and the Planning and Zoning Commission concerns with the residential lot sizes. Ms. Howard stated that with a PAD, it allows flexibility in locating development that fits the topography. Ms. Howard stated it is premature to look at specific uses right now. She spoke on the densities and development of site-built homes being proposed, being in line with the market studies for the Town of Camp Verde needs, which also conforms with the Town’s General Plan. Councilor Buchanan suggested quarter acre lots. He is worried that if they approve the rezone tonight, they can do anything that is available within that zoning. Ms. Howard stated that Preliminary and Final Plats have to come back to the Council and Commission for approval.

Councilor Jenkins asked for the density per acre in the Cliffs. Ms. Howard said she looks at it more as parcel sizes and they range from 4,700 to 7,000. Councilor Jenkins stated this sounds similar to what is presented at this meeting. She understands that they are not approving how it will be laid out tonight, but the rezoning issue.

Councilor Gordon spoke in support of these densities and said this is the place for those density; would like to see the lots next to Highway 260 be Commercial Uses if access is attainable. He spoke in support of this proposal and said PAD’s are very common, giving the developer flexibility.

Councilor Baker agreed with Councilor Gordon; this complies with the General Plan and the Character Areas; this developer can make it attractive; feels it is the perfect marriage with prior plans with this developer if they do what they say they are going to do.

Motion made by Vice Mayor Murdock to approve an application, submitted by Verde Commercial, LLC, for a Zoning Map Change from R1L-70 (Residential: Single Family Residential Limited, 70,000 Square Foot Minimum Lot Size) and C2 (Commercial: General Sales and Service) to C2-PAD (Commercial: General Sales and Service, Planned Area Development) for a proposed mixed-use project. The property is located in the area of Homestead Parkway and State Route 260, in Camp Verde, Yavapai County, Arizona. Second was made by Councilor Baker. **Motion** carried unanimously with Mayor German, Vice Mayor Murdock, Councilors Whatley, Jenkins, Gordon, Baker and Buchanan approving.

7.2. Discussion and possible approval of Resolution 2018-1010, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for a Binding Waiver of Enforcement between the Town of Camp Verde

and BRLS Properties I, LLC, relating to APN # 403-23-150A. [Staff Resource: Carmen Howard]

Community Development Director Carmen Howard stated a few months ago, she had requested a change in the Zoning Code relating to Medical Marijuana Grow Facilities. She spoke on finding a solution to prevent a Prop 207 issue. This resolution does this. She has been working with the Town Attorney and the property owner over the last several months to come up with an agreement, so the property owner can continue to operate his operation and use his property for the purpose that he purchased this property without the town telling him that he can't. But for future uses, Marijuana Growing Facilities will be in M1 and not C3. This waiver is how the State allows the town to protect itself and property owners.

Motion made by Councilor Baker to approve Resolution 2018- 1010, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for a binding waiver of enforcement between the Town of Camp Verde and BRLS Properties I, LLC, relating to APN# 403-23-150a. Second was made by Councilor Jenkins. **Motion** carried unanimously with Mayor German, Vice Mayor Murdock, Councilors Whatley, Jenkins, Gordon, Baker and Buchanan approving.

7.3. Discussion, consideration and possible approval of an agreement for the use of the Town's arena fence panels to be used by Cliff Castle Casino during the Bull Bash on the weekend of Fort Verde Days, October 12th and 13th. [Staff Resource: Russ Martin]

Town Clerk Judy Morgan stated there was a modification to the agreement, and a copy was placed at each member's spot for them to review. Mayor German recognized the representative from the casino and gave him the floor. A copy of the agreement was provided to Mr. Gutierrez.

General Manager of Cliff Castle Casino, Danny Gutierrez explained that he wanted to bring back the Bull Bash that had been happening at the casino in the past years, and said it was a community event. The arena fits perfectly in the Stargazer area. Mr. Gutierrez said the interest has been great and it will benefit the Town of Camp Verde as well as the casino. He stated the casino will be responsible for any damages or replacement and will move the panels themselves.

Public comment:

Joe Butner (Councilor-elect) said this is a good arrangement and is glad to have Mr. Gutierrez back in the community.

Motion made by Councilor Baker to approve the agreement for the use of the arena panels, as modifications by the attorney and provided to Council at this meeting. Second was made by Vice Mayor Murdock. **Motion** carried unanimously with Mayor German, Vice Mayor Murdock, Councilors Whatley, Jenkins, Gordon, Baker and Buchanan approving.

7.4. Discussion, consideration and possible direction to the Town staff for next steps for the local arena group to receive future approval, funding and other necessary steps in their request to see an arena built in the Town of Camp Verde. [Staff Resource: Russ Martin]

In the Town Manager's absence, Vice Mayor Murdock requested to speak on behalf of

this agenda item. She explained there has been a request by many people in the community for a larger, updated, community rodeo arena. Recently a group got together and developed a proposal for the Council. They have visited a site the town is the current owner of, which will adequately fit the size of the 2 proposed arenas. They have talked to many people about partnerships, donations and volunteers who would be available. They are ready to get direction from the Town Manager. Ms. Murdock turned the floor over to the association.

Mary Phelps, President of Camp Verde Arena Association, read the Camp Verde Visitor Site and stated reference to the Town's Western Heritage is missing. Ms. Phelps recently presented a survey to the Council showing how supportive the community is to having an arena. She reviewed the goals of the association. Ms. Phelps stated it would be nice to have the younger generation do what they want to do in their backyard. She reviewed the layout of the proposed equestrian center. She mentioned the layout shows a second arena which will be beneficial for specific events.

Daria Weir- Secretary of Camp Verde Arena Association stated an arena could bring in thousands of visitors to Camp Verde which would help businesses produce revenue. She also shared some events that could bring in revenue.

Brian Parker, the Director of Jr. NFR, Southwest Region spoke on his family's history with the sport. He stated, if the town loans the land for the arena it will help the youth so they can practice locally; the association would need about \$890,000 for this project. They would like to have the location to be prepped before the casino takes the arena out to the location, in about 2 months. At the minimum they would need approximately \$250,000 to get the site rough graded and ready for the arena.

Jim Meredith, a Camp Verde resident that has lived here for 12-years. He stated this is a positive growth for Camp Verde. He is with the Camp Verde Calgary who strive to bring people to Camp Verde with Colonel's Daughter Contests. This year the contest will be held September 30th. He and the association are here together to promote Camp Verde. This will go forward with Western Community and will bring more people here.

Stacey Barker wanted to expand how much this means to the folks for the amount of work that has been put into this idea - time, effort and money. Businesses have been approached for support; the committee has created a 501c3 for this association; he reviewed the potential income for the community; spoke on support from outside interests to help this get on its feet; asked the Council to not make assumptions and to ask questions.

Mary Phelps was very excited to present the plan and bring back western heritage to Camp Verde. The board is looking for the Council to give permission.

Vice Mayor Murdock asked the association for the specific support they need from the Town.

Stacey Barker, responded stating they are open for discussion. Camp Verde will see a benefit and will see income, which will be a positive reinforcement from businesses.

Mayor German spoke on his excitement in the quality of life for the residents and the possibilities. He would like to see the phases as to what it would take to getting this started; wanting to do it right the first time. He is in favor to direct staff to begin those discussions.

Councilor Baker is positive it will work out. She sees that the committee is already moving forward. She is excited to see the equipment used and said this is a plus for the community.

Daria Weir recommended the Council provide direction to Town Manager Russ Martin, for him to proceed.

Councilor Jenkins said she is a past President of Northern AZ Horsemen's Association in Flagstaff. She supports this 100 percent and can help out any way she can.

Councilor Whatley supports them as well. She is all for the use of the property and equipment. But now they are formed, and have a 501c3 they can look at financial possibilities for grants/funding. She is doubtful of the two-month deadline to get this done. She is all for continuing with discussions, but the financial commitment is a sticking point for her.

Mary Phelps said they can get things done in two months. They have multiple contractors who are ready to go, but just need commitment of the land. Those figures are a rough quote without donations. At the moment they get the commitment of land, then other things will happen.

Stacey Baker offered that people need to see the wheels moving to jump on board with the project; and encouraged the Council to keep the community seeing progress being made.

Councilor Whatley said they already voted on the budget and asked if there's a line item for this. Mayor German said that this is why we are talking with Russ Martin.

Vice Mayor Murdock is thankful for the committee for moving this so fast. She knows that Russ will work hard on this and is looking forward to the project

Motion was made by Councilor Baker to direct staff to work with the arena group to develop final plans and potential application for permits necessary to locate at the requested property. Additionally, work with them to identify additional funding sources and other logistics necessary. Second was made by Vice Mayor Murdock. **Motion** carried unanimously with Mayor German, Vice Mayor Murdock, Councilors Whatley, Jenkins, Gordon, Baker and Buchanan approving.

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

No public to speak.

9. Council Informational Reports.

Councilor Baker attended a MatForce Meeting and will leave information at the Clerk's office.

Councilor Gordon said the public is welcome to join Councilors during the September Work Session Field Trip to the new park. Asked Commander Armstrong if there was an update on Dave Freeman. Commander Armstrong gave a brief update. Councilor Gordon asked if there is a donation box at the Marshall's Office to help with medical costs? Commander Armstrong stated there is a "Go Fund Me Page" or contact Field Sargent Tom Baizel for collecting other donations.

Vice Mayor Murdock attended the Verde Valley Intergovernmental Meeting in Clarkdale. She said everyone should be watching the project, "Big Chino Pump Station" (Water

storage/Hydroelectric). There is a wealthy investor involved who is interested in using the Verde River to store/sell water to a national power grid. She also attended the League of Cities and Towns Conference. Ms. Murdock also wanted to thank everyone who supports her.

Councilor Whatley attended the League of Cities and Towns Conference. She too spoke on the Big Chino Pump Station and being assured they would have Public Meetings in each community. She encouraged people need to show up and tell them their concerns. She attended the Archaeology Center Opening of the Yavapai Apache Exhibit.

Councilor Buchanan attended the Verde Valley Intergovernmental Meeting in Clarkdale and the League of City Towns Conference. He said there was a nice presentation on short-term rentals. He also stated the legislature will need to make changes because the current law is destroying neighborhoods.

Councilor Jenkins attended the League of Cities and Towns Conference. She would like to have a work session and hear what each member brings back from the League conference. Ms. Jenkins also attended the Camp Verde Internship Conference held at the Camp Verde Community Library.

Mayor German attended the League of Cities and Towns Conference and the Verde Valley Intergovernmental meeting in Clarkdale with Northern Arizona Healthcare (NAH). He stated NAH is actively pursuing doctors for the Camp Verde area. The resources have been limited but an Intermediate Care Clinic is anticipated by January. He spoke on efforts being made to influence the utilities (APS), which will be on the ballot. He recommended citizens looking closely at the facts, and contacting APS for information on the ballot issue. He also feels short-term rentals law needs to be separated out so towns can at least register where these homes are going to be. He spoke on limited rental availability in Page due to short-tern rentals. Mayor German also spoke on relinquished the role of "President of the Greater Arizona Mayors Association" after two years in the position. This group gets together as mayors to tell legislature how this is affecting the communities.

10. Manager/Staff Report

The Town Manager was not in attendance.

11. Adjournment

Without objection, Mayor German adjourned the meeting at 7:58 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 Council Meeting of the Town Council of Camp Verde, Arizona, held on September 5, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2018.

Judy Morgan, Town Clerk

DRAFT

**Draft Minutes
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
CAMP VERDE, AZ 86322
FRIDAY, SEPTEMBER 7, 2018 at 12:30 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 12:35 p.m.

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

Others Present: Town Manager Russ Martin, Councilor Elect Joe Butner, Councilor Elect Bill LeBeau, Public Works Director Ron Long, Risk Manager Carol Brown and Deputy Town Clerk Virginia Jones.

3. Pledge of Allegiance

Mayor German led the Pledge of Allegiance.

4. Discussion and possible direction to Staff regarding the Old Circle K property including, but not limited to Intersection Alternatives.

Town Manager Russ Martin indicated that the purchase of the Old Circle K Property is finally complete and staff is working towards taking necessary steps to protect the Town asset. Manager Martin stated the purpose of this meeting is not to get direction but to inform the public and Council of options they may have for the property. Public Works Director Ron Long provided Council and the audience with a handout of three options. A copy of the handout is attached and becomes a permanent part of this record. Long reviewed each option as follows:

Option 1 would align Montezuma Castle Highway with Arnold Street, this option would be the most expensive due to the fill dirt and retaining walls that would be necessary to complete. The cost would be approximately \$60,000.00.

Option 2 would align Montezuma Castle Highway with the shopping center drive way where a signal will be placed. This option requires less fill dirt and retaining wall and the building located on the property would be removed.

Option 3 would be to abandon the current drive way to the shopping center the grade would be gentler, less retaining wall, less expensive and would allow the building to remain.

Council discussed all the options and questioned if the building contained asbestos, also indicated they want to make sure the decision they make will be the best decision for the long term and requested that possibly the building be tested for asbestos.

Risk Manager Carol Brown stated that she has been working with Code Enforcement and they have secured the area and will look into any attractive nuisance issues with the building.

5. Discussion and possible direction to Staff regarding the Town of Camp Verde current Complaint Process.

Manager Russ Martin explained the current process includes a 10 working day turn around but when it comes to an employee’s civil rights the 10-day time limit does not always work. Martin indicated that in all his years of service he has never had to deal with a complaint against his boss. Martin stated when it comes to elected officials the normal procedure would be through the Attorney General’s Office or Arizona Revised Statute has guidelines. Judicial complaints are a very formal process and not handled through the municipality.

Discussion included the need to know about complaints filed and subject matter but not to be included in any details along with anonymous complaints and the challenges with those types of complaints.

Public Comment:

Risk Manager Carol Brown indicated that it is in the Council Members best interest to not be involved in complaints and cautioned them.

Council Member Elect Joe Butner indicated there should be a formal process, law enforcement has silent witness, Council needs to be aware of any complaints filed

Cheri Wischmeyer agreed Council needs to know what is going on and needs to be aware of complaints. Wischmeyer indicated that she filed a complaint in July and is still waiting for a response. She stated she requested on the complaint that Council be notified and as a citizen she has a right to communicate with Council.

Council Member Elect Joe Butner stated that state statute is very clear how to handle a complaint against an elected official.

6. Adjournment

Mayor German, with no objection from Council, adjourned the meeting at 1:38 p.m.

Charles German, Mayor

Judy Morgan, Town Clerk

CERTIFICATION

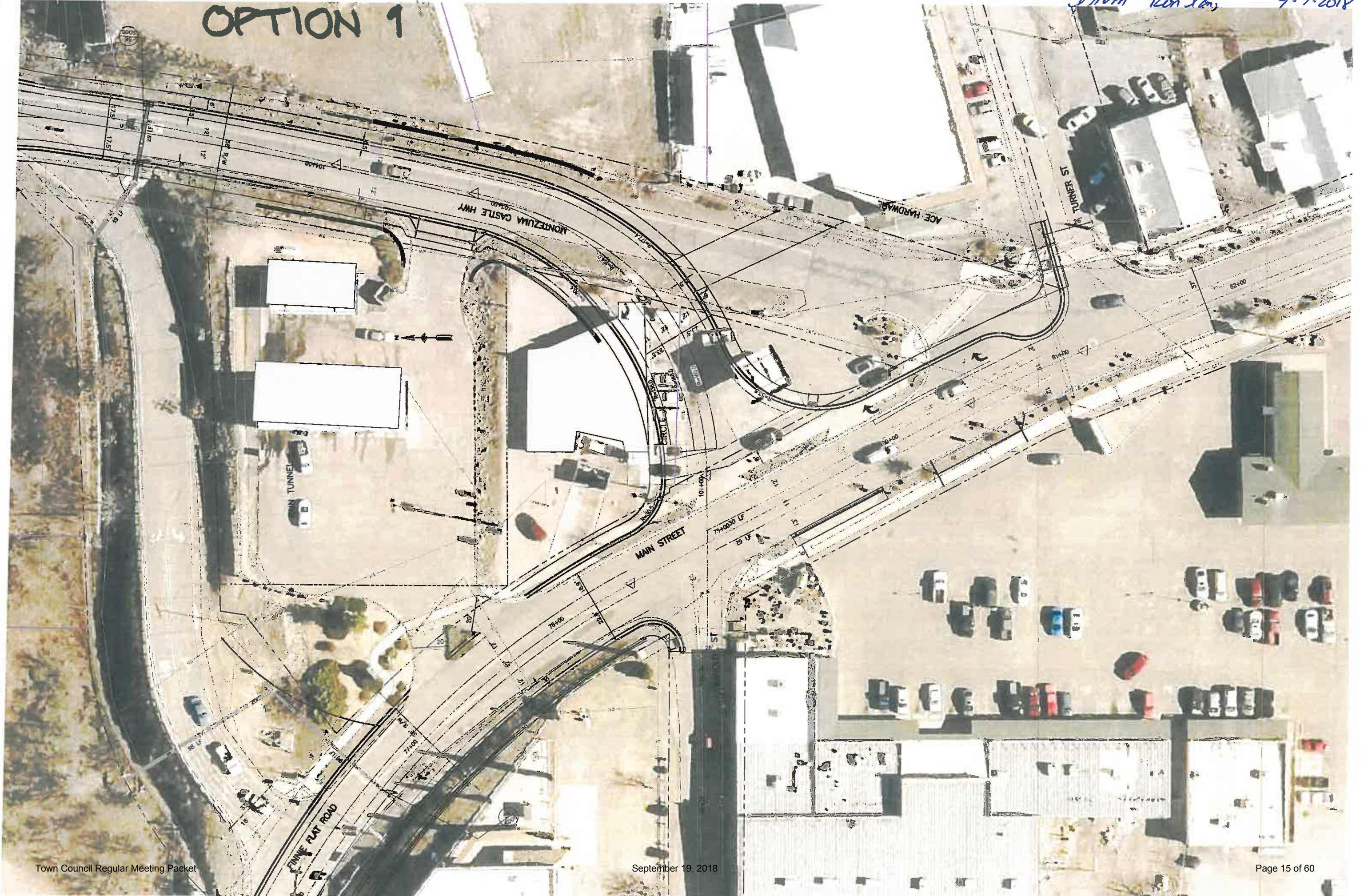
I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of Mayor and Common Council of the Town of Camp Verde, held on September 7, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this ____ day of _____, 2018.

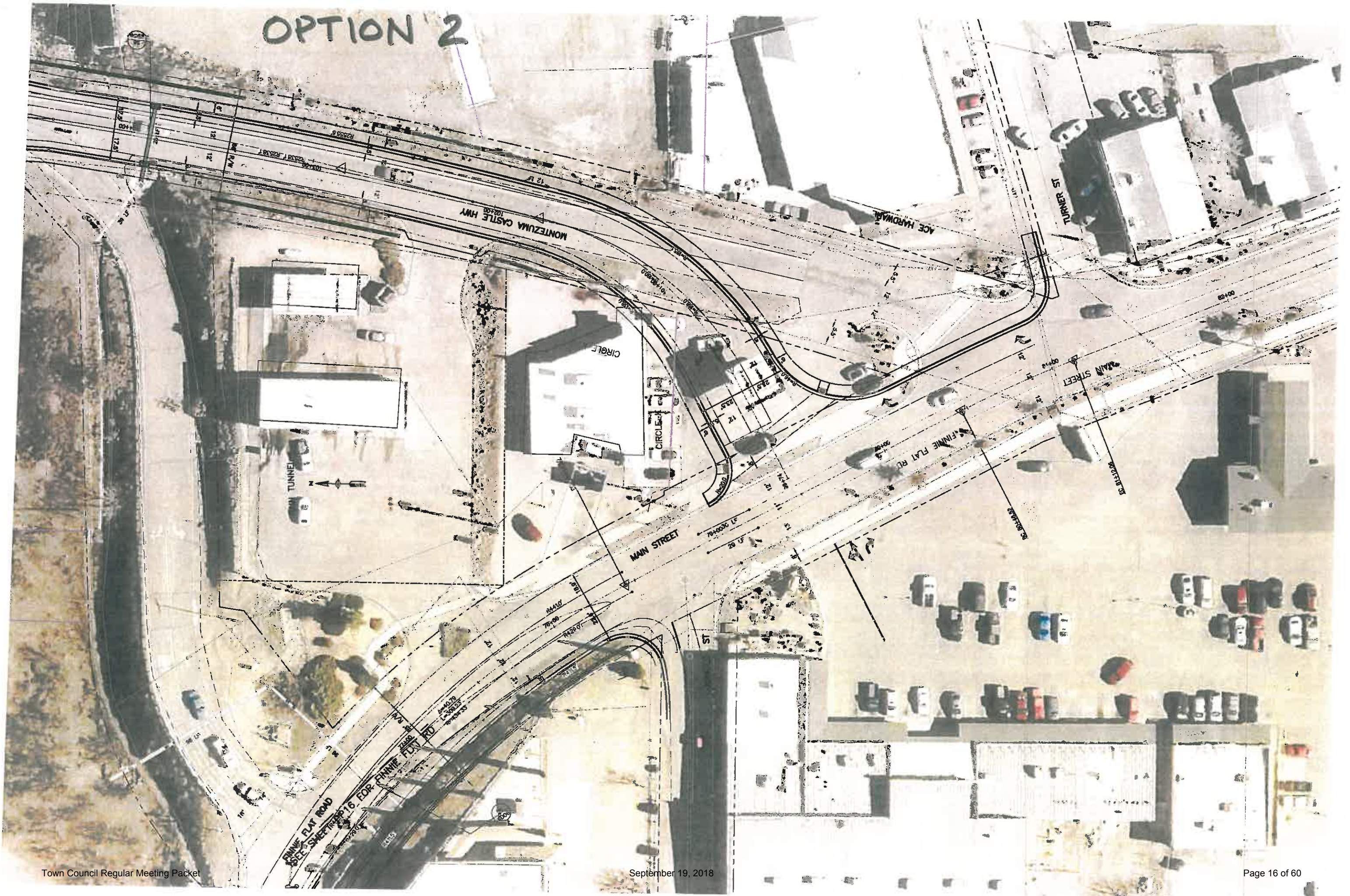
Judy Morgan, Town Clerk

From Ken Lam 9-7-2018

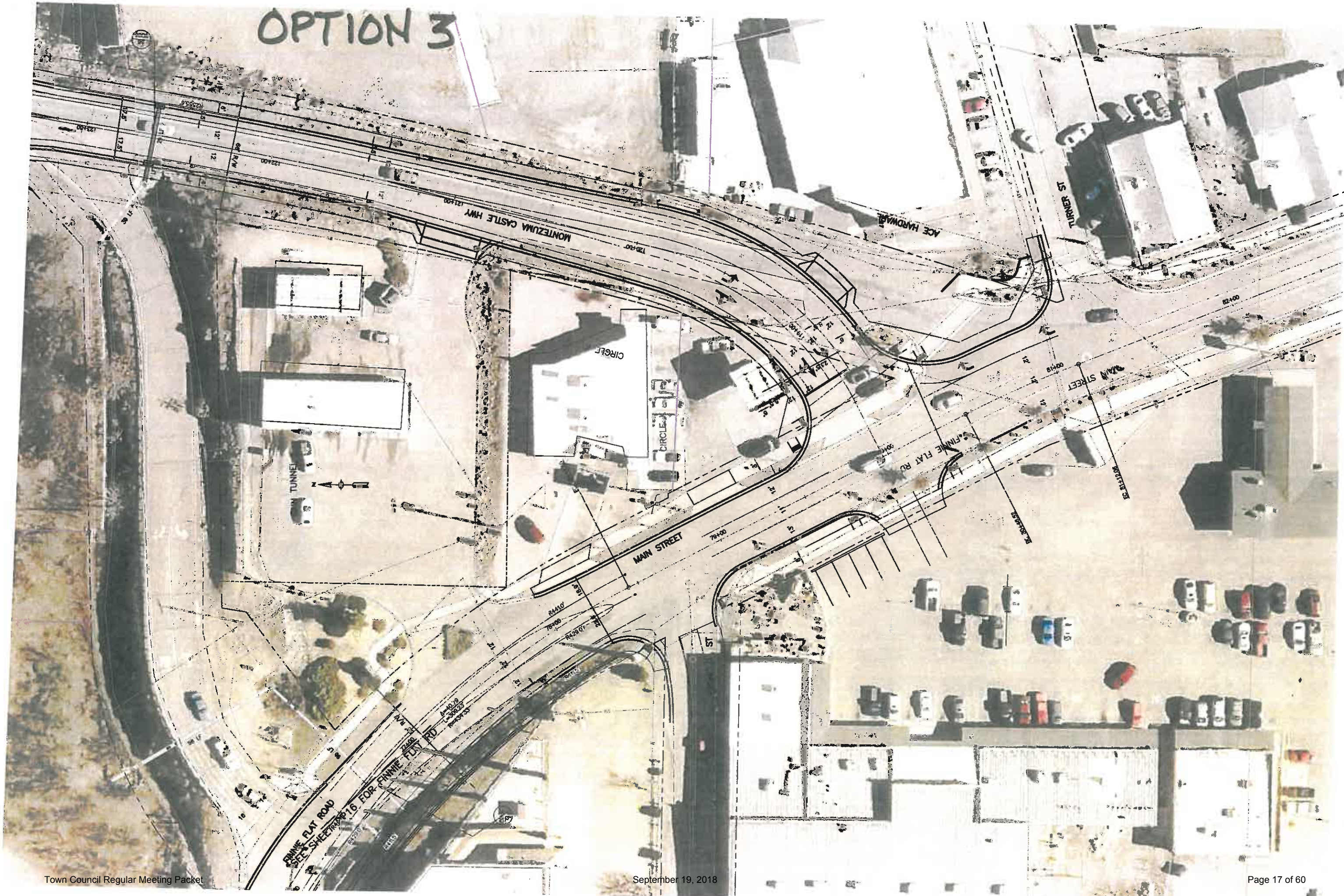
OPTION 1



OPTION 2



OPTION 3



PINNIE FLAT ROAD
SEE SHEET 16 FOR PINNIE FLAT RD

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RECEIVED
SEP 10 2018



City of Flagstaff

September 5, 2018

Dear Mayor German,

The Flagstaff City Manager's Office is writing to seek your input on the attached Short-Term Rental Resolution to be presented at the upcoming Greater Arizona Mayor's Association (GAMA) meeting in November. It is our pleasure to work together to achieve our goals to enhance our communities and the great State of Arizona. If you have input, suggestions, additions or feedback to this resolution, please submit by **October 29, 2018** via email to cbryson@flagstaffaz.gov.

The City of Flagstaff and GAMA appreciate your time and we look forward to your input.

Sincerely,

Coral J. Evans MBA
Mayor City of Flagstaff
928-213-2015
cevans@flagstaffaz.gov

211 W Aspen Ave.
Flagstaff, Arizona, 86001

A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL CALLING FOR LOCAL REGULATION OF SHORT-TERM RENTALS TO ADDRESS THE NEGATIVE IMPACTS ON LOCAL COMMUNITIES.

RECITALS:

WHEREAS the use of short-term rentals has increased with many visitors staying at short-term rentals rather than Hotels, Motels/Bed and Breakfast or areas zoned for appropriately for this type of use; and

WHEREAS many residential homeowners have benefited from the economic success of short-term rentals without being held to the same standards as traditional Hotels/Motels/Bed and Breakfast leading to unfair competition, business impartiality and safety inspections; and

WHEREAS short-term rentals lead to issues affecting surrounding neighbors such as:

- Increased traffic and street congestion
- Noise violations and large parties
- Loss of housing stock and increased rental rates for full-time residents
- Loss of neighborhood character
- Frustrated neighbors with little recourse to resolve issues and problems
- Unfair competition with Hotels/Motels and Bed and Breakfast

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FLAGSTAFF AS FOLLOWS:

THAT we support laws and regulations that allow local governments to regulate short-term rentals to address the negative impacts to local communities as follows:

1. Include a provision in A.R.S. § 9-500.39 that allows “vacation rentals” or “short term rentals” to be regulated in the same manner as all transient lodging activities described in A.R.S. § 42-5070, and
2. Amend A.R.S. § 9-1301(10) to specify that the definition of “residential rental dwelling unit” does not include “vacation rentals” or “short term rentals.”



Agenda Item Submission Form – Section I

Meeting Date: September, 19, 2018

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

Requesting Department: Public Works Department

Staff Resource/Contact Person: Ron Long, Dorie Blair, Russ Martin

Agenda Title (be exact): 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

List Attached Documents:

- Affidavit of Bid Advertisement(s)
- Public Purchase Log
- Pre-Bid Agenda
- Pre-Bid Sign-in Sheet
- Project Questions/Answers
- Original Bid Submissions
 - Asphalt Paving and Supply (Includes Non-Award Letter & copy of Bid Bond that was returned 9/13/2018)
 - VSS International (Includes Non-Award Letter & copy of Bid Bond that was returned 9-13-18)
 - Earth Resources Corp – (Includes Bid Bond Endorsements, Performance Warranty, Award letter)
- Bid Opening
- Areas 2 and 3 map

Estimated Presentation Time:

Estimated Discussion Time: 20 Minutes

Reviews Completed by: N/A

Department Head: Ron Long, and Town Manager, Russ Martin

Town Attorney – Approved/Signed

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact:

Comments: Thanks!

Background Information: For the Fiscal year 2018/19 the Budgeted amount for the Chip seal project was approved for the amount \$700,000.00 The Public Works Department Streets crew will be continuing to work on all 7 areas designated within the Camp Verde Road Maintenance Program. In 2016, areas 6 and 7 were completed within the program. 2018/19 FY Project is a continuation of that program, serving areas 2 and 3.

Recommended Action (Motion): Move to award Bid #18-130, Fiscal Year 1718 Chip-seal project, Areas 2 and 3 to Contractor: Earth Resources Corporation in the amount of: \$418,850.56 for the completion of a Single Chip Seal with a Fog Seal Over Chip seal.

**CALL FOR BIDS
18-130**

The Town of Camp Verde (TOWN) is seeking sealed bids ("Bids") from qualified vendors ("Vendors") capable of providing the following goods and/or services:

**CHIP SEALING OF Area #2 and #3
in Camp Verde, Arizona
SCHEDULE OF EVENTS:**

Submittal Due Date:
September 12, 2018 at 11:00 am
Location: Public Works Department
395 South Main Street
Camp Verde, Arizona 86322

The scope of work for this project includes furnishing all labor, materials, equipment, fixtures, and services required for the placement of a single chip seal of CRS-2P, on the identified paved roads within the Town of Camp Verde in Area #1 in accordance with the plans, specifications and Agreement documents. The Total estimated quantity of area to receive a CRS-2P chip seal is approximately 225,000 square yards. Re-establishing existing paint striping per the Project documents will be included in this Agreement. Project locations are identified on the vicinity map and hand drawn project map provided in the Project Specifications and Scope of Work.

There is a **MANDATORY** pre-bid meeting scheduled for 10:00 a.m., Thursday August 30, 2018, in the Camp Verde Public Works Conference Room located at 395 S. Main Street, Camp Verde, Arizona 86322, Room 310.

Project Specifications, Provisions and drawings will be available by 5:00 p.m August 28, 2018 at the following website: <http://www.PublicPurchase.com>

All proposals shall be submitted in accordance with the INSTRUCTIONS FOR BIDDING included on the website. All questions regarding the Project Specifications, Bidding Process, or General Information *shall be in writing, submitted through PublicPurchase.com*. No other questions will be addressed.

Bidders shall be responsible for all licenses, permits, insurance, taxes and bonds required by the TOWN and the State of Arizona that apply to the performance of this contract.

The Town of Camp Verde reserves the right to reject any or all bids, to waive formalities, and to accept the bid deemed to be in the best interest of the TOWN

2TVI PUB Aug 18, 26, 2018

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**1. Addendum**

By: dorieblair

Aug 23, 2018 2:28:38 PM MST

[Track Changes]

2. Addendum

Revised Documents for Chip Seal Project # 18-130

By: dorieblair

Sep 5, 2018 6:08:23 PM MST

[Track Changes]

3. Addendum

General provision documents and bid documents

By: dorieblair

Sep 7, 2018 8:49:29 AM MST

[Track Changes]

Bid RFQ #18-130 - The TOWN OF CAMP VERDE FY 2018/2019 CHIP SEAL PROJECT- Areas 2&3 [\[Switch to Vendor View\]](#)
Bid Type **RFQ**Bid Number **18-130**Title **The TOWN OF CAMP VERDE FY 2018/2019 CHIP SEAL PROJECT- Areas 2&3**Start Date **Aug 15, 2018 4:45:20 PM MST**End Date **Sep 12, 2018 2:00:00 PM MST**Agency **Town of Camp Verde**
 Bid Contact **Dorie Blair**
 (928) 554-0823
 dorie.blair@campverde.az.gov
 395 S. Main Street
 Camp Verde, AZ 86322
Access Reports

View reports on who has been notified of the bid or accessed it.

[Notification report]
[Access report]**Questions**7 Questions
0 Unanswered
7 New Questions,
and
8 New Answers
[\[View Questions\]](#)**Description**

The scope of work for this project includes furnishing all labor, materials, equipment, fixtures, and services required for the placement of a single chip seal of CRS-2P, with Fog Seal Over Chip Seal: CSS-1H on the identified paved roads within the Town of Camp Verde in Areas 2 and 3, in accordance with the plans, specifications and Agreement documents. The Total estimated quantity of area to receive a CRS-2P chip seal with Fog Seal Over Chip Seal: CSS-1H is; approximately 225,000 square yards. Bid will also include; Re-establishing existing paint striping per the Project documents which will be included in this Agreement. Project locations are identified on the vicinity map attached.

Bid Schedule, Sample Contract Documents, Engineer's Estimate, Scope and Project Specifications will be provided through Public Purchase by: August 24th, 2018 at 5:00 p.m.

Delivery Information

Electronic Delivery will not be accepted. All bids must be delivered by US Mail or hand delivery to 395 South Main Street Camp Verde, AZ 86322 on or before: September 12, 2018 at 11:00 a.m.

Pre-Bid Conference

Date **Aug 30, 2018 10:00:00 AM MST**
 Location **395 South Main Street, Camp Verde, AZ 86322**
 Notes
**Camp Verde Public Works Conference
 Room located at 395 S. Main Street, Camp
 Verde, Arizona 86322, Room 310.**

Items Details

Code	Item	Qty	Unit	Brand
1	AREA 2 and 3	1	EA	
Please see attached Lists of Roads and Vacinity Maps				
001	Bid Schedule, Contract docu	1	EA	Bid Schedule, Sample Contract Documents, Engineer's Estimate, Scope and Project Specifications

Due to unforeseen circumstances, bid specifications will not be available today by 5:00 P.M. All necessary documents will be provided by the August 30th, Mandatory pre-bid meeting. I will notify all bidders when they have been posted. Thank You,

Documents

Name	Acceptance Required	
area 2 and 3.pdf	Yes	[Download]
Revised Special provisions 18-130.p	Yes	[Download]
Copy of REVISED Areas 2 3; Estima	Yes	[Download]
Copy of FY 18-19 Chip Seal; Areas	Yes	[Download]
Copy of 2018 Chip Seal; Areas 2 3 I	Yes	[Download]
Sample Agreement 8-29.pdf	Yes	[Download]
insurance sample.pdf	Yes	[Download]
General Provisions 18-130.pdf	Yes	[Download]

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August 30th, 2018- 10:00 a.m.

**Pre- Bid Meeting for Solicitation #18-130
Town of Camp Verde Chip Seal Areas 2 & 3**

Meeting Agenda

- 1. Introductions**
- 2. Dorie Blair- Important Dates,**
 - * September 11, 2018 at 3:00 p.m.: Questions end on Public Purchase**
 - * September 12, 2018 at 11:00 a.m. Sealed bids due**
- 3. Administration, Bid process, Explanation of documents, Public Purchase...**
 - *Agreement Documents, Special Provisions, Sample Agreement, Insurance docs, Street Log, Location Maps, Bid Tab**
 - * Bond requirements: Bid bond, Upon Award-Performance and Payment Bonds**
- 4. Ron Long & Stacy Perry – Project Description, Sign Boards**

Only questions regarding the bid process from Posting Date through Bid Submission will be addressed in this meeting. All Questions regarding the Plans, Specifications. Scope of Work, Details, etc. shall be submitted and answered through the Public Purchase web site

Thank you for your interest in the important project for the Town of Camp Verde

SIGN IN ROSTER

August 30, 2018



**Request for Quote
JOC Project # (18-130)**

CHIP SEAL FY 18/19 AREAS 2 AND 3 TOWN OF CAMP VERDE

COMPANY NAME & COMPANY REPRESENTATIVE	Contact # and Email
(Please Print)	
1. KENNETH COMSTOCK AP&S	928 792 6363 kcomstock@nicad.com
2. Howard Stough Pima Paving	520 888 2820 520 888 2864 Howie@PimaPaving.com
3. JEFF ABRAM CACTUS ASPHALT	602-377-5651 jabram@cactusasphalt.com
4. Kenneth Maurseth Earth Resources Corp.	928-775-3795 WJOSTH@yahoo.com
5. Randy McDonald McDonald Bros Corp	928 567 3531 Randy@McD-Bros.com
6. LEROY GREGG VSS INTERNATIONAL	602-284-5506 greg.eric@glurry.com

SIGN IN ROSTER

August 30, 2018



**Request for Quote
JOC Project # (18-130)**

CHIP SEAL FY 18/19 AREAS 2 AND 3 TOWN OF CAMP VERDE

COMPANY NAME & COMPANY REPRESENTATIVE **Contact # and Email**

(Please Print)

7. SLOAN THOMAS USSI

602-284-5406
GREG.ERKS@
SLURRY.COM

8.

9.

10.

11.

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Questions for Bid RFQ #18-130 - The TOWN OF CAMP VERDE FY 2018/2019 CHIP SEAL PROJECT- Areas 2&3

Question #1

Where on Public Purchase did it say that the meeting on the 30th is mandatory? This was not stipulated in the initial advertisement.

Aug 28, 2018 8:38:14 AM MST

By: VSS International, Inc. - will.cross

Answers

On August 15, the Pre-Bid Meeting WAS posted through Public Purchase in the initial advertisement.

Aug 28, 2018 8:53:54 AM MST

By: dorieblair

On August 24th, I also published an amendment in the Items Details section:

001 Bid Schedule, Contract Documents, which stated:

" Due to unforeseen circumstances, bid specifications will not be available today by 5:00 P.M. All necessary documents will be provided by the August 30th, Mandatory Pre-Bid Meeting.

Archive

Question #2

When can we expect the bid documents to be posted? Because of the delay, will the bid date be pushed?

Aug 31, 2018 10:12:06 AM MST

By: VSS International, Inc. - will.cross

Answers

The bid documents are posted. The bid will not be pushed back.

Sep 5, 2018 6:09:32 PM MST

By: dorieblair

Archive

Question #3

There is no mention of a required bid bond, is that required? We only see two documents to submit as the bid package; the bid schedule and warranty letter. Are these the only two documents you want to see at bid opening? Is there a specific way the envelope needs to be identified?

Sep 6, 2018 7:41:40 AM MST

By: Asphalt Paving & Supply, Inc. - kcomstock

Answers

Let me get another file to upload of what needs to be submitted in the bid package, and how the envelope should be addressed. In short, there will be a bid bond required. Thank you for bringing this up.

Sep 6, 2018 8:30:41 AM MST
By: dorieblair

Archive

Question #4

Is the bid deadline at 11:00am or 2:00pm on 12 September. On the main page of Public Purchase is has both of those times stated.

Sep 6, 2018 9:16:37 AM MST
By: Asphalt Paving & Supply, Inc. - kcomstock

Answers

Bid deadline is September 12th, at 11:00 a.m.

Sep 7, 2018 8:45:29 AM MST
By: dorieblair

Archive

Question #5

My original question above "When can we expect the bid documents to be posted," was referring to the actual bid package. There is none in the documents that have been posted so far. We need to order a bid bond today in order to get a bid in by Wednesday. Because of the time constraints and lack of a formal bid package, may we use a bid bond form provided by our bonding agent?

Sep 7, 2018 2:08:04 PM MST
By: VSS International, Inc. - will.cross

Answers

Yes, Your Bonding Agent's form is fine to use.

Sep 7, 2018 2:23:21 PM MST
By: dorieblair

Archive

Question #6

We presume that the bid forms required consist only of the bid schedule on Page 1, the "Agreement Performance Warranty" form, and a bid bond. Is this correct?

Sep 10, 2018 11:06:17 AM MST
By: VSS International, Inc. - will.cross

Answers

Please enclose the following in your bid package:

Sep 10, 2018 3:56:47 PM MST
By: dorieblair

1. Bid Schedule (Please ADD YOUR COMPANY NAME AND AUTHORIZED SIGNER ON THE BID SCHEDULE.)
2. Bid Bond
3. Performance Agreement.

Archive

ADDRESS ENVELOPE TO: THE TOWN OF CAMP VERDE PUBLIC WORKS DEPARTMENT. ATTENTION RON LONG. PROJECT CHIP SEAL AREAS 2 AND 3

Sep 10, 2018 3:58:31 PM MST
By: dorieblair

Archive

Question #7

Will you accept material from Yavapai Sand and Gravel? It's a little bit off of the specs but we are told that they were used for last year's bid.

Sep 11, 2018 10:50:04 AM MST

By: VSS International, Inc. - will.cross

Answers

As long as they Meet MAG spec the Engineer is fine with where the material comes from

Sep 11, 2018 12:56:05 PM MST

By: dorieblair

Archive

View Bid


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Town of Camp Verde Bid Schedule
 FY 18-19 Chip Seal; Areas 2 & 3
 September 5, 2018

Item No.	Description	Qty	Units	Unit Price		Amount Bid In Figures
				In Words	In Figures	
1	Mobilization	1	LS	FIFTEEN THOUSAND EIGHT HUNDRED THIRTY DOLLARS AND SEVEN CENTS	15,803.25	15,803.25
2	Traffic Control	1	LS	FIFTY-FOUR THOUSAND ONE DOLLAR EIGHTY CENTS	55,000.00	55,000.00
3	CRS-2P Single Chip Seal	229,000	SY	SEVENTEEN CENTS	1.80	412,200.00
4	Fog Seal Over Chip Seal; CSS-1H	229,000	SY	SEVENTEEN CENTS	.17	38,930.00
5	4" Double Yellow Permanent Pavement Marking	62,791	LF	EIGHTEEN CENTS	.14	8,790.74
6	4" White Permanent Pavement Marking	24,000	LF	SEVEN CENTS	.07	1,680.00
7	White Pre-Formed Turn Arrows	12	EA	EIGHTY EIGHT DOLLARS	88.00	1,056.00
8	White Pre-Formed 18" Stop Bars	9	EA	SIXTY DOLLARS	60.00	540.00

Total Base Bid Amount FIVE HUNDRED THIRTY THREE THOUSAND ONE HUNDRED NINETY-NINE DOLLARS AND SEVENTY-NINE CENTS (in words) 533,999.99 (in figures)

Firm: Asphalt Paving & Supply, Inc.
 By: 
 Title: President



TOWN OF CAMP VERDE
PUBLIC WORKS DEPARTMENT
395 South Main Street
Camp Verde, Arizona 86322
(928) 554-0823

September 12, 2018

Asphalt Paving and Supply, Inc
2425 N Glassford Hill Rd.
Prescott Valley, AZ 86314

Re: **FY 2018/19 Chip Seal Project Areas 2 and 3.**
Project # 18-130

Dear Mr. McCormick,

This letter shall serve as notice that the contract for Project # **18-130** has been awarded to **Earth Resources Corporation**. Your bond(s), if applicable, are enclosed.

I would like to take this opportunity to express our appreciation for your interest and the time that you spent bidding this project. We look forward to your continued participation in future projects.

Please feel free to contact me at 928-554-0823 if you have any questions, comments, or concerns.

Sincerely,

Dorie Blair

Dorie Blair
Public Works Analyst
dorie.blair@campverde.az.gov

encl: Bid Bond

VSS International, Inc.
 6751 W. Galveston Street
 Chandler, AZ 85226
 (480) 940-9690

Town of Camp Verde Bid Schedule
 FY 18-19 Chip Seal; Areas 2 & 3
 September 5, 2018

Item No.	Description	Qty	Units	Unit Price		Amount Bid In Figures
				In Words	In Figures	
1	Mobilization	1	LS	Ten thousand three hundred fifty four & 17/100 Dollars	\$10,354.17	\$10,354.17
2	Traffic Control	1	LS	Twenty six thousand five hundred fifty & 00/100 Dollars	\$26,550.00	\$26,550.00
3	CRS-2P Single Chip Seal	229,000	SY	One & 84/100 Dollars	\$1.84	\$421,360.00
4	Fog Seal Over Chip Seal; CSS-1H	229,000	SY	Zero & 12/100 Dollars	\$0.12	\$27,480.00
5	4" Double Yellow Permanent Pavement Marking	62,791	LF	Zero & 13/100 Dollars	\$0.13	\$8,162.83
6	4" White Permanent Pavement Marking	24,000	LF	Zero & 07/100 Dollars	\$0.07	\$1,680.00
7	White Pre-Formed Turn Arrows	12	EA	Seventy eight & 00/100 Dollars	\$78.00	\$936.00
8	White Pre-Formed 18" Stop Bars	9	EA	Fifty three & 00/100 Dollars	\$53.00	\$477.00
Total Base Bid Amount						\$497,000.00

(in words)

(in figures)

Signed:  Diane M. Minor, Secretary



TOWN OF CAMP VERDE
PUBLIC WORKS DEPARTMENT
395 South Main Street
Camp Verde, Arizona 86322
(928) 554-0823

September 12, 2018

VSS International
3785 Channel Drive
West Sacramento, CA
95691

Re: **FY 2018/19 Chip Seal Project Areas 2 and 3.**
Project # 18-130

Dear Mr. McCormick,

This letter shall serve as notice that the contract for Project # **18-130** has been awarded to **Earth Resources Corporation**. Your bond(s), if applicable, are enclosed.

I would like to take this opportunity to express our appreciation for your interest and the time that you spent bidding this project. We look forward to your continued participation in future projects.

Please feel free to contact me at 928-554-0823 if you have any questions, comments, or concerns.

Sincerely,

Dorie Blair

Dorie Blair
Public Works Analyst
dorie.blair@campverde.az.gov

encl: Bid Bond

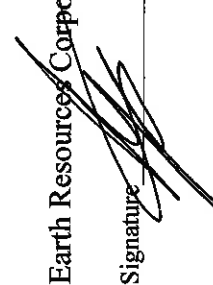
**Town of Camp Verde Bid Schedule
 FY 18-19 Chip Seal; Areas 2 & 3
 September 5, 2018**

Item No.	Description	Qty	Units	Unit Price		Amount Bid In Figures
				In Words	In Figures	
1	Mobilization	1	LS	Four thousand five hundred sixty one dollars	\$ 4,561.00	\$ 4,561.00
2	Traffic Control	1	LS	thirty five thousand and eight hundred forty nine dollars	\$ 35,849.00	\$ 35,849.00
3	CRS-2P Single Chip Seal	229,000	SY	one dollar and forty two cents	\$ 1.42	\$ 325,180.00
4	Fog Seal Over Chip Seal; CSS-1H	229,000	SY	seventeen cents	\$ 0.17	\$ 38,930.00
5	4" Double Yellow Permanent Pavement Marking	62,791	LF	sixteen cents	\$ 0.16	\$ 10,046.56
6	4" White Permanent Pavement Marking	24,000	LF	ten cents	\$ 0.10	\$ 2,400.00
7	White Pre-Formed Turn Arrows	12	EA	one hundred six dollars	\$ 106.00	\$ 1,272.00
8	White Pre-Formed 18" Stop Bars	9	EA	sixty eight dollars	\$ 68.00	\$ 612.00

Total Base Bid Amount: Four hundred eighteen thousand eight hundred fifty dollars and fifty six cents \$ 418,850.56

(in figures)

(in words)

Earth Resources Corporation
 Signature 
 Date 9/21/18



P.O. Box 712 • Des Moines, IA 50306-0712

No. C32277

CERTIFICATE OF AUTHORITY INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

- 1. Employers Mutual Casualty Company, an Iowa Corporation
- 2. EMCASCO Insurance Company, an Iowa Corporation
- 3. Union Insurance Company of Providence, an Iowa Corporation
- 4. Illinois EMCASCO Insurance Company, an Iowa Corporation
- 5. Dakota Fire Insurance Company, a North Dakota Corporation
- 6. EMC Property & Casualty Company, an Iowa Corporation
- 7. Hamilton Mutual Insurance Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint: STACY MARTIN, RON ESTABROOK, JOAN OHM, DEANN HARGUESS, SUSAN SAUNDERS

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute its lawful bonds, undertakings, and other obligatory instruments of a similar nature as follows:

In an amount not exceeding Ten Million Dollars.....\$10,000,000.00

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

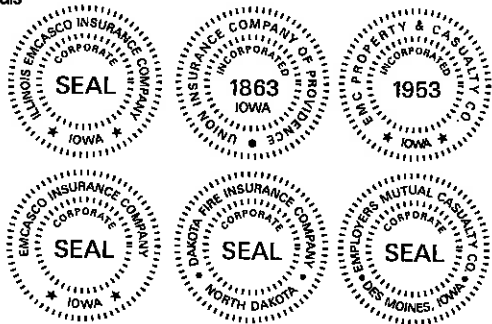
AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Arrowney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at a regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 27th day of MARCH, 2018.

Seals



Bruce G. Kelley
Bruce G. Kelley, Chairman
of Companies 2, 3, 4, 5 & 6; President
of Company 1; Vice Chairman and
CEO of Company 7

Todd Strother
Todd Strother
Vice President

On this 27th day of MARCH AD 2018 before me a Notary Public in and for the State of Iowa, personally appeared Bruce G. Kelley and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the Chairman, President, Vice Chairman and CEO, and/or Vice President, respectively, of each of The Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Bruce G. Kelley and Todd Strother, as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of each of the Companies.
My Commission Expires October 10, 2019.

Kathy Loveridge
Notary Public in and for the State of Iowa

CERTIFICATE

I, James D. Clough, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on MARCH 27, 2018 on behalf of: STACY MARTIN, RON ESTABROOK, JOAN OHM, DEANN HARGUESS, SUSAN SAUNDERS

are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 31st day of August, 2018.

J. D. Clough Vice President

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Earth Resources Corporation
14655 E Cielo Vista
Dewey, AZ 86327-6651

SURETY:

(Name, legal status and principal place of business)

Employers Mutual Casualty Co
PO Box 712
Des Moines, IA 50306

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

OWNER:

(Name, legal status and address)

Town of Camp Verde
395 S Main St.
Camp Verde, AZ 86332

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

BOND AMOUNT: 10% of \$600,000.00

PROJECT:

(Name, location or address, and Project number, if any)

Pjt #16-116 Camp Verde Chip Seal

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 31st day of August, 2018



(Witness)

Earth Resources Corporation

(Principal) (Seal)

(Title) Wyatt Orr - Vice President

Employers Mutual Casualty Co

(Surety) (Seal)



(Witness)

(Title) Stacy A Martin - Attorney-in-Fact

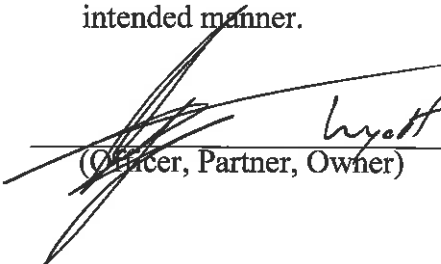
RETURN WITH BID DOCUMENTS

AGREEMENT PERFORMANCE WARRANTY

I, Wyatt Orr, representing
Earth Resources Corp. (company name)

do hereby warranty the work performed for **CHIP SEAL (FY 2018/2019) IN THE TOWN OF CAMP VERDE, ARIZONA; PROJECT #18-130** for a period of two years from completion of said work.

Said work shall be free from defects which would cause the work not to perform in its intended manner.

 Wyatt Orr - V.P. 1-9-18-18
(Officer, Partner, Owner) Date



Town of Camp Verde

Gateway to the Verde Valley

Public Works Department

◆ 395 S. Main Street ◆ Camp Verde, Arizona 86322 ◆

◆ Telephone: 928.554.0820 ◆ Fax: 928.567.1540 ◆

◆ www.campverde.az.gov ◆

NOTICE OF AWARD

September 12, 2018

Dear Mr.Orr,

This Notice service as the Notice of Award on the *Project #18-130, Fiscal Year 18/19 Chip-seal project, Areas 2 and 3* in the amount of; **\$418,850.56.**

Before work can begin we will need the following documents.

- Performance and Payment Bonds
- List of all Sub-Contractors
- Schedule a Pre-Construction meeting with Ron Long and Stacy Perry @ 928-554-0823.
- Certificate of Insurance Naming Camp Verde as additional insured, we also require an Endorsement naming Town of Camp Verde as additional insured, and COI for your Worker's Comp. I have attached information for your Insurance Carrier. Please forward this to your carrier as it will typically answer their questions.
- If your insurance does not cover your sub's we will require a COI, Endorsement and Workman's comp from them as well.
- All sub-contractors are required to obtain a Camp Verde business license. That application is attached. I cannot process the business license, you will have to contact the Clerk's Office at 928-554-0024.

A Notice to Proceed will be giving in exchange for Bonds, and Necessary Endorsements at a Pre-Construction meeting. Please call to set this meeting up with Stacy Perry at 928-274-3750. If you have any further questions, please contact Dorie at 928-554-0823.

Sincerely,

Dorie Blair

Dorie Blair,
Public Works Analyst, Town of Camp Verde
On behalf of:

Ronald Long, P.E
Public Works Director, Town of Camp Verde

TOWN OF CAMP VERDE



BID POSTING

**Project # 18-130
 FY 2018/19 Chip Seal. Areas 2 and 3
 BID OPENING
 September 13, 2018 @ 11:00 a.m.
 395 South Main Street
 Camp Verde, AZ 86322**

Present: Stacy Perry, Town of Camp Verde, Dorie Blain, Town of Camp Verde

Bids

BIDS RECEIVED		
COMPANY	ADDRESS	Total Bid
1. Asphalt Paving & Supply		\$ 533,999.99
2. Earth Resources		\$ 418,850.56
3. VSS International		\$ 497,000.00
4.		
5.		
6.		
7.		

Posted By: Dorie Blain **Date/Time:** September 13th 2018

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.

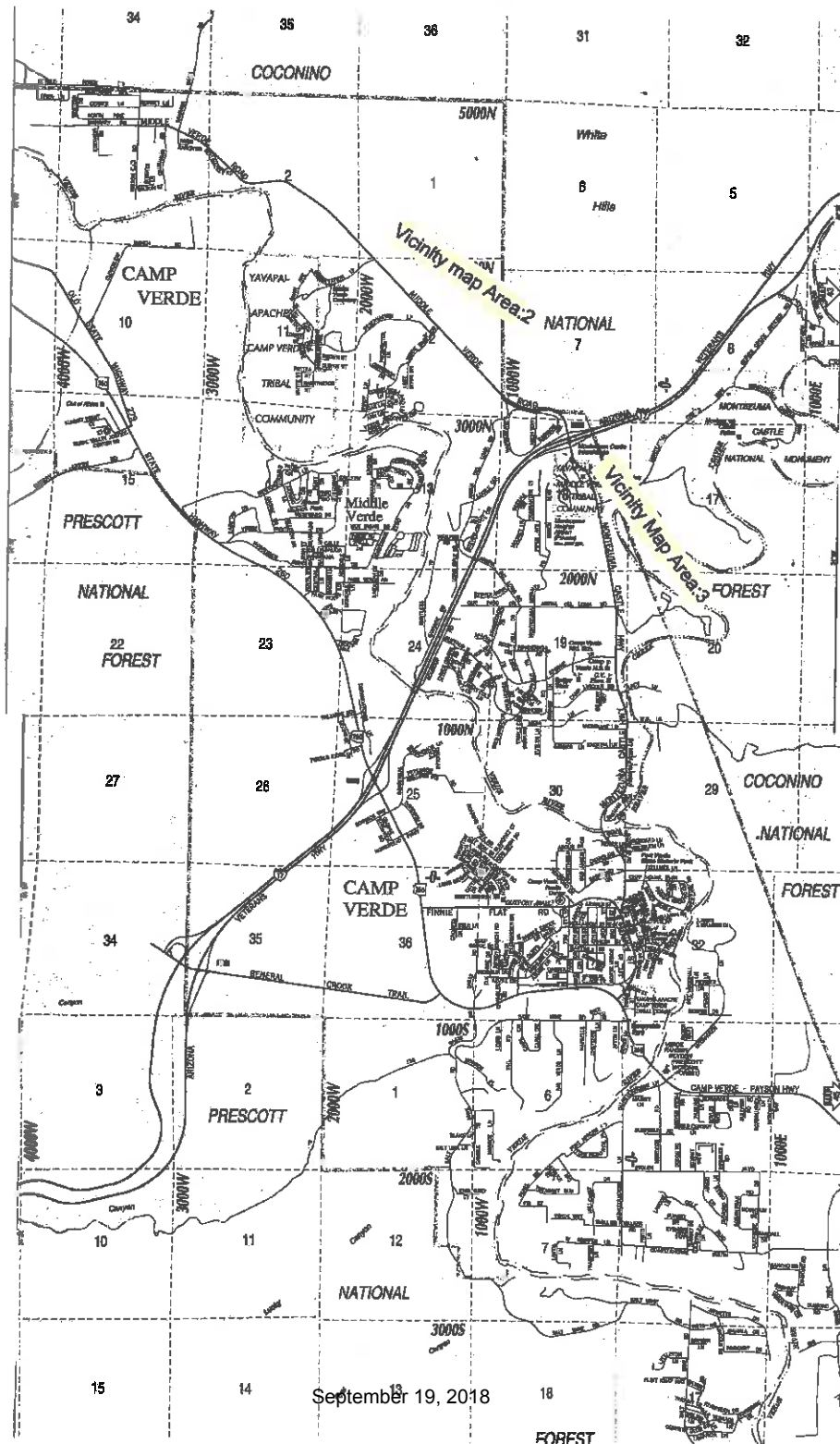
<u>Road</u>	<u>Where</u>	<u>Length</u>
Middle Verde Rd.	I-17 / End of Pavement	20,064
Shea Ln.	Middle Verde / Middle Verde	2123
Northern Ave	Middle Verde / Western Dr.	2210
Center Ln.	Middle Verde / Western Dr.	2193
Pike	Middle Verde / Western Dr.	2164
Western Dr.	Northern Ave / Pike	805
Reservation Loop Rd.	Middle Verde Rd. / End of Maint.	2153
Verde River Rd.	Middle Verde Rd. / End of Pavemt	4970
Copper Cir.	Verde River Rd. / Copper Cir-circle	1222
Ash Ln.	Verde River Dr. / Shady Ln.	718
Shady Ln.	Ash Ln. / End of Pavement	1250
Oak Ln.	Shady Ln. / Verde River Rd.	675
Bullard Ln.	Verde River Rd. / Culdasc	870
Gold Dr.	Bullard Ln. / Culdasaac	530
Cherry Ln.	Verde River Rd. / Culdasc	700
Cimmaron Dr.	Verde River Rd. / End of Pavemt	1470
Reservation Loop Rd.	Verde River Rd. / Hamaley St.	4800
Caughran Rd.	Middle Verde Rd. / Cul-de-sac	2263

<u>Road</u>	<u>Where</u>	<u>Length</u>
Arena Del Loma	Middle Verde Rd. / I-17	6336
Lucile Cir.	Arena Del Loma / Cuidasac	1280
Janice Cir.	Arena Del Loma / Cuidasac	645
Wampum Rd.	Arena Del Loma / Rustler Trl	730
Rustler Trl.	Wampum Rd. / Rawhide Rd.	3840
Rawhide Rd.	Verde River / End of Maintenance	1560
Longrifle Rd.	Wampum Rd. / End of Pavement	2120

<u>Road</u>	<u>Where</u>	<u>Length</u>
Arena Del Loma	I-17 / Montezuma Castle HWY	5808
Montezuma Heights	Arena Del Loma / Air Park Gate	1964
Esther PKWY	Arena Del Loma / Cul-de-sac	1422
Boot Hill Dr.	Arena Del Loma / Apache Trl.	2045
Powderhorn Dr.	Boot Hill Dr. / Apache Trl.	2045
BuffaloTr.	Powderhorn Dr. / Apache Tr.	1095
Apache Tr.	Montezuma Castle / End of Pavmt	5280
Wildhorse Dr.	Apache Tr. / Buffalo Tr.	1281
Buffalo Trl.	Apache Tr. / Roundup Rd.	5280
Roundup Rd.	End of Maint. North / Verde River	1771
Chuck Devine Rd.	Buffalo Trl. / End of Pavement	630
Reata Cr.	Chuck Devine Rd. / Cul-de-sac	193
Wagon Trl.	Buffalo Tr. / Cayuse Ln.	742
Cayuse Ln.	Cul-de-sac / Cul-de-sac	449
Rounders Rd.	Buffalo Tr. / Lariat Ln.	715
Lariat Ln.	Cul-de-sac / Cul-de-sac	295
Buckskin Ln.	Buffalo Tr. / T-Cul-de-sac	560
Powderhorn Rd.	Buffalo Tr. / Apache Tr.	2100

<u>Road</u>	<u>Where</u>	<u>Length</u>
Pony Cr.	Buffalo Tr. / Cul-de-sac	182
Trails End	Powederhorn / Mesa Ln.	483
Mesa Ln.	Trails End / Cul-de-sac	2545
Butler Ln.	Mesa Ln. / Cul-de-sac	1070
Garner Ln.	Apache Tr. / Cul-de-sac	3696
Camp Lincoln Rd.	Garner Ln. / Montezuma Castle H	2442
Montezuma Castle HW	Yavapai-Apache nation/Finnie Flat	14,784
Charolais Dr.	Montezuma Castle / Red Angus	1304
Hereford Dr.	Montezuma Castle / Angus Dr.	3607
Angus Dr.	Hereford Dr. / Red Angus Dr.	1003
Shorthorn Dr.	Angus Dr. / Hereford Dr.	1224
Red Angus Dr.	Hereford Dr. / Angus Dr.	1355
Moser Ln.	Montezuma Castle / Black Bridge	500
Black Bridge Rd.	Montezuma Castle / Cul-de-sac	1070
Zelner	Montezuma Castle / End of Maint.	1580
Cliff House Dr.	Montezuma Castle / River Cave	2118
River Cave Rd.	Cliff House Dr. / Silver Bugle	1074
Silver Bugle Dr.	River Cave / Cliff House	1760

<u>Road</u>	<u>Where</u>	<u>Length</u>
Parade Ground Cr.	Cliff House / Cul-de-sac	1464
Soldier Dr.	Parade Ground / Cliff House	560
Turner St.	Main St / Wood St.	342
Woods St.	Hance St. / Hollomon	770
Hance St.	Woods St. / Coppinger	380
Hollomon St.	Main St. / Verde River	1336
Fain St.	Main St. / Nichols	301
Nichols St.	Fain St. / Main St.	800
Tres Rios Rd.	Nichols / Cherokee	573
Cherokee Dr.	Tres Rios / Cul-de-sac	260
Yaqui Cir.	Tres Rios / Tres Rios	2121
Hopi Dr.	Tres Rios / Cul-de-sac	347
Main St.	260 / Finnie Flat Rd.	3696
Finnie Flat Rd.	Main St. / 260	6336



Agenda Item 7.1.



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: September 19, 2018

Consent Agenda Decision Agenda Executive Session Requested

Presentation Only Action/Presentation

Requesting Department: Finance & Council

Staff Resource/Contact Person: Mike Showers & Dee Jenkins

Agenda Title (be exact): Review & discussion of Camp Verde Wastewater Service Fee rates. No action to be taken.

List Attached Documents: 1) Current Residential Sewer Rates, 2) Fixture Count Worksheet, 3) Future rate tables

Estimated Presentation Time: 5 mins

Estimated Discussion Time: 5 mins

Reviews and comments Completed by:

Town Manager: _____ Department Head: _____

Town Attorney Comments: _____

Risk Management: _____

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

Background Information: New commercial and residential rates were approved at the March 21, 2018 Council meeting with new rates going into effect May 1, 2018 and then each Jan 1st from 2019 through 2022.

Recommended Action (Motion): None.

Instructions to the Clerk: N/A

TOWN OF CAMP VERDE

Current Residential Sewer Rates

Cost per fixture unit: \$2.52

Single Family Residence (SFR) excludes: Mobile home and RV parks, apartments, duplex, triplex and quadplex, group homes, fire department.

Avg residential bill: **\$42.88**

Avg SFR bill: **\$46.36**

Total Family Units: **1132**

Total SFR Units: **842**

SFR Bills under \$50: **579 / 61%**

SFR bills between \$50-\$60: **202 / 24%**

SFR bills over \$60: **61 / 7%**

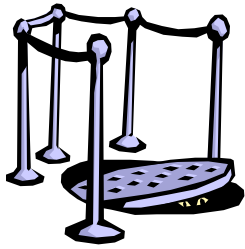
SFR bills over \$90: **1**

Rates of other communities:

(Per the 2018 WillDan Rate Study)

TABLE ES-1

TOWN OF CAMP VERDE	
MONTHLY RESIDENTIAL CHARGES 5,000 WASTEWATER BILLING UNITS	
	5,000 Gallons Wastewater
Camp Verde*	\$ 40.50
Clarkdale	\$ 54.00
Chino Valley	\$ 64.14
Cottonwood	\$ 32.00
Jerome	\$ 52.67
Oak Creek Utility Corp.	\$ 31.25
Prescott	\$ 49.07
Prescott Valley	\$ 27.77
Sedona	\$ 58.76
AZ State Average-2017 WIFA Survey	\$ 36.18
* 18 Discharge Fixture Units	
Source: 2017 WIFA Survey	



Town of Camp Verde Sewer

P.O. Box 1205
 Camp Verde, AZ 86322-1205
 Phone (928) 554-0872 Fax (928) 567-1540
 Email Tracey.Feltes@campverde.az.gov

Fixture Count Worksheet

Owner's Name: _____ Phone Number: _____

Property's Physical Address: _____

Parcel Number: _____ Account No. _____

Directions: Please enter the number of fixtures you have (Ex: 2 toilets, equal 2 fixtures), take that number and multiply by the units per fixture. That number will equal the number total units.

Example: 4 Units Per Fixture (residential toilet) x Number of fixtures (2 toilets) = 8 total units

Type of Fixture	Units per Fixture	Number of Fixtures	Total Units
BATHROOM:			
Bathtub	2		
Bidets	2		
Double Sink	2		
Shower (Shower/Bathtub Combo as one)	2		
Single Sink	1		
Toilet, Private (Residential) Installation	4		
Toilet, Public (Commercial) Installation	6		
Urinals, pedestal, trap arm only	6		
Urinals, stall, separate trap only	2		
Urinals, wall-mounted, blowout, integral trap, trap arm only 3" pipe	6		
Urinals, wall-mounted, wash-down, or siphon jet, integral trap 2" pipe	2		
Urinals, wall-mounted, washout, separate trap 2" pipe	2		
KITCHEN:			
Interceptors for: Grease, Oil, Solids, etc.	3		
Kitchen Sink	2		
Sink, Commercial or Industrial, School, etc. Including dishwasher	3		
OTHER:			
Washer Hook-Up	2		
Dental Units or Cuspidors	1		
Drinking Fountain	1		
Floor Drain (any where in the structure: Garage, Bathroom, Kitchen etc.)	2		
Interceptors for: Sand, Auto wash, etc.	6		
Laundry Tub	2		
Mobile Home park traps (1 per trailer) (RV Hookup)	6		
Receptors (floor sinks), indirect waste receptors for coffee urns, etc.	1		
Sink, Bar (Commercial) 2" Pipe	2		
Sink, Bar (Residential) 2" Pipe	1		
Sink, Flushing rim (Clinic & or Hospital)	6		
Sink, Service (Floor drain, used for mop's, etc.)	3		

Circle Property Type

Total Units _____

Commercial / Residential

TABLE ES-5

TOWN OF CAMP VERDE						
	Current	Effective Apr-18	Effective Jan-19	Effective Jan-20	Effective Jan-21	Effective Jan-22
Residential Monthly Charges						
Percent Adjustment		12.00%	15.00%	4.00%	2.00%	2.00%
Minimum Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Volume Charge -- Per Fixture	2.25	2.52	2.90	3.01	3.07	3.14
<hr/>						
Avg Bill -- 18 Fixtures	\$ 40.50	\$ 45.36	\$ 52.16	\$ 54.25	\$ 55.34	\$ 56.44
Increase/Decrease		4.86	6.80	2.09	1.09	1.11

TABLE ES-6

TOWN OF CAMP VERDE						
	Current	Effective Apr-18	Effective Jan-19	Effective Jan-20	Effective Jan-21	Effective Jan-22
Commercial Monthly Charges						
Percent Adjustment		12.00%	15.00%	4.00%	2.00%	2.00%
Minimum Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Volume Charge -- Per Fixture	3.50	3.92	4.51	4.69	4.78	4.88
<hr/>						
Avg Bill -- 70 Fixtures	245.00	274.40	315.56	328.18	334.75	341.44
Increase/Decrease		29.40	41.16	12.62	6.56	6.69



Agenda Item Submission Form – Section I

Meeting Date: June 1, 2016 Regular Council Meeting

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

Requesting Department: Councilor Jackie Baker

Staff Resource/Contact Person: Town Manager or Town Clerk

Agenda Title (be exact): 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. (Resolution Attached)

List Attached Documents: Resolution 2018-995 Attached

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 Minutes

Reviews Completed by:

- Department Head: Town Attorney Comments:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact:

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

Comments:

Background Information: For legalities and clarification for the Public concerning this issue.

Hours of operation were 8 am to 5 pm Monday through Friday from the time when the Town was incorporated. In recent years it has been changed to 7 am to 5 pm Monday through Thursday, and 7 am to 11 am on Friday. For the past couple of months the Friday hours have been eliminated without Council approval. Only Council has the authority to set the hours of operation (see attached annual resolution).

Recommended Action (Motion): Direction to Staff to Resume ^{council approved} Hours of Operation

Instructions to the Clerk:



RESOLUTION 2018-895

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ESTABLISHING HOURS OF OPERATIONS, SUPERSEDING 2012-871

WHEREAS, It is in the best interest of the Town to inform all citizens of the hours of operation of all public facilities;

WHEREAS, Town Code, 2-3-1 States that at the first meeting in January, or as soon as practicable, Council shall set by Resolution, the hours of operation for all Town Offices.

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde do hereby resolve to establish the following Hours of Operation and Holiday Schedule for all Town Offices and staff as follows:

Hours of Operation		
Administration Offices	Monday – Thursday	7:00 a.m.-5:00 p.m. Friday 7:00 a.m. to 11:00 a.m.
Municipal Court	Monday – Thursday	7:00 a.m.-5:00 p.m. Friday 7:00 a.m. to 11:00 a.m.
Community Development	Monday – Thursday	7:00 a.m.-5:00 p.m. Friday 7:00 a.m. to 11:00 a.m.
Parks & Recreation	Monday – Thursday	7:00 a.m.-5:00 p.m. Friday 7:00 a.m. to 11:00 a.m.
Swimming Pool	Monday – Saturday	Opening/Closing Dates to be Announced
Public Works	Monday – Thursday	7:00 a.m.-5:00 p.m. Friday 7:00 a.m. to 11:00 a.m.
Animal Control	Monday – Thursday	7:00 a.m.-5:00 p.m. Friday 7:00 a.m. to 11:00 a.m.
Marshal's Office – Admin	Monday – Thursday	7:00 a.m.-8:00 p.m.
Marshal's Office – Deputies/Dispatch	24 Hours per Day	24 Hours per Day
Library	Monday – Thursday	9:00 a.m. – 8:00 p.m.
Library	Friday-Saturday	9:00 a.m. – 5:00 p.m.
Library	Sunday,	Closed

Passed and approved by a majority vote of the Common Council at the regular meeting of January 3, 2018.

Charles German
Charles German, Mayor

Attest:

Judy Morgan
Judy Morgan, Town Clerk

Approved as to form:

William Sims
William Sims



Agenda Item Submission Form – Section I

Meeting Date: September 19, 2018

Consent Agenda Decision Agenda Executive Session Requested

Presentation Only Action/Presentation

Requesting Department: Administration

Staff Resource/Contact Person: Russ Martin

Agenda Title (be exact): Discussion, consideration and possible 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.

List Attached Documents: 1. HOA request 2. Associated Maps

Estimated Presentation Time: 15 mins

Estimated Discussion Time: 15 mins

Reviews and Comments Completed by:

Town Manager: Russ Martin Department Head: _____

Town Attorney Comments: N/A Risk Management:

Finance Department N/A

Background Information: The Town worked with local property owners to rectify what we thought to be a water right issue regarding the platting of River Ranch Estates. This was a process that started over 8 years ago and was finally taken to the Arizona Department of Water Resources for 2 of the 4 properties who agreed to enter into an agreement for transferring water from the road to their properties to ensure they had adequate water for their properties.

As Manager I have met with the HOA several times now trying to determine what could be done to satisfy the specifics and somewhat complicated processes of sever and transfer and historical water rights associated with the land prior to the subdivision and up to today. At this time, it appears they are only requesting removal of a parcel number assigned to the platted right of way and I believe they ultimately wish to have the application for the sever and transfer eliminated as well to preserve what they believe to be a better situation for their rights.

They would like to present to Council for consideration, I have requested they do so as I do not have authority to do what they are requesting without Council direction. To be fair, this is a complicated issue and the association is looking for changes and specifically asking to remove the parcel number is all that is requested in this submittal.

Recommended Action (Motion): Move to direct staff to process a request to the County to remove the parcel ID associated with Caughran Ranch Road.

Introduction

Purpose: RRE HOA Notes for scheduled meeting on 09-19-18 with the town of Camp Verde City Council:

A formal request by River Ranch Estates Home Owners Association to the Town of Camp Verde to
Rescind their tax-exempt parcel number on Caughran Road.

The River Ranch Estates Home Owners Association

Date of incorporation: December 29, 1997

List of Elected officers:

President: Jack Seltzer



V.P.: Chalize Largent

Secretary: JoAnne Wilkinson

Treasure: Shelley Kiefer

State Trust: Steve Grant

Issues for Discussion

1. The Town of Camp Verde has assigned itself ownership of Caughran RD using parcel # 800-15-001.
2. No known agreements or documentation (deed, contract) of transfer of ownership exists with the Home Owners Association. To complete this transfer of ownership, a "sale" by the original development owner (Caughran) or an agreement with River Ranch Home Owners Association with 100% of owner's signatures would be needed to implement this change.

Therefore, the River Ranch Home Owners Association formally requests the Town of Camp Verde's # 800-15-001 tax exempt parcel number be rescinded, and the parcel # 403-13-132 be reinstated to reflect the common property of the River Ranch Estates Home Owners Association.

Easement vs Ownership. Caughran Road functions as an easement as shown on the River Ranch Estate Plat.

As an easement Caughran Road:

- a. Is utilized by all home owners of the HOA to access Middle Verde Road from their homes;
- b. Is available as an easement to all utilities;
 1. Power
 2. Phone
 3. Gas
 4. Water Distribution Lines
- c. Is available as a right of way to access the subdivision;
 1. Public Services (ie. Trash, Fire, EMT, Etc)
 2. Guests
 3. Maintenance by the Town of Camp Verde (Asphalt paved public streets are to be maintained by the Town).

Conclusion:

Therefore, as the owner of Caughran Road, River Ranch Estates Home Owners Association is the grantor of all easements and rights-of-way. The Town of Camp Verde does not have a deed/agreement to the property that allows them to grant easements and /or rights-of-way on that property.

River Ranch Estates HOA formally requests that the Town of Camp Verde clarify on all town, county, and state documents that the town rescinds the tax exempt # 800-15-001 from Caughran Road and reinstates the parcel # 403-13-132 for the road to River Ranch Estates Home Owner's Association. This is **not abandonment** of the road by the town. The original right-of-way was established for road maintenance by the Town of Camp Verde and that agreement stays in place.

If the # 800-15-001 parcel number is not rescinded within 10 days, the only recourse left open to the Home Owners Association is to take this matter to a higher authority.

NOTE: 10 DAYS FROM 9/19/18. 9/10/18



Transfer Acres

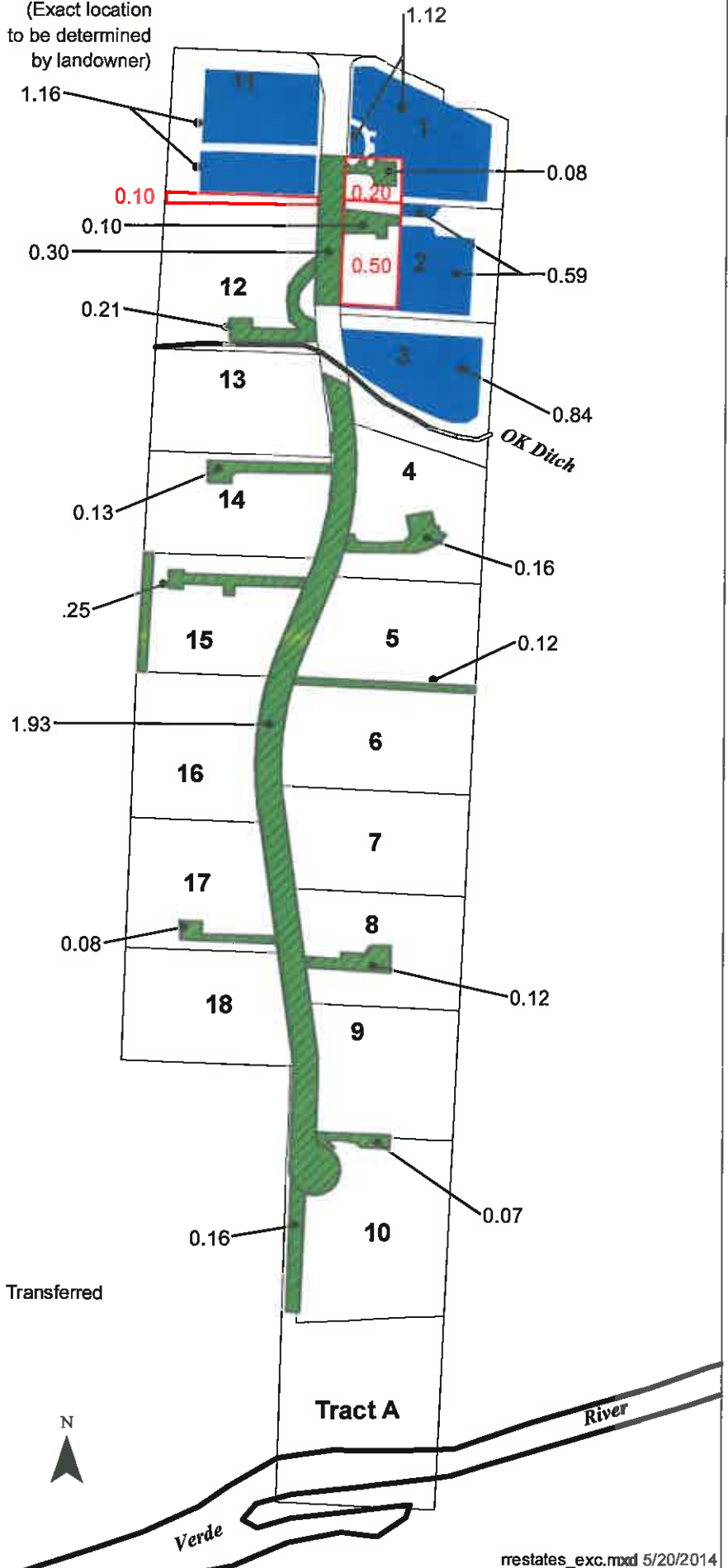
Lot 1	Sever From Parcel	Acres
	Lot 1	0.08
	Tract A	0.04
	Lot 8	0.12
	Lot 15	0.25
	Lot 17	0.08
	CV ROW	0.55
	Total	1.12

Lot 2	Sever From Parcel	Acres
	Lot 2	0.10
	Tract A	0.04
	CV ROW	0.45
	Total	0.59

Lot 3	Sever From Parcel	Acres
	Tract A	0.04
	Lot 12	0.21
	CV ROW	0.59
	Total	0.84

Lot 11	Sever From Parcel	Acres
	Tract A	0.04
	Lot 4	0.16
	Lot 5	0.12
	Lot 10	0.07
	Lot 14	0.13
	CV ROW	0.64
	Total	1.16

(Exact location to be determined by landowner)



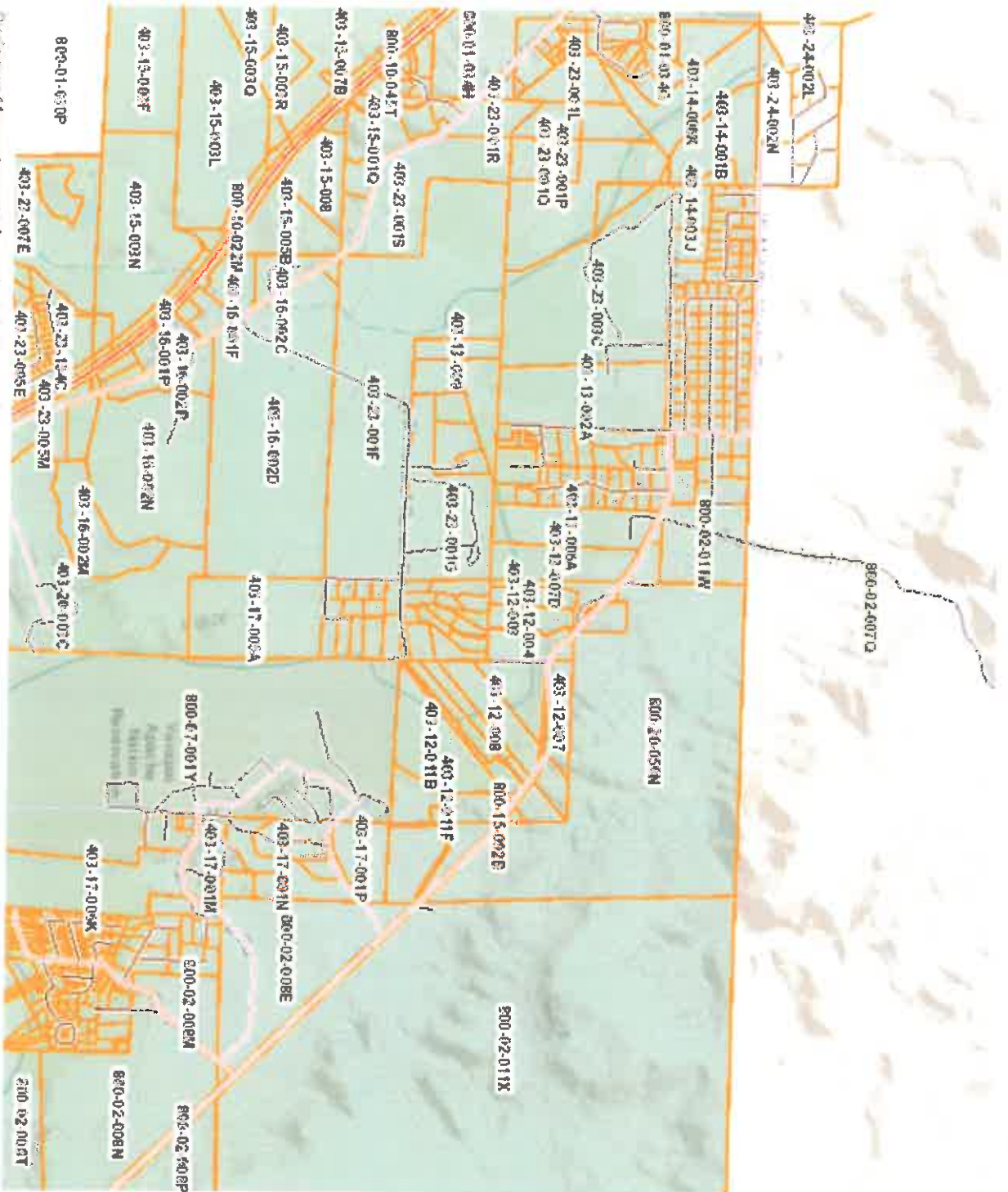
River Ranch Estates
Sever and Transfer

Legend

- Land to Receive Water Right
- Land Area with Water Right to be Severed and Transferred
- River Ranch Estate Parcels
- Valid Appropriative Water Rights

0.25 Acreages





- Legend**
- County Boundary
 - Counties
 - ▭ Parcels
 - ▬ Major Roads
 - ▬ Interstate
 - ▬ State Highways
 - ▬ Major Roads
 - ▬ Road Centerlines

Disclaimer: Map and parcel information is believed to be accurate but returned as is and warranted. No portion of the information should be considered to be an official document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County, Arizona, where shown on the map.

