



Support your local merchants.

**AGENDA
COUNCIL HEARS PLANNING & ZONING AND
REGULAR SESSION
COMBINED
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, DECEMBER 16, 2015 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**
2. **Roll Call**
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 – December 2, 2015
 - b) **Set Next Meeting, Date and Time:**
 - 1) Wednesday, December 23, 2015 at 6:30 p.m. Council Hears Planning & Zoning – Cancelled
 - 2) Wednesday, January 6, 2016 at 6:30 p.m. Regular Session
 - 3) Friday, January 8, 2016 at 8:00 a.m. General Plan Work Session
 - 4) Wednesday, January 13, 2016 at 5:30 p.m. Work Session
 - 5) Wednesday, January 20, 2016 at 6:30 p.m. Regular Session
 - 6) Wednesday, January 27, 2016 at 6:30 p.m. Council Hears Planning & Zoning Matters
 - c) **Possible award and authorization for Mayor to Execute the Agreement with Shephard-Wesnitzer, Inc. in the amount of \$70,000 for the Camp Verde Sewer Collection System Expansion Master Plan and SR-260 Highway Construction Sleeve Location. Staff Resource: Ron Long**
5. **Special Announcements and presentations:**
 - **No special announcements or presentations**
6. **Call to the Public for Items not on the Agenda.**
7. **Public Hearing, Discussion, and possible approval of Resolution 2015-952, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, on Use Permit 20150310, an application submitted by Mr. Philip Moreau, managing member of the Verde River RV Resort-Sedona LLC, owner of parcels 403-19-205 which is 11.46 acres, 403-19-013H which is 3.7 acres, 403-19-013J which is 9.29 acres, 403-19-207 which is 1.81 acres, 403-19-013Q which is 2.46 acres, for a total of 28.72 acres located at 1472 W Horseshoe Bend Drive in Camp Verde, Yavapai County, Arizona. The property owner is requesting an amended Use Permit, in Perpetuity, for all parcels, for the Verde River RV Resort, formerly known as the Camp Verde RV Resort, which will consist of one hundred fifty (150) RV sites, three (3) bath houses, one (1) operations/reception center, one (1) recreation building, one (1) maintenance building, one (1) propane fill station, one (1) pump station, one (1) wastewater treatment plant or other approved sanitary system as approved by**

the Yavapai County Environmental Services Unit, one (1) elevated spa, one (1) miniature golf area, two (2) dog parks, two (2) pickle ball courts, one (1) playground with basketball court, one (1) horseshoe pits, and one (1) additional well. A recreational vehicle park is an allowed use under the R-R (Residential-Rural) District in the current Planning & Zoning Ordinance with a Use Permit. Staff Resource: Mike Jenkins

- Call for Staff Presentation
- Declare Public Hearing Open
- Declare Public Hearing Closed
- Call for Council Discussion

8. **Public Hearing, Discussion consideration and possible approval of Ordinance 2015-A414, an Ordinance of the Mayor and Common Council of the Town of Camp Verde Planning & Zoning Ordinance, amending the requirements of part two – zoning classifications, section 203 – Use District, subsection D. R-R District (Residential-Rural). (Formerly RCU), item 3F. “Agri-Tourism”, and part two – Zoning Classifications, Section 203 – Use Districts, Subsection N. AG District, Item 3A. “Agri-Tourism. Staff Resource: Mike Jenkins.**
 - Call for Staff Presentation
 - Declare Public Hearing Open
 - Declare Public Hearing Closed
 - Call for Council Discussion
9. **Discussion, consideration, and possible approval of Resolution 2015-944, a Resolution of the Mayor and Town Council of the Town of Camp Verde, Yavapai County, Arizona, deeming the granting of a franchise to Camp Verde Water System, Inc. beneficial to the Town, and calling a Special Election set for March 8, 2016 to submit the question to the qualified electors as to whether or not the franchise shall be granted. Staff Resource: Russ Martin**
10. **Update regarding the building progress of the new Library facility, followed by questions and answers. Staff Resource: Kathy Hellman**
11. **Discussion, consideration and possible award of Camp Verde Community Library shelving contract to Arizona Furnishings for an amount not to exceed \$106,000.00. Staff Resource: Kathy Hellman.**
12. **Discussion, consideration and possible approval of a Memorandum of Understanding between the Town of Camp Verde and Arizona State Parks to develop the 80 acre parcel jointly owned by Arizona State Parks and the Prescott National Forest located at the end of Homestead Parkway. Staff Resource: Steve Ayers**
13. **Presentation followed by discussion, consideration and possible approval to utilize previously collected Impact fees to purchase dispatch consoles, the radio equipment and computerized radio software for dispatching in an amount not to exceed \$44,800.00 This will also include two upgraded phone lines in dispatch, which is EOC (Emergency Operation Center) and major incident preparation for overflow incoming calls. Staff Resource: Nancy Gardner**
14. **Call to the Public for items not on the agenda.**
15. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Fire District, 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.

16. **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.

17. **Adjournment**

Posted by: 

Date/Time: 12-11-15 8:12AM

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.

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**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, DECEMBER 2, 2015 at 6:30 P.M.**

Minutes are a summary of the discussion. They are not verbatim.
Public input is placed after Council discussion to facilitate future research.

1. **Call to Order**

Mayor German called the meeting to order at 6:30 p.m.

2. **Roll Call**

Mayor Charles German, Vice Mayor Bruce George, Councilors Robin Whatley, Brad Gordon, Jackie Baker, Jessie Jones-Murdock, Carol German.

Also Present

Town Manager Russell Martin, Marshal Nancy Gardner, Town Clerk Virginia Jones, and Recording Secretary Saepyo Choe.

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 – November 18, 2015
- 2) Work Session – November 20, 2015

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

- 1) Wednesday, December 9, 2015 at 5:30 p.m. Work Session
- 2) Friday, December 11, 2015 at 8:00 a.m. Work Session
- 3) Wednesday, December 16, 2015 at 6:30 p.m., Regular Session combined with Council Hears Planning & Zoning Matters.
- 4) Wednesday, December 23, Council Hears Planning & Zoning Matters – Cancelled

c) **Possible authorization for the Mayor to execute the required documents to facilitate the donation of parcel 404-32-155 from Felipe R. and Rita R. Gomez to the Town of Camp Verde.**
Staff Resource: Russ Martin.

d) **Possible approval of Intergovernmental Agreement between the Town of Camp Verde and Yavapai Apache Nation for Dispatch services from July 1, 2015 to June 30, 2016.** Staff Resource: Marshal Nancy Gardner.

e) **Possible approval of Resolution 2015-942, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, requesting that the Arizona Governor and State Legislature restore Highway User Revenue Funds.**

On a motion by Vice Mayor George, seconded by Jackie Baker, Council voted unanimously to approve the Consent Agenda.

Council noted that the Wednesday, December 9, 2015 Work Session is at 5:00 p.m., and not at 5:30 p.m. as stated on the Agenda.

5. **Special Announcements and presentations:**

- **Recognition to Steve Ayers, Chip Norton and Barbara Bridge for being the driving forces behind the scenes for National Geographic Marketing Program.**

Mayor German presented certificates to Steve Ayers, Chip Norton, and Barbara Bridge for going above and

beyond for Camp Verde.

6. **Call to the Public for Items not on the Agenda.**
There was no public input.

7. **Public Hearing, followed by discussion, consideration and possible approval of Class 12 (Restaurant) Liquor License Application for Salvatore Moscato/Moscato Italian Restaurant, located at 396 S Main Street-Camp Verde. AZ. 86322.** Staff Resource: Town Clerk Virginia Jones

On a motion by Vice Mayor George, seconded by Jackie Baker, Council voted unanimously to approve Class 12 (Restaurant) Liquor License Application for Salvatore Moscato/Moscato Italian Restaurant, located at 396 S Main Street-Camp Verde. AZ. 86322.

Virginia Jones reported that the notice for the liquor license application was posted for the required 20 days, with no comments or concerns from the public.

Public Hearing

The co-owners of the restaurant introduced themselves, and said they were honored to help restore a historic building and become a part of Camp Verde. They expect to open Dec 26th after fire department approval.

8. **Public Hearing, followed by discussion, consideration and possible approval of Class 3 (Microbrewery) Liquor License application for Alexander Joseph Goetting/Verde Brewing Company LLC, located at 724 N Industrial Drive, Unit 7A, Camp Verde, AZ 86322/** Staff Resource: Town Clerk Virginia Jones

On a motion by Carol German, seconded by Jackie Baker, Council voted unanimously to approve Class 3 (Microbrewery) Liquor License application for Alexander Joseph Goetting/Verde Brewing Company LLC, located at 724 N Industrial Drive, Unit 7A, Camp Verde, AZ 86322.

Virginia Jones reported that the notice for the liquor license application was posted for the required 20 days, with no comments or concerns from the public.

Public Hearing

Alex Goetting said he plans to move all manufacturing to the new location, and use it for distribution. He announced a trash-pick up party Saturday, December 12th at 9:00 a.m. for adopt-a-highway, which would include raffle prizes and refreshments.

9. **Discussion, consideration and possible direction to staff regarding the Town of Camp Verde Complaint process including, but not limited to forms, Code Enforcement, Law Enforcement and personnel related complaints.** Staff Resource: Russ Martin, Virginia Jones, Mike Jenkins, Nancy Gardner

On a motion by Jackie Baker, seconded by Carol German, Council voted unanimously to direct staff to amend the Town of Camp Verde complaint process policy and forms to allow for more than 10 days to resolve a complaint, with the stipulation to contact the complainant within 10 days; in addition, to work with the Town Attorney to include a disclaimer for complaints concerning possible violations to state or federal code.

Russ Martin explained the complaint processes for Code Enforcement, Law Enforcement, Personnel, and Public Works. The Town purchased and has been using a program for Code Enforcement that allows Staff to track the progress of complaint resolution even from anonymous sources. It is required that complainants formally file a complaint by filling out a form, in order to hear about the results.

Complainants in Law Enforcement, cannot usually remain anonymous due to the nature of 911 calls. Either

911 technology locates the origin of the call or the caller inevitably reveals his or her location during the course of the call. This information ends up in police reports; and if the complaint progresses into the legal system, the defendant will have the legal right to know his or her accuser. It is only in extreme cases that complainants may remain anonymous.

For Personnel complaints, Town policy requires complainants to be identified. Written verification of the complaint including names of direct eye witnesses are necessary for proper follow-up and for beginning any necessary disciplinary action.

Public Works complaints are filed through work orders, and progress is tracked. The Town Manager is satisfied with the status of all the various complaint processes. He said this is the best system he has ever worked in, as the formalized process works effectively and protects both parties. Complaints flow through the Manager's office, go out to the appropriate department head for processing, then return to the Manager, then end up with the Town Clerk for filing.

He requested an amendment to policy to allow for more than 10 days to resolve complaints, due to the amount of time required to fully investigate more serious and complex issues. Staff should instead be expected to make contact with the complainant within 10 days, and explain the estimated timeline of progress. Some investigations require the services of outside agencies, and though staff understands the goal of 10 days, more time is needed for proper follow-through.

Council thanked the Manager for explaining the issue and agreed with the recommendation to extend the 10-day policy.

Martin explained that in the case of complaints voiced by the public during Council meetings, Council and Staff should encourage the public to follow-up by filing a formal written complaint through one of the aforementioned channels. Verbal complaints that are not formalized through one of the complaint processes cannot be acted upon Staff, according to Town policy.

Martin explained that the complaint processes are not designed to address allegations of state or federal law violations. Council and Staff agreed that the Town policy and forms need to specify that the Town complaint processes are not the avenues for addressing criminal allegations.

Town Manager and Marshal reminded Council of whistleblower protection laws, and assured Council that personnel investigations are handled with utmost professionalism. Marshal Gardner clarified that investigations are outsourced in cases of conflict of interest, and that criminal investigations precede internal investigations. Mayor German reminded Council that matters requiring investigation should be turned over to the Manager.

Public Hearing

Ed Collins asked if the complaint process policy prevents citizens from addressing Council when there is an issue with the complaint process.

Carol German emphasized that citizens always have the right to address their elected officials. Martin explained that citizens could receive a more direct response by contacting the appropriate department head or the Town Manager, if the complaint is about the department head.

10. **Discussion, consideration, review and possible approval of Town Manager's Goals.** Staff Resource: Russ Martin

Council came to a consensus in favor of the Town Manager's Goals.

Council discussed the pros and cons of including specific timelines in the goals for complex construction

projects, such as Hwy 260 and upgrading effluent systems. Martin expressed that he is comfortable with having to account for progress or lack thereof according to specific timelines. The Manager said it is important to detail specifics particularly in areas the Town has already funded, and will be ready with necessary explanations at his review next August.

Robin Whatley said that general progress statements are too vague and defined differently by each person. She said too many projects have been "long-term goals" for too long, and it is time for specifics. Specific timelines give the Manager the ability to develop a work plan, mobilize Staff, and report accordingly. Even for projects like park development that may enlist the help of special volunteer committees, the Town Manager is comfortable with keeping the project on his goals list as it communicates Council's priorities. Jessie Murdock said it is a big deal to include the parks development in the Manager's goals, and that she looks forward to seeing it come to fruition.

11. **Call to the Public for items not on the agenda.**

There was no public input.

12. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Fire District, 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.

Carol German attended the Yavapai College Board meeting today, where there was concern over the proposed dual enrollment fee; she shared a link with Council to keep them updated on current events.

Jackie Baker attended the Board of Trustees retreat, which discussed municipal risk, what to include in the insurance pool, and workers' compensation. Modern technology such as drones and body cameras are leading to changes in coverage. Risk management is an important business that protects lives and saves the Town money.

Vice Mayor George attended Coffee-with-a-Cop with Marshal Gardner, where they talked about finding homes for 9 rescue dogs, and encouraged more participation.

Brad Gordon attended the Groundwater Users Advisory Committee (GRUAC) meeting in Prescott Valley, where they took an educational field trip to learn about recharge ponds, effluent, and groundwater recharge.

Robin Whatley announced the Senior Center's open house, Saturday, December 5th at 10:00 a.m. and encouraged the public to support their thrift store.

Mayor German attended the unveiling of geotourism at Blazing M Ranch; and will share with Council a breakdown of the Town's advertising budget. The Town has spent \$15,000 on advertising, and in tracking efficacy of various outlets has found that Steve Ayers has been helping us get a great return for our money. He will share with Council a document that breaks down how the Town's advertising budget was spent.

13. **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.

Martin thanked the public for their patience during the 10:00 a.m. – 3:00 p.m. emergency training for all Town staff. The Town Holiday Party is Friday, December 11th 5:30 p.m – 7:30 p.m. at the Town Gym; and he encouraged everyone to attend the Parade of Lights Saturday, December 12th at 6:00 p.m. as well as the candlelight tour of Fort Verde State Park.

14. **Adjournment**
Mayor German adjourned the meeting at 7:47 p.m.

Charles German, Mayor

Saepyol Choe, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on December 2, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2015.

Virginia Jones, Town Clerk



Agenda Item Submission Form – Section I

Meeting Date: December 16, 2015

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

Requesting Department: Public Works

Staff Resource/Contact Person: Ron Long

Agenda Title (be exact): Possible award and authorization for Mayor to execute the Agreement with Shephard-Wesnitzer, Inc. in the amount of \$70,000 for the Camp Verde Sewer Collection System Expansion Master Plan and SR-260 Highway Construction Sleeve Location

List Attached Documents: Professional Services Project Agreement (7 pages)

Estimated Presentation Time:

Estimated Discussion Time:

Reviews Completed by:

- Department Head: Ron Long Town Attorney Comments: Contract approved by Bill Sims attached

Finance Review: Budgeted Unbudgeted N/A

Finance Department

Fiscal Impact:

Budget Code: Comments: 03-490-20-851112

Background Information: On Oct. 19, 2015, Council approved the execution of On-Call Services Agreement with 22 separate professional organizations. Staff has utilized the Agreement to hire Shephard-Wisnitzer, Inc. (Consultant).to complete a master plan for the expansion of the Camp Verde Sewer along SR-260 from I-17 to Thousand Trails.

The Consultant will work with Town staff, ADOT and the County to develop a master plan for the location of sleeves and construction plans so that the sleeves can be installed in coordination with the widening of SR-260.

Funding was approved in the FY 15/16 budget, and Council has directed staff to prioritize this important project. Because the scope of work exceeds \$50,000, Council approval is required for the execution of this Agreement.

Recommended Action: Move to award and authorize the Mayor to execute the Agreement with Shephard-Wesnitzer, Inc. in the amount of \$70,000, for the Camp Verde Sewer Collection System Expansion Master Plan and SR-260 Highway Construction Sleeve Location

Instructions to the Clerk: Please obtain the Mayor's signature and forward one original copy to Shephard-Wesnitzer, Inc., P.O. Box 3924, Sedona, AZ 86336

Town of Camp Verde

Consultant Agreement

For Professional Engineering Services

Between the

Town of Camp Verde

Camp Verde, Arizona

And

Shephard-Wesnitzer, Inc.

This INDEPENDENT CONSULTANT AGREEMENT ("Agreement") is by and between **Shephard- Wesnitzer, Inc.** with a business address of P.O. Box 3924, Sedona, Arizona 86336, a Civil Engineering Firm and the Town of Camp Verde, a municipal corporation ("Town") with a business address of 473 S. Main Street, Camp Verde, AZ 86322

This Agreement does not create an employee/employer relationship between the parties. It is the parties' intention that the Consultant will be an independent Consultant and not an employee of the Town for all purposes, including, but not limited to, the Fair Labor Standards Act, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the Internal Revenue Code (and any other Arizona income tax laws), the State of Arizona workers' compensation laws and unemployment insurance laws and any of the Town's benefit plans for the Town's employees. Consultant agrees that it is a separate and independent enterprise from the Town, that it has a full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform any work performed for the Town. This Agreement shall not be construed as creating any joint employment relationship between Consultant and the Town. The Town will not be liable for any obligation incurred by the Consultant, including, but not limited to, unpaid minimum wages and/or overtime premiums. This Agreement shall not be construed to authorize the Consultant to act as an agent for the TOWN in any manner.

The parties further agree and acknowledge that the Town is engaging Shephard-Wesnitzer, Inc., as an independent Consultant to provide services to the Town under the terms of this Agreement and that the Town shall not be required, under any circumstance(s), to assume liability for the direct payment of any salary, wage, or other compensation to any person employed by the Consultant before, during, or after this agreement is in effect.

The Town shall not withhold from sums becoming payable to the Consultant under this Agreement any amounts for federal, state or local taxes, including federal or state income taxes, employment taxes (including Social Security and Medicare taxes), and unemployment taxes. The Town shall report all payments to Consultant on Internal Revenue Service Form 1099. The Consultant agrees that any tax obligation of Consultant arising from the payments made under this Agreement will be the Consultant's sole responsibility. The Consultant will indemnify the Town for any tax liability, interest, and/or penalties imposed upon the Town by any taxing authority based upon the Town's failure to withhold any amount from the payments for tax purposes.

In performance of services hereunder, CONSULTANT shall determine his/her necessary hours of work. CONSULTANT shall provide whatever employees, tools, equipment, vehicles, and supplies CONSULTANT may determine to be necessary in performance of services hereunder.

Section I. Period of Service

The term of this Agreement shall be for the period commencing on **August 20, 2015**, and shall continue until the Scope of Work shown in Exhibit "A" is complete and accepted by the Town, unless terminated sooner by the parties, pursuant to Section IV below.

Section II. Compensation

Consultant shall provide **Engineering Services**. The Town and Consultant have agreed upon the specific work product as represented in Exhibit "A".

Consultant will be paid **\$70,000** as consideration for performance of **Camp Verde Sewer Collection System Expansion Master Plan and SR-260 Highway Construction Sleeve Location Plans (Exhibit "A")**. CONSULTANT shall be paid in professional fees and costs. No further payment will be made for routine facsimile, telephone, postage, copy, or travel costs. Extraordinary costs shall be submitted for prior approval and reimbursement to CONSULTANT through the Camp Verde Wastewater Division Manager. If approval of such work is granted, the TOWN will compensate CONSULTANT at an amount agreed upon prior to Consultant incurring any costs for the activity

Section III. Billing

Shephard-Wesnitzer, Inc., shall provide Consultant services to the Town, based on the written needs of the Town as outlined in Exhibit "A". The Town shall pay Consultant, **monthly** based upon work performed, completion to date and submission of invoices pursuant to Section II. Invoices should be mailed to the following address:

Town of Camp Verde
Public Works Att: Linda Peterson
395 S. Main Street
Camp Verde, AZ 86322

Section IV. Termination

The Town or the Consultant reserves the right to cancel the whole or part of this Agreement with or without cause and for any reason or no reason by giving **60 days** written notice to either party.

However, in the event that this Agreement is terminated the Town shall pay Consultant in full for all services already rendered pursuant to Section II, exclusive of any markup for profit or expected compensation following such termination, and all future obligations under this Agreement shall cease. This Agreement is subject to termination pursuant to A.R.S. § 38-511.

Section V. Successors and Assigns

Neither this Agreement, nor any obligation of Consultant hereunder, shall be assigned in whole or in part by Consultant without the prior written consent of the Town Manager.

Section VI. Waiver and Severability

A waiver of any part of this Agreement, whether express or by conduct, shall not constitute a continuing waiver of such part (unless explicitly stated to be so), or a waiver of any other part, nor shall a waiver of any breach of this Agreement, or any part of it, whether express or by conduct, constitute a waiver of any succeeding breach. The provisions of this Agreement shall be severable such that if any provision shall be deemed to be invalid and unenforceable for any reason, such invalidity or unenforceability shall not affect the remaining provisions hereof.

Section VII. Whole Agreement

This Agreement is entered into pursuant to that certain "Agreement for Professional Services" by and between the Town and the Consultant (the "Prior Agreement"). The Prior Agreement and this Agreement represents the parties' whole Agreement, except that this Agreement modifies Section X of the Prior Agreement by replacing Section X with the indemnity provision set forth in Section X of this Agreement. There are no other promises, terms, conditions or obligations, and this Agreement shall supersede all previous communications, representations or agreements, either verbal or written.

Section VIII. Construction

This Agreement shall be governed by and construed in accordance with the laws of the State of Arizona.

Section IX. Insurance Requirements

The Contractor/Consultant agrees to procure and maintain at Contractor/Consultant's sole expense and to provide a Certificate of Insurance/Endorsement evidencing insurance coverages below.

1. COMPREHENSIVE COMMERCIAL GENERAL LIABILITY

Combined single limit against claims for Bodily Injury, Death and Property Damage, in connection with services provided and in an amount not less than:

\$1,000,000 each occurrence
\$2,000,000 aggregate

General Liability Insurance certificates shall name the Town of Camp Verde as an Additional Insured (with corresponding endorsement relative to the additionally insured status) and provide a description of operations: Example: For Bid #: XYZ123

2. COMPREHENSIVE COMMERCIAL AUTOMOBILE LIABILITY

Combined single limit for Bodily Injury and Property Damage, in an amount not less than:

\$1,000,000

Commercial Auto Liability Insurance policies or certificates shall name the Town of Camp Verde as an Additional Insured (with corresponding endorsement relative to the additionally insured status).

Required if the Contractor/Consultant is driving for the town beyond the normal commute to the job site.

Including:

1. Non-Owned
2. Leased
3. Hired Vehicles

3. **WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY**

Statutory Minimum \$1,000,000

Plus Employer's Liability Coverage for:

A:	Each Accident	\$1,000,000
B:	Each Employee	\$1,000,000
C:	Disease, Each	\$1,000,000

Exception: sign a waiver provided by the Town relative to being a sole proprietorship without any employees.

4. **General Insurance Requirements**

All carriers shall be approved to write insurance in the State of Arizona and possess an A- or better A.M. Best rating.

- A. With the execution of this Agreement, Consultant shall simultaneously furnish any original Certificates of Insurance and corresponding endorsement(s) evidencing the required coverage to be in force on the date of this Agreement.
- B. Consultant shall furnish to the Town of Camp Verde any renewal Certificates of Insurance (if coverage has an expiration or renewal dates occurring during the term of this Agreement).
- C. The Consultant shall keep said policies in force for the duration of the Agreement and for any possible extension thereof. The policy shall not be suspended, voided canceled or reduced in coverage for the duration of the Agreement and for any possible extension thereof without at least thirty (30) days' notice of cancellation of material change in coverage. Such notice shall be sent directly to Town of Camp Verde, 473 S. Main Street, Ste. 102, Camp Verde, AZ 86322, Attn: Risk Manager.
- D. The receipt of any Certificate of Insurance and endorsement does not constitute an agreement by the Town of Camp Verde that insurance requirements have been met.
- E. Failure of Consultant to obtain Certificates or other insurance evidence from other Consultants shall not be deemed a waiver by the Town of Camp Verde.
- F. The Consultant's liability under this Agreement is not in any way limited by the insurance required by this Agreement.
- G. Failure to comply with insurance requirements may be regarded as a breach of the Agreement terms.

Section X. Indemnity

To the fullest extent permitted by law, Consultant shall indemnify and hold harmless the Town of Camp Verde and its officials, officers and employees from all liabilities, damages, losses and costs, including reasonable attorney fees and court cost, but only to the extent caused by the negligence, recklessness or intentional wrongful conduct of the Consultant or other persons employed or used by the consultant in the performance of the contract or subcontract. "Other persons employed or used" means a subconsultant to a consultant or design professional in any tier, or any other person or entity who performs work or design professional services, or provides labor, services, materials or equipment in connection with the contract. The Consultant agrees to waive all rights of subrogation against the Town of Camp Verde, its officers, officials, agents and employees for losses arising from the work performed by the Consultant for the Town of Camp Verde.

Section XI. Compliance with Federal and State Laws

The Consultant understands and acknowledges the applicability to it of the Americans with Disabilities Act, the Immigration Reform and Control Act of 1986 and the Drug Free Workplace Act of 1989.

Under the provisions of A.R.S. §41-4401, Consultant hereby warrants to the Town that the Consultant and each of its SubConsultants ("SubConsultants") will comply with, and are contractually obligated to comply with, all Federal Immigration laws and regulations that relate to their employees and A.R.S. §23-214(A) (hereinafter "Consultant Immigration Warranty").

A breach of the Consultant Immigration Warranty shall constitute a material breach of the Agreement and shall subject the Consultant to penalties up to and including terminations of this Agreement at the sole discretion of the Town.

The Town retains the legal right to inspect the papers of any Consultant or SubConsultant's employee who works on this Agreement to ensure that the Consultant or any SubConsultant is complying with the Consultant Immigration Warranty. Consultant agrees to assist the Town in regard to any such inspections.

The Town may, at its sole discretion, conduct random verification of the employment records of the Consultant and any of the SubConsultants to ensure compliance with Consultant's Immigration Warranty. Consultant agrees to assist the Town in regard to any random verification performed.

Neither the Consultant nor any of the SubConsultants shall be deemed to have materially breached the Consultant Immigration Warranty if the Consultant or SubConsultant establishes that it has complied with the employment verification provisions prescribed by sections 274A and 274B of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. §23-214, Subsection A.

This Agreement is subject to termination pursuant to A.R.S. § 38-511.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate originals, this **INSERT MONTH/DATE/YEAR**.

APPROVED AS TO FORM:

Town of Camp Verde:

Town Attorney/Date

By: _____
Mayor/Date

Consultant:

By: _____

Date: _____

ATTEST:

The Mayor and Council approved this agreement for execution at the regular session of
INSERT MEETING DATE.

Town Clerk

The contract was reviewed and delivered, as signed by the Town, to the Consultant on by
INSERT NAME OF PERSON THAT DELIVERED/MAILED CONTRACT.

7.



Town of Camp Verde

Agenda Item Submission Form – Section I

Council Hears P&Z

Meeting Date: December 16, 2015

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

Requesting Department: Community Development

Staff Resource/Contact Person: Community Development Director, Michael Jenkins
Assistant Planner, Kendall Welch

Agenda Title (be exact): Public Hearing, Discussion and Possible Approval of Resolution 2015-952, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, on Use Permit 20150310, an application submitted by Mr. Philip Moreau, managing member of the Verde River RV Resort - Sedona LLC, owner of parcels 403-19-205 which is 11.46 acres, 403-19-013H which is 3.7 acres, 403-19-013J which is 9.29 acres, 403-19-207 which is 1.81 acres, 403-19-013Q which is 2.46 acres, for a total of 28.72 acres located at 1472 W Horseshoe Bend Drive in Camp Verde, Yavapai County, Arizona.

The property owner is requesting an amended Use Permit, in perpetuity, for all parcels, for the Verde River RV Resort, formerly known as the Camp Verde RV Resort, which will consist of one hundred fifty (150) RV sites, three (3) bath houses, one (1) operations/reception center, one (1) recreation building, one (1) maintenance building, one (1) propane fill station, one (1) pump station, one (1) wastewater treatment plant or other approved sanitary system as approved by the Yavapai County Environmental Services Unit, one (1) elevated spa, one (1) miniature golf area, two (2) dog parks, two (2) pickle ball courts, one (1) playground with basketball court, one (1) horseshoe pits, and one (1) additional well.

A Recreational Vehicle Park is an allowed use under the R-R (Residential-Rural) District in the current Planning & Zoning Ordinance with a Use Permit.

List Attached Documents: Draft Resolution 2015-952 with Exhibit "A" Diminution of Value and Exhibit "B" Site Plan, Land Use Application Form, Warranty Deed with Legal Description, Directions to Property, Letter of Intent, Neighborhood Meeting Affidavit, Summary Statement for Neighborhood Meeting, Neighborhood Meeting Sign In Sheet, Site Plan, Vicinity Map, Land Use Map, Zoning Map of Adjacent Properties, Agency Comments, RV Management Property Photos, Actions Taken from the December 3, 2015 Special Session of the Planning & Zoning Commission.

Estimated Presentation Time: 20 minutes

Estimated Discussion Time: 30 minutes

Reviews Completed by:

- Department Head:
- Town Attorney Comments:

Attorney Comments: Add wording in RED. Make minor corrections in BLUE.

Resolution 2015-952
12/8/15

- E. The Waiver of Diminution of Value Claim has been signed by the owner and is attached as Exhibit A.
- F. **The Site Plan is attached as Exhibit B and ~~is a testament to documents~~ the approved uses of the Use Permit.**

The Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona do hereby approve Use Permit 20150310 in perpetuity, subject to the limitations of Part Six, Section 601 – Zoning Decisions, Subsection C – Use Permit Approvals, Item 2, for the purpose of operating the Verde River RV Resort, a Recreational Vehicle Park, with no time limit with the following findings:

1. The use of this property shall be operated and maintained in a manner ~~consistent~~**compliant** with the ~~general~~ provisions of the Town of Camp Verde Planning & Zoning Ordinance per Part Two, Section 203 – Use Districts, Subsection D. R-R District (Residential-Rural), Item 3 – **Uses and Structures Subject To Use Permit, Line C** Mobile/manufactured home and recreational vehicle parks subject to the requirements of Section 306.
2. **Per Part Three, Section 306 – Mobile/Manufactured Home Parks (MHP & RV Parks), Subsection B – Mobile/Manufactured Home and Recreational Vehicle Park Standards, Item 3 – Community Use Area, the Community Use Area shall be at least ten percent of the total area. Such land may include all land devoted to recreation and service facilities, landscaping not included in individual mobile/manufactured home spaces, and accessory parking areas. Such land shall not include recreational vehicle storage areas, private streets, ~~boundary~~ landscaping areas and refuse areas.**
 - a) **Mobile/manufactured home parks shall provide at least ten percent of their total area for recreation or other open space purposes.**
 - b) **Recreational vehicle storage areas:**
 1. **if provided, shall be at the minimum ration of 50 square feet of land for each mobile/manufactured home space and shall be a dust-free surface with crushed rock or similar material.**
 2. **if no recreational vehicle storage is provided, recreational vehicles shall not be stored at mobile/manufactured home spaces.**
3. **Per Part Three, Section 306 – Mobile/Manufactured Home Parks (MHP & RV Parks), Subsection C – Additional Recreational Vehicle Parks Standards, in addition to the requirements of Section 306 B. The following regulations shall apply to all Recreational Vehicle Parks:**
 1. **Recreational vehicle parks shall provide for individual recreational vehicle spaces, access driveways and parking.**
 2. **Each recreational vehicle space shall be at least 1500 square feet in area, and at least thirty feet in width and have a compacted gravel surface at least ten feet in width and twenty feet in depth.**
 3. **A strip of land at least twenty feet in width shall be maintained as a landscaped area abutting all recreational vehicle park property lines.**
 4. **No certificate of compliance or business license for the park shall be issued unless and until all required improvements have been completely prepared, constructed and equipped for use in all respects.**

Background Information: An application for Use Permit 20150310 was submitted by Mr. Philip Moreau, managing member of the Verde River RV Resort – Sedona LLC, owner of parcels 403-19-205, 403-19-013H, 403-19-013J, 403-19-207 and 403-19-013Q, totaling 28.72 acres, for a new Use Permit to renovate the property consistent with its current use as an RV Park by reducing the current number of RV spaces from 306 to 150, adding three new auxiliary buildings, adding numerous recreational amenities and completing a comprehensive infrastructure overhaul. The applicant is requesting that the new Use Permit, if approved, be in perpetuity as is the condition of the current Use Permit 2010-02 which was approved by the Town Council under Resolution 2010-824 on December 13, 2010.

The Following Has Been Completed By The Applicant Or Staff:

- The applicant mailed out letters to the neighboring property owners within 300' of the subject property which invited them to attend the neighborhood meeting on October 16, 2015.
- The subject property was posted with a Notice of Neighborhood Meeting on October 20, 2015 by Community Development Staff.
- The Neighborhood Meeting was held on November 9, 2015 at 5:30pm in the Office Building of the Verde River RV Resort, located at 1472 W. Horseshoe Bend Dr., Camp Verde, AZ. There were approximately 11 people in attendance, including 3 Town Staff from the Community Development Department. Please see the Summary Statement for Neighborhood Meeting that has been included in this agenda packet for a summary of questions/concerns raised at the Neighborhood Meeting.
- Community Development Staff mailed out 47 letters to properties located within 300' of the subject parcel on November 12, 2015. This letter advised the neighbors of the Planning & Zoning Commission meeting date and time, as well as the tentatively scheduled meeting date and time the item will appear before Town Council.
- A Notice of Hearing was placed in the Verde Independent – Camp Verde Bugle Newspaper on Sunday, November 15, 2015 by Community Development Staff.
- A Notice of Public Hearing was posted on the subject property located at 1472 W. Horseshoe Bend Dr., Camp Verde, AZ on November 19, 2015 by Community Development Staff.
- A Notice of Hearing was placed in the Verde Independent – Camp Verde Bugle Newspaper on Sunday, November 29, 2015 by Community Development Staff.

Comments Received From The Public: Community Development Staff has not received any written comments from the Public on this item in response to the letters mailed out on November 12, 2015. Community Development Staff did however receive verbal comments on December 3, 2015 from a 300 foot neighboring property owner who did not attend the Planning & Zoning Commission meeting later that night.

The concerned property owner requested Community Development Staff inform the Commission and Council of her concerns regarding the height of the proposed light poles, and sewer line connection fees if sewer is extended to the subject property. Mr. Moreau did address the Planning & Zoning Commission on these two items directly and stated that the proposed lighting for this project will follow all rules and regulations as set forth by the Town. Moreau also stated that he would be open to discussions with Town Staff to try to reduce sewer connection costs for neighboring properties that would be required to connect in the event the sewer line is extended to the property.

Staff Review: Staff reviewed the submitted site plan and compared it with the RV Park Development Standards, Section 306 of the Planning & Zoning Ordinance (Mobile / Manufactured Home & RV Park Standards) with the following determinations:

- Section 306.B.3 (Community Use Area) requires the park to provide at least 10% of the total park area for Community Use Area which is land devoted to recreation and service facilities, non- boundary landscaping and accessory parking areas. Such land shall not include recreational vehicle storage areas, private streets, boundary landscaping areas and refuse areas. These Community Use Areas are provided as follows:

PROPOSED COMMUNITY USE AREAS CHART

PROPOSED LAND USE	SQUARE FOOTAGE	ACRES
Club House, Pool & Pickle Ball (Recreation Area)	14,000	0.3214
Recreation Building & Mini Golf Area. (Recreation Area)	7,800	0.1791
Bath Houses (3) (Service Facility)	3,400	0.0781
Dog Parks (2) (Service Facility)	3,500	0.0803
Horse Shoe Pit (Recreation Area)	2,112	0.485
Playground – Basketball Court (Recreation Area)	3,600	0.0826
River Recreation Area (Recreation Area)	3,000,000	6.89

Total Acres of Community Use Area = 8.12 Acres

Final Analysis (Community Use Area)

Total Park Property = 28.72 acres

Total Community Use Area = 8.12 acres

Percent of Community Use Area = 8.12 acres / 28.72 acres = .28 x 100 = 28% (OK)

- Section 306.C.3 requires a strip of land 20 ft. in width abutting all recreational vehicle park property lines to be maintained for landscaping. This landscaping buffer area is available around the boundaries of the park. **(Substantial Compliance has been met.)**
- Section 306.C.2 requires that each recreational vehicle space be at least 1500 square feet and at least 30 ft. in width and have a compacted gravel surface at least ten feet in width and twenty feet in depth. Random calculations were performed to check the RV space sizes with a minimum space size of 1600 square feet as the smallest and 4,000 square feet as the largest checked. The compacted gravel surface parking areas were determined to have minimum dimensions of 12 feet wide and 40 feet depth. **(OK)**

Agency Comments: Reviewing agencies were notified and a summary the responses received have been listed below. Please see the attached Agency Comments included in the agenda packet for additional information.

Arizona Public Service: (Brandon Echols)

1. The new office appears to be in conflict with the overhead line.

Note: This has been addressed by the applicant by relocating the office building and revising the site plan to show its new location.

Camp Verde Fire District: (Kristi Gagnon, Fire Marshal):

1. All portions of the fire apparatus access roadway must meet the minimum standards of the IFC:
 - a. IFC 503.1.1 –Fire apparatus access roads with a width of only 20 feet shall be marked with permanent “NO PARKING – FIRE LANE” signs. Signs shall measure 12 inches by 18 inches have red letters on a white background, and shall comply with Federal Department of Transportation Standards for R8-31.
 - b. IFC 503.2.3 – Fire apparatus access roads shall be designed and maintained to support the

imposed loads of fire apparatus (75,000 pounds) and shall be surfaced so as to provide all-weather driving capabilities.

- c. Dead-end fire apparatus access roadways in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus, including proper turning radius.
2. IFC 507.1 – An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings, or portions of buildings are hereafter constructed or moved into or within the jurisdiction. (Water flows are based on building construction type and square footage.
3. New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numbers or alphabetic letters. Numbers shall be a minimum of 4 inches high with a minimum stroke width of 0.5 inches. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structures.
4. Fire extinguishers are required to be provided in accordance with IFC and NFPA. Additional requirements may be forthcoming once the building plans have been submitted.

Camp Verde Water System (Rick Tackett):

Water service is not being requested by the applicant from Camp Verde Water System and it appears that the proposed RV Park construction will not impact the Water System.

Town of Camp Verde Building Division (Robert Foreman, Building Official):

Building Division has no comments or concerns at this time. It is agreed that all new structures and utility infrastructure will be permitted through the Building Division.

Town of Camp Verde Community Development (Mike Jenkins, Community Development Director):

There are currently no complaints against the Verde River RV Resort (formerly Camp Verde RV Resort) nor have there been any complaints filed with the Community Development Office within the last 8 years. Staff is recommending approval in perpetuity.

Town of Camp Verde Public Works Department: (Troy Odell, Deputy Director)

The Public Works Department will request the following submittal items:

1. A Grading and Drainage Plan and Drainage Report
2. A SWPPP for the development of the site.
3. A design of the entrances showing how they tie into Horseshoe Bend Road. Note: This design can be comprehensive and simple to just mainly show us how the driveways will be developed.
4. Show flood plain on the site plan and draft some sort of an evacuation plan and plan to limit any permanent type structures from influencing the flood plain.
5. Per prior telephonic conversations with Philip Moreau and his Engineer and following meetings, it is assumed that they will be working closely with the Public Works Department for this development to fund a sewer line construction to the project from the current end of sewer at Dickinson Circle. We would look for this to continue through this review process.

Town of Camp Verde Sewer Division (Jan Grogan, Manager):

This property is located in an area that will be served by sewer after the Highway 260 widening project. At the same time sewer becomes available, this property will be required to connect and abandon their System.

Note: Jan Grogan & Troy Odell are in current discussions with Mr. Moreau about sewer extension vs. on-site disposal. The applicant, Mr. Moreau will be able to provide specifics about the status of current conversations.

UniSource (Rhonda Martin, Planner, Verde Valley District):

I received the use permit application for the new Verde River RV resort. We have no natural gas inside the park, however we do have gas on Horseshoe Bend if they are interested in receiving natural gas for the office or rec building. If they're interested they can contact the planning department at (928) 203-1295.

Yavapai County Development Services: (Stacey Clark, RS):

Yavapai County Development Services-Environmental Unit has delegation from the Arizona Department of Environmental Quality to make licensing decisions for onsite wastewater systems up to a design flow of 23,999 gallons per day, sewage collection systems, drinking water distribution systems, semipublic swimming pools and spas.....

Onsite wastewater systems: The attached permits show sufficient onsite wastewater systems for 50 spaces. The plot plans showing locations of the systems are not particularly good. I am not sure that you will be able to locate the systems based on them. There are rules in Arizona Administrative Code (AAC) R18-9-Article 3 about abandoning systems if you decide to go that route. If you decide to construct additional systems to accommodate the project a professional engineer registered in the state of Arizona will need to design the improvements in accordance with AAC R18-9-Article 3, E323 especially. It appears that denitrification may be needed based on my back of the envelope calculations.

Sewage collection system: You will need to have a collection system designed that meets the requirements of AAC R18-9-E301 and submit the design and application along with the appropriate Fees to the EU for the interior park collection system and if you go offsite to connect to the Camp Verde Sanitary District.

Water distribution system: You will need to have a distribution system designed that meets the requirements of AAC R18-5-Article 5 and submit the design and application along with the appropriate Fees to EU for the interior park distribution system and if you decide to connect to the Camp Verde Water System, New wells or storage reservoirs will be considered by the Arizona Department of Environmental Quality.

Swimming pool remodel and new spa: You will need to have these designed so that they meet the requirements of AAC R18-5-Article 2 and submit the design and application along with the appropriate Fees to the EU.

Yavapai County Flood Control (Vickie Lewis, Hydrologist):

These parcels are substantially within the Floodway and Flood Fringe of the Verde River. An RV Park is a recommended use within the Floodway as all habitable spaces must be road-ready and can be relocated Within short notice in a flooding event. The following comments are the result of this preliminary review.

1. Any new structures placed within the Special Flood Hazard Area or within the 20-foot setback must meet the guidelines for compliance of construction within the Special Flood Hazard Area.
2. Any fenced areas, for example the proposed Dog Parks, Ball Courts, etc., must be constructed as a break-away fence so that they lie down in a flooding event.
3. More information is needed to ensure that the proposed New Pump Station is sealed.
4. Any proposed new electric lines must be located above Regulatory Flood elevations. It is recommended that a master shut off switch be made available.
5. Stairways within the Floodway must be designed in a manner that would resist scour or displacement within a flood event.
6. Any improvements to the site that include the disturbance of an acre or greater should have a SWPPP and NOI and be approved by the Town of Camp Verde Public Works. No increase in ground

elevation is allowed within the Floodway unless the improvements are engineered with a Certificate of No RISE provided to Yavapai County Flood Control.

7. Additional items may be required with permit submittal that are not evident in this review.

Recommendation From Planning & Zoning Commission:

A Motion by Commissioner Burnside, Seconded by Commissioner Blue was made to Recommend for Approval to Council on Use Permit 20150310, an application submitted by Mr. Philip Moreau, managing member of the Verde River RV Resort - Sedona LLC, owner of parcels 403-19-205 which is 11.46 acres, 403-19-013H which is 3.7 acres, 403-19-013J which is 9.29 acres, 403-19-207 which is 1.81 acres, 403-19-013Q which is 2.46 acres, for a total of 28.72 acres located at 1472 W Horseshoe Bend Drive in Camp Verde, Yavapai County, Arizona. The property owner is requesting an amended Use Permit, in perpetuity, for all parcels, for the Verde River RV Resort, formerly known as the Camp Verde RV Resort, which will consist of one hundred fifty (150) RV sites, three (3) bath houses, one (1) operations/reception center, one (1) recreation building, one (1) maintenance building, one (1) propane fill station, one (1) pump station, one (1) wastewater treatment plant or other approved sanitary system as approved by the Yavapai County Environmental Services Unit, one (1) elevated spa, one (1) miniature golf area, two (2) dog parks, two (2) pickle ball courts, one (1) playground with basketball court, one (1) horseshoe pits, and one (1) additional well. A Recreational Vehicle Park is an allowed use under the R-R (Residential-Rural) District in the current Planning & Zoning Ordinance with a Use Permit.

All Commissioners were in favor, and the motion passed unanimously.

Recommended Motion:

A Motion to Approve (OR Deny) Resolution 2015-952, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, on Use Permit 20150310, an application submitted by Mr. Philip Moreau, managing member of the Verde River RV Resort - Sedona LLC, owner of parcels 403-19-205 which is 11.46 acres, 403-19-013H which is 3.7 acres, 403-19-013J which is 9.29 acres, 403-19-207 which is 1.81 acres, 403-19-013Q which is 2.46 acres, for a total of 28.72 acres located at 1472 W Horseshoe Bend Drive in Camp Verde, Yavapai County, Arizona.

The property owner is requesting an amended Use Permit, in perpetuity, for all parcels, for the Verde River RV Resort, formerly known as the Camp Verde RV Resort, which will consist of one hundred fifty (150) RV sites, three (3) bath houses, one (1) operations/reception center, one (1) recreation building, one (1) maintenance building, one (1) propane fill station, one (1) pump station, one (1) wastewater treatment plant or other approved sanitary system as approved by the Yavapai County Environmental Services Unit, one (1) elevated spa, one (1) miniature golf area, two (2) dog parks, two (2) pickle ball courts, one (1) playground with basketball court, one (1) horseshoe pits, and one (1) additional well.

A Recreational Vehicle Park is an allowed use under the R-R (Residential-Rural) District in the current Planning & Zoning Ordinance with a Use Permit.



RESOLUTION 2015-952

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ON USE PERMIT 20150310, AN APPLICATION SUBMITTED BY MR. PHILIP MOREAU, MANAGING MEMBER OF THE VERDE RIVER RV RESORT - SEDONA LLC, OWNER OF PARCELS 403-19-205 WHICH IS 11.46 ACRES, 403-19-013H WHICH IS 3.7 ACRES, 403-19-013J WHICH IS 9.29 ACRES, 403-19-207 WHICH IS 1.81 ACRES, 403-19-013Q WHICH IS 2.46 ACRES, FOR A TOTAL OF 28.72 ACRES LOCATED AT 1472 W HORSESHOE BEND DRIVE IN CAMP VERDE, YAVAPAI COUNTY, ARIZONA. THE PROPERTY OWNER IS REQUESTING AN AMENDED USE PERMIT, IN PERPETUITY, FOR ALL PARCELS, FOR THE VERDE RIVER RV RESORT, FORMERLY KNOWN AS THE CAMP VERDE RV RESORT, WHICH WILL CONSIST OF ONE HUNDRED FIFTY (150) RV SITES, THREE (3) BATH HOUSES, ONE (1) OPERATIONS/RECEPTION CENTER, ONE (1) RECREATION BUILDING, ONE (1) MAINTENANCE BUILDING, ONE (1) PROPANE FILL STATION, ONE (1) PUMP STATION, ONE (1) WASTEWATER TREATMENT PLANT OR OTHER APPROVED SANITARY SYSTEM AS APPROVED BY THE YAVAPAI COUNTY ENVIRONMENTAL SERVICES UNIT, ONE (1) ELEVATED SPA, ONE (1) MINIATURE GOLF AREA, TWO (2) DOG PARKS, TWO (2) PICKLE BALL COURTS, ONE (1) PLAYGROUND WITH BASKETBALL COURT, ONE (1) HORSESHOE PITS, AND ONE (1) ADDITIONAL WELL. A RECREATIONAL VEHICLE PARK IS AN ALLOWED USE UNDER THE R-R (RESIDENTIAL-RURAL) DISTRICT IN THE CURRENT PLANNING & ZONING ORDINANCE WITH A USE PERMIT.

The Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona do hereby resolve as follows:

1. The Common Council hereby finds as follows:
 - A. A request for approval of Use Permit 20150310 was filed by Mr. Philip Moreau, managing member of the Verde River RV Resort – Sedona LLC, owner of Parcels 403-19-205, 403-19-013H, 403-19-013J, 403-19-207, 403-19-013Q, located at 1472 W Horseshoe Bend Drive, Camp Verde, Arizona. The parcels are zoned R-R (Residential-Rural) and the proposed use of a Recreational Vehicle Park is permitted under such zoning with a Use Permit.
 - B. The request was reviewed by the Planning & Zoning Commission on December 3, 2015 and by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona on December 16, 2015 in public hearings that were advertised and posted according to state law.
 - C. A neighborhood meeting was held on November 9, 2015 by the applicant to provide for citizen review pursuant to ARS §9-462.03 and as required by the Town of Camp Verde Planning & Zoning Ordinance, Part Six, Section 601 – Zoning Decisions, Subsection A. – Zoning Ordinance Amendment Applications and Hearings, Item 3.a.e.
 - D. The purpose of the use will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved; and the Council hereby finds that the uses covered by the Use Permit and the manner of its conduct will not be detrimental to persons residing or working in the vicinity, to adjacent property, to the neighborhood or to the public welfare generally, and the uses shall be in conformity to the conditions, requirements and standards of the Town of Camp Verde Planning & Zoning Ordinance.

- E. The Waiver of Diminution of Value Claim has been signed by the owner and is attached as Exhibit A.
- F. The Site Plan is attached as Exhibit B and documents the approved uses of the Use Permit.

The Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona do hereby approve Use Permit 20150310 in perpetuity, subject to the limitations of Part Six, Section 601 – Zoning Decisions, Subsection C – Use Permit Approvals, Item 2, for the purpose of operating the Verde River RV Resort, a Recreational Vehicle Park, with no time limit with the following findings:

1. The use of this property shall be operated and maintained in a manner compliant with the provisions of the Town of Camp Verde Planning & Zoning Ordinance per Part Two, Section 203 – Use Districts, Subsection D. R-R District (Residential-Rural), Item 3 – Uses and Structures Subject To Use Permit, Line C. Mobile/manufactured home and recreational vehicle parks subject to the requirements of Section 306.
2. Per Part Three, Section 306 – Mobile/Manufactured Home Parks (MHP & RV Parks), Subsection B – Mobile/Manufactured Home and Recreational Vehicle Park Standards, Item 3 – Community Use Area, the Community Use Area shall be at least ten percent of the total area. Such land may include all land devoted to recreation and service facilities, landscaping not included in individual mobile/manufactured home spaces, and accessory parking areas. Such land shall not include recreational vehicle storage areas, private streets, boundary landscaping areas and refuse areas.
 - a) Mobile/manufactured home parks shall provide at least ten percent of their total area for recreation or other open space purposes
 - b) Recreational vehicle storage areas:
 1. if provided, shall be at the minimum ration of 50 square feet of land for each mobile/manufactured home space and shall be a dust-free surface with crushed rock or similar material.
 2. if no recreational vehicle storage is provided, recreational vehicles shall not be stored at mobile/manufactured home spaces.
3. Per Part Three, Section 306 – Mobile/Manufactured Home Parks (MHP & RV Parks), Subsection C – Additional Recreational Vehicle Parks Standards, in addition to the requirements of Section 306 B. The following regulations shall apply to all Recreational Vehicle Parks:
 1. Recreational vehicle parks shall provide for individual recreational vehicle spaces, access driveways and parking.
 2. Each recreational vehicle space shall be at least 1500 square feet in area, and at least thirty feet in width and have a compacted gravel surface at least ten feet in width and twenty feet in depth.
 3. A strip of land at least twenty feet in width shall be maintained as a landscaped area abutting all recreational vehicle park property lines.
 4. No certificate of compliance or business license for the park shall be issued unless and until all required improvements have been completely prepared, constructed and equipped for use in all respects.
4. Per Part Six, Section 601 – Zoning Decisions, Subsection C – Use Permit Approvals, Item 1.e the Use Permit is valid and operable only for the specific use as granted and subject to any specified time limit. No such use may be modified, changed, altered or increased in intensity, in any manner that conflicts with the Use Permit and/or required conditions of approval, without approval of a new Use Permit.

All of the requested **uses** to continue with no time limit, but are **subject** to the requirements of Part Six, Section 601 – Zoning Decisions, Subsection C – Use Permit Approvals, Item 1 and 2 of the Town of Camp Verde Planning & Zoning Ordinance.

PASSED AND ADOPTED AT A REGULAR SESSION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ON DECEMBER 16, 2015.

Charles C. German, Mayor

Date

Attest:

Approved As To Form:

Virginia Jones, Town Clerk

Town Attorney

DRAFT

(403 19205, 40319 0134, 40319 0135, 40319 0136, 403 19207)

CONSENT TO CONDITIONS/WAIVER FOR DIMINUTION OF VALUE

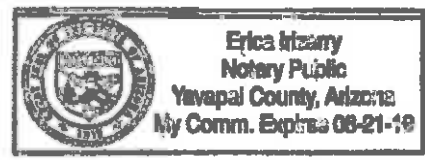
The undersigned is the owner of the parcel of land described in EXHIBIT A hereto that is the subject of the Use Permit _____ for parcel _____. I have reviewed the conditions of rezoning and by signing this document, the undersigned agrees and consents to all the conditions imposed by the Town of Camp Verde in conjunction with the approval of the Rezoning Application and waives any right to compensation for diminution in value pursuant to Arizona Revised Statutes § 12-1134 that may now or in the future exist as a result of the approval of the rezoning and conditions.

Dated this 1 day of Oct., 2015

OWNER: RU MULTIBUYER SERVICES, LLC OWNER: PHILIP MOREAU
Print Name _____ Print Name _____
Signature _____ Signature _____

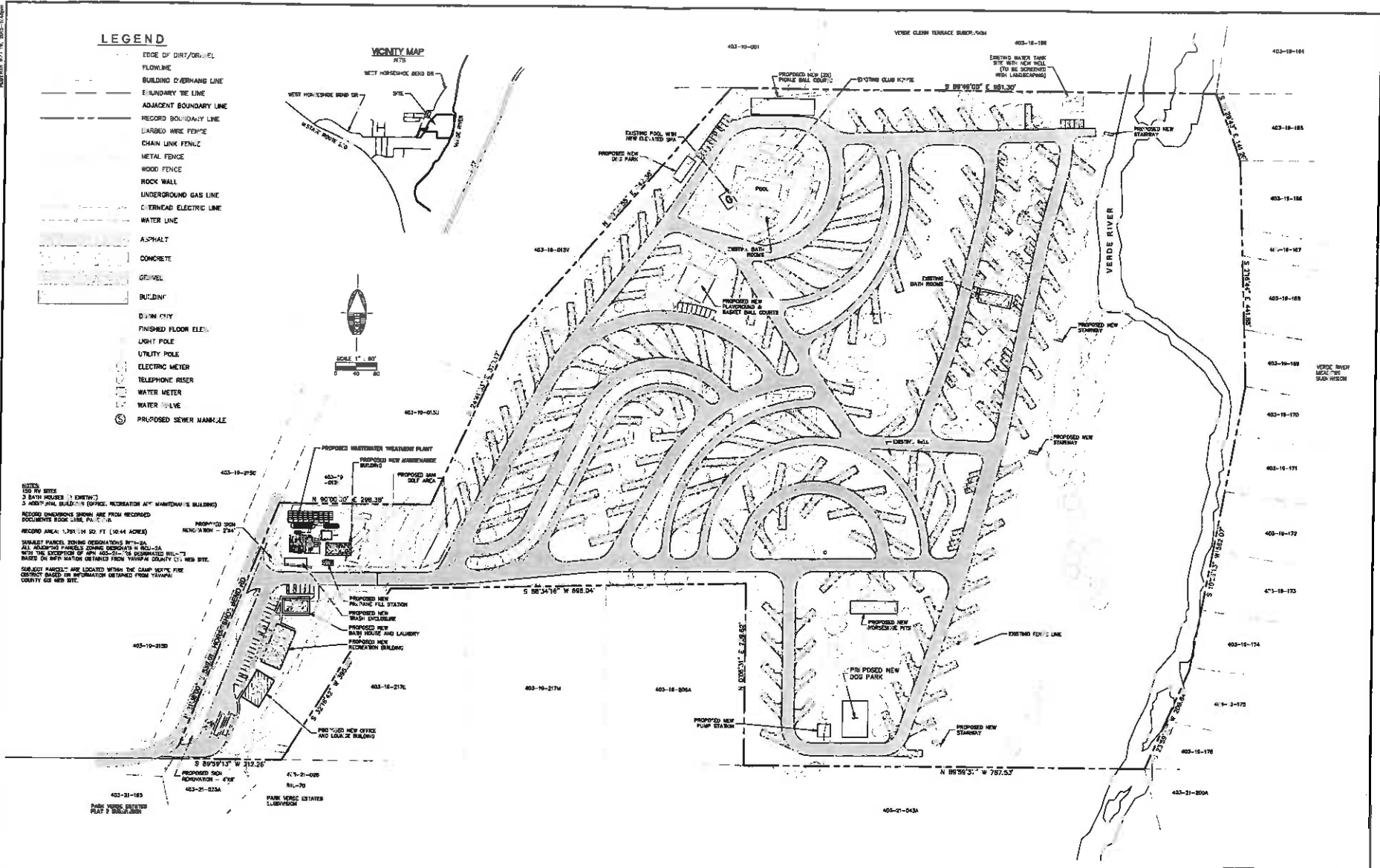
STATE OF ARIZONA)
) ss.
County of Yavapai)

On this 1st day of October, 2015, before me, the undersigned Notary Public, personally appeared Philip Moreau, who acknowledged that this document was executed for the purposes therein contained.



[Signature]
Notary Public

My Commission Expires: 08-21-2019



NO.	DESCRIPTION	DATE	BY

SVI
Shephard / Wesnitzer, Inc.

75 Kellaf Place
Phoenix, AZ 85036
928.282.1051
928.282.2058 fax
www.svi.com

JOB NO:	45011
DATE:	08/19
SCALE:	1" = 80'
DRAWN:	SPB
CHECKED:	DM
DATE:	08/19

CAMP VERDE RV RESORT
YAVAPAI COUNTY ARIZONA
PROPOSED SITE PLAN
APN: 403-19-205, -013Q, -207, -013J, -013H

PRELIMINARY NOT FOR CONSTRUCTION, BIDDING OR RECORDING	DRAWING NO. P1	
	SHEET NO. 1	OF 1



60 FIRE MANSION
1500 0¹⁵/space for 100 spaces
250 0¹⁵/space for 50 spaces
3610

Land Use Application Form

Project #: 20150310

1. Application is made for:

- | | | |
|---|------------------------------------|------------------------|
| Zoning Map Change | Use Permit | General Plan Amendment |
| Conceptual Plan Review | Preliminary Plat | Final Plat |
| PUD Zoning | Variance | Sign |
| Street Abandonment | Minor Land Division | Wireless Tower |
| Appeal | Verification of Non-Conforming Use | |
| Site Plan Compatibility Review (Commercial) | | |

Other: _____

2. Project Name: VERDE RIVER RV RESORT: RENOVATION

Please print or type legibly

3. Contact Information: (a list of additional contacts may be attached)

Owner Name: VERDE RIVER RV RESORT-SEDONA Applicant Name: RV MANAGEMENT SERVICES-CD, LLC
PHILIP MOREAU

Address: 1472 W. HORSESHOE BEND DR Address: 25515 VIA MARGHERITA

City: CAMP VERDE State: AZ Zip: 86322 City: CARMEL State: CA Zip: 93923

Phone: 928-202-3409 Phone: 301-252-5600

E-mail: DIVINUPSM@AOL.COM E-Mail: DIVINUPSM@AOL.COM → 403-19-0135

4. Property Description: Parcel Number 403-19-205, 403-19-0131 Acres: _____

Address or Location: 1472 W. HORSESHOE BEND, CAMP VERDE, AZ 86322

Existing Zoning: RCU 2A Existing Use: RV RESORT

Proposed Zoning: RCU 2A Proposed Use: RV RESORT

403-19-013 A
403-19-207

5. Purpose: (describe intent of this application in 1-2 sentences)

With the acquisition of Camp Verde RV Resort on September 11, 2015, the new owner hopes to fully renovate the Property consistent with its current use, making the new "Verde River RV Resort" one of the finest RV resorts in Arizona. The renovation plan calls for 150 RV spaces, three new auxiliary buildings, numerous recreational amenities, and a complete infrastructure overhaul.

6. Certification:

I certify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action.

Owner: VERDE RIVER RV RESORT-SEDONA, LLC
PHILIP MOREAU Date: 9/27/15 AND

I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all materials and fees required by the Town of Camp Verde must be submitted prior to having this application processed.

Applicant: PHILIP MOREAU Date: 9/27/15

RV MANAGEMENT SERVICES-SD, LLC

RECORDING REQUESTED BY:
Stewart Title & Trust of Phoenix, Inc.

WHEN RECORDED MAIL TO:
VERDE RIVER RV RESORT - SEDONA, LLC, a
Virginia limited liability company
25515 Via Mariquita
Carmel, CA 93923

ESCROW NO. 05501-11581

STEWART TITLE & TRUST OF PHOENIX

SPACE ABOVE THIS LINE FOR RECORDERS USE

Warranty Deed

For consideration of Ten Dollars, and other valuable considerations, I or we,
WHR PROPERTIES, INC. a Colorado corporation, who acquired title as **WHR PROPERTIES, INC.,**
Delaware corporation

do/does hereby convey to
VERDE RIVER RV RESORT - SEDONA, LLC, a Virginia limited liability company
the following real property situated in Yavapai County, State of Arizona.

SEE EXHIBIT "A" ATTACHED HERETO

SUBJECT TO: Current taxes and other assessments, reservations in patents and all easements, rights of way,
covenants, conditions, restrictions, obligations, and liabilities as may appear of record.

And I or we do warrant the title, against all persons whomsoever, subject to the matters set forth above.

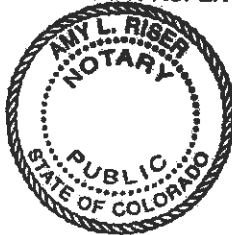
Dated this 8 day of September, 2015.

WHR PROPERTIES, INC. a Colorado corporation

James C. Loken
James C. Loken, President

State of ^{Colorado} ~~Arizona~~)
County of ^{Gunnison} ~~Yavapai~~) ss

This instrument was acknowledged before me this 8 day of September, 2015 by
James C. Loken, President of WHR PROPERTIES, INC. a Colorado corporation.



Amy L. Riser
Notary Public
My commission expires: 9-16-15

EXHIBIT "A"
LEGAL DESCRIPTION

Parcel No. 1:

A portion of the South half of the South half of Section 13, Township 14 North, Range 4 East, of the Gila and Salt River Base and Meridian, Yavapai County, Arizona, more particularly described as follows:

Beginning at the Southwest corner of said Section 13; thence North 89 degrees 59 minutes 13 seconds East, a distance of 807.59 feet to the True Point of Beginning; thence North 21 degrees 56 minutes East, 539.01 feet to a point; thence East, a distance of 298.36 feet to a point; thence North 24 degrees 41 minutes 03 seconds East, a distance of 370.17 feet to a point; thence North 40 degrees 59 minutes 55 seconds East, a distance of 642.38 feet to a point; thence South 89 degrees 49 minutes East, a distance of 951.30 feet to a point in the centerline of the Verde River; thence South 20 degrees 29 minutes 43 seconds East down the centerline of the Verde River, a distance of 141.26 feet; thence South 2 degrees 16 minutes 44 seconds East down the centerline of the Verde River, a distance of 441.88 feet to a point; thence South 10 degrees 26 minutes 13 seconds West down the centerline of the Verde River, a distance of 562.07 feet to a point; thence South 23 degrees 59 minutes 07 seconds West down the centerline of the Verde River, a distance of 209.64 feet to a point; thence West a distance of 1907.02 feet to the True Point of Beginning;

Except therefrom a portion of the South half of said Section 13, described as follows:

Beginning at the Southwest corner of said Section 13; thence North 89 degrees 59 minutes 13 seconds East, a distance of 826.45 feet to a point; thence North 21 degrees 56 minutes East, a distance of 409.65 feet to a point; thence East a distance of 338.5 feet to the True Point of Beginning; thence North 30 degrees 00 minutes East, a distance of 729.13 feet to a point; thence East a distance of 683.00 feet to a point; thence South 30 degrees 00 minutes West, a distance of 758.00 feet to a point; thence West a distance of 583.00 feet to a point; thence North a distance of 25.00 feet; thence West a distance of 85.57 feet to the True Point of Beginning; and

Except Commencing for reference at the Southwest corner of said Section 13; thence East along the South line of said Section, a distance of 1019.85 feet to the tread of the Woods Ditch and True Point of Beginning; thence leaving said South line, North 32 degrees 57 minutes 28 seconds East along the tread of said ditch, a distance of 363.55 feet to an angle point; thence continuing along the tread of said ditch, North 24 degrees 41 minutes 03 seconds East, a distance of 32.62 feet to a point; thence leaving said ditch, North 87 degrees 51 minutes 15 seconds East, a distance of 444.07 feet to a point; thence North 89 degrees 50 minutes 02 seconds East, a distance of 252.07 feet; thence South a distance of 352.04 feet to a point on the South line of said Section 13; thence West along said South line, a distance of 907.23 feet to the True Point of Beginning.

Parcel No. 2:

A portion of the South half of Section 13, Township 14 North, Range 4 East, of the Gila and Salt River Base and Meridian, Yavapai County, Arizona, more particularly described as follows:

Beginning at the Southwest corner of said Section 13; thence North 89 degrees 59 minutes 13 seconds East, a distance of 826.45 feet to a point; thence North 21 degrees 56 minutes East, a distance of 409.65 feet; thence East 338.55 feet to the True Point of Beginning; thence North 30 degrees 00 minutes East, a distance of 729.13 feet to a point; thence East a distance of 683.00 feet; thence South 30 degrees 00 minutes West, a distance of 758.00 feet to a point; thence West, a distance of 583.00 feet to a point; thence North a distance of 25.00 feet to a point; thence West a distance of 85.57 feet to the True Point of Beginning;

Except any portion of the above described parcels lying in Verde River Meadows No. 2, according to the plat of record in the Office of the County Recorder of Yavapai County, Arizona recorded in Book 11 of Maps, Page 35; and

Except any portion of the described parcels lying within the boundaries of those certain parcels of meander land shown on Yavapai County Assessor's as the following Parcel Nos. 403-19-013S; 403-19-013U; 403-19-013V; 403-19-165 through 176; 403-19-206A, 403-19-217E, and 403-19-217M.



Directions to Property

Assessor's Parcel Number 403-19-205 403-19-013H

Applicants Name PHILIP MOREAU, RV MANAGEMENT SERVICES, LLC

Property Address 1472 HORSESHOE BEND RD., CU, AZ

Directions To Property:

- Interstate 17 to exit 287.
- West on State Route 260.
- Turn right on Horseshoe Bend Dr.
 - 1472 W Horseshoe Bend Dr. will be on the right.



Philip Moreau
25515 Via Mariquita
Suite 100
Carmel, CA 93923
Cell: 301-252-5600

Mr. Mike Jenkins
Community Development Director
Town of Camp Verde
473 South Main Street
Suites 108 & 109
Camp Verde, AZ 86322

September 27, 2015

RE: Letter of Intent for the Renovation of the Camp Verde RV Resort

Dear Mr. Jenkins,

RV Management Services – SD, LLC (“RVMS”) is the Asset Manager for **Verde River RV Resort – Sedona, LLC**, who acquired on September 11, 2015, five parcels in the Town of Camp Verde totaling approximately 24 acres at 1472 W. Horseshoe Bend Drive, approximately three miles west of I-17 and approximately one mile north of Hwy 260. (A vicinity map is included with this Conditional Use Permit (CUP) application.) These five parcels, zoned RCU 2A, have functioned as the “Camp Verde RV Resort” for more than forty years and has had multiple owner/managers, including KOA, American Adventure Campground and, most recently for more than 15 years, Western Horizon Resorts (“WHR”). For at least the last 27 years, this Property has been a “members only” private RV resort and has not been open to the public.

BACKGROUND

On November 17, 2010, the Common Council of the Town of Camp Verde approved UP 2010-02 for the continuing operation of the RV resort that pursuant to Use Permit No. 95-14 included no more than 159 sites, a clubhouse and a swimming pool, an operations / reception center, RV storage, children’s play area, water system storage and other amenities for use of the members only. Moreover, on November 17, 2010, Council also approved the “Master Site Plan” that included 306 sites and three “restrooms” (large bathhouses with multiple facilities).

PROPOSED PLAN

RVMS comes now before the Community Development Director and the Town Council to submit herewith a CUP application with the goals of maintaining the existing RV resort use and opening the resort to public use whose target market will be families, tourist and snowbirds. The RVMS CUP application is designed to achieve a simple goal: with a comprehensive renovation to the existing property, RVMS will make the newly named property (now the “Verde River RV Resort” or the “Property”) one of the finest RV resorts in northern Arizona. The RVMS CUP application calls for only 150 RV sites, three bathhouses (two of which are existing), and two additional buildings (an operations

/ reception center and a recreation building). The design with arching roads and spacious sites will result in a first rate RV resort.

Importantly, the RVMS CUP application details a reduction of approximately 50% in the number of RV sites to 150 from the Council approved Verde River Master Site Plan dated November 17, 2010, that called out 306 RV sites. The RVMS CUP plan calls for the addition of only three new buildings, all out of the flood plan, similar in function to the buildings approved in the 2010 Master Plan, including: 1.) a welcome / check-in office and lounge building; 2.) a recreation building with a fitness center, billiard room and a “rally” room for family reunions and similar social functions; and 3.) a new bathhouse facility that will house six to eight private bathroom suites, a launderette, and a laundry/housekeeping storage area. Numerous new recreational amenities are also detailed in the RVMS CUP application, including the addition of a miniature golf course; two pickleball courts; a spa; an all-purpose court for basketball, four square and related games; dog park areas; horseshoe pits; access to the Verde River; and a children’s playground. The entry area to the resort at the bend in W. Horseshoe Bend Drive will be the same entry area as shown on the 2010 Master Plan.

Of course, implementation of the RVMS CUP design requires significant infrastructure improvements to the water (with the addition an additional a water well to be drilled and permitted), sewer (with a state-of-the-art waste water treatment facility), and electric service (subject to APS review and approval). RVMS will also address the necessary road construction with ample traffic lanes and turning zones to meet fire department considerations, albeit the RVs will all be road ready. Extensive irrigation systems and landscaping are also in the scope of improvements necessary to make the Property a five star resort. Lighting will include soft, high sodium light heads on 20 foot poles that will be well below the threshold of the Town Code for lumens per acre. Finally, RVMS will also create a high speed, stable internet network and WiFi system in that internet connectivity is no longer an amenity but a necessary utility to meet the demands of today’s “wired in” RV community.

FEMA maps were reviewed for this CUP renovation plan, and RVMS has met with FEMA representatives who have preliminarily agreed that the renovation plan as proposed in this RMVS CUP application is sound provided the RVs to be sited at the Property are fully licensed and ready for highway use, *i.e.*, are on their wheels, have quick disconnect type utilities and have no permanently attached additions. At the lower area of the Property, signage indicating that it is in a flood zone will be posted.

RVMS is financially able to proceed immediately with the implementation of this proposed CUP plan and need not stage this renovation. Moreover, similar to the Resolution 2010-824 of the Common Council that approved Use Permit 2010-02, RVMS respectfully requests the new Use Permit per this Application have no time limit.

RV MANAGEMENT SERVICES

RVMS currently manages eight RV resorts in six states. All of these RV resorts are highly rated by both Trip Advisor and Good Sam. In fact, of the approximate 7000 RV properties rated by Good Sam for 2015, only 137 are rated a perfect 10/ 10 / 10. Of these 137 “perfect” Good Sam properties, four of the seven RVMS Resorts that have been in operation for one year or more are rated the perfect 10 / 10 / 10.

RVMS is owned by Philip Moreau. Since 1985, Mr. Moreau has been involved in the ownership, development and management of income producing real estate, specializing exclusively in the MHC and RV sector since 1995. Having raised more than \$1 billion in equity for real estate investment, Mr. Moreau has assembled an experienced team to achieve the business plan for the acquisition and management of the Property. Currently, Mr. Moreau is the Managing Member of the eight affiliated management companies that operate the eight affiliated RV resorts, including: Twin Grove RV Resort & Cottages, Pine Grove, PA; Americamps RV Resort, Ashland, VA; Fayetteville RV Resort & Cottages, Wade, NC; Indian Water RV Resort & Cottages, Indio, CA; Casa Grande RV Resort & Cottages, Casa Grande, AZ; Wine Ridge RV Resort & Cottages, Pahrump, NV; Raleigh Oaks RV Resort & Cottages, Four Oaks, NC; and North Landing Beach RV Resort & Cottages, Virginia Beach, VA.

Mr. Moreau graduated from the University of North Carolina (Chapel Hill) with a BA degree in 1970 and from Washington University Law School (St. Louis) with a JD degree in 1980 and a LL.M. (Taxation) degree in 1982. Mr. Moreau was a Adjunct Professor at Golden Gate University (San Francisco) (Tax Research and Decision Making) while working as a full time tax manager at Arthur Young in San Francisco from 1983-1985, after which Mr. Moreau began his career in the acquisition, management and sale of income producing real estate, starting with a Boston based firm (Winthrop) and then a firm in the San Francisco Bay area (Liquidity Fund). Mr. Moreau started RVMS in 2008, sensing unique buying opportunities and believing that it is better to “buy your straw hats in the winter.”

Affidavit

403-19-205
 403-19-013H
 403-19-013J
 403-19-013Q
 403-19-207

PHILIP MOREAU

I RV MANAGEMENT owner of parcel _____ have notified my neighbors within 300' of my residence, by sending letters on OCT 9, 2015 to notify them of the neighborhood meeting that I conducted on the 9th day of NOVEMBER 2015.

I posted my property with meeting date and time on the ~~08~~ 9 day of OCT 2015.

PHILIP MOREAU

I RV MANAGEMENT owner of parcel ~~08-19-2005~~ have provided a summary of Neighborhood meeting I conducted to the Planning & Zoning Department of Camp Verde within 15 days attesting to the issues and concerns discussed at the Neighborhood Meeting held on the 9 day of NOVEMBER 2015.

Summary
Statement:

SEE ATTACHED.

If Summary statement is too long, attach a copy.

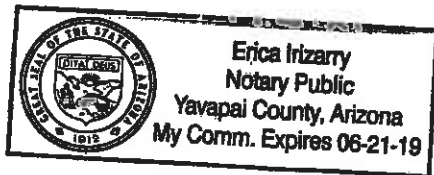
State of Arizona}

County of Yavapai}

Signature of Document Signer No. 1

Signature of Document Signer No. 2

Subscribed and sworn to (or affirmed) before me this 12th day of November 2015.



Erica Irizarry
Signature of Notary

Attachment to Affidavit

Summary Statement for Neighborhood Meeting

Use Permit Application

On November 9, 2015, a "Neighborhood Meeting" was held at the Property (1472 W. Horseshoe Bend Rd.) at 5:30pm for consideration of the Use Permit application. Approximately 6 neighbors attended, including one couple. Three representatives from the Town of Camp Verdi also attended. The meeting lasted approximately one hour.

The meeting commenced with a 20 minute presentation by Philip Moreau as to the goal for the renovation of the Property formerly know as Camp Verde RV Resort and now renamed Verdi River RV Resort. Mr. Moreau summarized the goal for the Property renovation as a "focused effort to make the tired old Property into one of the finest, if not the finest, RV resorts in northern Arizona and even all of Arizona."

Mr. Moreau explained that for about 20 years he has focused exclusively on the acquisition, renovation and management of RV properties, having been involved in more than 50 such properties located throughout the USA. Noting that several millions of dollars would be spent making the new Verdi River RV Resort complete, Mr Moreau believes this Verdi River property has great potential to be an upscale and very attractive RV resort, similar to the eight other highly rated affiliated properties owned and operated by Mr. Moreau at this time. Mr Moreau was keen to note that his current plan is to have only 150 full service RV sites, numerous amenities, paved roads, and three new recreation and functional buildings, located at the upper entrance to the Property, out of the flood plane. This is in sharp contrast to the Use Permit approved by the Town Council in November 2010 that called for a totl of 306 sites.

After his presentation, Mr Moreau opened the meeting to any and all questions. The neighborhood group was very cordial and asked several good questions to which Mr. Moreau responded, as follows:

Q. What will be the water source?

A. The one existing well will be supplemented with an additional well and an all newly engineered water distribution system.

Q. Can neighbors utilize access to the river?

A. Yes, neighbors will have open access to the river , will be allowed to buy a day use use pass for the facilities, and will have relatively open access to the Property post build out.

Q. What are the park models like?

A. The park models are RVs on wheels and axes, road ready at all times, shaped like charming cottages with less than 400 square feet of space. The Property will feature three different models: studio one room units; two bedroom units with a large living/dining area and a bay window; and two bedroom units with bunks and a smaller living area but larger bedrooms.

Q. Will there be cement pads?

A. No. However, the roads will be asphalt and the actual pads or RV sites will be compacted gravel. All sites will be rather spacious.

Q. Will there be development by the existing storage area?

A. Yes, there will be approximately 10 RV sites in the "old" storage area.

Q. Where on the Property is the Verdi Ditch located?

A. The Verdi Ditch is at the western most property line edge. The irrigation system that has been broken for years will be fixed and the Property will be beautifully landscaped.

Q. What is the sewer situation?

A. There is a chance Mr. Moreau will assist in the development of a main sewer line coming to the Property. To the benefit of the neighborhood, neighbors may be allowed to tap into this new sewer line that may run somewhere close to the Verdi Ditch. However, if progress stalls on bringing the new sewer main to the Property to the benefit of the neighborhood, the Property may simply revert back to its original idea of constructing a small waste water treatment facility at the upper area of the Property, out of the flood plain. Negotiations are underway with the Town of Camp Verdi to get direction.

After a gracious and heart felt "Thank You for attending" Mr. Moreau received numerous "best of luck to you" wishes and the meeting adjourned.

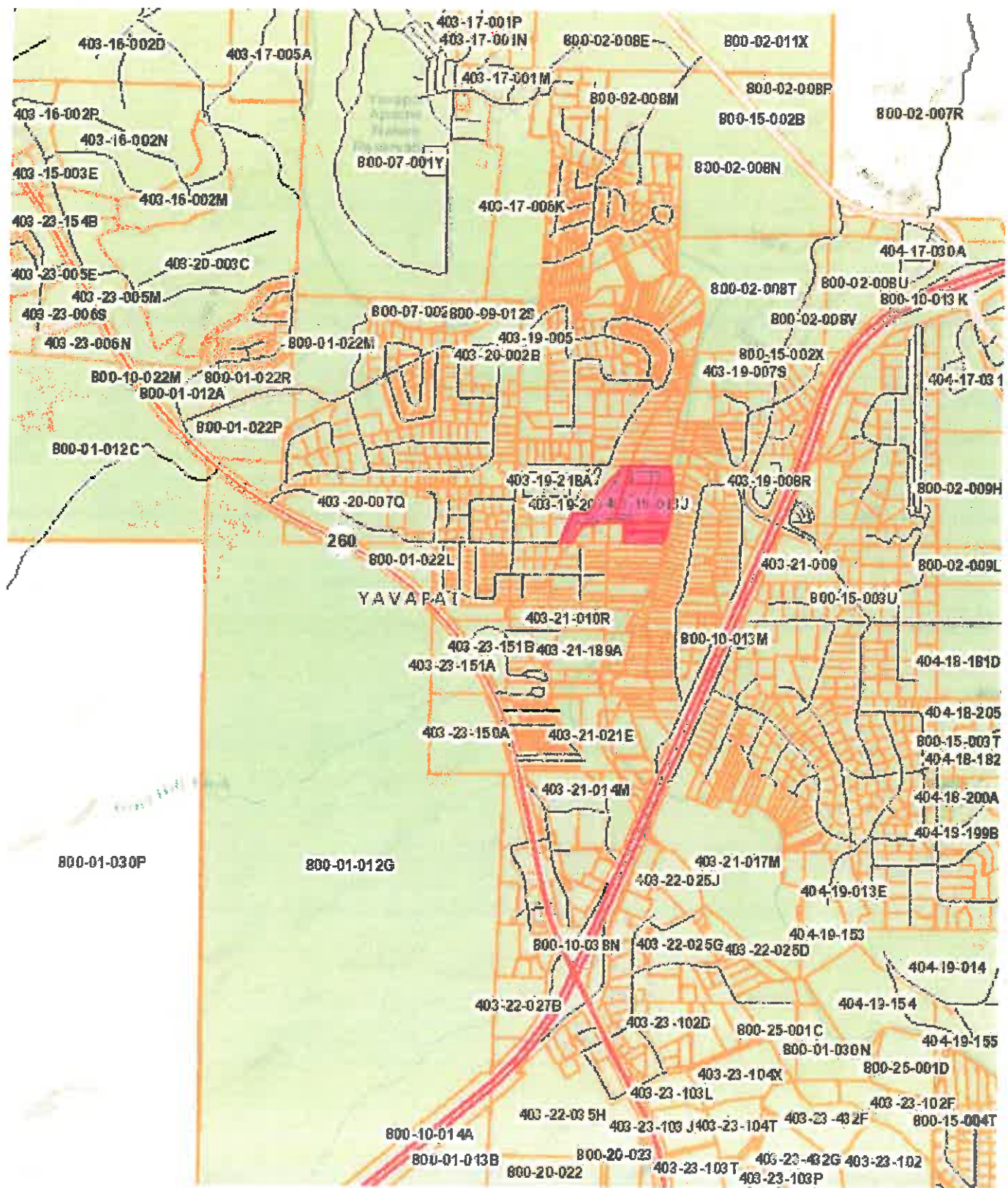
Neighborhood Meeting

Sign in Sheet

PLEASE PRINT

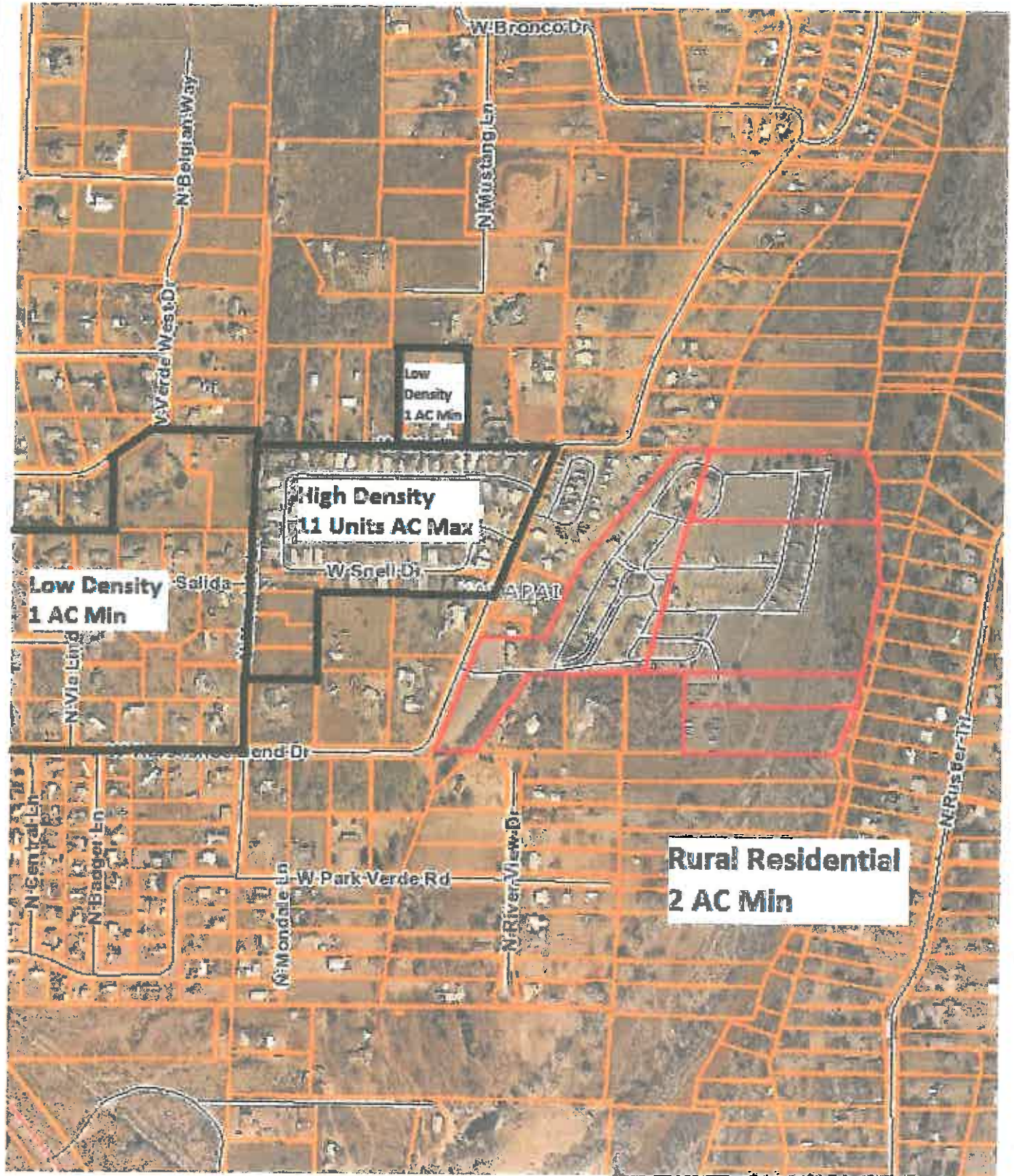
Name	Address	E-Mail
Sharon Lara	1500 Horseshoe	sharonlara@swiftaz.net
Dennis Skinner		Dennis_Skinner@yahoo.com
SANDY FARRAR	PO Box 842 Camp Verde	Sandra_Farrar@AOL.com
Kendall Welch	4735 main St. Ste 108 + 109	Kendall.welch@campverde.az.gov
MICHAEL JENKINS	TOWN OF CAMP V.	MIKE.JENKINS@CAMPVERDE.AZ.GOV
Clay Bennett	1500 W. Horseshoe Camp Verde	
Art & Charlene Ferguson	1496 W. Horseshoe Bend	Charlene_ferguson71@yahoo
Judy & Gary Stephens	Space 27	Judy.L.Stephens@gmail.com
Michael Green	1488 W. Horseshoe Bend Drive	

Vicinity Map - Verde River RV Resort



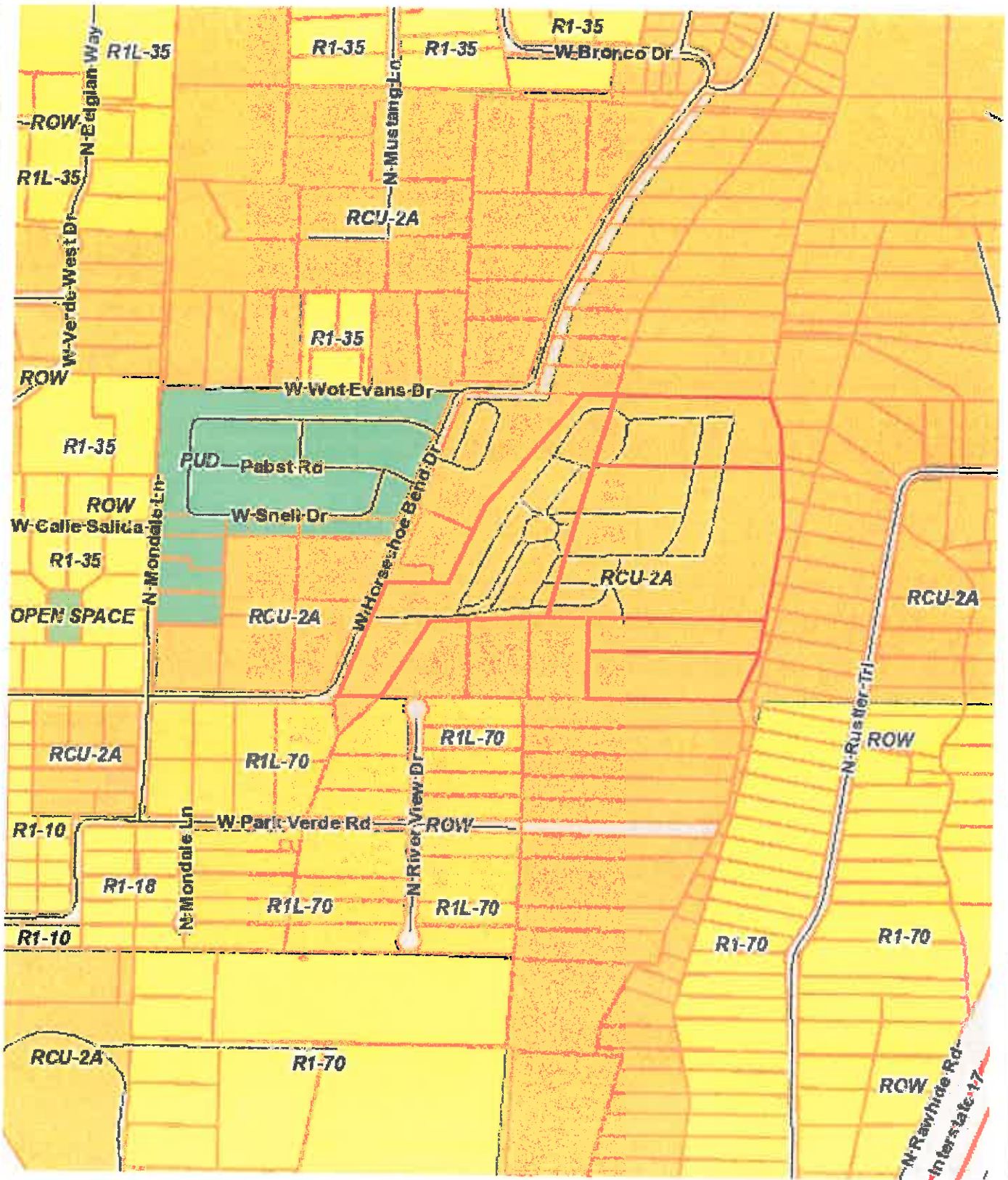
Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.

Land Use Map - Verde River RV Resort



Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.

Zoning Map - Verde River RV Resort



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Kendall Welch

From: Brandon.Echols@aps.com
Sent: Tuesday, November 03, 2015 4:30 AM
To: Kendall Welch
Subject: Project #20150310

Kendall,

I have reviewed the Verde River Resort: Renovation (#20150310). Below are my comments:

-The new office building appears to be in conflict with the overhead line. To relocate the line, customer would be looking at full cost.

-No electrical plans for new buildings (customer would be required to submit project initiation request, electrical load, and approved plans once ready). Would possibly need to upgrade a transformer or add transformer to serve new buildings. Cannot say what would need to be done for sure without electrical loads.

Please let me know if you have any questions.

Thank you,

Brandon Echols
Customer Project Manager Associate
1250 E. State Route 89A, Cottonwood, AZ 86326 M.S. 4718
Cell: (928)821-4657
Office: (928)646-8454
brandon.echols@aps.com



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Camp Verde Fire District

26 B Salt Mine Road
P.O. Box 886
Camp Verde, Arizona 86322

Phone: 928.567.9401
Fax: 928.567.2444
www.campverdefire.org



October 19, 2015

USE PERMIT APPLICATION COMMENTS

This review is based on: 2012 International Fire Code and 2012 International Building Code.

PROJECT

**VERDE RIVER RV RESORT
USE PERMIT APPLICATION
1472 W. HORSESHOE BEND DR.
CAMP VERDE, AZ 86322**

CONTACT

**PHILIP MOREAU
301-252-5600**

1. All portions of the fire apparatus access roadway must meet the minimum standards of the IFC:
 - a. IFC 503.1.1 - Fire apparatus access roads with a width of only 20 feet shall be marked with permanent "NO PARKING - FIRE LANE" signs. Signs shall measure 12 inches by 18 inches, have red letters on a white background, and shall comply with Federal Department of Transportation Standards for R8-31.
 - b. IFC 503.2.3 - Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus (75,000 pounds) and shall be surfaced so as to provide all-weather driving capabilities.
 - c. Dead-end fire apparatus access roadways in excess of 150' in length shall be provided with an approved area for turning around fire apparatus, including proper turning radius.
2. IFC 507.1 - An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings, or portions of buildings are hereafter constructed or moved into or within the jurisdiction. (Water flows are based on building construction type and square footage.)
3. New and existing building shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numbers or alphabetic letters. Numbers shall be a minimum of 4 inches high with a minimum stroke width of 0.5 inches. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structures.

Camp Verde Fire District

26 B Salt Mine Road
P.O. Box 386
Camp Verde, Arizona 86322

Phone: 928.567.9401
Fax: 928.567.2444
www.campverdefire.org



4. Fire extinguishers are required to be provided in accordance with IFC and NFPA.

Additional requirements may be forthcoming once the building plans have been submitted.

PLANS ARE APPROVED. Failure to identify a code violation during this process of the plan review **DOES NOT** give the permit applicant the right nor authority to violate the code. **The final installation and construction must be in accordance with the International Fire Code.**

Please feel free to contact me at (928) 567-9401 ext. 105, should you have any questions.

Sincerely,

Kristi Gagnon
Fire Marshal

Kendall Welch

From: Camp Verde Water System <cwvsinc@yahoo.com>
Sent: Tuesday, November 03, 2015 10:13 AM
To: Kendall Welch
Subject: Verde River R V Resort

Justin reviewed it. I can't seem to find it. If I remember it had no impact on us. Most of the work was below the ditch and they were not wanting any water service from us. Our water main is across Horseshoe Bend Rd from property. When I find plans I will review and get back to you if there are any further comments.....Rick

Camp Verde Water System, Inc. P.O. Box 340 Camp Verde, AZ 86322 PH: (928) 567- 5281 FAX: (928) 567-5283

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Furthermore, to ensure compliance with the Open Meeting Law, Council or Board / Commission / Committee members who are recipients of this message should not forward it to other members of the Council or Board / Commission / Committee of the Town of Camp Verde. Council Members or Board / Commission / Committee members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council or Board / Commission / Committee members.

Please consider our environment before printing this email. 

TOWN OF CAMP VERDE



Memorandum

To: Kendall Welch, Assistant Planner
Cc: Sandy, Permit Technician
Emily Diver, Permit Technician
Kristi Gagnon, Camp Verde Fire Marshal

From: Robert Foreman, Building Official

Date: October 12, 2015

Re: Use Permit Verde River RV Resort, Project #20150310

Building Department has the following comments on the use permit application. These comments are preliminary in nature only, and are subject to change.

- Building Division has no comments or concerns at this time. It is agreed that all new structures and utility infrastructure will be permitted through the Building Division.

A handwritten signature in black ink, appearing to read "Robert L. Foreman". The signature is fluid and cursive.

Robert L. Foreman
Building Official
Town of Camp Verde
473 S. Main St. Ste 108
928-567-8514 ext 112
Robert.foreman@campverde.az.gov



Town of Camp Verde

Camp Verde Sewer Division

P.O. Box 1205
- 1000 E State Rte 260
Camp Verde, AZ 86322-1205
Phone (928) 254-9197 · Fax (928) 567-8832
Email jan@campverdesewer.com

11/3/2015

Town of Camp Verde
Community Development Department

RE: Use Permit
Project Number 20150310

This property is located in an area that will be served by sewer after the Highway 260 widening project. At the time sewer becomes available this property will be required to connect and abandon their system.

I have tried to contact Mr. Moreau to discuss his sewer options but I have been unable to reach him. We need to have a meeting with Mr. Moreau before he finalizes plans for his on-site system.

Jan Grogan

928-567-6794
Manager
Sewer Department
Town of Camp Verde

Kendall Welch

From: RMartin@uesaz.com
Sent: Tuesday, October 13, 2015 1:59 PM
To: Kendall Welch
Subject: Verde River RV resort

Hi Kendall;

I received the use permit application for the new Verde River RV resort. We have no natural gas inside the park, however we do have gas on horseshoe bend if they are interested in receiving natural gas for the office or rec building. If they're interested they can contact the planning department at 928-203-1295.

Thanks
Rhonda

*Rhonda Martin
Planner
Verde Valley District
500 S Willard St.
928-203-1214*

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Furthermore, to ensure compliance with the Open Meeting Law, Council or Board / Commission / Committee members who are recipients of this message should not forward it to other members of the Council or Board / Commission / Committee of the Town of Camp Verde. Council Members or Board / Commission / Committee members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council or Board / Commission / Committee members.

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Yavapai County Development Services

Prescott Office

1120 Commerce Dr., Prescott, AZ 86305
(928) 771-3214 Fax: (928) 771-3432



Cottonwood Office

10 S. 6th Street, Cottonwood, AZ 86326
(928) 639-8151 Fax: (928) 639-8153

Addressing – Building Safety – Customer Service & Permitting – Environmental – Land Use – Planning

To: The Town of Camp Verde
Community Development Department

From: Stacey Clark, RS
Yavapai County Development Services- Environmental Unit
(928) 649-6210

Date: October 30, 2015

RE: EU comments for the Camp Verde RV Resort Use Permit 20150310

Yavapai County Development Services-Environmental Unit has delegation from the Arizona Department of Environmental Quality to make licensing decisions for onsite wastewater systems up to a design flow of 23,999 gallons per day, sewage collection systems, drinking water distribution systems, semipublic swimming pools and spas...

Onsite wastewater systems: The attached permits show sufficient onsite wastewater systems for 50 spaces. The plot plans showing locations of the systems are not particularly good. I am not sure that you will be able to locate the systems based on them. There are rules in Arizona Administrative Code (AAC) R18-9-Article 3 about abandoning systems if you decide to go that route. If you decide to construct additional systems to accommodate the project a professional engineer registered in the state of Arizona will need to design the improvements in accordance with AAC R18-9-Article 3, E323 especially. It appears that denitrification may be needed based on my back of the envelope calculations.

Sewage collection system: You will need to have a collection system designed that meets the requirements of AAC R18-9-E301 and submit the design and application along with the appropriate fees to the EU for the interior park collection system and if you go offsite to connect to the Camp Verde Sanitary District.

Water distribution system: You will need to have a distribution system designed that meets the requirements of AAC R18-5-Article 5 and submit the design and application along with the appropriate fees to the EU for the interior park distribution system and if you decide to connect to the Camp Verde Water Company. New wells or storage reservoirs will be considered by the Arizona Department of Environmental Quality.

Swimming pool remodel and new spa: You will need to have these designed so that they meet the requirements of AAC R18-5-Article 2 and submit the design and application along with the appropriate fees to the EU.

Kendall Welch

From: Vickie Lewis <Vickie.Lewis@yavapai.us>
Sent: Wednesday, October 28, 2015 4:42 PM
To: Kendall Welch
Cc: 'divinupsm@aol.com'
Subject: CUP Application for 403-19-205, et al

403-19-205, 207, 013H, 013J, 013Q

Kendall, Below are the comments by Flood Control relating to the proposed project for Verde River RV Resort.

These parcels are substantially within the Floodway and Flood Fringe of the Verde River. An RV Park is a recommended use within the Floodway as all habitable spaces must be road-ready and can be relocated within short notice in a flooding event. The following comments are the result of this preliminary review:

- Any new structures placed within the Special Flood Hazard Area or within the 20-foot setback must meet the guidelines for compliance of construction within the Special Flood Hazard Area.
- Any fenced areas, for example the proposed Dog Parks, Ball Courts, etc., must be constructed as a break-away fence so that they lie down in a flooding event.
- More information is needed to ensure that the proposed New Pump Station is sealed.
- Any proposed new electric lines must be located above Regulatory Flood Elevations. It is recommended that a master shut-off switch be made available.
- Stairways within the Floodway must be designed in a manner that would resist scour or displacement within a flood event.
- Any improvements to the site that include the disturbance of an acre or greater should have a SWPPP and NOI and be approved by the Town of Camp Verde Public Works. No increase in ground elevations is allowed within the Floodway unless the improvements are engineered with a Certificate of No Rise provided to Yavapai County Flood Control.
- Additional items may be required with permit submittal that are not evident in this review.

Please let me know if you have questions or if we can assist further.

Vickie Lewis
Hydrologist
Yavapai County Flood Control
(928) 649-6222

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Camp Verde: Planning and Zoning Commission

December 3, 2015

RV Management Services

Representative Properties

1. Wine Ridge RV Resort: Pahrump, NV
2. Indian Waters RV Resort: Indio, CA
3. Casa Grande RV Resort: Casa Grande, AZ
4. Raleigh Oaks RV Resort: Four Oaks, NC
5. Fayetteville RV Resort: Wade, NC
6. Indian Waters RV Resort: Indio, CA

Nine Beauties

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Inviting Cottages • Spacious RV Sites • Outstanding Value



1. Indian Waters RV Resort and Cottages
47202 Jackson St.
Indio, CA 92201
760-342-8100
www.IndianWatersRVResort.com
See listing Indio, CA



2. Wine Ridge RV Resort and Cottages
3800 Winery Rd.
Pahrump, NV 89048
775-751-7805
www.WineRidgeRVResort.com
See listing Pahrump, NV



3. Verde River RV Resort and Cottages
1472 West Horseshoe Bend Dr.
Camp Verde, AZ 86322
928-202-3409
www.VerdeRiverRVResort.com
See listing Camp Verde, AZ



4. Casa Grande RV Resort and Cottages
195 W. Rodeo Rd.
Casa Grande, AZ 85122
520-421-0401
www.CasaGrandeRVResort.com
See listing Casa Grande, AZ



5. Twin Grove RV Resort and Cottages
1445 Suedberg Rd
Pine Grove, PA 17963
717-865-4602
www.TwinGrove.com
See listing Pine Grove, PA



6. Americamps RV Resort
11522 Air Park Rd.
Ashland, VA 23005
804-798-5298
www.Americamps.com
See listing Ashland, VA



7. Fayetteville RV Resort and Cottages
6250 Wade Stedman Rd.
Wade, NC 28395
910-484-5500
www.FayettevilleRVResort.com
See listing Wade, NC



8. North Landing Beach RV Resort & Cottages
161 Princess Anne Rd.
Virginia Beach, VA 23457
888-283-2725
www.NorthLandingBeach.com
See listing Virginia Beach, VA



9. Raleigh Oaks RV Resort and Cottages
527 US Hwy 701 South
Four Oaks, NC 27524
919-934-3181
www.RaleighOaksRVResort.com
See listing Four Oaks, NC



Seven Beauties

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Inviting Cottages • Spacious RV Sites
Priced Below Market • Outstanding Value



1. Indian Waters RV Resort and Cottages
47202 Jackson St., Indio, CA 92201
760-342-8100
www.IndianWatersRVResort.com
See listing Indio, CA



2. Casa Grande RV Resort and Cottages
195 W. Rodeo Rd., Casa Grande, AZ 85122
520-421-0401
www.CasaGrandeRVResort.com
See listing Casa Grande, AZ



3. Wine Ridge RV Resort and Cottages
3800 Winery Rd., Pahrump, NV 89048
775-751-7805
www.WineRidgeRVResort.com
See listing Pahrump, NV



4. Twin Grove RV Resort and Cottages
1445 Suedberg Rd, Pine Grove, PA 17963
717-865-4602
www.TwinGrove.com
See listing Pine Grove, PA



5. Americamps RV Resort
11322 Air Park Rd., Ashland, VA 23005
804-798-5298
www.Americamps.com
See listing Ashland, VA



6. Raleigh Oaks RV Resort and Cottages
527 US Hwy 701 South, Four Oaks, NC 27524
919-934-3181
www.RaleighOaksRVResort.com
See listing Four Oaks, NC



7. Fayetteville RV Resort and Cottages
6250 Wade Stedman Rd., Wade, NC 28395
910-484-5500
www.FayettevilleRVResort.com
See listing Wade, NC



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Warm and Welcoming Staff















**ACTIONS TAKEN
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY DECEMBER 3, 2015
6:30 PM**

Because All Commission meetings will end at 9 PM, any remaining agenda items will be heard at the next Commission meeting.

1. **Call To Order**
The meeting was called to order at 6:29 PM.
2. **Roll Call**
Chairman Davis, Vice Chairman Freeman, Commissioners Blue, Norton, Hisrich and Burnside are present. Commissioner Parrish is absent.
3. **Pledge Of Allegiance**
The Pledge was led by Commissioner Burnside.
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 Commission so requests.
 - a. **Approval of Minutes:**
November 12, 2015 – General Plan Work Session
 - b. **Set Next Meeting, Date and Time:**
As Needed

A Motion to Approve the Consent Agenda was made by Commissioner Hisrich, and was seconded by Commissioner Burnside. All Commissioners are in favor, motion passes unanimously.

5. **Call To The Public For Items Not On The Agenda**
(Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.)

There were no comments from the public.

6. **Public Hearing, Discussion and possible Recommendation for approval (or denial) to Council on Use Permit 20150310, an application submitted by Mr. Philip Moreau, managing member of the Verde River RV Resort - Sedona LLC, owner of parcels 403-19-205 which is 11.46 acres, 403-19-013H which is 3.7 acres, 403-19-013J which is 9.29 acres, 403-19-207 which is 1.81 acres, 403-19-013Q which is 2.46 acres, for a total of 28.72 acres located at 1472 W Horseshoe Bend Drive in Camp Verde, Yavapai County, Arizona. The property owner is requesting an amended Use Permit, in perpetuity, for all parcels, for the Verde River RV Resort, formerly known as the Camp Verde RV Resort, which will consist of one hundred fifty (150) RV sites, three (3) bath houses, one (1) operations/reception center, one (1) recreation building, one (1) maintenance building, one (1) propane fill station, one (1) pump station, one (1) wastewater treatment plant, one (1) elevated spa, one (1) miniature golf area, two (2) dog parks, two (2) pickle ball courts, one (1) playground with basketball court, one (1) horseshoe pits, and one (1) additional well. A Recreational Vehicle Park is an allowed use under the R-R (Residential-Rural) District in the current Planning & Zoning Ordinance with a Use Permit.**

A Motion by Commissioner Burnside, Seconded by Commissioner Blue was made to Recommend for Approval to Council on Use Permit 20150310, an application submitted by Mr. Philip Moreau,

managing member of the Verde River RV Resort - Sedona LLC, owner of parcels 403-19-205 which is 11.46 acres, 403-19-013H which is 3.7 acres, 403-19-013J which is 9.29 acres, 403-19-207 which is 1.81 acres, 403-19-013Q which is 2.46 acres, for a total of 28.72 acres located at 1472 W Horseshoe Bend Drive in Camp Verde, Yavapai County, Arizona. The property owner is requesting an amended Use Permit, in perpetuity, for all parcels, for the Verde River RV Resort, formerly known as the Camp Verde RV Resort, which will consist of one hundred fifty (150) RV sites, three (3) bath houses, one (1) operations/reception center, one (1) recreation building, one (1) maintenance building, one (1) propane fill station, one (1) pump station, one (1) wastewater treatment plant or other approved sanitary system as approved by the Yavapai County Environmental Services Unit, one (1) elevated spa, one (1) miniature golf area, two (2) dog parks, two (2) pickle ball courts, one (1) playground with basketball court, one (1) horseshoe pits, and one (1) additional well. A Recreational Vehicle Park is an allowed use under the R-R (Residential-Rural) District in the current Planning & Zoning Ordinance with a Use Permit.

All Commissioners were in favor, and the motion passed unanimously.

7. **Public Hearing, Discussion and possible Recommendation to Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending the requirements of Part Two – Zoning Classifications, Section 203 – Use District, Subsection D. R-R District (Residential-Rural), (Formerly RCU), Item 3f. “Agri-Tourism”, and Part Two – Zoning Classifications, Section 203 – Use Districts, Subsection N. AG District, Item 3a. “Agri-Tourism”.**

A motion made by Commissioner Burnside, seconded by Vice Chairman Freeman was made to recommend for Approval to Council a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending the requirements of Part Two – Zoning Classifications, Section 203 – Use District, Subsection D. R-R District (Residential-Rural), (Formerly RCU), Item 3f. “Agri-Tourism”, and Part Two – Zoning Classifications, Section 203 – Use Districts, Subsection N. AG District, Item 3a. “Agri-Tourism”.

All Commissioners were in favor, and the motion passed unanimously.

There Will Be No Public Input On The Following Items:

8. **Current Events**
(Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.)

There were no Current Events to discuss.
9. **Staff Comments**
There were no Comments from Staff.
10. **Adjournment**
A Motion made by Commissioner Burnside, seconded by Vice Chairman Freeman was made to adjourn the meeting. All Commissioners were in favor, and the motion passed unanimously. Meeting was adjourned at 7:53 PM.



Town of Camp Verde

Exhibit A - Agenda Item Submission Form - Section I

Meeting Date: December 16, 2015 – Council Hears P&Z

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

Requesting Department: Community Development

Staff Resource/Contact Person: Michael Jenkins, Community Development Director

Agenda Title (be exact): *Public Hearing, Discussion and Possible Approval of Ordinance 2015-A414, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending the requirements of Part Two – Zoning Classifications, Section 203 – Use District, Subsection D. R-R District (Residential-Rural), (Formerly RCU), Item 3f. “Agri-Tourism”, and Part Two – Zoning Classifications, Section 203 – Use Districts, Subsection N. AG District, Item 3a. “Agri-Tourism”.*

List Attached Documents:

- Draft Ordinance 2015-A414
- Part Two, Section 203 (Use Districts), Subsection D. (R-R District)(Residential-Rural), (Formerly RCU) With Proposed Text Amendments
- Part Two, Section 203 (Use Districts), Subsection N. (AG District) With Proposed Text Amendments
- Actions Taken From December 3, 2015 Special Session of the Planning & Zoning Commission

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 20 minutes

Reviews Completed by:

- Department Head:** Michael Jenkins
 Town Attorney Comments:

Town Attorney had NO Comments.

Background Information: During the October 1, 2015 Special Session of the Planning & Zoning Commission several Commissioners expressed an interest in revising the requirements of item 3f. “Agri-Tourism” under the R-R (Residential-Rural), (Formerly RCU) Zoning District.

This item was placed on the agenda of the October 8, 2015 Work Session of the Planning & Zoning Commission for further discussion and direction to Staff. The proposed text amendment/changes shown below are a result of that October 8, 2015 discussion.

f. *Agri-Tourism. Application submission, required information, procedures and review are subject to Use Permit and criteria and specific showings of:*

- 1) ~~Multiple~~ **Adequate** points of direct ingress and egress for patron safety and direct emergency vehicle access;
- 2) Ample ~~improved~~ on-site parking for normal business activity and provisions ~~on-site~~ for special event overflow parking;
- 3) Adequate separation distance, limitation of hours of operation, and/or additional ~~impact mitigation to ameliorate~~ **measures to mitigate** negative effects of lighting, noise, traffic, dust and other detrimental environmental factors on nearby residential uses or vacant residentially-zoned property.
- 4) Provision for patrons' health, safety and comfort **including but not limited to** ~~such as shade, first aid and water stations, sanitary facilities, food and beverages, trash receptacles/removal, security for persons and property~~ **and appropriate security.**
- 5) A full two (2) acre (87,120 square feet) parcel is required to obtain a Use Permit for Agri-Tourism.

In order to ensure continuity of the Planning & Zoning Ordinance, Part Two, Section 203, Subsection N. (AG District), Item 3a. "Agri-Toursim" was also updated to include the proposed changes as recommended by the Planning & Zoning Commission.

a. *Agri-Tourism. Application submission, required information, procedures and review are subject to Use Permit and criteria and specific showings of:*

- 1) ~~Multiple~~ **Adequate** points of direct ingress and egress for patron safety and direct emergency vehicle access;
- 2) Ample ~~improved~~ on-site parking for normal business activity and provisions ~~on-site~~ for special event overflow parking;
- 3) Adequate separation distance, limitation of hours of operation, and/or additional ~~impact mitigation to ameliorate~~ **measures to mitigate** negative effects of lighting, noise, traffic, dust and other detrimental environmental factors on nearby residential uses or vacant residentially-zoned property.
- 4) Provision for patrons' health, safety and comfort **including but not limited to** ~~such as shade, first aid and water stations, sanitary facilities, food and beverages, trash receptacles/removal, security for persons and property~~ **and appropriate security.**

The proposed changes listed above were placed on the agenda for the December 3, 2015 Special Session of the Planning & Zoning Commission. A copy of the draft minutes from the meeting have been included in this packet for Council's review.

Recommendation From Planning & Zoning Commission:

A motion made by Commissioner Burnside, seconded by Vice Chairman Freeman was made to recommend for Approval to Council a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending the requirements of Part Two – Zoning Classifications, Section 203 – Use District, Subsection D. R-R District (Residential-Rural), (Formerly RCU), Item 3f. "Agri-Tourism", and Part Two – Zoning Classifications, Section 203 – Use Districts, Subsection N. AG District, Item 3a. "Agri-Tourism". All Commissioners were in favor, and the motion passed unanimously.

Recommended Action (Motion): A motion to Approve (OR Deny) Ordinance 2015-A414, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending the requirements of Part Two – Zoning Classifications, Section 203 – Use District, Subsection D. R-R District (Residential-Rural), (Formerly RCU), Item 3f. “Agri-Tourism”, and Part Two – Zoning Classifications, Section 203 – Use Districts, Subsection N. AG District, Item 3a. “Agri-Tourism”.

Instructions to the Clerk: N/A



ORDINANCE 2015-A414

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA FOR A TEXT AMENDMENT TO THE TOWN OF CAMP VERDE PLANNING & ZONING ORDINANCE AMENDING THE REQUIREMENTS OF PART TWO – ZONING CLASSIFICATIONS, SECTION 203 – USE DISTRICT, SUBSECTION D. R-R DISTRICT (RESIDENTIAL-RURAL), (FORMERLY RCU), ITEM 3F. “AGRI-TOURISM”, AND PART TWO – ZONING CLASSIFICATIONS, SECTION 203 – USE DISTRICTS, SUBSECTION N. AG DISTRICT, ITEM 3A. “AGRI-TOURISM”.

WHEREAS, the Town of Camp Verde adopted the Planning & Zoning Ordinance under Ordinance 2011-A374, approved May 25, 2011, and

WHEREAS, Part Six, Section 600, Subsection C, Item 1. of the Planning & Zoning Ordinance allows for the amendment, supplementation or change of zoning text regulations of the Planning & Zoning Ordinance by the Town Council, and

WHEREAS, the Town Council has an abiding interest in protecting the public health, safety, and welfare by establishing requirements for provisions of the Planning & Zoning Ordinance by including definitions and text amendments,

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE:

Section 1. The Town Council hereby finds as follows:

- A. Text Amendments may be initiated by the Planning & Zoning Commission, the Town Council itself or by application of a property owner per Part Six, Section 600, Subsection C, Item 1. of the Planning & Zoning Ordinance. This Text Amendment was initiated by the Planning & Zoning Commission.
- B. The Text Amendment was reviewed by the Planning & Zoning Commission on December 3, 2015 in a public hearing that was advertised and posted according to state law.
- C. The proposed Text Amendment will not constitute a threat to the health, safety, welfare, or convenience to the general public, and should be approved.

Section 2. The following requirements for information and procedures for Agri-Tourism with a Use Permit shall be amended in Section 203, Subsection D, Item 3f. “Agri-Tourism” under (Uses and Structures Subject to Use Permit) of the Camp Verde Planning & Zoning Ordinance to read:

f. Agri-Tourism. Application submission, required information, procedures and review are subject to Use Permit and criteria and specific showings of:

- 1) Multiple **Adequate** points of direct ingress and egress for patron safety and direct emergency vehicle access;
- 2) Ample **improved** on-site parking for normal business activity and provisions **on site** for special event overflow parking;
- 3) Adequate separation distance, limitation of hours of operation, and/or additional **impact mitigation to ameliorate measures to mitigate** negative effects of lighting, noise, traffic, dust and other detrimental environmental factors on nearby residential uses or vacant residentially-zoned property.
- 4) Provision for patrons' health, safety and comfort **including but not limited to such as** shade, first aid and water stations, sanitary facilities, food and

beverages, trash receptacles/removal, ~~security for persons and property~~ and **appropriate security.**

- 5) A full two (2) acre (87,120 square feet) parcel is required to obtain a Use Permit for Agri-Tourism.

Section 3.

The following requirements for information and procedures for Agri-Tourism with a Use Permit shall be amended in Section 203, Subsection N, Item 3a. "Agri-Tourism" under (Uses and Structures Subject to Use Permit) of the Camp Verde Planning & Zoning Ordinance to read:

a. Agri-Tourism. Application submission, required information, procedures and review are subject to Use Permit and criteria and specific showings of:

- 1) Multiple **Adequate** points of direct ingress and egress for patron safety and direct emergency vehicle access;
- 2) Ample ~~improved~~ on-site parking for normal business activity and provisions on site for special event overflow parking;
- 3) Adequate separation distance, limitation of hours of operation, and/or additional ~~impact mitigation to ameliorate~~ **measures to mitigate** negative effects of lighting, noise, traffic, dust and other detrimental environmental factors on nearby residential uses or vacant residentially-zoned property.
- 4) Provision for patrons' health, safety and comfort **including but not limited to** ~~such as~~ shade, first aid and water stations, sanitary facilities, food and beverages, trash receptacles/removal, ~~security for persons and property~~ and **appropriate security.**

Section 4.

All ordinances or parts of ordinances adopted by the Town of Camp Verde in conflict with the provisions of this ordinance or any part of the code adopted, are hereby repealed, effective as of the effective date of this ordinance.

Section 5.

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 6.

This ordinance is effective upon the expiration of a thirty (30) day period following the adoption hereof and completion of publication and any posting as required by law.

PASSED AND ADOPTED by a majority vote of the Town Council in an Open Meeting by the Town Council, Town of Camp Verde, Yavapai County, Arizona, this _____ day of _____, 2015.

Charles C. German, Mayor

Date

Attest:

Approved As To Form:

Virginia Jones, Town Clerk

Town Attorney

D. R-R DISTRICT (Residential-Rural), (Formerly RCU)

1. Purpose:

The R-R District is intended to provide a zoning classification for portions of the incorporated area of Camp Verde not presently characterized by urban uses, and to provide for rural, large lot residential uses. Manufactured, Modular or Site Built. Mobile Homes Prohibited See Part 3 Section 306 B.2.c

2. Permitted Uses and Structures:

- a. Agriculture and cultivation.
- b. Bed and Breakfast, with on-site parking as required in Section 403E.
- c. Community parks, playgrounds or centers.
- d. Dwelling unit for one family on any one lot. See D.1
- e. Educational institutions (including private schools, provided they offer curriculum of general instruction comparable to similar public schools).
- f. Flood control facilities.
- g. Golf courses with accessory uses such as pro shops, shelters, and rest rooms.
- h. Historical Landmarks.
- i. Home occupations (See Section 303).
- j. Keeping of farm animals, limited (See Section 305).
- k. Open land carnival and recreation facilities (religious & educational institutions).
- l. Other accessory uses commonly associated with primary permitted use. (See Section 301 C.)
- m. Religious institutions (in permanent buildings).
- n. Single site built quarters (1) for servants and/or non-paying guests may be located on the same lot with the principal structure; separate facilities for preparation of food are prohibited.

3. Uses and Structures Subject to Use Permit

- a. Government facilities and facilities required for the provision of utilities and public services.
- b. Veterinary Services.
- c. Mobile/manufactured home and recreational vehicle parks subject to the requirements of Section 306.
- d. Temporary Use Permits, subject to administrative approval (See Section 601.C):
 - 1) Occupancy of temporary housing, including travel trailers, during the construction of a permanent dwelling is allowed during the 12-month period after issuance of a building permit.
 - 2) Model homes, temporary offices (construction and pre-construction sales offices/showrooms), construction sheds and yards incidental to a recorded residential development or other construction project (subject to District setbacks) for a period not to exceed 12 months.

- e. All uses with a valid Use Permit for expanded uses, including those uses listed in items 3. a.-d., above, in effect as of June 24, 2011 will retain all rights associated with the Use Permit for the term of that Use Permit. Prior to the expiration of the said Use Permit, the owner may apply for a Use Permit, subject to all the requirements of Section 601.A-C, to continue the existing uses and any proposed new uses at the sole discretion of and as may be modified by the Town Council. Ord. 2013-A388
- f. Agri-Tourism, Application submission, required information, procedures and review are subject to Use Permit and criteria and specific showings of:
 - 1) Multiple **Adequate** points of direct ingress and egress for patron safety and direct emergency vehicle access;
 - 2) Ample ~~improved~~ on-site parking for normal business activity and provisions ~~on-site~~ for special event overflow parking;
 - 3) Adequate separation distance limitation of hours of operation, and/or additional ~~impact mitigation to ameliorate~~ **measures to mitigate** negative effects of lighting, noise, traffic, dust and other detrimental environmental factors on nearby residential uses or vacant residentially zoned property.
 - 4) Provision for patrons' health, safety and comfort **including but not limited to** such as shade, first aid and water stations, sanitary facilities, food and beverages, trash receptacles/removal, ~~security for persons and property.~~ **and appropriate security.**
 - 5) A full two (2) acres (87,120 square feet) parcel is required to obtain a Use Permit for Agri-Tourism. (2015-A206)

M. OS DISTRICT (Open Space Resource Conservation Zone)

1. Purpose:

The OS District is intended to preserve scenic and recreational areas for public and/or private use.

2. Permitted Uses and Structures

- a. Agriculture and Cultivation.
- b. Flood Control Facilities.
- c. Historical Landmarks.
- d. Public or Private Parks, Golf Courses, Golf Driving Ranges.
- e. Other Outdoor Recreational Facilities.

3. Uses and Structures Subject to Use Permit

- a. Public Utility Installation and Facilities.
- b. Change of Use: Any change in the status of use shall be approved by the Town Council upon recommendation by the Planning and Zoning Commission.

N. AG DISTRICT (Agricultural)

1. Purpose:

The AG District is intended to provide for the continuation and preservation of rural living quality on parcels of sufficient area to produce farm crops (and specified compatible principal or accessory uses and structures) including related agricultural business and support uses. (See Section 301 C.)

2. Permitted Uses and Structures

- a. Activities associated with the growing and sale of crops, trees, plants, vegetation, forage, grasses or other non-animal living organisms intended to be renewable and of beneficial use and recognized by the United States Department of Agriculture as a farm evidenced by a farm number.
- b. Additional dwelling units:
 - 1) Not more than two additional dwelling units may be located on any one lot expressly as the domicile(s) for persons or families related to the occupants of the principal residence by blood, marriage or adoption.
 - 2) Such additional dwellings, upon cessation of the multi-generational, "family farm" relationship by sale or otherwise, may continue to be occupied:
 - a) for other permitted accessory or Use Permit uses specified in the District; or
 - b) upon land division or subdivision into separate lots, each of which shall meet the area, setback and other requirements of the District.
- c. Dwelling unit for one family on any one lot. (Manufactured, Modular or Site Built.) Mobile Homes Prohibited See Part 3 Section 306 B.2.c
- d. Fabrication, storage and repair of equipment used in agricultural activity.
- e. Facilities used by the public for the sale of items permitted as identified above.

- f. Flood control facilities
 - g. Historical Landmarks.
 - h. Keeping of farm animals, limited (See Section 305).
 - i. Other accessory uses commonly associated with primary permitted use.
 - j. Owners of property activities not recognized by the United States Department of Agriculture as a farm evidenced by a farm number where such activities are conducted shall never under any pretext be denied or restricted their right to sell and dispose of their products subject to the following restrictions:
 - (1) Sales of other producers of food products may be sold only up to 40% of the total gross sales.
 - (2) Incidental sales of related items are allowed.
 - (3) Aerial application of any substance is prohibited.
 - (4) Processing or packaging activities, storing or loading, limited to products allowed under e.
 - k. Religious institutions in permanent buildings.
 - l. Storage and loading facilities for products.
3. Uses and Structures Subject to Use Permit
- a. AgriTourism. Application submission, required information, procedures and review are subject to Use Permit and criteria and specific showings of:
 - 1) Multiple **Adequate** points of direct ingress and egress for patron safety and direct emergency vehicle access;
 - 2) Ample improved on-site parking for normal business activity and provisions on-site for special event overflow parking;
 - 3) Adequate separation distance, limitation of hours of operation, and/or additional impact mitigation to ameliorate **measures to mitigate** negative effects of lighting, noise, traffic, dust and other detrimental environmental factors on nearby residential uses or vacant residentially-zoned property.
 - 4) Provision for patrons' health, safety and comfort **including but not limited to** such as shade, first aid and water stations, sanitary facilities, food and beverages, trash receptacles/removal, ~~security for persons and property.~~ **and appropriate security.**
 - b. Facilities for the temporary housing of agricultural workers employed to work at the location for which the Use Permit is issued. (Manufactured, Modular or Site Built) Mobile Homes Prohibited See Part 3 Section 306 B.2.C)
 - c. Schools and training facilities for the purpose of teaching agriculture.
 - d. Museums, displays, demonstration projects and research facilities associated with agriculture.
 - e. Activities otherwise restricted by 2c.
 - f. Activities associated with the raising of animals and livestock per the requirements of Section 305 of this Zoning Ordinance with the following restrictions:

- 1) On site sales limited to those animals produced on site or raised on the property for at least one year.
 - 2) No processing or packaging for sale activities permitted unless otherwise allowable as per A.R.S § 3-562 as they exist now or as they are amended from time to time.
- g. Activities in excess of the requirements of Section 305 or the restrictions contained in f. (1) or (2).
- h. Parks, playgrounds, recreation areas, government facilities and facilities required for the provision of utilities and public services.
- i. Temporary Use Permits, subject to administrative approval (See Section 601.C):
- 1) Occupancy of temporary housing, including travel trailers, during the construction of a permanent dwelling is allowed during the 12-month period after issuance of a building permit.
 - 2) Model homes, temporary offices (construction and pre-construction sales offices/showrooms), construction sheds and yards incidental to a recorded residential development or other construction project (subject to District setbacks) for a period not to exceed 12 months.

**ACTIONS TAKEN
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY DECEMBER 3, 2015
6:30 PM**

Because All Commission meetings will end at 9 PM, any remaining agenda items will be heard at the next Commission meeting.

1. **Call To Order**
The meeting was called to order at 6:29 PM.
2. **Roll Call**
Chairman Davis, Vice Chairman Freeman, Commissioners Blue, Norton, Hisrich and Burnside are present. Commissioner Parrish is absent.
3. **Pledge Of Allegiance**
The Pledge was led by Commissioner Burnside.
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 Commission so requests.**
 - a. **Approval of Minutes:**
November 12, 2015 – General Plan Work Session
 - b. **Set Next Meeting, Date and Time:**
As Needed

A Motion to Approve the Consent Agenda was made by Commissioner Hisrich, and was seconded by Commissioner Burnside. All Commissioners are in favor, motion passes unanimously.

5. **Call To The Public For Items Not On The Agenda**
(Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.)

There were no comments from the public.

6. **Public Hearing, Discussion and possible Recommendation for approval (or denial) to Council on Use Permit 20150310, an application submitted by Mr. Philip Moreau, managing member of the Verde River RV Resort - Sedona LLC, owner of parcels 403-19-205 which is 11.46 acres, 403-19-013H which is 3.7 acres, 403-19-013J which is 9.29 acres, 403-19-207 which is 1.81 acres, 403-19-013Q which is 2.46 acres, for a total of 28.72 acres located at 1472 W Horseshoe Bend Drive in Camp Verde, Yavapai County, Arizona. The property owner is requesting an amended Use Permit, in perpetuity, for all parcels, for the Verde River RV Resort, formerly known as the Camp Verde RV Resort, which will consist of one hundred fifty (150) RV sites, three (3) bath houses, one (1) operations/reception center, one (1) recreation building, one (1) maintenance building, one (1) propane fill station, one (1) pump station, one (1) wastewater treatment plant, one (1) elevated spa, one (1) miniature golf area, two (2) dog parks, two (2) pickle ball courts, one (1) playground with basketball court, one (1) horseshoe pits, and one (1) additional well. A Recreational Vehicle Park is an allowed use under the R-R (Residential-Rural) District in the current Planning & Zoning Ordinance with a Use Permit.**

A Motion by Commissioner Burnside, Seconded by Commissioner Blue was made to Recommend for Approval to Council on Use Permit 20150310, an application submitted by Mr. Philip Moreau,

managing member of the Verde River RV Resort - Sedona LLC, owner of parcels 403-19-205 which is 11.46 acres, 403-19-013H which is 3.7 acres, 403-19-013J which is 9.29 acres, 403-19-207 which is 1.81 acres, 403-19-013Q which is 2.46 acres, for a total of 28.72 acres located at 1472 W Horseshoe Bend Drive in Camp Verde, Yavapai County, Arizona. The property owner is requesting an amended Use Permit, in perpetuity, for all parcels, for the Verde River RV Resort, formerly known as the Camp Verde RV Resort, which will consist of one hundred fifty (150) RV sites, three (3) bath houses, one (1) operations/reception center, one (1) recreation building, one (1) maintenance building, one (1) propane fill station, one (1) pump station, one (1) wastewater treatment plant or other approved sanitary system as approved by the Yavapai County Environmental Services Unit, one (1) elevated spa, one (1) miniature golf area, two (2) dog parks, two (2) pickle ball courts, one (1) playground with basketball court, one (1) horseshoe pits, and one (1) additional well. A Recreational Vehicle Park is an allowed use under the R-R (Residential-Rural) District in the current Planning & Zoning Ordinance with a Use Permit.

All Commissioners were in favor, and the motion passed unanimously.

7. **Public Hearing, Discussion and possible Recommendation to Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending the requirements of Part Two – Zoning Classifications, Section 203 – Use District, Subsection D. R-R District (Residential-Rural), (Formerly RCU), Item 3f. “Agri-Tourism”, and Part Two – Zoning Classifications, Section 203 – Use Districts, Subsection N. AG District, Item 3a. “Agri-Tourism”.**

A motion made by Commissioner Burnside, seconded by Vice Chairman Freeman was made to recommend for Approval to Council a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending the requirements of Part Two – Zoning Classifications, Section 203 – Use District, Subsection D. R-R District (Residential-Rural), (Formerly RCU), Item 3f. “Agri-Tourism”, and Part Two – Zoning Classifications, Section 203 – Use Districts, Subsection N. AG District, Item 3a. “Agri-Tourism”.

All Commissioners were in favor, and the motion passed unanimously.

There Will Be No Public Input On The Following Items:

8. **Current Events**
(Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.)

There were no Current Events to discuss.

9. **Staff Comments**
There were no Comments from Staff.

10. **Adjournment**
A Motion made by Commissioner Burnside, seconded by Vice Chairman Freeman was made to adjourn the meeting. All Commissioners were in favor, and the motion passed unanimously. Meeting was adjourned at 7:53 PM.



RESOLUTION 2015-944

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, DEEMING THE GRANTING OF A FRANCHISE TO CAMP VERDE WATER SYSTEM, INC BENEFICIAL TO THE TOWN, AND CALLING A SPECIAL ELECTON SET FOR MARCH 8, 2016 TO SUBMIT THE QUESTION TO THE QUALIFIED ELECTORS AS TO WHETHER OR NOT THE FRANCHISE SHALL BE GRANTED

WHEREAS, Camp Verde Water System, Inc., a corporation organized and existing under and by virtue of the laws of the State of Arizona, has presented a Franchise Agreement to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for the granting to Camp Verde Water System, Inc. of a utilities franchise, pursuant to A.R.S. 9-502(A); and

WHEREAS, the Town Council has reviewed said Franchise Agreement and find that said franchise is deemed to be in the best interest of the public health, welfare and safety of the Town and its citizens, pursuant to A.R.S. 9-502(B); and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA AS FOLLOWS:

Section 1: That the question of whether or not the franchise shall be granted to Camp Verde Water System, Inc. will be determined at a Special Election scheduled set for March 8, 2016. Said election shall be held in compliance with A.R.S. 16-204 by submitting the following question to the voters of the Town of Camp Verde.

CAMP VERDE WATER SYSTEM, INC FRANCHISE

SHALL A FRANCHISE BE GRANTED TO CAMP VERDE WATER SYSTEM, INC., AN ARIZONA CORPORATION, ITS SUCCESSORS AND ASSIGNS, TO CONSTRUCT, MAINTAIN AND OPERATE A WATER UTILITY SYSTEM IN THE TOWN OF CAMP VERDE, ARIZONA, AND FUTURE ADDITIONS THERETO, IN ACCORDANCE WITH THE FRANCHISE AGREEMENT THAT WAS SUBMITTED TO THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, BY SAID CAMP VERDE WATER SYSTEM, INC. AND IS FILED IN THE RECORDS OF SAID TOWN.

PASSED AND ADOPTED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF
CAMP VERDE THIS __ DAY OF DECEMBER, 2015.

Charles German, Mayor

ATTEST:

APPROVED AS TO FORM:

Virginia Jones, Town Clerk

William Sims, Town Attorney



Town of Camp Verde

Agenda Item Submission Form - Section I

Meeting Date: December 16, 2015

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

Requesting Department: Library

Staff Resource/Contact Person: Kathy Hellman

Agenda Title (exact): Discussion and consideration and possible award of Camp Verde Community Library shelving contract to Arizona Furnishings for \$106,000.

List Attached Documents: Arizona Furnishings Quote for Library Shelving for Camp Verde Community Library

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 15 minutes

Reviews Completed by:

- Department Head: Kathy Hellman Town Attorney Comments: N/A

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:
Fiscal Impact:

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

Comments: The money to pay for shelving will come out of the Council approved amount of \$4.1 for new library construction.

Background Information: It has been the goal of the Librarian throughout the planning process for the new library to use as much of the office furniture, leisure seating, desks, and library shelving in the new library as possible without compromising the intent of the project or the safety of the public. With that in mind, we will put the best of what we currently have to use in a variety of places in the new library. The majority of the shelving in the current library, however, is not worth moving. New shelving that is installed correctly for safe use and access to materials is vital to this project.

Arizona Furnishings has provided shelving for several libraries in Yavapai County. I received verbal referrals from library directors and had worked personally with them at Prescott Valley Public Library. The company is on the State Contract and is the only one that followed through the required planning and revision process to come up with a quote even though we had no guarantees we could fund the project.

- January 7, 2015 Council voted unanimously to award the bid Community Library Project #14-108 to BWC Enterprises, Inc. dba Woodruff Construction up to the amount of \$4.1 million.
- Woodruff Construction agreed to the contract at \$ 3.8 million
- The contractual year started with the approval of the Nucor Steel Building plans and the issuance of a Notice to Proceed with library construction on June 9, 2015.
- Alternates totaling about \$212 thousand have not yet been awarded for the project (Solar \$68K, Demo \$73K, Landscape \$71K)
- A conservative 2.3% contingency, of roughly \$ 93,000 was built into the cost of the project.
- From the start of the billing in February to 11/30/2015 we have paid out \$1,313,736 with less than \$31,000 of that due to change orders.
- The amount spent on change orders equals less than 1% of the total project budget.

By keeping contingency costs below 2%, delaying the addition of the Solar System, and working with the Tree Advisory Committee to find creative ways to fund the landscaping, we can pay for the shelving package for the new library as outlined in the attached document.

Furniture, Fixtures and Equipment typically run 8-10% of the total cost of the project. At \$106K the library shelving costs 2.5% of the contracted amount. This is a conservative, yet quality bid on a part of the project that will last the life of the building.

Recommended Action (Motion): Approve the following:

Direct staff to contract with Arizona Furnishing for the shelving package for the new library as outlined in the attached quote of \$106,000 from Arizona Furnishings.

Instructions to the Clerk: None at this time

AF Arizona Furnishings

Date: 7-Dec-15

To: Kathy Hellman
Camp Verde Community Library
130 Black Bridge Road
Camp Verde, AZ 86322

Phone: 928-554-8380
E-Mail: kathy.hellman@campverde.az.gov

Project: New Library Furnishings
Contract: State Contract #ADSP013-040690

Sheri Dickey
Sales Representative
Library@Furnishaz.com
8601 W. Washington
Suite 300
Tolleson, AZ 85353
623-850-7000 Phone
602-484-7825 Fax
602-359-7637 Cell
ROC #275932

QTY	Manufacturer	Product#	Description	Unit Price	Total Price	Mfr LIST
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Adult Stacks Upstairs

(ST.4/4a Non-Fiction Single Face 78"h, 5-levels)

1	Estey	ED71102S	78"h SF Integral Back Shelves 10"/12" Starter	\$ 290.08	\$ 290.08	\$ 784.00
1	Estey	ED71102A	78"h SF Integral Back Shelves 10"/12" Adder	\$ 226.81	\$ 226.81	\$ 613.00
6	Estey	EDDUPT7836	78"h DF Uprights	\$ 64.75	\$ 388.50	\$ 175.00
5	Estey	DNB3678A	78" x 36" Solid Backs	\$ 83.62	\$ 418.10	\$ 226.00
10	Estey	DSTRUT36	Connecting Struts	\$ 20.72	\$ 207.20	\$ 56.00
30	Estey	DBLIB3610A	10" Integral Back Shelves	\$ 19.24	\$ 577.20	\$ 52.00
5	Estey	DBLIB3612A	12" Integral Back Shelves	\$ 22.20	\$ 111.00	\$ 60.00
5	Estey	DDS3612A	Divider Shelves 12"	\$ 36.26	\$ 181.30	\$ 98.00
30	Estey	DDS3610A	Divider Shelves 10"	\$ 35.52	\$ 1,065.60	\$ 96.00
1	Estey	DD71102S	78"h SF Divider Shelves 10"/12" Starter	\$ 381.47	\$ 381.47	\$ 1,031.00
4	Estey	DD71102A	78"h SF Divider Shelves 10"/12" Adder	\$ 318.20	\$ 1,272.80	\$ 860.00
42	Estey	BSN6	Steel Book Supports w/Cork Strip	\$ 2.18	\$ 91.56	\$ 5.90
7	Estey	DCTS3612	SF Canopy Top	\$ 42.55	\$ 297.85	\$ 115.00
5	Estey	DCTD3624	DF Canopy Tops	\$ 64.01	\$ 320.05	\$ 173.00
4	Brodart Contract	94T705MOD	Maple End Panel 78-1/2"h x 14-1/4"d x 1-1/4"	\$ 198.94	\$ 795.76	\$ 406.00
2	Brodart Contract	94T729MOD	Maple End Panel 78-1/2"h x 26-1/4"d x 1-1/4"	\$ 239.44	\$ 478.88	\$ 584.00

(ST.5 Non-Fiction Double Face 78"h, 5-levels)

6	Estey	DD72102S	78"h DF Divider Shelves 10"/12" Starter	\$ 535.39	\$ 3,212.34	\$ 1,447.00
18	Estey	DD72102A	78"h DF Divider Shelves 10"/12" Adder	\$ 468.79	\$ 8,438.22	\$ 1,267.00
18	Estey	DCTD3624	DF Canopy Top	\$ 64.01	\$ 1,152.18	\$ 173.00
12	Brodart Contract	94T729MOD	Maple End Panel 78-1/2"h x 26-1/4"d x 1-1/4"	\$ 239.44	\$ 2,873.28	\$ 584.00

(ST.5a Fiction Double Face 78"h, 6-levels)

6	Estey	ED72102S	78"h DF Integral Back Shelves 10"/12" Starter	\$ 396.64	\$ 2,379.84	\$ 1,072.00
36	Estey	ED72102A	78"h DF Integral Back Shelves 10"/12" Adder	\$ 334.48	\$ 12,041.28	\$ 904.00
42	Estey	DCTD3624	DF Canopy Top	\$ 64.01	\$ 2,688.42	\$ 173.00
432	Estey	BSN6	Steel Book Supports w/Cork Strip	\$ 2.18	\$ 941.76	\$ 5.90
12	Brodart Contract	94T729MOD	Maple End Panel 78-1/2"h x 26-1/4"d x 1-1/4"	\$ 239.44	\$ 2,873.28	\$ 584.00

Teen Stacks Upstairs

(ST.5 Teen Double Face 54"h, 4-levels)

12	Estey	EDDUPT5412	54"h DF Uprights 12"	\$ 58.46	\$	701.52	\$ 158.00
12	Estey	DSTRUT36	Connecting Struts	\$ 20.72	\$	248.64	\$ 56.00
36	Estey	DBLIB3610A	10" Integral Back Shelves	\$ 19.24	\$	692.64	\$ 52.00
12	Estey	DBLIB3612A	12" Integral Back Shelves	\$ 22.20	\$	266.40	\$ 60.00
48	Estey	BSN6	Steel Book Supports w/Cork Strip	\$ 2.18	\$	104.64	\$ 5.90
6	Estey	DCTD3624	DF Canopy Top	\$ 64.01	\$	384.06	\$ 173.00
6	Estey	DSCK-S	Casters Set of 4	\$ 72.89	\$	437.34	\$ 197.00
12	Lumicor		Acrylic End Panel 54-1/2" x 26-1/4" x 3/8" (Finished and pre-drilled)	\$ 283.50	\$	3,402.00	

(ST.4 Teen Single Face 66"h, 5-levels)

2	Estey	DD61102S	66" DF Divider Shelves 12"/10" Starter	\$ 335.59	\$	671.18	\$ 907.00
5	Estey	DD61102A	66" DF Divider Shelves 12"/10" Adder	\$ 277.87	\$	1,389.35	\$ 751.00
7	Estey	DCTS3612	SF Canopy Top	\$ 42.55	\$	297.85	\$ 115.00
4	Lumicor		Acrylic End Panel 66-1/2" x 14-1/2" x 3/8" (Finished and pre-drilled)	\$ 240.00	\$	960.00	

Children's Lower Level

(ST.1-2 Beginning Reader/Juv. Fiction 48"h, 3-levels)

9	Estey	EDDUPT4812	48"h DF Uprights 12"w	\$ 58.46	\$	526.14	\$ 158.00
5	Estey	EDDUPT481012	48"h Uprights 10"/12"w	\$ 58.46	\$	292.30	\$ 158.00
18	Estey	DDS3612A	Divider Shelves 12"	\$ 36.26	\$	652.68	\$ 98.00
36	Estey	DDS3610A	Divider Shelves 10"	\$ 35.52	\$	1,278.72	\$ 96.00
36	Estey	DSTRUT36	Connecting Struts	\$ 20.72	\$	745.92	\$ 56.00
54	Estey	DBLIB3610A	10" Integral Back Shelves	\$ 19.24	\$	1,038.96	\$ 52.00
54	Estey	BSN6	Steel Book Supports w/Cork Strip	\$ 2.18	\$	117.72	\$ 5.90
7	Estey	DCTD3624	Double Face Canopy Tops 24"	\$ 64.01	\$	448.07	\$ 173.00
4	Estey	DCTS3612	Single Face Canopy Tops 12"	\$ 37.00	\$	148.00	\$ 100.00
7	Estey	DCTD3620	Double Face Canopy Tops 20"	\$ 59.94	\$	419.58	\$ 162.00
4	Estey	DCTS3610	Single Face Canopy Tops 10"	\$ 35.15	\$	140.60	\$ 95.00
10	Lumicor		Acrylic End Panel 48-1/2"h x 26-1/4"w x 3/8" (Finished and pre-drilled)	\$ 245.00	\$	2,450.00	

(ST.3 Early Learning 48"h, 3-levels)

6	Estey	EDDUPT4810	48"h DF Uprights 10"w	\$ 58.46	\$	350.76	\$ 158.00
8	Estey	DSTRUT36	Connecting Struts	\$ 20.72	\$	165.76	\$ 56.00
24	Estey	DBLIB3610A	10" Integral Back Shelves	\$ 19.24	\$	461.76	\$ 52.00
4	Estey	DCTD3620	Double Face Canopy Tops 20"	\$ 59.94	\$	239.76	\$ 162.00
4	Lumicor		Acrylic End Panel 48-1/2"h x 26-1/4"w x 3/8" (Finished and pre-drilled)	\$ 245.00	\$	980.00	

(ST.2A Non-Fiction Single Face 60"h)

14	Estey	EDSUPT6012	60"h SF Upright 12"	\$ 55.87	\$	782.18	\$ 151.00
18	Estey	DSTRUT36	Connecting Struts	\$ 20.72	\$	372.96	\$ 56.00
36	Estey	DDS3612A	Divider Shelves 12"	\$ 36.26	\$	1,305.36	\$ 98.00
9	Estey	DCTS3612	Single Face Canopy Tops 12"	\$ 37.00	\$	333.00	\$ 100.00
5	Lumicor		Acrylic End Panel 60-1/2"h x 14-1/4"w x 3/8" (Finished and pre-drilled)	\$ 240.00	\$	1,200.00	

			(Media Lower Level, Music)				
2	Estey	DSS5436S	54" SF A-Frame Starter Module	\$	266.03	\$	532.06 \$ 719.00
2	Estey	DSS5436S	54" SF A-Frame Adder Module	\$	199.06	\$	398.12 \$ 538.00
16	Estey	BRS3611A	36" Browser Shelves w/dividers, rubber mat	\$	68.08	\$	1,089.28 \$ 184.00
4	Brodart Contract	94T726MOD	Maple End Panel 54"h x 14-1/4"d x 6" x 1-1/4"	\$	201.72	\$	806.88 \$ 492.00

			(Media Lower Level, DVD/Periodicals)				
12	Estey	EDDUPT6609	66"h DF Uprights 9"	\$	53.28	\$	639.36 \$ 144.00
6	Estey	EDDUPT6609/12	66"h DF Uprights 9/12"	\$	53.28	\$	319.68 \$ 144.00
30	Estey	DSTRUT36	Connecting Struts	\$	20.72	\$	621.60 \$ 56.00
5	Estey	DBLIB3612A	12" Integral Back Shelves	\$	22.20	\$	111.00 \$ 60.00
5	Estey	MTMR-36-2	Magazine/Brochure Display 2-Tier	\$	59.57	\$	297.85 \$ 161.00
5	Estey	MTMR-36-3	Magazine/Brochure Display 3-Tier	\$	72.89	\$	364.45 \$ 197.00
125	Estey	DVCS3609A	8" Divider Shelves	\$	29.60	\$	3,700.00 \$ 80.00
10	Estey	DCTD3618	Double Face Canopy Tops 20"	\$	59.94	\$	599.40 \$ 162.00
5	Estey	DCTS3609	Double Face Canopy Tops 9"	\$	35.15	\$	175.75 \$ 95.00
6	Brodart Contract	94T726MOD	Maple End Panel 66-1/2"h x 26-1/4"d x 1-1/4"	\$	215.66	\$	1,293.96 \$ 526.00

			(Mobile Displays)				
12	Estey	EDDUPT4836	48" Double Uprights	\$	58.46	\$	701.52 \$ 158.00
12	Estey	DSTRUT36	Connecting Struts	\$	20.72	\$	248.64 \$ 56.00
12	Estey	DBLIB3612A	12" Integral Back Shelves	\$	22.20	\$	266.40 \$ 60.00
36	Estey	DBLIB3610A	10" Integral Back Shelves	\$	19.24	\$	692.64 \$ 52.00
6	Estey	DSCK-S	Casters Set of 4	\$	72.89	\$	437.34 \$ 197.00
6	Brodart Contract	94T726MOD	Maple End Panel 48-1/2"h x 26-1/4"d x 1-1/4"	\$	201.72	\$	1,210.32 \$ 492.00

			(End of Range Computer Station)				
5	Brodart Contract	94T635-S00	End Of Range Computer Station 39-1/2"h x 24"w x 20"d	\$	658.00	\$	3,290.00

Sub-Total	\$85,506.86
Freight	\$ 4,700.00
Installation	\$ 8,000.00
Tax	\$ 7,524.60
TOTAL	\$105,731.46

***Due to the volatile fuel market, freight charges are best estimate at the time of quoting. The actual charges may vary.

Prices Good For 30 Days
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Agenda Item Submission Form – Section I

Meeting Date: December 16, 2015

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

Requesting Department: Economic Development

Staff Resource/Contact Person: Steve Ayers

Agenda Title (be exact): Discussion and possible approval of a Memorandum of Understanding between the Town of Camp Verde and Arizona State Parks to develop the 80 acre parcel jointly owned by Arizona State Parks and the Prescott National Forest located at the end of Homestead Parkway.

List Attached Documents:

- 1) Memorandum of Understanding No. 16-051

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Reviews Completed by:

- Department Head:
- Town Attorney Comments:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: None

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

Comments:

Background Information: Following the Town of Camp Verde's decision to fund road improvements to three parcels of land at the end of Homestead Parkway, jointly owned by Arizona State Parks and the Prescott National Forest, and comprising 80 acres total, it was suggested that the Town and ASP develop a Memorandum of Understanding. The MOU will serve as not only an expression of mutual cooperation, but to inform other state and federal agencies, along with possible funding sources, of our mutual intent to complete the work necessary to build the park.

Recommended Action (Motion): Move to approve Memorandum of Understanding Number 16-051, an MOU between the Town of camp Verde and Arizona State Parks, as written.

MEMORANDUM OF UNDERSTANDING

No. 16-051

Between

ARIZONA STATE PARKS

And

TOWN OF CAMP VERDE

WHEREAS, A.R.S. § 41-511.03 provides that the Arizona State Parks Board (interchangeably the "Parks" or the "Board") will select, acquire, preserve, establish and maintain areas of natural features, scenic beauty, historical and scientific interest, and zoos and botanical gardens, for the education, pleasure, recreation, and health of the people, and for such other purposes as may be prescribed by law;

WHEREAS, A.R.S. § 41-511.04 requires the Board to manage, develop and operate state parks; enter into agreements with local governmental units for the development and protection of state parks; and plan and administer a statewide parks and recreation program;

WHEREAS, A.R.S. § 41-511.05 vests the Board with the authority to make such contracts, leases and agreements and incur such obligations as are reasonably necessary or desirable within the general scope of its activities and operations to enable it to perform adequately its duties; make reasonable rules for the protection of state parks; and delegate to the director or director's designee any of its powers and duties, as prescribed by law;

WHEREAS, A.R.S. § 41-511.05 allows the Board to delegate powers to "the director, deputy director, or director's designee"; and

WHEREAS, A.R.S. § 9-494 authorizes the Town of Camp Verde ("Town") to establish and maintain public parks;

THEREFORE, it is agreed that the Parks and the Town will work together to encourage and provide greater public access to the Verde River Greenway (the "Greenway") under the terms of this Memorandum of Understanding ("MOU"). Together, the Town and the Parks are known as "the Parties."

I. PURPOSE OF MOU

This MOU is an expression of mutual cooperation among the Parties in an effort to create a trailhead and trail(s) potentially spanning the parcels described below, which are along the Greenway:

Two parcels of approximately twenty (20) acres each, located downstream from the Interstate 17 bridge on the west bank of the Verde River and identified by the Yavapai County Assessor's Office as parcels 800-23-001C and 800-25-001D, along with the intervening parcel identified by the Yavapai County Assessor's Office as parcel 800-01-030N and managed by Prescott National Forest.

The Parks and the Town will support efforts by the Town toward creating an all-weather access road to the three parcels and a trailhead, but at this time no funds are committed. However, the Town has committed to fund and construct the entry roadway by 2018. The Parks and the Town may also work collaboratively on related river access facilities, as the Parties deem appropriate. The Parks and the Town will work together to assist in prioritizing the project in Prescott National Forest's planning because the Parties agree that it is critical to develop this project in coordination with the agency and to do so with a minimal delay.

This MOU advances the Parks' desire to provide public access and trails connecting the two Parks parcels, along with the intervening Prescott National Forest parcel. This MOU also advances the Town's desire to create an all-weather access road, establish a trailhead, and create additional public river access points and community trails. This desire was expressed in the Town of Camp Verde's General Plan, which was ratified by the voters in March 2005.

II. BACKGROUND

The Greenway was established in 1986 to preserve the Verde River and its resources. The original Greenway corridor included the reach of the Verde River from the Tuzigoot Bridge in Clarkdale to the Bridgeport/State Route 89A bridge in Cottonwood. In May 2005, the Board voted to expand the Greenway to include the stretch of Verde River from the Bridgeport/State Route 260 Bridge to Beasley Flat, downstream from Camp Verde. Currently, the Greenway includes more than eight hundred (800) acres that are managed by the Parks.

The importance of the River's resources has been recognized for years. It is one of the Southwest desert's few free flowing rivers, sustaining a large wildlife population and lush riparian community. In 1983, in a prelude to the creation of the Greenway, the Statewide Comprehensive Outdoor Recreation Plan identified the need for easy and safe access to existing rivers and stream, along with open space in rural communities. The Plan also identified the need to preserve land in its natural state for environmental education, interpretation, wildlife viewing, hiking, horseback riding, walking, and other passive recreational pursuits.

III. TERM OF MOU, TERMINATION, AND AMENDMENTS

The term of the MOU will commence upon signature by authorized agents of the Parks and the Town, and will remain in effect until January 1, 2018, unless otherwise terminated, canceled, or extended by the Parties as provided herein.

Either Party may terminate this MOU at any earlier time by providing written notice to the other Party at least thirty (30) days prior to the termination date. This MOU is subject to cancellation pursuant to A.R.S. § 38-511, the provisions of which are incorporated herein.

Amendments to this MOU will be made in writing and signed by authorized agents of the Parties.

This MOU may be extended for unlimited terms of one (1) year upon written agreement by the Parties.

IV. DESCRIPTION OF RESPONSIBILITIES

The Parties will communicate, coordinate, and support the Park's and the Town's work toward accomplishing the following: (1) creating an all-weather access road to the three parcels, a

trailhead, and a loop trail; (2) working to encourage Prescott National Forest to prioritize this work in the course of its planning efforts; and (3) engaging in activities to support additional trail and river access, as deemed necessary and appropriate by both Parties. This section does not require the appropriation of funds, which appropriation is subject to the sole and absolute discretion of each party.

V. FUNDS

This MOU is not a commitment to fund any improvements, repairs, maintenance, cleanups, regulatory requirements, permits, assessments, or other expenses related to the project.

The Parks and the Town may work cooperatively to develop or secure the funding needed to accomplish an approved list of projects, as deemed appropriate by the Parties.

If funds are not allocated and available for the continuance of this MOU, this MOU may be terminated by either party at the end of the period for which funds are available. No liability will accrue to either party in the event this provision is exercised, and neither party shall be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

VI. APPLICABLE LAW

This MOU is governed by the laws of the State of Arizona.

VII. CONFLICT OF INTEREST

In accordance with A.R.S. § 38-511, the Parks may, within three years after execution, cancel the MOU without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting or creating the MOU on behalf of the Parks, at any time while the MOU is in effect, becomes an employee or agent of any other Party to the MOU in any capacity, or becomes a consultant to any other Party to the MOU, with respect to the matter of the MOU.

VIII. NON-DISCRIMINATION

The Parties to this MOU will comply with State Executive Order No. 2009-09 and all other applicable Federal and State laws, rules, and regulations, including the Americans with Disabilities Act.

IX. E-VERIFY

In accordance with A.R.S. § 41-4401, the County warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance with A.R.S. § 23-214 (A).

X. ARBITRATION

In accordance with A.R.S. § 12-1518, the Parties agree to resolve all disputes arising out of or relating to this MOU through arbitration after exhausting applicable administrative review, except as may be required by other applicable statutes. Venue will be in Maricopa County, Arizona.

XI. INDEMNIFICATION

To the extent permitted by law, each Party (as "Indemnitor") agrees to indemnify, defend, and hold harmless the other Party (as "Indemnitees") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney fees) (hereinafter collectively referred to as "Claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such Claims are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers. The State of Arizona (Arizona State Parks) is self-insured per A.R.S. § 41-621. The Town is insured per A.R.S. § 11-952.01.

XII. NOTICES

The Town will address all notices related to this MOU to:

Executive Director Sue Black
Arizona State Parks
1300 West Washington Street
Phoenix, Arizona 85007

The Parks will address all notices relative to this MOU to:

Town of Camp Verde

Parks Signature
Executive Director Sue Black

Date

Town of Camp Verde Signature
Name and title

Date


Agenda Item Submission Form – Section I
Meeting Date: December 16, 2015

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

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Marshal Nancy Gardner

Agenda Title (be exact): The Marshal's Office is requesting to utilize IMPACT fees to purchase dispatch consoles, the radio equipment and computerized radio software for dispatching. This will also include two upgraded phone lines in dispatch which is EOC (Emergency Operations Center) and major incident preparation for overflow incoming calls.

List Attached Documents: Power point handout

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 10 minutes

Reviews Completed by:

Department Head: Nancy Gardner Town Attorney Comments: Risk Management

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:
Fiscal Impact: Impact Fees -Already budgeted for.

Budget Code: 16-699-20-800000 **Amount Remaining:** \$59,500.00

Comments: The CVMO Impact fees were collected for new vehicles and general remodeling/upgrades to and in the Marshal's Office building. All current Impact Fee monies must be spent by 1/1/2020.

Background Information: The Camp Verde Marshal's Office has been presented with an opportunity from "Guardian Air" to replace the current dispatch consoles and dispatching program for \$40,000.00 (which includes installation). The equipment is "used" however, will meet the needs of CVMO for a minimum of 5 years. It would replace the current outdated furniture (which was built by Department of Correction 8 years ago) and will offer a better manner in which we dispatch. The current (spare) two phone lines in dispatch will be upgraded to comply with State 911 next generation upgrade and is a mandated upgrade (the cost is \$4,800.00). Total cost requested is \$44,800.00

Recommended Action (Motion): Approve the use of the Marshal's Office Impact fees to improve the overall function of Dispatch.


Instructions to the Clerk: File with Clerk-copy Marshal's Office and Finance

DISPATCH CONSOLES

Camp Verde Marshal's Office has the opportunity to purchase two ergonomic dispatch consoles, to include police radio equipment and computer software for dispatching. This is not a budgeted item, Guardian Air of Flagstaff is moving into a new building and acquiring all new equipment, and offering their current equipment for purchase to CVMO.

- ▶ Camp Verde Dispatch has opportunity to purchase ergonomically correct dispatch equipment that was built for long hours in dispatch allowing the dispatcher to either sit or stand comfortably, where currently they must sit at a work desk that does not allow for standing and stretching their legs and back while dispatching.
- ▶ Due to the fact that we dispatch for four police agencies it is necessary to have the proper tools to do the job.
- ▶ This is what we currently have in dispatch.





More pictures of our current system, notice it is a fixed/stationary system prohibiting the dispatchers from the ability to move around during 10 to 12 hour long shifts.











There are five critical performance factors which should be considered when evaluating the ergonomics of a workstation:

- ✓ Knee clearance
- ✓ Viewing angles
- ✓ Reach zones
- ✓ Focal depth
- ✓ Keyboard surface height

Providing these five factors can lead to increased productivity, reduced turnover, better employee satisfaction, reduced absenteeism and reduction in workers compensation claims due to musculoskeletal injuries.

Dispatchers can get muscle fatigue from maintaining the same position for too long. Frequently changing positions promotes blood flow to the large muscle groups, which keeps your metabolism humming along and your brain synapses firing. The key to better ergonomics and health is movement throughout the day: a combination of sitting and standing.

Our current consoles are everyday desk furniture, not ergonomic for 10 hour shifts. They are also almost 10 years old, and not made of durable material. They are falling apart.



Currently CVMO dispatch uses a "desktop" radio console for communication with the officers in the field. With this they can must use either the buttons on the radio, the foot pedal or the remote headset device to talk to officers. With the new MCC 5500 the "radio console" would be computer software with the radio channels on a computer monitor. When the dispatcher keys up to talk to an officer, the phone would be automatically muted for less interference and confusion when talking to the officer.



Features

- Multi-line based console**
The current system is a single line console. The new MCC 5500 will be a multi-line console. This will allow the dispatcher to handle multiple calls at the same time.
- Integrated TDD system**
The current system does not have a TDD system. The new MCC 5500 will have a TDD system. This will allow the dispatcher to communicate with hearing impaired officers.
- Integrated push to talk**
The current system does not have a push to talk system. The new MCC 5500 will have a push to talk system. This will allow the dispatcher to talk to officers without having to use a foot pedal or remote headset device.
- Enhanced monitoring**
The current system does not have enhanced monitoring. The new MCC 5500 will have enhanced monitoring. This will allow the dispatcher to monitor multiple calls at the same time.
- Multiple System Support**
The current system does not have multiple system support. The new MCC 5500 will have multiple system support. This will allow the dispatcher to handle multiple systems at the same time.



With the current system the dispatcher has to have a headset and use the phone handset to talk to the officer and incoming callers separately. The dispatcher either has to hold the phone or tuck it into their shoulder causing neck discomfort. Also the caller can hear what you are saying to the officers. With the new system the dispatcher would be able to answer both the radio and the phones through their headset.

<u>COST TO PURCHASE NEW EQUIPMENT</u>	<u>COST TO PURCHASE USED EQUIPMENT</u>
<ul style="list-style-type: none">◆ New Gen 911 dispatch consoles<ul style="list-style-type: none">● \$25,000 for two◆ New dispatch radios and software<ul style="list-style-type: none">● \$120,000, complete radio system◆ Installation of equipment<ul style="list-style-type: none">● \$19,000● TOTAL COST = \$163,000	<ul style="list-style-type: none">◆ Used ergonomic dispatch consoles that will also include complete radio system and computer software<ul style="list-style-type: none">● \$30,000◆ Train and Install of equipment<ul style="list-style-type: none">● \$10,000● TOTAL COST = \$40,000

TOTAL SAVINGS OF \$123,000

Two New 911 phone line upgrade to prepare for Next Gen 911 \$4,800 to include installation
