

**Council Meeting
May 21, 2008**

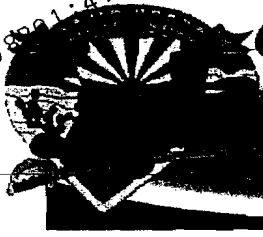
ADDITIONAL INFORMATION

ITEM #8

ITEM #10

ITEM #14

05-20-08 01:49 RCVD



Camp Verde, Arizona

LETTER OF INTEREST

Name: <u>MARK T. WARE</u>		Date: <u>5-20-2008</u>	
Home Address: <u>2528 W. ARTURO CIRCLE CAMP VERDE AZ 86322</u>			
Mailing Address, if different:			
Email Address: <u>MELLOWAVE @ EARTHLINK.NET</u>			
Home Telephone: <u>928-567-4100</u>		Work Telephone:	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: <u>6 YRS</u>		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name and address of business (if applicable):			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please list names of board/commission and dates served:			
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. <u>Non profit funding Com</u>		3.	
2.		4.	
Education and Community Service			
Schools Attended:		Degree:	Year:
<u>MNI. SCHOOL OF BUSINESS</u>		<u>ASSOCIATES</u>	<u>1993</u>
Civic Activities-Service Organizations		Office Held:	Year Began: Year Ended:
<u>AMERICAN LEGION POST 93</u>		<u>FINANCE OFFICER</u>	<u>2006 2006</u>
Please state why you would like to be appointed to a Town Board, Commission, or Committee:			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a)			
(b)			
(c)			

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

Mail or deliver your completed application to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Applicant's Signature: *Mark T. Wane* Date: *5-20-2008*

	Date:
Date Contacted & Invited to Appear before Council:	
Staff Contacting Individual	
Date Appointed by Council	
Board or Commission appointed to:	



U.S. 8

05-20-08A11:08 RCVD

Name: Robin Whatley		Date: May 16, 2008	
Home Address: 223 Blackbridge Rd. Camp Verde, AZ 86322			
Mailing Address, if different:			
Email Address: rcwhatley@msn.com			
Home Telephone: 567-3101		Work Telephone: 634-2144	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: _____		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name and address of business (if applicable): _____			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: 6th grade teacher at American Heritage Academy			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served:			
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. Non-Profit Funding Committee		3.	
2.		4.	
Education and Community Service			
Schools Attended:		Degree:	Year:
Yavapai College		AA	1996
Prescott College		BA	1998
Civic Activities-Service Organizations		Office Held:	Year Begun: Year Ended:
Parks and Rec Commission			2007 --
Citizen's Committee for CV Library			2008 --
Please state why you would like to be appointed to a Town Board, Commission, or Committee: This is another way to serve my community.			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a) The committee will do the 'leg' work and advise the council.			
(b) We will advise the council on the best use of the citizen's money.			
(c) I will be at meetings on time, read material ahead of time and work to build a consensus.			

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee: _____

I have demonstrated a willingness to be involved in what is going on in CV, and take on
_____ the responsibility to get things accomplished. I attend council meetings regularly and have
_____ witnessed on many occasions the requests on non-profits for funding by the town. I am willing
_____ to do my small part in helping the council to make these decisions.

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

Mail or deliver your completed application to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Applicant's Signature: Robin Whatley Date: 05/16/08

	Date:
Date Contacted & Invited to Appear before Council:	
Staff Contacting Individual	
Date Appointed by Council	
Board or Commission appointed to:	

**CHAPTER 9
OPEN SPACE & RECREATION**

FORECASTED NEED

Camp Verde Recreation Inventory and Evaluation*

<u>Activity</u>	<u>Goal/population**</u>	<u>Standard</u>	<u>Inventory</u>	<u>(Deficiency) or Surplus</u>
Amphitheater	1/ 25,000	0	0	0
Basketball – outdoor	1/ 2,500	4	4	0
Basketball – indoor	1/ 10,000	1	1	0
Baseball –	1/ 5,000	2	1	(1)
- lighted	1/ 10,000	1	0	(1)
Softball –lighted	1/ 2,500	4	1	(3)
Practice fields	1/ 5,000	2	2	0
BMX	1/ 25,000	0	0	0
Equestrian Arena	1/Community	1	1 (private)	0
Football	1/ 3,000	3	1	(2)
Hiking/walking/biking trails***	1/ 2,500	4	205.9	201.9
Horseback Riding***	1/ 1,000	10	205.9	195.9
Multi-use recreation facility	1/ 10,000	1	1	0
Picnicking – tables	1/ 500	20	21	1
- shelters	1/ 2,000	5	5	0
Playground	1/ 2,500	5	3	(2)
River access points (designated)	1/ 2,000	5	3	(2)
Skateboard park	1/ 25,000	0	1	1
Soccer	1/ 3,000	8	3	(5)
Swimming	1/ 25,000	1	1	0
Tennis	1/ 5,000	2	1	(1)
¼ mile track	1/ 7,500	1	1	0
Volleyball	1/ 5,000	2	2	0

**During the Council's Public Hearing to Adopt the 2003 General Plan, racquetball courts were cited, as a community need.*

***Goal/Population determined by the Camp Verde Parks & Recreation Commission and based on an estimated 2002 population of 10,000.*

****Approximately 17 miles, located within the Town's boundaries, that do not include historic trails or non-dedicated trails on paved roads unless there is a marked area specifically for non-motorized use.*

A. GOAL: DEVELOP RIVERSIDE PARKS AND TRAILS TO PROVIDE ACCESS TO THE Verde River AND OTHER NATURAL WATERCOURSES.

Implementation Strategy:

- A. 1. Develop and implement a system of access and recreational trails associated with the Verde River and other natural watercourses and historic ditches.
- A. 2. Work with the Game and Fish Department, U.S. Fish and Wildlife, and other private organizations to obtain voluntary conservation easements and development rights from landowners to secure access, protect sensitive areas from further development and to provide trail corridors.

CHAPTER 9
OPEN SPACE & RECREATION

- *A. 3 Purchase from willing sellers, high priority lands needed for riverside parks and trails.
- A. 4. Coordinate with Game and Fish Department, U.S. Fish and Wildlife Service, and other appropriate agencies or organizations to evaluate and maintain habitat for endangered species.
- B. GOAL: **WORK COOPERATIVELY WITH THE LOCAL SCHOOL SYSTEM, U.S. FISH AND WILDLIFE, GAME AND FISH DEPARTMENT, AND PRIVATE ORGANIZATIONS TO DEVELOP AND CONDUCT EDUCATIONAL PROGRAMS THAT EXPLAIN THE VALUE OF RIPARIAN AREAS.**

Implementation Strategy:

- B. 1. The Town Parks and Recreation staff will work with schools, U.S. Fish and Wildlife Service, Game and Fish Department, and other organizations to develop and carry out educational programs that enhance public understanding of open space values and build support for open space preservation.
- B. 2. The Town will work with the U.S. Fish and Wildlife Service, Game and Fish Department, and other organizations to promote use of riparian areas for birding festivals and other similar recreational and educational events.
- C. GOAL: **WORK COOPERATIVELY WITH OTHER VERDE VALLEY COMMUNITIES, U.S. FISH AND WILDLIFE, GAME AND FISH DEPARTMENT AND OTHER ORGANIZATIONS TO PREPARE AND IMPLEMENT A COMPREHENSIVE REGIONAL OPEN SPACE PLAN THAT PROTECTS CRITICAL OPEN SPACE IN CAMP VERDE.**

Implementation Strategy:

- C.1. The town will work cooperatively with other jurisdictions, entities and private citizens in striving to have a regional open space plan and map indicating areas for desired preservation space completed by 2007.
- C. 2. Work with governmental agencies, private groups and non-profits to encourage the acquisition of Desired Preservation Space through voluntary sale or donation of properties or easements.
- C. 3. The Town will work with the U.S. Fish and Wildlife Service and Game and Fish Department to assure that sensitive endangered species are afforded necessary protections.
- C. 4. The Town will work with the U.S. Forest Service to assure that National Forest lands crucial to preserve important view sheds, maintain sensitive natural areas, historic areas, and wildlife corridors are identified and protected.
- C. 5. Town to work with neighboring legislative bodies to preserve property between entities by utilizing conservation easements, acquisition of development rights, grants and other funding sources.

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- D. GOAL: INSTITUTE A COMPREHENSIVE OPEN SPACE PLAN THAT DESIGNATES AREAS FOR PERMANENT RETENTION AS DESIRED PRESERVATION SPACE.**

Implementation Strategy:

- D. 1. Prepare and implement a riparian overlay zone.
- D. 2. Establish community standards that ensure voluntary preservation of the natural environment and open space character of the Town.
- D. 3. Require developers to provide an open space plan.
- D. 4. Require new development to provide a buffer between residential property and the new development – be it commercial, industrial or higher density residential.
- * D. 5. Designate a corridor system of recreation, trails and educational features related to historical uses and people.
- D. 6. Work with the Forest Service to develop agreements to cooperatively designate selected NF Land in and around the Town as desired preservation space.

- E. GOAL: IDENTIFY AREAS THAT ARE SUBJECT TO NATURAL HAZARDS AND ESTABLISH ZONING TO PREVENT INCOMPATIBLE DEVELOPMENT AND TO PROVIDE FOR PUBLIC SAFETY.**

Implementation Strategy:

- E. 1. Designate as open space/recreational areas natural wash areas that are subject to seasonal flooding.
 - E. 2. Locate and identify flood plain, landslide areas, and steep slopes.
 - E. 3. Establish guidelines for development near natural washes and flood plains.
 - E. 4. Limit the use of public funds to restore properties that are damaged within the hazardous areas.
 - E. 5. Encourage the relocation/removal of residences in areas that are prone to flooding in flood plains and washes.
 - E. 6. Acquire, through voluntary efforts, conservation easements and development rights, to property in areas prone to flooding to provide natural riparian habitat.
 - E. 7. Develop and implement slope, ridge, natural drainage, and vegetation and wildlife corridor protection guidelines.
- F. GOAL: PROTECT EXISTING “WILD LAND” CHARACTER OF NATIONAL FOREST AND STATE TRUST LANDS.**

Implementation Strategy:

- F. 1. Maintain existing zoning of one dwelling per two-acres for NF Land and State Trust Land within the Town's boundaries.
- F. 2. Require land survey and marked boundaries for private development along Forest Service and State Trust boundaries prior to construction.
- F. 3. Maintain open space buffers on private lands between NF Lands and private development to prevent encroachments and conflicts with public lands.
- F. 4. Negotiate Inter-Governmental Agreements with U.S. Forest Service and State Land Department to help administer National Forest and State Trust land within Town's boundaries, including delegation of enforcement authority to local police.

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F. 5. Develop partnerships and coordinate with volunteer organizations and other groups that would assist in management activities and preservation of NF lands.

G. GOAL: PROVIDE FUNCTIONAL OPEN SPACE AND RECREATIONAL AREAS WITHIN THE COMMUNITY FOR ALL RESIDENTS OF THE TOWN, SECURING PERMANENT INTERCONNECTED OPEN SPACE SYSTEM TO PROVIDE VISUAL AND FUNCTIONAL LINKS BETWEEN PARKS, SCHOOLS AND NEIGHBORHOODS.

Implementation Strategy:

- * G. 1. Formulate and update a Town Trails plan on a regular basis.
- * G. 2. Develop and implement requirements for new development to dedicate trails and trail heads within its property and along its borders.
- * G. 3. Continue documenting existing trails and assure their public accessibility.
- * G. 4. Provide for rights-of-way within easements designated for hiking, walking, bicycling, jogging, equestrian or other non-motorized forms of transportation to assure adequate opportunities for active and passive recreation for residents of all ages.
- * G. 5. Enhance existing street frontages and rights-of-way for multi-use corridors.
- G. 6. Promote design considerations in open space areas that include low maintenance, natural design, low-water consumption, public safety, drainage management and multi-use.
- G. 7. Provide the maximum level of access consistent with the ADA and state laws.
- * G. 8. Develop an equitable means for all developers to participate in the provision of open space and recreational needs of the community, ensuring the integration of existing and proposed trail-way systems and parks into all development.
- G. 9. Town and National Forest to financially coordinate trail mapping, building and trail relocating projects

H. GOAL: ACCOMMODATE A BROAD RANGE OF RECREATIONAL ACTIVITIES ACCESSIBLE TO ALL NEIGHBORHOODS.

Implementation Strategy:

- H. 1. Develop community parks of three acres or more that are combined with other jurisdictions and/or organizations to minimize the cost of maintenance through joint use, accessible to all neighborhoods.
- H. 2. Promote the preservation of land for parks and recreational uses along the Verde River and along other natural watercourses and in close proximity to existing neighborhoods, by utilizing voluntary conservation easements, acquisition of development rights, grants and other funding sources.
- H. 3. Coordinate with the U.S. Fish and Wildlife Service and the Game and Fish Department to develop/improve sport fishing of the Verde River.
- H. 4. Continue to cooperate with the Forest Service to gain additional improved access to the Verde River, Beaver Creek, and West Clear Creek for recreational activities.

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- H. 5. Establish guidelines to require new development to include mini-parks providing active and passive recreational opportunities such as barbecues, ramadas, picnic tables, children's playgrounds, horseshoes, volleyball areas, etc. in medium to high-density residential zones and encourage property owners associations to maintain existing or create new neighborhood/pocket parks.
 - H. 6. Coordinate efforts with surrounding agencies to encourage development of large joint-use regional parks. Regional parks shall support, protect and enhance a comprehensive multi-use trail system, including equestrian, walking paths and other types of trails required to meet the needs of the community, while providing access to historic/proposed trail ways.
 - H. 7. All parks and facilities will be designed, constructed and maintained in a safe, economical, aesthetic and functional manner.
 - H. 8. Work closely with appropriate agencies and other organizations to protect, enhance and provide access to historic and proposed trail ways.
 - H. 9. Annually review and update the parks and recreation 5-year master plan.
 - H. 10. Dedicate a portion of the sales tax revenue to open space acquisition/preservation.
 - H. 11. Coordinate with Arizona State Parks for funding opportunities and other partnership opportunities.
- I. **GOAL: PROVIDE WILDLIFE CORRIDORS TO ALLOW FOR THEIR NATURAL MIGRATION AND FEEDING PRACTICES THAT WILL HELP MAINTAIN HEALTHY AND DIVERSIFIED SPECIES.**

Implementation Strategy:

- I. 1. Designate as natural open space, areas identified by governmental agencies and environmental organizations for habitat preservation.
 - I. 2. Develop policies to prevent the enclosure of natural environment within town boundaries to maintain wildlife migration patterns.
- J. **GOAL: DESIGNATE HISTORIC ROUTES WITHIN THE TOWN'S BOUNDARIES.**

Implementation Strategy:

- * J. 1. Utilize the Trails Committee's work on designating historic routes.
 - * J. 2. Work with property owners to maintain trails/routes.
- K. **GOAL: ADD AGRICULTURAL USE PROPERTY TO THE TOWN'S OPEN SPACE INVENTORY.**

Implementation Strategy:

- K. 1. Offer incentives to developers or property owners, who designate a portion of their property for agricultural use.
- K. 2. Encourage agricultural landowners to participate in federal and state programs that are designed to protect the land as open space.

Item #14

Town of Camp Verde VOUCHER SYSTEM –

2007/2008

RULES AND RESPONSIBILITIES

ELIGIBILITY:

1. To apply for vouchers:
 - Complete, sign and return the Voucher Transit System Application to the NACOG Cottonwood office for an eligibility determination. Eligibility may be re-evaluated quarterly.
 - Provide identification, proof of residence and proof of income at initial eligibility and quarterly reviews.
2. To be eligible the applicant must be a resident of Camp Verde, unable to drive or not have a working vehicle, and be in one of the following groups:
 - 55 years old or older, or
 - Disabled and receiving disability payments, or
 - Living in a household with income less than 150% of the federal poverty guidelines
 - A youth between the ages of 16-21 (If less than age 18, must have a permission slip signed-by parent/guardian)
3. All clients must report any changes in income or change of address as soon as possible.
4. Each applicant and vendors of services receive a copy of the Voucher System Rules and Responsibilities (this form).

VOUCHERS/REQUESTS:

1. Clients must call between the 20th and the 25th to request vouchers for the upcoming month. The phone number is 649-6867. Only emergency requests will be considered outside of this time.
2. Vouchers are issued on a "first come, first served" basis. Vouchers not picked up by the 15th of each month will be forfeited and rolled back in for redistribution.
3. The dollar amount of vouchers given to each client depends upon available funding.
4. It is the client's responsibility to budget their vouchers to meet their needs as much as possible. The voucher program is intended to help cover travel costs.
5. Voucher Coupons are color coded and dated according to the city that provides the funding.
6. Vouchers have expiration dates. They must be used prior to the end of the month to be payable.
7. Anyone who uses vouchers fraudulently will be required to repay any questioned amount to NACOG on demand, and may be denied future voucher coupons.

OBTAINING RIDE-DRIVER/VENDOR INFORMATION:

1. Clients must call the vendor to schedule rides and tell them they use NACOG vouchers.
2. Clients pay a \$2.00 co-payment (in cash) to driver for each way unless they are riding the City Bus. See reverse side of this page for costs.
3. Clients will be given a cost schedule for the vendors so they can determine the best use of the voucher coupons.
4. Vendor companies (cab & van) have the right to refuse transportation services.
5. NACOG will not make payment on altered vouchers.
6. Vendors will submit the accumulated voucher coupons & invoice to the NACOG Prescott Office for payment by the 10th of each month.
7. All shopping needs must be in Camp Verde only.
8. Medical, Counseling, Work, Job Search, Social Service appointments to Cottonwood OK.
9. Medical appointments only to Sedona.

Town of Camp Verde VOUCHER SYSTEM – 2007/2008
Cost Schedule / All Rides Require A Pick Up Fee

ALL RIDES REQUIRE A \$2 CO-PAY (CASH) + VOUCHERS

CAMP VERDE VENDORS & PHONE #'S...

Red Rock Taxi 928-634-7777

CJ's Need-A-Lift 928-646-0625

AGENDA



**REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, MAY 21, 2008
at 6:30 P.M.**

1. **Call to Order**

As a reminder, if you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time.

2. **Roll Call**

3. **Pledge of Allegiance** – *(Please remove your hat.)*

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) May 7, 2008 – Regular Session
- 2) May 7, 2008 – Special Session
- 3) May 7, 2008 – Executive Session (taped)

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

- 1) Budget Work Session – May 22, 2008 at 4:00 p.m.
- 2) Budget Work Session – May 27, 2008 at 5:00 p.m.
- 3) Council Hears Planning & Zoning – May 28, 2008 at 6:30 p.m.
- 4) Budget Work Session – May 29, 2008 at 5:00 p.m.
- 5) Regular Session – June 4, 2008 at 6:30 p.m.
- 6) Regular Session – June 18, 2008 at 6:30 p.m.
- 7) Council Hears Planning & Zoning – June 25, 2008 at 6:30 p.m.

c) **Possible approval of FY 2007-2008 Budget adjustments to reallocate funding appropriations to include transferring the budget amount and all related expenditures for Organizational Donations from the Capital Improvements Fund to the Non-Departmental accounts in the General Fund and transfer the 2007-2008 fiscal year budgeted amount and all the related expenditures for the Public Works Office Remodel from the Streets/HURF Fund to the Capital Improvements Fund.**

d) **Possible approval of FY 2007-2008 Park & Recreation Summer Program Funding Allocation in the amount of \$6,000 from monies received from the Yavapai-Apache Nation designated for the Parks & Recreation Youth Programs to be used to purchase supplies for the 2008 Summer Program.**

5. **Call to the Public for Items not on the Agenda.**

6. **Council Informational Reports** Individual members of the Council may provide brief summaries of current events and activities. These summaries are strictly for informing the 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.

- **Councilor Garrison's Liaison Report regarding Camp Verde Sanitary District (District) meetings and possible discussion and/or determination of requests for placement on the District's standard agenda item for Council Updates/Reports.** Note: Requests may be identified, but no discussion of the item will occur at this time.

7. **Clarification as to whether Council as a whole agreed at the May 7th Regular Session to simplify the Non-Profit Funding Program Policies and Procedures that were adopted by Council on February 6, 2008, followed by discussion, consideration, and direction to staff as to what changes Council would like to make to the Non-Profit Funding Program Policies & Procedures.** Staff Resource: Debbie Barber

Mayor Gioia requested item #8

8. **Discussion, consideration, and possible appointment to the Committee for Non-Profit Funding. This Committee will consist of 3 to 5 people, consisting of at least one council member and one staff member, to evaluate the applications and to make a recommendation to the Town Council.**
9. **Discussion, consideration and possible direction to staff regarding a three-year agreement with Dr. Betty Chester and Dowling Campbell for Joint Use of Athletic Facilities and Recreational Easement of Sunnyside Park with the stipulations requested by Betty Chester. Staff Resource: Lynda Moore**
10. **Presentation by Parry Haddon, Trails & Pathways Commission Chairman, followed by discussion on the mandate of the Trails & Pathways Commission and the issues and ramification of motorized use of trails.**
11. **Presentation and discussion of the April 2008 Financial Update Report. Staff Resource : Lisa Elliott**
12. **Discussion, consideration and possible direction to staff to prepare a Request for Proposal (RFP) or Request for Qualifications (RFQ) to hire a consultant to prepare a Master Plan for the 118 acre Community Park Site located off McCracken Road. Staff Resource: Lynda Moore**
13. **Discussion, consideration and possible approval to discontinue use of alcohol for all facility rentals, allow alcohol sales at two Town sponsored events which would include the Pecan, Wine & Antique Festival and Fort Verde Days, and to require that all non-sponsored special events come before Council for alcohol sales on a case by case basis. Staff Resource: Lynda Moore**
14. **Discussion, consideration, and possible direction to staff relative to the remaining balance of approximately \$11,000 in the LTAF II account that currently funds the Voucher Transit System. Discussion and/or direction may include alternate projects such as the Verde Valley Veteran's Van. This is a budgeted item. Staff Resource: Debbie Barber**

Councilor German requested Item #15:

15. **Discussion, consideration, and possible approval of Resolution 2008-745, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, Superseding Resolution 2000-447 and establishing meeting policies and procedures for Council and all Commissions. Staff Resource: Councilor German and Debbie Barber**
16. **Call to the Public for Items not on the Agenda.**

There will be no Public Input on the following items:

17. **Advanced Approvals of Town Expenditures
There are no advanced approvals.**
18. **Manager/Staff Report**
19. **Adjournment**

Posted by: W Jones

Date/Time: 5-16-08 10:00 a.m.

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

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

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, MAY 7, 2008
6:30 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Council motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion.

1. **Call to Order**

The meeting was called to order at 6:30 p.m.

2. **Roll Call**

Mayor Gioia, Vice Mayor Hauser, Councilors Smith, Garrison, Kovacovich, German and Elmer were present.

Also Present: Town Manager Mike Scannell, Town Engineer Ron Long, Parks & Recreation Director Lynda Moore, Housing Director Matt Morris, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Smith.

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) April 23, 2008 Council Hears Planning & Zoning
- 2) April 16, 2008 – Regular Session

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

- 1) May 21, 2008 – Regular Session at 6:30 p.m.
- 2) May 28, 2008 – Council Hears Planning & Zoning at 6:30 p.m.

c) **Possible approval of Resolution 2008-746, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, pertaining to certain exemptions for motor vehicles used by the Marshal's Office** *Staff Resource: Dave Smith*

d) **Possible approval to confirm Judge Rodger E. Overhosler as Juvenile Hearing Officer without additional compensation as per ARS §8-323A and Administrative Order No. 2008-15.** *Staff Resource: Judge Rodger Overhosler*

e) **Possible approval of the Client Contract with Arizona Engineering Company for Stage 1 and 2 items required for the Finnie Flat Road Sidewalk Improvements.** *Staff Resource: Ron Long*

f) **Possible appointment of Chip Norton to Design Review for a term expiring September 2009.** *Staff Resource: Deborah Barber*

g) **Possible appointment of Bruce M. George and Steve Goetting to the Parks & Recreation Commission, both terms expire September 2009.** *Staff Resource: Deborah Barber*

On a motion by Smith, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented.

In addition to the meeting times noted, Mayor Gioia said an event is scheduled with the Yavapai-Apache Nation for May 19th, and a meeting for May 22nd at 4:00 p.m., presentation of the audit by the Finance Department.

5. **Call to the Public for Items not on the Agenda.**

(Comments from the following individuals are summarized.)

Howard Parrish thanked the Council for the contribution of \$2,500 to host the White Mountain Sheriff's Posse following the Pony Express run, and reported on the success of the event; the Posse has promised to return to Camp Verde.

Rosa and Bob Manyen shared the problems they are having in their neighborhood for the last five years involving an annual AA "Roundup" meeting at the end of April lasting three or four days and nights. The participants camp out on the property belonging to Katherine Ginzle. It has gotten out of hand, with 50 to 70 people attending; since the Manyens complained about the noise they are unable to enjoy their own property because of acts of vandalism directed at them by the group. The Marshal's Office has indicated that they will bring the matter to their Board, and suggested that the Manyens also bring the situation to the attention of the Council. *Mayor Gioia commented that the Marshal's office is already involved in the issue, and that the Manager is also now aware of the complaint.*

Robert Earle, attorney in connection with the Wood Yard, appreciated the information given following the earlier Executive Session regarding the planned 30-day study of the background of the operation. He requested that the issues currently involved be identified clearly in documents, and that he be made aware of the names and addresses of the people who have signed the petitions; he believes that some of the petitioners did so based on untrue information. He added that the matter should have been resolved years ago, and that there are special interests involved. *Mayor Gioia advised him that the Clerk's Office can provide the requested documentation.*

There was no further public input.

6. **Council Informational Reports** Individual members of the Council may provide brief summaries of current events and activities. These summaries are strictly for informing the 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.
- **Councilor Garrison's Liaison Report regarding Camp Verde Sanitary District (District) meetings and possible discussion and/or determination of requests for placement on the District's standard agenda item for Council Updates/Reports.**

German commented that he also participated in the White Mountain Sheriff's Posse event, and elected to elaborate no further.

Elmer reported on his attendance at the Chamber of Commerce meeting recently; several groups who are working ways to promote community development would like to arrange a work shop with the Council.

Gioia said he also attended the Sheriff's Posse event that memorialized the first activity since the dedication of the Mail Trail reenacting the Pony Express ride. The Verde River Cleanup will be held on Saturday, May 10th, from 8:00 a.m. to approximately noon. Gioia reported on his meeting with the Yavapai-Apache Nation; they will be starting to talk about water issues also. Gioia also commented on Page Springs Cellars and the jobs they will be bringing to the Town; and reported on the parade held by the American Legion for Major Young on her return from Iraq.

Garrison explained that she had not received a message regarding a Special Sanitary District meeting held on Wednesday at 1:00 p.m. because she was out of Town. She advised that she had not attended the meeting and further, she was unable to advise her alternate Charlie German of the meeting because she did not get the message until Saturday.

7. **Presentation by Tim Roth of the Verde Valley Rangers Sheriff's Posse, followed by discussion, consideration and possible approval allowing the Posse to use Town facilities and the ability to sell alcohol during the annual Crawdad Festival they are hoping to host. Staff Resource: Lynda Moore**

On a motion by Smith, seconded by Elmer, the Council voted 6-1 to approve the Verde Valley Rangers Sheriff's Posse to use the Town facilities to host the Crawdad Festival this year, and to sell alcohol with the following conditions: Two officers to be present during the event; for the transition allow the Rangers to use the tables, chairs and the cooking equipment for this year; and change the name of the event to "Verde Valley Rangers Crawdad Festival."; **with a 'no' vote by Garrison.**

Parks & Recreation Director Lynda Moore prefaced her introduction of Tom Roth with the report on the meeting of the Parks & Recreation meeting last night at which a recommendation was made to discontinue all alcohol use at facility rentals, and approval for alcohol use at non-sponsored events to come before the Council on a case-by-case basis.

Tim Roth, Captain, Verde Valley Rangers, outlined their activities and donations of profits to the community from their projects. The Posse has handled alcohol sales at Town special events, with only minor problems. Tim reviewed their plan to host the popular Crawdad Festival; other organizations have volunteered to help.

The members discussed with Mr. Roth the Posse's proposed plans. There was considerable discussion on the subject of alcohol use at events, with Garrison consistently asserting her objection and her understanding that the Town would automatically incur liability by giving its approval for alcohol use and would therefore be responsible for any damages arising therefrom. Mr. Roth stated that they will have insurance coverage, and would plan to set up a separate beer garden at the event if the Town so requests. Mr. Roth said the plan does not include use of a tent; the event will be held at night from 5:00 p.m. to 11:00 p.m. on the soccer field; two officers will be provided for security; it was agreed to change the name to "Verde Valley Rangers Crawdad Festival,;" and Moore confirmed that the cooking equipment was available for use since it is now surplus and is slated for auction. Moore outlined the steps that the Posse will need to take to put on the event, including applying for the liquor license and arranging for the supply of crawdads and storage on the site.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Joe Duggan spoke in favor of permitting alcohol use at events, and explained that the beer concession would be a good source of profit for the Rangers; without alcohol no organization will step up and take over the events that have been eliminated.

Robin Whatley agrees with changing the name; Parks & Recreation has set an excellent standard for the Crawdad Festival, but it will take a miracle for the Posse to pull it off by June.

There was no further public input.

8. **Public Hearing, discussion, consideration and possible recommendation of approval of a liquor license application by Eric Steven Glomski for Arizona Stronghold Vineyards, LLC located at 4688 & 4700 Old Highway 279 in Camp Verde. Staff Resource: Deborah Barber**

On a motion by Hauser, seconded by Garrison, the Council unanimously approved the liquor license application by Eric Steven Glomski for Arizona Stronghold Vineyards.

Eric Glomski, described the plan arising from his family's successful wine-growing and producing activities to locate a wine bottling facility in Camp Verde. They have purchased the old Land's End property for that purpose, and the State requires approval of a liquor license in

connection with the Camp Verde business license.

Mayor Gioia thanked the applicant for locating the business in Camp Verde, and the members held a brief discussion with Mr. Glomski on the increasing wine-growing businesses in the Verde Valley.

There was no public input.

Mayor Gioia requested item #9

9. **Discussion, consideration and possible approval of \$2,500 grant to the Verde Valley Veterans Van, LLC to provide transportation to Veterans, Elderly and disabled to medical appointments and assist with related expenses.**

On a motion by Gioia, seconded by Smith, the Council unanimously approved funding of \$2,500 for assistance to the Verde Valley Veterans Van program, and direct staff to first seek use of the LTAF-2 funds from NACOG, and otherwise to take the amount from the General Fund.

Mayor Gioia explained that the organization has been waiting several months for the Town to complete its donations process; their service provides a great value to the community; there is a good probability that the requested amount would be available from the LTAF-2 funds.

Keith Tucker, Commander, American Legion Post 93 in Camp Verde, commented on the sacrifices made by our veterans and asked the Town to also sacrifice and help keep the Van operating to help all Veterans. **Joe Duggan**, District 8 Commander, referred to a packet of information he had given to the members, and highlighted some of the information contained in the Monthly Report, pointing out the 1490 hours of volunteer driving transportation Verde Valley veterans, together with the miles driven and related costs.

Mayor Gioia related his unsuccessful attempts to get Federal funding for the Van, adding that the Disabled American Veterans organization does receive that funding.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Mark Ware, also a member of the American Legion, said he is one of the volunteers; he urged support for the request for funds since he feels the Van provides a valuable service to the veterans and their families. He said approval of the funding would encourage other volunteers to join up.

There was no further public input.

Mayor Gioia requested item #10

10. **Discussion, consideration, and possible request for volunteers to serve on the Committee for Non-Profit Funding to consist of 3 to 5 people, at least one Council Member and one Staff member. Council developed the Non-Profit Funding program to support non-profit entities that benefit the Town and its Citizens, the committee will review the applications and make recommendations to the Town Council.**

There was no action taken.

Following Mayor Gioia's introduction of this item, Councilor German volunteered to serve on the Committee. A discussion followed on the need to simplify the process and the paperwork. In response to a question from the Council, Town Manager Scannell said he believes there would be no conflict of interest for a member from the Council serving. In addition, he will present the concept of the Committee and ask for staff volunteers at the next Department Head meeting.

PUBLIC INPUT

(Comments from the following individuals are summarized.)
Robin Whatley said she would be interested in volunteering.

Mark Ware added his offer to serve as a volunteer.

There was no further public input.

A recess was called at 7:58 p.m.; the meeting was called back to order at 8:03 p.m.

11. **Discussion, consideration, and possible direction regarding Council prior approval of landscaping for Steve Coury Ford-Lincoln-Mercury dealership on parcel 407-09-043. Staff is requesting direction on Council's intention for the requirements of sidewalks, curbs and gutters as part of the landscaping. The original grading and drainage plans, approved by staff on 8-16-07 called for curb, gutter and sidewalks to be installed along Coury Drive. Staff Resource: Ron Long**

Staff was directed to consider the long-term impact of developments in the subject area, the drainage implications, the issues of heaving and the roadway, and with Ron Long and the Town Manager working together with Mr. Coury, bring back a recommendation to Council in a few weeks.

Town Engineer Ron Long explained that there are a few loose ends remaining in connection with the subject Coury dealership project. Midway through the project Long was asked what the process would be for the Town to remove the requirement for curb, gutter and sidewalk along Coury Drive, a public street. Long said he had requested those improvements at the time of plan approval in connection with drainage provisions. Coury has plans to add another dealership in that area in the future, and will want to consider providing sidewalks and pedestrian pathways to connect the dealerships. Long said he did not feel he had the authority to waive the requirement at this time. The landscaping, signage and lighting plan brought to Council in February was approved; no sidewalks were shown on that plan. Coury therefore believed that the sidewalks were not required.

The members reviewed their understanding of the action taken in February and it was generally agreed that there had been no intent to waive the requirement for curb, gutters and sidewalks. Long explained the steps followed in plan approval, and confirmed that the requirement for curb, gutters and sidewalks had been included in the approval.

Steve Coury said he thought that the subject of sidewalks had been addressed at that meeting in February, and said that the drainage design has been changed; installing a curb at this point would create an adverse effect on the drainage and require more road maintenance by the Town. The sidewalk would also require high maintenance, and the soil in that area causes heaving, creating more problems for the Town; the sidewalk is not needed until possibly some time in the future.

Long agreed that Mr. Coury had pointed out some important issues in that Coury has improved the roadside drainage and grading, and there is a problem with the soil; the sidewalk also would only be on one side of the road.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Howard Parrish questioned what has happened to "rural and Western," and confirmed the problems caused by the soil heaving in that area.

There was no further public input.

The Council commented on the initiative shown by Coury in improving the drainage. Long

explained that what Mr. Coury's engineer has designed is adequate for what is going on there. Sidewalks would be for only a small portion of the development; connectivity would not be required for awhile. Long said that what Mr. Coury is presenting is less than what was requested, but it will work. Gioia suggested that if a decision were made to waive the sidewalk, curb and gutter at this time, perhaps the owner might be agreeable to a time delay for setting in those amenities sometime in the next 10 years or so, at such time as development shows those would be necessary according to the Town Engineer. The members discussed the possibility of working with Mr. Coury in preparing such a development agreement to provide for a delayed installation of the sidewalk, curb and gutters.

12. **Discussion, consideration, and possible approval for the Town to research the abandonment and conveyance of Old Highway 279 to the Yavapai Apache Nation.**

Staff Resource: Ron Long

On a motion by Elmer, seconded by Hauser, the Council unanimously voted approval for the Town to research the abandonment and conveyance of Old Highway 279 to the Yavapai-Apache Nation.

Ron Long said that he, the Town Manager and Nancy Buckel had been approached by Council Member Garner of the Yavapai-Apache Nation to inquire whether the Town would be interested in turning over its right-of-way on Old 279. Staff determined that it was not a clear-cut right-of-way decision; sections of the road are owned by the Town, but the majority either involves an easement across private property, or the Forest Service. Scannell explained that if the road were turned over to the Y-A Nation, they could include it in their Indian Road Rehabilitation, run by the Bureau of Indian Affairs, and Garner had indicated that the project would be assigned a high priority for improvement. The benefits of improving the road would not only benefit the Nation, but the residents of the Town. If approved, Scannell said it is a good move to consider, that it would continue to help build the Town's relationship with the Nation, and that staff would research all the options thoroughly and come up with a recommendation.

In response to some questions from the Council regarding continued road access and easements across private property, Scannell pointed out that those questions are part of the research contemplated, the Nation is good to work with, and they also have a lot of information to research. Staff was requested to include a summary of the pros and cons of going forward with the request, and the step-by-step process involved.

There was no public input.

13. **Discussion, consideration, and possible direction to staff regarding the Town Engineer's Report on the parking on the south side of the road of Finnie Flat at the curve, west of the signal, in the general area across from Verde Livestock Transport and Salt Mine Cellar** *Staff Resource: Ron Long*

On a motion by German, seconded by Garrison, the Council voted unanimously to direct staff to investigate, and to mark and post as "No Parking" the areas that are not appropriate with adequate space for parking off of the pavement area; to consult with the business owner regarding his assistance in improving with gravel for the parking that is there; and paint a line to delineate the area that would be an acceptable parking area on that side of the road.

Ron Long reported that he and Councilor Garrison have been receiving a number complaints regarding a perceived safety issue caused by the parking situation that exists across from the subject area. Staff investigated and measured the side to see if there is enough space for cars to pull off and park; sufficient space was found, and neither the Fire Department nor the Marshal's Office has any issues to report or found any problems in response to complaints. Long said that the Town would have to pass a resolution in order to authorize Long to post "No Parking" signs as suggested by some individuals. Long said another option would be to install a light; that would be very expensive. Also, the owner has volunteered to grade the area for safe parking, which

brought up the question of the need to engineer for drainage and to what extent the owner is prepared to address that.

The Council discussed with Long the safety issue raised with parking in that area as well as the past history of parking for the former business, and offered several safety measures including limiting hours for parking and using solar-powered lighting. There were also comments stressing the need to keep in mind the need to support and cooperate with businesses; they generate tax revenues.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Matt Morris said that from an urban planning perspective, and the vision of what the community would be, to have a history and friendly environment on Main Street down to Finney Flat Road, it actually might make sense to have parallel parking.

Robin Whatley said she is concerned about coming around the corner and rear-ending somebody's car that is parked in the area, and would the Town be liable for that since it allowed the parking.

Howard Parrish asked how much footage exists from the center line; how much right-of-way does the Town have there. *Long briefly discussed the right-of-way indicated by the GIS.*

Jim Sweitzer questioned if emergency parking is required or would be available in the event of a mechanical problem and having to pull off the road; he suggested allowing emergency parking only and offering to help Mr. Lee in issuing permitting for future parking.

There was no further public input.

There was further discussion by the Council including proposals regarding posting "No Parking" signs, letting Mr. Lee improve the site but make sure the proper engineering is addressed, permitting the parking to continue while delineating an unsafe area, especially on the curve in the road, and addressing the problem of visibility in the area at night. It was also pointed out that there have been no accidents reported in the last 3 or 4 years, and the comment that one business owner was apparently being singled out. Several ways to possibly mitigate the safety issues were considered; staff will investigate and implement the suggestions as discussed.

14. **Discussion, consideration, and possible approval of reclassification of Housing and Neighborhood Revitalization Department Administrative Assistant position from part-time to full-time status.** This is a budget item from the General Fund and Housing Grant Fund. *Staff Resource: Matt Morris*

On a motion by Kovacovich, seconded by German, the Council unanimously approved reclassification of Housing and Neighborhood Revitalization Department Administrative Assistant position from part-time to full-time status.

Matt Morris referred to the comprehensive staff report that he had submitted in support of the subject request, and said that the impact on the General Fund would be minimal. Morris briefly outlined the public outreach efforts and the increasingly heavy workload, and explained how the major portion of the additional expense could be covered through current grant funds.

There was no public input.

15. **Discussion, consideration, and possible approval of Summer Internship within the Housing and Neighborhood Revitalization Department with employee compensation.** *Staff Resource: Matt Morris.*

On a motion by Smith, seconded by Garrison, the Council unanimously approved the Summer

Internship within the Housing and Neighborhood Revitalization Department with employee compensation.

Morris said that one of his previous professors had recommended a student currently in her Master's program in Planning at Arizona State for the subject Internship; taking advantage of this opportunity would add value to the Town of Camp Verde. The student is a Chinese citizen, and is interested in experiencing a small, rural town; Morris said that the Town would be getting high quality research assistance for a minimal amount. Town Manager Scannell added his support for the request and agreed that the Town could derive a real benefit from the opportunity.

There was no public input.

16. **Discussion, consideration, and possible approval of a personnel policy change providing an opportunity for individuals upon Town re-employment to keep the vacation and sick leave accrual rates that mirror those thresholds obtained prior to severing their employment.** *Staff Resource: Michael Scannell*

On a motion by German, seconded by Garrison, the Council unanimously approved implementing a personnel policy change providing the opportunity for individuals upon town re-employment to keep the vacation and sick leave accrual rates as reflected in the calculation chart, with the exception that re-employment must occur within 120 days.

Town Manager Scannell explained that from time to time employees leave their jobs and then believing they have made the wrong decision wish to return as employees. Scannell outlined the proposed change that would allow them to return to the system at the former accrual rates where they were at when they left.

The Council indicated approval of the proposed change, suggesting one revision, changing the timeline for re-employment from 180 days to 120 days.

There was no public input.

Councilor German requested item #17:

17. **Discussion, consideration, and possible approval of Resolution 2008-745, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, Superseding Resolution 2000-447 and establishing meeting policies and procedures for Council and all Commissions.** *Staff Resource: Debbie Barber*

On a motion by Garrison, seconded by Hauser, the Council voted unanimously to continue this Item 17 to allow for input from the Town Clerk.

Councilor German generally reviewed the changes and improvements to the procedures that he had worked on with the Town Clerk as well as the Town Manager regarding citizen complaints, and recommended that Council approve the subject Resolution. After some discussion, the Council decided to continue consideration of this item until the Town Clerk could also be present to offer further clarification and to address some specific questions.

Councilor Smith requested item #18

18. **Discussion, consideration, and possible direction to staff regarding increasing the Council's \$50.00 per month salary to become effective with the seating of the 2009 Mayor and Council in June 2009. ARS 9-232.01 requires a resolution or ordinance for approval.**

On a motion by Smith, seconded by Hauser, the Council voted unanimously to pull this Item 18 and to place it on another agenda.

19. **Call to the Public for Items not on the Agenda.**

There was no public input.

20. **Advanced Approvals of Town Expenditures**
There are no advanced approvals.
There were no advanced approvals.
21. **Manager/Staff Report**
There was no Manager/Staff report.
22. **Adjournment**
On a motion by Elmer, seconded by German, the meeting was adjourned at 9:58 p.m.

Margaret Harper, 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 the 7th day of May 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2008.

Debbie Barber, Town Clerk

**MINUTES
SPECIAL SESSION
MAYOR and COMMON COUNCIL
Of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street #106
Wednesday, May 7, 2008
5:00 p.m.**

Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Council motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion.

1. Call to Order

The meeting was called to order at 5:00 p.m.

2. Roll Call

Mayor Gioia, Vice Mayor Hauser, Councilors Smith, Garrison, Kovacovich, German and Elmer were present.

Also Present: Town Manager Mike Scannell, Town Attorney Sims (*by telephone conference*), and Recording Secretary Margaret Harper.

- 3. Discussion, consideration, and possible direction to staff and/or discussion or consultation with the Town Attorney for legal advice concerning the operation of Canyon Wood Supply owned by California Hotwood, Inc. formerly known as Zellner's Wood Yard, located on Murdock Road.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice and §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiation. (Staff Resource: Michael Scannell)

On a motion by Smith, seconded by Gioia, the Council voted unanimously to go into Executive Session

Public input was invited prior to adjourning to go into Executive Session, as follows:

PUBLIC INPUT

(Comments from the following individuals are summarized.)

John Gray complained about the ongoing excessive noise from the Wood Yard that he has now measured with a decibel meter that has registered sound up to 95 decibels from 75 feet away from the source, primarily the saw and wood splitter. Mr. Gray said at times it probably runs up in the 100's. He pointed out that the Town has made other companies construct large berms to try to mitigate their noise.

Robert Earle, the attorney representing the Zellners, said he was not prepared to address the issues since he did not receive notice of the meeting. He believes there is an ongoing attack by Mr. Gray, and Councilor Smith apparently is assisting for personal reasons. Mr. Earle requested that if there is a legitimate complaint about noise that it be handled appropriately through channels. The Town has the governmental facilities through the Building and Zoning Departments and Community Development Department to investigate claims. Mr. Earle believes findings have been made over a long period of time that there has been compliance with appropriate noise regulations and fire regulations. It is not the Council's job to suddenly pursue unfounded hearsay claims based on an untrained person using a decibel meter. If there is a legitimate problem it should be addressed through legitimate courts.

Clint Gray requested that the Council investigate what is on the book that says what is legal, and said that the only piece of property that was grandfathered in was the first piece of property the Zellners bought; the rest is not grandfathered in and cannot be transferred to another non-conforming business in a residential area.

There was no further public input.

Councilor Smith responded to the accusation by Mr. Earle regarding having a personal interest, and explained his obligation as an elected member of the Town Council to represent all of the citizens.

Attorney Sims responded to Mr. Earle's complaint about not receiving notice and explained that this proceeding is simply a meeting of the Town Council acting in its capacity as Town Council; there will be no action upon the rights of the property owner and specific notice to a property owner is not required pursuant to the Code. The only purpose is for Council to seek legal advice from its attorney. Mayor Gioia confirmed that proper notice was given of the Special Session available for an Executive Session.

A recess was called at 5:20 p.m. to go into Executive Session.

On a motion by Hauser, seconded by Elmer, the Executive Session was adjourned and the Special Session was called back to order at 6:27 p.m.

Resuming the Special Session, Mayor Gioia stated for the record: In discussion with the Town Attorney, Council has directed staff, and particularly our Attorney, to pursue a 30-day fact finding and they will bring back their findings to the Council; if there is a need for an extension of time they will also request that from the Council regarding what they have been instructed to do.

4. Adjournment

On a motion by Hauser, seconded by Elmer, the meeting was adjourned at 6:28 p.m.

Margaret Harper, 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 the 7th day of May 2008. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2008.

Debbie Barber, Town Clerk

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Date: May 21, 2008

Meeting Type: Regular

Type of Presentation: Visual

REFERENCE DOCUMENT: FY 2007-2008 Budget

AGENDA TITLE: (Be Exact): FY 2007-2008 Budget Adjustments

PURPOSE AND BACKGROUND INFORMATION: In the interest of correctly reporting expenditures of the Town, Staff feels that it is necessary to reallocate both the allocation and expenditures for line items "Organizational Donations" and "Public Works Office Remodel". Staff proposes to transfer "Organizational Donations" from the Capital Improvements Fund to the General Fund Non-Departmental accounts as donations are not a proper capital expenditure and transfer the "Public Works Office Remodel" from the Streets/HURF Fund to the Capital Improvements Fund as building improvements are a capital expenditure.

STAFF RECOMMENDATION(S): (Suggested Motion) Transfer the 2007-2008 fiscal year budgeted amount and all related expenditures for Organizational Donations from the Capital Improvements Fund to the Non-Departmental accounts in the General Fund and transfer the 2007-2008 fiscal year budgeted amount and all related expenditures for the Public Works Office Remodel from the Streets/HURF Fund to the Capital Improvements Fund.

Type of Document Needing Approval: Acceptance/Approval

Finance Director Review

Budgeted/Amount n/a

Comments:

Fund:

Line Item:

Submitting Department: Finance Department

Contact Person: Lisa Elliott

Town Manager/Designee:

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Date: May 21, 2008

Meeting Type: Regular

Type of Presentation: Visual

REFERENCE DOCUMENT: FY 2007-2008 Budget

AGENDA TITLE: (Be Exact): FY 2007-2008 Parks & Recreation Summer Program Funding Allocation

PURPOSE AND BACKGROUND INFORMATION: For the past few years, the Yavapai-Apache Nation has awarded the Town of Camp Verde a portion of the monies disbursed under the Gaming Compact. In the 2006-2007 fiscal year and again in the 2007-2008 fiscal year, designations were made to allocate a percentage of these monies to Parks & Recreation Youth Programs. To honor this designation, Staff is requesting that Council allocate the usage of \$6,000 in the current fiscal year to purchase supplies for the 2008 Summer Program. Additional monies are being requested in the 2008-2009 fiscal year budget.

STAFF RECOMMENDATION(S): (Suggested Motion) Approve the allocation of \$6,000 of monies received from the Yavapai-Apache Nation designated for Parks & Recreation Youth Programs to be used to purchase supplies for the 2008 Summer Program.

Type of Document Needing Approval: Acceptance/Approval

Finance Director Review

Budgeted/Amount n/a

Comments:

Fund:

Line Item:

Submitting Department: Finance Department

Contact Person: Lisa Elliott

Town Manager/Designee:

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Date: May 7, 2008

Meeting Type: Regular Session

Type of Presentation: Verbal Only

REFERENCE DOCUMENT: Non-Profit Funding Program Policies & Procedures

AGENDA TITLE: (Be Exact):

Clarification as to whether Council as a whole agreed at the May 7th Regular Session to simplify the Non-Profit Funding Program Policies and Procedures that were adopted by Council on February 6, 2008, followed by discussion, consideration, and direction to staff as to what changes Council would like to make to the Non-Profit Funding Program Policies & Procedures.

PURPOSE AND BACKGROUND INFORMATION:

Council approved the Non-Profit Funding Policies & Procedures and related forms on February 6, 2008. The minutes of the May 7, 2008 meeting indicate discussion concerning the need to simplify the requests for funding process. Staff would like clarification as to whether this was direction to staff from the Council as a whole and if so, what changes would Council like to make to the document.

Please keep in mind that ARS and the Constitution allows donation expenditures for economic development purposes only. See attorney e-mail dated October 10, 2007.

STAFF RECOMMENDATION(S): (Suggested Motion)

Suggested motion: "Move to direct staff to take whatever action Council decides relative to the Non-Profit Funding Program Policies & Procedures."

Type of Document Needing Approval:

Finance Director Review

Budgeted/Amount N/A

Comments:

Fund:

Line Item:

Submitting Department: Clerk's Office

Contact Person: Debbie Barber

Town Manager/Designee:

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

Debbie Barber*SAVE*

From: "Bill Sims" <WJSims@LAWMS.COM>
To: "Debbie Barber" <dbarber@cvaz.org>
Sent: Wednesday, October 10, 2007 5:59 AM
Subject: RE: Public Funds

Debbie:

Here is the statute. I must admit that I am being a sticker on this issue. If council really wants to give away substantial sums for non economic development activities we could look for ways (e.g., affordable housing under the statutes that allow cities and towns to set up housing authorities/commissions), but we should do that on a case by case basis. My advice was that Council should establish a budget at the beginning of the year, ask for applicants and then allocate the budget among applicants. That process then gives the Council a way to deflect additional requests during the course of the year. Without a specific statute authorizing the expenditure (e.g., affordable housing), the Council could look to the economic development statute—set forth below. The operative words are activities that would "enhance the economic welfare" of the town's inhabitants.

9-500.11. Expenditures for economic development; requirements; definitions

(L05, Ch. 200, sec. 1)

- A. In addition to any other powers granted to a city or town, the governing body of a city or town may appropriate and spend public monies for and in connection with economic development activities.
- B. To fund economic development activities under this section, a city or town subject to the requirements of section 9-500.06 shall not impose a new fee or tax on a single specific industry or type of business.
- C. Notwithstanding section 19-142, subsection B, a decision by the governing body involving an expenditure pursuant to this section shall not be enacted as an emergency measure and that decision is not effective for at least thirty days after final approval of the expenditure.
- D. Before entering into a retail development tax incentive agreement, a city or town shall make a finding by a simple majority vote of the governing body without the use of consent calendar that includes both of the following:
 - 1. That the proposed tax incentive is anticipated to raise more revenue than the amount of the incentive within the duration of the agreement.
 - 2. That in the absence of a tax incentive, the retail business facility or similar retail business facility would not locate in the city or town in the same time, place or manner.
- E. A city or town located in or within twenty-five miles of the exterior boundary of a metropolitan statistical area having a population of more than two million persons shall make a finding pursuant to subsection D of this section, by a two-thirds vote of the governing body.
- F. A city or town shall not enter into a retail tax incentive agreement if the proposed tax incentive raises less revenue than the amount of the incentive.
- G. A city or town shall present a status report of the revenues and expenses associated with the tax incentive every two years for the duration of the agreement in a public meeting.
- H. The finding made pursuant to subsection D, paragraph 1 of this section shall be verified by an independent third party before the city or town enters into the retail development incentive agreement.
- I. The adoption of the retail development tax incentive agreement shall be approved by a simple majority vote of the governing body without the use of consent calendar. For a city or town located in or within twenty-five miles of the exterior boundary of a metropolitan statistical area having a population of more than two million persons, the adoption of a retail development tax incentive agreement shall be approved by an affirmative vote of at least two-thirds of the governing body without the use of consent calendar.

10/10/2007

J. A person or business entity receiving the retail development tax incentive agreement shall not finance the independent third party verification of the findings or have input into the selection of the independent third party verifying the findings.

K. A city or town shall adopt a notice of intent to enter into a retail development tax incentive agreement at least fourteen days before approving a retail development tax incentive agreement.

L. Subsection D of this section does not apply to tax incentives given to a business entity in an area that is designated by a city or town as a redevelopment project as defined in section 36-1471.

M. For the purposes of this section:

1. "Economic development activities" means any project, assistance, undertaking, program or study, whether within or outside the boundaries of the city or town, including acquisition, improvement, redevelopment, leasing or conveyance of improved or unimproved real or personal property or other activity, that the governing body of the city or town has found and determined will assist in the creation or retention of jobs or will otherwise improve or enhance the economic welfare of the inhabitants of the city or town.

2. "Expenditure" includes any waiver, exemption, deduction, credit, rebate, discount, deferral or other abatement or reduction of the normal municipal tax liability that otherwise applies to similar existing business entities and properties in that city or town, however denominated, computed or applied, and that is generally understood as an inducement to locate a business facility or other operation in the city or town.

3. "Metropolitan statistical area" means a geographical area consisting of cities, towns and other populated areas defined for federal statistical and census purposes by the United States office of management and budget with technical assistance from the United States bureau of the census.

4. "Retail" means the sale of tangible personal property, except the sale of tangible personal property to a person who is engaged in the business of selling such property.

5. "Retail development activities" means those economic development activities that involve the acquisition, improvement, leasing or conveyance of improved or unimproved real or personal property or other activity to facilitate the sale of goods at retail, including the sale of automobiles, or to facilitate other activities, including theater and restaurant development, that generate revenues that are subject to municipal transaction privilege taxation.

6. "Retail development tax incentive agreement" means an agreement between a city or town and a person engaged in or planning to engage in retail development activities within that city or town in which the city or town agrees to pay, refund, credit, rebate or otherwise provide to that person all or a portion of the sales, use or transaction privilege taxes payable to that city or town in connection with the construction, development or operation of the retail development activities.

Bill Sims
Moyes Storey
1850 N. Central Avenue, Suite 1100
Phoenix AZ 85004
Ph: 602-604-2120
Fax: 602-274-9135
wjsims@lawms.com

From: Debbie Barber [mailto:dbarber@cvaz.org]
Sent: Tuesday, October 09, 2007 3:57 PM
To: Bill Sims
Subject: Public Funds

Bill,

10/10/2007

a few months ago, you sent me the statute(s) on what a govt is allowed to make contributions - it had to do w/ the Sr. Center. Best I remember is the Council could make donations only for economic development & certain unsafe housing conditions. I can't find it to save my life!

Could you please send it to me again when you get a chance?

Have a good one!

Debbie

micromanaging. He said the manager should be able to make these decisions. Gioia responded that Council typically considers CIP, noting that with the recent budget constraints, this was an opportune time to consider whether the money should be spent or not. Smith said that it needed to be consistent then, because Council does not look at the purchase of the Marshal's vehicles.

Scannell advised that in many jurisdictions, once a budget is approved, staff does proceed. He said that he would follow whatever procedure Council decides.

Sims advised that the Code requires Council approval on expenditures over \$10,000 even when budgeted, but that it could be placed on the Consent Agenda. Gioia noted that this item was presented this way at the agenda meeting.

12. **Discussion, consideration, and possible prioritization of needs for the 2009 Federal Fiscal Year and direction to staff concerning the submission of a list to Congressman Renzi. Previous interests include 1) Small Business, 2) USDA Rural Development, and 3) Homeland Security.** Staff Resource: Michael Scannell

Staff was directed to prepare a letter to Congressman Renzi noting that education, infrastructure, veteran's needs, parks, water, agriculture, affordable housing, and small businesses are concerns in our rural area.

Manager Scannell reported that he received a communication from Congressman Renzi's office asking for interests in the upcoming legislation. He said the Town supported rural development, agriculture, small business, and Homeland Security in the past.

PUBLIC INPUT

Tom Nielson recommended low-income housing.

Jerry Tobish supported small business.

There was no other public input.

- * 13. **Discussion, consideration, and possible approval of the proposed Non-Profit Funding Program Policies and Procedures, followed by possible direction to staff concerning Council's desires with regard to funding requests.** Staff Resource: Michael Scannell

Council approved the forms with minor changes and directed staff to put it to use. Gioia directed staff to place the Verde Valley Veterans' request on the next agenda.

Scannell reported that this was done per Council direction. He said that funding is recommended for non-profit organizations that meet the existing needs of the Town. He also explained that it is appropriate for Council to establish an appropriation for non-profit and other organizations that serve the needs.

Council discussed the policies and procedures and commended staff for their work on the project.

PUBLIC INPUT

Jerry Tobish asked if individuals could apply for funding or was it limited to organizations. He noted that his business had to limit their donations as well. It was established that only organizations could apply.

14. **Discussion, consideration, and possible appointment of three (3) Council members to serve on the Interview Committee for the Magistrate position.**

Staff was directed to test the reality of the service delivery system and to check into the



Town of Camp Verde Non-Profit Funding Program Policies & Procedures

Background

As part of the annual fiscal budget process, the Town of Camp Verde sets aside monies to be used to fund non-profit agencies and those organizations whose programs provide a contribution to the Town and its citizens. The Town's fiscal year begins July 1 and ends June 30.

All non-profit organizations seeking financial assistance are handled through this process. The amount that the Town will contribute is determined through the annual budget process.

General Information

1. Applications are accepted from non-profit and organizations until 4:00 p.m. on August 1 of each year for consideration of funding for the fiscal year beginning in July.
2. A complete application package must be submitted for each funding request.
3. The Town has no obligation to seek out qualified organizations for funding.
4. Failure to submit a completed application package in the requested format or by the due date may disqualify the program or agency from further consideration until the following fiscal year.
5. A new application must be submitted each year. It is the responsibility of each organization to contact the Town for an application.
6. There are no exceptions to this policy.

Application Package

1. A complete package shall consist of one (1) signed original of the following information:
 - a. Completed Application Form
 - b. Summary of Proposal
 - c. Copy of IRS determination letter recognizing the tax exempt status of the applicant as an organization qualified under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code") or other subsections of Code Section 501(c).
 - d. Brief statement (no more than 2 pages) that contains the history of the organization, description of current services, information on current staff, location, services provided, and future goals.
2. Applications are due no later than **4:00 p.m. on August 1** at the following address:
Town Manager
473 S. Main, Ste. 102
Camp Verde, AZ 86322
3. Incomplete or late applications will be returned to the submitting organization(s). The Town is not responsible for applications arriving or received past the deadline.

Application Guidelines

1. Organizations seeking funds must be a non-profit agency or an organization not organized for profit and provide services that are essential or enriching to the health, economic, or well being to the citizens of Camp Verde.
2. Agencies or organizations must abide by all aspects of the non-profit grant agreements entered into with the Town of Camp Verde. The agreements must be signed by all agencies receiving Town funding to ensure the proper allocation and expenditure of public funds.
3. Each funding request is reviewed on its own merits, rated against other requests, and rated against other eligible funding uses before receiving the recommendation of the Funding Committee. The final commitment of all Town funding is subject to the final approval of the Council.
4. Annual funding requests are limited to: \$_____ and determined by the Town's budgeting process.
5. Small grant awards from the _____ Department budget for agencies/organizations not subject to the 501(c)(3) requirements are limited to **\$500.00 annually** and must provide either a direct benefit to either a specific Town department or serve underprivileged youth.

Other Information

After reviewing each application package, organizations will be contacted regarding the status of their request for funding.

A Service Agreement will be completed for each recipient of funding for the fiscal year. The agreements must be signed and returned to the Town before any Town funds will be released.

Additional information may be requested as required from individual applicants.

Town of Camp Verde
Not-for-Profit Funding Request
Schedule of Key Dates

Task	Responsible Party	Date
Proposals Due	Applicant	August 1 – 4:00 p.m.
Application Review	Town Staff	August 30
Committee Meeting	Town Staff/Council	September 1
Committee Recommendations	Town Staff	September 15
Council Award *	Town Council	October 1
Cash Award Disbursed	Manager/Finance Director	October 25
Reports Due	Recipient	As Defined in Agreement

* Note: Contingent upon Budget approval and adoption.



Town of Camp Verde Guidelines for Non-Profit Funding

The Camp Verde Council developed a Non-Profit Funding Program to support non-profit entities that benefit the Town of Camp Verde and its citizens. In addition, a small amount of funding may be available in the Parks & Recreation budget to assist those organizations that provide a direct benefit for underprivileged youth and/or sports activities (i.e. the Jacob Teague Memorial Fund that provides local tournaments to benefit the Camp Verde Marshal's Office K-9 efforts and/or after school program(s) that benefit the low-income children.)

Organizations may submit an application for funding or use of facilities and/or equipment donations by 4p.m. on August 1 of each year. A committee of usually 3 to 5 people, consisting of at least one council member and one staff member, is formed to evaluate the applications and to make a recommendation to the Town Council. The Town Council has the final authority to make funding decisions.

Deadlines

The deadline to submit an application is 4p.m. on August 1. This date is to allow for the budgeting process. The deadline to expend funds or facilities/equipment use donations is June 30 of the following year. Funds not used by this date must be returned to the Town of Camp Verde. Funds expended in a manner other than represented in the application or required by the Town Council shall be returned to the Town of Camp Verde.

Awards

Awards, if budgeted, will be made following Council's adoption of the current fiscal year budget. This usually takes place in July of every year.

Eligibility

501(c)3 non-profit organizations, government entities and other organizations not organized for profit classified as non-profit by the IRS are eligible to apply. Proof of non-profit status must be included with the application or the application will not be considered. Additionally, late, electronic and faxed applications will not be considered.

Organizations or foundations that provide direct services to the underprivileged or fund raising efforts for the direct benefit of the Town (i.e. K-9 unit, library, parks, etc.) may submit an application for consideration. These organizations must show a direct benefit for the Town and its citizens. Awards are limited to no more than \$500.00.

Use of Facilities and/or Use of Equipment Donations

Town facilities, equipment, surplus, or supplies – applicants interested in requesting the waiver of reimbursement fees for the use of Town facilities should first contact Town Hall and review the policies, rules and requirements of using a Town facility. If a request for waiver of reimbursement fees for the use of facilities is approved, the following requirements will apply:

- A standard Reimbursement Agreement must be signed.
- The refundable cleaning/damage and key deposits must be paid.
- Proof of liability insurance must be provided as outlined in the Reimbursement Agreement.
- Use is subject to facility availability.

Reporting Requirements For Funding

Applicants who receive funding must submit Performance Reports to the Town Manager. The required Report Forms are included in this packet. Reporting dates are defined in each agreement.

Ranking Criteria

Applications will be ranked according to the criteria contained in the Ranking Sheet which is included in this packet for your information.

Non-Profit Funding Program Ranking Sheets

Fiscal Year: _____

Applicant Name: _____ Date: _____

Project/Program Title: _____

Cash Award Ranking Sheet

	Criteria	Points Possible	Score
1.	Credibility of organization, philosophy, mission	15	
2.	Capacity of organization to perform project, qualifications, track record	20	
3.	Specific as to how funds will be used	10	
4.	Submitted timely reports from previous funding cycle	50	
5.	Financial statement included, completeness	10	
6.	Project budget include (if applicable), specific, thorough, accurate	10	
7.	Overall completeness of application, concise, clear and specific	5	
8.	Clearly identified benefit to the community and benefit to Camp Verde citizens, number of citizens served	30	
9.	Cost vs. benefit	15	
10.	Demonstrated need and how project or the organization will meet or meets the need, benefit to underserved population, meeting need not being met by another organization	20	
11.	Defined how success will be measured and documented	15	

Total Score: _____ out of 200 possible points.

Facilities/Equipment Award Ranking Sheet

	Criteria	Points Possible	Score
1.	Credibility of organization, philosophy, mission	15	
2.	Qualification of organization, track record	15	
3.	Specific as to how in-kind will be used	10	
4.	Submitted timely report(s) from previous funding cycle	30	
5.	Overall completeness of application, concise, clear and specific	5	
6.	Clearly identified benefit to the community	15	
7.	Cost vs. benefit	10	

Total Score: _____ out of 100 possible points.

Comments/Recommendation:

Application for Funding

Fiscal Year: _____

Applicant Name: _____ Primary Contact: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone #: (____) _____ Fax #: (____) _____

Email Address: _____ Date Organization Founded: _____

Federal ID #: _____ State ID #: _____

 501(c)3 Other Non-Profit Government Agency Other: _____

Proof of non-profit status must be included with your application in order to be eligible for funding.

Project/Program Title: _____

Check all that apply:

Cash Donation, Amount Requested: \$_____ *Specific projects are preferred, however if you are requesting funding for general operating expenses, please complete the remainder of this application to the best of your ability. Your focus should be on how your organization benefits the community and Camp Verde citizens. Be as specific as possible.

Facilities/Equipment Donation

Please attach the following items to your application.

- Most recent financial statement showing income, expenses and funding sources.
- Proof of non-profit status.
- Program budget (if applicable).

You may also attach:

- Organization brochures
- Photos/charts
- Letters of support

Please give a brief summary of your request: _____

Please answer the following questions (attach additional sheets of paper if needed):

Section 1 - About the Organization

<p>1. Please describe the organization's purpose. This may include mission statement or philosophy.</p>
<p>2. Share your organizations experience, capacity and qualifications to successfully complete the project, program or event (if the request is not for a project, program or event, discuss the organizations experience and accomplishments).</p>
<p>3. Please identify any donated services that you currently receive, or have received in the past from the Town of Camp Verde (include dates).</p>
<p>4. Please provide statistics of current (or past) Camp Verde citizens served by your organization if applicable.</p>

Section 2 – Description and Benefit

5. Describe your project, program or event. What are you requesting?

6. How will the Town of Camp Verde's funds or facilities/equipment contributions be used?

7. How the project, program or events benefit the community? How many Camp Verde residents will the project, program or event benefit?

8. How many Camp Verde citizens will benefit by the program, project or event?

9. How do you know this project, program or event is needed? Please explain if there other entities providing the same or similar service available to Camp Verde residents and how your organization complements these services, or fills a gap in services.

Section 3 – Tracking and Evaluation

9. How you will track the number of Camp Verde citizens benefited by your organization, project, program and/or event?

10. How will you evaluate if you were successful? How will the success be measured?

11. If you have or are currently done/doing this project/program or event, describe results you have experienced and statistics (if applicable).

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the Town of Camp Verde must be expended as I have represented in this application and according to any requirements set by the Town Council and according to the Program guidelines. I agree that if funds are not expended accordingly, in the opinion of the Town of Camp Verde, said funds will be returned to the Town of Camp Verde within ten (10) days from the date the Town of Camp Verde demands such.

Authorized Signature for the Applicant _____ Date _____
Name Printed or Typed: _____ Title: _____

Return this application to: _____ Deadline: 4:00 p.m., August 1

Town Manager (Program Contact)
Town of Camp Verde
473 S. Main, Ste. 102
Camp Verde, AZ 86322
(928) 567-6631 ext. 102

Electronic and facsimile submissions will not be considered.

For Town of Camp Verde Use Only

Date Application Received: _____ Proof of Non-Profit Status Attached? Yes No
Eligible for Funding? Yes No If "No", attach letter to applicant.
Committee Meeting Date: _____ Committee Members: _____
Committee Recommendation: _____

Council Meeting Date: _____ Council Decision: _____

Signature _____ Date _____ Title _____

Non-Profit Funding Program Report Form

Date stamp

Fiscal Year: _____

Recipients who have received funds must complete and submit this report to the Town Clerk by the dates indicated in the Agreement.

Organization: _____ Submitted by: _____

Telephone #: () _____ Email Address: _____ Date: _____

Project/Program Title: _____

Cash, Amount: \$ _____ Facilities/Equipment Describe: _____

Check one: 1st Report 2nd Report Final Report

Funds expended since start of project: \$ _____ Funds expended in this reporting period: \$ _____

Funds remaining: \$ _____ (Funds not used before June 30 must be returned to the Town of Camp Verde)

Number of Camp Verde residents served this reporting period: _____ Total to date: _____

Please explain how funds were expended and/or how the in-kind donation was used and activities that have occurred during this reporting period, or if this is the last report, for the entire grant cycle:

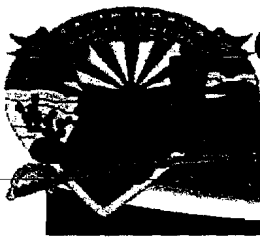
By signing below, I acknowledge that the information contained herein and attached to this report is true and correct to the best of my knowledge.

Authorized Signature for the Applicant _____

Date _____

Name Printed or Typed: _____

Title: _____



Camp Verde, Arizona

LETTER OF INTEREST

Name: <u>HOWARD PARRISH</u>		Date: <u>5-12-08</u>	
Home Address: <u>1650 PARRISH RD</u>			
Mailing Address, if different: <u>PO 663 86322</u>			
Email Address:			
Home Telephone: <u>567-3514</u>		Work Telephone:	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Length of residency in the Town of Camp Verde: <u>51 YRS</u>		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name and address of business (if applicable):			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: <u>RET ADOT</u>			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served:			
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. <u>Non Profit Funding Commttee</u>		3.	
2.		4.	
Education and Community Service			
Schools Attended: <u>WHITTIER CAL</u>	Degree:	Year: <u>12</u>	
Civic Activities-Service Organizations			
Office Held:	Year Begun:	Year Ended:	
Please state why you would like to be appointed to a Town Board, Commission, or Committee: <u>I THINK I AM QUALIFIED</u>			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a)			
(b)			
(c)			

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

Mail or deliver your completed application to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Applicant's Signature: Howard Sargent Date: 5-12-08

	Date:
Date Contacted & Invited to Appear before Council:	
Staff Contacting Individual	
Date Appointed by Council	
Board or Commission appointed to:	

TOWN OF CAMP VERDE
Council Agenda Action Form

Meeting Date: May 21, 2008

Meeting Type: Regular Session

Type of Presentation: Verbal Only

REFERENCE DOCUMENT: Sunnyside Park

AGENDA TITLE: (Be Exact):

Discussion, consideration and possible direction to staff regarding a three year agreement with Dr. Betty Chester and Dowling Campbell for Joint Use of Athletic Facilities and Recreational Easement of Sunnyside Park with the stipulations requested by Betty Chester.

PURPOSE AND BACKGROUND INFORMATION:

For the past seven years we have been in an agreement with Betty Chester for Joint Use of Sunnyside Park. The first agreement was for three (3) years; we renewed the agreement in 2004 for an additional three (3) years. When that period came to an end in 2007 Betty Chester renewed the agreement for one (1) year. This is her preference, but staff would like to renew for three (3) years. This would allow us use of the fields until the new Community Park was constructed. Betty Chester will agree to enter into a three (3) year agreement with certain stipulations (see attached letter). It will cost approximately \$20,000 to meet these requests. In addition it will take 75% of the Maintenance Staff 2-3 weeks to install the equipment. If flooding should occur at the park we would have to replace any fall material and make repairs to the baseball field, creating additional costs.

STAFF RECOMMENDATION(S): (Suggested Motion)

No staff recommendation

Type of Document Needing Approval:

Finance Director Review

Budgeted/Amount

No

Comments: Agreement to Betty Chesters requests would cost approximately \$20,000 not including staff time.

Fund: 04-50-00 Parks Fund

Line Item: 5050

Submitting Department: Parks & Recreation

Contact Person: Lynda Moore

Town Manager/Designee:

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

2

CHESTER NEWTON AND SUNNYSIDE CHARTER AND MONTESSORI SCHOOLS
30 Hwy 260 E, Camp Verde, AZ 86322
928-567-2363

DATE: 05/11/08

MEMO

TO: Parks and Recreation
City of Camp Verde

FR: Dr. Betty Chester
Schools Director



It is past the time to renew the lease of the Sunnyside Park for partial use by the City of Camp Verde.

In my conversations with Linda Moore, Parks and Recreation Director, I have noted that my husband, D.G. Campbell and myself would be willing to extend the use of the park for another three years if we can come to some agreements including what we see as current needs.

1. Parks and Rec maintenance are doing a good job maintaining the basic needs of the park. However, the baseball diamonds never gets maintained. We would want the baseball diamonds kept up.
2. We will continue with the irrigating and paying for this as long as the park is mowed regularly.
3. Equipment must be maintained.
4. If we receive the 9 piece fitness course, the city will install with sand underneath for safety.
5. If we do not receive the equipment then swings be added to the park with sand underneath. We will pay half the cost of the swings. They cost about \$3000.00.
6. The city shall involve the Marshalls to better police the park at nights and on weekends.
7. The city trim the mulberry trees over the concrete picnic table.

These are not unheard of requests. In fact they were talked about several years ago when we first entered in this agreement.

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Date: May 21, 2008

Meeting Type: Regular Session

Type of Presentation: Verbal Only

REFERENCE DOCUMENT: Trails & Pathways Commission

AGENDA TITLE: (Be Exact):

Presentation by Parry Haddon, Trails & Pathways Commission Chairman, followed by discussion on the mandate of the Trails & Pathways Commission and the issues and ramifications of motorized use of trails.

PURPOSE AND BACKGROUND INFORMATION:

The Trails & Pathways Commission is currently working on establishing Trails & Pathway Policies. The original mandate of the Trails Commission as set forth in the General Plan only had to do with non-motorized vehicular traffic and that an amendment to the General Plan may be required if the mandate for the Commission is to include motorized transportation on trails.

STAFF RECOMMENDATION(S): (Suggested Motion)

Staff has no recommendation

Type of Document Needing Approval:

Finance Director Review

Budgeted/Amount N/A

Comments:

Fund:

Line Item:

Submitting Department: Parks & Recreation

Contact Person: Lynda Moore

Town Manager/Designee:

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Date: May 21, 2008

Meeting Type: Regular

Type of Presentation: Visual

REFERENCE DOCUMENT: April 2008 Financial Report

AGENDA TITLE: (Be Exact): April 2008 Financial Update Report

PURPOSE AND BACKGROUND INFORMATION: Staff would like to update Council on the financial status of the Town with regards to revenue updates and projections for the end of the fiscal year.

STAFF RECOMMENDATION(S): (Suggested Motion)Acceptance of Financial Update Report

Type of Document Needing Approval: Presentation/Report Only

Finance Director Review

Budgeted/Amount n/a

Comments:

Fund:

Line Item:

Submitting Department: Finance Department

Contact Person: Lisa Elliott

Town Manager/Designee:

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Date: May 21, 2008

Meeting Type: Regular Session

Type of Presentation: Verbal Only

REFERENCE DOCUMENT: Community Park Master Plan

AGENDA TITLE: (Be Exact):

Discussion, consideration and possible direction to staff to prepare a Request for Proposal (RFP) or Request for Qualifications (RFQ) to hire a consultant to prepare a Master Plan for the 118 acre Community Park Site.

PURPOSE AND BACKGROUND INFORMATION:

The purpose of a RFQ or RFP is to hire a consultant to prepare a Master Plan for the 118 acre Community Park Site. Typically in the past the Town has used the Request for Proposal (RFP) process, however a Request for Qualifications (RFQ) would be a good alternative. A combination of both could be used, but it would be a longer process if our target date for the Heritage Grant is still February 2009. The main focus of a Request for Proposal (RFP) is pricing, whereas the focus of a Request for Qualifications (RFQ) is company experience and qualifications.

STAFF RECOMMENDATION(S): (Suggested Motion)

Direct staff to prepare a Request for Qualifications (RFQ) for the purpose of hiring a consultant to prepare a Master Plan for the 118 acre Community Park Site.

Type of Document Needing Approval:

Finance Director Review

Budgeted/Amount

N/A

Comments:

Fund:

Line Item:

Submitting Department: Parks & Recreation

Contact Person: Lynda Moore

Town Manager/Designee:

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Date: May 21, 2008

Meeting Type: Regular Session

Type of Presentation: Verbal Only

REFERENCE DOCUMENT: Alcohol Use

AGENDA TITLE: (Be Exact):

Discussion, consideration and possible approval to discontinue use of alcohol for all facility rentals, allow alcohol sales at two Town sponsored events which would include Pecan, Wine & Antique Festival and Fort Verde Days and to require that all non-sponsored special events come before Council for alcohol sales on a case by case basis.

PURPOSE AND BACKGROUND INFORMATION:

Staff was directed to take the issue of alcohol use at special events to the Parks & Recreation Commission for their recommendation to Council. At that time we addressed all alcohol use. Their recommendation is to stop alcohol use for all facility rentals, allow alcohol sales at two special events and all non-sponsored events to come before Council on a case by case basis. Town Code currently states that alcohol is not permitted in any public recreation areas except by permit. If beer is not going to be sold, but distributed as part of a private function, only a Town permit would be required. The use of alcohol in the gym for private parties is beginning to get out of hand and is destroying our facilities. Staff would like to discontinue alcohol use with facility rentals effective immediately. This would also require a change in the facility rental rules and also to the Town Code.

STAFF RECOMMENDATION(S): (Suggested Motion)

Approve discontinuing the use of alcohol for facility rentals effective immediately, allowing alcohol sales by an outside organization at two Town sponsored special events, which would include Pecan, Wine & Antique Festival and Fort Verde Days, and all non-sponsored events would come before the Town Council on a case by case basis for approval of alcohol sales.

Type of Document Needing Approval:

Finance Director Review

Budgeted/Amount N/A

Comments:

Fund:

Line Item:

Submitting Department: Parks & Recreation

Contact Person: Lynda Moore

Town Manager/Designee:

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Date: May 7, 2008

Meeting Type: Regular Session

Type of Presentation: Verbal Only

REFERENCE DOCUMENT:

AGENDA TITLE: (Be Exact):

Discussion, consideration, and possible direction to staff relative to the remaining balance of approximately \$11,000 in the LTAF II account that currently funds the Voucher Transit System. Discussion and/or direction may include alternate projects such as the Verde Valley Veteran's Van.

PURPOSE AND BACKGROUND INFORMATION:

See attached report.

STAFF RECOMMENDATION(S): (Suggested Motion)

Suggested motion: "Move to direct staff to take whatever action Council decides relative to the LTAF II fund balance."

Type of Document Needing Approval:

Finance Director Review

Budgeted/Amount Yes

Comments:

Fund:

Line Item:

Submitting Department: Clerk's Office

Contact Person: Debbie Barber

Town Manager/Designee:

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

TOWN OF CAMP VERDE



Memorandum Clerks Office

To: Mayor and Council
cc: Mike Scannell, Town Manager
From: Debbie Barber
Date: April 24, 2008
Re: Update on the Voucher Transit System

Voucher Transit System (VTS)

Funding Sources:

LTAI II Funds	\$17,988.77
25% Local Match	<u>4,497.19</u>
Total Project Cost	\$22,485.96

In addition to the Town's contributions, clients are required to contribute \$2.00 per trip.

Background:

The Town receives LTAI II funding for eligible transit projects on an annual basis. The amounts are based on population and require a 25% cash match. Eligible projects include planning and training related expenses, capital expenses related to the acquisition, construction, and improvement of public transit facilities and equipment; operating expenses; and marketing and administration of such programs as carpooling, transit usage, walking and biking, and alternative work schedules. The program is intended to serve the general public, elderly, disabled, and welfare recipients and low-income persons engaged in employment activities.

This is the second year for the VTS program. A Memorandum of Understanding was signed with NACOG Economic/Workforce Development Division to act as the fiscal agent for the VTS. The Town contributes 15% of the total project costs to NACOG for the administration function. The MOU requires a 30-day termination notice.

Corliss Rivera of the Workforce Development Division in Cottonwood deals directly with program recipients. The VTS program sets eligibility based on current income. The VTS provides taxi rides from Camp Verde to Cottonwood for medical and social services (DES offices) only and to Sedona for medical purposes only. The program serves the low-income, elderly, and disabled. Each recipient is allowed a maximum of \$80.00 per month in vouchers. The cost for a one-way trip to either Cottonwood or Sedona from Camp Verde is \$40.00 or \$80.00 per roundtrip. Ms. Rivera explained that the high cost is due to only two available vendors in the Verde Valley. The vendors are CJ's Need-a-Lift and Red Rock Taxi.

As evidenced by the attached report, 203 people requested rides from July 2007 through March 2008. The average number of persons served by VTS each month in 2007 was 25, while the first three months of 2008 showed some decline in usage, serving an average of 17 persons per month.

Anticipated Funding:

Currently, LTAF II funds are scheduled for state-wide budget cuts. Therefore, we do not anticipate funding for FY 08/09. We have two years to expend the initial allocation. NACOG has requested that the Town roll over approximately \$11,000 remaining in the VTS program to the next budget year in order to continue the program.

Council Action:

Council should decide if the VTS program presents a good return on our investment and serves the citizens well and if not, determine if another program would better serve the Town's residents. If Council wishes to continue the VTS, then approve the roll over of the remaining \$11,000 to the next budget year. If not, then direction to staff to send a letter to NACOG to change the program to another eligible use such as funding for the Verde Valley Veteran's Van would be appropriate.

If you have any questions, please let me know.

928-778-1422

From: Debbie Barber [mailto:dbarber@cvaz.org]
Sent: Monday, May 12, 2008 12:56 PM
To: Eileen Nesmith
Subject: Re: taxi vouchers Reminder

Eileen,

I have not received the report from you regarding the voucher program. I will need it by this Wednesday at noon in order to get it on the next agenda.

Thank you.

Deborah Barber
Town Clerk
928-567-6631 x 107
928-567-9061 Fax
<http://www.cvaz.org>

All messages created in this system belong to the Town of Camp Verde and should be considered a public record subject to disclosure under the Arizona Public Records Law (A.R.S. 39-121). Town employees, Town public officials, and those who generate email to them, should have no expectation of privacy related to the use of this technology.

In addition, to ensure compliance with the Open Meeting Law, Council or Board/Commission members who are recipients of this message should not forward it to other members of the Council or Board/Commission of the Town of Camp Verde. Council Members or Board/Commission 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 members.

----- Original Message -----

From: Eileen Nesmith
To: dbarber@cvaz.org
Sent: Monday, May 05, 2008 1:24 PM
Subject: taxi vouchers

Ms. Barber:

I believe I spoke to you about two weeks ago regarding the taxi vouchers and the possibility of a carryover amount for the town. We are in the process of budgeting for next year and need your approval in writing for use of the carryover amount which is approximately \$11,000 at this time. Please advise if you can send a letter to NACOG, 221 N. Marina St., Suite 201, Prescott, AZ 86301.

An e-mail to me would also be acceptable.

Thank you for your attention to this matter.

Eileen Nesmith
Operations Manager
NACOG
928-778-1422
enesmith@nacog.org

*

**Camp Verde Transportation Program
Year-To-Date Voucher Report
07/01/07 - 06/30/08**

	Jul-07	Aug-07	Sep-07	Oct-07	Nov-07	Dec-07	Jan-08	Feb-08	Mar-08	Apr-08	May-08	Jun-08	TOTAL TO DATE
Medical	39	32	25	29	26	27	33	20	18				249
Basic Needs	85	80	80	103	77	71	84	55	49				684
Job Search	15	13	13	31	21	9	12	8	4				126
Work	44	44	40	44	38	30	28	24	20				312
Social Service	12	12	13	14	11	13	11	9	6				101
Counseling	17	20	20	26	17	19	20	24	8				171
Education	30	42	42	42	30	38	14	12	12				262
Rides Requested Monthly Totals	242	243	233	289	220	207	202	152	117				1905
# People Requesting Rides	28	26	25	29	25	19	21	16	14				203

**TOWN OF CAMP VERDE
Council Agenda Action Form**

Meeting Date:

21
May 2008

Meeting Type: Regular Session

Type of Presentation: Verbal Only

REFERENCE DOCUMENT: Resolution 2008-745

AGENDA TITLE: (Be Exact):

Discussion, consideration, and possible approval of Resolution 2008-745, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, Superseding Resolution 2000-447 and establishing meeting policies and procedures for Council and all Town Commissions.

PURPOSE AND BACKGROUND INFORMATION:

This resolution modifies established meeting procedures and policies related to e-mail, legal opinions, correspondence to include citizen complaints, agenda format, and mail distribution.

STAFF RECOMMENDATION(S): (Suggested Motion)

Approve Resolution 2008-745

Type of Document Needing Approval:

Finance Director Review

Budgeted/Amount

N/A

Comments:

This amendment clarifies and simplifies the previous resolution, allowing for a more comprehensive complaint process.

Fund:

N/A

Line Item:

N/A

Submitting Department:

Council

Contact Person:

Council Member Charlie German

RESOLUTION 2008-745

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, SUPERSEDING RESOLUTION 2000-447 AND ESTABLISHING MEETING POLICIES AND PROCEDURES FOR COUNCIL AND ALL TOWN COMMISSIONS

WHEREAS, the Legislature has made substantial modifications to the Open Meeting Law (OML), ARS Sections 38-431 through 38-431.09, effective July 18, 2000, and

WHEREAS, changes in the law concerning executive sessions, meetings, open calls to the public and enforcement should be adopted by the Council as a policy and procedural directive to staff, and

WHEREAS, it would be in the best interest of the Town to adopt Policies and procedures for meetings applicable not only to the Council but also its boards, commissions, and committees, collectively named "public bodies herein,

NOW THEREFORE THE COUNCIL RESOLVES AS FOLLOWS:

1. Meetings. A meeting by less than a quorum of a public body is permissible under the OML, and is at times necessary to prepare for Town business or obtain information concerning pending or future agenda items. Violations of OML could occur if ideas are shared from a meeting of *less* than a quorum of members of a public body with intent to circumvent the OML, whether by one of the members attending, or an intermediary, such as a member of the staff, or a member of the public. Discussions concerning Town business that result in a quorum by whatever means must be done in a public meeting.
2. Calls to the Public. The OML now allows an open call to the public to allow individuals to address the public body on any issue within Its jurisdiction, subject to reasonable time, place, and manner restrictions. Pursuant to Section 2-3-7.E, remarks shall be limited to three (3) 5 minutes, unless the Mayor or chair for good cause modifies the time limits. At the conclusion of the *call* to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter, or may ask that a matter be put on a future agenda. The public body may not otherwise discuss or take legal action on matters raised. Public input will normally be allowed on all agenda items of the public body except the consent agenda, staff updates, reports by members of the public body, and advance approvals.
3. Executive Sessions. The Council may instruct its attorneys or representatives regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or In settlement discussions conducted

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in order to avoid or resolve litigation. Agenda items in executive sessions must specifically refer to the matter as well as the statutory authority for the session, and minutes reflect the instructions given to the attorneys. To prevent the public from having to wait an indefinite period while an executive session is in progress, if the Council cannot comfortably fix a time to reconvene, the Council will wait until a special session is posted, or the next normal meeting date, to take action on the item.

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4. Current Events Summary. The Mayor, chair, or Manager may recite a brief summary of current events without listing in the agenda the specific matters to be summarized, provided that the summary itself is listed on the agenda, and the public body does not propose, discuss, deliberate or take legal action on any of the matters, unless the matter was specifically listed in the summary for legal action.

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5. Enforcement. The public body and staff will cooperate in written investigative demands by the County Attorney or Attorney General investigating a complaint of a violation of the OML, and supply the information requested by subpoena, written statements, and depositions. All requests shall come through and responses reviewed by the Town Attorney, or special counsel retained by the Council, to maintain the independence of the investigation. Under the expanded liability provisions of the OML, any person found violating the law, or knowingly aiding another to violate the law, may be ordered to pay a civil penalty not to exceed \$500 for each violation, and, in the case of a public officer, be removed from office and assessed attorneys fees and court costs.

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6. E-Mail. A "meeting" under ARS 38-431.4 now includes gathering in person or through technological devices. This would mean e-mail or communications through wireless PDA devices could constitute a meeting by members of the public body and/or staff, and is subject to the same policy as set forth in "meetings" above. E-mail communications between members of the public body concerning public business are also considered public records, and the originator will send a copy to the Town Clerk who will print a hard copy in a separate file for public inspection. E-mail cannot be used by staff or members of the public body to conduct straw polls on municipal issues, or discuss Town business by a quorum or more of its members. If e-mail is used by staff or members of a public body to distribute informational material or web sites, it should not be made with the intention of soliciting responses and deliberations on the topic. Whenever possible, e-mail should not be used to communicate with the Town Attorney concerning pending litigation or requests for legal advice.

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7. Legal Opinions. If there is a legal issue concerning an agenda item, the Town Attorney or legal counsel may be requested by the Mayor, after direction by the Council, to provide a written opinion to Council, call for a vote for an executive session, or to discuss the matter with the interested

Council member in private, rather than give impromptu opinions during the meeting. The Town Manager may also request a formal written opinion in advance of a meeting. This would not prevent the attorney from responding to questions on procedures, or explaining the provisions of forms or documents related to the agenda items.

8. Correspondence. Procedure for handling correspondence will depend on which of the following categories are applicable:

A. *Incidental* correspondence are routine items that do not set policy for the Town, such as acknowledging receipt of documents, public relations responses, letters of appreciation, and congratulations for special activities and events. Incidental correspondence will be answered by the Mayor, or such other member authorized by Council. Individual Council members may review the correspondence and comment to the Mayor on a particular response, or request a review by the full Council.

B. *Policy* correspondence is that which purports to set or explain Town official policy, such as letters of support, expressions of position or opinion, or assertions of intent. It must first receive approval of a majority of the Council at a public meeting, and will then be signed by the Mayor, or such other member authorized by Council, on behalf of the Council.

1. At the first meeting in January of each year, Council shall adopt a Policy Statement that authorizes the Mayor, as the Town's Chief Elected Official, to support or oppose bills introduced during Legislative Sessions when they adversely affect the Town's interests and require an immediate response.

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C. *Implementation* correspondence is that which implements a policy or position already established by the Council, such as continuing letters of support on legislation, positions on actions by other government agencies, responding to public information requests, and other administrative steps identified in the initial presentation of the issue and approved by the Council. It will be signed by the Mayor, or such other member authorized by Council, on behalf of the Council.

D. *Public Inspection* each type of correspondence will be kept chronologically in a separate binder available for public inspection, and when possible, indexed by subject.

E. *Citizen Complaints (Non-Personnel)*: Any correspondence that is addressed to the Town, the Mayor, and/or a Council member and that is signed or otherwise verified and identified to be a citizen complaint concerning any issue(s) relating to official Town business

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or responsibility as authorized by statute or other legal authority shall be directed to the Town Manager upon receipt to assign appropriately for resolution. Appropriate tracking measures shall be established in order for resolution to be reported back to the Town Manager, the complainant, and the Town Council.

9. Agenda Format. The public bodies shall follow the form and sample detailed content as set forth in **Exhibit A**, which illustrates provisions of this resolution.

10. Mail Distribution. Upon receipt of mail addressed to the Town of Camp Verde, or the Council as a whole, it will be opened and copied to the Mayor and full Council. Upon receipt of mail addressed to the Mayor alone, or an individual Council member, the mail will be opened, date stamped, and copied. ~~The original will be forwarded to the addressee, and the copies delivered one business day later to allow the addressee the courtesy of viewing the mail first.~~ Nothing in this policy is intended to require the release of confidential correspondence as protected under State or Federal laws. Should the Mayor or individual Council members determine that a non-personnel complaint is being made by a citizen or citizens, the correspondence should be referred to the Town Manager in order for appropriate assignments to be made and allowing the process for resolution to be started. Should the Mayor or individual Council member(s) determine a complaint is being lodged against an employee of the Town; the correspondence should be referred to the Town Manager for further investigation and resolution keeping the personnel matters confidential.

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PASSED AND APPROVED by a majority vote of the Common Council at the regular meeting of May 7, 2008.

Mayor Tony Gioia

Approved as to form:

Attest:

Town Clerk Deborah Barber

Town Attorney

Exhibit A attached

EXHIBIT "A"

AGENDA



**REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, APRIL 16, 2008
at 6:30 P.M.**

1. **Call to Order**

As a reminder, if you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time.

2. **Roll Call**

3. **Pledge of Allegiance** – *(Please remove your hat.)*

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) April 9, 2008 – Work Session – Quarterly Reports
- 2) April 2, 2008 – Regular Session

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

- 1) Council Hears Planning & Zoning – April 23, 2008 at 6:30 p.m.
- 2) Regular Session – May 7, 2008 at 6:30 p.m.
- 3) Regular Session – May 21, 2008 at 6:30 p.m.
- 4) Council Hears Planning & Zoning – May 28, 2008 at 6:30 p.m.

c) **Possible approval of Proclamation declaring April 13-19, 2008 as National Library Week.** Staff Resource: Mayor Gioia

d) **Possible approval of Proclamation declaring April as Child Abuse Prevention Month.** Staff Resource: Debbie Barber

e) **Possible acceptance of the following letters of resignation and presentation of Certificates of Appreciation to Trapper Moore, Chair Parks & Recreation; Ginger Mason, Vice-Chair Parks & Recreation; and Dugan McDonald, Vice-Chair of Design Review Board.** Staff Resource: Debbie Barber

f) **Possible award of bid for a comprehensive classification and compensation study to the low bidder Public Sector Personnel Consultants not to exceed \$25,000.** There is \$50,000 budgeted in Consultant Services, Line Item 01-50-55-6604. Staff Resource: David R. Smith

g) **Possible approval of a hiring freeze of all vacant Town positions.** Staff Resource: Michael Scannell

h) **Possible authorization for Town Manager to review and approve or reject any budgeted expenditures over \$1,000 through the end of the 2007-2008 fiscal year.** Staff Resource: Michael Scannell

i) **Possible approval of the interfund transfers to correct unbudgeted and misappropriated amounts in the FY 2007/2008 budget.** Staff Resource: Michael Scannell

j) **Possible consolidation of the Town's bank accounts.** Staff Resource: Michael Scannell

5. **Call to the Public for Items not on the Agenda.**

6. **Council Informational Reports** Individual members of the Council may provide brief summaries of current events and activities. These summaries are strictly for informing the 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.

- **Councilor Garrison's Liaison Report regarding Camp Verde Sanitary District (District) meetings and possible discussion and/or determination of requests for placement on the District's standard agenda item for Council Updates/Reports.** Note: Requests may be identified, but no discussion of the item will occur at this time.
7. **Discussion, consideration, and possible award of bid for CDBG project #107-07 to Asphalt Paving and Supply to include Alternate #2, for a total contract price of \$465,231, authorization for the Mayor to execute the contract documents, and authorization for staff to request a transfer of CDBG administration funds to the project fund as needed.** This is a budgeted item in CDBG and CIP. Staff Resource: Ron Long
 8. **Discussion, consideration, and possible authorization for the Mayor to send a letter to the U.S. Forest Service requesting that they refrain from divesting public lands located within the Town limits.**
 9. **Discussion and possible action by Town Council relative to taking a position opposing any ballot measure that may be placed on the Nov. 08 ballot which addresses the possible transfer of the administration and management of Camp Verde Sanitary District to the Town.** Staff Resource: Mayor and Council
 10. **Discussion, consideration, and possible adoption of a Council Mission Statement, Duties, and Performance Objectives for FY 2008/09.** Staff Resource: Mayor and Council
 11. **Discussion, consideration, and review of proposed fees for business licenses, liquor licenses, and residential and commercial rental units, followed by possible direction to staff to make appropriate modifications to the rates and/or Town Code so that the new rates and rules will become effective by July 1, 2008. Discussion may include, but not be limited to current rates; non-compliance; methods to ensure compliance with the Town Code as it relates to business licenses; additional requirements for business licenses; and establishing fees for liquor licenses and sales tax on liquor.** Staff Resource: Debbie Barber
 12. **Call to the Public for Items not on the Agenda.**

There will be no Public Input on the following items:

13. **Advanced Approvals of Town Expenditures**
There are no advanced approvals.
14. **Manager/Staff Report**
15. **Adjournment**

Posted by: _____ Date/Time: _____
Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

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



Town of Camp Verde Citizen Complaint Procedures Personnel

The Town of Camp Verde has initiated a policy for receiving citizen complaints to ensure a fair review of concerns of the public about the performance of Town Employees. The Citizens Complaint Process is designed to investigate the allegations of citizens and to make a determination of fact as to any violations that may have occurred. Therefore, it is important all allegations presented in a complaint be based on factual information. In most cases, a matter can be resolved by discussion in person with the employee, however, if you believe there has not been an adequate response or resolution of the problem, the following procedures apply.

How to Make a Complaint:

Complete a written complaint form following the instructions listed below. Complaint Forms are on file in the Clerk's Office at 473 S. Main, Ste. 102 or you can download a blank copy online at www.cvaz.org.

1. Complaints against employees for reasons not associated with their performance as employees of the Town will not be considered.
2. You must sign and date a written complaint and deliver it to the Clerk's Office. The Complaint should state specific dates, facts, and other pertinent information. You may attach any relevant documents supporting your claim. If you plan to include comments or statement by other witnesses, you must submit their signed and dated statements with your complaint. Your complaint cannot be amended and the Clerk's Office cannot receive additional information related to your complaint once it has been submitted.

What to expect:

1. Upon receipt of your complaint, the Clerk's Office will date stamp the complaint, prepare a file and prepare copies that will be forwarded to the Town Manager, appropriate Department Head, and the Mayor and Council.
2. The Town Manager has ten (10) days to pass the complaint onto the appropriate department head for action. During this time, the Manager may also return the complaint if it is not filed in accordance with this policy.
3. The Department Head has ten (10) days after delivery of the complaint by the Manager to respond in writing. This response will be mailed to you and filed with the Manager.
4. If the response is not satisfactory to you, you have ten (10) days from the date of the written response to request that the Manager to review the matter.
5. The Manager will review the matter within ten (10) days, and notify you of his determination with regard to your complaint. The Manager may concur with the response of the Department Head, or recommend that additional corrective action

be taken in accordance with the Personnel Manual, or place the matter on a Council agenda.

6. If you are not satisfied with the response of the Manager, you will have an additional ten (10) days from receipt of his decision to discuss the problem with members of the Council. If at least three (3) Council members agree to sponsor the item, it will be scheduled for the next available Council session. Council members will already have been provided a copy of the complaint, the responses of the department, and the decision of the Manager.

EMPLOYEE YOU HAVE A COMPLAINT AGAINST _____

DATE INCIDENT HAPPENED _____

Your Name:

Your Residence:

Your Mailing Address:

Your Telephone #

Your Cell Phone #

Have you ever filed a complaint against this employee before?

Yes No

If Yes, When?

Please list all agencies you contacted regarding this complaint:

Person/Agency Contact	Address	Date of
_____	_____	_____
_____	_____	_____
_____	_____	_____

State the details of your complaint or information: Use the reverse side if necessary. If you have any relevant documents, please attach photo copies only. DO NOT ATTACH ORIGINAL DOCUMENTS.

**TOWN OF CAMP VERDE
CITIZEN COMPLAINT FORM
PERSONNEL**

ACTION REQUESTED

Briefly describe the specific action you are suggesting.

The information presented in this complaint form is true, correct and complete to the best of my knowledge. Furthermore, I acknowledge that I have read and understand the procedures. Please sign and date this notice.

Name _____ Date _____

For Office Use Only

File # _____

Original Filed with: _____ **Date** _____

Copy to Town Manager: _____ **Review Deadline** _____
Date Date

Department Review: _____ **Review Deadline** _____
Date Date

Action by Department: _____

Citizen Notified: _____ **Date** _____
(i.e. phone call, letter, fax – attach copies to original document)

Council Review:

Council cannot sit as an adjudication body. This review process allows you the opportunity to address Council directly. You must make the presentation to Council yourself, keeping in mind that no new allegations or documentation can be added. The Council Review is limited to ensuring that policy has been followed. The Council may elect to affirm the responses, take no action, call for an executive session, or take other appropriate action.



Town of Camp Verde Citizen Complaint Procedures Non-Personnel

The Town of Camp Verde has initiated a policy for receiving citizen complaints to ensure a fair review of concerns of the public about policy, procedures, ordinances, codes, and/or similar issues. This form is not for the filing of a complaint against Town personnel or employees.

How to Make a Complaint:

Complete a written complaint form following the instructions listed below. Complaint Forms are on file in the Clerk's Office at 473 S. Main, Ste. 102 or you can download a blank copy online at www.cvaz.org.

You must sign and date a written complaint and deliver it to the Clerk's Office. The Complaint should state specific dates, facts, and other pertinent information. You may attach any relevant documents supporting your claim. If you plan to include comments or statement by other witnesses, you must submit their signed and dated statements with your complaint. Your complaint cannot be amended and the Clerk's Office cannot receive additional information related to your complaint once it has been submitted.

What to expect:

1. Upon receipt of your complaint, the Clerk's Office will date stamp the complaint, prepare a file and prepare copies that will be forwarded to the Town Manager, appropriate Department Head, and the Mayor and Council.
2. The Town Manager has ten (10) days to review the complaint and refer it to the appropriate department head for action. During this time, the Manager may also return the complaint if it is not filed in accordance with this policy; or direct you to other applicable avenues of relief, such as the Board of Adjustment for zoning complaints or the Marshal's Office or Magistrate for complaints of criminal matters.
3. The Department Head has ten (10) days after delivery of the complaint by the Manager to respond in writing. This response will be mailed to you and filed with the Manager.
4. If the response is not satisfactory to you, you have ten (10) days from the date of the written response to request that the Manager to review the matter. The Manager will review the matter within ten (10) days, and notify you of his determination with regard to your complaint. The Manager may concur with the response of the Department Head or recommend additional corrective action.
5. If you are not satisfied with the response of the Manager, you will have an additional ten (10) days from date of his decision to discuss the problem with members of the Council. If at least three (3) Council members agree to sponsor the item, it will be scheduled for the next available Council session. Council members will already have been provided a copy of the complaint, the responses of the department and the decision of the Manager.

**TOWN OF CAMP VERDE
CITIZEN COMPLAINT FORM
NON-PERSONNEL**

Name:

Residence:

Mailing Address:

Telephone #

Cell Phone #

Have you ever presented a complaint or information to this office before?

Yes No

If Yes, When?

Please list all agencies you contacted regarding this complaint:

Person/Agency

Address

Date of Contact

State the details of your complaint or information: Use the reverse side if necessary. If you have any relevant documents, please attach photo copies only. DO NOT ATTACH ORIGINAL DOCUMENTS.

**TOWN OF CAMP VERDE
CITIZEN COMPLAINT FORM
NON-PERSONNEL**

**TOWN OF CAMP VERDE
CITIZEN COMPLAINT FORM
NON-PERSONNEL**

ACTION REQUESTED

Briefly describe the specific action you are suggesting.

The information presented in this complaint form is true, correct and complete to the best of my knowledge. Furthermore, I acknowledge that I have read and understand the procedures. Please sign and date this notice.

Name _____ Date _____

For Office Use Only

File # _____

Original Filed with: _____ **Date** _____

Copy to Town Manager: _____ **Review Deadline** _____
Date Date

Department Review: _____ **Review Deadline** _____
Date Date

Action by Department: _____

Citizen Notified: _____ **Date** _____
(i.e. phone call, letter, fax – attached copies to original)

Council Review:

Council cannot sit as an adjudication body. This review process allows you the opportunity to address Council directly. You must make the presentation to Council yourself, keeping in mind that no new allegations or documentation can be added. The Council Review is limited to ensuring that policy has been followed. The Council may elect to affirm the responses, take no action, call for an executive session, or take other appropriate action.

**Council Meeting
May 21, 2008**

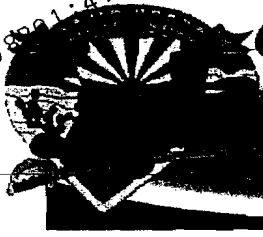
ADDITIONAL INFORMATION

ITEM #8

ITEM #10

ITEM #14

05-20-08 01:49 RCVD



Camp Verde, Arizona

LETTER OF INTEREST

Name: <u>MARK T. WARE</u>		Date: <u>5-20-2008</u>	
Home Address: <u>2528 W. ARTURO CIRCLE CAMP VERDE AZ 86322</u>			
Mailing Address, if different:			
Email Address: <u>MELLOWAVE @ EARTHLINK.NET</u>			
Home Telephone: <u>928-567-4100</u>		Work Telephone:	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: <u>6 YRS</u>		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name and address of business (if applicable):			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession:			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please list names of board/commission and dates served:			
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. <u>Non profit funding Com</u>		3.	
2.		4.	
Education and Community Service			
Schools Attended:		Degree:	Year:
<u>MNI. SCHOOL OF BUSINESS</u>		<u>ASSOCIATES</u>	<u>1993</u>
Civic Activities-Service Organizations		Office Held:	Year Began: <u>2006</u> Year Ended: <u>2006</u>
<u>AMERICAN LEGION POST 93</u>		<u>FINANCE OFFICER</u>	
Please state why you would like to be appointed to a Town Board, Commission, or Committee:			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a)			
(b)			
(c)			

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

Mail or deliver your completed application to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Applicant's Signature: *Mark T. Wane* Date: *5-20-2008*

	Date:
Date Contacted & Invited to Appear before Council:	
Staff Contacting Individual	
Date Appointed by Council	
Board or Commission appointed to:	



U.S.
1/8

05-20-08A11:08 RCVD

Name: Robin Whatley		Date: May 16, 2008		
Home Address: 223 Blackbridge Rd. Camp Verde, AZ 86322				
Mailing Address, if different:				
Email Address: rcwhatley@msn.com				
Home Telephone: 567-3101		Work Telephone: 634-2144		
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Length of residency in the Town of Camp Verde: _____		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Name and address of business (if applicable): _____				
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: 6th grade teacher at American Heritage Academy				
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served:				
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:				
1. Non-Profit Funding Committee		3.		
2.		4.		
Education and Community Service				
Schools Attended:		Degree:	Year:	
Yavapai College		AA	1996	
Prescott College		BA	1998	
Civic Activities-Service Organizations		Office Held:	Year Begun: Year Ended:	
Parks and Rec Commission			2007	--
Citizen's Committee for CV Library			2008	--
Please state why you would like to be appointed to a Town Board, Commission, or Committee: This is another way to serve my community.				
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?				
(a) The committee will do the 'leg' work and advise the council.				
(b) We will advise the council on the best use of the citizen's money.				
(c) I will be at meetings on time, read material ahead of time and work to build a consensus.				

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee: _____

I have demonstrated a willingness to be involved in what is going on in CV, and take on
_____ the responsibility to get things accomplished. I attend council meetings regularly and have
_____ witnessed on many occasions the requests on non-profits for funding by the town. I am willing
_____ to do my small part in helping the council to make these decisions.

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

Mail or deliver your completed application to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Applicant's Signature: Robin Whatley Date: 05/16/08

	Date:
Date Contacted & Invited to Appear before Council:	
Staff Contacting Individual	
Date Appointed by Council	
Board or Commission appointed to:	

**CHAPTER 9
OPEN SPACE & RECREATION**

FORECASTED NEED

Camp Verde Recreation Inventory and Evaluation*

<u>Activity</u>	<u>Goal/population**</u>	<u>Standard</u>	<u>Inventory</u>	<u>(Deficiency) or Surplus</u>
Amphitheater	1/ 25,000	0	0	0
Basketball – outdoor	1/ 2,500	4	4	0
Basketball – indoor	1/ 10,000	1	1	0
Baseball –	1/ 5,000	2	1	(1)
- lighted	1/ 10,000	1	0	(1)
Softball –lighted	1/ 2,500	4	1	(3)
Practice fields	1/ 5,000	2	2	0
BMX	1/ 25,000	0	0	0
Equestrian Arena	1/Community	1	1 (private)	0
Football	1/ 3,000	3	1	(2)
Hiking/walking/biking trails***	1/ 2,500	4	205.9	201.9
Horseback Riding***	1/ 1,000	10	205.9	195.9
Multi-use recreation facility	1/ 10,000	1	1	0
Picnicking – tables	1/ 500	20	21	1
- shelters	1/ 2,000	5	5	0
Playground	1/ 2,500	5	3	(2)
River access points (designated)	1/ 2,000	5	3	(2)
Skateboard park	1/ 25,000	0	1	1
Soccer	1/ 3,000	8	3	(5)
Swimming	1/ 25,000	1	1	0
Tennis	1/ 5,000	2	1	(1)
¼ mile track	1/ 7,500	1	1	0
Volleyball	1/ 5,000	2	2	0

**During the Council's Public Hearing to Adopt the 2003 General Plan, racquetball courts were cited, as a community need.*

***Goal/Population determined by the Camp Verde Parks & Recreation Commission and based on an estimated 2002 population of 10,000.*

****Approximately 17 miles, located within the Town's boundaries, that do not include historic trails or non-dedicated trails on paved roads unless there is a marked area specifically for non-motorized use.*

A. GOAL: DEVELOP RIVERSIDE PARKS AND TRAILS TO PROVIDE ACCESS TO THE Verde River AND OTHER NATURAL WATERCOURSES.

Implementation Strategy:

- A. 1. Develop and implement a system of access and recreational trails associated with the Verde River and other natural watercourses and historic ditches.
- A. 2. Work with the Game and Fish Department, U.S. Fish and Wildlife, and other private organizations to obtain voluntary conservation easements and development rights from landowners to secure access, protect sensitive areas from further development and to provide trail corridors.

CHAPTER 9
OPEN SPACE & RECREATION

- *A. 3 Purchase from willing sellers, high priority lands needed for riverside parks and trails.
- A. 4. Coordinate with Game and Fish Department, U.S. Fish and Wildlife Service, and other appropriate agencies or organizations to evaluate and maintain habitat for endangered species.
- B. GOAL: **WORK COOPERATIVELY WITH THE LOCAL SCHOOL SYSTEM, U.S. FISH AND WILDLIFE, GAME AND FISH DEPARTMENT, AND PRIVATE ORGANIZATIONS TO DEVELOP AND CONDUCT EDUCATIONAL PROGRAMS THAT EXPLAIN THE VALUE OF RIPARIAN AREAS.**

Implementation Strategy:

- B. 1. The Town Parks and Recreation staff will work with schools, U.S. Fish and Wildlife Service, Game and Fish Department, and other organizations to develop and carry out educational programs that enhance public understanding of open space values and build support for open space preservation.
- B. 2. The Town will work with the U.S. Fish and Wildlife Service, Game and Fish Department, and other organizations to promote use of riparian areas for birding festivals and other similar recreational and educational events.
- C. GOAL: **WORK COOPERATIVELY WITH OTHER VERDE VALLEY COMMUNITIES, U.S. FISH AND WILDLIFE, GAME AND FISH DEPARTMENT AND OTHER ORGANIZATIONS TO PREPARE AND IMPLEMENT A COMPREHENSIVE REGIONAL OPEN SPACE PLAN THAT PROTECTS CRITICAL OPEN SPACE IN CAMP VERDE.**

Implementation Strategy:

- C.1. The town will work cooperatively with other jurisdictions, entities and private citizens in striving to have a regional open space plan and map indicating areas for desired preservation space completed by 2007.
- C. 2. Work with governmental agencies, private groups and non-profits to encourage the acquisition of Desired Preservation Space through voluntary sale or donation of properties or easements.
- C. 3. The Town will work with the U.S. Fish and Wildlife Service and Game and Fish Department to assure that sensitive endangered species are afforded necessary protections.
- C. 4. The Town will work with the U.S. Forest Service to assure that National Forest lands crucial to preserve important view sheds, maintain sensitive natural areas, historic areas, and wildlife corridors are identified and protected.
- C. 5. Town to work with neighboring legislative bodies to preserve property between entities by utilizing conservation easements, acquisition of development rights, grants and other funding sources.

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OPEN SPACE & RECREATION

- D. GOAL: INSTITUTE A COMPREHENSIVE OPEN SPACE PLAN THAT DESIGNATES AREAS FOR PERMANENT RETENTION AS DESIRED PRESERVATION SPACE.**

Implementation Strategy:

- D. 1. Prepare and implement a riparian overlay zone.
- D. 2. Establish community standards that ensure voluntary preservation of the natural environment and open space character of the Town.
- D. 3. Require developers to provide an open space plan.
- D. 4. Require new development to provide a buffer between residential property and the new development – be it commercial, industrial or higher density residential.
- * D. 5. Designate a corridor system of recreation, trails and educational features related to historical uses and people.
- D. 6. Work with the Forest Service to develop agreements to cooperatively designate selected NF Land in and around the Town as desired preservation space.

- E. GOAL: IDENTIFY AREAS THAT ARE SUBJECT TO NATURAL HAZARDS AND ESTABLISH ZONING TO PREVENT INCOMPATIBLE DEVELOPMENT AND TO PROVIDE FOR PUBLIC SAFETY.**

Implementation Strategy:

- E. 1. Designate as open space/recreational areas natural wash areas that are subject to seasonal flooding.
 - E. 2. Locate and identify flood plain, landslide areas, and steep slopes.
 - E. 3. Establish guidelines for development near natural washes and flood plains.
 - E. 4. Limit the use of public funds to restore properties that are damaged within the hazardous areas.
 - E. 5. Encourage the relocation/removal of residences in areas that are prone to flooding in flood plains and washes.
 - E. 6. Acquire, through voluntary efforts, conservation easements and development rights, to property in areas prone to flooding to provide natural riparian habitat.
 - E. 7. Develop and implement slope, ridge, natural drainage, and vegetation and wildlife corridor protection guidelines.
- F. GOAL: PROTECT EXISTING “WILD LAND” CHARACTER OF NATIONAL FOREST AND STATE TRUST LANDS.**

Implementation Strategy:

- F. 1. Maintain existing zoning of one dwelling per two-acres for NF Land and State Trust Land within the Town's boundaries.
- F. 2. Require land survey and marked boundaries for private development along Forest Service and State Trust boundaries prior to construction.
- F. 3. Maintain open space buffers on private lands between NF Lands and private development to prevent encroachments and conflicts with public lands.
- F. 4. Negotiate Inter-Governmental Agreements with U.S. Forest Service and State Land Department to help administer National Forest and State Trust land within Town's boundaries, including delegation of enforcement authority to local police.

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F. 5. Develop partnerships and coordinate with volunteer organizations and other groups that would assist in management activities and preservation of NF lands.

G. GOAL: PROVIDE FUNCTIONAL OPEN SPACE AND RECREATIONAL AREAS WITHIN THE COMMUNITY FOR ALL RESIDENTS OF THE TOWN, SECURING PERMANENT INTERCONNECTED OPEN SPACE SYSTEM TO PROVIDE VISUAL AND FUNCTIONAL LINKS BETWEEN PARKS, SCHOOLS AND NEIGHBORHOODS.

Implementation Strategy:

- * G. 1. Formulate and update a Town Trails plan on a regular basis.
- * G. 2. Develop and implement requirements for new development to dedicate trails and trail heads within its property and along its borders.
- * G. 3. Continue documenting existing trails and assure their public accessibility.
- * G. 4. Provide for rights-of-way within easements designated for hiking, walking, bicycling, jogging, equestrian or other non-motorized forms of transportation to assure adequate opportunities for active and passive recreation for residents of all ages.
- * G. 5. Enhance existing street frontages and rights-of-way for multi-use corridors.
- G. 6. Promote design considerations in open space areas that include low maintenance, natural design, low-water consumption, public safety, drainage management and multi-use.
- G. 7. Provide the maximum level of access consistent with the ADA and state laws.
- * G. 8. Develop an equitable means for all developers to participate in the provision of open space and recreational needs of the community, ensuring the integration of existing and proposed trail-way systems and parks into all development.
- G. 9. Town and National Forest to financially coordinate trail mapping, building and trail relocating projects

H. GOAL: ACCOMMODATE A BROAD RANGE OF RECREATIONAL ACTIVITIES ACCESSIBLE TO ALL NEIGHBORHOODS.

Implementation Strategy:

- H. 1. Develop community parks of three acres or more that are combined with other jurisdictions and/or organizations to minimize the cost of maintenance through joint use, accessible to all neighborhoods.
- H. 2. Promote the preservation of land for parks and recreational uses along the Verde River and along other natural watercourses and in close proximity to existing neighborhoods, by utilizing voluntary conservation easements, acquisition of development rights, grants and other funding sources.
- H. 3. Coordinate with the U.S. Fish and Wildlife Service and the Game and Fish Department to develop/improve sport fishing of the Verde River.
- H. 4. Continue to cooperate with the Forest Service to gain additional improved access to the Verde River, Beaver Creek, and West Clear Creek for recreational activities.

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- H. 5. Establish guidelines to require new development to include mini-parks providing active and passive recreational opportunities such as barbecues, ramadas, picnic tables, children's playgrounds, horseshoes, volleyball areas, etc. in medium to high-density residential zones and encourage property owners associations to maintain existing or create new neighborhood/pocket parks.
 - H. 6. Coordinate efforts with surrounding agencies to encourage development of large joint-use regional parks. Regional parks shall support, protect and enhance a comprehensive multi-use trail system, including equestrian, walking paths and other types of trails required to meet the needs of the community, while
* providing access to historic/proposed trail ways.
 - H. 7. All parks and facilities will be designed, constructed and maintained in a safe, economical, aesthetic and functional manner.
 - H. 8. Work closely with appropriate agencies and other organizations to protect, enhance and provide access to historic and proposed trail ways.
 - H. 9. Annually review and update the parks and recreation 5-year master plan.
 - H. 10. Dedicate a portion of the sales tax revenue to open space acquisition/preservation.
 - H. 11. Coordinate with Arizona State Parks for funding opportunities and other partnership opportunities.
- I. **GOAL: PROVIDE WILDLIFE CORRIDORS TO ALLOW FOR THEIR NATURAL MIGRATION AND FEEDING PRACTICES THAT WILL HELP MAINTAIN HEALTHY AND DIVERSIFIED SPECIES.**

Implementation Strategy:

- I. 1. Designate as natural open space, areas identified by governmental agencies and environmental organizations for habitat preservation.
 - I. 2. Develop policies to prevent the enclosure of natural environment within town boundaries to maintain wildlife migration patterns.
- J. **GOAL: DESIGNATE HISTORIC ROUTES WITHIN THE TOWN'S BOUNDARIES.**

Implementation Strategy:

- * J. 1. Utilize the Trails Committee's work on designating historic routes.
 - * J. 2. Work with property owners to maintain trails/routes.
- K. **GOAL: ADD AGRICULTURAL USE PROPERTY TO THE TOWN'S OPEN SPACE INVENTORY.**

Implementation Strategy:

- K. 1. Offer incentives to developers or property owners, who designate a portion of their property for agricultural use.
- K. 2. Encourage agricultural landowners to participate in federal and state programs that are designed to protect the land as open space.

Item #14

Town of Camp Verde VOUCHER SYSTEM –

2007/2008

RULES AND RESPONSIBILITIES

ELIGIBILITY:

1. To apply for vouchers:
 - Complete, sign and return the Voucher Transit System Application to the NACOG Cottonwood office for an eligibility determination. Eligibility may be re-evaluated quarterly.
 - Provide identification, proof of residence and proof of income at initial eligibility and quarterly reviews.
2. To be eligible the applicant must be a resident of Camp Verde, unable to drive or not have a working vehicle, and be in one of the following groups:
 - 55 years old or older, or
 - Disabled and receiving disability payments, or
 - Living in a household with income less than 150% of the federal poverty guidelines
 - A youth between the ages of 16-21 (If less than age 18, must have a permission slip signed-by parent/guardian)
3. All clients must report any changes in income or change of address as soon as possible.
4. Each applicant and vendors of services receive a copy of the Voucher System Rules and Responsibilities (this form).

VOUCHERS/REQUESTS:

1. Clients must call between the 20th and the 25th to request vouchers for the upcoming month. The phone number is 649-6867. Only emergency requests will be considered outside of this time.
2. Vouchers are issued on a "first come, first served" basis. Vouchers not picked up by the 15th of each month will be forfeited and rolled back in for redistribution.
3. The dollar amount of vouchers given to each client depends upon available funding.
4. It is the client's responsibility to budget their vouchers to meet their needs as much as possible. The voucher program is intended to help cover travel costs.
5. Voucher Coupons are color coded and dated according to the city that provides the funding.
6. Vouchers have expiration dates. They must be used prior to the end of the month to be payable.
7. Anyone who uses vouchers fraudulently will be required to repay any questioned amount to NACOG on demand, and may be denied future voucher coupons.

OBTAINING RIDE-DRIVER/VENDOR INFORMATION:

1. Clients must call the vendor to schedule rides and tell them they use NACOG vouchers.
2. Clients pay a \$2.00 co-payment (in cash) to driver for each way unless they are riding the City Bus. See reverse side of this page for costs.
3. Clients will be given a cost schedule for the vendors so they can determine the best use of the voucher coupons.
4. Vendor companies (cab & van) have the right to refuse transportation services.
5. NACOG will not make payment on altered vouchers.
6. Vendors will submit the accumulated voucher coupons & invoice to the NACOG Prescott Office for payment by the 10th of each month.
7. All shopping needs must be in Camp Verde only.
8. Medical, Counseling, Work, Job Search, Social Service appointments to Cottonwood OK.
9. Medical appointments only to Sedona.

Town of Camp Verde VOUCHER SYSTEM – 2007/2008
Cost Schedule / All Rides Require A Pick Up Fee

ALL RIDES REQUIRE A \$2 CO-PAY (CASH) + VOUCHERS

CAMP VERDE VENDORS & PHONE #'S...

Red Rock Taxi 928-634-7777

CJ's Need-A-Lift 928-646-0625