

*Support your local merchants.*

**AGENDA  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S MAIN STREET, SUITE 106  
WEDNESDAY, JUNE 4, 2014 at 6:30 P.M.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
  - a) **Approval of the Minutes:**
    - 1) Regular Session – May 21, 2014
    - 2) Work Session – May 14, 2014
    - 3) Work Session – May 9, 2014
    - 4) Work Session – May 2, 2014
  - b) **Set Next Meeting, Date and Time:**
    - 1) June 11, 2014 at 5:30 p.m. – Work Session
    - 2) June 18, 2014 at 6:30 p.m. – Regular Session
    - 3) June 25, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters
    - 4) July 2, 2014 at 6:30 p.m. – Regular Session
    - 5) July 9, 2014 at 5:30 p.m. – Work Session
    - 6) July 16, 2014 at 6:30 p.m. – Regular Session
    - 7) July 23, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters
  - c) **Possible approval of the Annual Unified Emergency Management Intergovernmental Agreement with Yavapai County for emergency management services, appointing Marshal Gardner as Emergency Management Coordinator, and authorizing payment in the amount of \$4,675.00.** Staff Resource: Marshal Gardner
  - d) **Possible approval of Resolution 2014-923, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, calling for greater communication, participation, and collaboration between Verde Valley communities and the Yavapai College District concerning future planning and decision-making.** Staff Resource: Councilor German
5. **Special Announcements and presentations:**
  - **Presentation and request for funding in the amount of \$7581.50 by Verde Natural Resource Conservation District Ed Center Director Lynda Zanolli for a “Kids Conserve” water educational program for grades Kindergarten through 4<sup>th</sup> Grade.** Staff Resource: Russ Martin
6. **Call to the Public for Items not on the Agenda.**

7. **Discussion, consideration, and possible approval of Ordinance 2014-A397, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Town Code, Chapter 6 Animal Control.** Staff Resource: Marshal Gardner
8. **Discussion, consideration, and possible direction to staff relative to a possible tax on food.** Staff Resource: Russ Martin and Mike Showers
9. **Presentation, discussion, consideration, and possible direction to staff relative to the proposed FY 14/15 Fee Schedule for Town Services.** Staff Resource: Mike Showers
10. **Discussion, consideration, and possible direction to staff relative to increasing the Use Tax from 2% to 3%.** Staff Resource: Mike Showers
11. **Discussion, consideration, and possible appointment of Council members as Town representatives and alternates to various boards, committees, and organizations.** Staff Resource: Debbie Barber

Mayor German requested items 12 & 13:

12. **Discussion, consideration, and possible direction to staff relative to signing on as a sponsor for the City of Sedona's proposed League Resolution urging the authorization of expenditure and full appropriations through the reenactment of repealed ARS §41-501, 503, and 504 to restore the Arizona State Park Heritage Funds.**
13. **Discussion, consideration, and possible direction to staff relative to signing on as a sponsor for the City of Kingman's proposed League Resolution urging the Legislature to find a sustainable revenue collection system that will increase revenue into the Highway User Revenue Fund. The purpose of this resolution is to recommend the formation of a HURF revenue study committee to work together to analyze transportation funding challenges, explore revenue options, and make recommendations for an up-to-date alternative revenue collection system necessary to expand and maintain Arizona's transportation network now and into the future.**
14. **Call to the Public for items not on the agenda**
15. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.
16. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
17. **Adjournment**

Posted by:



Date/Time:

5-29-2014

9:55 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.

4.a1

**DRAFT MINUTES  
REGULAR SESSION  
MAYOR AND COMMON COUNCIL  
Of the TOWN OF CAMP VERDE  
COUNCIL CHAMBERS · 473 S. MAIN STREET ROOM 106  
WEDNESDAY, MAY 21, 2014 at 6:30 p.m.**

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

1. **Call to Order**

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

2. **Roll Call**

Mayor Charles German, Vice Mayor Jackie Baker, Councilors Bruce George, Brad Gordon, Jessie Jones and Carol German were present. Councilor Robyn Whatley was absent.

**Also Present**

Town Manager Russ Martin, Yavapai County Supervisor Thomas Thurman, Deputy Town Clerk Virginia Jones, and Recording Secretary Lynn Riordan.

3. **Pledge of Allegiance**

Mayor German led the pledge

4. **Consent Agenda**

a) **Approval of the Minutes:**

- 1) Work Session – April 30, 2014
- 2) Special Session – April 2, 2014
- 3) Executive Session – April 2, 2014

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

- 1) May 28, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters
- 2) June 4, 2014 at 6:30 p.m. – Regular Session
- 3) June 11, 2014 at 5:30 p.m. – Work Session
- 4) June 18, 2014 at 6:30 p.m. – Regular Session
- 5) June 25, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c) **Approval of a Special Event Liquor License application for the Verde Valley Rangers, Mounted Sheriff's Posse fundraiser to be held during the Cornfest on July 18 and 19, 2014.** Staff Resource: Debbie Barber

d) **Resolution 2014-922, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending the "Town of Camp Verde Procedures and Operations", and superseding all Resolutions or parts of Resolutions adopted by the Town of Camp Verde in conflict with the provisions of this Resolution or any part of this Resolution are hereby repealed, effective as of the date that this Resolution is effective. Amendment includes replacing the "Hazard Communication and Chemical Safety" with the 'Hazard Communication Program' in the Risk Management policies and procedures/Town of Camp Verde Procedures and Operations Guide.** Staff Resource: Russ Martin/Carol Brown

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

5. **Special Announcements and presentations:**

**Update and discussion relative to local, state, and county matters with County Supervisor Tom Thurman.** Staff Resource: Mayor German

Yavapai County Supervisor Tom Thurman advised the Mayor and Council that the groundbreaking ceremony for the "solar farm project" is next Friday at the Yavapai County Superior Court Building on Commonwealth Drive in Camp Verde. Supervisor Thurman updated the Mayor and Council on the Water Advisory Council (W.A.C.) that was founded in 1999 because of the projected growth and available water supply for the growth. In 1999, it was

anticipated that the Verde Valley population would double in 10 years. W.A.C., funded by the Towns and Cities in the Verde Valley and the County, has compiled a multitude of data and research regarding water sources, aquifers and actual vs. anticipated water needs for the Verde Valley. Over the past 15 years, W.A.C. has spent 1.5 million in research, and now the population growth has stopped, data and research is complete, and it is anticipated that the W.A.C. mission will be changing to focus on assisting Cities and Towns in purchasing water companies and putting water conservation plans into place. Currently the Verde Valley aquifers are very poor and we, as well as most of the State of Arizona, are suffering from a water shortage. W.A.C. is proposing a 50-50 split again this year for funding to give it time to convert over to its new mission. Supervisor Thurman addressed the Title 2 funding for the USFS, stating there was 3.1 million dollars in requests with a 300,000 budget. Supervisor Thurman is on the committee for Title 2 funding for USFS trails and improvements, and 2/3 of the funding has been spent in the Verde Valley. The Town of Camp Verde and the Verde Valley have done an excellent job of stretching the limited funds to create the maximum benefits. Supervisor Thurman stated that he lobbied heavily for the Hwy 260 Project, as ADOT was looking to possibly re-allocate funds in Southern Arizona. Supervisor Thurman stated he toured Out of Africa last week and their expansion plans looked good, and good for the Town. Supervisor Thurman stated he sent a letter of support to the Conservation Fund for Hauser Farms to remain agriculture. Supervisor Thurman stated he would be meeting with engineers next month regarding Middle Verde Road. Supervisor Thurman then presented a power point presentation to the Mayor and Council that outlined the county involvement in the community parks and recreation, legislative updates and items that were signed by and those vetoed by the Governor that may impact the Town and the county, the county income and expenses, and the need to add another ¼ percent tax to create funding for building of a new jail facility in Prescott. Currently the fine for violation of a fire ban is \$400, Supervisor Thurman recommends the fine/penalty be increased to \$5,000. Supervisor Thurman stated the State had over-valued the gas-pipeline, which now has cut funds from Yavapai County causing a \$400,000 deficit – the county is trying to recover this loss without raising property taxes. In his closing comments, Supervisor Thurman provided a handout (Red Rock District Trails need your feedback! And stated that Coconino National Forest General Plan is currently open for public comment, and he encourages the Council, and each person individually, to send in comments ([www.fs.usda.gov](http://www.fs.usda.gov)) regarding the proposed General Plan. No motions were made at this time, however, the Council concurred that the sanctions for violation of fire ban should be substantially increased. The Mayor and Council thanked Supervisor Thurman for his presentation and participation in the community.

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

Steve Goetting addressed the Mayor and Council regarding Spur Ventures, developing a new website CampVerdeRodeo.com, and is soliciting partners (private or public). Spur Ventures hosts business assistance, for new businesses and sustaining successful businesses, and host speakers at "Bolers" on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday each Month. It is open to the public and free of charge.

Steve Goetting stated that he, and Spur Ventures, encourage and supports, the expansion of broadband in Camp Verde.

7. **Discussion, consideration, and possible authorization for the "Old Guys" to move forward with the concept and site location for the construction of an all-purpose building near the Ramada.** Staff Resource: Russ Martin.

On a **motion** by Vice Mayor Baker, seconded by Councilor George, the Council unanimously voted to give authorization to the "Old Guys" to move forward with the site location and construction of an all-purpose building near the Ramada. The Mayor and Council commended George Devorik, and the "Old Guys" for all the positive improvements they have provided to the Town.

George Devorik addressed the Mayor and Council, providing a set of plans for each Council Member to review, and explained some minor changes that will be made to the plans/construction. The projected completion of the all-purpose building near the Ramada is 2 ½ to 3 months from the date of ground-breaking (after authorization and permits have been approved).

8. **Call to Public for items not on the Agenda.**

There was no public comment.

9. **Council Informational Reports.**

Councilor German stated she attended the MATT Force celebration in Prescott. The Camp Verde Middle School took the first place award for their video. She stated how nice it was to see our middle school children succeeding and moving forward with positive leadership in our community.

Vice Mayor Baker stated she attended the W.A.C. meeting with Supervisor Thurman, and she will attend the meeting next month to see what direction W.A.C. will be evolving. The contributions for W.A.C. should be considered and addressed during the tentative budget work sessions.

Councilor George stated the Verde River Basin Partnership Board Chairman O'Halleran is resigning to run for a congressional seat. Councilor George also stated that he will be attending the General Meeting at the City of Sedona for the purpose of learning about the management of the water treatment plant.

Councilor Gordon expressed thanks to Joe Westervelt for the Mylar donation.

Mayor German stated he will be attending the GAMMA meeting to obtain information, mostly in support of HURF funds and conservation funds, to take to the Arizona Leagues of Cities and Towns conference. Deputy Town Clerk Virginia Jones advised the Council that reservations have been made and confirmed for all Council Members to attend the League conference in Phoenix.

10. **Manager/Staff Report.**

Town Manager Russ Martin stated the intergovernmental meeting is tomorrow (Thursday) in Sedona at 6:00 p.m. Mr. Martin also stated that tentatively the Council Agenda on June 4, June 11, and June 18, 2014 will include review and consideration of the tentative FY 2014-15 Budget. If the Mayor or Council Members have any questions concerning Budget matters, please forward your questions or concerns to Russ Martin as soon as possible so any questions or concerns can be researched if necessary and allow Staff to be prepared with an answer or solution before the Regular or Work Sessions. Mr. Martin also requested the Council Members let the Town Clerk know if their personal calendars would allow the Council to skip one or two Regular Council Meetings in July (summer break/vacation).

11. **Adjournment**

On a motion by Mayor German, seconded by Councilor Gordon, the council unanimously voted to adjourn the meeting at 7:31 p.m.

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Charles German, Mayor

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Lynn Riordan, 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 May 21, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Debbie Barber, Town Clerk

4. a. 2

**MINUTES  
WORK SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS · 473 S. Main Street, Room #106  
WEDNESDAY, MAY 14, 2014 at 6:30 p.m.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. **Call to Order at 6:30 pm**  
Mayor German called the meeting to order at 6:30 pm.
  
2. **Roll Call**  
Mayor Charles German, Vice Mayor Jackie Baker and Councilors Bruce George, Jessie Jones, and Robin Whatley were present. Councilors Carol German and Brad Gordon were absent  
  
**Also Present**  
Town Manager Russ Martin, Public Works Director Ron Long, Public Works Analyst Debra Raney, Economic Development Director Steve Ayers, Deputy Clerk Virginia Jones and Recording Secretary Marie Moore .
  
3. **Pledge of Allegiance**  
Mayor German led the pledge.
  
4. **Presentation by District Ranger Nichole Branton of Redrock Ranger District of the Coconino Forest relative to management options for Fossil Creek Wild and Scenic River followed by possible discussion and direction to staff. Staff Resource: Steve Ayers**

No recommendation to staff was given.

Nichole Branton of Redrock Ranger District gave a brief overview of the Fossil Creek Wild and Scenic River area and the direction the Forest Service intends to move toward in regards to public management and alternatives. Branton welcomed Council and public input on the presentation.

Travis Bone, District archeologist with the Forest Service presented 3 possible alternatives for the area that have been reached after reviewing and modifying the 7 original concepts. A handout was provided to Council, which is attached and becomes a permanent part of the record.

Councilor George recommended considering the limitation of vehicle access rather than people to the area.

Councilor Jones inquired about the camping restrictions and clarified that this only applies to the ¼ mile Fossil Creek corridor.

Councilor Whatley indicated her concern about the removal of the "Mail Trail" stating it is important to some community members who have invested a lot of time into restoring it and there is an annual trail ride that would be affected.

**PUBLIC INPUT**

A representative from Arizona Recovery and Towing inquired about road maintenance, explaining that the

company spends countless hours in the summer providing services in that area and the road conditions need serious improvement. Branton indicated that it is the hope that the funding created from the permits will be used to help maintain the roads.

Tony Goia indicated he originally disagreed with the proposal and had felt there was a better way for more people to enjoy the area per day, but since then he has been active in trash clean up for the area and has seen firsthand the major problem created. He now fully supports the idea and stated several other organizations do as well.

Marie Moore questioned the process that would take place for hunters who have drawn tags in the area. Branton indicated they were in the process of working out details with the AZ Game & Fish Department.

5. **Discussion of and possible direction to staff relative to proposed changes to Town Code Chapter 6, Animals.** Staff Resource: Marshal Gardner

Council directed staff to return with additional information on June 4, 2014.

Marshal Gardner and Code Enforcement Officer DJ Caldwell presented a power point presentation which is attached and becomes permanent part of record.

Councilor George indicated that someone who has show dogs and or kennels dogs for others for the purpose of showing should be added.

Mayor German recommended providing the public with brochures regarding the upcoming changes.

## **PUBLIC INPUT**

Ann Martin indicated she has a small dog and by passing the proposed leash law she would be unable to the exercise her dog. Martin suggested considering a colored tag when getting a dog license that would indicate the dog is known by Animal Control/Code Enforcement and as long as it is under the verbal control of the owner, it can be off the leash. Martin feels the change in Section D is punishing responsible dog owners.

Bob Guy stated there is a difference between an animal escaping and someone who intentionally lets their dog out. He recommends there not be a warning process for those circumstances.

Tim Kominsky stated there are apartments in his neighborhood where the residents intentionally open their door and let their dog(s) run freely around to relieve themselves. Kominsky indicated that he has been attacked on numerous occasions by these dogs and reported each event. Because he has two dogs and is trying to protect them, there is no way he could take a picture of the offending dogs.

Doris McFadden stated she is a dog trainer and requested Council consider 3 points.

1. Dogs are easily distracted and if not leashed, even a trained dog can and will run off toward another dog or animal.
2. Dogs are being stolen and trafficked for fighting dogs.
3. Dogs should be tethered and cross tied or crated in the back of a truck for safety.

Amber Polo requested there be a definition to distinguish between tether and lease.

Cathy Davis has volunteered at the shelter for a couple of years and indicated out of 200 dogs picked up, 99% aren't neutered or spayed and recommended the Town encourage residents to use low cost spay and neuter clinics.

6. **Discussion of and possible direction to staff relative to the proposed annexation of State Lands by the City of Cottonwood.** Staff Resource: Russ Martin

No recommendation to staff was made.

Martin presented a map that is being proposed to Cottonwood and explained that the basic premise is this is a topic to consider and to develop a land use plan which would give more specifics for Council to review and comment on. Martin indicated that the property directly across from Steve Coury is important to consider and that this is only a State Land proposal.

**PUBLIC INPUT:**

Tony Goia indicated that before he was elected he notified Council that Yavapai County had heard a car dealership was considering construction in the area and recommended at that time to annex. Goia feels it is important to annex now just as back then.

Councilor George requested the following item:

7. **Discussion of and possible direction to staff relative to investigating the possibility of developing a transit service to serve the Verde Lakes area.**

Councilor George presented a Powerpoint Presentation which is attached and becomes a permanent part of this record. George indicated to Council that he has researched the advantages to implementing a transit service to the Verde Lakes area due to the high residency volume and lack of transportation to town. There are several possibilities to consider which the transit system. George stated he has found 4 possible grants available as well as donations through a 501 3C.

Councilor Jones indicated this would be another opportunity to inform the public of what the Town could offer the residents if a food tax is imposed.

Councilor Whatley felt this is a great opportunity to get the residents of the area to the new medical center coming and feels it should also stop at the senior center.

8. **Adjournment**

Meeting adjourned at 8:56 pm.

Charles German, Mayor

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Marie Moore, 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 Special/Work Session of the Town Council of Camp Verde, Arizona, held on May 14, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Deborah Barber, Town Clerk



4. a 3

**DRAFT MINUTES  
WORK SESSION  
MAYOR AND COMMON COUNCIL  
Of the TOWN OF CAMP VERDE  
COUNCIL CHAMBERS · 473 S. Main Street, Room #106  
FRIDAY, MAY 9, 2014 at 8:00 a.m.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. **Call to Order**  
Mayor German called the meeting to order at 8:00 am.
2. **Roll Call**
3. Mayor Charles German, Vice Mayor Jackie Baker and Councilors Bruce George, Carol German, Jessie Jones, Brad Gordon, and Robin Whatley were present.

**Also Present**

Town Manager Russ Martin, Marshall Nancy Gardner Town Clerk Deborah Barber, Finance Director Mike Showers, Public Works Director Ron Long, Public Works Analyst Debra Raney, Economic Development Director Steve Ayers, Town Clerk Deborah Barber and Recording Secretary Marie Moore

4. **Pledge of Allegiance:**  
Mayor German led the pledge.
5. **Discussion, consideration, and possible direction to staff relative to the Draft FY 2014/15 Tentative Budget. Discussion may include, *in no particular order*, and not limited to the following budget units.** Note: Any items not addressed at this meeting may be carried over to a subsequent meeting.
  - a. **Revenues**
  - b. **General Government**
    - **Municipal Court**  
Municipal Court Budget passed unanimously.
    - **Library**  
Library Budget passed by majority vote. Councilor Gordon opposed.
    - **Economic Development**  
Economic Development Budget passed unanimously.
    - **Risk Management**  
Risk Management Budget passed unanimously.
    - **Non-departmental**  
\$5000 to be allotted to the Verde Valley Senior Center. Non-Departmental Budget passed unanimously.
    - **Finance**  
Finance Budget passed unanimously.
    - **Mayor & Council**  
Mayor & Council Budget passed unanimously.
    - **Clerk**

- Town Manager  
Town Manager Budget passed unanimously.
  - HR  
Martin indicated there is consideration of sharing an HR Department with the School District is being discussed. HR Budget passed unanimously.
  - IT  
IT Services Budget passed unanimously.
  - Public Works
    - ✓ Public Works  
Public Works Budget passed unanimously.
    - ✓ Stormwater Management  
Stormwater Management Budget passed unanimously.
    - ✓ Wastewater/Sewer  
Jan Grogan presented a handout to Council which is attached and becomes a permanent part of the record. Sewer budget passed unanimously.
    - ✓ Maintenance  
Maintenance Budget passed unanimously.
    - ✓ Parks & Recreation
      - Parks & Recreation  
Parks & Recreation Budget passed unanimously.
      - Pool  
Pool Budget passed unanimously.
      - Programs  
Programming Budget passed unanimously.
    - ✓ HURF – Streets  
HURF Budget passed unanimously.
  - Community Development
    - ✓ Community Development  
Community Development Budget passed unanimously.
    - ✓ Planning & Zoning  
Planning & Zoning Budget passed unanimously.
    - ✓ Building  
Building Budget passed unanimously.
    - ✓ Code Enforcement  
Code Enforcement Budget passed unanimously.
  - Marshal's Office
    - ✓ Marshal's Office  
Marshal's Office Budget passed by majority vote. Councilors Baker and German opposed.
    - ✓ Animal Control
- c. Capital Improvements  
Contingency budget was discussed and

## Adjournment

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Marie Moore, 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 Special/Work Session of the Town Council of Camp Verde, Arizona, held on May 9, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Deborah Barber, Town Clerk

4, a 4



**DRAFT MINUTES  
WORK SESSION  
MAYOR AND COMMON COUNCIL  
Of the TOWN OF CAMP VERDE  
COUNCIL CHAMBERS · 473 S. Main Street, Room #106  
FRIDAY, MAY 2, 2014 at 8:00 a.m.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. **Call to Order**

Mayor German called the meeting to order at 8:02 am.

2. **Roll Call**

3. Mayor German, Vice Mayor Baker and Councilors George, Gordon, Whatley and Jones were present. Councilor German was absent.

**Also Present**

Public Works Director Ron Long, Deputy Public Works Director Troy Odell, Public Works Analyst Deborah Raney, Town Manager Russ Martin, Town Clerk Deborah Barber, and Recording Secretary Marie Moore

4. **Pledge of Allegiance:**

Mayor German led the pledge of allegiance.

5. **Discussion, consideration, and possible direction to staff relative to the Draft FY 2014/15 Tentative Budget. Discussion may include, in no particular order, and not limited to the following budget units.** Note: Any items not addressed at this meeting may be carried over to a subsequent meeting.

a. Revenues

b. General Government

- Municipal Court
- Library
- Economic Development
- Risk Management
- Non-departmental
- Finance
- Mayor & Council
- Clerk
- Town Manager
- HR
- IT
- Public Works

✓ Public Works

The Public Works budget was discussed along with the request for additional funding to the department above the Town Managers recommendation.

✓ Stormwater Management

Troy Odell requested additional funding for Stormwater Management, explaining that the Town must become compliant with ADEQ Standards.

✓ Wastewater/Sewer

✓ Maintenance

Mike Dumas requested an additional part-time employee for grounds keeping working 20-28 hours per week, an additional budget line for work boots and uniform shirts. Requesting \$30,000 for the Rio Verde Plaza and if money isn't specifically budgeted for this building than money for the upkeep of the building will still be required but will be taken from the upkeep of other town buildings. \$6,000 requested for fire extinguishers.

- ✓ Parks & Recreation
  - Parks & Recreation
  - Pool

The pool budget was discussed along with additional operating hours in future years.

- Programs
- ✓ HURF – Streets
- Community Development
  - ✓ Community Development
  - ✓ Planning & Zoning
  - ✓ Building
  - ✓ Code Enforcement

➤ Marshal's Office

- ✓ Marshal's Office

Marshal Gardner presented a power point presentation which is attached and becomes a permanent part of the record. Gardner requested an additional \$76,000 in salary increases for the Marshal's Office.

- ✓ Animal Control

c. Capital Improvements

**Adjournment**

Meeting adjourned at

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Charles German, Mayor

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Marie Moore, 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 Special/Work Session of the Town Council of Camp Verde, Arizona, held on May 2, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Deborah Barber, Town Clerk

H.C



**Agenda Item Submission Form – Section I**

**Meeting Date:** June 4, 2014

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

**Requesting Department:** Town Marshal Nancy Gardner

**Staff Resource/Contact Person:** Town Marshal Nancy Gardner

**Agenda Title (be exact):** Possible approval of an Emergency Management Intergovernmental Agreement with Yavapai County Office of Emergency Management for emergency services to include \$4,675.00 in the FY 2014/15 Budget for these services.

**List Attached Documents:**

- Intergovernmental Agreement for the Establishment of Unified Emergency Management
- Invoice for \$4,675.00

**Estimated Presentation Time:** 1 Minutes

**Estimated Discussion Time:** 1Minutes

**Reviews Completed by:**

- Department Head:       Town Attorney Comments: N/A

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

**Fiscal Impact:** N/A

**Budget Code:** 01-999-20-785000      **Amount Remaining:** \$4,675.00

**Comments:**

**Background Information:**

This is an annual Agreement that allows Yavapai County to work with the Town to provide emergency services and related activities. The Agreement states the Town will appoint an Emergency Management Coordinator who shall be responsible for the organization, administration, and operations of local emergency management, subject to the direction and control of the chief executive officer or governing body. The term of this agreement is for one year commencing July 1, 2013 and may be extended from year to year by mutual agreement of the parties prior to June 30 of the term.

**Recommended Action (Motion):** Approve the Emergency Management Intergovernmental Agreement with Yavapai County Office of Emergency Management for emergency services, to include \$4,675.00 in the FY 2013/14 Budget for these services.

**Instructions to the Clerk:** Process IGA and Invoice



## Office of Emergency Management

1100 Commerce Drive, Prescott, Arizona 86305

Phone (928) 771-3321

Fax (928) 771-3323

[www.regionalinfo-alert.org](http://www.regionalinfo-alert.org)

May 23, 2014

Ms. Deborah Barber, Clerk  
Town of Camp Verde  
473 S. Main Street, Suite 102  
Camp Verde, AZ 86322

Re: Annual Unified Emergency Management IGA

Dear Ms. Barber:

Enclosed is the Unified Emergency Management Intergovernmental Agreement (IGA) for fiscal year July 1, 2014 through June 30, 2015. Please obtain the appropriate signatures and **return all three originals to the office of Yavapai County Emergency Management** at your earliest convenience.

The IGA will then be signed by the Yavapai County Board of Supervisors, recorded, and one original will be returned to you.

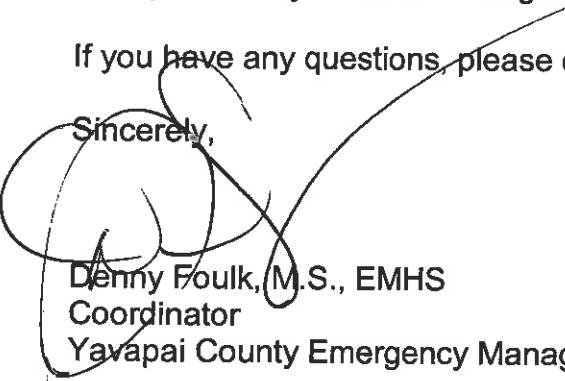
Some benefits provided to the City during the past year include:

- Notification of hazardous conditions
- Update of Disaster Response Plan
- Completion of the Multi-Jurisdictional Hazard Mitigation Plan
- Completion of the Communities Wildland Protection Plan
- On call status 24/7
- On call 24/7 alternative communications capability (Amateur Radio)
- Monitor and assist with compliance on Homeland Security training & reporting mandates
- Homeland Security and emergency management training classes at no cost
- Exercise Development

Please forward the attached invoice to your Finance Department. Please remit payment to Yavapai County Office of Emergency Management no later than October 31<sup>st</sup>, 2014.

If you have any questions, please do not hesitate to contact our office.

Sincerely,

  
Denny Foulk, M.S., EMHS  
Coordinator  
Yavapai County Emergency Management

Enclosures



**INTERGOVERNMENTAL AGREEMENT FOR THE ESTABLISHMENT OF  
UNIFIED EMERGENCY MANAGEMENT**

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2014, by and between YAVAPAI COUNTY, a political subdivision of the State of Arizona, hereinafter called "County" and the TOWN OF CAMP VERDE, a municipal corporation of the State of Arizona, hereinafter called "Town" as follows:

WHEREAS the County has established an Office of Emergency Management and;

WHEREAS the County has the capability to manage a unified emergency management organization and;

WHEREAS the parties are empowered to enter into this agreement pursuant to ARS " 11-952, 26-307, and 26-308.

NOW, THEREFORE, in consideration of the covenants contained herein, and for other good and valuable consideration, the receipt and the sufficiency of which is hereby acknowledged by each party to the other, it is hereby agreed as follows:

1. The County and the Town shall establish a unified emergency management organization for the purpose of preparing plans for the preservation and safety of life and property and making provisions for the execution of these plans in the event of enemy attack upon the United States of America and/or in the event of any peacetime natural, technological, or manmade emergency or disaster within the County or Town. See Attachment A for list of definitions. See Attachment B for a comprehensive list of services provided.
2. The unified emergency management organization is hereby designated as the Yavapai County Joint Office of Emergency Management.
3. The County will perform the following services with the Town:
  - a. Include emergency operations of the Town in the County Disaster Response Plan (DRP) covering emergencies and disasters;
  - b. Aid and advise the Town with regards to training of employees that may be responsible for emergency management/homeland security duties;
  - c. Review the Town Disaster Response Plan for completeness, compatibility and compliance with the National Incident Management System (NIMS), County Disaster Response Plan and State Emergency Operations Plans and provide improvements and updates as necessary.

- d. Provide assistance to the Town to develop/update emergency management plans, procedures, and programs in each of the following areas, such list not to be exclusive: Continuity of Government, Direction and Control, Law and Order, Fire Services, Emergency Evacuation, Shelter, Public Services, Recovery, Mitigation, Persons with Special Needs, Radiological Safety, Warning and Public Information, Transportation, Communications, Mass Care and Mass Casualty. The above plans and programs will be coordinated with and approved by the various Town departments effected by said plans and programs;
  - e. Assist the Town with developing and/or updating a current inventory of all equipment and supplies available in the Town for use in the event of any disaster;
  - f. Provide a current inventory of all equipment and supplies available in the County to assist the Town in the event of any disaster;
  - g. Provide technical assistance in obtaining Federal or State funds which may become available to the Town for emergency services purposes, and in the acquisition of surplus or other property for emergency services purposes by the Town;
  - h. Complete and submit all report requirements emanating from State or Federal Government Agencies;
  - i. In the event of disaster confined to the Town, provide emergency assistance as requested, within the limits of the ability of the County to so provide, and coordinate assistance furnished by other agencies in accordance with mutual aid agreements, State and/or Federal laws.
4. That the Town shall:
- a. By this agreement become a member of the Yavapai County Joint Office of Emergency Management;
  - b. Appoint an Emergency Management Coordinator who shall be responsible for the organization, administration, and operations of local emergency management, subject to the direction and control of the chief executive officer or governing body. Upon request by Town officials, the county will provide assistance with emergency management under normal and/or emergency or disaster conditions.
  - c. Accept joint responsibility to maintain and keep current the Yavapai County Disaster Response Plan and Guides as it relates to the Town;
  - d. Accept responsibility to maintain and keep current the Town Disaster Response Plan and Guides;
  - e. In relation to emergency management issues, delegate to the County such lawful authority and responsibility as shall be deemed necessary by the Town;

f. Budget and contribute to the County for the fiscal year commencing July 1, 2014 and ending June 30, 2015, the sum of \$4,675.00.

5. It is hereby mutually agreed:

a. The Yavapai County Office of Emergency Management will include representation of all signatory parties;

b. The Yavapai County Office of Emergency Management shall be comprised of a County Director appointed by the Yavapai County Board of Supervisors, and other personnel as deemed necessary by the County Board of Supervisors;

c. The County Emergency Management Director who is and shall be appointed by the Yavapai County Board of Supervisor's, shall act as the Director of the Yavapai County Joint Office of Emergency Management;

d. The term of this agreement is for one year commencing July 1, 2015, and may be extended from year to year by mutual agreement of the parties prior to June 30 of the term, stating the compensation to be paid for service during such extended term and other charges;

e. Pursuant to ARS ' 38-511, the parties may cancel this agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the agreement on behalf of that party is, at any time while the agreement or any extension of the agreement is in effect, an employee or agent of any other party to the agreement in any capacity or a consultant to any other party of the agreement with respect to the subject matter of the agreement. In the foregoing event, that party may further elect to recoup any fee or commission paid or due to any person significantly involved in initiating, negotiating, securing, drafting, or creating this agreement on behalf of that party from any other party to the agreement arising as a result of this agreement.

**YAVAPAI COUNTY**

A political subdivision of the State of Arizona

By: \_\_\_\_\_ Date: \_\_\_\_\_  
**ROWLE P. SIMMONS**  
Chairman, Board of Supervisors

**ATTEST:**

\_\_\_\_\_ Date: \_\_\_\_\_  
**ANNA WAYMAN-TRUJILLO**  
County Clerk

Pursuant to ARS ' 11-952(D), the undersigned Deputy County Attorney has determined that this agreement is in proper form and within the powers and authority granted under the laws of the State of Arizona to Yavapai County.

\_\_\_\_\_ Date: \_\_\_\_\_  
**JACK FIELDS**  
Deputy County Attorney

**TOWN OF CAMP VERDE**  
A municipal corporation of the State of Arizona

By: \_\_\_\_\_ Date: \_\_\_\_\_  
**CHARLES GERMAN**  
Mayor

**ATTEST:**

\_\_\_\_\_ Date: \_\_\_\_\_  
**DEBORAH BARBER**  
Town Clerk

Pursuant to ARS ' 11-952 (D), the undersigned Town Attorney has determined that this agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona to the Town of Camp Verde.

\_\_\_\_\_ Date: \_\_\_\_\_  
**WILLIAM J. SIMS, III**  
Town Attorney

## Attachment A

### LIST OF DEFINITIONS

**"EMERGENCY,"** as defined in ARS ' 26-301, means the existence of conditions of disaster or of extreme peril to the safety of persons or property within the territorial limits of the county, city, or town, which conditions are, or are likely to be, beyond the control of the services, personnel, equipment, and facilities of such political subdivision as determined by its governing body and which require the combined efforts of other political subdivisions.

**"DISASTER,"** as defined in Section 102, Public Law 93-288, means any hurricane, tornado, storm, flood, high-water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosion, or other catastrophe in any part of the United States which, in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance to state and local governments under the Disaster Relief Act of 1974.

# Yavapai County

## EMERGENCY MANAGEMENT / HOMELAND SECURITY

Services provided by County Emergency Management/Homeland Security under the IGA for the establishment of unified Emergency Management:

### SERVICES:

- 24/7 Real Time Hazard Alert/notifications/bulletins
- 24/7 Emergency alternative communications capability
- Emergency/Disaster Response & Recovery Notification, Operations, Coordination and Staff augmentation
- Disaster Response Plan, Continuity Plan development and maintenance
- Homeland Security Grant Participation
- Risk/Hazard Analysis
- Staff Training (EOC, Disaster Plan, Continuity Plans)
- Liaison to State and Federal Resources
- Public Education Program development and implementation assistance
- Hazard mitigation analyses and plan development
- Exercise Development/Training/Implementation/Evaluation
- Emergency Management, NIMS, Homeland Security Training
- EPA/LEPC Representation
- Special Studies/Projects
- Damage Assessments
- Provide brochures, booklets, pamphlets, checklists or other information in support of local Emergency Management issues or initiatives
- Other Emergency Management support as needed

**RATE:** \$.43 per person, per year based on the latest official census.



# INVOICE

**Yavapai County  
Emergency Management**

1100 Commerce Drive  
Prescott, AZ 86305

**Bill To:**

Town of Camp Verde  
Deborah Barber, Clerk  
473 S. Main Street  
Camp Verde, AZ 86322

**DATE:** July 1, 2014  
**INVOICE #** 14521-2  
**FOR:** *Unified  
Emergency  
Management  
Agreement*

DESCRIPTION	AMOUNT
Services provided by an IGA 2014-2015 to establish Unified Emergency Management with Yavapai County (See IGA Attachment B)	\$4,675.00
<b>TOTAL</b>	<b>\$ 4,675.00</b>

**Make check payable to: Yavapai County Emergency Management**

**Due: October 31st, 2014**

4.d



**RESOLUTION 2014-923**

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, CALLING FOR GREATER COMMUNICATION, PARTICIPATION AND COLLABORATION BETWEEN VERDE VALLEY COMMUNITIES AND THE YAVAPAI COMMUNITY COLLEGE DISTRICT CONCERNING FUTURE PLANNING AND DECISION MAKING.**

**WHEREAS**, the mission of Yavapai College is to provide quality learning and cultural resources for the diverse population of Yavapai County, and

**WHEREAS**, appropriate funding of community college programs in the Verde Valley represent an investment in the economic recovery and continued economic health of the Verde Valley Communities and a commitment to providing affordable and accessible higher education to the citizens therein, and

**WHEREAS**, citizens within the Communities of Cottonwood, Clarkdale, Camp Verde, Jerome, Sedona and the unincorporated areas in the Verde Valley contribute over \$12 million annually to Yavapai College in the form of property taxes, and

**WHEREAS**, despite the economic and student support from citizens of the Verde Valley, District expenditures indicate that a significant portion of Verde Valley property taxes are diverted to college programs outside the Verde Valley. In addition, the College District's 10 year plan contemplates further dissipation of the District's resources in the Verde Valley in the coming years, and

**WHEREAS**, concerns have arisen that the College District has responded to budgetary pressures by taking disproportionate actions against the District's activities in the Verde Valley including but not limited to decreasing full time faculty, curtailing student services, and cutting programs, and

**WHEREAS**, the local governments of Sedona, Cottonwood, Camp Verde, Jerome and Clarkdale desire to have a larger voice in the decision making processes concerning oversight and planning for higher educational opportunities in the Verde Valley.

**NOW, THEREFORE, THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE RESOLVE THAT:** The Town of Camp Verde Town Council along with the Councils of other Verde Valley communities call for greater collaboration and communication with said communities by the Yavapai Community College Governing Board in ways that provide the citizens of the Verde Valley with a more equal voice in decisions affecting the future of higher education in the Verde Valley; a voice this is commensurate with their support of the District, both financially and in every other way.

**PASSED AND APPROVED** by the Mayor and Common Council of the Town of Camp Verde, Arizona, this 4<sup>th</sup> day of June, 2014.

\_\_\_\_\_  
Charles German, Mayor

\_\_\_\_\_  
Date

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Deborah Barber, Town Clerk

\_\_\_\_\_  
William J. Sims, Town Attorney



## Camp Verde Kids Conserve Proposal

From: Verde Natural Resource Conservation District Ed Center  
 Lynda Zanolli Ed Center Director  
[verdeedcenter@gmail.com](mailto:verdeedcenter@gmail.com)  
 602-616-8557



**Program Description:** Kids Conserve is a classroom program designed for grades kindergarten through 4th grade that emphasizes the importance of conserving water. A total of 625 students receive a conservation lesson four times a year, bringing the total student contact to 2500. Currently the Verde Natural Resource Conservation District (NRCD) Ed Center is presenting programs to 5-8 in CVUSD. Adding Kids Conserve would guarantee all students in K-8 are receiving a science based sustainable water education curriculum aligned to Arizona State Standards (NGSS & PARK)

### Essential Questions:

- Where is water found on earth?
- How does water get into and out of houses?
- Why is it important to SAVE and NOT WASTE water?
- How can we conserve water?

The level of knowledge spirals in higher grades. All classrooms in grades K-4 are visited once a quarter. The visit will include an expository text selection and a short activity. Each child will get to keep the activity book at the end of the year. A parent/home component will accompany lessons.

Grade	# of classes /students	Curriculum	Activities
Kindergarten	4 classes 100 students	My Book About Water Price list A*	Globe toss Pipe cleaner pipes Water wasters C is for Clouds
1st	5 classes 125 students	We Wonder: We Save Water Price list B*	Globe toss Sponges Water Conservation Otter pop challenge
2nd	5 classes 125 students	We Can Conserve Water Price list B* Water Conservation Price list A*	Drop in Bucket Mobius strip Water Conservation Otter pop challenge
3rd	5 classes 125 students	Let's Learn About: Using Water Wisely Price list A*	Drop in Bucket Mobius strip Blue Beads Water Conservation
4th	6 classes 150 students	Who Knew: The Water Savers Issue Price List B*	Blue beads Project WET Otter Pop Challenge Project WET

**\* Price list A**

**\* Price list B**

Quantity	Not Personalized	Quantity SAVINGS!†	Personalized Items	*Quantity	Not Personalized	Quantity SAVINGS!†	Personalized Items*
1-99	\$1.36 ea.		N/A	1-99	\$1.99 ea.		N/A
100-499	1.08 ea.	20%	\$1.55 ea.††	100-499	1.94 ea.	2%	\$2.42 ea.
500-999	1.04 ea.	23%	1.26 ea.††	500-999	1.75 ea.	12%	1.98 ea.
1,000-2,499	.94 ea.	31%	1.07 ea.††	1,000-2,499	1.53 ea.	23%	1.65 ea.
2,500-4,999	.88 ea.	35%	.96 ea.††	2,500-4,999	1.21 ea.	39%	1.29 ea.
5,000-9,999	.77 ea.	43%	.83 ea.	5,000-9,999	.91 ea.	54%	.98 ea.
10,000-19,999	.59 ea.	56%	.65 ea.	10,000-19,999	.81 ea.	59%	.87 ea.
20,000+				20,000+			

Call 1-800-477-4776 for prices

Call 1-800-477-4776 for prices

## Verde Natural Resource Conservation District:

Arizona has 32 Natural Resource Conservation Districts (NRC) administered by State Land Department. NRC sponsored education centers are authorized by A.R.S. § 37-1054. Their purpose is "to promote a scientifically sound, balanced appreciation and awareness of Arizona's environment and the wise management of all natural resources." Education centers provide statewide delivery of environmental education program, classroom program, and continuing education credits for educators. Currently, there are 23 NRC sponsored education centers.

The Verde NRC Ed Center Board has identified sustainable water and sustainable agriculture as its two priorities. Lynda Zanolli (resume attached) has been a driving force to see these goals come to completion. By securing grants, she has been able to establish water based programs in grades 5-8 throughout the Verde Valley.

## Next Generation Science Standards: (Water)

### Kindergarten

- ◆ **K-PS3-1. Make observations to determine the effect of sunlight on Earth's surface.** [Clarification Statement: Examples of Earth's surface could include sand, soil, rocks, and water.] [Assessment Boundary: Assessment of temperature is limited to relative measures such as warmer/cooler.]
- ◆ **K-LS1-1. Use observations to describe patterns of what plants and animals (including humans) need to survive.** [Clarification Statement: Examples of patterns could include that animals need to take in food but plants do not; the different kinds of food needed by different types of animals; the requirement of plants to have light; and, that all living things need water.]
- ◆ **K-ESS3-3. Communicate solutions that will reduce the impact of humans on the land, water, air, and/or other living things in the local environment.\*** [Clarification Statement: Examples of human impact on the land could include cutting trees to produce paper and using resources to produce bottles. Examples of solutions could include reusing paper and recycling cans and bottles.]

### Grade 1

- ◆ **1-LS1-1. Use materials to design a solution to a human problem by mimicking how plants and/or animals use their external parts to help them survive, grow, and meet their needs.**

### Grade 2

- ◆ **2-ESS2-2. Develop a model to represent the shapes and kinds of land and bodies of water in an area.** [Assessment Boundary: Assessment does not include quantitative scaling in models.]
- ◆ **2-ESS2-3. Obtain information to identify where water is found on Earth and that it can be solid or liquid.**
  - **ESS2.C: The Roles of Water in Earth's Surface Processes**
    - Water is found in the ocean, rivers, lakes, and ponds. Water exists as solid ice and in liquid form. (2-ESS2-3)

### Grade 3

- ◆ **3-LS4-4. Make a claim about the merit of a solution to a problem caused when the environment changes and the types of plants and animals that live there may change.\*** [Clarification Statement: Examples of environmental changes could include changes in land characteristics, water distribution, temperature, food, and other organisms.] [Assessment Boundary: Assessment is limited to a single environmental change. Assessment does not include the greenhouse effect or climate change.]

### Grade 4

- ◆ **4-ESS2-1. Make observations and/or measurements to provide evidence of the effects of weathering or the rate of erosion by water, ice, wind, or vegetation.** [Clarification Statement: Examples of variables to test could include angle of slope in the downhill movement of water, amount of vegetation, speed of wind, relative rate of deposition, cycles of freezing and thawing of water, cycles of heating and cooling, and volume of water flow.] [Assessment Boundary: Assessment is limited to a single form of weathering or erosion.]
- ◆ **4-ESS2-2. Analyze and interpret data from maps to describe patterns of Earth's features.** [Clarification Statement: Maps can include topographic maps of Earth's land and ocean floor, as well as maps of the locations of mountains, continental boundaries, volcanoes, and earthquakes.]

## BUDGET:

Proposed Kids Conserve TWO YEAR\* Budget attached (\$7581.50)

- \* It is more cost efficient to purchase a larger quantity of books

2014-2015 costs for NRC 5-8 programs\* have been completely funded (\$3943.00) through a SRP grant:

- \* 5th grade "Connections": This 3 day program builds connections between Physical Science & Nature, Space & Water, Arizona State Parks & students, to understand the physical properties of water and its connections in nature.
- \* 6th grade "Ground Water": Students understand the link between groundwater and surface water by interacting with a groundwater model, creating a class groundwater model and designing maps displaying all the watersheds in Arizona.
- \* 7th grade "Top Ten Wanted Dead & Alive Species": These lessons educate students about the economic, social and ecological impact of native and invasive species in the Verde River watershed by creating "Wanted" and "Found" posters along with a fieldtrip to Montezuma Well to see and understand the impact of invasive species on our natural world.
- \* 8th grade "Properties of Water": Students will understand how the health and quality of a river affects all water users including human, agriculture, animal and industry by providing students with the opportunity to perform onsite chemical tests of the water.



DESCRIPTION				TOTAL
Curriculum Materials	Two Years	amount	price	
Kindergarten	My Book About Water	120	\$1.55	\$186.00
1st	We Wonder: We Save	125	\$2.42	\$302.50
2nd	We Can Conserve Water	125	\$1.55	\$194.00
3rd	Lets Learn About Water	125	\$1.55	\$194.00
4th	The Water Savers Issue	150	\$2.42	\$363.00
			Sub Total	\$1,239.50
Shipping & Handeling (10%)				\$142.00
Implementaion & Training		250hr (2 years)	\$20.00/hr	\$5,000.00
Supply costs		2 years	\$500.00	\$500.00
administration		10%		\$700.00
	TOTAL			\$7,581.50



**Agenda Item Submission Form – Section I**

**Meeting Date:** June 5, 2014

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

**Requesting Department:** Marshal's Office

**Staff Resource/Contact Person:** Marshal Nancy Gardner

**Agenda Title (be exact):** Possible approval of Ordinance 2014-A397, authorizing the Marshal's Office adopt the revisions of the Animal Control Town Codes Chapter 6.

**List Attached Documents:** Recommended changes, power point presentation

**Estimated Presentation Time:** 10 minutes

**Estimated Discussion Time:** 15 minutes

**Reviews Completed by:**

**Department Head:**

**Town Attorney Comments:**

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

**Fiscal Impact:**

**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Background Information:** The Camp Verde Marshal's Animal Control/Code Enforcement Unit recommends revisions to the current town codes for Animal Control, Chapter 6 to further the mission of responsible pet ownership, through accountability and management of animals by their owners.

**Recommended Action (Motion):**

**Instructions to the Clerk:** Make 2 copies of signed Ordinance and forward to the Marshal's Office.



## ORDINANCE 2014-A397

### AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, AMENDING TOWN CODE, CHAPTER 6 ANIMAL CONTROL

#### CHAPTER 6 ANIMALS

#### ARTICLE 6-1

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#### ANIMAL CONTROL AND LICENSING

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##### 6-1-0 Definitions

6-1-1 Animal Control Officer

6-1-2 ~~Animals at Large~~ Dogs at Large

6-1-3 ~~Waste Removal Required~~ Dogs and Cats

6-1-4 ~~Licensing of Dogs~~ Waste Removal Required

6-1-5 ~~Excessive Noise caused by Animals or Birds~~ Licensing of Dogs

6-1-6 ~~Stray Animals~~ Excessive Noise Caused By Animals or Birds

6-1-7 ~~Protection of Animals by Town~~ Stray Animals

6-1-8 ~~Penalty (2008 A355)~~ Protection of Animals By Town of Camp Verde

6-1-9 Biting Animals

6-1-10 Sale or Giveaway of Animals Prohibited

6-1-11 Care Requirements

6-1-12 Penalty

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#### Section 6-1-0 Definitions

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The following words, terms and phrases, when used in Article 6 shall have the meanings ascribed to them below, except where the context clearly indicates a different meaning:

- A. "Abandon" means the act of placing an animal on public property or within a public building, unattended or uncared for, or on or within the private property of another without the express permission of the owner, custodian or tenant of the private property. An animal shall also be considered abandoned when it has been unattended and without adequate food, water, ventilation or shelter, for a period in excess of twenty-four (24) hours, regardless of where such animal may be found or kept.
- B. "Animal" means a mammal, bird, reptile or amphibian.

- C. "Animal Shelter" means any facility designated by the Town for the purpose of housing and caring for animals held under the authority of this chapter.
- D. "At Large" means off the premises of the owner, not under the control of the owner or other persons acting for the owner by physical restraint on a leash.
- E. "Bite" means any actual puncture, tear, or abrasion of the skin inflicted by the teeth of an animal.
- F. "Cat" means the domestic cat, *felis catus*.
- G. "Citation" means a written notice issued to a person by an officer stating that the officer has probable cause to believe that the person has committed an infraction of this chapter and that the court will hear the charges.
- H. "Collar" means a band, chain, harness or suitable device worn around the neck of a dog to which a license may be affixed.
- I. "Cruel Mistreatment" means to torture or otherwise inflict unnecessary serious physical injury on an animal in a manner that causes protracted suffering to the animal.
- J. "Cruel neglect" means to fail to provide an animal with necessary food, water or shelter.
- K. "Dog" means any domesticated member of the *canis familiaris* family.
- L. "Domestic" refers to a house hold pet of a tame nature.
- M. "Handler" means a law enforcement officer or any other person who has successfully completed a course of training prescribed by the person's agency or the service animal owner and who used a specially trained animal under the direction of the person's agency or the service animal owner.
- N. "Impound" means any establishment used by the Town for the confinement, maintenance, safekeeping and control of dogs that come into the custody of the Town.
- O. "Leash" means a line made of rope, chain or other suitable material, not less than one-quarter inch in diameter and that provides effective control over a dog.
- P. "Livestock" means all animals of the equine, bovine, ratite or swine class (including potbellied type pigs). This includes goats, sheep, mules, horses, hogs, cattle, ostriches, and other grazing animals.
- Q. "Motor vehicle" includes, without limitation, an automobile, a pickup truck, or any self-propelled vehicle or a trailer that is drawn by a self-propelled vehicle.
- R. "Nuisance" means that which causes offence, annoyance, trouble or injury.
- S. "Owner" means any person, partnership, corporation or other legal entity owning, harboring, or keeping any animal, or in the case of a person under the age of 18 years of age, that person's parent or legal guardian. Without limiting the generality of the preceding sentence, this definition shall apply to any veterinary clinic or boarding kennel.
- T. "Scratch" means that the skin has been penetrated by an animal's claws, horn, or other appendage.
- U. "Spayed or neutered" means renders permanently incapable of reproduction by a licensed veterinarian.
- V. "Vaccination " Means the inoculation of an animal against rabies in accordance with state law.
- W. "Veterinarian" means a person trained and authorized to treat animals medically who is duly licensed and registered.

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## SECTION 6-1-1 ANIMAL CONTROL OFFICER

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- A. Pursuant to ARS 9-499.04, as may be amended, the Town hereby establishes the office of animal control officer (ACO) who may commence an action or proceeding before a court for any violation or enforcement of this chapter, other local ordinances, and state statutes relating to animal control which occurs within the jurisdiction of the Town. Any certified peace officer may also enforce this chapter, ordinances, and statutes.
- B. Animal Control Officers and certified peace officers may issue citations to the owner, or other person acting for the owner, when a dog is permitted at large. The procedure for the issuance of a notice to appear shall be as provided for peace officers in A.R.S. 13-3903 except that Animal Control Officer shall not make an arrest before issuing the notice. The issuance of citations pursuant to this Ordinance shall be subject to the provisions of A.R.S. 13-3899.
- B C** It is unlawful for any person to interfere with the ACO or a law enforcement agent in the performance of their duties.

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## SECTION 6-1-2 DOGS AT LARGE

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~~A. A dog shall be deemed "at large" if (i) the dog is not under the verbal control of its owner or the person responsible for its care, or (ii) the dog is unleashed at a distance greater than twenty feet from its owner or the person responsible for its care. A dog is not at large if it is unrestrained on the property or residence of the owner or person responsible for its care.~~

- A. Every person owning or having charge, care, custody or control of a dog of any age shall keep such dog exclusively upon the owner's property and shall have the dog restrained by a sufficient fence, leash, or both; provided, however, that a dog may be on such owner's premises and not restrained by fence or leash as long as it is under the immediate control of a competent person through voice or physical command.
- B. Tethers on an owner's premises must follow the following guidelines:
1. The tether shall be attached to a properly fitted collar or harness. The use of a prong collar is prohibited.
  2. The tether shall not extend over an object or edge in such a way that could result in strangulation of, or injury to, the animal. The length of the tether must be a minimum of six feet and allow entry and egress from shelter, access to drinking water, and freedom to move about and avoid becoming entangled with objects.
  3. The weight or gauge of any tether or chain shall not be more than necessary to establish direct control. Logging chains and vehicle tow chains are expressly prohibited. No person shall add any weight to an animal collar, harness, chain or tether.
  4. No animals shall be tethered and left unattended on a vacant or abandoned property.

B. C. It is unlawful for an owner or person responsible for the care of a dog to permit it to be at large within the Town limits. Evidence that the person permitted the dog to be at large may be shown from prior verbal or written warnings by the ACO, complaints from adjoining or neighborhood property owners or the public to the ACO or marshal's office that the dog was observed loose or unattended, the owner or responsible person allowed the dog to be in a public place without any physical restraints, or that the dog was being maintained on the property or residence of the owner or responsible party without sufficient or reasonable enclosures or restraints after being notified that the dog had been leaving the property.

C. D. Dogs may be at large as an exception to this section as follows:

1. While participating in field trials, obedience classes, or kennel club events where such trials, classes, or events have been approved by the Town.
2. While being used or trained for legal hunting or control of livestock.
3. While assisting a peace officer engaged in law enforcement duties.
4. Guide dogs while assisting blind, deaf or physically handicapped persons, so long as such dogs are under direct and effective voice control of such individual to assure that they do not violate any other provision of law.

E. Any dog, which is running at large, may be apprehended and impounded by the ACO. The ACO shall have the right to enter upon private property in order to apprehend any dog that has been running at large, provided the ACO is in reasonable pursuit of the dog.

F. Dogs may be at large as an exception to this section as follows:

1. While in a properly vented motor vehicle, but as soon as the dog leaves the motor vehicle, it is considered to be at large unless permitted below in this subsection.
2. While participating in field trials, obedience classes, or kennel club events where such trials, classes, or events have been approved by the Town.
3. While being used or trained for legal hunting or control of livestock.
4. While assisting a peace officer engaged in law enforcement duties.
5. Guide dogs while assisting blind, deaf or physically handicapped persons, or any documented service dog so long as such dogs are under direct and effective voice control of such individual to assure that they do not violate any other provision of law.

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#### SECTION 6-1-3 DOGS AND CATS

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- A. No person shall keep, harbor, shelter, care for, house or otherwise maintain at any one time on any residential lot more than six (6) dogs or cats or any combination of dogs and cats age six (6) months or older.
- B. The exception to this is any dog or cat currently residing in the Town limits that is currently licensed and/or vaccinated as described in Section 6-1-5 at the time of the adoption of this section. Once any dog(s) or cat(s) has been removed from the Town for more than thirty days it will no longer be allowed this exception. Also once a dog(s) or cat(s) has passed away the dog(s) or cat(s) may not be replaced with another that would place the number of dogs or cats or any combination of dogs and cats on the property greater than six (6).
- C. Further exception to this is any licensed retail animal business or animal breeder with in the Town of Camp Verde.

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#### SECTION 6-1-3 4 WASTE REMOVAL REQUIRED

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- A. It shall be unlawful for the owner or person having custody of any dog to fail to immediately remove and dispose of in a sanitary manner any solid waste deposited by such dog on public property or deposited on private property without the consent of the person in control of the property. This section shall not apply to guide dogs for blind persons or persons with mobility disabilities.
- B. It shall be unlawful for the owner or person having custody of any dog to deposit, cause to be deposited or allow solid waste from dogs to accumulate within or about such premises for longer time than forty-eight hours. This provision is to include animal waste on private property, including property owned, leased, or controlled by the owner of the dog.

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**SECTION 6-1-4 5 LICENSING OF DOGS**

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- A. Each dog four months of age or over that is kept, harbored, or maintained within the Town limits for at least thirty consecutive days shall be licensed by the Town. Fees and penalties for licenses shall be established by resolution of the council, and the Town shall provide durable dog tags with the name of the Town, license number, and expiration date. Before a license is issued, the owner must present a rabies vaccination certificate signed by a licensed veterinarian stating the owner's name and address and giving the dog's description, date of vaccinations, types, manufacturer, and serial number of the vaccine and the date the revaccination is due.
- B. **For any dog four months of age or older that is kept, harbored or maintained within the Town limits, if the license is not obtained by the owner during the month of January of each year, or within thirty (30) days of the first possession of any dog or of its becoming four (4) months old, or within thirty (30) days from the arrival of the dog in the town, whichever occurs first, the license payment shall be deemed delinquent and a penalty may be added to the license fee.**
- B. C. It is unlawful for any person who fails within fifteen days after notification by the ACO, verbally or in writing, to obtain a license for a dog required to be licensed under this Article or as may otherwise be required by law, or to remove a dog tag from a dog required to be licensed, or to place a dog tag on a dog other than the dog for which the license was issued.
- D. **An exception to the licensing fees under this section shall be service animals or dogs used for search and rescue as described in ARS 9-500.32**

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**SECTION 6-1-5 6 EXCESSIVE NOISE CAUSED BY ANIMALS OR BIRDS**

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- A. It is unlawful for any person to own, possess, harbor, or control any animal or bird which frequently or for continuous duration barks, howls, meows, squawks, or makes other aggravating noises if they are clearly audible beyond the property line of the property on which they are conducted and they unreasonably disturb the peace and quiet of the neighborhood.
- B. **No person shall keep or harbor an animal which barks, howls, meows, squawks, or makes other aggravating noises in violation of this section. It shall be a violation of this section if the barks, howls, meows, squawks, or other aggravating noises that are made continually occur and are audible beyond the property line of the premises on which the animal is located if:**
  - 1. **It occurs for more than five (5) minutes between the hours of 10:00 p.m. and 8:00 a.m.; or**

2. It occurs for more than fifteen (15) minutes between the hours of 8:a.m. and 10:00 p.m.; or
  3. For a shorter duration during the period cited above, but on more than five (5) occasions within a given ten (10) day period if attested to by complaints from two or more separate properties.
- C. It shall be a defense to such violation if the owner of an animal proves by a preponderance of the evidence that the animal was barking, howling, meowing, squawking, or making other aggravating noises because it was being provoked by a person or otherwise being incited to make noise.

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#### SECTION 6-1-6 7 STRAY ANIMALS

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Any person who keeps or causes to be kept any horse, mule, cattle, burro, goat, sheep, swine (including potbellied pigs), or other livestock or poultry shall keep such animals in a pen or similar enclosure to prevent the animal from being at large within Town limits. Any such animal found at large may be impounded, with the cost for care to be paid by the owners or responsible parties, and a citation for animal at large may be issued.

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#### SECTION 6-1-78 PROTECTION OF ANIMALS BY TOWN

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- A. Any peace officer or Camp Verde Animal Control Officer or other designated Town enforcement agent(s) is authorized to enforce ARS §13-2910, Cruelty to Animals and its subsections, as may be amended, and to use whatever force is reasonable and necessary to remove any animal from a vehicle or other enclosed space whenever it appears that the animal's life or health is endangered by extreme temperatures or lack of ventilation within a vehicle or other enclosed space.
- B. No peace officer or any Camp Verde Animal Control Officer or other designated Town enforcement agents shall be liable for damages to property caused by the use of reasonable force to remove an animal from such a vehicle or other enclosed space under such circumstances.
- C. Any peace officer or any Camp Verde Animal Control Officer or other designated Town enforcement agent(s) is authorized and empowered to remove and impound any animal in plain view and suffering from life threatening exigent circumstances. The owner of any animal removed or impounded under the provisions of this Article or the applicable state law shall be liable for any impoundment, boarding, or veterinary fees incurred in connection therewith.

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#### SECTION 6-1-9 BITING ANIMALS

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The procedures set forth in ARS 11-1014 shall be followed for biting animals. Domesticated wolves and offspring of domestic animals bred with wild animals or domesticated wolves shall be considered wild animals pursuant to the provisions of ARS 11-1014(d)

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#### SECTION 6-1-10 SALE OF GIVEAWAY OF ANIMAL PROHIBITED

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- A. It is unlawful for any business or store to allow any person(s) to sell or give away any animal adjacent to any business or store in the Town without the property owner or business owner's permission.
- B. It is unlawful for any person(s) to give away or sale any animal adjacent to any business, store or on the side of any public roadway in the Town without the property owner or business owner's permission.

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## SECTION 6-1-11 CARE REQUIREMENTS

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- A. Every owner of a dog or cat in the Town must have it vaccinated against rabies by a veterinarian licensed to practice veterinary medicine under the laws of the state, and no more frequently than the effective period of the approved vaccine used. Vaccination is excused only if a licensed veterinarian certifies in writing that the vaccination would be injurious to the dog or cats health. In such case, the dog or cat shall be confined to an enclosed building or kennel until the dog or cat can be safely vaccinated.
- B. Any dog restrained on an owner's premises as required by Section 6-1-2 shall be cared and provided for. Care of a dog shall include, but not be limited to, a clean, safe shelter that provides protection from the weather at all times, veterinary care, sufficient heat and ventilation, wholesome food and water, and exercise consistent with the normal requirements and feeding habits of the animal's size, species, and breed.
- C. The owner or caretaker of any dog shall provide clean water at all times in a stable container that is sized appropriately for the dog's size and breed.
- D. Owners and caretakers of any dog shall provide all health related grooming, cleaning and parasite control required to insure that the dog is maintained in a humane state and able to carry out normal activities.
- E. The owner or caretaker of any sick or injured dog shall seek veterinary care as needed to prevent suffering.
- F. The owner or caretaker of any dog kept or left outside the home for any length of time must provide shelter and protection from the elements.
  - 1. Shelter must be constructed of solid wood or other weather resistant material with the exception of metal and glass.
  - 2. Shall be sufficient in size for the dog being sheltered, so that the dog may enter and have room to stand and turn around inside.
  - 3. Shelter must be seasonally equipped with ventilation to provide movement of air during the heat to help cool down the dog. Dry, clean bedding, such as blankets or wood chips, must be provided during the cold to help the pet retain heat.
- G. The owner or caretaker of any dog contained in an outdoor kennel or pen must allow adequate space for exercise. A minimum sized enclosure for any dog is seventy five (75) square feet.

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## SECTION 6-1-812 PENALTY (2006-A332) (2008-A356)

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- A. Any person who violates or fails to comply with any provision of this Article shall be guilty of a ~~Class 2 misdemeanor, with punishment as provided by law, unless otherwise specified within a particular section of the Code.~~ **petty offense on the first offense, and of a Class 2 misdemeanor on the second offense and a Class 1 misdemeanor on any subsequent offense, whether or not the subsequent offense involves the same animal, punishable as may be established by law.**
- B. The court may order any person who violates this article to pay all expenses related to the impounding of the animal, including shelter, food, handling, transport, and veterinarian care.
- C. The court may also order any person who violates this article to pay restitution to any victim or victims whose person or property or animal was injured or killed or damaged.

D. The court may also order any person who violates this article to pay all related court fees or cost or penalties.

A. E. Camp Verde Animal Control Officer or other designated Town enforcement agent(s) may, in addition to the procedures prescribed in this section, impound or cause to be impounded any dog, livestock, or poultry running at large contrary to the provisions of this Article.

1. Upon the impounding of any animal, the owner, if known, shall be immediately notified in person, by telephone, or by mail, and may reclaim such animal upon payment of all costs and charges incurred in picking up, impounding, and maintaining the animal.
2. Any licensed dog unclaimed within seven days of its impoundment may be placed for adoption or humanely destroyed within the discretion of Camp Verde Animal Control.
3. Any unlicensed dog unclaimed within five days may be placed for adoption or humanely destroyed within the discretion of Camp Verde Animal Control.
4. Any livestock requiring impoundment will be turned over to the Arizona Department of Agriculture, Livestock Division.

**Effective Date:** This Ordinance is to be effective when publication and posting pursuant to ARS § 9-813 is accomplished.

**PASSED AND APPROVED** by a majority of the Town Council of the Town of Camp Verde, Yavapai County, Arizona on the 4th day of June 2014.

\_\_\_\_\_  
Charles German, Mayor

Date: \_\_\_\_\_

Attest:

Approved as to form:

\_\_\_\_\_  
Deborah Barber, Town Clerk

\_\_\_\_\_  
Town Attorney



Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date:** June 4, 2014

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

**Requesting Department:** Manager & Finance Dept.

**Staff Resource/Contact Person:** Russ Martin & Mike Showers

**Agenda Title (be exact):** Discussion & consideration of a Food Tax.

**List Attached Documents:** 1) Food Tax Background Info

**Estimated Presentation Time:** 5 minutes

**Estimated Discussion Time:** 10 minutes

**Reviews Completed by:**

Town Attorney Comments: N/A

Department Head:

Budgeted     Unbudgeted     N/A

**Fiscal Impact:** Potentially increase local tax revenues by \$350,000 to \$450,000 annually.

**Comments:** This tax is being sought as a means for providing viable CIP support for the Town budget.

**Background Information:.** (See attached).

**Recommended Action (Motion):** Give direction to staff as to any further information that Council would like have or considerations Council would like staff to work through in preparation for the June 18<sup>th</sup> Council meeting where the Food Tax will be presented for possible approval by Council.

**Instructions to the Clerk:** None.

## **TOWN OF CAMP VERDE**

### **Food Tax Background Info**

The concept of a food tax is actually the removal of various potential exemptions from the retail sales tax area of the Model City Tax Code (8-465). The various exemptions are as follows:

- o: sales to hotels, bars, restaurants, dining cars, lunchrooms, boarding houses, or similar establishments of articles consumed as food, drink, or condiment, whether simple, mixed, or compounded, where such articles are customarily prepared or served to patrons for consumption on or off the premises, where the purchaser is properly licensed and paying a tax under Section 8-455 or the equivalent excise tax upon such income,*
- q: sales of food for home consumption,*
- v: sales of food products by producers as provided for by A.R.S. Sections 3-561, 3-562 and 3-563,*
- cc: sales of food, beverages, condiments and accessories used for serving food and beverages to a commercial airline, as defined in A.R.S. § 42-5061(A)(49), that serves the food and beverages to its passengers, without additional charge, for consumption in flight. For the purposes of this subsection, "accessories" means paper plates, plastic eating utensils, napkins, paper cups, drinking straws, paper sacks or other disposable containers, or other items which facilitate the consumption of the food,*
- gg: sales of food, beverages, condiments and accessories to a public educational entity, pursuant to any of the provisions of Title 15, Arizona Revised Statutes; to the extent such items are to be prepared or served to individuals for consumption on the premises of a public educational entity during school hours. For the purposes of this subsection, "accessories" means paper plates, plastic eating utensils, napkins, paper cups, drinking straws, paper sacks or other disposable containers, or other items which facilitate the consumption of the food,*
- jj: Sales of food, beverages, condiments and accessories to a nonprofit charitable organization that has qualified as an exempt organization under 26 U.S.C Section 501(c)(3) and regularly serves meals to the needy and indigent on a continuing basis at no cost. For the purposes of this subsection, "accessories" means paper plates, plastic eating utensils, napkins, paper cups, drinking straws, paper sacks or other disposable containers, or other items which facilitate the consumption of the food.*

All of the above exemptions are currently active within the Camp Verde Model City Tax Code. Without the exemptions, the tax for each section would immediately increase to the current retail sales tax rate which is 3%. Any combination of above exemptions could be considered for removal. Each item presents its own unique impact on revenues and the community.

Prepared food (as from restaurants) is already taxed at 3%. This consideration is for the concept of food for home consumption or sales to certain types of industries or organizations. The definition of food for home consumption (reference item q listed above) is contained in the following:

**Sec. 8-120. Definitions: food for home consumption.**

(a) For the purposes of this Section only, the following definitions shall be applicable:

- (1) "Eligible grocery business" means an establishment whose sales of food are such that it is eligible to participate in the food stamp program established by the Food Stamp Act of 1977 (P.L. 95-113; 91 Stat. 958.7 U.S.C. Section 2011 *et seq.*), according to regulations in effect on January 1, 1979. An establishment is deemed eligible to participate in the Food Stamp Program if it is authorized to participate in the program by the United States Department of Agriculture Food and Nutrition Service Field Office on the effective date of this Section, or if, prior to a reporting period for which the return is filed, such retailer proves to the satisfaction of the Tax Collector that the establishment, based on the nature of the retailer's food sales, could be eligible to participate in the food stamp program established by the Food Stamp Act of 1977 according to regulations in effect on January 1, 1979.
- (2) "Facilities for the consumption of food" means tables, chairs, benches, booths, stools, counters, and similar conveniences, trays, glasses, dishes, or other tableware and parking areas for the convenience of in-car consumption of food in or on the premises on which the retailer conducts business.
- (3) "Food for consumption on the premises" means any of the following:
  - (A) "Hot prepared food" as defined below.
  - (B) Hot or cold sandwiches.
  - (C) Food served by an attendant to be eaten at tables, chairs, benches, booths, stools, counters, and similar conveniences and within parking areas for the convenience of in-car consumption of food.
  - (D) Food served with trays, glasses, dishes, or other tableware.
  - (E) Beverages sold in cups, glasses, or open containers.
  - (F) Food sold by caterers.

*(G) Food sold within the premises of theatres, movies, operas, shows of any type or nature, exhibitions, concerts, carnivals, circuses, amusement parks, fairs, races, contests, games, athletic events, rodeos, billiard and pool parlors, bowling alleys, public dances, dance halls, boxing, wrestling and other matches, and any business which charges admission, entrance, or cover fees for exhibition, amusement, entertainment, or instruction.*

(H) Any items contained in subsections (a)(3)(A) through (G) above even though they are sold on a "take-out" or "to go" basis, and whether or not the item is packaged, wrapped, or is actually taken from the premises.

- (4) "Hot prepared food" means those products, items, or ingredients of food which are prepared and intended for consumption in a heated condition. "Hot prepared food" includes a combination of hot and cold food items or ingredients if a single price has been established.
  - (5) "Premises" means the total space and facilities in or on which a vendor conducts business and which are owned or controlled, in whole or in part, by a vendor or which are made available for the use of customers of the vendor or group of vendors, including any building or part of a building, parking lot, or grounds.
- (b) "Food for home consumption" means all food, except food for consumption on the premises, if sold by any of the following:
- (1) An eligible grocery business.
  - (2) A person who conducts a business whose primary business is not the sale of food but who sells food which is displayed, packaged, and sold in a similar manner as an eligible grocery business.
  - (3) A person who sells food and does not provide or make available any facilities for the consumption of food on the premises.
  - (4) A person who conducts a delicatessen business either from a counter which is separate from the place and cash register where taxable sales are made or from a counter which has two

cash registers and which are used to record taxable and tax exempt sales, or a retailer who conducts a delicatessen business who uses a cash register which has at least two tax computing keys which are used to record taxable and tax exempt sales.

(5) (Reserved)

(6) Vending machines and other types of automatic retailers.

*(7) A person's sales of food, drink and condiment for consumption within the premises of any prison, jail or other institution under the jurisdiction of the State Department of Corrections, the Department of Public Safety, the Department of Juvenile Corrections or a county sheriff.*





**Agenda Item Submission Form – Section I**

**Meeting Date:** June 4, 2014

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

**Requesting Department:** Finance Dept.

**Staff Resource/Contact Person:** Mike Showers

**Agenda Title (be exact):** Presentation of Town of Camp Verde's FY15 Proposed Fee Schedule

**List Attached Documents:** FY15 Proposed Fee Schedule

**Estimated Presentation Time:** 5 minutes

**Estimated Discussion Time:** N/A

**Reviews Completed by:**

- Department Head:       Town Attorney Comments:

**Finance Review:**  Budgeted     Unbudgeted     N/A

**Finance Director Comments/Fund:**

**Fiscal Impact:** Mostly minor fee adjustments and wording adjustments. Limited impact on overall budget.

**Budget Code:** N/A      **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Background Information:** Fees are presented each year to Council for review at budget time. The updated fee schedule shows changes in red print and is presented here for your review and possible direction to staff in preparation for approval of the fee schedule at the June 18<sup>th</sup> Council meeting.

**Recommended Action (Motion):** Give direction to staff as to any changes you might recommend prior to approval at the June 18<sup>th</sup> meeting and clarify any questions Council may have in regards to the fee schedule at this time.

**Instructions to the Clerk:** None.

# Town of Camp Verde

## FY15 Proposed Fee Schedule

	2013-2014	2013-2014	2014-2015	2014-2015
	Department Recommendation	Council Approved on 06-19-2013	Department Recommendation	Council Approved
<b>Clerk's Office</b>				
<b>Duplication Rates</b>				
Current Agenda Packets (per page)	\$0.25	\$0.25	\$0.25	\$0.25
Minutes	\$0.25	\$0.25	\$0.25	\$0.25
Recordings (per CD)	\$5.00	\$5.00	\$5.00	\$5.00
<b>Recordings (jump drive)</b>	<b>New Line</b>			<b>\$7.00</b>
Public Records Request (per page)	\$0.25	\$0.25	\$0.25	\$0.25
<b>Public Records Electronic Request</b>	<b>New Line</b>			<b>No Charge</b>
Business License List (Commercial request)	\$200.00	\$200.00	\$200.00	\$200.00
<b>Notary Fees</b>	\$0.00	\$0.00	No Charge	No Charge
<b>Publicity Pamphlet</b>	\$200.00	\$200.00	\$200.00	\$200.00
<b>Business License Fees</b>				
Business License Fee/Inspection/Setup Fee	\$50.00	\$50.00	\$50.00	\$50.00
Peddler/Solicitor's License (in addition to \$1,000 Bond & Cost of Background Ck)	25.00 Per day	25.00 Per day	25.00 Per day	25.00 Per day
Special Event Promoter (Per Event)	No Charge	No Charge	No Charge	No Charge
Special Event Vendor (Non-Profits)	No Charge	No Charge	No Charge	No Charge
Special Event Vendor	\$25.00 Per Event	\$25.00 Per Event	\$25.00 Per Event	\$25.00 Per Event
<b>Renewal of Existing Current Business License</b>				
Business License Fee (annual)	\$15.00	\$15.00	\$15.00	\$25.00
Name/Address Change in Addition to Annual Fee	No Charge	No Charge	No Charge	No Charge
<b>Liquor License Permits</b>				
Application/Posting/Inspection Fee	\$250.00	\$250.00	\$250.00	\$250.00
<b>Business License (annually) + the following:</b>				
Series 01 through 14 and Series 16 & 17	\$50.00	\$50.00	\$50.00	\$50.00
One-time Special Event Permit	\$50.00	\$50.00	\$50.00	\$50.00

	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Public Works</b>				
Site Plan Review	\$225.00 per applicable sheet (1st & 2nd Reviews) \$250.00 per report; (includes first 2 reviews; \$150 for each subsequent review)	\$225.00 per applicable sheet (1st & 2nd Reviews) \$250.00 per report; (includes first 2 reviews; \$150 for each subsequent review)	\$225.00 per applicable sheet (1st & 2nd Reviews) \$250.00 per report; (includes first 2 reviews; \$150 for each subsequent review)	
Engineering report reviews (drainage reports, design reports, traffic reports (TIA) soils reports, and others)	\$225 per applicable sheet (includes first 2 reviews; \$250.00 for each subsequent review)	\$225 per applicable sheet (includes first 2 reviews; \$250.00 for each subsequent review)	\$225 per applicable sheet (includes first 2 reviews; \$250.00 for each subsequent review)	
Construction Plans and Grading Plans (Civil grading and drainage, As Built Plan Review	\$250 per applicable sheet (includes first 2 reviews; \$150 for each subsequent review)	\$250 per applicable sheet (includes first 2 reviews; \$150 for each subsequent review)	\$250 per applicable sheet (includes first 2 reviews; \$150 for each subsequent review)	
Plat Review (Preliminary & Final plat reviews)	\$291.00	\$291.00	\$291.00	
<b>Right of Way:</b>				
Encroachment permit	\$291.00	\$291.00	\$291.00	
<b>Miscellaneous Plan Review:</b>				
Engineer's Cost Estimate Residential grading plan review (\$100 for entire submittal)Plan revision reviews	\$100.00 per applicable sheet	\$100.00 per applicable sheet	\$100.00 per applicable sheet	
Any Additional inspections	\$50.00 per inspection	\$50.00 per inspection	\$50.00 per inspection	
Public Improvement Construction Inspection	\$225.00	\$225.00	\$225.00	
Road Cut Permits (excluding utility companies)	\$50.00	\$50.00	\$50.00	
New Private Road Street Signs (per sign). Includes installation.	\$85.00	\$85.00	\$85.00	
<b>Finance Department</b>				
Non Sufficient Fund (NSF) Check Charge	\$10.00	\$10.00	\$10.00	

	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Municipal Court</b>				
<b>ARS §22-404</b>				
Minimum Clerk Fee	\$17.00	\$17.00	\$17.00	\$17.00
Research in Locating a Document	\$17.00	\$17.00	\$17.00	\$17.00
Record Duplication	\$17.00	\$17.00	\$17.00	\$17.00
Per Page Fee	\$0.50	\$0.50	\$0.50	\$0.50
<b>Special Fees</b>				
Injunction Against Harassment				No charge
Domestic Violence Order of Protection				No charge
<b>Special Fees</b>				
Civil Traffic Default Fee	\$50.00	\$50.00	\$50.00	\$50.00
Warrant Fee	\$150.00	\$150.00	\$150.00	\$150.00
Municipal Court Enhancement	\$20.00	\$20.00	\$20.00	\$20.00
Court Appointed Counsel Fee	\$25.00	\$25.00	\$25.00	\$25.00
Collection fee( \$35 per case + 19%)	19% + 35 per case	19% + 35 per case	19% + 35 per case	19% + 35 per case
Deferral fee (\$1.00 - \$500.00)	1.00 - 500.00	1.00 - 500.00	1.00 - 500.00	1.00 - 500.00
<b>Library</b>				
Photocopies	\$0.10	\$0.10	\$0.10	\$0.10
B&W Printouts from Public Internet Computers. REVENUE FROM THESE LINES GO DIRECTLY TO QCI PRINT SERVICES PER OUR AGREEMENT	\$0.10	\$0.10	\$0.10	\$0.10
Color Printouts from Public Internet Computers	\$0.50	\$0.50	\$0.50	\$0.50
Local & Long-distance FAX - per page	\$1.00	\$1.00	\$1.00	\$1.00
Temporary Library Card for Seasonal Residents. WE CREATED A TEMP CARD PROFILE FOR VISITORS SO NO FEE IS REQUIRED	no fee	no fee	no fee	no fee
Card Replacement	\$3.00	\$3.00	\$3.00	\$3.00
Overdue items (our Library) (per day)	\$0.10	\$0.10	\$0.10	\$0.10

	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Library (Cont'd)</b>				
Overdue DVDs (our Library) (per day-per item) WE NO LONGER CARRY VIDEOS	\$0.00	\$0.00	\$0.00	\$0.00
Overdue items (inside county)	varies	varies	varies	varies
Overdue items (outside county) (per- day)	\$1.00	\$1.00	\$1.00	\$1.00
Items placed on hold & not picked up w/in 10 days	no fee	no fee	no fee	no fee
Lost items - replacement cost + overdue fines. NO LONGER CHARGING A PROCESSING FEE	varies	varies	varies	varies
Items put in Book Drop that are marked "Do not put in Book Drop" (per item)	no fee	no fee	no fee	no fee
<b>Marshal's Office</b>				
Reports (up to 20 pages)	\$5.00	\$5.00	\$5.00	\$5.00
Additional pages (per page)	\$0.25	\$0.25	\$0.25	\$0.25
Vehicle Impound Administrative Hearing	\$150.00	\$150.00	\$150.00	\$150.00
911 Tape	\$10.00	\$10.00	\$10.00	\$10.00
Photographs	\$10.00	\$10.00	\$10.00	\$10.00
<b>Training Room Fee for all private and profit organizations</b>				
4-8 hours	\$25.00	\$25.00	\$25.00	\$25.00
Less than 4 hours	\$15.00	\$15.00	\$15.00	\$15.00
<b>Animal Shelter</b>				
Impound Fee	\$25.00	\$25.00	\$25.00	\$25.00
No Chip / unaltered this is not new but was not listed	\$25.00	\$25.00	\$25.00	\$25.00
Additional Fee per night	\$10.00	\$10.00	\$10.00	\$10.00
<b>Animal License Fees</b>				
Altered Dog (purchased before March 1)	\$10.00	\$10.00	\$10.00	\$10.00
Unaltered Dog (purchased before March 1)	\$20.00	\$20.00	\$20.00	\$20.00
Altered Dog (purchased after March 1) recommend no late fee	\$10.00	\$10.00	\$10.00	\$10.00
Unaltered Dog (purchased after March 1) recommend no late fee	\$20.00	\$20.00	\$20.00	\$20.00
<b>NO LICENSE WILL BE ISSUED WITHOUT PROOF OF RABIES VACCINATION.</b>				

	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Parks &amp; Recreation</b>				
Class A- Town co-sponsored, youth sports, non-profit groups, churches, schools and civic groups.				
Class B-Individuals and groups using facilities whose purpose is clearly of a not for profit nature.				
Class C-Profit making individuals, groups or organizations.				
<b>Deposits</b>				
Key Deposit (all classes) (per key)	\$110.00	\$110.00	\$110.00	\$110.00
<b>Heritage Pool Fees (Pool fees are effective opening day of pool in 2015)</b>				
<b>Adults (18 &amp; over):</b>				
Per Visit	\$2.50	\$2.50	\$2.50	\$2.50
10 Visits	\$20.00	\$20.00	\$20.00	\$20.00
Season Pass	\$70.00	\$70.00	\$70.00	\$70.00
<b>Children:</b>				
Per Visit	\$2.00	\$1.50	\$1.50	\$1.50
10 Visits	\$15.00	\$12.50	\$12.50	\$12.50
Season	\$60.00	\$50.00	\$50.00	\$50.00
<b>Family Pass (Immediate Family Only)</b>				
10 Visits	\$35.00	\$35.00	\$35.00	\$35.00
Season - open swim & Family nights only	\$135.00	\$135.00	\$135.00	\$135.00
<b>Swim Lessons</b>				
Swim Lessons (30 minutes) two week session 4 days a week	\$25.00	\$25.00	\$25.00	\$25.00
<b>Pool Rental Fee</b>				
Private Use- Non-commercial up to 44 Participants (Per Hour) Includes 3 Lifeguards	\$70.00	\$70.00	\$70.00	\$70.00
Private Use - Non-commercial 45-88 Participants (Per Hour) Includes 4 Lifeguards	\$90.00	\$90.00	\$90.00	\$90.00
Cleaning Deposit- Class A & B	\$100.00	\$100.00	\$100.00	\$100.00
<b>Pool Specialty Classes</b>				
Adult - 25% of fees to Town/75% to Instructor. Fees to be determined by instructor.	25%/75%	25%/75%	25%/75%	25%/75%
Youth - 20% of fees to Town/80% to Instructor. Fees to be determined by instructor.	20%/80%	20%/80%	20%/80%	20%/80%

	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Parks &amp; Recreation Facility Fees - General</b>				
<b>Banner Pole Fee</b>				
Class A	No Charge	No Charge	No Charge	No Charge
Class B	\$50.00	\$50.00	\$50.00	\$50.00
Class C	Not Allowed	Not Allowed	Not Allowed	Not Allowed
<b>Equipment</b>				
None	N/A	N/A	N/A	N/A
<b>Tables</b>				
Class A	No Charge	No Charge	No Charge	No Charge
Class B less than 5 tables	No Charge	No Charge	No Charge	No Charge
Class B (per table) if more than 5 tables	\$5.00	\$5.00	\$5.00	\$5.00
Class C (per table)	\$8.00	\$8.00	\$8.00	\$8.00
<b>Chairs (if available)</b>				
Class A	No Charge	No Charge	No Charge	No Charge
Class B less than 40 chairs	No Charge	No Charge	No Charge	No Charge
Class B (per chair) if more than 40 chairs	\$1.00	\$1.00	\$1.00	\$1.00
Class C	\$2.00	\$2.00	\$2.00	\$2.00
<b>PA system (if available)</b>				
Class A	No Charge	No Charge	No Charge	No Charge
Class B	No Charge	No Charge	No Charge	No Charge
Class C (per day)	\$25.00	\$25.00	\$25.00	\$25.00
Damage deposit - All Classes	\$50.00	\$50.00	\$50.00	\$50.00
<b>Meeting Room Fee</b>				
Class A	No Charge	No Charge	No Charge	No Charge
Class B (per hour(2hr min)/per day)	\$15/\$60	\$15/\$60	\$15/\$60	\$15/\$60
Class C (per day(2hr min)/per day)	\$25/\$100	\$25/\$100	\$25/\$100	\$25/\$100
Rooms have tables & chairs on an "as available" basis for no additional charge				
<b>Electrical Use Fee</b>				
Park/Gazebo/Ramada - all classes (per event)	\$20.00	\$20.00	\$20.00	\$20.00

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	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Parks &amp; Recreation Facility Fees - General (Cont'd)</b>				
<b>Ball Field Lights (24-hour cancellation notice required)</b>				
Class A	No Charge	No Charge	No Charge	
Class B (per hour)	\$50.00	\$50.00	\$50.00	
Class C (per hour)	\$65.00	\$65.00	\$65.00	
<b>Specialty Classes</b>				
25% of fees to Town/75% to Instructor (adult). Fees to be determined by instructor.	25%/75%	25%/75%	25%/75%	
20% of fees to Town/85% to Instructor (youth). Fees to be determined by instructor.	20%/80%	20%/80%	20%/80%	
<b>Fencing Fee</b>				
Class A (per panel)	No Charge	No Charge	No Charge	
Class B (per panel)	\$10.00	\$10.00	\$10.00	
Class C (per panel)	\$15.00	\$15.00	\$15.00	
<b>Soccer and Baseball Field Fee</b>				
Class A	No charge	No charge	No charge	
Class B - per hour/ per day	\$25/\$75	\$25/\$75	\$25/\$75	
Class C (per hour)	\$40.00	\$40.00	\$40.00	
<b>Gym Fees</b>				
Class A - less than 100 attending	No Charge	No Charge	No Charge	
Class A (per hour/per day)- more than 100 attending	\$25/\$150	\$25/\$150	\$25/\$150	
Class B (per hour/per day)	\$50/\$300	\$50/\$300	\$50/\$300	
Class C (per hour/per day)	\$100/\$500	\$100/\$500	\$100/\$500	
Cleaning/Damage Deposit - All Classes	\$500.00	\$500.00	\$500.00	
<b>Gym Floor Preparation Fee</b>				
All Classes	\$75.00	\$75.00	\$75.00	
<b>Park Ramada, Gazebo or Town Ramada Fee</b>				
Class A	No Charge	No Charge	No Charge	
Class B	No Charge	No Charge	No Charge	
Class C	\$75.00	\$75.00	\$75.00	



	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Parks &amp; Recreation Facility Fees - General (Cont'd)</b>				
<b>Exterior Light Fee (Commercial Grade String Lights)</b>				
Class A	No Charge	No Charge	No Charge	
Class B	\$50.00	\$50.00	\$50.00	
Class C	\$50.00	\$50.00	\$50.00	
<b>Town Ramada Electric Fee</b>				
Class A Per Day	\$100.00	\$100.00	\$100.00	
Class B Per Day	\$100.00	\$100.00	\$100.00	
Class C Per Day	\$150.00	\$150.00	\$150.00	
<b>Use of Water Fee</b>				
Class A Per Day	\$40.00	\$40.00	\$40.00	
Class B Per Day	\$50.00	\$50.00	\$50.00	
Class C Per Day	\$100.00	\$100.00	\$100.00	
<b>Kitchen Fee</b>				
Class A	No Charge	No Charge	No Charge	
Class B - 4 Hour	\$25.00	\$25.00	\$25.00	
Class B (per day)	\$75.00	\$75.00	\$75.00	
Class C - 4 Hour	\$50.00	\$50.00	\$50.00	
Class C (per day)	\$100.00	\$100.00	\$100.00	
<b>Community Development</b>				
<b>Board of Adjustment &amp; Appeals</b>				
Appeal	\$500.00	\$500.00	\$500.00	
Variance	\$800.00	\$800.00	\$800.00	
Additional Variances/Same Application	\$55.00	\$55.00	\$55.00	
<b>Non-Conforming Use Hearing</b>	<b>\$55.00</b>	<b>\$55.00</b>	<b>Remove Line</b>	
<b>Copies of Maps (plotted or color)</b>				
Large	\$30.00	\$30.00	\$30.00	
11 X 17	\$5.00	\$5.00	\$5.00	
8 X 11	\$5.00	\$5.00	\$5.00	

2013-2014		2013-2014		2014-2015		2014-2015	
Department Recommendation		Council Approved on 06-19-2013		Department Recommendation		Council Approved	
<b>Community Development (Cont'd)</b>							
<b>General Plan Amendment</b>							
Minor	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
Major	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
<b>Map Change for Zoning (ZMC)</b>							
To Agriculture zone	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
Residential to Residential (50 acres)	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
plus \$55 for each additional acre	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00
Residential to Commercial (5 acres)	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
plus \$85 for each additional acre	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00
<b>Commercial to Commercial (5 acres)</b>							
<b>plus \$85 for each additional acre</b>							
<b>New Fee</b>							<b>\$1,700.00</b>
<b>Commercial to Industrial (5 acres)</b>							
<b>plus \$85 for each additional acre</b>							
<b>New Fee</b>							<b>\$85.00</b>
Commercial to Industrial (5 acres)	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
plus \$85 for each additional acre	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00	\$85.00
PAD and PUD (for one (1) acre)	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
plus \$55 per acre up to 10 acres	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00
plus \$2.00 per acre over 10 acres	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
<b>Major Amendment (one (1) acre)</b>							
<b>plus \$55 per acre up to 10 acres</b>							
<b>plus \$2.00 per acre over 10 acres</b>							
<b>To Mixed Use/Low Density</b>							
<b>To Mixed Use/High Density</b>							
Minor Land Division	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
Minor Land Division	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00
Lot Line Adjustment							
Lot Line Adjustment							
<b>Text Amendment to Planning &amp; Zoning Ordinance (Citizen Initiated)</b>							
<b>New Fee</b>							<b>\$200.00</b>
<b>New Fee</b>							<b>\$200.00</b>
<b>New Fee</b>							<b>\$1,800.00</b>

	2013-2014	2013-2014	2014-2015	2014-2015
	Department Recommendation	Council Approved on 06-19-2013	Department Recommendation	Council Approved
<b>Community Development (Cont'd)</b>				
<b>Subdivision Plats</b>				
Administrative Conceptual Plan Review (Subdivisions)	\$500.00	\$500.00	\$500.00 Plus Fire Marshal Review Fee	
Preliminary Plat (for 10 lots)	\$2,000.00	\$2,000.00	\$2,000.00 Plus Fire Marshal Review Fee	
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00	\$10.00	\$10.00	
Final Plat (for 10 lots)	\$1,400.00	\$1,400.00	\$1,400.00	
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00	\$10.00	\$10.00	
Amended Plat (for 10 lots)	\$835.00	\$835.00	\$835.00	
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00	\$10.00	\$10.00	
Final Site Plan PUD Review	\$550.00	\$550.00	\$550.00	
Time Extensions	\$300.00	\$300.00	\$300.00	
Development Standards Review (Commercial - Industrial & Multi-Family)	\$500.00	\$500.00	\$500.00 Plus Fire Marshal Review Fee	
<b>Community Facilities District</b>	As determined by the Town Manager	As determined by the Town Manager	As determined by the Town Manager	
<b>Development Agreement</b>				
Revision to Amend	Hrly. Wage of Emp. + Materials	Hrly. Wage of Emp. + Materials	Hrly. Wage of Emp. + Materials	
Reconsideration	Hrly. Wage of Emp. + Materials	Hrly. Wage of Emp. + Materials	Hrly. Wage of Emp. + Materials	
<b>Use Permits</b>				
Open Space Uses	\$1,800.00	\$1,800.00	\$1,800.00 Plus Fire Marshal Review Fee	
Residential Uses	\$1,800.00	\$1,800.00	\$1,800.00 Plus Fire Marshal Review Fee	
Commercial ( RCD, RS, C1 & C2)	\$1,800.00	\$1,800.00	\$1,800.00 Plus Fire Marshal Review Fee	
Heavy Commercial/Industrial Uses (C3, PM, M1, M2)	\$1,800.00	\$1,800.00	\$1,800.00 Plus Fire Marshal Review Fee	
Mobile/Manufactured Home Parks (for 10 spaces)	\$1,800.00	\$1,800.00	\$1,800.00 Plus Fire Marshal Review Fee	

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	2013-2014	2013-2014	2014-2015	2014-2015
	Department Recommendation	Council Approved on 06-19-2013	Department Recommendation	Council Approved
<b>Community Development (Cont'd)</b>				
plus \$15 per space up to 100 spaces	\$15.00	\$15.00	\$15.00	\$15.00
plus \$10 for each additional space	\$10.00	\$10.00	\$10.00	\$10.00
RV Parks	\$1,800.00	\$1,800.00	\$1,800.00 Plus Fire Marshal Review Fee	\$15.00
plus \$15 per space up to 100 spaces	\$15.00	\$15.00	\$15.00	\$15.00
plus \$5 for each additional space	\$10.00	\$10.00	\$10.00	\$10.00
Mini Storage (per 20,000 per sq ft of enclosed spc)	\$1,800.00	\$1,800.00	Delete Line	\$10.00
plus \$10 per 1,000 sq ft additional space	\$10.00	\$10.00	Delete Line	
RV Storage (per 50 spaces)	\$1,800.00	\$1,800.00	Delete Line	
plus \$5 for each additional space	\$5.00	\$5.00	Delete Line	
Mining (5 acres)	\$1,000.00	\$1,000.00	\$1,000.00 Plus Fire Marshal Review Fee	
plus \$55 per acre up to 50 acres	\$55.00	\$55.00	\$55.00	\$55.00
plus \$10 for each additional acre	\$10.00	\$10.00	\$10.00	\$10.00
Temporary Use Permit or Dwelling Permit	\$100.00	\$100.00	\$100.00	\$150.00
<b>Continuance of Hearing</b>				
Before Advertising	\$100.00	\$100.00	\$100.00	\$150.00
After Advertising	\$250.00	\$250.00	\$250.00	\$300.00
<b>Signs</b>				
Non-Illuminated	\$1 per sq ft - \$10 minimum	\$1 per sq ft - \$10 minimum	\$2.00 Per Square Foot/ \$20.00 Minimum Plus Building Permit Fee/Building Plan Review Fee If Attachment Or Footing Details Are Required	
Illuminated	\$1 per sq ft - \$10 minimum	\$1 per sq ft - \$10 minimum	\$3.00 Per Square Foot/ \$30.00 Minimum Plus Building Permit Fee/Building Plan Review Fee If Attachment Or Footing Details Are Required	
A Frame Sign	New Fee			\$50.00
Mural	\$25.00	\$25.00	\$25.00	\$50.00
Off Premise	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00

	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Community Development (Cont'd)</b>				
<b>Streets</b>				
Street Abandonment	\$1,800.00	\$1,800.00	\$1,800.00	
Street Name Change	New Fee		\$500.00	
Verification Letter	\$170.00	\$170.00	\$300.00	
Underground Utilities Exemption	\$170.00	\$170.00	\$200.00	
<b>Wireless Communication</b>				
Administrative Review	\$300.00	\$300.00	\$500.00	
Applications requiring Special UP towers less than 99'	\$1,800.00	\$1,800.00	\$2,500.00	
Towers 100 to 199'	\$2,100.00	\$2,100.00	\$2,750.00	
Towers 200' and above	\$2,700.00	\$2,700.00	\$3,000.00	
<b>Zoning Clearance for Building Permits</b>				
Residential remodel/residential accessory structure	\$25.00	\$25.00	\$85.00	
Commercial Remodel - Interior	New Fee		\$100.00	
Commercial Remodel - Interior/Exterior	\$110.00	\$110.00	\$225.00	
New Commercial	.01 sq. ft.-min \$100.00	.01 sq. ft.-min \$100.00	\$300.00	
Fence	.05 linear foot min \$10.00	.05 linear foot min \$10.00	\$25.00 Zoning Clearance Plus \$25.00 Inspection Fee	
Residential single family dwelling	\$85.00	\$85.00	\$175.00	
<p>THE VALUE OR VALUATION OF A BUILDING OR STRUCTURE FOR THE PURPOSE OF DETERMINING PERMIT AND PLAN REVIEW FEES WILL BE ESTABLISHED USING THE BUILDING VALUATION DATA (BVD) CONTAINED IN THE INTERNATIONAL CODE COUNCIL BUILDING SAFETY JOURNAL PUBLISHED ANNUALLY IN FEBRUARY. THIS DOCUMENT IS AVAILABLE FOR PUBLIC INSPECTION IN THE TOWN OF CAMP VERDE OFFICE OF COMMUNITY DEVELOPMENT, AUTHORITY TO DETERMINE VALUE PER PROVISIONS OF ADOPTED CODES.</p>				

	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Community Development (Cont'd)</b>				
<b>GRADING PERMIT FEES</b>				
50 Cubic Yards or Less	\$23.50	\$23.50	\$25.00	
51 to 100 Cubic Yards	\$37.00	\$37.00	\$40.00	
101 to 1,000 Cubic Yards	\$37.00	\$37.00	\$50.00 for the first 100 Cubic Yards plus \$18.00 for each additional 100 Cubic Yards	
1,001 to 10,000 Cubic Yards	\$194.50	\$194.50	\$200.00 for the first 1,000 Cubic Yards plus \$15.00 for each additional 1,000 Cubic Yards	
10,001 to 100,000 Cubic Yards	\$325.00	\$325.00	\$350.00 for the first 10,000 Cubic Yards plus \$50.00 for each additional 10,000 Cubic Yards	
100,001 Cubic Yards or More	\$919.00	\$919.00	\$925.00 for the first 100,000 Cubic Yards plus \$50.00 for each additional 10,000 Cubic Yards	
<b>BUILDING PERMIT FEES</b>				
<b>TOTAL VALUATION</b>				
\$1.00 TO \$500.00	\$23.50	\$23.50	\$24.00	
\$501.00 TO \$2,000.00	\$23.50 for the first 500.00 plus \$3.05 for each additional 100.00 or fraction thereof, to and including \$2,000.00	\$23.50 for the first 500.00 plus \$3.05 for each additional 100.00 or fraction thereof, to and including \$2,000.00	\$24.00 for the first \$500.00 plus \$3.55 for each additional \$100.00 or fraction thereof, to and including \$2,000.00	
\$2001.00 to \$25,000.00	\$69.25 for the first 2,000.00 plus \$14.00 for each additional 1000.00 or fraction thereof, to and including \$25,000.00	\$69.25 for the first 2,000.00 plus \$14.00 for each additional 1000.00 or fraction thereof, to and including \$25,000.00	\$77.25 for the first \$2,000.00 plus \$14.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00	

	2013-2014 Department Recommendation	Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Community Development (Cont'd)</b>				
\$25,001 to \$50,000.00	\$391.25 for the first 25,000.00 plus \$10.10 for each additional 1000.00 or fraction thereof, to and including \$50,000.00	\$391.25 for the first 25,000.00 plus \$10.10 for each additional 1000.00 or fraction thereof, to and including \$50,000.00	\$410.75 for the first \$25,000.00 plus \$10.60 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	
\$50,001.00 to \$100,000.00	\$643.75 for the first 50,000.00 plus \$7.00 for each additional 1000.00 or fraction thereof, to and including \$100,000.00	\$643.75 for the first 50,000.00 plus \$7.00 for each additional 1000.00 or fraction thereof, to and including \$100,000.00	\$675.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	
\$100,001.00 to \$500,000.00	\$993.75 for the first 100,000.00 plus \$5.60 for each additional 1000.00 or fraction thereof, to and including \$500,000.00	\$993.75 for the first 100,000.00 plus \$5.60 for each additional 1000.00 or fraction thereof, to and including \$500,000.00	\$1050.75 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00	
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first 500,000.00 plus \$4.75 for each additional 1000.00 or fraction thereof, to and including \$1,000,000.00	\$3,233.75 for the first 500,000.00 plus \$4.75 for each additional 1000.00 or fraction thereof, to and including \$1,000,000.00	\$3450.75 for the first \$500,000.00 plus \$5.15 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00	
\$1,000,001.00 and up	\$5,608.75 for the first 1,000,000.00 plus \$3.65 for each additional 1000.00 or fraction thereof	\$5,608.75 for the first 1,000,000.00 plus \$3.65 for each additional 1000.00 or fraction thereof	\$6025.75 for the first \$1,000,000.00 plus \$4.05 for each additional \$1,000.00 or fraction thereof	
<b>NOTE: Unless otherwise noted, the fees listed below are utilized to establish Valuation (cost of construction including labor and materials) to be used in calculating permit fees and do not reflect the actual cost of the permit.</b>				

	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Community Development (Cont'd)</b>				
<b>Other Building Fees</b>				
Investigation Fee (Building without a permit)	Equal to permit fee	Equal to permit fee	Equal to the cost of the Building Permit Fee and Building Plan Review Fee	
Inspection Outside of Normal Business Hrs	\$100.00	\$100.00	\$100.00 Per Hour/1 Hour Minimum*	
Re-Inspection Fee (After 2 failed inspections)	\$50.00	\$50.00	\$50.00 Per Inspection	
Miscellaneous Inspection Fee (Inspection fee for which no fee is specifically indicated*)	\$50.00	\$50.00	\$50.00	
Building Plan Review Fee	65 % of Bldg. Fee	65 % of Bldg. Fee	65% of Bldg Permit Fee	
Master Building Plan Review Fee (First Floorplan Review)	65 % of Bldg. Fee	65 % of Bldg. Fee	65% of Bldg Permit Fee	
Master Building Plan Review Fee (Each additional Floorplan Review under same Approved Plan)	\$100.00	\$100.00	\$150.00	
Additional Plan Review (After Two Failed Plan Reviews OR As Required By Changes, Additions, Alterations Or Revisions To Plans) Outside Plan Review Or Inspection (For Use Of Outside Consultants For Plan Review, and- Inspections, Or Both**)	\$50.00	\$50.00	\$50.00 Per Hour/1 Hour Minimum*	
Fee for Building Permit Application Extension Fee (One Time Extension)	Actual Cost**	Actual Cost**	Actual Cost**	
Fee for Building Permit Extension Fee (One Time Extension)	\$25.00	\$25.00	\$25.00	
Fee for Building Permit Extension Fee (One Time Extension)	\$25.00	\$25.00	\$25.00	
Fee for Temporary-Certificate-of-Occupancy-Residential Temporary Issuance Fee (One Time Residential Certificate of Occupancy)	\$300.00	\$300.00	\$300.00	



2013-2014	2013-2014	2014-2015	2014-2015
Department Recommendation	Council Approved on 06-19-2013	Department Recommendation	Council Approved

**Community Development (Cont'd)**

Fee for Temporary Certificate of Occupancy - Commercial

**Temporary Issuance Fee (One Time Commercial Certificate of Occupancy)**

\$500.00

\$500.00

\$500.00

NOTE: \*Or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved. \*\*Actual costs include administrative and overhead costs.

**Deposits**

Commercial Projects	Bldg/Eng/Fire Plan Review Fee	Bldg/Eng/Fire Plan Review Fee	Equal To Building Plan Review Fees Plus Fire Plan Review Fees Plus Sanitary Plan Review Fees Plus Zoning Clearance Fees
New Single/Multi-Family Residence	\$150.00	\$150.00	\$200.00
Residential Projects Less Than \$5,000.00	\$25.00	\$25.00	\$25.00
Residential Projects \$5,000.01 to \$10,000.00	\$50.00	\$50.00	\$50.00
Residential Projects \$10,000.01 to \$25,000.00	\$75.00	\$75.00	\$75.00
Residential Projects \$25,000.00 or More	\$100.00	\$100.00	\$150.00

NOTE: Deposits are due at the time of submittal and are NON REFUNDABLE.

**Refunds**

Plan Check Fees - once review begun

**Building Plan Review Fees (Once Plan Review Has Begun)**

No refund

No refund

No refund

Plan Withdrawn

**Project Cancellation/Withdrawal (Before Permit Has Been Issued)**

retain \$50 per hr (minimum charge per hour or calculated plan rrw fee whichever is greater

retain \$50 per hr (minimum charge per hour or calculated plan rrw fee whichever is greater

Retain Deposit

	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Community Development (Cont'd)</b>				
Building Permit fees w/ no work started and no inspections called. Time limit one (1) year from permit issuance				
Issued Building Permits (One 1) Year From Permit Issuance, Where No Work Has Started/No Inspections Have Been Called For)	Retain \$25 or 25%, Whichever is greater	Retain \$25 or 25%, Whichever is greater	Retain \$25 or 25%, Whichever is greater	
Plumbing, Electrical, Mechanical Fees w/ no work started and no inspections called. Time limit one (1) year from permit issuance				
Issued Over The Counter Building Permits (One 1) Year From Permit Issuance, Where No Work Has Started/No Inspections Have Been Called For)	Retain \$10 or 25%, whichever is greater.	Retain \$10 or 25%, whichever is greater.	Retain \$10 or 25%, whichever is greater.	
<b>ADDITIONAL SPECIFIC VALUATION DATA</b> **Plus Any Utilities Installed, See Utilities/Equipment Fee Lines Below				
<b>Residential (New Single and Multi-Family Residences, Excludes Mobile/Manufactured Homes)</b>				
<b>Residential Accessory Buildings/Structures</b>				
A. Barn (Pole, Wood, Metal, or Masonry) (per sq ft)**	\$15.00	\$15.00	\$20.00	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
B. Shade/Mare Motel/Pole Barn (per sq ft)**	\$15.00	\$15.00	\$10.00	
C. Greenhouse (per sq ft)**	\$15.00	\$15.00	\$15.00	
D. Storage Building or (Shed) (Over 200 sq ft) (per sq ft)**	\$15.00	\$15.00	\$20.00	
E. Carport (per sq ft)**	\$15.00	\$15.00	\$18.00	
F. Balcony (per sq ft)**	\$15.00	\$15.00	\$15.00	
G. Covered Patio at Grade Level (per sq ft)**	\$15.00	\$15.00	\$15.00	
H. Covered Deck Elevated (per sq ft)**	\$15.00	\$15.00	\$18.00	

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	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Community Development (Cont'd)</b>				
i. Open Deck Elevated (per sq ft)**	\$10.00	\$10.00	\$12.00	
j. Screened Porch Under Existing Roof Cover (per sq ft)**	\$6.00	\$6.00	\$6.00	
k. Gazebo/Ramada (per sq ft)**	\$12.50	\$12.50	\$15.00	
L. Pre-Fab Metal Canvas/Metal Awning (Engineered) (per sq ft)**	\$6.00	\$6.00	\$6.00	
M. Stairs (per sq ft)	\$7.00	\$7.00	\$7.00	
<b>Alteration to Existing Residential Structure: where no additional floor area or roof coverage is created, such as the conversion of patio or garage to habitable space. The valuation shall be determined as the difference in valuation between the two occupancies plus utilities unless otherwise noted.</b>	Valuation	Valuation	Delete Line	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater
<b>Residential Alteration/Remodel Of Existing Structure</b>				
<b>NOTE: Where no additional floor area or roof coverage is created, such as the conversion of a patio or garage to habitable space, the valuation shall be determined as the difference in valuation between the two occupancies plus utilities, unless otherwise noted.</b>				
<b>Commercial (New Building)</b>				
<b>Commercial Accessory Buildings/Structures (New)</b>				
<b>Commercial Alteration/Remodel Of Existing Structure (Tenant Improvements)</b>				
<b>Demolition of Existing Structure (Residential or Commercial)</b>				
A- Up To Two (2) Structures On Same Assessor's Parcel Number	\$50.00	\$50.00	\$75.00	
B- After More Than Two (2) Structures On Same Assessor's Parcel Number # (per structure)	\$50.00	\$50.00	\$75.00 For First Two (2) Structures plus \$25.00 For Each Structure Thereafter	

	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Community Development (Cont'd)</b>				
<b>Fireplace/Free Standing Stove/Inserts (Other than New Construction)</b>				
A. Fireplace/Freestanding Stove/Insert	Valuation	Valuation	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
<b>Block/Retaining Wall</b> (Measured from bottom of footing to top of wall; Walls over 4' require engineered plans)				
(CMU, Concrete, Brick, Manufactured Unit, Rock/Stone,	\$15.00	\$15.00	\$15.00	
B. Block Wall:				
(Fence Or Free Standing Wall; No Retaining/Surcharge)	\$5.00	\$5.00	\$10.00	
(per sq ft)				
C. Manufactured Housing Skirting (No retaining/surcharge) (per linear foot)	\$5.00	\$5.00	Delete Line	
<b>Roof Structure Replacement</b>	Valuation	Valuation	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
<b>Shell Building</b>	BUILDING VALUATION DATA: NOTE C	BUILDING VALUATION DATA: NOTE C	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
<b>Definition of Shell Building: A shell building is defined as a building for which HVAC, lighting, suspended ceilings, plumbing and electrical systems, partition layouts and interior finishes are not shown on the plans and for which NO SPECIFIC USE or TENANT has been noted. A separate permit with plans for tenant improvements will be required at a later date for completion of a shell building. A "Shell Only" building may include a fire extinguishing system as needed for fire protection requirements and minimal electric for lighting (house panel only) and main under slab sewer drain (not to include fixtures) along with slab floor. Warehouses and industrial buildings shall not be considered as a shell building. NO Certificate of Occupancy shall be issued for any building permitted as a SHELL BUILDING under this definition.</b>				
<b>Swimming Pool/Spas</b>				
In Ground Pool (Includes Utilities)	Valuation	Valuation	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
In Ground Spa or Whirlpool (Includes Utilities)	Valuation	Valuation	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	

	2013-2014 Department Recommendation	2013-2014 Council Approved on 06-19-2013	2014-2015 Department Recommendation	2014-2015 Council Approved
<b>Community Development (Cont'd)</b>				
Pre-fabricated pool flat fee ** Plus Any Utilities Installed On/Above Ground Pool (Pre-fabricated, Flat Fee) ** Plus Any Utilities Installed	\$150.00	\$150.00	\$150.00	\$150.00
Pre-fabricated spa flat fee (utilities included) On/Above Ground Spa (Flat Fee, Utilities Included)	\$200.00	\$200.00	\$200.00	\$200.00
Tenant Improvements	Valuation	Valuation	Delete Line	
<b>Above Ground Water Tank (Over 5000 Gallons)</b>				
A. Residential	\$100.00	\$100.00	\$100.00	\$100.00
B. Commercial	\$400.00	\$400.00	\$500.00 + Building Plan Review Fee	
<b>UTILITIES/EQUIPMENT</b>				
<b>New Construction or Addition</b>				
Plumbing (per sq. ft)	\$3.50	\$3.50	\$3.50	
Electrical (per sq. ft)	\$2.50	\$2.50	\$2.50	
Mechanical (per sq. ft)	\$1.50	\$1.50	\$1.50	
Single Permit, Plans Required (electric, plumbing, mechanical)	Valuation	Valuation	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
<b>Over the Counter Permits</b>				
Electrical	\$50.00	\$50.00	\$75.00 Flat Fee (Includes Two (2) Inspections)	
Mechanical	\$50.00	\$50.00	\$75.00 Flat Fee (Includes Two (2) Inspections)	
Plumbing	\$50.00	\$50.00	\$75.00 Flat Fee (Includes Two (2) Inspections)	
Building	\$50.00	\$50.00	\$75.00 Flat Fee (Includes Two (2) Inspections)	

		2013-2014	2013-2014	2014-2015	2014-2015
		Department Recommendation	Council Approved on 06-19-2013	Department Recommendation	Council Approved
<b>Community Development (Cont'd)</b>					
Combination permits will be charged at 50% of the original permit fee. Example: Electrical \$60 plus Mechanical \$25 equals \$75 total.					
<b>Combo</b> <b>(Any Combination Of The Above)</b>					
<b>Solar Installation, Wind Turbines, Generators</b>					
Residential	Valuation		Valuation	<b>Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater</b>	
Commercial	Valuation		Valuation	<b>Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater</b>	
<b>MISCELLANEOUS EQUIPMENT</b>					
<b>Fire Alarm</b>					
Commercial	\$150.00		\$150.00	<b>Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees</b>	
Residential	\$150.00		\$150.00	<b>Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees</b>	
<b>Kitchen Type I or II Hood System (plans required)</b>	Valuation		Valuation	<b>Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees</b>	
<b>Fire Suppression</b>					
Commercial	\$150.00		\$150.00	<b>Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees</b>	

		2013-2014	2013-2014	2014-2015	2014-2015
		Department Recommendation	Council Approved on 06-19-2013	Department Recommendation	Council Approved
<b>Community Development (Cont'd)</b>					
Residential		\$150.00	\$150.00	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater Plus Fire Marshal Fees	
<b>Tower New Installation</b>					
Up to \$6,000		\$185.00	\$185.00	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
\$6,001 or More		Valuation	Valuation	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
<b>Co-Locate Existing Tower (Plans Required)</b>					
Up to \$6,000		\$165.00	\$165.00	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
\$6,001 or More		Valuation	Valuation	Applicant's Valuation OR ICC Building Valuation Data Table, Whichever Is Greater	
<b>Manufactured Housing Permit Fees</b>					
Residential Manufactured Home Set (includes 3 inspections)		\$300.00	N/A	See OMH Fee Schedule (includes Three (3) Inspections)	N/A
Residential Factory Built/Modular Building (Residential includes 3 inspections)		\$600.00 per story including systems	N/A	See OMH Fee Schedule (includes Three (3) Inspections)	N/A
Commercial Factory Built/Modular Building Commercial (includes 3 inspections)		\$4.50 per linear foot (LF) including systems	N/A	See OMH Fee Schedule (includes Three (3) Inspections)	N/A
Manufactured Housing Skirting (No Retaining/Surcharge) (per-linear-foot) (per linear foot)		New Fee			\$6.00
<b>NOTE: Fees are established by the Arizona Department of Fire, Building and Life Safety Office of Manufactured Housing and adopted by the Town of Camp Verde through intergovernmental agreement pursuant to Arizona Administrative Code (A.A.C.) §R4-34-501 and §R4-34-801.</b>					



Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date:** June 4, 2014

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

**Requesting Department:** Finance Dept.

**Staff Resource/Contact Person:** Mike Showers

**Agenda Title (be exact):** Consideration & discussion of increasing Town use tax from 2% to 3%

**List Attached Documents:** Article VI from the Town of Camp Verde Model City Tax Code

**Estimated Presentation Time:** 5 minutes

**Estimated Discussion Time:** 7 minutes

**Reviews Completed by:**

Town Attorney Comments: N/A

Department Head:

Budgeted     Unbudgeted     N/A

**Fiscal Impact:** Potentially increase local tax revenues \$24,000 to \$30,000 annually.

**Comments:** (See Background info)

**Background Information:** Under Article VI, section 8-610b of the Camp Verde Tax Code, the Current Use Tax rate is 2%. In May of 2012 the Town increase the Transaction Privilege Tax rate from 2% to 3% for most categories. This would bring the use tax category only up to 3% as well. Information on what Use Tax covers is attached from Article VI or our Model City Tax Code. Different from the normal TPT tax, Use tax is a tax upon the use or storage of personal property items brought into the Town that if purchased within the Town would have generated a sales tax but having been purchased outside the Town (typically out-of-state, ie internet) did not require a sales tax. This tax tries to level the playing field for local retailers with the Town. Currently, the Use Tax category brings in around \$4,500 per month in tax revenues or 2% of our local tax revenue amount.

**Recommended Action (Motion):** No motion is to be made. Only discussion and consideration and possible direction to staff for final discussion to had at the June 18<sup>th</sup> Council meeting.

**Instructions to the Clerk:** None.



## Article VI - Use Tax

### Sec. 8-600. Use tax: definitions

For the purposes of this Article only, the following definitions shall apply, in addition to the definitions provided in Article I:

"Acquire (for Storage or Use)" means purchase, rent, lease, or license for storage or use.

"Retailer" also means any person selling, renting, licensing for use, or leasing tangible personal property under circumstances which would render such transactions subject to the taxes imposed in Article IV, if such transactions had occurred within this Town.

"Storage (within the Town)" means the keeping or retaining of tangible personal property at a place within the Town for any purpose, except for those items acquired specifically and solely for the purpose of sale, rental, lease, or license for use in the regular course of business or for the purpose of subsequent use solely outside the Town.

"Use (of Tangible Personal Property)" means consumption or exercise of any other right or power over tangible personal property incident to the ownership thereof except the holding for the sale, rental, lease, or license for use of such property in the regular course of business.

### Sec. 8-601. (Reserved)

### Sec. 8-602. (Reserved)

### Sec. 8-610. Use tax: imposition of tax; presumption.

- (a) There is hereby levied and imposed, subject to all other provisions of this Chapter, an excise tax on the storage or use in the Town of tangible personal property, for the purpose of raising revenue to be used in defraying the necessary expenses of the Town, such taxes to be collected by the Tax Collector.
- (b) The tax rate shall be at an amount equal to two percent (2%) of the:
  - (1) cost of tangible personal property acquired from a retailer, upon every person storing or using such property in this Town.
  - (2) gross income from the business activity upon every person meeting the requirements of subsection 8-620(b) or (c) who is engaged or continuing in the business activity of sales, rentals, leases, or licenses of tangible personal property to persons within the Town for storage or use within the Town, to the extent that tax has been collected upon such transaction.
  - (3) cost of the tangible personal property provided under the conditions of a warranty, maintenance, or service contract.
  - (4) cost of complimentary items provided to patrons without itemized charge by a restaurant, hotel, or other business.
  - (5) cost of food consumed by the owner or by employees or agents of the owner of a restaurant or bar subject to the provisions of Section 8-455 of this Chapter.
- (c) It shall be presumed that all tangible personal property acquired by any person who at the time of such acquisition resides in the Town is acquired for storage or use in this Town, until the contrary is established by the taxpayer.

- (d) **Exclusions.** For the purposes of this Article, the acquisition of the following shall not be deemed to be the purchase, rental, lease, or license of tangible personal property for storage or use within the Town:
  - (1) stocks, bonds, options, or other similar materials.
  - (2) lottery tickets or shares sold pursuant to Article I, Chapter 5, Title 5, Arizona Revised Statutes.
  - (3) Platinum, bullion, or monetized bullion, except minted or manufactured coins transferred or acquired primarily for their numismatic value as prescribed by Regulation.
- (e) (Reserved)

**Sec. 8-620. Use tax: liability for tax.**

The following persons shall be deemed liable for the tax imposed by this Article; and such liability shall not be extinguished until the tax has been paid to this Town, except that a receipt from a retailer separately charging the tax imposed by this Chapter is sufficient to relieve the person acquiring such property from further liability for the tax to which the receipt refers:

- (a) Any person who acquires tangible personal property from a retailer, whether or not such retailer is located in this Town, when such person stores or uses said property within the Town.
- (b) Any retailer not located within the Town, selling, renting, leasing, or licensing tangible personal property for storage or use of such property within the Town, may obtain a License from the Tax Collector and collect the Use Tax on such transactions. Such retailer shall be liable for the Use Tax to the extent such Use Tax is collected from his customers.
- (c) Every agent within the Town of any retailer not maintaining an office or place of business in this Town, when such person sells, rents, leases, or licenses tangible personal property for storage or use in this Town shall, at the time of such transaction, collect and be liable for the tax imposed by this Article upon the storage or use of the property so transferred, unless such retailer or agent is liable for an equivalent excise tax upon the transaction.
- (d) Any person who acquires tangible personal property from a retailer located in the Town and such person claims to be exempt from the Town Privilege or Use tax at the time of the transaction, and upon which no Town Privilege Tax was charged or paid, when such claim is not sustainable.
- (e) Every person storing or using tangible personal property under the conditions of a warranty, maintenance, or service contract.

**Sec. 8-630. Use tax: recordkeeping requirements.**

All deductions, exclusions, exemptions, and credits provided in this Article are conditional upon adequate proof of documentation as required by Article III or elsewhere in this Chapter.

**Sec. 8-640. Use tax: credit for equivalent excise taxes paid another jurisdiction.**

In the event that an equivalent excise tax has been levied and paid upon tangible personal property which is acquired to be stored or used within this Town, full credit for any and all such taxes so paid shall be allowed by the Tax Collector but only to the extent Use Tax is imposed upon that transaction by this Article.

**Sec. 8-650. Use tax: exclusion when acquisition subject to Use Tax is taxed or taxable elsewhere in this Chapter; limitation.**

The tax levied by this Article does not apply to the storage or use in this Town of tangible personal property acquired in this Town, the gross income from the sale, rental, lease, or license of which were included in the measure of the tax imposed by Article IV of this Chapter; provided, however, that any person who has acquired tangible personal property from a vendor in this Town without paying the Town Privilege Tax because of a representation to the vendor that the property was not subject to such tax, when such claim is not sustainable, may not claim the exclusion from such Use Tax provided by this Section.

**Sec. 8-660. Use tax: exemptions.**

The storage or use in this Town of the following tangible personal property is exempt from the Use Tax imposed by this Article:

- (a) tangible personal property brought into the Town by an individual who was not a resident of the Town at the time the property was acquired for his own use, if the first actual use of such property was outside the Town, unless such property is used in conducting a business in this Town.
- (b) tangible personal property, the value of which does not exceed the amount of one thousand dollars (\$1,000) per item, acquired by an individual outside the limits of the Town for his personal use and enjoyment.
- (c) charges for delivery, installation, or other customer services, as prescribed by Regulation.
- (d) charges for repair services, as prescribed by Regulation.
- (e) separately itemized charges for warranty, maintenance, and service contracts.
- (f) prosthetics.
- (g) income-producing capital equipment.
- (h) rental equipment and rental supplies.
- (i) mining and metallurgical supplies.
- (j) motor vehicle fuel and use fuel which are used upon the highways of this State and upon which a tax has been imposed under the provisions of Article I or II, Chapter 16, Title 28, Arizona Revised Statutes.
- (k) tangible personal property purchased by a construction contractor, but not an owner-builder, when such person holds a valid Privilege License for engaging or continuing in the business of construction contracting, and where the property acquired is incorporated into any structure or improvement to real property in fulfillment of a construction contract.
- (l) sales of motor vehicles to nonresidents of this state for use outside this state if the vendor ships or delivers the motor vehicle to a destination outside this state.
- (m) tangible personal property which directly enters into and becomes an ingredient or component part of a product sold in the regular course of the business of job printing, manufacturing, or publication of newspapers, magazines or other periodicals. Tangible personal property which is consumed or used up in a manufacturing, job printing, publishing, or production process is not an ingredient nor component part of a product.

- (n) rental, leasing, or licensing for use of film, tape, or slides by a theater or other person taxed under Section 8-410, or by a radio station, television station, or subscription television system.
- (o) food served to patrons for a consideration by any person engaged in a business properly licensed and taxed under Section 8-455, but not food consumed by owners, agents, or employees of such business.
- (p) tangible personal property acquired by a qualifying hospital, qualifying community health center or a qualifying health care organization, except when the property is in fact used in activities resulting in gross income from unrelated business income as that term is defined in 26 U.S.C. Section 512.
- (q) food for home consumption.
- (r) (Reserved)
  - (1) (Reserved)
  - (2) (Reserved)
  - (3) (Reserved)
  - (4) (Reserved)
- (s) groundwater measuring devices required by A.R.S. Section 45-604.
- (t) (Reserved)
- (u) aircraft acquired for use outside the State, as prescribed by Regulation.
- (v) sales of food products by producers as provided for by A.R.S. Sections 3-561, 3-562 and 3-563.
- (w) (Reserved)
- (x) (Reserved)
- (y) Tangible personal property donated to an organization or entity qualifying as an exempt organization under 26 U.S.C. Section 501(c)(3); if and only if:
  - (1) the donor is engaged or continuing in a business activity subject to a tax imposed by Article IV; and
  - (2) the donor originally purchased the donated property for resale in the ordinary course of the donor's business; and
  - (3) the donor obtained from the donee a letter or other evidence satisfactory to the Tax Collector of qualification under 26 U.S.C. Section 501(c)(3) from the Internal Revenue Service or other appropriate federal agency; and
  - (4) the donor maintains, and provides upon demand, such evidence to the Tax Collector, in a manner similar to other documentation required under Article III.
- (z) (Reserved)
- (aa) tangible personal property used in remediation contracting as defined in Section 8-100 and Regulation 8-100.5.
- (bb) materials that are purchased by or for publicly funded libraries including school district libraries, charter school libraries, community college libraries, state university libraries or federal, state, county or municipal libraries for use by the public as follows:
  - (1) printed or photographic materials.
  - (2) electronic or digital media materials.
- (cc) food, beverages, condiments and accessories used for serving food and beverages to a commercial airline, as defined in A.R.S. § 42-5061(A)(49), that serves the food and beverages to its passengers, without additional charge, for consumption in flight. For the purposes of this subsection, "accessories" means paper plates, plastic eating utensils, napkins, paper cups, drinking straws, paper sacks or other disposable containers, or other items which facilitate the consumption of the food.

- (dd) wireless telecommunication equipment that is held for sale or transfer to a customer as an inducement to enter into or continue a contract for telecommunication services that are taxable under Section 8-470.
- (ee) (Reserved)
- (ff) alternative fuel as defined in A.R.S. § 1-215, by a used oil fuel burner who has received a Department of Environmental Quality permit to burn used oil or used oil fuel under A.R.S. § 49-426 or § 49-480.
- (gg) food, beverages, condiments and accessories purchased by or for a public educational entity, pursuant to any of the provisions of Title 15, Arizona Revised Statutes; to the extent such items are to be prepared or served to individuals for consumption on the premises of a public educational entity during school hours. For the purposes of this subsection, "accessories" means paper plates, plastic eating utensils, napkins, paper cups, drinking straws, paper sacks or other disposable containers, or other items which facilitate the consumption of the food.
- (hh) personal hygiene items purchased by a person engaged in the business of and subject to tax under Section 8-444 of this code if the tangible personal property is furnished without additional charge to and intended to be consumed by the person during his occupancy.
- (ii) The diversion of gas from a pipeline by a person engaged in the business of operating a natural or artificial gas pipeline, for the sole purpose of fueling compressor equipment to pressurize the pipeline, is not a sale of the gas to the operator of the pipeline.
- (jj) Food, beverages, condiments and accessories purchased by or for a nonprofit charitable organization that has qualified as an exempt organization under 26 U.S.C Section 501(c)(3) and regularly serves meals to the needy and indigent on a continuing basis at no cost. For the purposes of this subsection, "accessories" means paper plates, plastic eating utensils, napkins, paper cups, drinking straws, paper sacks or other disposable containers, or other items which facilitate the consumption of the food.
- (kk) sales of motor vehicles that use alternative fuel if such vehicle was manufactured as a diesel fuel vehicle and converted to operate on alternative fuel and sales of equipment that is installed in a conventional diesel fuel motor vehicle to convert the vehicle to operate on an alternative fuel, as defined in A.R.S. § 1-215.
- (ll) the storage, use or consumption of tangible personal property in the city or town by a school district or charter school.



**Agenda Item Submission Form - Section I**

**Meeting Date:** June 4, 2014

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

**Requesting Department:** Mayor & Council

**Staff Resource/Contact Person:** Deborah Barber

**Agenda Title (be exact):** Discussion, consideration, and possible appointment of Council members as Town representatives and alternates to various boards, committees, and organizations

**List Attached Documents:**

**Estimated Presentation Time:** 5

**Estimated Discussion Time:** 5

**Reviews Completed by:**

- Department Head:** Deborah Barber       **Town Attorney Comments:** N/A
- Finance Department** N/A  
**Fiscal Impact:** None  
**Budget Code:** N/A      **Amount Remaining:** \_\_\_\_\_  
**Comments:**

**Background Information:** At the first meeting in June of each year, Council members volunteer to represent the Town on various boards, committees, and organizations. Members should update the Council on their respective committees throughout the year. Please note, it has been requested that Council add Yavapai College with the CV Schools Education Foundation

**Recommended Action (Motion):** Direct staff to prepare a new Committee chart based on Council's selection

**Instructions to the Clerk:** N/A

2014/2015 DRAFT COUNCIL COMMITTEE ASSIGNMENTS

APPOINTED 6-5-2013

COMMITTEES	2013/14	MEETING TIME	MEETING PLACE	CONTACT PERSON
CV FIRE DISTRICT LIAISON	GORDON/BAKER	3 <sup>RD</sup> THURSDAY AT 2:30 P.M.	417 S MAIN – TRAINING ROOM <a href="http://www.campverdefire.org">http://www.campverdefire.org</a>	ROBIN COOK 567-9401 EXT 102
CV SCHOOLS EDUCATION FOUNDATION- <b>Yavapai College Board</b>	GEORGE/BAKER	QUARTERLY	CVUSD 410 Camp Lincoln Rd.	MARY HUDSON 567-8008
CHAMBER OF COMMERCE	JONES/GERMAN	LIASON TO ATTEND AT 8:30 A.M.	325 S. MAIN <a href="mailto:info@campverdechamber.com">info@campverdechamber.com</a>	
LIASON TO YAVAPAI-APACE NATION	BAKER/JONES	THURSDAY AT 9:00 A.M.	2400 W DATSI STREET	KARLA REIMER 567-1003 (Call Weekly to verify meeting)
INTERGOVERNMENTAL ASSOCIATIONS/MEETINGS	ALL MEMBERS		COMMUNITY ROTATION	
NACOG- REGIONAL COUNCIL	BAKER/MAYOR GERMAN	QUARTERLY-4 <sup>TH</sup> THURSDAY AT 9:00 A.M.	HIGH COUNTRY CONFERENCE CENTER	928-774-1895
VV REGIONAL ECONOMIC DEV COUNCIL	BAKER/WHATLEY	1 <sup>ST</sup> FRIDAY AT 9:00 A.M.	YC BOARD ROOM – 6 <sup>TH</sup> STREET- COTTONWOOD	ROBYN PRUD'HOMMEBAUER 634-8100
LEAGUE RESOLUTIONS COMMITTEE	MAYOR GERMAN/	ANNUALLY	LEAGUE OF CITIES AND TOWNS CONFERENCE	KEN STROBECK EXECUTIVE DIRECTOR
VERDE VALLEY LAND PRESERVATION	GORDON/GERMAN	MONTHLY	ALTERNATE LOCATIONS	BOB ROTHROCK 634-3633
ARIZONA MUNICIPAL RISK RETENTION POOL (elected position only)	BAKER	MONTHLY	PHOENIX	
VERDE VALLEY TRANSPORTATION ORG	RON LONG/GEORGE	EVERY OTHER MONTH	COTTONWOOD	
VERDE VALLEY MOBILITY	GEORGE	MONTHLY		JASON KELLY
<b>WATER RELATED COMMITTEES</b>				
VV WATER USERS LIAISON	GORDON/CAROL GERMAN	AS NEEDED	AS NEEDED	AS NEEDED
YC LOCAL DROUGHT IMPACT GROUP	BAKER/MAYOR GERMAN	ANNUALLY	TO BE ANNOUNCED	YC EXTENSION AGENT
YC WATER ADVISORY COMMITTEE	BAKER/MAYOR GERMAN	3 <sup>RD</sup> WEDNESDAY AT 2:00 P.M.	YC BOARD ROOM - 6 <sup>TH</sup> STREET – COTTONWOOD 1015 FAIR STREET-PRESCOTT	3 <sup>RD</sup> WEDNESDAY 2:00
VERDE RIVER BASIN PARTNERSHIP	GEORGE/JONES	QUARTERLY		

## **Campus Advisory Committee**

Campus Advisory Committee (CAC) membership includes neighbors; community, school, and business leaders; and Yavapai College students, faculty, and staff. Input from the Advisory committee helps to inform and guide the direction of the campus.

### **Purpose**

- Enhance understanding of Yavapai College's mission, institutional goals, and its districtwide initiatives and plans.
- Enhance the capacity of the campus to respond to local needs and interests by soliciting local community input regarding campus programs, services, and initiatives.
- Integrate the campus into its surrounding community by providing formal inclusion in college/campus activities for members of local neighborhoods and businesses.

### **Composition of Committees**

A. The size of the Campus Advisory Committee may vary in accordance with the needs and interests of the College's service area. Individuals appointed as follows:

- One representative from the municipalities of Clarkdale, Cottonwood, Camp Verde, and Sedona to serve a two-year term. =4
- One representative from a High School, and one from elementary/middle school to serve on a two-year term=2
- One member from each Yavapai College employee group (Faculty, Adjunct Faculty, and Classified Staff).=3
- Annually, the Dean will appoint one student.=1
- The Campus Dean will serve as a permanent member and shall coordinate meeting logistics, resources, etc.=1
- Two members of business and industry. =2

Total 13

### **Committee Operating Guidelines**

B. The Advisory committee shall meet at least quarterly per year or as often as the Committee deems necessary to accomplish their work. The dean for the campus shall present an annual report to the Executive Leadership team regarding the work of the committee.

D. Specific projects will be assigned by the President on an ad hoc basis.



12  
**Debbie Barber**

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**From:** Charles German  
**Sent:** Tuesday, May 20, 2014 1:58 PM  
**To:** Debbie Barber  
**Subject:** Fwd: League resolution co-sponsor WITH ATTACHMENT

Debbie, let's copy that resolution to council and set for consent agenda on June 4.  
Then we can notify Nicholas in sedona as to how council votes.  
Thank you....  
Charlie

Sent from Samsung tablet

----- Original message -----  
From Nicholas Gioello <NGioello@sedonaaz.gov>  
Date: 05/20/2014 1:19 PM (GMT-07:00)  
To Charles German <Charles.German@campverde.az.gov>  
Subject RE: League resolution co-sponsor WITH ATTACHMENT

That will work just fine.

Nicholas R. Gioello, M. Adm.  
Assistant to the City Manager  
Government Relations Manager  
City of Sedona

102 Roadrunner Dr.  
Sedona, AZ 86336

Office: 928-203-5100  
Fax: 928-204-7124  
[ngioello@sedonaaz.gov](mailto:ngioello@sedonaaz.gov)

Be a Fan on Facebook: [www.Facebook.com/CityofSedonaAZ](http://www.Facebook.com/CityofSedonaAZ)

>>> Charles German <Charles.German@campverde.az.gov> 5/20/2014 12:36 PM >>>  
Nicholas,

I haven't brought it before council, but can't imagine them objecting to it. I would like camp verde to co sponsor with Sedona. Will June 4 be too late?

Sent from Samsung tablet

----- Original message -----

From Nicholas Gioello <NGioello@sedonaaz.gov>  
Date: 05/20/2014 11:58 AM (GMT-07:00)  
To Nicholas Gioello <NGioello@sedonaaz.gov>  
Subject League resolution co-sponsor WITH ATTACHMENT

This time with the attachment!

>>> Nicholas Gioello 5/20/2014 11:42 AM >>>  
Hello GAMA members,

At the GAMA meeting in Tusayan last week, the City of Sedona passed out two proposed League resolutions. One was for the full restoration of State Parks Heritage Funds, the second was for Tax Increment Financing. The City of Sedona will no longer be proposing Tax Increment Financing as a resolution, given that Lake Havasu City is proposing two resolutions (enhanced municipal services districts and revenue allocation districts) that promote the concept of tax increment financing.

However, Sedona is looking for co-sponsors on our resolution to restore the State Parks Heritage Funds. Please consider this resolution and let me know if I can add your City's name as a co-sponsor. The resolution is attached.

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Reminder - the deadline to submit resolutions to the League is June 6th.

Thank you,

Nicholas R. Gioello, M. Adm.  
Assistant to the City Manager  
Government Relations Manager  
City of Sedona

102 Roadrunner Dr.  
Sedona, AZ 86336

Office: 928-203-5100  
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**LEAGUE OF ARIZONA CITIES & TOWNS  
RESOLUTION FORMAT**

*Text of Resolution (Insert one or two concise sentences describing what action or policy you are proposing.)*

Urges the authorization of expenditure and full appropriations through the reenactment of repealed ARS 41-501, 503 and 504 to restore the Arizona State Park Heritage Funds.

**Submitted by:** *(List the municipalities sponsoring this Resolution – there must be at least two.)*

City of Sedona

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**A. Purpose and Effect of Resolution** *(Explain your proposal and provide any relevant background information.)*

The Arizona State Parks (ASP) Board Heritage Fund was established in November 1990 by voter initiative, provides up to \$10 million annually to Arizona State Parks from Arizona Lottery proceeds (A.R.S. §41-503). There were three competitive grant programs offered annually from the Heritage Fund dollars to provide opportunities for the public to enjoy parks and outdoor recreation, and to help preserve natural and cultural resources. Seventeen percent of the State Parks Heritage Fund

revenues were available annually (up to \$1.7 million) through the Historic Preservation (HP) Grant Program. Thirty-five percent of the revenues (up to \$3.5 million) were available through the Local, Regional and State Parks (LRSP) Grant Program, and five percent of the revenues (up to \$500,000) went to the Trails Heritage Fund, of which 95% was available through the competitive grant program.

Since 2009, sweeps of the Heritage Fund resulted in the discontinuation of the Heritage Fund Grant Programs due to lack of funding. The Heritage Fund Grant Programs were an important source of funding, through the LRSP in particular, to Cities and Towns for their ability to enhance and expand local park sites. The sweep of Heritage Funds directly impacts the ability of Cities and Towns to provide funds to conserve our state's natural, cultural, and historic resources and shifts costs to Cities and Towns that are the burden of the State, and which benefit the state.

Not only were the remaining Heritage Funds eliminated – funds that were used for Capital Improvements to the Arizona State Parks – but the Legislature fully repealed the funding mechanism for Heritage Funds through the repeal of authorizing statutes A.R.S. 41-501, 41-503, and 41-504 effective on July 1, 2011. The FY 12 State Budget swept the remaining

\$2,090,000 of the Enhancement Fund, which eliminated the amount available for Capital Programs and left ASP with no capital funds available to repair structural emergencies. Without reauthorization of the related statutes, there is no vehicle to appropriate funds, and the future of not only local funding but the entirety of Arizona State Parks hangs in the balance. The inability to fund needed Capital Improvements, and even emergency repairs puts ASP at a dangerous financial precipice.

**B. Relevance to Municipal Policy** *(Explain how the resolution impacts cities/towns throughout the state.)*

Approval of this resolution and resulting policy changes would provide a vehicle for funding to continue municipalities and the states' ability to provide and enhance the conservation of our state's natural, cultural, and historic resources. It would shift the responsibility for these programs back to the State and reinforce the voter approved initiative that originally placed the burden on the State

**C. Fiscal Impact to Cities and Towns** *(Explain the potential fiscal impact, if any, to cities/towns. Include any cost estimates if possible.)*

Reenactment of Arizona Heritage Fund appropriations would have a significant positive impact on recreational opportunities, environmental education for the K-12 curriculum and enrichment for educators, grants and research, and response to and help with ameliorating human-wildlife conflicts in urban areas. It also positively impacts the viability of State Parks as the sweep of funds has left ASP without funds for capital improvements or for any structural emergency. The loss of Heritage Funds has a direct impact on Cities and Towns due to the economic impact of State Parks as evidenced in the "The Economic Impact of Arizona State Parks 2007" study prepared by The Arizona Hospitality Research & Resource Center, Center for Business Outreach and The W. A. Franke College of Business, Northern Arizona University in February 2009.

**D. Fiscal Impact to the State** (*Identify possible state or federal funding sources and if the impact to the state would be an appropriation of monies or a tax credit, exemption, etc.*)

The restoration of Arizona Heritage Fund dollars to pre-2009 levels would require \$10 million, which previously had been authorized from Arizona Lottery proceeds per A.R.S. §41-503.

**E. Contact Information**

Name: Nicholas R Gioello Title: Assistant to the City Manager & Government Relations Manager

Phone: 928-203-5100 Email: gioello@sedonaaz.gov

**LEAGUE OF ARIZONA CITIES & TOWNS  
RESOLUTION FORMAT**

*Text of Resolution (Insert one or two concise sentences describing what action or policy you are proposing.)*

Urge the Governor and State Legislature to develop legislation that allows municipalities to enact Tax Increment Financing as a tool to finance development projects and spur economic development with local control.

**Submitted by:** *(List the municipalities sponsoring this Resolution – there must be at least two.)*

City of Sedona

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**A. Purpose and Effect of Resolution** *(Explain your proposal and provide any relevant background information.)*

Tax Increment Financing (TIF) is typically utilized as urban redevelopment tools for areas in which the redevelopment would not happen without the TIF. TIF is most commonly used to redevelop brownfields (environmentally contaminated/hazardous properties), eliminate blighted areas, build affordable housing, and finance public infrastructure.

TIF is a common tool that municipalities in the U.S. use to finance development projects. Every state in the U.S., except Arizona, allows the use of some form of TIF. To create a TIF, a geographic boundary called a district is established and a development plan is created. A base year is designated and the district issues bonds to fund projects pursuant to the plan. Moving forward, tax revenue generated in excess of the base year's levels (labeled incremental revenue) are disbursed to the district to service those bonds. Typically, property tax and occasionally sales tax revenues are leveraged in TIF program.

**B. Relevance to Municipal Policy** *(Explain how the resolution impacts cities/towns throughout the state.)*

TIF programs are very complex relative to other standard economic development tools. Successful TIF programs adhere to a set of controls designed to mitigate misuse. When these controls are present and policymakers and governing bodies understand the complexities, TIF districts can be very successful without the need for additional taxes on the district. The relevance of TIF to municipal policy is allowing for local municipal control with targeted development, redevelopment and other improvements to enhance and stimulate defined areas within in a city or town.

**C. Fiscal Impact to Cities and Towns** *(Explain the potential fiscal impact, if any, to cities/towns. Include any cost estimates if possible.)*

TIF programs create an opportunity for local municipalities to finance redevelopment or enhancement projects without placing a tax burden on property owners within the district that otherwise could not be undertaken by the municipality. Once the project is completed, increased tax collection is realized through growth and increased business activity which broadens the tax base.

TIF programs have many attributes that create positive impacts for cities and towns which include: no tax increases, increased property values, private investment and development, new job, job retention, job training programs, broader tax base, stronger economic base, locally controlled development, and it can stimulate investment outside the TIF district boundaries. Surrounding businesses within the District will typically benefit from increased customer activity, especially if blighted conditions are eliminated by a project.

TIF programs capture only the city portion of new revenue that is generated as a result of a project being built. Other taxing jurisdictions such as schools and fire districts would not be affected. Also, municipal taxpayers located outside the district would be held harmless.

**D. Fiscal Impact to the State** *(Identify possible state or federal funding sources and if the impact to the state would be an appropriation of monies or a tax credit, exemption, etc.)*

The same positive attributes that TIF programs create, such as increased property values, private investment and development, new jobs, broader tax base, and a stronger economic base, will lead to incremental increases in tax revenue collections once the project is completed. This in turn will increase the State's share of income tax collection from the new employees that work within the district as well as increased corporate income tax receipts from increased business activity and new businesses that move into the district. Surrounding businesses within the District will also benefit from increased customer traffic and tax collection. No state funds are involved in the funding of the district since the tax revenue allocations to fund the project come from the city's portion of property tax and/or transaction privilege tax.

**E. Contact Information**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Resolution #**

***Urges the Legislature to stop future sweeps of Highway User Revenue Funds (HURF) allocated to Arizona cities and towns, and to restore HURF funding to FY2008 levels.***

**Submitted by:** City of Yuma,

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**A. Purpose and Effect of Resolution**

HURF funds come from a number of sources including use fuel taxes, motor carrier fees, vehicle license taxes and motor vehicle registration fees. Statutes provide a method of distributing these funds among the state, counties, and cities for the purpose of construction, improvements and maintenance of streets and roadways within their jurisdictions. The State has swept portions of these revenues each year since FY2008, mainly to support Arizona Department of Public Safety (DPS). These sweeps affect every municipality and county in the state. As a result of these sweeps, more than 38% of Yuma's major roadways are in poor or below average condition. Delayed maintenance on streets has caused many streets to now need total replacement, at a much greater cost. The poor condition of transportation infrastructure is a detriment to attracting new commerce and industry.

In addition to the direct impact on cities' streets and roadways, this slowdown and halt of street construction and maintenance has cost jobs. The Arizona chapter of the Associated General Contractors estimated in 2011 that an estimated 42,000 jobs have been lost due to the lack of highway construction. This loss has had a negative impact on the economic viability of the State.

**B. Relevance to Municipal Policy**

The longer the attention to street maintenance is neglected, the more costly it becomes to bring streets up to even average condition. Many Arizona counties, cities, and towns experience a significant rise in population during the Winter months. The declining street infrastructure negatively affects the states' tourism industry and makes other warm states more attractive to these visitors.

**C. Fiscal Impact to Cities and Towns**

The sweeps have touched every county, city and town in Arizona. There are no replacement revenues for cities to tap. As maintenance is delayed, the cost rises. Restoring full HURF funding to local jurisdictions will allow much needed street replacement, repair, and maintenance.

**D. Fiscal Impact to the State**

Reinstating the statutory distribution of HURF monies, including the funds to be allocated to DPS pursuant to statutes, may require the State find other sources or revenue for DPS.

**E. Contact Information**

Name: Connie S. Scoggins                      Title: Assistant City Attorney  
Phone: (928) 373-5055                      Email: [Connie.Scoggins@yumaaz.gov](mailto:Connie.Scoggins@yumaaz.gov)



**LEAGUE OF ARIZONA CITIES & TOWNS  
RESOLUTION FORMAT**

*Text of Resolution (Insert one or two concise sentences describing what action or policy you are proposing.)*

Urges the Legislature to find a sustainable revenue collection system that will increase revenue into the Highway User Revenue Fund. The purpose of this Resolution is to recommend the formation of a HURF revenue study committee to work together to analyze transportation funding challenges, explore revenue options and make recommendations for an up to date alternative revenue collection system necessary to expand and maintain Arizona's transportation network now and into the future.

**Submitted by:** *(List the municipalities sponsoring this Resolution – there must be at least two.)*

City of Kingman  
\_\_\_\_\_  
\_\_\_\_\_

\* \* \* \* \*

**A. Purpose and Effect of Resolution** *(Explain your proposal and provide any relevant background information.)*

Investment in our transportation system is absolutely vital for Arizona's economic expansion and the safety of our traveling public. The quality of Arizona's transportation infrastructure directly affects the quality of life of Arizonans through mobility, safety, and jobs. To be successful, commerce, economic development and international trade depend on quality transportation systems. Good quality roads are an integral part of tourism, one of Arizona's top economic drivers. Infrastructure enhances accessibility of tourists to different parts of our state, more specifically transportation is an essential component of successful tourism development in that it creates an impression of our state, induces the creation of attractions and the growth of existing ones.

The quality of Arizona's transportation infrastructure continues to deteriorate. Revenue going into the Highway User Revenue Fund (HURF) has decreased substantially and over the past several years, hundreds of millions of dollars have been diverted from the already declining HURF fund. Arizona's transportation funding levels, while once average, now ranks 42<sup>nd</sup> in the nation. Modernization of how we pay for infrastructure needs to be reviewed to secure adequate and sustainable funding. Transferring of HURF revenues to pay for other government programs needs to stop. Arizona cannot afford to slip further behind.

- Transportation revenue collection continues to decline. Gasoline tax has lost its value over the past decade. And gas and fuel tax revenues will continue to decrease over time due to the increased fuel efficiency of the fleet. With more fuel efficient fleet, increasing the gasoline tax may not be a viable solution to sustain our current and future infrastructure needs. HURF revenues for 2013 of nearly \$1.2 billion were \$200 million less than 2007 and even less when compared to 2004.
- According to ADOT's numbers, fuel tax revenues collected in FY 2013 totaled \$647.9 million. In FY 2004 \$642.5 million in fuel taxes were collected – that's less than a percent difference over a span of 10 years, yet the rate of inflation over this period of time is 23.9%.
- Due to our state's critical transportation funding gap, highway construction has become increasingly reliant on Washington. However, federal transportation dollars are drying up as well; it is expected that there will be no federal funding for new projects in fiscal year 2015 and beyond. Arizona currently receives roughly \$675 million in federal highway funding, continuation of receiving federal assistance remains highly volatile.
- Americans pump less gas these days, have a greater dependence on mass transit, and live in walkable communities where they walk to services, schools, and jobs. With continued high gas prices, fuel efficient cars like hybrids and electric cars are important factors for consumers. According to the University of Michigan, vehicles manufactured in the month of February 2014 averaged 25.2 mpg, a drastic improvement compared to 16.9 mpg in 1991 – the last time AZ gas taxes were addressed.
- The 2013 ASCE report card for Arizona's infrastructure reflects 52% of Arizona roads were rated in poor to mediocre condition, and driving on these poor roads costs Arizona motorists almost \$887 million per year in vehicle repair and operating costs. Additionally the report reflects 3.2% of Arizona bridges are structurally deficient and 9.2% are functionally obsolete.

Arizona's HURF revenue collection system is clearly out dated, running a budget based on a 1991 tax. The purpose of this Resolution is to recommend the formation of a HURF revenue study committee to work together to analyze transportation funding challenges, explore revenue options and make recommendations for an up to date alternative revenue collection system necessary to expand and maintain Arizona's transportation network now and into the future. **Examples** of possible

alternative revenue sources the committee can explore include, but are not limited to:

- Increase to the current taxing rates.
- Implementing some sort of indexing mechanism.
- Move to a vehicle miles traveled tax.
- Implement a transportation-targeted state and local sales tax.
- Permit cities and towns to collect their own gas tax

Example of possible study committee composition can include a 19 member team representing all regions of Arizona and from the following groups: state, county and local government officials, League staff, business, labor, and advocates for motorists to name a few.

Our recommended time line is for the study committee be appointed in the 2015 legislative session, with a report of its findings and recommendations to the Governor and the legislature on or before December 1, 2015.

**B. Relevance to Municipal Policy (*Explain how the resolution impacts cities/towns throughout the state.*)**

Arizona is at a crucial decision point for transportation funding; our transportation system is in trouble. Allowing our roads to crumble, losing jobs and tourists and endangering the public is a disastrous plan, when we could secure adequate, sustainable transportation funding. Cities and towns across our state are struggling with a backlog of pavement preservation projects and dwindling transportation revenues.

Arizona's gasoline tax has stood at 18 cents per gallon for nearly 23 years. Over those years, the average rate of inflation is 2.63 percent making that 18 cents now worth what a dime was in 1991. Had the rate of inflation been kept up, that 18 cents tax would be .33 cents today. The buying power to construct new transportation improvements and maintain the existing transportation infrastructure has diminished due to inflation. Growth, changes to fuel saving automotive technology and driving habits are resulting in less revenue to repair our crumbling transportation infrastructure. Infrastructure is deteriorating on a yearly basis resulting in escalating and unaffordable costs for repair; it's reached a tipping point!

Fundamental responsibility for transportation decision-making should be at the local level. Municipalities should have the ability to set their own priorities in transportation investment that satisfy local needs and objectives. Maintaining and expanding our vital transportation infrastructure is critical for economic growth in our communities. With the overwhelming amount of economic activity that occurs in cities and towns, investing in infrastructure at the local level will create jobs, encourage tourism, and attract out-of-state businesses and to keep local businesses in our communities.

**C. Fiscal Impact to Cities and Towns (*Explain the potential fiscal impact, if any, to cities/towns. Include any cost estimates if possible.*)**

Streets, roads and bridges are critical assets for local government. HURF revenues are our primary source of street funding. While we appreciate the inclusion of some restored HURF revenue in the recently adopted state budget, over the past decade, more than \$200 million in city and town HURF funds have been transferred to DPS. These legislative sweeps have been devastating to local governments. Sweeps need to stop and be redirected back to their intended use.

Local roads comprise over 75% of the nation's pavement. Roughly half of all HURF revenues are directed to county and municipal road programs. Mohave County alone has seen its HURF dollars reduced by 20%, losing \$5.9 million which has contributed to 80% of its road network reaching or surpassing its pavement service life.

Declining revenues and HURF sweeps have greatly affected the City of Kingman's transportation infrastructure program:

- Kingman has an increasing backlog of annual maintenance needs with a current estimated shortfall of approximately \$11 million.
- A funding gap of \$26.5 million is required to complete Kingman's much needed short term transportation projects.
- Kingman's 20 year Long Range Transportation Projects, which considers such factors as pavement conditions, congestion levels and safety performance, are estimated to have a \$365.9 million funding gap between needs and revenues.

Appointment of a HURF revenue study committee can review approaches to implement a set of revenue measures that address the transportation infrastructure funding shortfalls experienced by cities and towns across Arizona.

**D. Fiscal Impact to the State (*Identify possible state or federal funding sources and if the impact to the state would be an appropriation of monies or a tax credit, exemption, etc.*)**

Economic development and job growth continue to be cited as top priorities of public, local and state government officials, legislators and the Governor. Both are dependent on quality and capacity of our transportation infrastructure.

Infrastructure investment means higher economic activity for the construction industry. During the recession, Arizona

construction jobs were slashed from 250, 000 to 120,000.

Maintenance in the state's transportation infrastructure already in place is not being adequately addressed. Last year's five-year program update provided \$150 million per year for maintenance while ADOT's pavement preservation staff estimate they need roughly \$260 million. ADOT estimates its system has \$18.4 billion worth of assets that would cost over \$100 billion to replace.

Due to declining transportation revenues, last year's ADOT five-year plan update required \$350 million in previously planned highway construction and maintenance activity. ADOT has had to cut or defer \$537 million in needed infrastructure projects, current revenue collection is woefully deficient.

The state's 25-year Long Range Transportation Plan, which considers such factors as pavement conditions, congestion levels and safety performance, projects a \$63 billion gap between needs and revenues.

Appointment of a HURF revenue study committee can review approaches to implement a set of revenue measures that address the transportation infrastructure funding shortfalls experienced by the state to properly fund vital infrastructure.

#### **E. Contact Information**

Name: Jackie Walker Title: Intergov & Human Resources/Risk Mgt Director

Phone: 928-753-8107 Email: jwalker@cityofkingman.gov