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**AGENDA
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, SEPTEMBER 18, 2013 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) August 14, 2013 – Work Session
 - 2) August 21, 2013 – Regular Session
 - b) **Set Next Meeting, Date and Time:**
 - 1) September 25, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters
 - 2) October 02, 2013 at 6:30 p.m. – Regular Session
 - 3) October 09, 2013 at 6:30 p.m. – Work Session
 - 4) October 16, 2013 at 6:30 p.m. – Regular Session
 - 5) October 23, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters
 - c) **Possible approval of the Cooperative Agreement between the Town of Camp Verde and Friends of the Verde River Greenway.** Staff Resource: Steve Ayers
 - d) **Possible re-appointment of Ronald C. Ramsey, Esq. as an Assistant Magistrate for Camp Verde Municipal Court for a two (2) year term, effective September 18, 2013, and setting an hourly pay rate of \$38.00 per hour on an as need basis with a three hour minimum. Anna Young, Esq. Assistant Magistrate has been appointed to the Yavapai County Superior court, and she will be unable to hold the position of Assistant Magistrate.**
5. **Special Announcements & Presentations –**
 - **Possible approval of Proclamation Designating September as National Recovery Month**
6. **Call to the Public for items not on the agenda.**
7. **Discussion, consideration and possible direction to Staff to prepare, complete and submit a Pre-Disaster Mitigation (PDM) Grant application under the Federal Hazard Mitigation Assistance guidelines; requesting funding, not to exceed \$1,500,000 for Stormwater Drainage Improvements in the Verde Lakes subdivision.**
Staff Resource: Ron Long

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

9. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

10. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.

11. **Adjournment**

Posted by: *Vernice Lewis* Date/Time: *2:30 p.m. 9-12-2013*
Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

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

**MINUTES
WORK SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS
WEDNESDAY, AUGUST 14, 2013 at 6:30 P.M.**

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

1. Call to Order

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

2. Roll Call

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

Also Present: Town Manager Russ Martin, Town Clerk Debbie Barber, and Recording Secretary Barbara Bridge.

3. Pledge of Allegiance

The Pledge was led by Mayor German

4. Discussion, consideration, and possible direction to staff relative to the Camp Verde Chamber of Commerce's request for funding in the amount of \$12,000. Discussion might include, but not be limited to a proposed agreement for professional services, business plan, audits, year-end reports, financial statements, the Arizona Corporation Commission Certificate of Dissolution, and the 'gift clause' requirements as defined in the Arizona Constitution. Staff Resource: Russ Martin

Mayor German opened the meeting by asking Council for their thoughts and concerns on this topic. Manager, Russ Martin advised the Council that he had confirmation that the Chambers non-profit, 501 (c) 3 was in good standing. Vice Mayor Baker began by distributing a chart, which becomes a permanent part of this record, indicating that the Town had paid the Chamber over \$730,000 in eight years with no accountability. She was concerned that the problem with the Chamber now lied with the lack of membership. In response to her questions, Vice Chair Kyle French advised that he did not know the number of members. Baker expressed concern that Council could not give money to a private organization without a direct benefit to the taxpayers. She volunteered to help the Chamber get out and talk to businesses about their needs, explaining that she worked with the Chamber when it was first organized. She said that it started with nothing and they built it up. She suggested that the Chamber take 90 days to try to come up with a plan and determine the viability of the Chamber's future. She was opposed to giving the Chamber money without additional information. Baker reminded the Manager that when he had established the Economic Development Director position that he had told Council that the money was coming from what was being paid to the Chamber for the Visitor's Center. Martin responded that he had said that, but a partnership with the Chamber was important and that there would be no duplication of duties.

Councilor German clarified that the Town had never 'given' money to the Town, but rather, the Town paid the Chamber to operate the Visitor's Center and to promote tourism. She was also concerned about giving money without having more information, noting that the Town is now operating the Visitor's Center and promoting tourism. She also volunteered to work with the Chamber to increase membership.

Whatley felt that there was definitely a need for the Chamber and that \$12,000 was not an unreasonable request, but she was concerned about the business owner's lack of interest. She said that she would like to see a poll of the businesses before the Town moves forward with funding.

Councilor Gordon said that an Economic Development Director was unnecessary in a Town as small as Camp Verde and that he would like to see a cost-analysis done comparing the benefits to investment at the end of the year. He also felt that the Town had not gotten their money's work from the Chamber over the years. He felt that a Chamber is important and that funding should be supported to a certain extent.

Councilor and Chamber Liaison Jones explained that in years past, the Town had paid the Chamber to do certain work and it was her experience that the Chamber did not perform. She advised that the Chamber had imploded when the Town took their funding and they are working now to reestablish the organization. She felt that the Chamber should be supported, but she was not sure to what extent at this time.

Mayor German said that he had talked to several business owners and that they had mixed messages. Referring to previous meeting minutes, German noted that the \$12,000 request was for six months only and he asked for clarification. French responded that \$12,000 would cover a full-time person for six months or a part-time person for 12 months. German also noted that Council had requested a business plan and other information, none of which have been forthcoming. He agreed with the idea of waiting for some period of time to allow the Chamber to get with business owners to determine what kind of organization that they would like to become within the next two years. He suggested several names of people who might be interested in helping to rebuild the Chamber. He also expressed concerns about handing over money without having more information about a viable organization. He was also disturbed that this request came after the budget was completed, noting that it was very tight. He did not feel that it was good to spend from contingency.

Mayor German summarized the discussion, stating that Council wants more information, such as a business plan where they would like to be in two years; who the Board Members are; how many active members there are; the impact that they intend to have on businesses; take a poll of Town businesses to determine their interest in having a Chamber; and to bring that information back to Council in another work session, in which Council will revisit their request for funding. German suggested that this could occur anytime between 30 to 90 days and that it would fit within the Council's meeting calendar.

Manager Russ Martin stated that by funding the Chamber it would build a strong partnership, which would help promote the Town by marketing and networking with other agencies.

Public Input

Chamber of Commerce Vice-Chair/Treasurer Kyle French joined the discussion to answer questions. He stated the Chamber would not be doing Economic Development or tourism, but that the Chamber's focus would be solely business related. French acknowledged the Chamber had a lot of work to do to rebuild trust among the businesses.

There was no other public input

The meeting was recessed at 7:42 p.m. and reconvened at 7:52 p.m. for a short break.

5. **Discussion, consideration, and possible direction to staff to prepare a final draft of the revised Personnel Policy Manual for Council approval. Staff Resource: Russ Martin**
Policy Section 2-3-1 Full-Time Positions

Martin asked Council to refer to this policy section that states in part, that all full time positions will be publicized to the general public. Martin suggested changing the policy to reflect that full time positions could be filled internally first if qualified personnel applied. Council discussed some concerns on exempt vs. non-exempt positions and directed Martin to see if the two could be separated in a policy.

Policy Section 3-6-1 H) Nonexempt Employees

Martin explained regular over-time hours and holiday pay, stating that if an employee gets paid time and one-half for a holiday, but then works over 40 hours in that week, the time and one-half is only paid for the holiday and not regular over-time. He explained that the policy should be changes so that the employee who has to work a holiday is paid time and one-half for the holiday and for hours over 40. Council agreed.

Policy Section 3-7 Paid Holiday Leave

Martin explained that the current policy requires employees use or lose accrued hours; however with the shift work hours of the Marshal's Office and the Sanitary District, this becomes a staffing issue and compromises safety of the town. Martin proposed that the Council consider paying the employee for 8 hours if they work the holiday or not to eliminate leaving a department short staffed by being required to take time off. Vice Mayor Baker wanted to know the bottom line cost of this change. Martin will get some figures together for further discussion.

Policy Section 4-10-3 Rate of Accumulation

Martin shared employee concerns about the fairness of topping out on vacation leave at 20 years which is 5 weeks off. He felt that the employees were too generous with the time off and suggested that the differential between exempt and non-exempt employees was unnecessary. He suggested that everyone gets 160 hours after 10 years. Council members will speak to Martin about concerns.

Policy Section 4-12-4, Retirement Plan

Retired Public Safety employees are no longer allowed to contribute to the Arizona State Retirement if they are rehired to another position for the town. Martin suggested the Council consider a possible 3rd option for these employees such as the government's 457 or 401K.

Policy Section 5-1-1 Normal Work Week and Work Hours

Martin suggested that the normal work week is up to the Department Head depending on the needs of the department and services to the citizens.

Policy Section 5-4-3 Prohibited Use

Martin wanted everyone know that playing games on Town time is prohibited and the Town takes it seriously.

Policy Section 5-6-7 Formal Personnel Action Review Procedure Steps

Martin reported this was not his opinion, but that he agreed with eliminating the Hearing Officer appeal process Martin ask Council to consider this option and get back with him.

Policy Section 6-1-4 Reimbursement

Reimbursement rates are on a 2 year schedule and the contract for those are 2 years, but the schedule shows 3 years. Martin advised that the typo was corrected to reflect the proper schedule.

In answer to Martin's questions, Council said that they would like to see all the changes brought back to another work session.

6. **Adjournment**

On a motion by Councilor German, seconded by Vice Mayor Baker, the meeting was adjourned at 9:04 p.m.

Charles German, Mayor

Barbara Bridge, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the discussion of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on August 14, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2013.

Debbie Barber, Town Clerk

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, AUGUST 21, 2013 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 German, Vice Mayor Baker, and Councilors Carol German, Bruce George, Brad Gordon, Jessie Jones, and Robin Whatley were present.

Also Present
Manager Russ Martin, Bugle Reporter Bill Helm, Town Clerk Deborah Barber, and Recording Secretary Saepyo Warren.

3. **Pledge of Allegiance**
Councilor Whatley led the pledge.

4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) August 7, 2013 – Regular Session
 - 2) August 7, 2013 – Special Session
 - b) **Set Next Meeting, Date and Time:**
 - 1) August 28, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters – **CANCELLED**
 - 2) September 4, 2013 at 6:30 p.m. – Regular Session – **CANCELLED**
 - 3) **September 6, 2013 at 9:00 a.m. – Work Session**
 - 4) September 11, 2013 at 6:30 p.m. – Work Session
 - 5) September 18, 2013 at 6:30 p.m. – Regular Session
 - 6) September 25, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters
 - c) **Possible recommendation of approval of a Special Event Liquor License for the Verde Valley Rangers Mounted Sheriff's Posse for the Ft. Verde Days event to be held on October 11, 12, and 13, 2013.** Staff Resource: Debbie Barber

On a motion by German, seconded by Baker, the Council voted unanimously to approve the Consent Agenda as presented.

5. **Special Announcements & Presentations** – There are no special announcements or presentations.

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

Adrienne Martin from the Yavapai AmeriCorps Project announced her departure due to a new opportunity in Florida, thanked the staff for their support and introduced the new director, Jenna Truman. The new director recognized Adrienne for all her work in the community with AmeriCorps. She introduced herself as a Yavapai County resident for 2 years, originally from Kansas, welcomed any suggestions, and distributed her business cards.

Mayor German thanked Martin for her service on behalf of the community.

7. **Public Hearing and discussion, consideration, and possible recommendation of approval of a Series 10 (beer and wine store) liquor license application for Yavapai-Apache Whitehills (Chevron) Store #11208, located at 320 W. Castle Lane.** Staff Resource: Debbie Barber

On a motion by George, seconded by Baker, the Council voted unanimously to recommend approval of the Series 10 liquor license application for Yavapai-Apache Whitehills (Chevron) store.

Town Clerk Debbie Barber reported that the notice for the license was posted for 20 days with no comments received. Scott Canty, the lawyer for the Yavapai Apache Nation explained to the Council that the license was new in "name only." The business has had a liquor license since 2003 and is now operating under a new business name.

8. Discussion, consideration, and possible addition of Camp Verde Fire District Liaison to the 2013/14 Council Committee Assignments.

On a motion by German, seconded by Baker, the Council voted unanimously to add the Camp Verde Fire District Liaison to the 2013/14 Committee assignments.

Mayor German reported that he addressed the fire board recently and asked their opinion about appointing a liaison. He reported that the fire board was enthusiastic about such an appointment.

Councilors asked questions about the nature of the liaison's responsibilities and inquired about dates and times for meetings. It was explained that the board meetings are once a month on every third Thursday at 2:30 pm. No one on the council remembered having such a liaison, but agreed that it was a good idea since they work with many other organizations and the fire department, which has a substantial impact on the Town, is right across the street.

9. Discussion, consideration, and possible appointment of a representative to serve as the Camp Verde Fire District Liaison.

On a motion by German, seconded by Baker, the Council voted unanimously to appoint Councilor Brad Gordon as the Camp Verde Fire District Liaison and Vice Mayor Baker as the alternate Liaison.

10. DISCUSSION, CONSIDERATION, AND POSSIBLE AUTHORIZATION TO CO-SPONSOR, WITH THE COMMUNITIES OF CLARKDALE AND COTTONWOOD, "A RIVER RUNS THROUGH US" ART EXHIBIT AT THE STATE CAPITOL.

On a motion by Gordon, seconded by George, the Council voted unanimously to co-sponsor the art exhibit, "A River runs through us", at the State Capitol.

Councilor German encouraged all to attend the exhibit in September and to be involved in securing the venue in Phoenix.

11. Discussion, consideration, and possible instruction to the Mayor as to how to vote on the proposed League Resolutions at the League of Arizona Cities and Towns (LACT) League Resolution Committee meeting on Tuesday, August 27, 2013 at 1:30 p.m. located at the Hilton El Conquistador 10000 N. Oracle Road, Oro Valley, AZ. The following is a summary of the proposed resolutions (the resolution numbers are established by the LACT): 1) develop and pass legislation to make the requirements for annexation simpler and more flexible; 2) prohibit Fire Districts from annexing areas inside a municipal planning area without the consent of the municipality, unless the municipality does not operate a fire department; 3) establish a mechanism enabling local government to create renewable energy and conservation financing districts; 4) promote legislation that grants legislative authority to cities & towns to freeze property tax levels on commercial & industrial zoned parcels that support speculative development at pre-improvement levels until such time as the developed property is fully leased; 5) authorize street light improvement districts to levy and expend money to repair, maintain, and replace lighting facilities; 6) change ARS §34-603, which deals with alternative project delivery methods to allow the use of the final list in the procurement until a contract for construction is entered into; 7) place reasonable limits on the frequency of requests for public records and on requests that are overbroad or abusive; 8) amend ARS Title 13 (Criminal Code) to ensure that restitution for graffiti includes all costs of a victim associated with graffiti abatement; 9) support implementing a pilot program to restrict trucks to the two right most lanes when traveling on Arizona highways in urban areas with three or more lanes in each direction; 10) stop future sweeps of Highway User Funds (HURF) allocated to AZ cities & towns and restore HURF funding to FY 2008 levels; 11) develop and pass legislation to ensure the viability of

AZ State Parks, including but not limited to allowing municipalities to enter into long-term leases of State Parks and the restoration of the AZ State Park Heritage Fund; 14) pass legislation that supports efforts to reduce the shortage of health care professionals in the State of AZ; 15) grant municipalities the option of providing workers compensation benefits to employees of another agency when working under the municipality's control or in its jurisdiction through and IGA or contract, especially as it relates to public safety personnel; 16) include one representative from a large city along with one representative from a small non-metropolitan city on the Public Safety Personnel Retirement System Board of Trustees; 17) request that the Public Safety Retirement System review their actuarial assumptions with regard to salary increases and base assumptions on current historical actual; 18) equalize the maximum tax credit and the timeframe allowed for collection of funds for qualified charitable organizations, private schools and public schools to qualify as a tax credit in any given year; 19) pass legislation or engage in other activities that support and advocate for resources to improve Arizona's ports of entry with Mexico and related infrastructure; 20) support the long-term retention of Arizona's military installations. League Staff Recommendations: 1) Preserve the tax-exempt status of municipal bonds and 2) pass the Marketplace Fairness Act.

Council reviewed the proposed resolutions and instructed the Mayor to vote as discussed. A copy of the summary is attached and becomes a permanent part of this record.

Mayor German asked Town Manager Russ Martin to prioritize these items for the Council. Martin organized the issues into three categories. He recommended a "Yes" vote for Resolution #4 on page 39, despite it not being recommended by the League for approval. He said the resolution left it optional for Towns to opt-in to the program.

On Resolution #8, the Council suggested making an amendment to implement fees which would deter unlimited requests, which would unduly tax the resources of the Town. Concerned about communicating the wrong message, the Council determined it would be best not to limit the number of requests for public records. Despite the legitimacy of the issue, as well as Camp Verde's experience with such, Council determined that taxpayers pay for this service, and though some citizens may abuse it, governments have to take the good with the bad. One Councilor referred to the federal Freedom of Information Act which assesses fees for documents in excess of a certain number of pages. Although, this would not solve the issue, since some may simply bring in their own paper, assessing a reasonable fee would act as a deterrent to abusing the system.

Council agreed with the League's recommendation to vote "No" on Resolution #10 that would allocate funds to a pilot program that simply conducts a study, rather than implementing actual changes.

Council agreed with voting "Yes" on Resolution #18. Two of the three educators on the board were in favor of equalizing tax credits, which are currently unfair. It was mentioned that voting "Yes" on public school tax credit issues, which are not directly related to the cities and towns, could set an unwanted precedent for other unrelated issues to be pushed to the League for consideration.

Martin recommended voting "Yes" on all the Significant Municipal Issues: Resolutions #7, #14, #15 and #17.

On the League's two Staff Recommendations, Martin agreed with Recommendation #1, explaining that it saves taxpayer money. He also agreed with Recommendation #2 that would implement an internet sales tax. He explained that it was important to support brick and mortar businesses, to collect revenue for the Town, and to consider how the lack of internet sales tax may diminish the Town's revenue source--such as from property taxes.

The Council considered the ability of the government to enforce such taxes, discussed the unfairness to brick and mortar businesses, considered the fact that other states have already implemented internet sales tax, and predicted that this would likely be implemented at the state and possibly even at a federal level.

12. **Call to the Public for items not on the agenda.**
There was no public input.

13. **Council Informational Reports.**

Jones attended two Yavapai Apache Nation tribal meetings where ADOT and a consulting design group presented Highway 260 plans. She plans to attend the Town Chamber of Commerce meeting on August 22, 2013.

Baker attended a Middle Verde Water Advisory Committee meeting where Mayor Doug Von Gausig presented a PowerPoint study. She recommended that the Council become familiar with such information. She plans to attend NACOG and the Intergovernmental meeting on August 22, 2013.

George attended a Fossil Creek meeting with the Forest Service and looks forward to more in the future.

Gordon attended a League of Towns meeting, a General Plan work session, and met with APS about the deregulation of the energy market. He mentioned that Felipe Zubia of ReSEED offered to help with the General plan.

Mayor German reported on the ongoing issues with Bull Pen involving flood events that has caused 23 deaths. He explained that the camping areas are in the flood plain and that it will cost an estimated \$40,000 to address the issue, which includes: risk assessment, surveying, mitigating 67 trees, and building camp sites above the flood plain. Bull Pen is expected to open in the spring for day-use only.

14. **Manager/Staff Report**

Martin reported being asked for his opinion on the article in the Verde Independent about the solar usage monthly fee, and recommended that the Council consider their direction for this issue.

He reminded Council that the carpool group departs at 5:05 pm for the Intergovernmental meeting and asked Council to RSVP. He expressed the importance for the Council to attend to help debunk the misconception that Camp Verde is privy to more information about the Highway 260 construction plans. He announced that per diem reimbursement checks could be made available before the event, if needed, and explained that the Town has already covered the cost of their hotel rooms.

15. **Adjournment**

On a motion by Jones, seconded by German, the meeting was adjourned at 7:42 p.m.

Charles German, Mayor

Saepyol Warren, 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 August 21, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2013.

Deborah Barber, Town Clerk



Town of Camp Verde

Meeting Date: 2013

Consent Agenda Decision Agenda Executive Session Requested

Presentation Only Action/Presentation

Requesting Department: Administration

Staff Resource/Contact Person: Steve Ayers

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

List Attached Documents: 1). Cooperative Agreement

Power Point Presentation: No

Estimated Presentation Time: Consent Agenda

Estimated Discussion Time: Consent Agenda

Reviews Completed by:

Department Head: Same

Town Attorney Comments:

Finance Department

Fiscal Impact:

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

Comments:

Background Information:

Friends of the Verde River Greenway, a 501(c)3 non-profit organized for the benefit of the Arizona State Parks Verde River Greenway Project, is currently undertaking a invasive plant eradication project along the Verde River and its tributaries. This agreement allows FVRG and its assignees to enter Town properties for the purpose of identifying, mapping, treating, removing and monitoring invasive plants. The agreement will be in place for the next five years.

Recommended Action (Motion): Approve the Cooperative Agreement between the Town of camp Verde and Friends of the Verde River Greenway

Instructions to the Clerk: To execute agreement please mail to:

Friends of the Verde River Greenway
P.O. Box 2535
Cottonwood, AZ 86326

**FRIENDS OF THE VERDE RIVER GREENWAY and TOWN OF CAMP VERDE
COOPERATIVE AGREEMENT**

This Cooperative Agreement for Habitat Improvement is entered into between

("Land Owner"), Town of Camp Verde

and Friends of Verde River Greenway (FVRG), a nonprofit corporation under the laws of Arizona, for the purpose of mapping and removing invasive plant species on lands owned by Landowner ("Subject Property") as illustrated in the attached Exhibit A, incorporated herein by reference.

Whereas, FVRG desires to enter the Property and assist the Landowner for the purposes of invasive plant mapping and removal, and

Whereas, the Landowner is willing to permit the entry to the Property by FVRG, its agents and assigns, for the purpose described above, upon the terms and conditions set forth in this Agreement;

NOW, THEREFORE, in consideration of the mutual promises and other goods and valuable consideration contained herein, FVRG and the Landowner agree to implement the following described Habitat Improvement Project on the Subject Property:

Project Description:

Identify, map, treat and remove invasive plants from the riparian corridor, retreat as necessary, and monitor.

Physical Description/Parcel Number(s):

See List Next Page

Town of Camp Verde Riparian Properties		
404-03-105D - N/A	404-13-173 - 3428 E Catclaw Dr	404-15-098 - 3065 S Hilltop Dr
404-11-010C - N/A	404-13-176 - 3398 E Catclaw Dr	404-15-123 - N/A
404-12-062 - N/A	404-13-178 - N/A	404-15-124 - 3610 E Aspen Way
404-12-072 - N/A	404-13-179 - 3348 E Catclaw Dr	404-15-125 - 3620 E Aspen Way
404-12-073 - 4195 E Lazy River Rd	404-13-180 - 3328 E Catclaw Dr	404-15-128 - 3681 E Poplar Rd
404-12-074 - N/A	404-13-189 - N/A	404-15-131 - N/A
404-12-075 - N/A	404-13-196 - N/A	404-15-132 - 3591 E Poplar Rd
404-12-078 - 4121 E Lazy River Rd	404-13-205 - 3669 E White Cap Dr	404-15-133 - N/A
404-12-079 - 4111 E Lazy River Rd	404-13-208 - 3709 E White Cap Dr	404-15-136 - N/A
404-12-082 - N/A	404-13-209 - 3729 E White Cap Dr	404-15-137 - N/A
404-12-084 - N/A	404-13-211 - 3759 E White Cap Dr	404-15-140 - 3021 S Verde Lakes Dr
404-12-085 - N/A	404-13-214 - N/A	404-15-152 - 3675 E Sunrise Dr
404-12-089 - N/A	404-13-218 - 3869 E White Cap Dr	404-15-153 - 3685 E Sunrise Dr
404-12-090 - N/A	404-13-224 - N/A	404-15-198 - 3582 E Sunrise Dr
404-12-092 - 3330 S Cross Creek Dr	404-13-231 - 3860 E Catclaw Dr	404-16-177 - N/A
404-12-098 - 4050 E Sparkling Ln	404-13-233 - 3840 E Catclaw Dr	404-16-329 - 3626 E Mocking Bird Ln
404-12-129 - 4081 E Sparkling Ln	404-13-236 - 3790 E Catclaw Dr	404-16-347 - 3565 E Robin Ln
404-12-137 - 4181 E Crystal Cir	404-13-238 - 3142 S Hilltop Dr	404-16-348 - N/A
404-12-140 - 4121 E Crystal Cir	404-13-240 - 3720 E Catclaw Dr	404-16-355 - N/A
404-12-142 - 4091 E Crystal Cir	404-13-250 - N/A	404-16-357 - N/A
404-12-227 - N/A	404-13-251 - 3560 E Catclaw Dr	404-16-367 - N/A
404-12-267 - 3480 S Chino Dr	404-13-259 - N/A	404-16-368 - N/A
404-12-269 - 4311 E Creek View Dr	404-13-260 - 3549 E Catclaw Dr	404-16-369 - N/A
404-12-276 - N/A	404-13-261 - N/A	404-16-370 - N/A
404-12-278 - N/A	404-13-262 - N/A	404-16-371 - N/A
404-12-279 - N/A	404-13-265 - N/A	404-16-373 - N/A
404-12-282 - 4340 E Creek View Dr	404-13-268 - N/A	404-16-374 - N/A
404-12-287 - N/A	404-13-269 - N/A	404-16-375 - N/A
404-12-319 - N/A	404-13-274 - 3203 S Redwood Ct	404-16-385 - N/A
404-12-320 - 4411 E Creek View Dr	404-13-276 - 3659 E Catclaw Dr	404-16-387 - 3221 E Driftwood Ln
404-12-341 - 4291 E Lazy River Rd	404-13-277 - 3669 E Yucca Dr	404-16-390 - 3281 E Driftwood Ln
404-12-346 - N/A	404-13-282 - 3729 E Yucca Dr	404-16-393 - N/A
404-12-347 - N/A	404-13-283 - 3749 E Yucca Dr	404-16-395 - N/A
404-12-350 - N/A	404-13-284 - 3759 E Yucca Dr	404-16-396 - N/A
404-12-356 - N/A	404-13-288 - N/A	404-16-398 - N/A
404-12-412 - N/A	404-13-290 - 3849 E Yucca Dr	404-16-399 - N/A
404-12-413 - N/A	404-13-296 - 3949 E Yucca Dr	404-16-400 - 3362 E Driftwood Ln
404-12-414 - N/A	404-13-297 - 3959 E Yucca Dr	404-16-401 - N/A
404-12-415 - N/A	404-13-298 - N/A	404-16-403 - 3282 E Driftwood Ln
404-12-416 - N/A	404-13-299 - 3989 E Yucca Dr	404-16-405 - N/A
404-13-098 - 3403 E Cactus Blossom Ln	404-13-304 - 3920 E Yucca Dr	404-16-406 - N/A
404-13-102 - 3493 E Cactus Blossom Ln	404-13-305 - 3890 E Yucca Dr	404-16-408 - N/A
404-13-104 - 3462 E Dawn Dr	404-13-308 - N/A	404-16-412 - N/A
404-13-112 - N/A	404-13-317 - N/A	404-16-413 - N/A
404-13-113 - 3461 E Dawn Dr	404-13-318 - N/A	404-16-414 - N/A
404-13-126 - N/A	404-13-321 - 3709 E Catclaw Dr	404-16-415 - N/A
404-13-127 - N/A	404-13-322 - 3729 E Catclaw Dr	404-16-416 - N/A
404-13-129 - N/A	404-13-324 - 3759 E Catclaw Dr	404-16-417 - N/A
404-13-130 - 3270 E White Cap Dr	404-13-326 - 3789 E Catclaw Dr	404-16-421 - N/A
404-13-138 - 3375 E Ponderosa Trl	404-13-327 - 3799 E Catclaw Dr	404-16-424 - N/A
404-13-139 - 3385 E Ponderosa Trl	404-13-328 - 3819 E Catclaw Dr	404-16-425 - N/A

404-13-142 - N/A	404-13-329 - N/A	404-16-426 - N/A
404-13-143 - N/A	404-13-331 - N/A	404-16-428 - 3899 E North Ridge Ln
404-13-144 - N/A	404-13-332 - 3869 E Catclaw Dr	404-16-435 - N/A
404-13-146 - N/A	404-13-447 - N/A	404-16-436 - N/A
404-13-148 - N/A	404-13-448 - N/A	404-16-437 - N/A
404-13-159 - N/A	404-13-449 - N/A	404-18-148A - 831 W Buffalo Trl
404-13-164 - 3427 E Catclaw Dr	404-13-450 - N/A	404-18-171A - 1213 N Garner Ln
404-13-168 - 3180 S Verde Lakes Dr	404-13-469 - N/A	404-18-187P - N/A
404-13-171 - N/A	404-15-090 - 3080 S Wagner Dr	404-19-018A - 205 N Montezuma Castle
		404-19-166 - 235 N Montezuma Castle
404-20-024C - 50 E Toy Rd	404-32-217 - N/A	
404-22-123 - N/A	404-32-218 - N/A	
404-22-124 - 374 S Woods St	404-32-219 - N/A	
404-22-125 - 44 Hollamon St	404-32-222 - 3263 S Terrace Ln	
404-22-126A - 75 E Hollamon St	404-32-223 - N/A	
404-23-011 - 497 S Main St	404-32-224 - N/A	
404-28-060B - 646 S 1st st	404-32-225 - N/A	
404-28-061A - 600 S 1st st	404-32-226 - N/A	
404-28-436 - N/A	404-32-227 - N/A	
404-28-439 - N/A	404-32-228 - N/A	
404-30-029 - N/A	404-32-229 - N/A	
404-30-197 - N/A	404-32-230 - N/A	
404-32-001 - N/A	404-32-231 - N/A	
404-32-062 - N/A	404-32-232 - N/A	
404-32-066 - N/A	404-32-233 - N/A	
404-32-067 - N/A	404-32-234 - N/A	
404-32-068 - N/A	404-32-235 - N/A	
404-32-069 - N/A	404-32-240 - N/A	
404-32-070 - N/A	404-32-244 - 3326 S Century Ln	
404-32-071 - N/A	404-32-247 - N/A	
404-32-072 - N/A	404-32-249 - 3287 S Century Ln	
404-32-078 - 3094 E Skyline Dr	404-32-250 - N/A	
404-32-138 - N/A	404-32-252 - N/A	
404-32-142 - N/A	404-32-253 - N/A	
404-32-145 - N/A	404-32-254 - N/A	
404-32-149 - N/A	404-32-258 - N/A	
404-32-150 - N/A	404-32-259 - N/A	
404-32-152 - N/A	404-32-265 - N/A	
404-32-154 - N/A	404-32-266 - N/A	
404-32-156 - N/A	404-32-267 - 2920 E Citrus Way	
404-32-158 - N/A	404-32-268 - N/A	
404-32-159 - N/A	404-32-273 - N/A	
404-32-162 - N/A	800-15-010Q - N/A	Right of Way
404-32-164 - N/A	800-15-010R - N/A	Right of Way
404-32-174 - N/A	800-15-010S - N/A	Right of Way
404-32-177 - N/A	800-15-010T - 748 S Parks Dr	Right of Way
404-32-178 - N/A	800-15-010U - N/A	Right of Way
404-32-179 - N/A	800-15-010V - N/A	Right of Way
404-32-180 - N/A	800-15-010W - N/A	Right of Way
404-32-182 - 2645 E Cross Rd	800-15-010X - N/A	Right of Way
404-32-185 - 3367 S Lake Front Dr	800-15-010Y - N/A	Right of Way

404-32-186 - N/A	800-15-010Z - N/A	Right of Way
404-32-187 - N/A	800-15-011C - N/A	Right of Way
404-32-188 - N/A	800-15-011D - N/A	Right of Way
404-32-189 - N/A	800-15-011E - N/A	Right of Way
404-32-190 - N/A	800-15-011F - N/A	Right of Way
404-32-191 - N/A	800-15-011G - N/A	Right of Way
404-32-192 - N/A	800-15-011H - 44 W Hollomon St	Right of Way
404-32-193 - N/A	800-15-011J - N/A	Right of Way
404-32-198 - N/A	403-19-200 - N/A	
404-32-199 - N/A	403-21-021C - N/A	
404-32-200 - N/A	403-21-243 - N/A	
404-32-201 - N/A	403-21-244 - N/A	
404-32-202 - N/A	403-21-250B - N/A	
404-32-203 - N/A	403-21-251B - N/A	
404-32-204 - N/A	403-21-252C - N/A	
404-32-205 - N/A	403-21-253B - N/A	
404-32-207 - N/A	403-21-254B - N/A	
404-32-212 - N/A	403-22-025G - 803 N Industrial Dr	
404-32-213 - N/A		
404-32-214 - N/A		
404-32-215 - N/A		
404-32-216 - N/A		

A. FVRG shall:

1. Provide the following assistance to the Landowner, at no cost to the Landowner:

X Invasive Plant Identification

X GPS Mapping

X Herbicide Application

X Invasive Plant Removal

X Invasive Plant Retreatment

X Treatment Effectiveness Monitoring

2. Provide current certificates of insurance to the landowner.

Please enter insurance requirements here.

B. The Landowner shall:

1. Allow FVRG, its agents and assigns, entry upon the Subject Property at reasonable dates and times and upon reasonable advance notice during the term of this Agreement to the extent such access is necessary for the performance of its duties pursuant to this Agreement. Notwithstanding the foregoing, nothing contained herein shall be deemed to create an easement (either directly or through prescriptive use) or any other right or interest in any of the lands or property of Landowner including those identified on Exhibit A- Map of Project Area.

2. Allow FVRG to take photograph of project area for photo documentation purposes.

a. X Yes No

3. Allow FVRG to publish your name as a participating stakeholder in Verde Watershed Restoration Coalition publications, outreach materials, etc.

a. X Yes No

4. If the Subject Property is rented or leased, then the Landowner will advise the renter or lessee of this Agreement prior to commencement of the work, and grants FVRG permission to contact renter or lessee and advise them of impending work activities.

Lessee Name: _____

Phone/Email: _____

Mailing Address: _____

5. Perform the following work pertinent to invasive plant removal and subsequent retreatment of invasive plant re-sprouts.

Bio-Mass Removal (Yavapai County Community Restitution work crews will provide labor to assist FVRG crews with bio-mass removal and/or chipping during treatment phase. FVRG will schedule and coordinate with Yavapai County Community Restitution program).

C. FVRG and Landowner mutually agree:

1. This Agreement is effective as of the last signature date and shall expire five (5) years from that date.
2. To reasonably cooperate with each other to ensure that all participants successfully and satisfactorily fulfill their commitments as set forth in this Agreement.
3. That unless otherwise provided herein, the Landowner will not plant or promote the growth of invasive plants on the project area during the term of this Agreement
4. All work performed pursuant to this Agreement shall be in compliance with all applicable state and federal laws and regulations.
5. FVRG hereby assumes all responsibility for any injury to persons or damages to property to the extent caused by FVRG's use of the Property pursuant to this Agreement. [Notwithstanding the foregoing, Landowner hereby releases FVRG for any claim of loss or damage to Landowner's real or personal property arising from FVRG's proper use of the Property pursuant to this Agreement.]
6. Either Party may terminate this Agreement upon thirty (30) days' written notice to the other Party. Upon termination, all work performed pursuant to this Agreement shall cease.
7. Modifications within the scope of this Agreement shall be made by mutual consent of the Parties, by the issuance of a written modification, signed and dated by all Parties, prior to any changes being performed. The Parties are not obligated to fund any changes not approved in advance.
8. This Agreement constitutes the entire Agreement between the Parties pertaining to the subject matter herein and accurately sets forth the rights, duties, and obligations of each Party. All prior or contemporaneous agreements and understandings, oral or written, are hereby superseded and merged herein. The provisions of this Agreement may be abrogated, modified, rescinded, or amended in whole or in part only by mutual written consent executed by the Parties.
9. In the event that any provision of this Agreement or portion thereof is held invalid, illegal, or unenforceable, such provision or portion thereof shall be severed from this Agreement and shall have no effect on the remaining provisions of this Agreement, which shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the last signature date below, and each person signing this Agreement warrants that he/she has the capacity and authority to execute this Agreement and consummate the transactions contemplated herein.

APPROVED:

Town of Camp Verde

Signature: _____ Date: _____

Name: _____

Mailing Address: _____

Email: _____

Phone: _____

APPROVED:

Friends of Verde River Greenway

Signature: _____ Date: _____

Mailing Address:

Friends of the Verde River Greenway
P.O. Box 2535
Cottonwood, AZ 86326

(For Internal Use Only)

HWS S-CLKD CLKD CTWD VV-MV MV-117 X CV CV-BF

BF-SB OC-1 OC-2 OC-3 OC-4 WBC DBC WCC



Town of Camp Verde

Meeting Date: September 18, 2013

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

Requesting Department: Camp Verde Municipal court

Staff Resource/Contact Person: Presiding Magistrate Harry E. Cipriano

Agenda Title): Re-appointment for Ronald C. Ramsey, Esq. as an Assistant Magistrate for Camp Verde Municipal Court for a two (2) year term, effective September 18, 2013, and setting an hourly pay rate of \$38.00 per hour on an as need basis with a three hour minimum. Anna Young, Esq. Assistant Magistrate, has been appointed to the Yavapai County Superior Court, and she will be unable to hold the position of Assistant Magistrate for Camp Verde Court.

List Attached Documents: Resume Ronald C. Ramsey

Estimated Presentation Time: 1-2 minutes

Estimated Discussion Time: 5 minutes

Reviews Completed by:

Department Head: Harry E. Cipriano Town Attorney Comments:

Finance Department

Fiscal Impact: N/A

Budget Code: 01-300-20-600010 Amount Remaining: \$2,700.00

Comments:

Background Information: Town Code Chapter 5-2-4 states the Town Magistrate may recommend to the Council the names of individuals qualified to serve as assistant magistrates, subject to the assignment and direction of the Town Magistrate, once appointed.

Ronald C. Ramsey services are needed to cover Court hearings when the Presiding Magistrate is not available due to illness, vacation, training, conflicts etc. and only used on a prescheduled basis.

Recommended Action (Motion): Move to re-appoint Ronald C. Ramsey as an Assistant Magistrate for a two (2) year term, to serve under the direction of the Town Magistrate, at the rate of \$38.00 per hour on an as need basis, with a three hour minimum.

Instructions to the Clerk: N/A

Exhibit B – Agenda Item Submission Form – Section II (Staff Report)

Town of Camp Verde

Agenda Item Submission Form – Section II (Staff Report)

Department: Magistrate Court

Staff Resource/Contact Person: Presiding Magistrate Harry E. Cipriano

Contact Information: Presiding Magistrate Harry E. Cipriano

Background: *Town Code Chapter 5-2-4 states the Town Magistrate may recommend to the Council the names of individuals qualified to serve as assistant magistrates, subject to the assignment and direction of the Town Magistrate, once appointed.*

Ronald C. Ramsey services are needed to cover Court hearings when the Presiding Magistrate is not available due to illness, vacation, training, conflicts etc. and only used on a prescheduled basis.

Statement of the Problem or Opportunity: *Discussion, consideration, and possible approval of the following:*

Re-appointment for Ronald C. Ramsey, Esq. as an Assistant Magistrate for Camp Verde Municipal Court for a two (2) year term, effective September 18 2013, and setting an hourly pay rate of \$38.00 per hour on an as need basis with a three hour minimum. Anna Young, Esq. Assistant Magistrate, has been appointed to the Yavapai County Superior Court, and she will be unable to hold the position of Assistant Magistrate for Camp Verde Court.

Alternatives/Options/Solutions: *N/A*

Comparative Analysis :*N/A*

Fiscal Impact to the Town: *Currently in Court Budget*

Other Impacts: *N/A*

Conclusion:

1. **Recommendation:** *Move to re-appoint Ronald C. Ramsey as an Assistant Magistrate for a two (2) year term, to serve under the direction of the Town Magistrate, at the rate of \$38.00 per hour on an as need basis, with a three hour minimum.*

RONALD C. RAMSEY

CURRENT POSITION

Assistant City Attorney, City of Sedona. Assumed this position in September 2004 as part of a job-sharing agreement with current assistant, Gene Neil. Arrangement for 3 days per week (usually Wed-Fri), now that Gene left the city. Primary tasks now are Planning & Zoning Commission; elections; policy reviews; department documentation of agenda items on the Novell GroupWise 7.0 intranet; preparation of new self-teaching modules for new employees on PR requests, email, and basic legal information; scanning of civil memos and forms into TimeMatters 9.0 software, and PR request/e-mail production policy with associated software.

Clarkdale magistrate since June 2010. Completed the New Judge Orientation (NJO) in April 2011.

PRIOR POSITION

City Attorney, City of Bullhead City from April 2002- Sep 2004. Staff of 12 in department, including 5 attorneys (3 prosecutors). Recent civil work included formation of CFDs, annexation, revisions to zoning codes for civil enforcement procedures using ARS 9-500.21, enforcement of wastewater and abatement liens, condemnation for storm water facilities, multi-agency negotiations for Colorado River bridge, coordination with outside litigation counsel on pending cases, obtaining tariff through ACC for water service turnoff on delinquent sewer bills, participation in redistricting lawsuits, development agreements for planned communities, revisions to public records and retention policies

COMPUTER TRAINING

Windows XP, WESTLAW, Lexis, Office XP/2003, Mac OS X, internet browsers, Novell GroupWise 7.0, Blackboard 6.0, Adobe Acrobat Pro 6.0, Lexis TimeMatters 9.0. Prepared first Town of Camp Verde website using FrontPage, and prepared Internet paralegal courses (*Environmental Law*, *Digital Media Copyright Law*, *Native American Law* and *Elder Law*) for Yavapai College (<http://www.yc.edu>). Trademarked "Arizona Public Lawyers" in Arizona to set up online collaboration for public lawyers using Windows SharePoint Services (2003). Continue to work as adjunct with University of Phoenix for online classes in graduate and Axia divisions using proprietary software.

EDUCATION

- Purdue University, B.A., 1967
- J.D., Arizona State University 1974, law review (*Law & Social Order*)
- Completed Masters in Education in Online Instruction [MS.Ed] with

California State University, Hayward, 2003

PROFESSIONAL EXPERIENCE

- Associate with Wolfinger & Lutey, Prescott, 1974-1976
- Private solo practice in Verde Valley, 1976-1996, with focus on real estate, business, and estate planning. Managed two branch offices and supervised paralegal/secretarial staff of up to 5 at a time
- City Attorney, Cottonwood, 1977-80
- Town Attorney, Town of Camp Verde, 1986-June 2001

ADDITIONAL PROFESSIONAL ACTIVITIES

- Adjunct Faculty, Yavapai College, teaching business and paralegal courses, 1976-2007, in classrooms and over the Internet
- Assisted League in drafting new legislation for civil enforcement of municipal ordinances (codified in [ARS 9-500.21](#))
- Received 2001 McClurg Award from Yavapai College as outstanding adjunct faculty
- Teaching graduate business and multiple undergraduate courses online for University of Phoenix/AXIA college last 6 years

PROFESSIONAL MEMBERSHIPS

- Member of State Bar of Arizona (Bar No. 3980), U.S. District Court, Ninth Circuit, U.S. Supreme Court
- Community College teaching certificate for the State of Arizona in law (submitting application to add business) since 1977

COMMUNITY ACTIVITIES

- Kiwanis member 1976- 2002 in Clarkdale/Camp Verde
- High School Youth Group leader with *Young Life* and Calvary Chapel

REFERENCES

- Susan Howery, Prescott Valley Campus Dean, Yavapai College
- Mike Goimarac, City Attorney, Sedona

INTERESTS AND ACTIVITIES

Photography, Grand Canyon hiking, travel, gardening, running events, grandkids, film festivals



PROCLAMATION

**DESIGNATING SEPTEMBER
AS
NATIONAL RECOVERY MONTH**

WHEREAS, on behalf of the citizens of Camp Verde, we are pleased to join the Substance Abuse and Mental Health Services Administration, the Northern Arizona Regional Behavioral Health Authority and local mental health professions and peers in celebrating September 2012 as “Recovery Month” in our community; and

WHEREAS, mental health and substance abuse disorders affect millions of Americans of all ages, races, and ethnic backgrounds and result in significant medical, societal, and economic costs; and

WHEREAS, acknowledging September 2013 as “Recovery Month” offers advocates of mental health and substance abuse prevention, treatment, and recovery the opportunity to help our citizens reflect on ways to prevent mental health crises, the existence of effective treatment alternatives, and the celebratory fact that people can and do recover; and

WHEREAS, thousands of behavioral health care providers and peers have dedicated their lives to educating the public and policymakers about prevention, treatment and recover,

NOW THEREFORE, BE IT RESOLVED THAT, the Mayor and Common Council of the Town of Camp Verde proclaim September, 2013 as “Recovery Month” in the Town of Camp Verde, and encourage all citizens to support this year’s theme – “Join the Voices for Recovery – It’s worth it” by supporting men, women, and youth who have chosen the courageous path of recovery from mental health and substance abuse disorders.

Passed and approved by a majority voted of the Common Council at the Regular Session of September 18, 2013.

Charles German, Mayor

September 18, 2013

Date

Attest:

Deborah Barber, MMC - Town Clerk



Agenda Item Submission Form – Section I

Meeting Date: September 18, 2013

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

Requesting Department: Public Works – Stormwater Division

Staff Resource/Contact Person: Troy Odell

Agenda Title (be exact): Discussion and possible direction for Staff to prepare, complete and submit a Pre-Disaster Mitigation (PDM) Grant application under the Federal Hazard Mitigation Assistance guidelines; requesting funding, not to exceed \$1,500,000 for Stormwater Drainage Improvements in the Verde Lakes subdivision.

List Attached Documents:

Estimated Presentation Time: 5 Min.

Estimated Discussion Time: 10 Min.

Reviews Completed by:

- Department Head: Ron Long_ Town Attorney Comments:

Finance Department: in a worst-case scenario, the Town could indeed absorb the \$375,000 match amount without impacting any stipulated reserve amounts. Currently, the Town has approximately \$1.8 Million of undesignated General Funds and consider that the project would be spread over a potential 3 years. Furthermore, the expectation that a portion of the match could be covered through in-kind, IGA or a joint project is reasonable.

Fiscal Impact: Match is 25% of approved grant (25% of \$1,500,000 = \$375,000). NOTE: Staff will be seeking matching funds through an IGA or joint project with Yavapai Co. Flood Control. The Town has three years to complete the work. Yavapai County has been very supportive of the Town's efforts to make much needed drainage plans and improvements. Staff has reason to believe this important drainage project will be supported at the County Level by providing matching funds. In the event sufficient funds are not provided by the County, in-kind matches are allowed, the difference could possibly be made-up with Town labor, material and equipment.

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

Comments:

Background Information: Verde Lakes consists of 1,580 lots. The first subdivision developed in Verde Lake was recorded in 1969, the final plat recorded in 1971. Verde Lakes experienced severe flooding events from West Clear Creek in September 1970, December 1971, October 1972, February 1976, February 1980, January & February 1993, January 2010 in addition to continued repetitive minor flooding from monsoon events (including the current incidents). In 1994, FEMA assistance was used to repair damaged roads in the subdivision.

Verde Lakes was developed without a drainage plan; stormwater overtops the rights of way, deteriorating street surfaces and the water carrying silt, gypsum, and other debris flows onto resident's properties. The result of inadequate funding of a Stormwater Division, is that the Town has been mostly reactive to these circumstances: repairing or rebuilding roads and cleaning low water drainage crossings by bringing them back to the same conditions (or slightly better) prior to the storm damage. Thus repeating the same losses the next year.

In 2010, staff began studying Verde Lakes as a whole, manageable situation; looking for solutions that account for multiple drainage problems in and surrounding the subdivision. The lack of localized drainage affects over 80% of the properties to some degree. The first step of a proactive approach to stormwater management in Verde Lakes is The PDM Grant application. If approved, the funds will be used for construction of culverts to improve localized drainage by carrying stormwater runoff to West Clear Creek.

For this project, staff has estimated that 288 - 12" culverts, 288 - 18" culverts and 144 - 24" culverts, multiple 24" cross-intersection culverts, miles of road side ditch rehabilitation, driveway and channel easements and drainage road crossings will be required to better handle the stormwater flows.

A subsequent Grant application will address the second phase of this project: Verde Lakes Dr. Low Water Crossing. The topography of Verde Lakes Dr. requires additional scoping and engineering to account for the localized drainage improvements and to plan a cost effective, efficient design that will function as a crossing in a 100- year flood event.

Staff worked on part of the solution last year by making some improvements to one area of Verde Lakes Drive, additional funding in the FY 13/14 budget has been allocated for other minor improvements. By requesting grant funding, for both the Localized Drainage issues and Verde Lakes Dr. Low Water Crossing a comprehensive plan could be completed much faster and ultimately be more effective.

Recommended Action (Motion): *Move to direct staff to prepare, complete and submit a Pre-Disaster Mitigation (PDM) Grant application under the Federal Hazard Mitigation Assistance guidelines; requesting funding, not to exceed \$1,500,000 for Stormwater Drainage Improvements in the Verde Lakes subdivision.*

Instructions to the Clerk: