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**AGENDA  
TOWN OF CAMP VERDE  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
WEDNESDAY, SEPTEMBER 2, 2020 at 6:30 P.M.**

**ZOOM MEETING LINK** <https://us02web.zoom.us/j/85751319086>

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

1. **Call to Order**
2. **Roll Call.** Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German.
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
  - a) **Approval of the Minutes:**
    - 1) Regular Session – August 19, 2020 Page 5
    - 2) Special Session – August 19, 2020 Page 15
  - b) **Set Next Meeting, Date and Time:**
    - 1) Work Session – Wednesday September 9, 2020 at 5:30 p.m.
    - 2) Regular Meeting – Wednesday September 16, 2020 at 6:30 p.m.
    - 3) Regular Meeting – Wednesday October 7, 2020 at 6:30 p.m.
    - 4) Regular Meeting – Wednesday October 21, 2020 at 6:30 p.m.
  - c) **Discussion, Consideration, and Possible Approval of Resolution 2020-1053 which would have the effect of transferring an ADOT Drainage Easement adjacent to the Sports Complex to the Town of Camp Verde and authorization for the Mayor to sign the ADOT Four Year Advance Waiver of Abandonment.** Page 19
5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a

matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

**6. Special Announcements and Presentations**

- Community Assessment Project with James LaRue Page 25

**7. Discussion, Consideration and Possible Approval of the use of the CARES Act monies received in the amount of 1,284,000. The request includes capital improvement projects as well as possible designation for reserve and/or other items within the approved final Town Budget.** Staff Resource Russ Martin Page 27

**8. Covid-19 Update.** Staff Resource Russ Martin

**9. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to A.R.S. §38-431.01(H))

**10. Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation. 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.

**11. 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.

**12. Discussion Consideration and Possible Direction to staff regarding Purchase Negotiations with the Water Company and the Due Diligence report requested by Town Council completed by Steve Wene and associated professionals. The Council may, by majority vote, recess the regular meeting, hold an executive session and then reconvene the regular meeting for discussion and possible direction as covered under A.R.S. 38-431.03**

(A)(1).

### 13. Adjournment

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bashes on 08-27-2020 at 3:00 p.m.

Cindy Pemberton

Cindy Pemberton, Town Clerk

*Note: Pursuant to A.R.S. §38-431.03. (A)(1); (A)(2) and (A)(3), the Council may hold an 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.*

*Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting. The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021*

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*Support your local merchants*

**DRAFT MINUTES  
TOWN OF CAMP VERDE  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
WEDNESDAY, August 19, 2020 at 6:30 P.M.**

**ZOOM MEETING LINK** <https://us02web.zoom.us/j/86275080595>

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

**1. Call to Order**

Mayor German called the meeting to order at 6:41 p.m.

**2. Roll Call**

Present in Council chambers were Council Members Buck Buchanan, Joe Butner, Bill LeBeau, and Vice Mayor Dee Jenkins. Attending via Zoom were Mayor Charles German and Councilors Jessie Murdock and Robin Whatley,

**Also Present**

Town Manager Russ Martin, Councilor Elect Jackie were present in Council Chambers. Town Clerk Cindy Pemberton, Finance Director Mike Showers, Marshal Corey Rowley, Public Works Budget Analyst Dorie Blair, Councilor Elect Cris McPhail and recording secretary Sue Ayers were in attendance via Zoom.

**3. Pledge of Allegiance**

Vice Mayor Dee Jenkins led the pledge from Council chambers.

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

**a) Approval of the Minutes:**

- 1) Regular Session – August 5, 2020

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

- 1) Regular Meeting – Wednesday September 2, 2020 at 6:30 p.m. Reinstated
- 2) Regular Meeting – Wednesday September 16, 2020 at 6:30 p.m.
- 3) Regular Meeting – Wednesday October 7, 2020 at 6:30 p.m.

Motion was made by Councilor Bill LeBeau to approve the consent agenda as read, and seconded by Councilor Joe Butner. Motion carried, with approval by Councilors Murdock, Whatley, Buchanan, LeBeau, Butner, Mayor German and Vice Mayor Dee Jenkins.

5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

There were no cards turned in for items not on the Agenda.

6. **Special Announcements and Presentations**

- NONE

7. **Discussion and Possible Approval of Resolution 2020-1052, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring and adopting the results of the Primary Election on August 4, 2020.** Staff Resource Cindy Pemberton

Town Clerk Cindy Pemberton advised that before consideration or approval, in Section Two of the Resolutions, the rejected ballots were actually ten, and not six. There were six early ballots rejected and four provisional ballots rejected. She also noted that Dee Jenkins had a 50.38 percent, and not a 5038 percentage, which has been corrected in the Draft Resolution.

Councilor Bill LeBeau made a motion for Approval of Resolution 2020-1052, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring and adopting the results of the Primary Election on August 4, 2020; with corrections previously put forth by the Clerk. The motion was seconded by Councilor Joe Butner, and carried with approval from Councilors Murdock, Whatley, Buchanan, LeBeau, Butner, Mayor German and Vice Mayor Jenkins.

8. **Presentation of Certificates of Election to Jackie Baker, Cris McPhail, Jessie Murdock (3 Council Seats – Elected in Primary)** Staff Resource – Cindy Pemberton

Town Clerk Cindy Pemberton made a clarification that the attached certificates for both items # 8 and #9 are inaccurate. In the Town Code Section 213, it states that

members of the Council shall assume the duties of office at the regular first meeting of the Council in December. This historically would have been the case if there were a runoff into the general election. Since a runoff did not occur, we are then adhering to ARS 9-821.01, which essentially states that any candidate for office of Mayor or City Council who receives a majority of votes is declared elected effective as of the date of the General Election. The Certificate dates have all changed, and the candidates will be taking office in their respective positions on November 4, 2020 instead of December 2<sup>nd</sup>, 2020.

Ms. Pemberton stated that candidates Jackie Baker, Cris McPhail and Jessie Murdock received the majority of votes for the Primary Election, and are duly elected to the Office of the Town Council with a four-year term beginning November 4, 2020. She congratulated each of them and their certificates have been placed in their in-box at the Clerk's office.

**9. Presentation of Certificate of Election to Dee Jenkins (1 Mayoral Seat – Elected in Primary) Staff Resource – Cindy Pemberton**

Town Clerk Cindy Pemberton acknowledged that there was one seat available for Mayor; and that candidate Dee Jenkins received the majority of votes in the Primary Election and is duly elected to the office of Mayor for the term of two years beginning on November 4, 2020. She congratulated Ms. Jenkins and stated that her certificate has been placed in her in-box at the Clerk's office.

Mayor German requested that there be a future agenda item addressing the updating of policies and procedures for the election code in case of runoff or special situation that may occur. Town Clerk Pemberton agreed to do that.

**10. Discussion & possible approval of proposed changes to the Town of Camp Verde Operations Guide (FOG). Staff Resource – Michael Showers**

Mayor German wanted to stipulate and remind council that it is not essential that this gets passed tonight, and that there will be more time for discussion if the item were tabled.

Councilor Joe Butner found many possible corrections and he would like to move this item to a work session or another meeting when there is more time, so that they can be addressed.

Town Manager Martin addressed the idea of this item being moved to a work session. The next work session on September 9<sup>th</sup> will be pretty full, as a trip out to the park is scheduled. A suggestion would be to postpone this item until after a few more of the items on tonight's agenda are addressed and see how long it takes.

Councilor Butner made a motion to table agenda item #10 until after agenda item #13 has been dealt with. Councilor LeBeau seconded. The motion carried, with approval from Mayor German, Vice Mayor Jenkins and Councilors Murdock,

LeBeau, Whatley, Butner and Buchanan.

**11. Discussion & possible approval for the Finance Director to accept the AZCares Fund Grant for \$1,284,341. Staff Resource - Michael Showers**

Town Finance Director Mike Showers gave background information on this item. The original Federal Cares Act funding from the Federal government allocated money to cities and states or counties with over 500,000 in population. The State of Az recently created the AZ CARES Fund out of this original distribution to allocate to the cities and counties that did not receive a direct allocation from the Federal government. Allocations were based on population; our allocation is \$1,284,341.

Mr. Showers explained that this a Federal grant, and that no matching amount from the Town is required, but that per Town Policy Council's agreement is required for him to accept the grant.

Councilor Butner made a motion to approve, with a second by Councilor Lebeau. Motion carries, with approval from Councilors Whatley, Murdock, LeBeau, Buchanan and Butner, and Mayor German and Vice Mayor Jenkins.

**12. Discussion, consideration and possible approval of a request from the Camp Verde Rodeo Association for additional monies up to the amount of \$150,000 to continue to make progress towards completion of the Rodeo Arena. Staff Resource – Russ Martin**

Town Manager Russ Martin outlined to the council that the Rodeo Association account currently has invoices due totaling \$9,581.30. He is requesting a minimum allocation of \$10,000 for payment of those outstanding invoices so they start flush when allocating further funding tonight.

Rodeo Association representative Bob Weir spoke about the many benefits of the rodeo arena and the advantages it would have to the community of Camp Verde, including revenue via motels, RV parks, restaurants, etc. He believes the Town will end up with an arena that is worth far more than their investment. Another advantage is that the Town would retain ownership and so many other events could be held there as well. Mr. Weir listed several events currently planned at the arena, including a Junior Rodeo, a Bull Bash, an Arizona High School Rodeo Association event and The Queen Creek Junior Rodeo.

He explained that the arena is coming along nicely, however there have been some setbacks and there is help needed with electric poles, lights, electrical equipment, an announcer's stand, concessions, rest rooms, etc. He named several individuals and businesses who have donated resources and labor to the cause as well.

Donny Murdock explained the history of rodeo in Camp Verde and how it will bring people into the town and build revenue. He suggested that in the end the arena



will be way more of an asset than it is a debt. He suggested that the events at the arena will help finish the park, fix roads and do good things by generating revenue through the filling of, motels and RV parks, as well as shops and restaurants. He spoke in favor of finishing the park and moving forward.

Town Clerk Cindy Pemberton read a speaker card from Camp Verde resident Deborah Moody, who wanted to thank the Council for the great work it continues to do. She understands that they have to set priorities and even though the arena seems important to many, are there statistics on what percentage of CV residents own horses, and also what percentage will benefit from focusing on the rodeo arena? She asked that they look into allotting more time and money into other areas such as a Fire Department in Verde Lakes.

Ken Krebs, Camp Verde Fire Marshal, commended the folks working on the arena. He believes they are working really hard to meet the codes, and that it is important that they have the financial backing to get it done right the first time so that it doesn't cost more later on. He spoke in favor of the arena, noting long-term effects such as drawing families into Camp Verde and how it would help support the community. Mr. Krebs addressed a concern of a former speaker, noting that the arena doesn't have anything to do with a fire department in Verde Lakes because they are separate from the Town. He did say they have acquired land in that area and are working on building a fire station in the future.

Vice Mayor Jenkins asked whether there will be a profit from the arena events to help offset costs in the future.

Mary Phelps, president of the Rodeo Association, explained that there would be fees such as junior rodeos will pay a fee to rent the facility and other fees such as parking and stall rental fees. The Fort Verde days Rodeo has sponsors, and there will also be gate fees and vendor application fees, which they will use profits from later on. Right now, however, there are some loose ends that need finishing before the arena can open up. Construction companies are way busy and they cannot find donors to meet their deadlines. They are also in need of materials such as rebar. Ms. Phelps outlined several upcoming events such as a Rodeo Queen Pageant, the Fort Verde Days Rodeo, The Arizona Junior Rodeo and Arizona High School Rodeo Association events.

Councilor Bill LeBeau believes that there seems to be a bit of a misconception that the town is providing money to a group of horse enthusiasts for their own entertainment value. He wanted to note that it is truly a community facility and can be used for other town events as well, such as demolition derbies and concerts. He spoke regarding hundreds and hundreds of volunteer hours and all of the contractors that have donated time and heavy equipment. He is interested in seeing all of this happen and wanted to know exactly how much money is needed to have the facility ready for October.

Bob Weir replied that what is needed now is the completion of the lights, the light poles, the electrical, the announcers stand and the well.

Councilor Robin Whatley asked if they would be willing to get by with 80,000 instead of the original \$150,000, correct?

Mr. Weir did some more figuring and agreed that \$80,000 should be able to get the arena open for use.

Councilor Whatley pointed out that this is a huge change order. She interjected that they still have Meals on Wheels to deal with. She believes this is vital, would like to see \$12,500 allocated to our meals on wheels as well.

Councilor Joe Butner has done research concerning handicapped parking and hopes they could get that done before Fort Verde Days. He asked Mr. Krebbs how close they are to getting the entry and exit on and off of highway 260 ready, and what is left to be done.

**Ken Krebbs** outlined some issues and stated there would probably be a culvert and some paving required.

Councilor Joe Butner agrees that we need to give the \$12,000 to meals on wheels as well, and perceives that if The Council were to allocate \$100,000 out of the upcoming grant, it would take care of the Meals on Wheels and the improvements needed to get the rodeo arena up and running in time.

Town Manager Russ Martin stated that would have to be discussed at a later time as per the open meeting law.

Councilor Butner asked Mary Phelps exactly what amount is needed in order to get the rodeo grounds open.

Ms. Phelps indicated that number is \$80,000. She commented that regarding the highway 260 entrance/exit, they have 24-inch culvert and if it can be used the CV Arena association would like to provide it to help with the cost of the rodeo.

Councilor Murdock doesn't want to allocate too little money and have it hang up the completion of the arena. She would support more than the \$80,000; perhaps to the upper end of the \$150,000; believing they would not spend all of the money if it was not necessary.

Councilor Whatley is not for approving \$150,000 but wants to know what projects would not be able to be completed without the whole amount of the CARES grant.

Town Manager Russ Martin there are several other items on the list; probably 20 projects, and stated that those things would be addressed at a future meeting.

Mayor German commented that there is no doubt that the support to the Rodeo Arena Association from Council is predicated on the idea that there will be a return on their investment, and he can personally account from experience with previous rodeos in Camp Verde for the fact that the rodeo is a revenue generator. He would like to see them allocate at least \$100,000, and address Meals on Wheels at a

later meeting. He will ask NACOG if they have additional funding for meals on wheels when he has a meeting with him later on.

Vice Mayor Dee Jenkins made a motion to approve a request from Camp Verde Rodeo Association for funds up to \$100,000 to come from the CIP fund. Councilor Butner seconded the motion, which passed 6-1 with approval by Councilors Murdock, Buchanan, Butner and LeBeau, Mayor German and Vice Mayor Jenkins. Councilor Whatley cast a “nay” vote.

Due to time constraints, Mayor German suggested finishing the rest of the Agenda and address item number ten (**Discussion & possible approval of proposed changes to the Town of Camp Verde Operations Guide (FOG)**). Staff Resource – Michael Showers) at a later Agenda. Council was in agreement.

**13. Discussion and possible action regarding the League of Cities and Towns request for two amendments to the League Charter.** Resource – Mayor German

Background information; The league has asked for two amendments: 1). Amending the League Charter, Article IV Organization, Section 1 by changing the terms of League Officers from a two-year term to a one-year term beginning in 2024. 2). Amending Article IX:1 to create a Standing Charter Committee to review proposed amendments to the Charter of the League of Arizona Cities and Towns.

Town Manager Martin gave background information on this item.

Mayor German agrees with the first amendment; that way, as more people can serve if it is changed to a one-year term.

Regarding the second amendment, Mayor German agrees, but would ask the Council to state that any proposed amendments that come to the charter committee would be brought to the league. He doesn't think that just a small group of people should be able to make those decisions alone; the whole committee should be able to vote on it.

Council concurs. They are in favor of a committee but it should also go to the whole group for approval after their decision is made.

**14. Covid-19 Update.** Staff Resource Russ Martin

Town Manager Martin asked Finance Director Mike Showers to give a financial update.

Mr. Showers recounted that they brought in \$492,000 in July, which is just under \$100,000 over budget for the fiscal year. They ended the year by bringing in \$83,000 against the shortage they had. He stated that financially the town is doing exceptionally well. Revenue-wise, unless there is some other major change, they seem to be in a very comfortable position. There are reserves if needed, but he does not expect that there will be any need to access them.

Town Manager Russ Martin relates that the Town has started to accept cash again at the courts, which is a slow process. They are opening up a bit more; the library is opening up a little more, allowing a limited amount in, with plexiglass and a limited number of chairs. He hopes to be able to get Plexiglas in Council chambers soon.

With the school district opening up, they are at 50% capacity.

Staff is anxiously looking at Fort Verde days; still leaving the details open. Special event liquor licenses are still not available.

Grasshopper basketball is trying to work out a plan for being able to play.

Water company analysis should be available for review in Council's mailbox. This information is confidential for now and should be treated as such. They will go into executive session and it discuss it at a later date.

- 15. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to A.R.S. §38-431.01(H))

Stacy Barker came in to commend everyone for their hard work. He walks through town and sees a lot of change i.e., a lot of progress. He stated that within the last ten years and the current and future mayor, he perceives that things will continue to grow and improve.

- 16. Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation. 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.

Mayor German will be meeting on August 27<sup>th</sup> with NACOG, and will ask about funding for Meals on Wheels.

Mayor German and Economic Development Director Steve Ayers met with the Yavapai-Apache Tribal Council and requested a letter asking them to let the

National Parks Service know that they are willing to do the cultural clearance for the Land and Water Conservation Fund Grant, reminding them that the deadline is the end of September. They were positive and cooperative, and he anticipates an answer by next week.

Vice Mayor Jenkins attended the open house with the fire district. She stated that attendance was sparse, but it was well done and that the information was available.

Councilor Joe Butner was also at the open house. He learned a lot and believes it was a good meeting.

- 17. 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.

Town Manager Russ Martin wanted to let everyone know that the schedule for September is backing up. He would like to be able to start the work session at 5:30 before the work session on September 9<sup>th</sup>, and then gather at the park for show and tell, and review what has been happening at the wastewater plant and at the arena.

**18. Adjournment**

The meeting was adjourned at 8:16 p.m.

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

\_\_\_\_\_  
Attest: Town Clerk Cindy Pemberton

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on May 1, 2020. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Cindy Pemberton, Town Clerk

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**DRAFT MINUTES  
SPECIAL SESSION  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
WEDNESDAY, AUGUST 19, 2020 at 6:00 P.M.  
ZOOM: <https://us02web.zoom.us/j/85630717180>**

**1. Call to Order.**

Mayor German called the meeting to order at 6:04 p.m.

- 2. Roll Call.** Council Members Joe Butner, Buck Buchanan, Bill LeBeau, Jessie Murdock (via Zoom), Robin Whatley (via Zoom), Vice Mayor Dee Jenkins and Mayor Charles German (via Zoom).

**Others present:** Town Manager Russ Martin, Finance Director Michael Showers (via Zoom)  
Town Clerk Cindy Pemberton (Via Zoom)

**3. Pledge of Allegiance.**

Vice Mayor Jenkins led the Pledge of Allegiance.

**4. Public Hearing for comments on the proposed Fiscal Year 2021 Final Budget.**

- **Staff Report**

Finance Director Mike Showers stated the document before Council for approval is the exact document with the exact numbers as the tentative budget, noting that the delay in adopting the budget was to see if there was a significant impact from the COVID-19 pandemic. Showers noted that the Town has not been heavily impacted.

In response to question from Councilor Butner, Finance Director Showers noted total revenues, including state and local income are approximately \$180,000 short from projected.

Council Butner requested clarification regarding the revenue summary questioning an increase of approximately \$100,000 more for FY 2021. Showers indicated that \$200,000 was added for the possibility that revenues come in better than expected and we would be able to adjust wages for some increases that were not able to happen because we were looking at the revenues being less. Showers stated the reality is the actual budget revenue was approximately \$100,000 less than what we budgeted for last year but we added on \$200,000, not as part of our actual expenses that we are going out and spending now, but the ability to cover raises and gives the Council the opportunity to do some raise adjustments later in the year, if we see that revenues are doing well. Showers noted that when compared to actual this year with actual from 2019 we are \$300,000 higher in fiscal year 2020 than in fiscal year 2019.

Councilor Whatley stated she would like to see an increase for the Meals on Wheels Program from the current \$7,500 to \$15,000.

Manager Martin noted that Council has a line item under Non-Departmental Community Outreach. Last year this line item was \$12,000 and Council ended up spending about \$15,000. The items that were sponsored last year are not anticipated to be sponsored this year.

Vice Mayor Jenkins stated is supported Robins request for \$15,000 for Meals on Wheels Program.

Council Member Murdock and Butner stated support for more money to be given to giving Meals on Wheels. Manager Martin stated direction to staff is clear enough and Council would not have to include it in a motion.

Councilor Murdock requested that Elaine Bremner be invited to attend the Budget work sessions next year to give her presentation prior to adopting the budget.

In response to a question from Vice Mayor Jenkins, Finance Director Mike Showers stated the Quarterly Report will probably by or before the end of September.

- **Public Hearing Open for comments**

**Elaine Bremner:** Ms. Bremner thanked Council for the support and reported that she has received \$12,500 from Arizona Community Foundation for the purchase of a van and would like Council to consider matching that amount.

**Jackie Baker:** Stated she had a question to Mike Showers regarding the Financial Operation Guide. Manager Martin informed her that item is on the Regular Session, we are only speaking about the Budget. Jackie questioned the Enterprise Fund Summary page showing Waste Water Fund and Water Fund, stating she does not know what the water fund is but stated when Council assumed the Sanitary District it was explained several times that all of the expenses would be paid by fees collected. Baker questioned why wages and related operating expenses are included in this budget.

Showers stated this is a summary of each major section of our budget. The Town has a General Fund, Debt Service Fund, Capital Improvement Funds, Revenue Funds and Enterprise Funds. Showers indicated the Town has potentially 2 Enterprise Funds, our current Wastewater Fund, which is an Enterprise Fund, and a potential of purchasing a water company that would create a new Water Fund. The debt service portion is not a part of the budget, the Town has the fiduciary responsibility to maintain. Showers stated this is not a part of the budget but placed in the budget so it can be seen, only because it is not published anywhere else? Manager Martin explained to Baker the Water Fund is a proposed Fund in the event we purchase the Water Company.



- **Public Hearing Closed**

Mayor German closed the public Hearing

Councilor Whatley questioned the grant opportunity that has presented itself to Meals on Wheels. Our line item has only \$15,000 and questioned what could the town further do? Martin explained CIP funds are usually go toward those type of assets. Russ indicated that would be a future discussion for Council ultimately that is a future conversation coming forward with looking at the 1.3 million CARES Act Money.

**5. Discussion, Consideration and Possible approval of the “The Town of Camp Verde FY21 Final Budget”.** Staff Resource Michael Showers

On a motion by Whatley, seconded by Murdock, Council unanimously approved the Town of Camp Verde FY 21 Final Budget. Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, Buchanan, LeBeau, and Butner voted in favor.

**6. Adjournment.**

Without objection, Mayor German adjourned the meeting at 6:31 p.m.

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

\_\_\_\_\_  
Attest: Town Clerk Cindy Pemberton

**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 Session of the Town Council of Camp Verde, Arizona, held on August 19, 2020. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Cindy Pemberton, Town Clerk

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**Agenda Item Submission Form – Section I**

Meeting Date: September 2, 2020

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

Requesting Department: Public Works

Staff Resource/Contact Person: Ron Long

Agenda Title (be exact): Discussion, consideration, and possible approval of Resolution 2020-1053 which would have the effect of transferring an ADOT Drainage Easement to the Town of Camp Verde and authorization for the Mayor to sign the ADOT Four Year Advance Waiver of Abandonment.

List Attached Documents: Resolution 2020-1053 and ADOT Four Year Advance Waiver of Abandonment

Estimated Presentation Time: 5 Minutes

Estimated Discussion Time: 10 Minutes

Reviews Completed by:

X Department Head: Ron Long       Town Attorney Comments: N/A

Finance Review: Budgeted  Unbudgeted X N/A

Finance Director Comments/Fund:

Fiscal Impact: This action would have no fiscal impact.

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

Comments: None

Background Information: ADOT has an USFS Easement to operate a Detention Basin, which is located just south of the Sports Complex (between the Complex property and SR 260), to reduce flooding in the area. With ADOTs agreement Staff has requested that the USFS transfer the Drainage Easement to the Town of Camp Verde. The USFS has indicated that they would approve transfer with ADOTs permission. Transfer of the Easement would be of benefit to the Town for a multitude of reasons; we could utilize the basin for ground water recharge, construct more walking pathways and off road bicycling trails, and improve the drainage in the area. Ultimately, it would then be our responsibility to maintain the operation of the basin in perpetuity.

***Recommended Action (Motion):*** Approve Resolution 2020-1053 and authorize the Mayor to sign the ADOT Four Year Advance Waiver of Abandonment.

***Instructions to the Clerk:*** None



**RESOLUTION 2020-1053**

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL  
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,  
HEREBY WAIVES THE FOUR-YEAR ADVANCE NOTICE OF ABANDONMENT IN  
ACCORDANCE WITH THE PROVISIONS OF THE ARIZONA REVISED STATUTES  
28-7209, WHICH WILL ALLOW THE STATE OF ARIZONA, BY AND THROUGH ITS  
DEPARTMENT OF TRANSPORTATION (ADOT) TO ABANDON, ACCORDING TO  
LAW, ALL OF ITS JURISDICTION, OWNERSHIP, AND MAINTENANCE IN AND  
TO SAID RIGHT OF WAY TO THE TOWN OF CAMP VERDE FOR A CONTINUED  
DRAINAGE FACILITY.**

**WHEREAS**, The Town of Camp Verde has been working with the United States Forest Service and ADOT to transfer an easement to the Town to allow the Town the ability to construct trails in the basin, utilize the basin for ground water recharge, and for the purpose of providing better drainage in the area.

**WHEREAS**, this property is located just South of the Camp Verde Sports Complex (between the Camp Verde Sports Complex property and State Route 260) also identified by ADOT at S-326-713/260 YV 222 H4832 01R, General Crook Trail Highway, Airport Wash-Camp Verde.

**NOW THEREFORE**, the Mayor and Common Council of the Town of Camp Verde resolve, And hereby authorize and direct the Mayor to take all steps necessary to carry out the purpose and intent of this Resolution. Passed and approved by a majority voted of the Common Council at the Regular Session of September 2, 2020.

**PASSED AND ADOPTED:**

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

Attest:

Approved as to form:

\_\_\_\_\_  
Cindy Pemberton, Town Clerk

\_\_\_\_\_  
William Sims

July 15, 2020

TOWN OF CAMP VERDE

Subject: Four Year Advance Waiver of Abandonment A.R.S. § 28-7209  
S-326-713 / 260 YV 222 H4832 01R, General Crook Trail Highway, Airport Wash – Camp Verde

To Whom It May Concern,

In response to the Town’s request and in accordance with the ADOT Northcentral District approval, the attached highlighted area will be abandoned by ADOT to the Town of Camp Verde by State Transportation Board action for continued use as a drainage facility.

In order to proceed, please execute the Waiver below of the Four-Year Advance Notice of Abandonment. The Waiver must be executed in conjunction with an action by the Town of Camp Verde Council in the form of an ordinance or resolution in support of said Waiver. The jurisdiction, ownership, and maintenance of the right of way will be transferred from ADOT to the Town of Camp Verde, according to law, effective as of the date of recordation of the Resolution of Abandonment.

Please provide the Town Council approved action supporting this request, along with a copy of the signed waiver below to my attention at the 205 address below.

Sincerely,

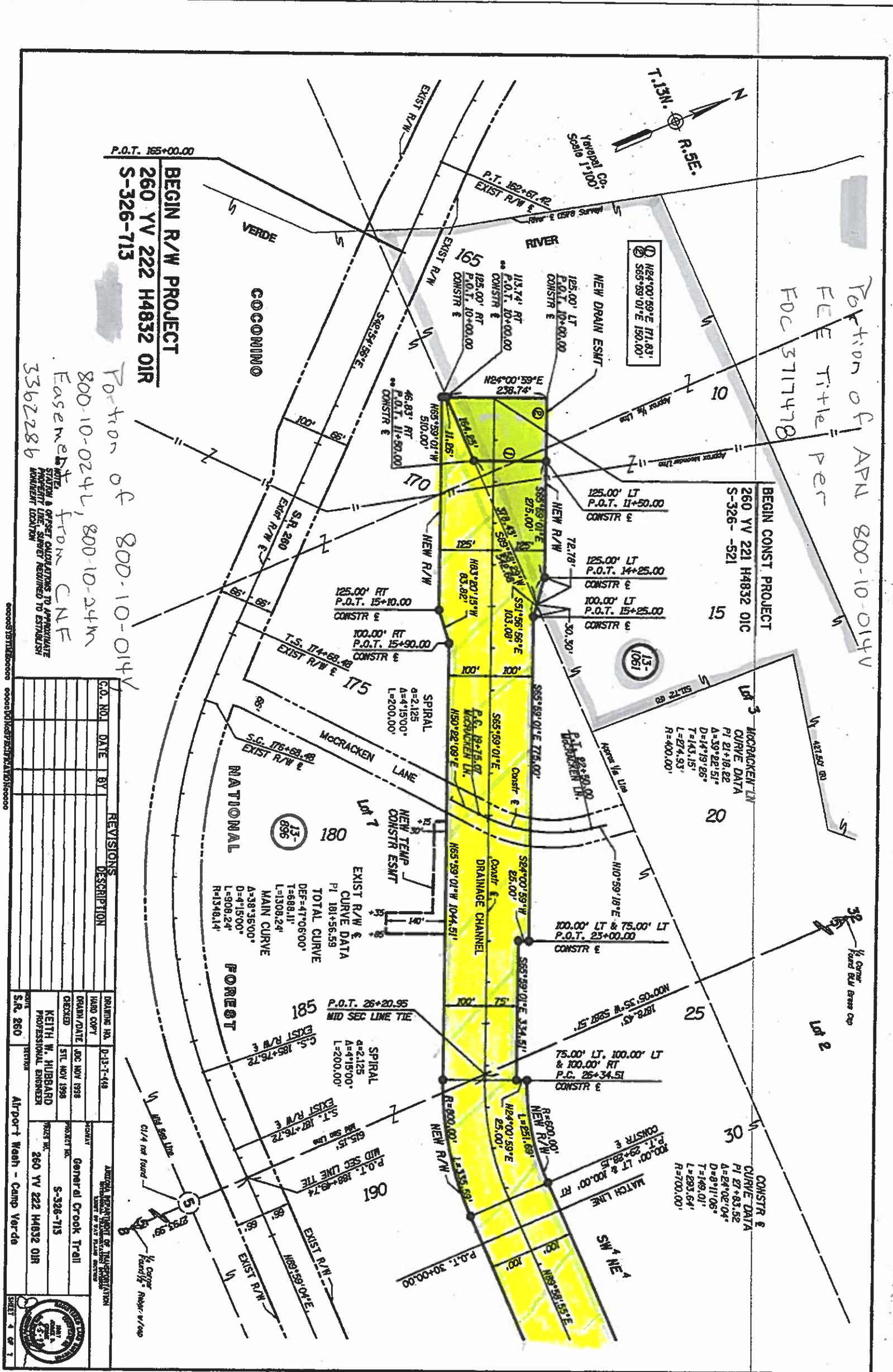
  
Paula Gibson  
Arizona Department of Transportation  
Right of Way Administrator  
205 S. 17<sup>th</sup> Ave., MD 612E  
Phoenix, AZ 85007-3212

— — — — **WAIVER** — — — —

By signing below, the Town of Camp Verde hereby waives the Four-Year Advance Notice of Abandonment, in accordance with the provisions of Arizona Revised Statutes § 28-7209, which will allow the State of Arizona, by and through its Department of Transportation (ADOT) to abandon, according to law, all of its jurisdiction, ownership, and maintenance in and to said right of way to the Town of Camp Verde for a continued drainage facility.

**Signature** **Title** **Date**

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**Agenda Item Submission Form – Section I**

**Meeting Date:** September 2, 2020

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

**Requesting Department:** Library

**Staff Resource/Contact Person:** Kathy Hellman

**Agenda Title (be exact):** Community Assessment Project with James LaRue

**List Attached Documents:**

**Estimated Presentation Time:** 20 minutes

**Estimated Discussion Time:** 5 minutes

**Reviews and comments Completed by:**

Town Manager: \_\_\_\_\_  Department Head: \_\_\_\_\_

Town Attorney Comments: \_\_\_\_\_

Risk Management: \_\_\_\_\_

**Finance Department**  
**Fiscal Impact:** \_\_\_\_\_  
**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_  
**Comments:** \_\_\_\_\_

**Background Information:** In March 2020 I submitted a grant proposal to the State Library for a staff development day mini-grant with the intention of bringing someone in to put a new spin on staff training. Upon reading our grant proposal, the reviewers felt we actually expressed a need for community assessment/strategic planning rather than staff training. Someone from the State Library called and told me that Sedona was bringing James (Jamie) Larue, former director of the Douglas County (Colorado) Libraries, widely known as one of the most successful and innovative public libraries in the nation, to Arizona. The opportunity was too good to pass up. I decided to coordinate the timing of Jamie's visit with Sedona Public Library, and the State Library agreed to increase our grant from \$4,000 to \$10,000. Normally Jamie meets with the Library Board when he embarks on Community Analysis/Strategic Planning projects. In lieu of a library board, Camp Verde Community Library answers to Town Council and our Town Manager, making it most expedient to bring Jamie to talk to you at a regular Council meeting.

**Recommended Action (Motion):**

**Instructions to the Clerk:** Technical ability to show presentation to members of the Council and the public needed..

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Town of Camp Verde

Meeting Date: September 2, 2020

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

**Requesting Department:** Administration

**Staff Resource/Contact Person:** Russ Martin

**Agenda Title (be exact):** Discussion, consideration and possible approval of the use of the CARES Act monies received in the amount of 1,284,000. The request includes capital improvement projects as well as possible designation for reserve and/or other items within the approved final Town Budget.

**List Attached Documents:**

1. CIP priority list from Winter/Spring 2020.
2. Informal survey of City/Town/County Managers on use of CARES Act funding

**Estimated Presentation Time:** 10 minutes

**Estimated Discussion Time:** 30 minutes

**Reviews Completed by:**

- Department Head: Russ Martin
- Town Attorney Comments: N/A
- Finance Department:

**Background Information:** Congress passed the CARES ACT near the beginning of the Covid-19 pandemic that allowed for local governments to receive monies to shore up local governments to ensure government services, specifically Public Safety were not compromised by losses in revenue. This worked well and gave local governments including ours the ability to continue to serve through the early stages of this pandemic.

At this point it appears the Town has fared well enough to consider using this funding to continue progress locally to maintain/repair some of our infrastructure and facilities for the future that was put off in this years' budget because of revenue concerns. This work also will allow us to prepare for what could be an economic downturn and a reduction or leveling off of revenues from the state and locally. It is with that kind of mindset that staff hopes to address the use of the funds. Attached is the final version of what Council had worked through in the winter/spring for priorities in 2020 and with added projects that are timely or limit future costs and from a staff prospective need consideration as well.

Staff is hoping to hold about one-third to one-half for reserve to maintain a cushion for possible prolonged revenue lag, reduction statewide or changes locally in revenues. An informal survey after a recent statewide Managers meeting gives you some idea what others may be doing. Additionally, the consideration for continuing progress on Street infrastructure as well as consideration of use to increase the Public Safety Retirement System (PSRS) funded percentages that can reduce future year contributions. A streets example is the addition to this list of repair work to Montezuma Castle Highway (MCH) in a couple stretches. We have attempted to fix/repair with recycled asphalt and cold mix for several years with limited results and continues to be difficult to maintain. There are 2 sections of MCH that have the rough surface. The most noticeable one is located in the north bound lane in the vicinity of the intersection with Camp Lincoln. The other is in the same north bound lane and starts just after crossing Black Bridge. They both need to have that north bound lane milled and repaved as other solutions continue to not yield the results we would like. The estimated cost to mill 2-inches of the existing asphalt and repave these areas is about \$110,000.

PSRS is a little of a moving target as actuarial changes continue to drive up the actual cost of our obligation. It is difficult to determine exactly what impact placing monies toward this would have on future contribution rates but this is certainly an obligation we continue to need addressed in the long term.

Additional items included in this request not previously reviewed include a remodel of the front door at CVMO, the current door is often broken (wind grabs the door, etc.) and requires touch entry of phone/handle this pocket door would increase the ease of use for all, limiting public contact with surfaces. IT has suggested two critical projects, replacement of the Spillman server, CVMO main source of IT operations/software and placement of a generator at the gym to maintain services in power outages, this has already been ordered as a priority, however limited funding was remaining to maintain servers and replacement of computer equipment, original budget request was for \$65K, this would put that back to ensure we continue to maintain/replace this equipment.

Fully funding the following below would leave less than 500K to direct ultimately to reserves or other items such as PSPRS.

***Recommended Action (Motion): Move to approve an amendment to the Capital Improvement Budget by adding the following project line budgets and funding from the CARES ACT monies: (\$825,000)***

Projects utilizing Council Scoring/Staff Updates

<i>Court Security Checkpoint</i>	<i>Grant Covered</i>
<i>Verde Lakes Drainage – Northwest (Engineering)</i>	\$ 15,000
<i>Verde Lakes Drainage - South Forest (Engineering)</i>	\$ 15,000
<i>Verde Lakes Drive Culvert/Concrete (staff only)</i>	\$ 125,000
<i>Pool Filter &amp; Heater (for next season)</i>	\$ 60,000
<i>Sidewalk Repairs</i>	\$ 14,100
<i>Gazebo Repair/Replacement (updated estimate)</i>	\$ 43,000
<i>Roof Repair – 300 Building</i>	\$ 23,450
<i>Arena (already allocated)</i>	\$ 100,000
<i>Meals on Wheels Van (grant match)</i>	\$ 12,500
<i>Council Chambers</i>	\$ 25,437
<i>CD/PW Document Scanner</i>	\$ 13,000
<i>IT Capital Fully Fund (Regular Replacement)</i>	\$ 35,000
<i>Spillman Server</i>	\$ 35,000
<i>Automatic Pocket Door CVMO Entrance</i>	\$ 8,000
<i>Building for Street Equipment (Contractor Slab, staff rebuild)</i>	\$ 75,000
<i>Montezuma C. Hwy Mill/Repave</i>	\$ 110,000
<i>Man Lift (Street Tree Trimming)</i>	\$ 31,000
<i>Finnie Flat/Cliffs Parkway Inter. Signal Upgrade</i>	\$ 50,000
<i>Digital Message Boards</i>	\$ 35,000

# Town of Camp Verde FY21 Capital Improvements Plan Rating Sheet

## Major Projects

Project	Pts	Need	Ops	Safety	S-Plan	Total	Funding	Timing
1. Verde Lakes Drainage Imprvmnts - Northwest	20	28	18	27	2	73	5-C/1-R	2-FY21
2. Patrol Vehicles	10	28	24	26		78	4-C/2-D	3-FY21
3. Public Road Maintenance Program - Cycle 1	9	17	15	15		47	5-C/1-R	
4. CVMO Personnel Parking Lot Improvements	8	12	15	11		38	6-C	2-FY21
5.								
6.								

## Minor Projects

Project	Pts	Need	Ops	Safety	S-Plan	Total	Funding	Timing
1. Court Security Checkpoint	14	26	20	27		73	4-C/2-R	6-FY21
2. Pool Filter & Heater	12	19	20	12		51	6-C	2-FY21
3. Verde Lakes Drive Culvert Package	12	19	16	18	2	53	5-C/1-R	4-FY21
4. Verde Lakes Drainage Imprvmnts - South Forest	6	22	18	23	2	63	4-C/2-R	2-FY21
5. ComDev Shipping Container	6	20	22	13	3	55	6-C	4-FY21
6. Sidewalk Repairs	5	15	18	23		56	6-C	4-FY21
7. Gazebo Replacement	5	18	16	26	1	60	6-C	2-FY21
8. Court Replace HVAC	5	16	18	12		46	6-C	3-FY21
9. Roof Repair - 300 Building	5	19	18	22		59	4-C/2-R	4-FY21
10. Verde Lakes West Stormwater Diversion	3					0		
11.								
12.								

**Town of Camp Verde**  
**FY21 Capital Improvements Plan**  
 Council Planning Sheet

**Minor Projects**

**General Fund**

Functions	Dept	Odate	Page	Pts	Project	Total Cost
Public Use Facilities	P&R	FY20	26	12	Pool Filter & Heater	\$ 76,315
	<b>Total Public Use Facilities</b>					
Public Use Infrastructure	Mnt	FY21	27	5	Sidewalk Repairs	\$ 14,100
	Str	FY21	28	1	Library Parking Lot Chip Seal	\$ 17,500
	Str	FY21	29		Digital Speed Detector Signs	\$ 25,000
	StW	FY21	30		Hwy 260/Verde Lakes Diversion	\$ 75,000
	StW	FY21	31	12	Verde Lakes Drive Culvert Package	\$ 48,795
	StW	FY20	32	6	Verde Lakes Drainage Imprvmnts - South Forrest	\$ 74,000
	StW	FY20	33	3	Verde Lakes West Stormwater Diversion	\$ 63,500
	StW	FY18	34		Bashas County Wash Cleanout	\$ 45,000
<b>Total Public Use Infrastructure</b>						<b>\$ 362,895</b>
Parks	ED	FY21	35	2	Sesquecentennial Park Phase 2	\$ 18,000
	ED	FY21	36		Rezzonico Park Development	\$ 25,000
	ED	FY21	37		Cook Shack Pocket Park	\$ 9,000
	Mnt	FY21	38		Tuff Shed & Golf Cart	\$ 18,000
	ED	FY20	39	1	Parsons Park	\$ 15,600
<b>Total Parks</b>						<b>\$ 85,600</b>
Economic Development & Tourism	ED	FY21	40	1	Industrial Drive & Wilshire Roundabouts	\$ 34,000
	ED	FY21	41		Wayfinding Signs	\$ 70,700
	CD	FY20	42		Business Signage	\$ 30,000
<b>Total Economic Development</b>						<b>\$ 134,700</b>
Town Facilities	Mnt	FY21	43	1	Library Bus Stop	\$ 11,100
	Mnt	FY21	44	5	Roof Repair - 300 Building	\$ 23,450
	Mnt	FY21	45	1	Roof Repair - Archeological Center	\$ 14,950
	Mnt	FY19	46		Bldg 100 Restroom Remodel	\$ 50,000
	Mnt	FY18	47	5	Gazebo Replacement	\$ 38,279
	P&R	FY18	48		P&R Town Bldg Upgrades	\$ 60,700
	Court	FY21	49	14	Court Security Checkpoint	\$ 68,500
	Court	FY21	50	5	Court Replace HVAC	\$ 12,360
	Str	FY20	51		HURF Streetyard Improvements	\$ 25,000
	CVMO	FY21	52		CVMO Dispatch Remodel	\$ 11,600
Libr	FY20	53	2	Library ADA Door Operators	\$ 14,000	
<b>Total Town Facilities</b>						<b>\$ 329,939</b>
Town Systems & Equipment	Str	FY21	54		Gooseneck Trailer	\$ 18,500
	CD	FY21	55	6	ComDev Shipping Container	\$ 5,300
	CD	FY21	56		ComDev Wide Format Scanner	\$ 13,000
	Coun	FY21	57	1	Council AV Upgrade	\$ 25,437
<b>Total Town Systems &amp; Equipment</b>						<b>\$ 62,237</b>
<b>Total Projected Cost - All Projects</b>						<b>\$ 1,051,686</b>

**Town of Camp Verde**  
**FY21 Capital Improvements Plan**  
 Council Planning Sheet

**Major Projects**

**General Fund**

Functions	Dept	Odate	Page	Pts	Project	Total Cost
<i>Public Use Infrastructure</i>	Str	FY17	8	9	Public Road Maintenance Program - Cycle 1	\$ 1,560,718
	Str	FY21	9	5	Public Road Maintenance Program - Cycle 2	\$ 1,694,695
	Str	FY20	10		Circle K Intersection Adjustment	\$ 815,000
	Str	FY19	11	5	Hwy 260 & Out of Africa Connector Road	\$ 369,150
	Str	FY20	12		Finnie Flat & Montezuma Castle Streetscape Imprvmnts	\$ 7,141,432
	StW	FY20	13		Cherry Creek Crossing Improvements	\$ 1,400,000
	StW	FY18	14	5	Glenrose/Quarterhorse Drainage Control	\$ 170,000
	StW	FY18	15	1	Gaddis Wash Improvements	\$ 165,000
	StW	FY20	16	20	Verde Lakes Drainage Imprvmnts - Northwest	\$ 276,000
	StW	FY20	17		Amore Drive Diversion & Pump Station	\$ 235,900
	PW	FY20	18	4	CDBG: 7th St. and Hollamon	\$ 431,000
	W		-	4	Water System Acquisition	
<b>Total Public Use Infrastructure</b>						<b>\$ 14,258,895</b>
<i>Town Facilities</i>	Str	FY21	19		HURF Equipment Garage	\$ 150,000
	CVMO	FY21	20	8	CVMO Personnel Parking Lot Improvements	\$ 109,080
	CVMO	FY20	21		Solar Shade Structure	\$ 139,500
<b>Total Town Facilities</b>						<b>\$ 398,580</b>
<i>Town Systems &amp; Equipment</i>	CVMO	FY20	23	10	Patrol Vehicles	\$ 415,000
<b>Total Town Systems &amp; Equipment</b>						<b>\$ 415,000</b>
<b>Total Projected Cost - All Projects</b>						<b>\$ 15,072,475</b>



ACMA - Manager's Questions

#	RESPONSES	DATE
1	Making investments necessary due to Covid (updating Council chambers, technology, physical touchless improvements, safety investments for Police) Restored some projects that were cut due to revenue loss Business assistance program Added to contingency for unplanned resurgence needs	8/20/2020 11:55 AM
2	Used the Governor's allocation for public safety salaries/benefits as required.	8/17/2020 3:56 PM
3	have it set aside in reserve in case we experience additional financial struggles. Have a number of public safety capital items that were not funded in this year's budget. if funds are not needed to cover payroll for public safety it may be programmed into next year's budget for unmet capital and/or payroll needs	8/17/2020 11:30 AM
4	The City of Willcox is putting the funding aside until January as reserves in case we see a major loss in revenue.	8/17/2020 10:41 AM
5	The council has appointed a subcommittee which had its first meeting last Friday. They will be exploring needs and best solutions for our community.	8/17/2020 10:18 AM
6	\$100,000 for a grant program. \$100,000 to programs removed from the budget due to covid impacts, and \$164,855 as a reserve for lost revenue in the 2021 FY.	8/14/2020 11:49 AM
7	We used it to help support our General Fund due to anticipated shortfalls in TPT and State Shared Revenues.	8/14/2020 8:58 AM
8	We have not made any specific plans yet. Reserve, possibly pay down PSPRS, small Capital projects	8/14/2020 8:58 AM
9	No decision yet	8/13/2020 7:45 PM
10	We used some of the money to help with utilities and rent for businesses( bars, theaters, and gyms) that were mandated to be closed by executive order. We are waiting to determine where best to use the rest of the money.	8/13/2020 4:20 PM
11	Reimbursements for first responders.	8/13/2020 3:56 PM
12	Law Enforcement PPE Testing Remodeled City Hall and other buildings for health safety issues	8/13/2020 3:49 PM
13	Used approximately 95% for police and fire payroll expenses and 5% for COVID-19 Small Business Relief Grants.	8/13/2020 2:53 PM
14	Set aside about 25% of the funds for two focus areas - Small Business and Non Profit. The rest is now set aside for revenue loss due to COVID 19	8/13/2020 2:50 PM
15	Put it in a contingency fund.	8/13/2020 2:46 PM
16	Offset police and fire operational expenses	8/13/2020 2:18 PM
17	Supported Non-profit that provided food or aid to the community due to COVID issues. Supported a business reemergence program assisting with rent and PPE.	8/13/2020 1:46 PM
18	Utilize it for public safety costs, a COVID-19 community testing event, covid-related expenses, a small business assistance grant program, and revenue stabilization	8/13/2020 1:00 PM
19	Relative to the Cares money we received from the state, we used the money to cover Public Safety Costs which freed up an equal amount we used for Capital projects. mostly in the Public Safety area but some for other areas as well. As an entitlement organization, we also received Cares money from HUD through CBDG which we used for public service needs such as Rental assistance, mortgage assistance, utilities assistance, food assistance and COVID blitz testing in partnership with one of our local health clinics.	8/13/2020 12:58 PM
20	Our funds are being held in reserve to provide revenue shortfalls should we see decreases in the coming months/years to come.	8/13/2020 12:46 PM
21	Hold to cover potential revenue shortfall. If it is not needed, we will use it next year to pay down general fund debt.	8/13/2020 12:44 PM
22	We are planning to add it to the general fund reserves. We will monitor general fund revenues and will use the CARES money to make up revenue shortfalls over the next two fiscal years.	8/13/2020 12:27 PM

## ACMA - Manager's Questions

23	Not allocated yet until more revenue data is collected. Will address in October.	8/13/2020 12:02 PM
24	Large % to business program Smaller % for vulnerable population Large % internal technology upgrades Large % to reserves	8/13/2020 11:58 AM
25	We are relying on CARES funding to offset the loss of State Shared revenue.	8/13/2020 11:51 AM
26	We received AZCARES funds from the State rather than directly from federal govt. Used it as required to reimburse salaries and EREs for public safety personnel.	8/13/2020 11:50 AM
27	Offset public safety costs and distributed to the community - small businesses, workers and families, and non-profits...	8/13/2020 11:44 AM
28	Emergency Services wages	8/13/2020 11:40 AM
29	Cover expenses of first responders	8/13/2020 11:39 AM
30	reserves	8/13/2020 11:38 AM
31	Saving the money is case of revenue shortfall	8/13/2020 11:36 AM
32	Replaced lost revenues to balance budget.	8/13/2020 11:35 AM
33	funded PPE's; funded COVID19 Response team partnering with County Health, ASU, Native Health, Pascua Yaqui Tribe ; key funded Promotoras	8/13/2020 11:34 AM
34	cover police and fire wages	8/13/2020 11:32 AM