

**SECOND AMENDED AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, NOVEMBER 4, 2020 at 6:30 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/82549338342?pwd=bzhsQWlOYXpGdnlQdzVPbkxSYksyQT09>

ADDING THE FOLLOWING ITEMS

6. Special Announcements and Presentations

- Honorable Judge Paul Schlegel will administer Oaths of Office to the newly Elected Officials, followed by the seating of the new Council Members. Staff Resource: Cindy Pemberton
- **RECOGNITION AND PRESENTATION OF APPRECIATION TO OUTGOING MAYOR CHARLES GERMAN FOR HIS YEARS OF SERVICE TO THE TOWN**
- **RECOGNITION AND PRESENTATION OF APPRECIATION TO COUNCIL MEMBER BUCK BUCHANAN FOR HIS YEARS OF SERVICE TO THE TOWN**
- **PRESENTATION OF CERTIFICATE OF APPRECIATION TO CRIS MCPHAIL FOR HER SERVICE ON THE PLANNING AND ZONING COMMISSION**
- **PRESENTATION OF CERTIFICATE OF APPRECIATION TO JACKIE BAKER FOR HER SERVICE ON THE PLANNING AND ZONING COMMISSION**
- Traveling Vietnam Wall – Camp Verde. Presenters John Martinez and Guy Lamunyon to include Discussion, Consideration and request for sharing the cost of \$8,000.00 to bring the wall to Camp Verde.
- Proclamation – Designating November 1, 2020 as Extra Mile Day



Support your local merchants

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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 – October 7, 2020
 - b) **Set Next Meeting, Date and Time:**
 - 1) Regular Meeting – Wednesday November 18, 2020 at 6:30 p.m.
 - 2) Regular Meeting – Wednesday December 2, 2020 at 6:30 p.m.
 - c) **Quarterly Reports for the Planning Commission and Board of Adjustments & Appeals for the period of July through September 2020.** Staff Resource: Melinda Lee
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))

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7. Discussion, Consideration, and Possible Appointment of a Vice-Mayor for a two-year term. Staff Resource: Cindy Pemberton

8. Possible Appointment of one (1) member to the Planning & Zoning Commission for a term that expires January 2023 Staff Resource: Cindy Pemberton

9. Discussion, Consideration and Possible Approval of Ordinance 2020-A454 and Ordinance of the Mayor and Common Council of the Town of Camp Verde, Arizona, for the extension and increase of approximately 95 acres, as described and shown on Exhibit A, into the corporate limits of the Town of Camp Verde, Yavapai County, State of Arizona, pursuant to the provisions of Title 9, Chapter 4, Article 7, Arizona Revised Statutes and Amendments thereto, as requested by the Town of Camp Verde. The annexation area begins approximately 2,100 feet north of State Route 260 and approximately 2,150 feet east of Champion Trail, continuing North and East of the eastern corporate limits of the Town of Camp Verde. It incorporates two town owned parcels designated for the existing Wastewater Treatment Plant Facility. Certain property is contiguous to the existing Town of Camp Verde limits of the Town of Camp Verde, as described, shall be annexed thereto. Staff Resource: Melinda Lee

~~**10. Public Hearing, Discussion, and Possible Recommendation to the Town**~~

~~Council for an application submitted by Town of Camp Verde Community Development for a Text Amendment for the following: Shipping Containers: Section 312.A, B, and general citations; Signs: Section 404, Standards for Portable/Temporary Signs; of the Town of Camp Verde Planning & Zoning Ordinances and Subdivision Regulations. Staff Resource: Melinda Lee~~

- ~~● Staff Report~~
- ~~● Open Public Hearing~~
- ~~● Close Public Hearing~~
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11. **Discussion, Consideration and Possible Approval of Job Order Contract # 20-142 Hollamon Sidewalk Project (CDBG 131-18) possibly awarding the Base Bid amount of \$211,637.73 and Alternate Amount of \$162,216.32 for a total of \$373,854.05 to McDonald Brothers, Inc including the consideration of additional capital improvement funding to the budgeted Community Development Block Grant (CDBG) funding to complete the project.** Staff Resource Ron Long

12. **Discussion, Consideration and Possible Approval of *RESOLUTION 2020-1056. "A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, DESIGNATING THE COPPER CANYON FIRE AND MEDICAL DISTRICT AS THE FIRE SERVICE AGENCY FOR THE TOWN OF CAMP VERDE; DIRECTING THAT ANY ANNEXED PROPERTY OF THE TOWN OF CAMP VERDE ALSO BE INCLUDED WITHIN THE JURISDICTIONAL BOUNDARIES OF THE COPPER CANYON FIRE AND MEDICAL DISTRICT; AND DIRECTING THAT THE TOWN MANAGER AND STAFF BE AUTHORIZED TO TAKE ALL ACTION NECESSARY TO IMPLEMENT THE SAME"*** Staff Resource: Russ Martin

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

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ITEM 10 REMOVED FROM AGENDA



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17. **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 Bashas on 10-30-2020 at 9:45 a.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.

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17. **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 Bashas on 10-29-2020 at 10:00 a.m.

Cindy Pemberton

Cindy Pemberton, Town Clerk

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DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 7, 2020 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

Vice Mayor Jenkins called the meeting to order at 6:33 p.m.

2. Roll Call

Vice Mayor Dee Jenkins, Councilor Bill LeBeau, Councilor Robin Whatley (zoom), Councilor Joe Butner, Councilor Jesse Murdock and Councilor Buck Buchanan are present. Mayor Charles German is absent.

Also Present

Town Manager Russ Martin, Town Clerk Cindy Pemberton and Rec Secretary Jennifer Reed.

3. Pledge of Allegiance

Vice Mayor Dee Jenkins led the Pledge.

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

a) Approval of the Minutes:

1. Regular Session – September 16, 2020

b) Set Next Meeting, Date and Time:

1. Regular Meeting – Wednesday October 21, 2020 at 6:30 p.m.
2. Regular Meeting – Wednesday November 4, 2020 at 6:30 p.m.

c) Possible Approval of Resolution 2020-1055, A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, to authorize the application for a clean water state revolving fund loan from the Water Infrastructure Finance Authority of Arizona. Staff Resource: Mike Showers

d) Possible Approval of an Intergovernmental Agreement for Regional Emergency Operations Management and Disaster Services between Yavapai County and the Town of Camp Verde. Staff Resource: Marshal Corey Rowley

e) Possible Approval of Proposed PPE Grant Program to be administered by the Town of Camp Verde Economic Development Department. Staff Resource: Jessica Bryson

Motion made by Councilor LeBeau to approve the consent agenda. Second was made by Councilor Buchanan. Councilor Butner would like to pull Item 4E for further discussion. He would like an explanation as to who would fill out the application and how it will be administered. Jessica Bryson read through her proposal (see attached). Vice Mayor Jenkins suggested also adding a limitation by business; small business might need as much as a larger business. **Motion** carried unanimously with Vice Mayor Jenkins, Councilors Whatley, Murdock, Butner, LeBeau, and Buchanan approving.

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Ron Poster- would like to thank the Council and volunteers, he visited and loved the new arena. He said some people don't get thanked and wanted to express his gratitude.

6. **Special Announcements and presentations**

- **Discussion of Attorney General's response to Open Meeting Law Violation on July 17, 2020. Staff Resource: Bill Sims and Cindy Pemberton**

Attorney Bill Sims reviewed the situation. The AG's Office was complementary about how things came out. The situation came out of unintended consequences. Town Clerk Cindy Pemberton thanked Council members and everyone who attended the training, this helped the AG's decision and showed that we took proactive measures.

7. **Discussion, Consideration and Possible Direction on use of the land lease by the Camp Verde Arena Association (CVAA) for Kart Races.** Staff Resource: Russ Martin

Town Manager Russ Martin stated this item came from a request from CVAA. Council will consider the lease language and could talk about making the suggested changes.

President of CVAA Mary Phelps stated the language in the lease states the property is to be open to general public; allowing for different types of events. The lease doesn't say no go kart races. CVAA's job is to run, manage and bring in events to this location. She is concerned and read through the lease duties. She feels the Parks and Rec

Department doesn't want to hear about every single event. She would like to remove, under *Section 4: Duties of CVAA*, Paragraph F in the lease.

Councilor Whatley asked if the Town would be responsible to foot additional bills. Ms. Phelps stated CVAA is continuing to look for grants/sponsors to build that particular area. CVAA cannot say they will never come back to ask for money. After some discussion Councilor Whatley wants it to operate on its own and doesn't want the Town to be expected to pay more.

President of Arizona Carting Alliance, Randy Ricketts gave an overview of the club; it has existed for two years and has grown to almost 500 members. He also described the contributions the club has done in the surrounding communities.

Matt Scott a member of the Carting Alliance described the karts that are used in events.

Councilor Buchanan asked about the possible noise issue. Robbie Ellen, another member of the Alliance, said the noise from the carts are well under 98 decibels.

Councilor Murdock stated the Arena Association manages and runs the property, but it is up to the Town to own and to provide investments over the years. This is a CIP project that we need to continue to support. She has read over the information and said some of her frustration is not knowing what is going on the property. Ultimately it is the Town's property, and if there is any development out there; some kind of communication should come out about it. Ms. Murdock doesn't feel like we should remove anything from the lease agreement. She read Item 1 b and said she would like a little more communication with what is happening out there. She is proud of all the money that was spent, and thanked the Arena Association.

Councilor Butner asked if any of the area could be used as parking and not exclusive to racing area. Mr. Ricketts said the Pit area could be utilized for parking but the racing area would be exclusive to racing because of the set up. They are still discussing the actual size of the track. They would only expect to hold about 2 events a month.

Councilor Butner stated that priority would go to equestrian events.

Town Manager Russ Martin explained the special event permit process and said there is a reason the process is in place.

Ms. Phelps is frustrated about having to first go through town before they can secure an event.

No direction was given at this time.

8. Presentation, Discussion and Possible Approval of a Quitclaim Deed to the Trust of Public Land relative to APN 404-20-024C, a parcel of land approximately .95 acres in size owned by the Town of Camp Verde, that would clarify title to the property by reason of abutment to meander land. Staff Resource: Steve Ayers

Economic Development Director Steve Ayers stated the Trust for Public Lands is working with the Coconino National Forest to transfer ownership of approximately 60 acres, known as the Toy Property, located at the confluence of the Verde River and

Beaver Creek. Directly adjacent to the Toy property lies a triangular parcel owned by the Town of Camp Verde, APN 404-20-024C. During the negotiations to transfer the land, the Forest Service objected to an exception in the Title Commitment (Exception #13) which reads, "The rights or claims of title, if any, by the Town of Camp Verde to that portion of Parcel 9 lying Southwesterly of Lot 5, as described in Deed recorded in Book 3892, page 667 of Official Records, by reason of abutment to meander land." Mr. Ayers read the definition of meander land; meaning a natural water way, subject to change over time.

The title company will delete Exception 13 from the TPL-USFS commitment based upon TPL receiving a quitclaim deed from the Town of Camp Verde, whereby the Town Quitclaims any portion of Parcel 9 lying northwesterly of the centerline of Beaver Creek. Mr. Ayers stated this means the Town won't go after any more additional land.

Motion made by Councilor Murdock to approve a quit claim deed to the Trust of Public Land relative to APN 404-20-024C, a parcel of land approximately .95 acres in size owned by the Town of Camp Verde, with the Town's attorney suggested addition. Second was made by Councilor Butner. **Motion** carried unanimously with Vice Mayor Jenkins, Councilors Whatley, Murdock, Butner, LeBeau, and Buchanan approving.

9. Discussion, Consideration and Possible Approval of a budget adjustment of up to an additional \$50,000 in the Capital Improvement line item for the additional costs to equip 5 replacement vehicles for the Marshal's Office. Staff Resource: Corey Rowley.

Marshal Rowley stated this is a Capital Improvement oversight on his part. CVMO was originally approved to purchase new patrol vehicles at a cost of \$300,000.00. The final vehicle pricing came in at \$316,727.33. The vehicles were ordered in an exigency situation due to low manufacture inventory. Due to the rush ordering, an oversight for additional necessary emergency equipment such as Toughbook computers for 4 vehicles totally \$14,301, 4 e-ticket Scanners totaling \$160.00, 4 Printers totaling 1,500.00, 4 docking stations totaling \$1,360.00 and 5 car radios \$11,100.34. With the oversight of the essential emergency equipment normally included in the original combined purchase request, we are seeking an additional \$45,148.67 above the original 300K approved from the Cares act. These requested funds will completely outfit 4 of the 5 vehicles purchased.

Councilor LeBeau wanted to clarify the amount CVMO is asking for. Mr. Martin stated he is having CVMO asks for up to \$50,000 to make sure it covers all costs.

Motion made by Councilor LeBeau to approve the budgeting of up to \$50,000 to properly outfit the remaining vehicles in the Marshal's order. Second was made by Councilor Buchanan. **Motion** carried unanimously with Vice Mayor Jenkins, Councilors Whatley, Murdock, Butner, LeBeau, and Buchanan approving.

10. 2020 Covid-19 Update – Staff Resource Russ Martin

Financial Update-Russ

Mike Showers relayed to Mr. Martin that all signs show we are in the positive for last month but he is still finishing up the numbers and will get to Council at a later date.

Operational Update- Town Manager Russ Martin

- Phase 2 is working just fine. Reduced open hours which encourages people to make appointments.
- New mask wearing signs have been placed around Town buildings.

- 11. 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))*

No public to speak.

- 12. 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.*

Councilor Butner attended the Az Jr. Rodeo and said it was tremendous. The Arena Association and volunteers are phenomenal. He also wanted to mention that Howard Parish passed away last week. The Calvary will do a rider-less horse presentation in the parade and during rodeo. His viewing is scheduled for later this month.

Councilor LeBeau also attended the Az Jr. Rodeo and said he hasn't seen that many people working so hard for no money. He was quite impressed.

Vice Mayor Jenkins attended a Yavapai College Zoom Meeting where they discussed the plan to put the Technical Center on the Clarkdale Campus. She also attended the FEMA Flood Control with Yavapai County Zoom Meeting and reported there are no changes to town flood maps. She also attended the PSPRS Meeting, the Colonial's Daughter Ceremony and the Fort Verde Days Rodeo Queen Pageant.

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

Town Manager Russ Martin:

- Working with the state about using the state park, for this weekend. He hasn't gotten clear direction but is still working on it.

- There are no special liquor licenses for this weekend. Dr. Christ is working on standards that special events will have to fall under, but are not done with those in time for this weekend.
- All Hands Meeting went well today, they used the gym for social distancing. Retirement discussions, engagement survey in November.
- Permanent Base Adjustment Meetings; Vice Mayor Jenkins and Counselor Whatley will meet early tomorrow morning at the library. If you haven't had yours, please call Mr. Martin and schedule a time.
- Still working on the paperwork for the Water Company Due Diligence Report. If you want a paper copy let Mr. Martin know or you can pick up thumb drive.

14. Adjournment

Vice Mayor Jenkins adjourned the meeting at 8:08 p.m.

Vice Mayor Dee Jenkins

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 Regular Session of the Town Council of Camp Verde, Arizona, held on October 7, 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



Town of Camp Verde

Exhibit A - Agenda Item Submission Form – Quarterly Reports for PZC & BOA

Meeting Date: October 21, 2010

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

Requesting Department: Community Development

Staff Resource/Contact Person: Melinda Lee, Community Development Director

Agenda Title (be exact):

Quarterly reports for the Planning Commission and Board of Adjustments & Appeals for the period of July through September 2020.

List Attached Documents:

1. Quarterly Report for Planning Commission
2. Quarterly Report for Board of Adjustments & Appeals

Review Completed by:

Department Head: Melinda Lee

Background Information: None.

**QUARTERLY REPORT
Board of Adjustments
July – September 2020**

Regularly Scheduled Meetings, as needed: **1**

July 14, 2020 – Regular Session

Present: Blue, Davis, Stevens, Krebbs.

Consent agenda was approved.

Discussion of an Application for Variance was heard by the Commissioners. Discussion was continued from June 9, 2020 session as to whether to grant a variance to the front setback. There was a vote on the matter that resulted in a 3-1 vote. The Variance was approved.

July 11, 2020 – Regular Session

Cancelled – No business before the Board.

August 8, 2020 – Regular Session

Cancelled – No business before the Board.

Special Session Meetings: **0**

Work Sessions: **0**

There was one application approved.

There were no applications denied.

There were no appeals denied.

There was one item discussed.

There were no items discussed in work sessions.

There was one presentation heard by the Board.

There was no training.

QUARTERLY REPORT
Planning and Zoning Commission
July – Sept 2020

Scheduled Meetings: 1

July 2, 2020: Cancelled due to lack of business

July 9, 2020: Cancelled due to lack of business

Aug 6, 2020: Regular Session

**Present: McPhail, Vanlandingham, Baker, Hough, Blue
Norton (telephonic)**

Items for discussion:

- a. Public Hearing and Recommendation for approval to the Town Council regarding an application submitted by Town of Camp Verde Community Development for Text Amendments to the Planning & Zoning Ordinance on the following topics:
 - 1. Animals: Section 305.B.2, a. and b, Nursing Animals & Poultry. Poultry will be moved to the opening paragraph of this section and the definition of nursing animals will be clarified.
 - 2. Landscape Standards: Section 402.B.1.c, Inorganic Ground Cover. Commissioners would like to leave this section as is for now.
 - 3. Parking: Section 403.E.2, Employee Parking. Employee parking based on number of employees per shift will be added.
 - 4. Board Members: Section 600.C.3, Board Appointments/Quorums. This section will be changed to correctly reflect the recent approval of Board of Adjustments & Appeals from seven to five. B1 shall state (4) members for P&Z and (3) members for the Board of Adjustments to have a quorum.

- b. Public Hearing and Recommendation for denial to the Town Council regarding an application submitted by Town of Camp Verde Community Development for a Zoning Map Change from C2 (Commercial: General Sales & Services) to C3 (Commercial: Heavy Commercial) for White Hawk Business Park, Lots 1-12. The property consists of approximately 5.82 acres and is located at the end of Homestead Parkway, east of State Route 260, APN's 403-23-107 through 403-23-118, in Camp Verde, Yavapai County, Arizona.

Aug 13, 2020: Cancelled due to lack of business

Sept 3, 2020: Cancelled due to lack of business

Sept 10, 2020: Cancelled due to lack of business

There were no items tabled by the Commission.

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Agenda Item 6

Agenda Item Submission Form – Section I

Meeting Date: November 04-2020

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

Requesting Department: Clerk

Staff Resource/Contact Person: Cindy Pemberton

Agenda Title (be exact): Honorable Judge Paul Schlegel will administer Oaths of Office to the newly elected officials, followed by the seating of the new Council Members. Staff Resource: Cindy Pemberton

List Attached Documents: Copies of Oaths:

- Jackie Baker-Council
- Cris McPhail-Council
- Jessie Murdock-Council
- Dee Jenkins-Mayor

Estimated Presentation Time: 10 min

Estimated Discussion Time: 0

Reviews Completed by:

- Department Head: _____
- Town Attorney Comments: N/A
- Finance Department N/A
- Fiscal Impact: None
- Budget Code: N/A Amount Remaining: _____
- Comments:

Background Information:

Town Code Section 2-1-5 states that immediately before assumption of the duties of office, the Mayor and each Council member shall, in public, take and subscribe to the oath of office.

Recommended Action (Motion): No motion necessary, the Judge will administer the Oath of Office, to the newly elected members and the Judge will sign the individual Oaths of Office and take their seat.

Instructions to the Clerk: None

TOWN OF CAMP VERDE



*GENERAL OATH OF OFFICE
STATE OF ARIZONA, COUNTY OF YAVAPAI
TOWN OF CAMP VERDE*

I, **DEE JENKINS** DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES OF AMERICA, AND THE CONSTITUTION AND THE LAWS OF THE STATE OF ARIZONA, THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME AND DEFEND THEM AGAINST ALL ENEMIES, FOREIGN AND DOMESTIC, AND THAT I WILL FAITHFULLY AND IMPARTIALLY DISCHARGE THE DUTIES OF THE OFFICE OF **MAYOR** FOR THE TOWN OF CAMP VERDE, ARIZONA, ACCORDING TO THE BEST OF MY ABILITY, SO HELP ME GOD.

November 4, 2020
DATE

SIGNATURE

Subscribed and sworn to before me this 4th day November 2020.

Judge Paul Schlegel
Town of Camp Verde

TOWN OF CAMP VERDE



*GENERAL OATH OF OFFICE
STATE OF ARIZONA, COUNTY OF YAVAPAI
TOWN OF CAMP VERDE*

I, JESSIE MURDOCK DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES OF AMERICA, AND THE CONSTITUTION AND THE LAWS OF THE STATE OF ARIZONA, THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME AND DEFEND THEM AGAINST ALL ENEMIES, FOREIGN AND DOMESTIC, AND THAT I WILL FAITHFULLY AND IMPARTIALLY DISCHARGE THE DUTIES OF THE OFFICE OF COUNCIL MEMBER FOR THE TOWN OF CAMP VERDE, ARIZONA, ACCORDING TO THE BEST OF MY ABILITY, SO HELP ME GOD.

November 4, 2020
DATE

SIGNATURE

Subscribed and sworn to before me this 4th day November 2020.

Judge Paul Schlegel
Town of Camp Verde

TOWN OF CAMP VERDE



*GENERAL OATH OF OFFICE
STATE OF ARIZONA, COUNTY OF YAVAPAI
TOWN OF CAMP VERDE*

I, **CRIS MCPHAIL** DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES OF AMERICA, AND THE CONSTITUTION AND THE LAWS OF THE STATE OF ARIZONA, THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME AND DEFEND THEM AGAINST ALL ENEMIES, FOREIGN AND DOMESTIC, AND THAT I WILL FAITHFULLY AND IMPARTIALLY DISCHARGE THE DUTIES OF THE OFFICE OF **COUNCIL MEMBER** FOR THE TOWN OF CAMP VERDE, ARIZONA, ACCORDING TO THE BEST OF MY ABILITY, SO HELP ME GOD.

November 4, 2020
DATE

SIGNATURE

Subscribed and sworn to before me this 4th day November 2020.

Judge Paul Schlegel
Town of Camp Verde

TOWN OF CAMP VERDE



*GENERAL OATH OF OFFICE
STATE OF ARIZONA, COUNTY OF YAVAPAI
TOWN OF CAMP VERDE*

I, **JACKIE BAKER** DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES OF AMERICA, AND THE CONSTITUTION AND THE LAWS OF THE STATE OF ARIZONA, THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME AND DEFEND THEM AGAINST ALL ENEMIES, FOREIGN AND DOMESTIC, AND THAT I WILL FAITHFULLY AND IMPARTIALLY DISCHARGE THE DUTIES OF THE OFFICE OF **COUNCIL MEMBER** FOR THE TOWN OF CAMP VERDE, ARIZONA, ACCORDING TO THE BEST OF MY ABILITY, SO HELP ME GOD.

November 4, 2020
DATE

SIGNATURE

Subscribed and sworn to before me this 4th day November 2020.

Judge Paul Schlegel
Town of Camp Verde

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PROCLAMATION
Designating November 1, 2020 as
EXTRA MILE DAY

WHEREAS, Camp Verde, Arizona is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

WHEREAS, Camp Verde, Arizona is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Camp Verde, Arizona is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

WHEREAS, Camp Verde, Arizona acknowledges the mission of Extra Mile America to create 500 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2019.

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde, AZ do hereby proclaim November 1, 2020 to be Extra Mile Day. We urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

Passed and approved by a majority vote of the Common Council at the Regular Session of October 16, 2019.

Charles German, Vice Mayor

Date

Attest:

Cindy Pemberton, Town Clerk

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Agenda Item 7

Agenda Item Submission Form – Section I

Meeting Date: November 4, 2020

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

Requesting Department: Mayor and Council

Staff Resource/Contact Person: Clerk’s Office per Town Code

Agenda Title (be exact): Discussion, consideration, and possible appointment of a Vice-Mayor for a two-year term.

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 10 minutes

Reviews Completed by:

- Department Head: _____ Town Attorney Comments: N/A
- Finance Department N/A
 Fiscal Impact: None
 Budget Code: N/A Amount Remaining: _____
 Comments:

Background Information: Town Code-2016-Section 2-2-2 Vice Mayor states that the Council shall select a Vice Mayor, after the official canvas is certified and approved following the date of the General Election, who shall serve for a two-year term at the pleasure of the Council. The Vice Mayor shall assume the duties of the Mayor in the absence, disqualification, or resignation of the Mayor.

Town Code-Section 2-2-4 Powers and Duties of the Mayor are:

The Mayor shall be the Chief Elected Official who is the Chief Executive Officer of the Town; except as to the administrative duties delegated to the Manager, or other department heads, and in accordance with the procedures set forth in the code and applicable portions of any personnel manual adopted by the Town.

- A. The Mayor shall be the chairperson of the Council and preside over its meetings and its agenda. The Mayor may make and second motions and shall have a voice and vote in all its proceedings.
- B. The Mayor shall execute and authenticate by his signature such instruments as the Council or any statutes, ordinances, or this code shall require.
- C. The Mayor and members of the Council may make such recommendations and suggestions to the Council, as they may consider proper.
- D. The Mayor may, by proclamation, declare a local emergency to exist due to fire, conflagration, flood, earthquake, explosion, war, bombing or any other natural or man-made calamity or disaster or in the event of the threat or occurrence of riot, rout or affray or other acts of civil disobedience which endanger life or property within the Town. After declaration of such emergency, the Mayor shall govern by proclamation and impose all necessary regulations to preserve the peace and order of the Town, including but not limited to:
 - 1. Imposition of a curfew in all or any portion of the Town.
 - 2. Ordering the closing of any business.
 - 3. Closing to public access any public building, street, or other public place.
 - 4. Calling upon regular or auxiliary law enforcement agencies and organizations within or without the political subdivision for assistance.

E. The Mayor shall perform such other duties required by state statute and this code as well as those duties required as the Elected Official who is chief executive officer of the Town.

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

Recommended Action (Motion): *Move to appoint a member to serve as Vice Mayor for a 2 year term.*

Instructions to the Clerk: None



Agenda Item Submission Form – Section I

Meeting Date: November 4, 2020

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

Requesting Department: Clerk’s Office

Staff Resource/Contact Person: Cindy Pemberton

Agenda Title (be exact): Discussion, consideration and possible appointment of 1 members to the Planning & Zoning Commission for terms that will expire January 2023

List Attached Documents: Letters of Interest from Andrew Faiella

Estimated Presentation Time: N/A

Estimated Discussion Time: 5 Minutes

Reviews Completed by:

- Department Head: Cindy Pemberton Town Attorney Comments: N/A
- Finance Department N/A

Fiscal Impact:

Budget Code: _____ Amount Remaining: _____

Comments:

Background Information: There has been a vacancy on the Planning & Zoning Commission since January with a term that would expire January 2023. This appointment would fill that vacancy.

Town Code, Section 4-1 states: Prior to the expiration of terms for board and commission members, the Town Clerk shall call for letters of interest from the general public. Such letters shall be filed with the Town Clerk in accordance with the time lines and other related procedures established by the Council. Membership requirements for appointees are subject to the requirements established in the appropriate resolution or ordinance that created the board or commission. The Council may establish any other requirements at the time such appointments are sought for the purpose of aiding the Council in completing the selection process. Any member of a board or commission appointed by the Council shall reside within the corporate limits of the Town. However, Council may waive the residency requirement with good cause, except for appointments to the Planning and Zoning Commission, Board of Appeals and Board of Adjustments.

Terms of Members. (2000-A164) (2003-A260)

All members are appointed to boards and commissions to three (3) year terms that begin on January 1 of the year such appointment is made. Members may be re-appointed to additional terms. Such terms are to be staggered so that the terms of no more than three members shall expire in any given year.

Staff has advertised the positions since November 29, 2019 on the Town web site and the Town Hall bulletin board.

Recommended Action (Motion): Move to appoint (insert the names you would like appointed) to the Planning & Zoning Commission

Instructions to the Clerk: N/A – Oath of Office if necessary.



LETTER OF INTEREST

Name: ANDREW FAIELLA		Date: 9-24-2020	
Home Address: 2087 W CALLE SALIDA CAMP VERDE, AZ 86322			
Mailing Address, if different: SAME			
Email Address: DREW@KR-DF.COM			
Home Telephone: 602-499-9861		Work Telephone: SAME	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: 6 MOS		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name and address of business (if applicable): N/A			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: RETIRED - SMALL BUSINESS OWNER			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please list names of board/commission and dates served:			
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. PLANNING AND ZONING		3.	
2.		4.	
Education and Community Service			
Schools Attended:		Degree:	Year:
UNIVERSITY OF PHOENIX		BA MANAGEMENT	1986
Civic Activities-Service Organizations		Office Held:	Year Begun: Year Ended:
Please state why you would like to be appointed to a Town Board, Commission, or Committee: TO INSURE PROPER GROWTH FOR THE FUTURE TOWN OF CAMP VERDE			
Have you ever been charged and convicted of a crime? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes please explain.			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a) PROVIDE COMPLETE AND ACCURATE INFORMATION TO THE TOWN COUNCIL ON ISSUES OF PLANNING AND ZONING			
(b) FOLLOW THE GENERAL PLAN AS SET FORTH AND AMENDED BY TOWN COUNCIL			
(c) BE TRANSPARENT, FAIR, AND OPEN MINDED			

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee: I AM NEW TO CAMP VERDE. BALANCING THE PUBLIC GOOD WITH PRIVATE RIGHTS AND INTERESTS IS A FINE LINE. I AM NEW TO CAMP VERDE. A FRESH SET OF EYES CAN SEE PROPOSALS FAIRLY AND WITHOUT A PRE-CONCIVED AGENDA. I AM AN ACTIVE LISTENER AND OPEN MINDED. I HAVE THE TIME TO DO RESEARCH AND LEARN THE DETAILS AND ISSUES AND APPLY THEM TO THE GENERAL PLAN. FINALLY I HAVE A STRONG DESIRE TO HELP GUIDE THE FUTURE OF CAMP VERDE.

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

Please notify the Clerk's Office at (928) 554-0021 if you move or no longer wish to be considered for appointment.

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

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

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

Applicant's Signature: Andrew Furella Date: 9-24-2020

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

Agenda Item 9



Town of Camp Verde

Agenda Item Submission Form – Wastewater Treatment Plant Annexation

Meeting Date: Town Council October 21, 2020

Consent Agenda Decision Agenda Executive Session Requested

Action/Presentation Presentation Only

Requesting Department: Community Development

Staff Resource/Contact Person: Melinda Lee, Community Development Director

Agenda Title (be exact):

Discussion, Consideration and Possible Approval of Ordinance 2020-A454 and Ordinance of the Mayor and Common Council of the Town of Camp Verde, Arizona, for the extension and increase of approximately 95 acres, as described and shown on Exhibit A, into the corporate limits of the Town of Camp Verde, Yavapai County, State of Arizona, pursuant to the provisions of Title 9, Chapter 4, Article 7, Arizona Revised Statutes and Amendments thereto, as requested by the Town of Camp Verde. The annexation area begins approximately 2,100 feet north of State Route 260 and approximately 2,150 feet east of Champion Trail, continuing North and East of the eastern corporate limits of the Town of Camp Verde. It incorporates two town owned parcels designated for the existing Wastewater Treatment Plant Facility. Certain property is contiguous to the existing Town of Camp Verde limits of the Town of Camp Verde, as described, shall be annexed thereto.

List Attached Documents for Consideration:

1. Annexation Petition, Signed & Filed
2. Ordinance 2020-A454

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Review Completed by:

Town Attorney comments have been incorporated into the Documents.

Background Information:

The existing Wastewater Treatment Plant, owned and operated by the Town of Camp Verde, utilizes four parcels. Two of these parcels are located within the incorporated Town Limits, two of them are not. This request is for the annexation of the two parcels outside of the Town Limits, 404-30-368 and 404-30-368B, into the corporate boundaries.

Even though these two parcels are currently under the jurisdiction of Yavapai County, development projects have been handled by the Town departments, by agreement. Bringing them into the corporate boundaries will provide consistent zoning district application and agency authority.

Due to the extension of electric to the new rodeo arena on the property, APS became a personal property owner and subject to taxation. Therefore, they are the sole owner affected by this and have signed the petition.

This request for annexation has been duly posted and advertised by staff.

Staff Instructions:

The ordinance will require follow up signatures and processing and be effective 30 days after adoption.

Recommended Motion:

Motion to approve Ordinance 2020-A454 and Ordinance of the Mayor and Common Council of the Town of Camp Verde, Arizona, for the extension and increase of approximately 95 acres, as described and shown on Exhibit A, into the corporate limits of the Town of Camp Verde, Yavapai County, State of Arizona, pursuant to the provisions of Title 9, Chapter 4, Article 7, Arizona Revised Statutes and Amendments thereto, as requested by the Town of Camp Verde. The annexation area begins approximately 2,100 feet north of State Route 260 and approximately 2,150 feet east of Champion Trail, continuing North and East of the eastern corporate limits of the Town of Camp Verde. It incorporates two town owned parcels designated for the existing Wastewater Treatment Plant Facility. Certain property is contiguous to the existing Town of Camp Verde limits of the Town of Camp Verde, as described, shall be annexed thereto.

Note: The Petition was filed
with Yavapai County Recorder
on October 13, 2020. ML

1283

C
U
S
T
O
M
E
R

NAME: Town of Camp Verde
ADDRESS: 473 S Main St. #102
Camp Verde AZ 86322
PHONE: 928-554-0050

RECEIPT

YAVAPAI COUNTY RECORDER
1015 FAIR STREET
PRESCOTT, AZ 86301
(928) 771-3244

DATE: 10/12/2020

NUMBER	REFERENCE	\$ AMOUNT
RECORDING		
RECORDING	Docket #: 13-0464-00	Ⓟ
RECORDING	ANX #: 20190362	
SUBDIVISION MAP		
LAND SURVEY		
VOTER REG.		
MISC. COPIES		

PAID

TOTAL \$

CHECK

CASH

DEPUTY RECORDER

S. Holaday

The contents of Legal
instruments are the
responsibility of the customer

ANNEXATION PETITION
Docket # 13-0464-00, Anx #20190362

TO THE HONORABLE MAYOR AND COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA:

We, the undersigned, being owners of one-half or more in value of the real and personal property and more than one-half of the persons owning real and personal property in an area that will be contiguous to the Town of Camp Verde and that would be subject to taxation by the Town in the event of annexation, request the Town of Camp Verde to annex said territory pursuant to ARS Section 9-471 and other applicable statutes.

The territory proposed to be annexed, not already in the present limits of the Town of Camp Verde, comprises approximately 95.07 acres located adjacent to the easterly boundary of the Town of Camp Verde Wastewater Treatment Plant property, and being contiguous with the current Town boundary at the north side of Section 33, Township 14 N., Range 05 E., G&SRM, and at the south side of Section 04, Township 13 N., Range 05 E, G&SRM, Yavapai County, Arizona, and being more particularly shown in Exhibit "A" and described in Exhibit "B" being attached hereto, and made a part hereof:

ASSESSOR'S PARCEL NUMBER(S) OR LEGAL DESCRIPTION(S)
NAME OF OWNER(S) and (S) MAILING ADDRESS(ES)

APN(s) 404-30-368, and 404-30-368B, more particularly that portion of the parcel lying in the area shown in Exhibit "A" and described in Exhibit "B".

**Town of Camp Verde
473 S Main St #102, Camp Verde, Arizona 86322**



(Signature)

10/9/20

(Date)

(Signature)

(Date)

(Signature)

(Date)

IMPORTANT:

Please sign and date the Petition. If you are signing for someone else or for a partnership, Corporation or other organization, please fill out the affidavit on the next page. Signatures CANNOT be conditional.

Please leave all attachments on this Petition and return it to:

Town of Camp Verde
Community Development Department
473 S Main St. #108
Camp Verde, Arizona 86322
928-554-0050

AFFIDAVIT OF AGENCY/AUTHORITY

BY AGENT

I do hereby swear or affirm that I have been designated as the person qualified to sign or act for Arizona Public Service (APS), in regard to the attached petition for Annexation of property described as; Assessor Parcel Nos. 404-30-368, as described in Exhibit B, Into the Town of Camp Verde. My authority to so act is evidenced by the notarized statement below.

Mackenzie Rodgers

Signature

Mackenzie Rodgers

Name (Printed)

NW Division Director

Title

SUBSCRIBED and sworn to before me
This 9th day of October, 2020.



REBECCA FELTMANN
Notary Public - Arizona
Yavapai Co. / #547962
Expires 06/15/2022

Notary Public

My commission expires: 06/15/2022

AFFIDAVIT OF AGENCY/AUTHORITY

BY AGENT

I do hereby swear or affirm that I have been designated as the person qualified to sign or act for Town of Camp Verde, in regard to the attached Petition for Annexation of property described as; Assessor Parcel Nos. 404-30-368 and 404-30-368B, as described in Exhibit B, into the Town of Camp Verde. My authority to so act is evidenced by the attached documents or by the notarized statement below.

Russell A. Martin
Signature

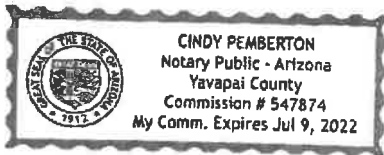
RUSSELL A. MARTIN
Name (printed)

Town Manager
Title

SUBSCRIBED and sworn to before me
this 18 day of August
2020.

Cindy Pemberton
Notary Public

My commission expires: 7-9-22



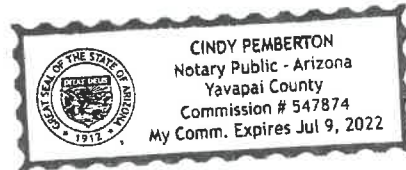
**AFFIDAVIT REGARDING
PRIOR ANNEXATION REQUESTS**

Personally appears before me, Russ Martin, who, first being duly sworn, deposes and says as follows:

1. I make this affidavit of my own personal knowledge.
2. I am the duly appointed Town Manager of the Town of Camp Verde, Arizona, and am qualified to make this affidavit on behalf of and for the Town.
3. I have made a diligent search of the records of the Office of the Clerk of the Town and of the Office of the Yavapai County Recorder for any annexation filing which might involve territory sought to be annexed in the Town Annexation petition, which is filed herewith, with exhibits, in the office of the Yavapai County Recorder.
4. I hereby affirm, pursuant to A.R.S. §9-471(A)(6), that no part of the territory for which the attached Annexation Petition is filed is already subject to an earlier filing for annexation.

Russ Martin Town Manager
Name and Title

SWORN TO AND SUBSCRIBED before me
this 13th day of October, 2020



Cindy Pemberton
Notary Public for the State of Arizona

My commission expires: 7-9-2022



ORDINANCE 2020 A454

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, FOR THE EXTENSION AND INCREASE OF APPROXIMATELY 95 ACRES, AS DESCRIBED AND SHOWN ON EXHIBIT A, INTO THE CORPORATE LIMITS OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, STATE OF ARIZONA, PURSUANT TO THE PROVISIONS OF TITLE 9, CHAPTER 4, ARTICLE 7, ARIZONA REVISED STATUTES AND AMENDMENTS THERETO, AS REQUESTED BY THE TOWN OF CAMP VERDE. THE ANNEXATION AREA BEGINS APPROXIMATELY 2,100 FEET NORTH OF STATE ROUTE 260 AND APPROXIMATELY 2,150 FEET EAST OF CHAMPION TRAIL, CONTINUING NORTH AND EAST OF THE EASTERN CORPORATE LIMITS OF THE TOWN OF CAMP VERDE. IT INCORPORATES TWO TOWN-OWNED PARCELS DESIGNATED FOR THE EXISTING WASTEWATER TREATMENT PLANT FACILITY. CERTAIN PROPERTY IS CONTIGUOUS TO THE EXISTING TOWN OF CAMP VERDE LIMITS OF THE TOWN OF CAMP VERDE, AS DESCRIBED, SHALL BE ANNEXED THERETO.

WHEREAS, an annexation request has been submitted by the Town of Camp Verde, concerning to annex approximately 95 acres into the Town of Camp Verde corporate limits “Annexation Property”. The two parcels are owned by the Town of Camp Verde and are a portion of the existing Wastewater Treatment Facility. The proposed Annexation Property encompasses all of APNs 404-30-368 and 404-30-368B, and is described on Exhibit A; and

WHEREAS, The existing RCU-2A Zoning District within Yavapai County’s jurisdiction provides a compatible designation with Town Zoning Districts and will be replaced with the Town’s RR-2A (Rural Residential, 2-Acre Minimum Lot Size) District; and

WHEREAS, the applicant intends to continue the existing use of a wastewater treatment plant; and

WHEREAS, the incorporation of Town-owned property and public facility is consistent with the Town’s General Plan and 260 East Character Area, and the Town’s visions relating to the operation and potential expansion of its public facilities; and

WHEREAS, the existing roadways within the facility will continue to be maintained by the Town of Camp Verde; and

WHEREAS, a petition in writing, accompanied by a map and legal description of said real property, having been filed and presented to the Mayor and Council of the Town of Camp Verde, Arizona, is signed by the owners of real and personal property that would be subject to taxation by the Town of Camp Verde in the event of annexation within the Annexation Property, as shown by the last assessment of said property, which said territory is contiguous to the Town of Camp Verde, and to extend and increase the corporate limits of the Town of Camp Verde so as to embrace the same; and

WHEREAS, the Mayor and Common Council of the Town of Camp Verde, Arizona, are desirous of complying with said petition and extending and increasing the corporate limits of the Town of Camp Verde to include said territory; and

WHEREAS, the said petition sets forth a true and correct description of all the exterior boundaries of the entire area proposed to be annexed to the Town of Camp Verde, and had attached thereto at all times and accurate map of the territory desired to be annexed; and

WHEREAS, no alterations increasing or reducing the territory sought to be annexed has been made after the said petition had been duly submitted to the office of the Yavapai County Recorder; and

WHEREAS, the provisions of A.R.S. §9-471, and amendments thereto, have been fully observed, and

WHEREAS, property and sufficient certification and proof of the foregoing facts are now on file in the office of the Town of Camp Verde Clerk of the Town of Camp Verde, Arizona, together with a true and correct copy of the original petition referred to herein, which is on file in the office of the Yavapai County Recorder.

NO THEREFORE, BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, AS FOLLOWS:

SECTION 1. That the following described territory be, and the same hereby is, annexed to the Town of Camp Verde and that the present corporate limits be, and the same hereby are extended and increased to include the following described territory contiguous to the present Town of Camp Verde limits, to wit:

(See attached Exhibit A, Legal Description & Map)

SECTION 2. That a copy of this ordinance, together with an accurate map of the territory hereby annexed to the Town of Camp Verde, certified by the Mayor of the Town of Camp Verde, be forthwith filed and recorded in the office of the County Recorder of Yavapai County, Arizona.

SECTION 3. The existing Zoning will carry forth to the same or a compatible Town Zoning District as follows: RR-2A (Rural Residential, 2-Acre Minimum Lot Size) District, as described and shown on Exhibit B.

SECTION 4. This ordinance is effective upon the expiration of a 30-day period following the adoption hereof and completion of publication and any posting as required by law.

PASSED AND ADOPTED this 21st day of October, 2020.

Signatures to be acquired after adoption

Charles C. German, Mayor

Date

Attest:

Approved as to form:

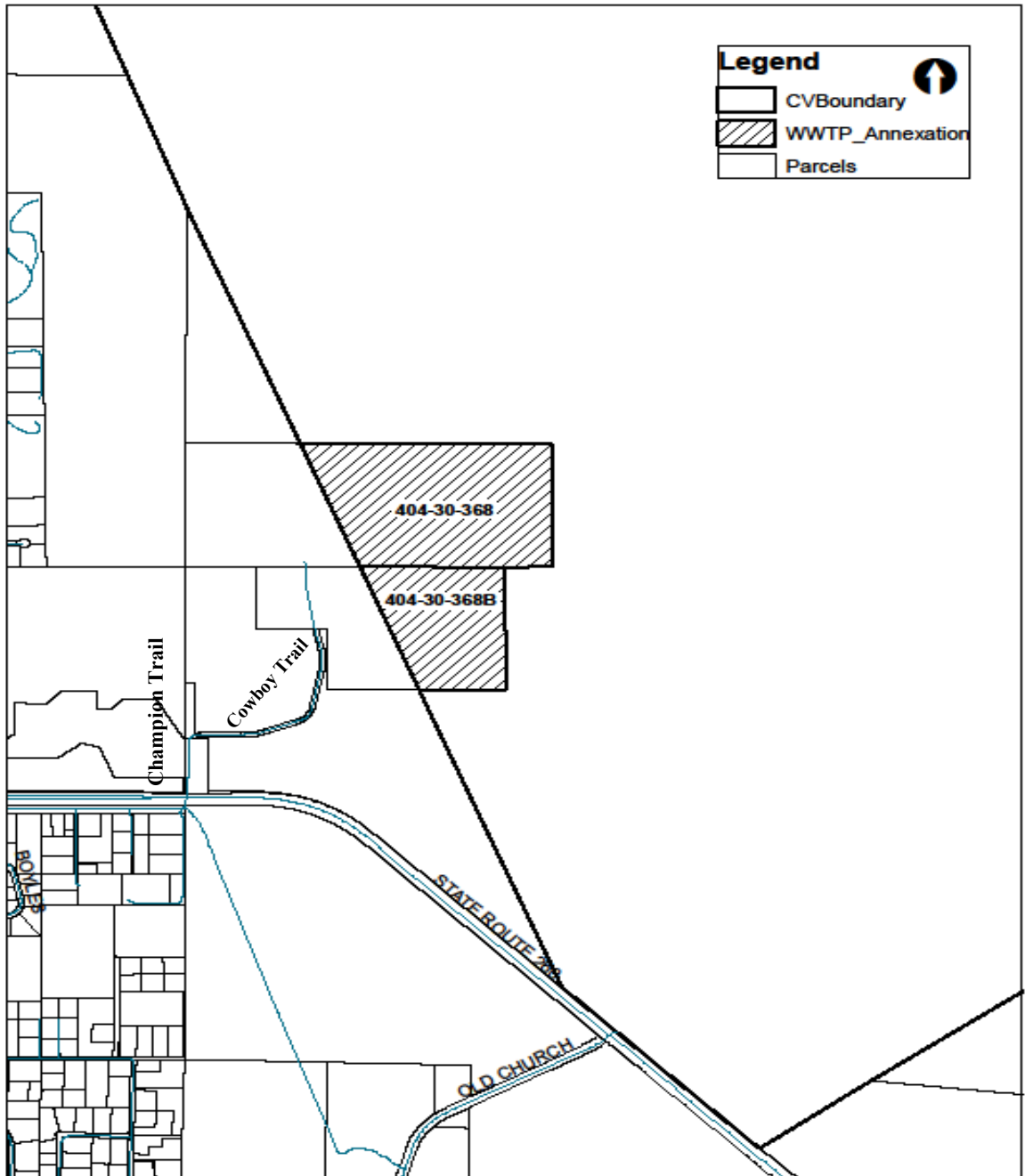
Cindy Pemberton, Town Clerk



Town Attorney

EXHIBIT A
MAP AND LEGAL DESCRIPTIONS

Wastewater Treatment Plant Annexation Area



LEGAL DESCRIPTIONS



HERITAGE

Land Survey & Mapping

LEGAL DESCRIPTION

APN: 404-30-368

EXHIBIT "A"

All of Government Lot 8 and Lot 9, of Section 33, Township 14 North, Range 5 East, of the Gila and Salt River Base and Meridian, Yavapai County, Arizona; as shown on that "Amended Results of Survey", Recorded in Book 122 of maps, Page 57, in the records of the Yavapai County Recorder's Office;

The subject parcel of land described herein contains 61.97 acres of land more or less and is subject to all items of the public record that may be pertinent thereto.



Dugan L. McDonald R.L.S. P.O. Box 3270 Camp Verde, Arizona 86322 Office (928) 567-9170

738 S. Parks Drive Fax (928) 567-6351



HERITAGE

Land Survey & Mapping

LEGAL DESCRIPTION

APN: 404-30-368B

EXHIBIT "A"

All of Government Lot 5 and the West Half of the West Half of the Northwest Quarter of the Northeast Quarter, of Section 4, Township 13 North, Range 5 East, of the Gila and Salt River Base and Meridian, Yavapai County, Arizona; as shown on that "Amended Results of Survey", Recorded in Book 122 of maps, Page 57, in the records of the Yavapai County Recorder's Office:

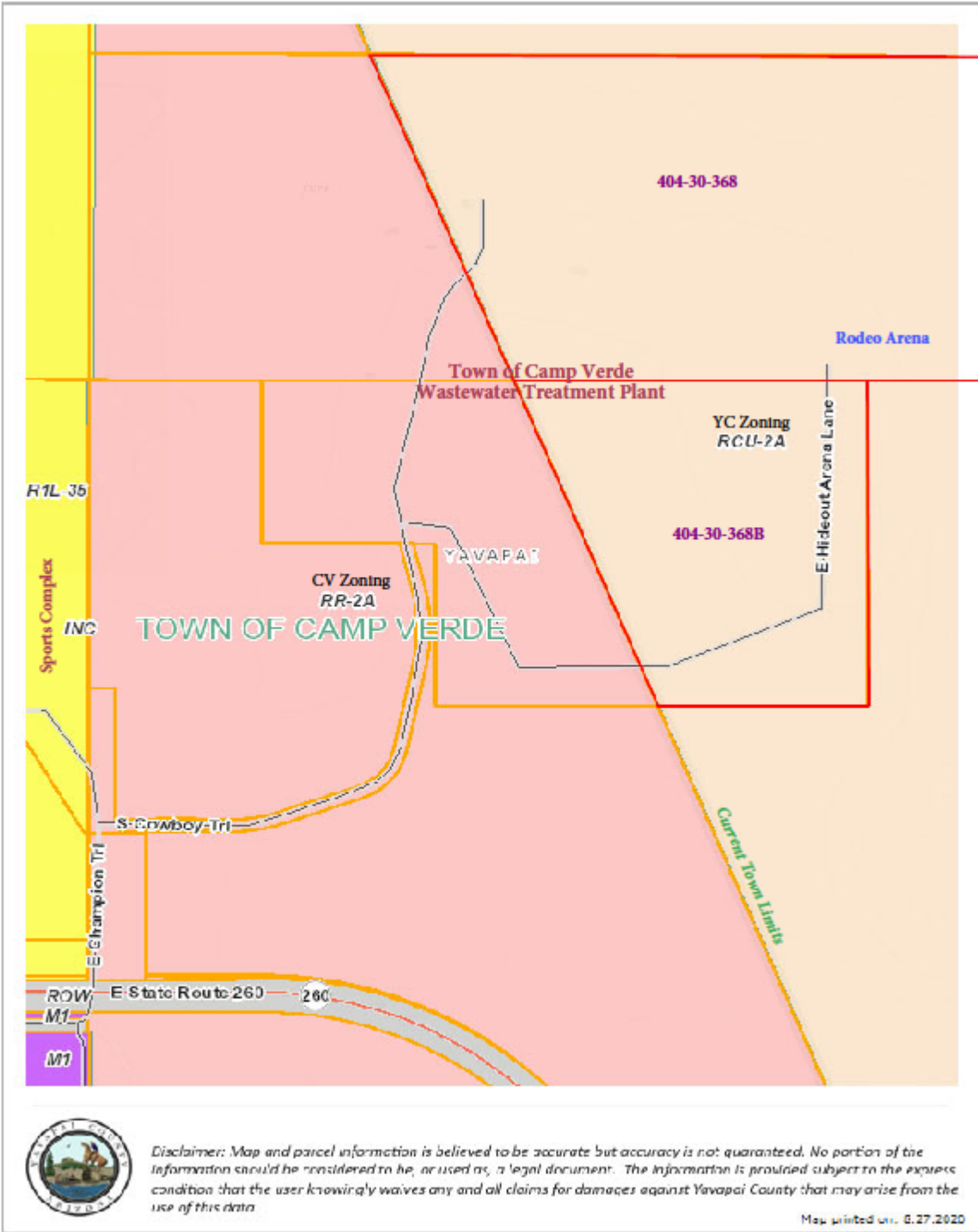
The subject parcel of land described herein contains 33.10 acres of land more or less and is subject to all items of the public record that may be pertinent thereto.



Dugan L. McDonald R.L.S. P.O. Box 3270 Camp Verde, Arizona 86322 Office (928) 567-9170

738 S. Parks Drive Fax (928) 567-6351

EXHIBIT B
ZONING DESIGNATIONS



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

Map printed on: 8.27.2020



Town of Camp Verde

Agenda Item Submission Form

Meeting Date: November 5, 2020 Planning & Zoning Commission

Applicant: Town of Camp Verde Community Development
Application: Text Amendment to the Planning & Zoning Ordinance
Application No.: 20200441

Presentation/Action: Possible Recommendation of Approval to Town Council

Requesting Department: Community Development
Staff Resource/Contact Person: Melinda Lee, Community Development Director

Agenda Title (be exact):

Public Hearing, Discussion, and Possible Recommendation to the Town Council for an application submitted by Town of Camp Verde Community Development for a Text Amendment for the following: Shipping Containers: Section 312.A, B, and general citations; Signs: Section 404, Standards for Portable/Temporary Signs; of the Town of Camp Verde Planning & Zoning Ordinances and Subdivision Regulations.

List Attached Documents:

- Exhibit A: Staff Report
- Exhibit B: Text Amendment Outline

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 20 minutes

Reviews Completed by: None

Town of Camp Verde: November 5, 2020 Planning & Zoning Commission

BACKGROUND:

1) This is a request to revise the code to allow larger shipping containers due to requests to use longer containers that become available on the market.

The current code references 20 ft & 40 ft:	New sizes include 45 ft & 53 ft:
8ft x 20ft = 160 sq ft	8ft x 45ft = 360 sq ft
8ft x 40ft = 320 sq ft	8ft x 53ft = 424 sq ft

We have also received requests to use shipping containers on parcels of less than one acre.

- It is staff’s determination that one (1) shipping container of 160 square feet would be acceptable on smaller parcels, if they are able to meet applicable setbacks, lot coverage, and appearance standards. This would be similar to storage sheds that typically run from about 80 square feet up to 200 square feet. Since these shipping containers must be painted, it would comply with aesthetics.
- Based on these new sizes, staff recommends allowing one 160 square-foot shipping container on parcels less than one acre; a total area 360 square feet in Residential and Neighborhood or General Commercial Zones over one acre; and units up to 424 square feet in Heavy Commercial and Performance Industrial Zones. There is currently no limits to the number of shipping containers in the General Industrial Zones, as long as they meet applicable zoning criteria.

2) The 2019 change to Banners have created new conflicts with enforcement. The old code allowed multiple banners per business; the new code under the *Temporary, Commercial* category, now only allows “one on-site banner”. These issues that have arisen:

- When dealing with a property that has multiple businesses, it seems reasonable that *each business* should be allowed at least one banner; however, it does not specify that in the code.
 - Allowing one per business is how it has been enforced, considering this to be the intent; this request is to revise the wording to support this interpretation.
- Construction projects display the contractor’s name yet often have multiple subcontractors working on the job with them. Rather than allowing just one banner, it has been determined that multiple banners may be displayed, one per business involved in the project. These are temporary uses, for the duration of the project only.

- Allowing one per business at a construction site is how it has been enforced; this request is to revise the wording to support this interpretation.
 - Special Event banners have also become a concern.
 - Should sponsor banners be allowed, how many, and under what circumstances?
 - It is staff's recommendation that one banner per sponsor should be allowed, at the location of the event, and only for the duration of the event. These banners should be displayed for the benefit of the spectators, rather than for passers-by. If the banners are displayed within a contained event facility, the recommendation would be that they are able to remain in place.
 - Should banners be allowed to advertise at the venue site, for passers-by, for an upcoming event?
 - It is staff's recommendation that one banner per site be allowed for regular, occasional, and seasonal events, for the duration of the event only. This would mean that seasonal events may display a banner for the duration of the designated season.

For advanced notification of events, the Town does provide sites to display banners for the community's benefit.

THE FOLLOWING HAS BEEN COMPLETED BY THE APPLICANT AND/OR STAFF:

- A Notice of Public Hearing was placed in the Verde Independent–Camp Verde Bugle newspaper on October 11, 2020, by Community Development Staff.
- The Planning & Zoning Commission agenda was posted in public places on October 29, 2020, by Community Development Staff.

COMMUNICATIONS FROM PUBLIC:

Staff has received no comments from the public regarding this request.

Agency comments are pending and will be shared as soon as received.

STAFF RECOMMENDATION:

Staff recommends approval of the request to amend the Planning and Zoning Ordinance, as described.

RECOMMENDED MOTION:

A MOTION TO RECOMMEND TO TOWN COUNCIL, THE APPROVAL OF A REQUEST FOR A TEXT AMENDMENT FOR THE FOLLOWING: SHIPPING CONTAINERS: SECTION 312.A, B, AND GENERAL CITATIONS; SIGNS: SECTION 404, STANDARDS FOR PORTABLE/TEMPORARY SIGNS; OF THE TOWN OF CAMP VERDE PLANNING & ZONING ORDINANCES AND SUBDIVISION REGULATIONS.

Exhibit B
Outline for Proposed Text Amendments
Planning & Zoning Ordinance

The following are proposed changes to the Planning & Zoning Ordinance based on issues that have arisen that need clarification, corrected, or added. Items to be removed are ~~struck~~, items to be added are in **BOLD, RED TYPE**. (Proper punctuation and case will be provided after approval in the revised document).

1) SECTION 312 – SHIPPING CONTAINERS

A. Residential and NEIGHBORHOOD OR GENERAL Commercial Zones: (R1L, R1, R2, RR, RS, C1, C2)

Shipping Containers are permitted in Residential **AND NEIGHBORHOOD OR GENERAL COMMERCIAL** Zones on properties of one (1) acre or more subject to the following standards:

- a. **ONE (1) 360 SQUARE FOOT**, ~~One (1) 320 square foot~~, or two (2) 160 square foot Shipping Container(**S**) may be established with an approved zoning clearance.
- b. Shipping Containers are required to meet all Zoning District and Building Permit requirements.
- c. There shall be no signage on the Shipping Container.
- d. All containers shall be painted and maintained with either the principal structure color or a solid, subdued color consistent with the surrounding terrain prior to placement.
- e. Use of the unit is for the storage of personal effects owned by the property owner or tenant. There shall be no commercial use or subleasing of the unit.
- f. The unit shall not be used for residential use or for the keeping of animals.
- g. Nothing shall be stored on top of the unit.

B. HEAVY Commercial and PERFORMANCE Industrial Zones: (C3, PM)

Shipping Containers are permitted in **HEAVY Commercial AND PERFORMANCE INDUSTRIAL** Zones subject to the following standards:

- a. **ONE (1) 424 SQUARE FOOT**, ~~Two (2) 320 SQUARE FOOT~~, **TWO (2) 360 SQUARE FOOT**, or four (4) 160 square foot Shipping Containers may be established with an approved zoning clearance.
- b. Shipping Containers are required to meet all Zoning District and Building Permit requirements.
- c. There shall be no signage on the Shipping Container.
- d. All containers shall be painted and maintained with either the principal structure color or solid, subdued color consistent with the surrounding terrain prior to placement.
- e. The unit shall not be used for residential use or for the keeping of animals.
- f. Nothing shall be stored on top of the unit.

C. Industrial Zones: (M1, M2)

Shipping Containers are permitted in Industrial Zones subject to the following standards:

- a. Shipping Containers may be established with an approved zoning clearance.
- b. Shipping Containers are required to meet all Zoning District and Building Permit requirements.
- c. There shall be no signage on the Shipping Container.
- d. The unit shall not be used for residential use or for the keeping of animals.
- e. Nothing shall be stored on top of the unit but stacking two (2) high is permitted.

Shipping containers existing prior to the adoption of this Ordinance will have until ~~January 1, 2018~~ **JANUARY 1, 2022** to meet these requirements.

2) SECTION 404 – SIGNS

G. Standards for Portable/Temporary Signs

TYPE/LAND USE	LOCATION	MAX SIZE (SQ FT)	NUMBER ALLOWED	ADDITIONAL REQUIREMENTS	PERMIT NEEDED
Commercial Temporary Signs					
Up-right or A-Frame	On premises not in public right of way	6 sq ft	1	Professionally Crafted. Sign must be taken down at the close of business	No
On Site Banner Commercial AND SPECIAL EVENTS	On premises securely attached to wall, post or fence	32 sq ft	1 PER SITE OR PER BUSINESS ON SAME SITE	Must be in good condition. INCLUDES PROJECT CONTRACTORS AND SPONSORS. EVENTS MAY DISPLAY ONLY FOR DURATION OF EVENT.	No
New Commercial	On Premises	64 sq ft	1 or 2 may be allowed for parcels fronting more than 1 public street	Project under 10 acres	Yes
New Large Commercial	On Premises	64 sq ft	2	Projects over 10 acres	Yes
Inflatable Objects event related	On Premises	20 ft max height	1	5 ft setback from property line 2 times per year for duration of event	Yes with Temporary Use Permit



Agenda Item Submission Form – Section I

Meeting Date: November 4, 2020

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

Requesting Department: Public Works

Staff Resource/Contact Person: Ron Long, P.E.

Agenda Title (be exact): Discussion, consideration and possible approval of Job Order Contract # 20-142 Hollamon Sidewalk Project (CDBG 131-18) possibly awarding the Base Bid amount of \$211,637.73 and Alternate Amount of \$162,216.32 for a total of \$373,854.05 to McDonald Brothers, Inc including the consideration of additional capital improvement funding to the budgeted Community Development Block Grant (CDBG) funding to complete the project.

List Attached Documents:

- 1. Bid Results
- 2. Project Map

Estimated Presentation Time: 10 Minutes

Estimated Discussion Time: 10 Minutes

Reviews Completed by:

X Department Head: Town Attorney Comments: N/A

Finance Review: X Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: None

Budget Code: 09-480-20-804000 Amount Remaining: \$ \$270,363.60

Background Information: The Town was awarded \$330,143.00 from the Department of Housing. After Paying Engineering and Environmental Fee's, \$270,363.60 is the remaining budget (approximately 105K additional funding needed to complete both base and alternate). This federally funded project (CDBG funds) consists of the construction of new sidewalks along street frontages and new sidewalk ramps at intersections with

construction in accordance with ADA requirements and Public Right of Way Access Guidelines (PROWAG). The Base Bid work is located within the right of way for Hollamon Street from Cliffs Parkway to 6th Street. An additional approximately \$125,000 from unallocated CIP Funds is requested to ensure the project gets fully completed per original scope with some contingency available as necessary.

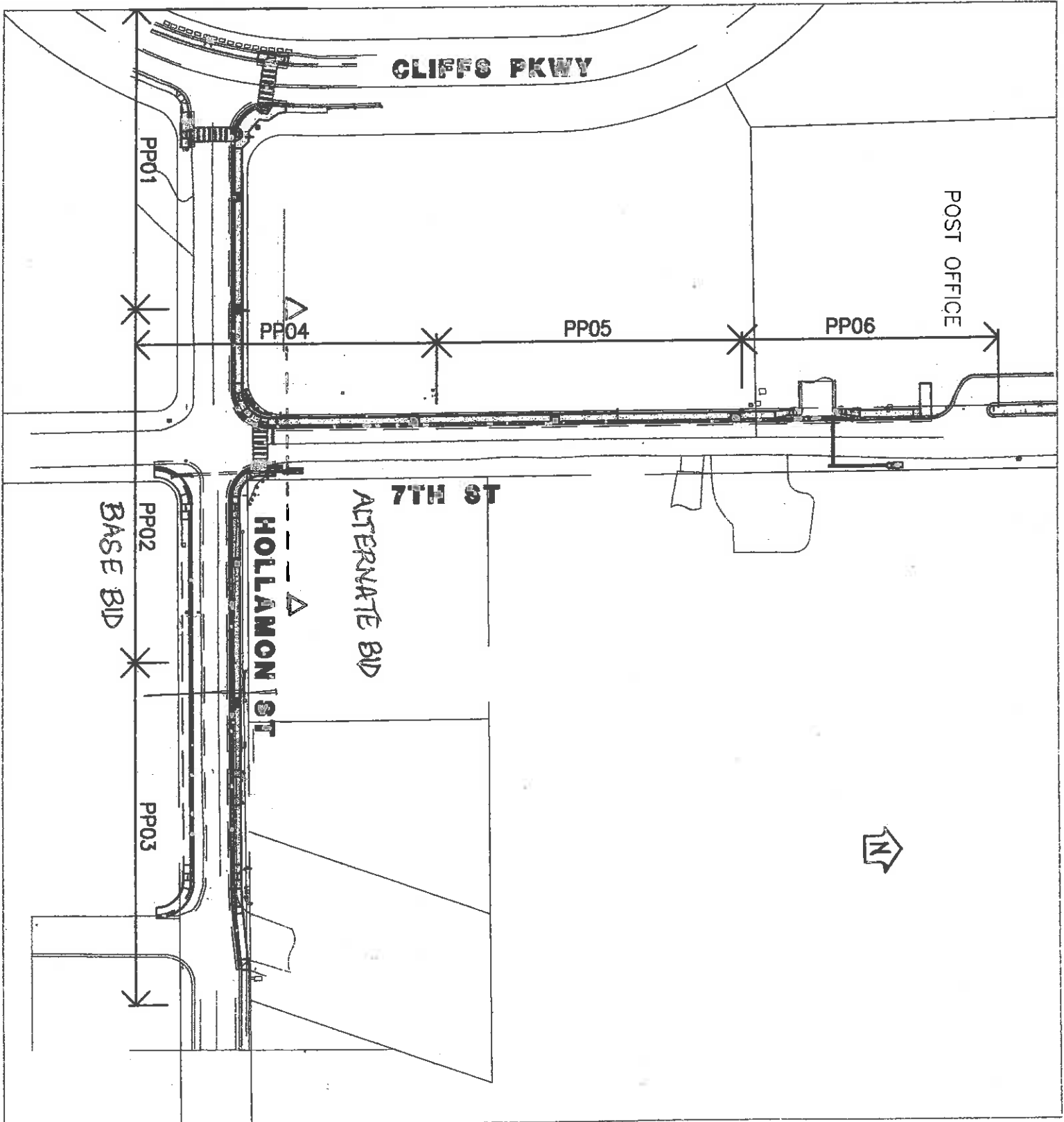
Recommended Action (Motion): Approval of Job Order Contract # 20-142 Hollamon Sidewalk Project (CDBG 131-18) including the Base Bid amount of \$211,637.73 and Alternate Amount of \$162,216.32 for a total of \$373,854.05 to McDonald Brothers, Inc. by issuance of the Notice to Proceed per the existing JOC Contract #17-123 with an additional \$125,000 from the CIP fund to provide for limited contingency to complete the project

Instructions to the Clerk: n/a

**Bid Results : October 28, 2020 3:00 P.M.
TOWN OF CAMP VERDE PUBLIC WORKS 395 S. Main Street**

JOC# 20-142 - Hollamon Street Sidewalk Project (CDBG 131-18)

Organization	Base Bid Amount:	Alt Amount:	Total:
Mcdonald Brothers Construction, Inc.	\$ 211,637.73	\$ 162,216.32	\$ 373,854.05
Asphalt Paving and Supply Inc.	\$ 299,660.00	\$ 129,900.75	\$ 429,560.75
MJP Contractors LLC	\$ 255,546.50	\$ 182,689.75	\$ 438,236.25
Tierra Verde Builders	\$ 339,481.00	\$ 216,729.00	\$ 556,210.00
J. Banicki Construction, Inc.	\$ 346,548.40	\$ 236,610.35	\$ 583,158.75





Agenda Item Submission Form – Section I

Meeting Date: November 4th, 2020

Consent Agenda Decision Agenda Executive Session Requested

Presentation Only Action/Presentation

Requesting Department: Administration

Staff Resource/Contact Person: Russ Martin (as well as Terry Keller CCFMD Chief)

Agenda Title (be exact): **DISCUSSION, CONSIDERATION AND POSSIBLE APPROVAL OF RESOLUTION 2020-1056. “A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, DESIGNATING THE COPPER CANYON FIRE AND MEDICAL DISTRICT AS THE FIRE SERVICE AGENCY FOR THE TOWN OF CAMP VERDE; DIRECTING THAT ANY ANNEXED PROPERTY OF THE TOWN OF CAMP VERDE ALSO BE INCLUDED WITHIN THE JURISDICTIONAL BOUNDARIES OF THE COPPER CANYON FIRE AND MEDICAL DISTRICT; AND DIRECTING THAT THE TOWN MANAGER AND STAFF BE AUTHORIZED TO TAKE ALL ACTION NECESSARY TO IMPLEMENT THE SAME”**

List Attached Documents:

- 1. Resolution 2020-1056

Estimated Presentation Time: 10 mins

Estimated Discussion Time: 10 mins

Reviews and Comments Completed by:

Town Manager: Russ Martin Department Head: _____

Town Attorney Comments: Worked on several different versions to ensure the Town was accurately declaring the Fire Service Agency through resolution per Statue.

Risk Management: N/A

Finance Department N/A

Background Information:

This is the final version of resolution that simply designates the Copper Canyon Fire and Medical District as the Fire Service Agency per A.R.S. § 48-262(M) which permits the Town of Camp Verde (“Town”) to designate a service agency for purposes of providing emergency fire services within is jurisdictional boundaries. The Fire Chief Terry Keller will be available for questions as well.

Recommended Action (Motion): Move to approve RESOLUTION 2020-1056 A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, DESIGNATING THE COPPER CANYON FIRE AND MEDICAL DISTRICT AS THE FIRE SERVICE AGENCY FOR THE TOWN OF CAMP VERDE; DIRECTING THAT ANY ANNEXED PROPERTY OF THE TOWN OF CAMP VERDE ALSO BE INCLUDED WITHIN THE JURISDICTIONAL BOUNDARIES OF THE COPPER CANYON FIRE AND MEDICAL DISTRICT; AND DIRECTING THAT THE TOWN MANAGER AND STAFF BE AUTHORIZED TO TAKE ALL ACTION NECESSARY TO IMPLEMENT THE SAME

**TOWN OF CAMP VERDE
RESOLUTION NO. 2020-1056**

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, DESIGNATING THE COPPER CANYON FIRE AND MEDICAL DISTRICT AS THE FIRE SERVICE AGENCY FOR THE TOWN OF CAMP VERDE; DIRECTING THAT ANY ANNEXED PROPERTY OF THE TOWN OF CAMP VERDE ALSO BE INCLUDED WITHIN THE JURISDICTIONAL BOUNDARIES OF THE COPPER CANYON FIRE AND MEDICAL DISTRICT; AND DIRECTING THAT THE TOWN MANAGER AND STAFF BE AUTHORIZED TO TAKE ALL ACTION NECESSARY TO IMPLEMENT THE SAME

RECITAL:

WHEREAS, A.R.S. § 48-262(M) permits the Town of Camp Verde (“Town”) to designate a service agency for purposes of providing emergency fire services within its jurisdictional boundaries; and

WHEREAS, the Town is serviced by the Copper Canyon Fire and Medical District (“District”) in conjunction with its fire and emergency medical service needs and wishes to formally name said District as its fire service agency for the Town, and wishes that the jurisdictional boundaries of the District without further notice or election shall be changed to include any property annexed into the Town, except as to those areas already being serviced by an existing fire district; and

WHEREAS, the Town Council has determined that formally naming the Copper Canyon Fire and Medical District as its service agency will benefit both the Town and the District.

ENACTMENT:

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Town of Camp Verde, Arizona, do hereby name Copper Canyon Fire and Medical District as its fire service agency for the Town, and further directs that the jurisdictional boundaries of Copper Canyon Fire & Medical District without further notice or election shall be changed to include any property annexed into the Town, except as to those areas already being serviced by an existing fire district, pursuant to A.R.S. 48-262(M).

FURTHER RESOLVED that the Town Manager and staff are hereby authorized to take all action necessary to implement the directives set forth above, including, if necessary, the circulation of joint annexation petitions from time to time.

PASSED AND ADOPTED this _____ day of _____, 2020, by
the Mayor and Council of the Town of Camp Verde, Arizona.

Charles German, Mayor

ATTEST:

Cindy Pemberton, Town Clerk

APPROVED AS TO FORM:

William J. Sims III, Town Attorney