

## A G E N D A

REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, TO BE HELD FEBRUARY 15, 2011, AT 6:00 P.M., AT THE CITY COUNCIL CHAMBERS BUILDING, 826 NORTH MAIN STREET, COTTONWOOD, ARIZONA.

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. PROCLAMATION—RED CROSS MONTH
- V. BRIEF SUMMARY OF CURRENT EVENTS BY MAYOR, CITY COUNCIL AND/OR CITY MANAGER—THE PUBLIC BODY DOES NOT PROPOSE, DISCUSS, DELIBERATE OR TAKE LEGAL ACTION ON ANY MATTER BROUGHT UP DURING THIS SUMMARY UNLESS THE SPECIFIC MATTER IS PROPERLY NOTICED FOR LEGAL ACTION.
- VI. PRESENTATION BY HELEN KILLEBREW & CONNIE PHILLIPS FROM THE CLEMENCEAU HERITAGE MUSEUM REGARDING ACTIVITIES THE MUSEUM IS PLANNING TO CELEBRATE THE STATE OF ARIZONA'S 100TH ANNIVERSARY.
- VII. PRESENTATION BY ERIK GLEN FROM THE UNIVERSITY OF ARIZONA REGARDING THE WINE INDUSTRY ECONOMIC IMPACT STUDY.
- VIII. CALL TO THE PUBLIC—This portion of the agenda is set aside for the public to address the Council regarding an item that is not listed on the agenda for discussion. However, the Council cannot engage in discussion regarding any item that is not officially listed on the agenda for discussion and/or action (A.R.S. §38-431.02.A.(H).) Comments are limited to a 5 minute time period.
- IX. APPROVAL OF MINUTES—Regular Meeting of February 1, 2011.  
  
*Comments regarding items listed on the agenda are limited to a 5 minute time period per speaker.*
- X. UNFINISHED BUSINESS—NONE.
- XI. CONSENT AGENDA—The following items are considered to be routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Council Member or a citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.
  1. APPLICATION FOR EXTENSION OF PREMISES PERMIT SUBMITTED BY KATHERINE WOODS, LICENSEE FOR CACTUS KATE'S LOCATED AT 929 NORTH MAIN STREET.

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- XII. NEW BUSINESS—The following items are for Council discussion, consideration, and possible legal action.
1. REQUEST FROM YAVAPAI COUNTY TO WAIVER THE CITY'S WATER AND WASTEWATER IMPACT FEES FOR THE NEW COUNTY HEALTH CLINIC BUILDING LOCATED IN COTTONWOOD.
  2. ORDINANCE NUMBER 570--AMENDING SECTION 11 LEAVE, OF THE CITY OF COTTONWOOD EMPLOYEE MANUAL 2007 EDITION, REVISION NUMBER I., BY DELETING SECTION 11. b. 5. LEAVE OF ABSENCE WITH PAY, AND ADDING A NEW SECTION 11. 14., LEAVE SHARING PROGRAM; FIRST READING.
  3. ORDINANCE NUMBER 571--AMENDING THE ZONING MAP OF THE CITY OF COTTONWOOD, ARIZONA, FOR A PARCEL OF LAND TOTALING APPROXIMATELY 1.19 ACRES, LOCATED ALONG THE WEST SIDE OF QUAIL TRAIL, 200 FEET NORTH OF EAST MINGUS AVENUE, APN 406-42-012B; SO AS TO CHANGE CERTAIN DISTRICT BOUNDARIES AND CLASSIFICATIONS THEREOF FROM THE PRESENT ZONING OF C-1 (LIGHT COMMERCIAL ) TO PAD (PLANNED AREA DEVELOPMENT); FIRST READING.
  4. CONSIDERATION OF THE COTTONWOOD FIRE DEPARTMENT ESTABLISHING AND SPONSORING A BOY SCOUTS OF AMERICA-LEARNING FOR LIFE-FIRE EXPLORER PROGRAM.
  5. RESOLUTION NUMBER 2573--JOINING THE "LET'S MOVE!" CAMPAIGN HEADED BY THE FIRST LADY OF THE UNITED STATES IN AN EFFORT TO SOLVE THE CHALLENGE OF CHILDHOOD OBESITY WITHIN A GENERATION.
  6. REVIEW AND APPROVAL OF THE CITY COUNCIL'S VISION, MISSION STATEMENT AND STRATEGIC INITIATIVES.
- XIII. CLAIMS & ADJUSTMENTS
- XIV. ADJOURNMENT

Pursuant to A.R.S. § 38-431.02(B) the Council may vote to go into executive session on any agenda item pursuant to A.R.S. § 38-431.03(A)(3) and (4) (7) for discussion and consultation for legal advice or negotiations for the purchase, sale or lease of real property with the City Attorney.

The Cottonwood Council Chambers is accessible to the disabled in accordance with Federal "504" and "ADA" laws. Those with needs for special typeface print or hearing devices may request these from the City Clerk (TDD 634-5526.) All requests must be made 24 hours prior to the meeting.

# PROCLAMATION

## MARCH IS RED CROSS MONTH

*March 2011*

**WHEREAS**, today, the mission of the American Red Cross is more relevant than ever as we confront a changing America full of unique challenges; and

**WHEREAS**, through its preparedness initiative to Be Red Cross Ready, the Red Cross is empowering individuals and families to protect themselves in three simple steps – Make a Plan, Build a Kit and Be Informed; and

**WHEREAS**, the American Red Cross, for more than 125 years, has honored its mission to provide relief to disaster victims while helping people prevent, prepare for and respond to emergencies; and

**WHEREAS**, last year local volunteers helped their neighbors in need by responding to 22 disasters in Yavapai County; and

**WHEREAS**, last year more than 1,000 people were trained in life-saving skills and another 800 were trained in water safety in Yavapai County; and

**WHEREAS**, more than 1,700 critical messages were relayed for Arizona service members and their families around the world; and

**WHEREAS**, compassionate and caring people who want to make a difference in Arizona and across the nation, at home and abroad, channel their support through the American Red Cross.

**NOW THEREFORE, I**, Diane Joens, Mayor of the City of Cottonwood, Arizona, do hereby proclaim March 2011 as Red Cross Month in Cottonwood.

**IN WITNESS THEREOF**, I have hereunto set my hand and caused to be affixed the Seal of the City of Cottonwood, Arizona, on the first day of March two thousand eleven, and have made this proclamation public.

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Diane Joens, Mayor

Attest:

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Marianne Jiménez, City Clerk

City of Cottonwood, Arizona  
City Council Agenda Communication



Meeting Date: February 15, 2011

Subject: Application for Extension of Premises Liquor License Permit for Kactus Kate's.

Department: City Clerk

From: Marianne Jiménez, City Clerk

**REQUESTED ACTION**

Council consideration of recommending approval or denial of an application for an Extension of Premises Liquor License permit submitted by Katherine Woods for Kactus Kate's located at 929 North Main Street.

**If the Council desires to approve this item the recommended motion is:**

"I move to recommend approval of the Extension of Premises Liquor License Permit application submitted by Katherine Woods for Kactus Kate's."

**BACKGROUND**

An Extension of Premises Liquor License Permit application was received from Katherine Woods, licensee for Kactus Kate's located at 929 North Main Street in Old Town Cottonwood.

**JUSTIFICATION/BENEFITS/ISSUE**

All applications for Extension of Premises Liquor License Permits that are requested of the Arizona Department of Liquor Licenses & Control (ADLLC) for establishments located within the City of Cottonwood are presented to the Council for its recommendation of approval or denial of the application. The Council's recommendation is taken into consideration by the ADLLC prior to their final approval of the application.

**REVIEWED BY:**

City Manager: \_\_\_\_\_ City Attorney: \_\_\_\_\_

**ATTACHMENTS**

- Copy of the Application for Extension of Premises Permit for Kactus Kate's.

ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

800 W Washington 5th Floor
Phoenix AZ 85007-2934
www.azliquor.gov
(602) 542-5141

APPLICATION FOR EXTENSION OF PREMISES/PATIO PERMIT

THIS APPLICATION MUST BE RETURNED TO THE DEPARTMENT OF LIQUOR

Permanent change of area of service - Give specific purpose of change:
Sidewalk cafe/patio in front of Bldg on MAIN ST
Temporary change for date(s) of:

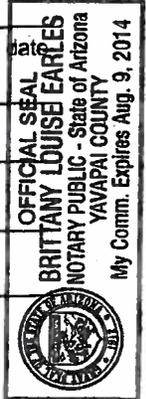
- 1. Licensee's Name: Woods Katherine L.
2. Mailing Address: 929 N. MAIN Cottonwood AZ 86326
3. Business Name: Cactus Kate's LLC LICENSE #: 06130063
4. Business Address: 929 N. MAIN ST Cottonwood YAVAPAI, AZ
5. Business Phone: (928) 634-7822 Residence Phone: (928) 639-0441
6. Do you understand Arizona Liquor Laws and Regulations? YES NO FAX # ( )
7. Have you received approved Liquor Law Training? NO YES When? FEB 11, 2010
8. What security precautions will be taken to prevent liquor violations in the extended area? CAMERA DOORMAN
9. Does this extension bring your premises within 300 feet of a church or school? YES NO
10. IMPORTANT: ATTACH THE REVISED FLOOR PLAN CLEARLY DEPICTING YOUR LICENSED PREMISES AND WHAT YOU PROPOSE TO ADD.

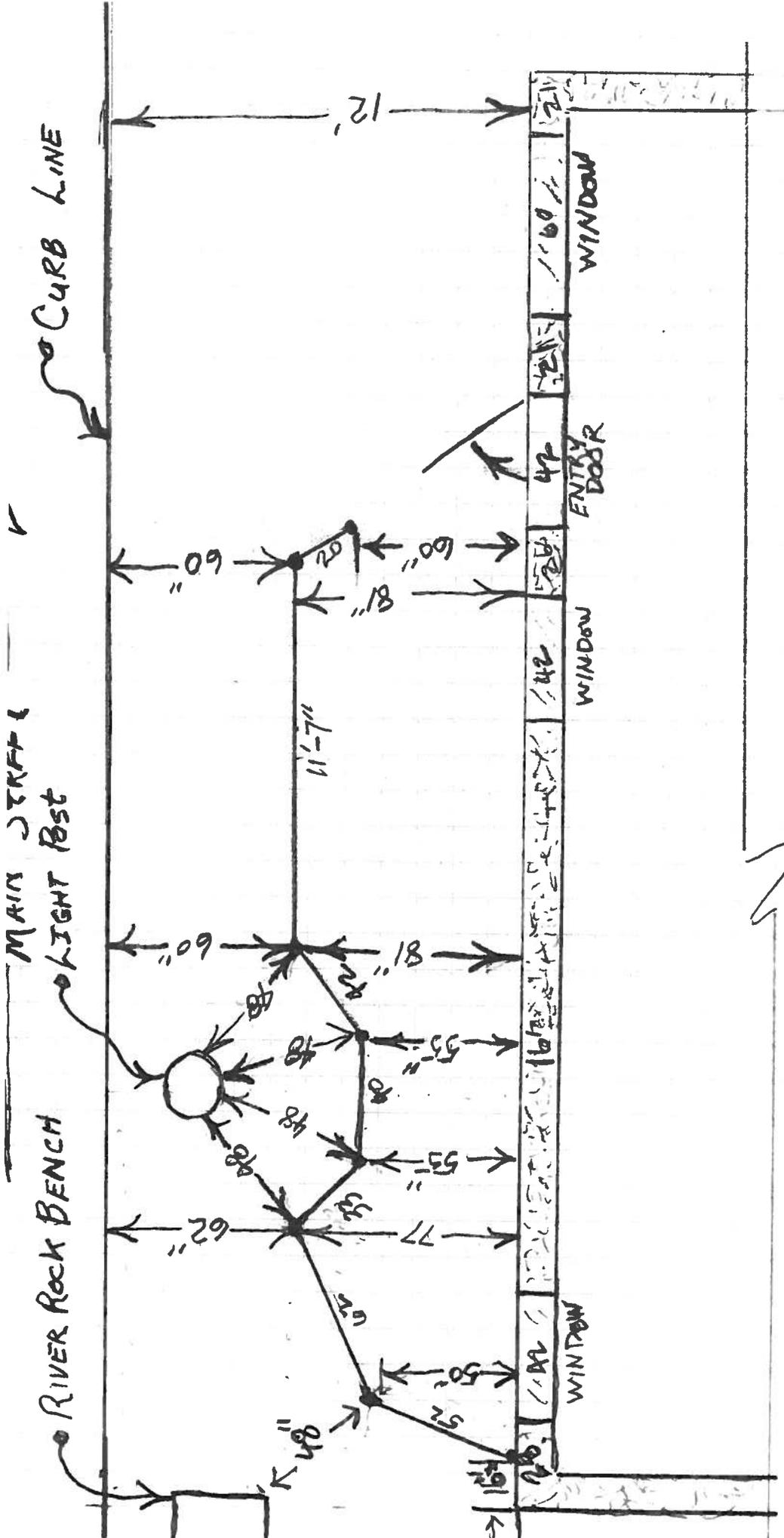
After completing sections 1-9, take this application to your local Board of Supervisors, City Council or Designate for their recommendation. This recommendation is not binding on the Department of Liquor.
This change in premises is RECOMMENDED by the local Board of Supervisors, City Council or Designate:
(Authorized Signature) (Title) (Agency)

I, Katherine L. Woods, being first duly sworn upon oath, hereby depose, swear and declare, under penalty of perjury, that I am the APPLICANT making the foregoing application. I have read this application and the contents and all statements are true, correct and complete.

X Katherine L. Woods (Signature of Owner or Agent) State of Arizona County of Yavapai
SUBSCRIBED IN MY PRESENCE AND SWORN TO before me this 25th day of Jan 2011
Brittany Louise Earles (Signature of NOTARY PUBLIC)

My commission expires on: 8/9/14
Investigation Recommendation Approval Disapproval by: Date:
Director Signature required for Disapprovals Date:





SIDEWALK CAFE  
 CACTUS KATE'S  
 OLD TOWN COTTONWOOD

1/4" = 1'

City of Cottonwood, Arizona  
City Council Agenda Communication



Meeting Date: February 15, 2011

Subject: Request for a Refund of Impact Fees for the Yavapai County Health Clinic

Department: Administration

From: Doug Bartosh

**REQUESTED ACTION**

Supervisor Chip Davis is requesting the City Council to consider refunding the impact fees that the county paid for the new Yavapai County Health Clinic.

**If the Council desires to approve this item the suggested motion is: I move to approve the refund of impact fees for the Yavapai County Health Clinic.**

**If the Council desires to not approve this item the suggested motion is: I move not to approve the refund of impact fees for the Yavapai County Health Clinic.**

**BACKGROUND**

On January 27th, the City Manager received a letter from Yavapai County Supervisor Chip Davis requesting that the sewer and water impact fee for the new county health clinic be waived. The county has already paid the impact fee of \$46,748 on September 8<sup>th</sup> 2010 so the County Supervisor is requesting a refund of those fees.

The City Council is governed by ARS 9-453.05 which allows municipalities to charge impact fees. Section B.5 requires that the fees be assessed in a non-discriminatory way. This would infer that the City Council should not randomly waive impact fees for one group and not another. Generally when fees are waived by other municipalities it occurs in exchange for other remunerations to the city.

According to Cottonwood Municipal Code Section 13.20.190 – The city reserves the right to negotiate fees, pursuant to statute, with all new development related to schools and government entities. Such negotiations shall be memorialized by an Intergovernmental Agreement between the city and the entity.

This section of the code relating to impact fees was approved in July 2007 and became effective October 17<sup>th</sup>, 2007. Since that date, the City Council has not approved any waiver of the impact fees. Prior to that date, City Councils have waived the impact fee two times; for the Sanctuary for \$1,500 and

for the new MVD building for \$10,803.50. In exchange for waiving the impact fee for the MVD building, the builder constructed 500 feet of city sewer line to reach the new building at a cost to the development of \$32,000. City Councils have also denied waiving impact fees prior to July 2007 for the Food Bank and for Habitat for Humanity twice; although they did waive building permit fees and sewer hook-up fees for Habitat for Humanity. City Councils have approved a waiver of building permit fees for MUHS and they have also been denied such a request.

Cottonwood Municipal Code Section allows for appeals of the city's impact fees as follows:

- A. An appeal from any decision of a city official pursuant to the impact fee schedule shall be made to the Mayor and City Council by filing a written appeal pursuant to the appropriate city form with the City Clerk within 30 days following the decision which is being appealed.
- B. The burden of proof shall be on the appellant to demonstrate that the decision of the city is erroneous.
- C. All appeals shall detail the specific grounds therefore and all other relevant information, and shall be filed on a form provided by the city for such purposes.
- D. Upon receipt of a timely-filed appeal, the matter shall be timely transferred to the City Manager, who will, after reviewing the materials, prepare the matter to be presented to the Mayor and City Council at a regularly scheduled council meeting.

### **JUSTIFICATION/BENEFITS/ISSUES**

Pros - In the letter from Supervisor Davis he justifies this request by offering that the new clinic will serve approximately 10,000 patients per year benefiting the entire Verde Valley and the citizens of Cottonwood. He states that 59 percent of the visits are from patients who do not live in Cottonwood and the city's economy will benefit by these visits.

Cons - The city has already invested \$29,400 to assist the clinic in connecting to a reliable water line on 6<sup>th</sup> Street.

The county paid the impact fee of \$46,748 on September 8<sup>th</sup>, 2010. This is almost 4 months beyond the time limit allowed for appeals.

It is questionable whether this requested waiver meets the intent of ARS 9-462.05 B.5 by waiving the impact fee for one government group and not others. The recreation center paid approximately \$85,000, the post office paid \$11,237 and while the impact fee of \$10,803.50 for MVD was waived, it was done so in exchange for the developer installing 500 feet of city sewer line at a value of \$32,000.

When impact fees are charged they offset the cost of adding a new customer to the water and wastewater systems. When the fee is waived the other users on the system absorb that cost.

Permit fees have never been waived by the county for city work that must be completed in county areas including a significant amount paid for encroachment permits for improvements to the Verde Village's water system. Recently, the city was told by the county that we will need to purchase an unusable parcel of land owned by the county and currently used to support the access and egress of a well that serves the Verde Villages. This parcel had a

market value of \$32,700 in 2007; however, the current value is most likely less than this amount.

**COST/FUNDING SOURCE**

The City Attorney advises that if the Council approves this request, the relevant impact fee accounts will have to be reimbursed from the City's general fund.

**REVIEWED BY:**

City Manager: \_\_\_\_\_

City Attorney: \_\_\_\_\_

**ATTACHMENTS**

Letter from Supervisor Davis

# Board of Supervisors District 3



**A.G. "CHIP" DAVIS**  
**Supervisor, District 3**  
10 S. Sixth Street  
Cottonwood, AZ 86326  
(928) 639-8110  
[chip.davis@co.yavapai.az.us](mailto:chip.davis@co.yavapai.az.us)

January 27, 2011

The Honorable Diane Joens  
Mayor, City of Cottonwood  
827 N. Main Street  
Cottonwood, AZ 86326

Dear Mayor Joens:

This letter is to formally request the City of Cottonwood Council consider waiving the water (\$27,145) and wastewater (\$19,603) impact fees for the County Health Clinic Building totaling \$46,748.

We apologize for any misunderstanding regarding APS; we were hoping the City of Cottonwood's staff would look into the waiver for the Department of Motor Vehicle on 12<sup>th</sup> Street and Mingus Union High School.

The County Health Clinic Building is a \$1.58M public facility that will not only serve the City of Cottonwood's residents but the entire Verde Valley. We anticipate the facility will have over ten thousand visits each year with services being offered for primary care, dental care and mental health care.

Currently, 43% of our patients have no insurance and are on our Sliding Scale Fee, 35% are on AHCCCS and 15% are on Medicare. As you can see these services are great assets to the residents that we all serve.

This facility will have a positive economic impact for the City of Cottonwood. Approximately 59% of the current patients seen live outside of Cottonwood. This will bring in approximately 1,946 visitors to the area with an average of 3visits a year.

As you can see the building will be a considerable asset to the City of Cottonwood and we appreciate your consideration.

Best regards,

A handwritten signature in black ink, appearing to be 'A. G. Davis'.

A. G. "Chip" Davis  
District 3 Supervisor

Cc: Doug Bartosh, City of Cottonwood Manager  
City of Cottonwood Council Members  
Julie Ayers, County Administrator  
Dave Hunt, Deputy County Attorney  
Jim Holst, Capital Improvements Coordinator

City of Cottonwood, Arizona  
City Council Agenda Communication



Meeting Date: February 15, 2011

**Subject: Ordinance Number 570--Leave Sharing Program, First Reading**

Department: Finance / Human Resources

From: Rudy Rodriguez & Iris Dobler

**REQUESTED ACTION**

Council discussion and first reading of Ordinance Number 570, which adds Section 11.14, Leave Sharing Program, to the City of Cottonwood Employee Manual and making it an employee benefit.

Also, staff is requesting the deletion of Section 11.B.5 Leave of Absence with Pay from the same manual.

**If the Council desires to approve this item the suggested motion is:**

No motion required at this time – first reading and discussion of Ordinance Number 570.

**BACKGROUND**

This program assists City of Cottonwood employees who experience an extended personal or family catastrophic illness or injury that causes a loss of income. An employee will potentially be eligible if they have exhausted all of their paid leave accruals.

The Leave Sharing Program is voluntary, and will allow employees to assist fellow employees that have fallen into the above situation by donating some of their vacation time. It is expected that the new Leave Sharing Program will replace the need for Section 11.B.5 Leave of Absence with Pay which currently covers a paid leaves of absence, not to exceed 30 calendar days, approved solely by the City Manager.

**JUSTIFICATION/BENEFIT/ISSUES**

Employees helping employees. The benefit to the City is that good, productive employees can be kept on the payroll even if they have an unforeseen family catastrophe.

**COST/FUNDING SOURCE**

No direct costs will be involved. Finance/Payroll staff will expend minimal time to convert donated hours to dollars, and add or delete appropriate number of hours to and from employee accounts. We estimate there will not be more than one or two requests submitted per year.

**REVIEWED BY**

City Manager: \_\_\_\_\_

City Attorney: \_\_\_\_\_

**ATTACHMENTS**

Attachment #1 - Leave Sharing Program  
Ordinance Number 570

#### 14. Leave Sharing Program

- a. The purpose of the Leave Sharing Program is to allow City employees the opportunity to assist fellow employees who have experienced personal or family catastrophic illness or injury that causes a loss of income.

The Leave Sharing Program is intended to assist employees who are not receiving disability benefits or Worker's Compensation payments.

- b. This is a voluntary program; employees who wish to participate may donate accrued vacation time to the sharing bank when a notice is put out that an employee has been approved to receive contributions.

Only employees who have a minimum of 40 hours of vacation time remaining on their records after they donate will be allowed to contribute.

- c. Eligibility – Employees (or their designated representative) will be required to complete an Application for the Leave Sharing Program. Forms may be requested from the Human Resources office, or obtained from the City website.

A new application form must be submitted for each separate request for leave sharing time.

The employee must have exhausted all of his accrued time (including vacation, sick leave, float and comp time) to be eligible to apply for leave sharing time.

- d. Requests for leave sharing time must be for a personal or family serious health condition which meets FMLA requirements. FMLA time will be used concurrently, if appropriate.

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- i. Annual maximum leave allowed to be donated to employee is 480 hours in any 12-month period (looking backwards).

SUBJECT: Leave (continued)

Payment will be made at 100% of employee's base salary. No leave time will be accrued while employee is being paid under the Leave Sharing Program.

Medical, dental and vision benefits in effect prior to using the donated time will remain in effect, with the City and the employee continuing to pay their respective portions.

Retirement benefits (through Arizona State Retirement System or Arizona State Public Safety Retirement System) will also remain intact.

- ii. If an employee's regularly scheduled Performance Review falls during the time the employee is using leave sharing time, the review (and possible resulting merit increase) will be delayed until after the employee is no longer receiving pay through the Leave Sharing Program.
- e. The City Manager will make the decision whether to approve or deny each application.
- f. Any excess donated hours will remain in the bank for future use.

If for any reason, there are no hours in the leave sharing bank, no leave sharing hours will be granted.

## ORDINANCE NUMBER 570

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 11 LEAVE, OF THE CITY OF COTTONWOOD EMPLOYEE MANUAL 2007 EDITION, REVISION NUMBER I., BY DELETING SECTION 11. b. 5. LEAVE OF ABSENCE WITH PAY, AND ADDING A NEW SECTION 11. 14., LEAVE SHARING PROGRAM.

WHEREAS, the City Council has determined that the following changes to the City's Employee Manual 2007 Edition, Revision Number I., are appropriate and desirable.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, AS FOLLOWS:

**Section 1:** That Section 11. b. 5., Leave of Absence With Pay, is hereby deleted, and a new Section 11. 14., Leave Sharing Program is hereby added as follows:

### **14. Leave Sharing Program**

- a. The purpose of the Leave Sharing Program is to allow City employees the opportunity to assist fellow employees who have experienced personal or family catastrophic illness or injury that causes a loss of income.

The Leave Sharing Program is intended to assist employees who are not receiving disability benefits or Worker's Compensation payments.

- b. This is a voluntary program; employees who wish to participate may donate accrued vacation time to the sharing bank when a notice is put out that an employee has been approved to receive contributions.

Only employees who have a minimum of 40 hours of vacation time remaining on their records after they donate will be allowed to contribute.

- c. Eligibility - Employees (or their designated representative) will be

ORDINANCE NUMBER 570

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required to complete an Application for the Leave Sharing Program. Forms may be requested from the Human Resources office, or obtained from the City website.

A new application form must be submitted for each separate request for leave sharing time.

The employee must have exhausted all of his accrued time (including vacation, sick leave, float and comp time) to be eligible to apply for leave sharing time.

- d. Requests for leave sharing time must be for a personal or family serious health condition which meets FMLA requirements. FMLA time will be used concurrently, if appropriate.
  - i. Annual maximum leave allowed to be donated to employee is 480 hours in any 12-month period (looking backwards).

Payment will be made at 100% of employee's base salary. No leave time will be accrued while employee is being paid under the Leave Sharing Program.

Medical, dental and vision benefits in effect prior to using the donated time will remain in effect, with the City and the employee continuing to pay their respective portions.

Retirement benefits (through Arizona State Retirement System or Arizona State Public Safety Retirement System) will also remain intact.

- ii. If an employee's regularly scheduled Performance Review falls during the time the employee is using leave sharing time, the review (and possible resulting merit increase) will be delayed until after the employee is no longer receiving pay through the Leave Sharing Program.
- e. The City Manager will make the decision whether to approve or deny each application.
- f. Any excess donated hours will remain in the bank for future use. If for any reason, there are no hours in the leave sharing bank, no leave sharing hours will be granted.

ORDINANCE NUMBER 570

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**Section 2:** All ordinances and parts of ordinances in conflict with the provisions of this ordinance or any part of the code adopted herein by reference are hereby repealed.

**Section 3:** If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the code adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, THIS 1ST DAY OF MARCH 2011.

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Diane Joens, Mayor

APPROVED AS TO FORM:

ATTEST:

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Steven B. Horton, Esq.  
City Attorney

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Marianne Jiménez, City Clerk

City of Cottonwood, Arizona  
City Council Agenda Communication



Meeting Date: February 15, 2011

**Subject: Ordinance 571--Zone Change and Master Development Plan approval for the Taylor Padgett Village Center Planned Area Development**

Department: Community Development

From: George Gehlert, Director

**REQUESTED ACTION**

Review/approval of the zoning request for the Taylor-Padgett Village Center PAD, and first reading of related Ordinance 571, changing the zoning from C-1 to PAD.

**If the Council desires to approve this item the suggested motion is:**

No motion required at this time – first reading and discussion only.

**BACKGROUND**

Attached for your review is a copy of the staff memo to the Planning and Zoning Commission regarding a zone change and associated Design Review for a proposed 13,284 square foot mixed use project to be known as the Taylor & Padgett Village Center. The 1.19 acre site is located along the west side of Quail Trail, 200 feet north of East Mingus Avenue. APN: 406-42-012B. Owner: Taylor Living Trust, Tom Taylor. Agent: Architecture Works Green, Inc. Reynold Radoccia.

**JUSTIFICATION/BENEFITS/ISSUES**

The request meets the objectives of the City's General Plan and has received a recommendation for approval from the planning and Zoning Commission subject to the following stipulations:

1. That the use comply with the Master Development Plan dated 11/9/10.
2. That a shared access and parking agreement be submitted for staff review and approval.

3. That sidewalks adjacent to head-in parking areas either be widened to 7 foot (per the Landscape Code) or an alternative means be provided for preventing encroachment of sidewalks by car bumpers, subject to staff review and approval.
4. That the rainwater cistern contamination prevention system be approved by the Engineering Department.
5. That administrative sign permits be obtained for all signs.
6. That the applicant address all other Code Review comments from the meeting dated 2/26/10.

### **COST/FUNDING SOURCE**

There is no cost for this action. The development of this project will provide public right-of-way, street and sidewalk improvements along Quail Trail, and a private easement accessing acreages north from Mingus Avenue, behind Hobo Joe's.

### **REVIEWED BY:**

City Manager: \_\_\_\_\_

City Attorney: \_\_\_\_\_

### **ATTACHMENTS**

- Master Development Plan for Taylor-Padgett Village Center\*
- Staff memo to the Planning and Zoning Commission from Jan. 24, 2011
- P&Z Minutes from Jan. 24, 2011
- Ordinance Number 571
- Large format site plan, elevations, etc.\*

\*Provided to the Council as separate attachments due to their size and are available for public review at the Community Development Department).



## STAFF MEMO

**TO:** Planning and Zoning Commission

**FROM:** Wes Ballew, Planner

**THROUGH:** George Gehlert, Community Development Director

**FOR:** January 24<sup>th</sup>, 2011

**SUBJECT: PAD/DR 10-005 Taylor Padgett Village Center 406-42-012B**

Consideration of a zone change from C-1 (Light Commercial) to PAD (Planned Area Development) and Design Review associated with a proposed 13,284 square foot mixed use project to be known as the Taylor & Padgett Village Center. The 1.19 acre site is located along the west side of Quail Trail, 200 feet north of East Mingus Avenue. APN: 406-42-012B. Owner: Taylor Living Trust, Tom Taylor. Agent: Architecture Works Green, Inc. Reynold Radoccia.

The property is located behind Hobo Joes restaurant. The City's General Plan designates this area as appropriate for commercial development. Adjacent uses include commercial buildings to the south and north (both zoned C-1); the Cottonwood Middle School to the west (zoned R-1); and the U.S. Postal Service building to the east (zoned R-3). There is currently a dental office located on the property which is to be retained.

Cottonwood's PAD Code requires review and approval of a Master Development Plan which addresses the components of the Code (Section 424). The Master Development Plan is attached for your review. The project is proposed to be LEED Gold Certified and will be registered with the US Green Building Council.

In addition to the renovation of the existing dental office, the proposal would add 6,205 sq.ft. of new commercial space within five separate buildings. The applicants are proposing office and retail uses. Also proposed are rental residential units including (3) two-bedroom units and (3) one-bedroom units. The project is proposed to be developed in two phases, with a mix of commercial, and residential proposed in the first phase; and additional commercial development in the second phase. The property will remain in common ownership.

The site is accessed from Quail Trail, a private street. The applicants will dedicate a 40-foot right-of-way across the property frontage to accommodate the placement of curb, gutter and sidewalk along the west side of Quail Trail as part of this project. To qualify for LEED certification, the applicants will also have to continue the sidewalk improvements south to join with Mingus Avenue. Additional drainage improvements may be required along Quail Trail to achieve that objective.

The construction site will be developed as a series of one and two-story buildings based around a central courtyard that would include a landscaped walkway with a community garden and several private courtyards. The exterior walls will be stucco on insulated concrete forms with some second floor walls being 2x6 frame construction. The roofing will be painted metal. River rock is used to treat some sections of the first floor walls. Solar photovoltaic panels will be used to create shade canopies over public walkways and private parking areas. The applicant will pave the parking, which is currently gravel. Forty four new parking spaces are proposed.

The Zone Change process requires special legal notice, a community meeting and related mailings to adjacent property owners, and special site posting in advance of Planning and Zoning Commission review. Those requirements have been met. Staff has received no comments on this proposal.

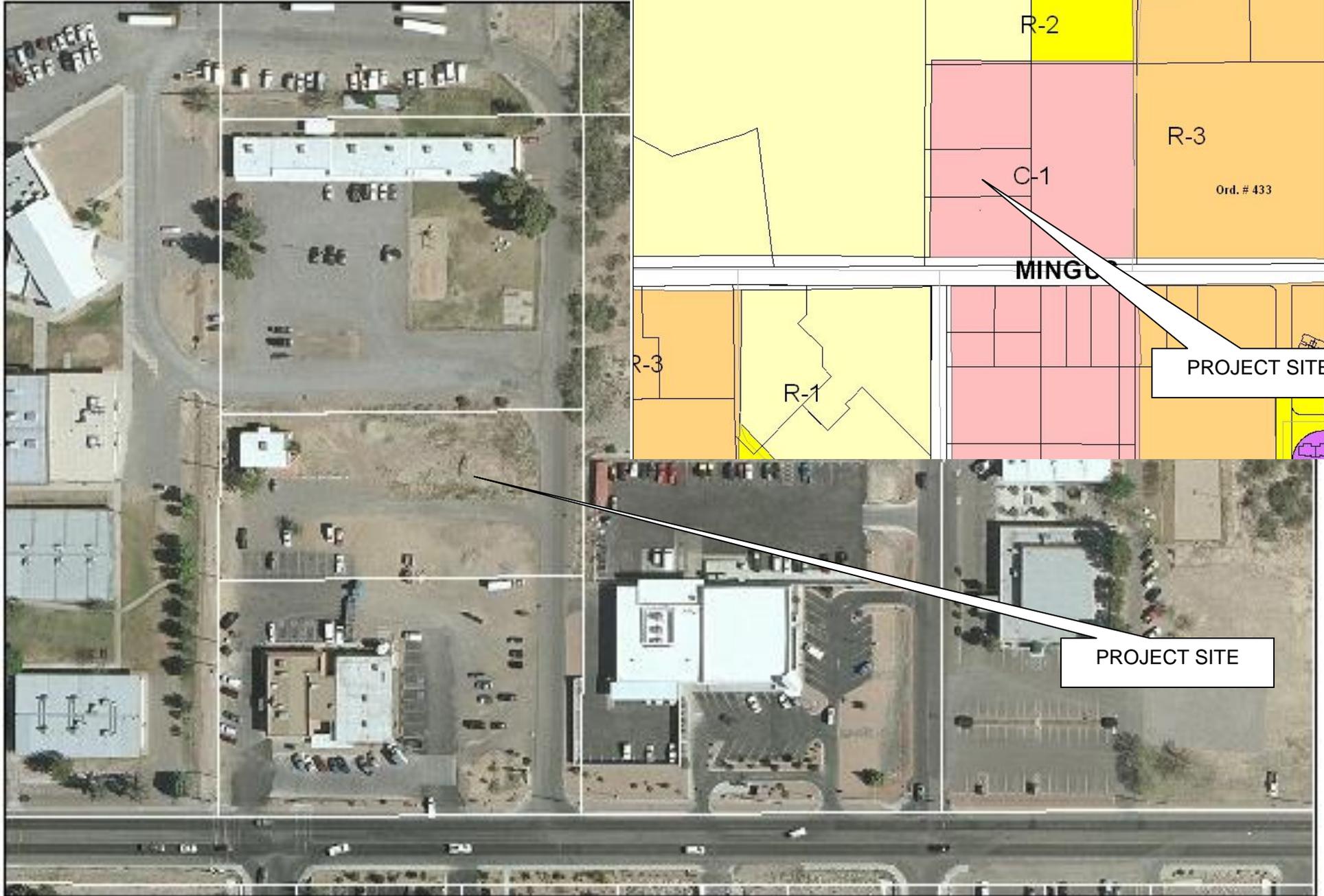
### **ISSUES**

- **Parking** - The site has an existing shared-use parking easement with the adjacent property to the south, which includes Hobo Joes Restaurant. The applicant will be required to submit an agreement which meets with code requirements.
- **Water Use** – The PAD code allows for a variety of water conservation methods as alternatives to the dual plumbing otherwise required for new residential uses. A rainwater collection system has been proposed in order to meet this requirement. Two above ground rainwater cisterns will be located beneath the second floor of two of the apartment units. As the cisterns will be connected to the public water system, the applicant will need to ensure that all required contaminant protection devices are reviewed and approved by the Engineering Department before final building permits are issued (backflow / airgap and failsafe disinfection, etc.).
- **Solar Panels** – The proposed solar panels are on the roof facing south. Because they need access to sunlight to be useful, the panels are difficult to screen.

### **RECOMMENDATION**

As the request appears to meet the objectives of the City's General Plan and Planned Area Development Ordinance, Staff recommends approval of the **PAD/DR 10-005** with the following stipulations:

1. That the use comply with the Master Development Plan dated 11/9/10 (as may be modified by the Commission).
2. That a shared access and parking agreement be submitted for staff review and approval.
3. That sidewalks adjacent to head-in parking areas either be widened to 7 ft. (per the Landscape Code) or an alternative means be provided for preventing encroachment of sidewalks by car bumpers, subject to staff review and approval.
4. That the rainwater cistern contamination prevention system be approved by the engineering department.
5. That administrative sign permits be obtained for all signs.
6. That the applicant submit a current legal description for the property, title report, and proof of signer's authority prior to Council review.
7. That the applicant address all other Code Review comments from the meeting dated 2/26/10.
8. Any other stipulations that the Commission deems necessary



R-2

R-3

Ord. # 433

C-1

MINGO

R-3

R-1

PROJECT SITE

PROJECT SITE







WOOD  
NOTICE

DESIGN REVIEW FOR  
A RESIDENTIAL PROJECT  
Parcel Numbers 498-42-012 B

Planning & Zoning Commission  
City Council - First Reading  
City Council - Final Reading  
in the City Council Chambers, 626 N. Main  
Community Development Department, 111 N. Main







EXCERPT FROM P&Z COMMISSION MEETING FROM JANUARY 24, 2011

1. **PAD/DR 10-005** Consideration of a zone change from C-1 (Light Commercial) to PAD (Planned Area of Development) and a 13,284 square foot mixed use project to be known as the Taylor & Padgett Village Center. The 1.19 acre site is located along the west side of Quail Trail, 200 feet north of East Mingus Avenue. APN: 406-42-012B. Owner: Taylor Living Trust, Tom Taylor. Agent: Architecture Works Green, Inc. Reynold Radoccia.

Planner Ballew stated the property is located behind Hobo Joes restaurant. The City's General Plan designates this area as appropriate for commercial development. Adjacent uses include commercial buildings to the south and north, both zoned C-1; the Cottonwood Middle School to the west, zoned R-1; and the U.S. Postal Service building to the east, zoned R-3. There is currently a dental office located on the property which is to be retained.

Planner Ballew stated Cottonwood's PAD Code requires review and approval of a Master Development Plan which addresses the components of the Code (Section 424). The project is proposed to be LEED Gold Certified and will be registered with the US Green Building Council.

Planner Ballew stated in addition to the renovation of the existing dental office, the proposal would add 6,205 square feet of new commercial space within five separate buildings. The applicants are proposing office and retail uses. Also proposed are rental residential units including (3) two-bedroom units and (3) one-bedroom units. The project is proposed to be developed in two phases, with a mix of commercial, and residential proposed in the first phase; and additional commercial development in the second phase. The property will remain in common ownership.

Planner Ballew stated the site is accessed from Quail Trail, a private street. The applicant will dedicate a forty foot right-of-way across the property frontage to accommodate the placement of a curb, gutter and sidewalk along the west side of Quail Trail as part of this project. To qualify for LEED certification, the applicants will also have to continue the sidewalk improvements south to join with Mingus Avenue. Additional drainage improvements may be required along Quail Trail to achieve this objective.

Planner Ballew stated the construction site will be developed as a series of one and two-story buildings based around a central courtyard that would include a landscaped walkway with a community garden and several private courtyards. The exterior walls will be stucco on insulated concrete forms with some second floor walls being 2x6 frame construction. The roofing will be painted metal. River rock is used to treat some sections on the first floor walls. Solar photovoltaic panels will be used to create shade canopies over public walkways and private parking areas. The applicant will pave the parking, which is currently graveled. Forty-four new parking spaces are proposed.

Planner Ballew stated Staff has the following issues with the proposed project:

- **Parking-** The site has an existing shared-use parking easement with the adjacent property to the south, which includes Hobo Joes Restaurant. The applicant will be required to submit an agreement which meets with code requirements.
- **Water Use-** The PAD code allows for a variety of water conservation methods as alternatives to the dual plumbing otherwise required for new residential uses. A rainwater collection system has been proposed in order to meet this requirement. Two above ground rainwater cisterns will be located beneath the second floor of two of the apartment units. As the cisterns will be connected to the public water system, the applicant will need to ensure that all required contaminant protection devices are reviewed and approved by the Engineering Department before final building permits are issued.
- **Solar Panels-** The proposed solar panels are on the roof facing south. Because the panels need access to sunlight to be useful, they are hard to screen.

Planner Ballew stated Staff recommends approval of this project with the following stipulations:

1. That the use comply with the Master Development Plan dated 11/9/10 (as may be modified by the Commission).
2. That a shared access and parking agreement be submitted for staff review and approval.
3. That sidewalks adjacent to head-in parking areas either be widened to 7 ft. (per the Landscape Code) or an alternative means be provided for preventing encroachment of sidewalks by car bumpers, subject to staff review and approval.
4. That the rainwater cistern contamination prevention system be approved by the engineering department.
5. That administrative sign permits be obtained for all signs.
6. That the applicant submit a current legal description for the property, title report, and proof of signer's authority prior to Council review.
7. That the applicant address all other Code Review comments from the meeting dated 2/26/10.
8. Any other stipulations that the Commission deems necessary.

Chairman Kiyler invited the project representative to address the Commission.

Reynold Radoccia of Architecture Works Green, presented a power point presentation to the Commission. Radoccia stated he first started working on this project in 2007 and the owner of the property, Tom Taylor, owns a finance manage company with offices in Cottonwood, Camp Verde and Prescott.

Radoccia stated this project is designed to be a mixed use, infill project with access to Mingus Avenue to allow patrons the use of the City's public transportation system. Radoccia stated the mixed use concept is to have

commercial businesses on site plus residential for the possibility to live and work on site. The site was also designed with the idea of sustainability in regards to the building materials, public areas, water reuse, solar and electricity.

Radoccia stated due to the current economy the project will be built in two phases; however, one phase will not impact the other.

Radoccia showed, on the power point presentation, a site plan overview of the project and adjacent properties. The site plan for Phase 1 consists of six residential units, one commercial unit and the existing building which is currently a dental office. The site plan for Phase 2 consists of three commercial buildings, 1,600 square feet each. Each building could be divided into two suites or kept as one large suite. Radoccia noted the new commercial suites will be used for office or retail use only, not for an eatery.

Radoccia showed the second story floor plan, the roof plan, the elevations, the color scheme and the separate parking areas for commercial and residential.

Radoccia stated there is a large APS box in the middle of the parking lot and due to the high expense that would be involved in relocating it; it was turned into an island.

Radoccia stated he has had several meeting with the Fire Department in regards to adequate access for fire trucks and the Fire Department is happy with the proposed circulation around the site.

Chairman Kiyler questioned if the smaller parking area for Phase 1 was approved by the Fire Department. Radoccia stated due to the existing building on site, the original request of the Fire Department could not be met; however, they have come to an agreement. Director Gehlert stated the Fire Department stated they need to be able to get within 150 feet of all portions of the building and Radoccia has met that.

Commissioner Speer stated in Phase 1 the treatment of the existing parking area appears to be chip seal and believes another type of treatment would be better. Radoccia stated he is paving enough of the area to meet the required number of parking spaces to meet City code and was planning to match the existing chip seal. Radoccia stated however if the Commission would prefer asphalt it could probably be changed to that.

Commissioner Williams expressed his concern that once Phase 1 is built, Phase 2 will never be built and in turn how would the site look with only Phase 1 was built. Radoccia stated that he has put a lot of work into this project so that Phase 1 can be a stand-alone process. Radoccia stated he is unsure on the answer for Commissioner Williams; he is only presenting the project as told but understands the Commission's concerns.

Commissioner Wilder stated she likes the visual appearance, the mixed use and the all green components of the project. Commissioner Wilder believes the project is a nice addition to the area.

Commissioner Cox stated this is a great project that will benefit the Community and he is happy to see it moving forward. Commissioner Cox questioned if there would be any parking lot access to the west side exit that goes by Hobo Joes Restaurant to the four-way stop sign at Mingus Avenue. Radoccia stated he does not foresee the commercial parking area using that exit.

Vice Chair Lovett questioned the cisterns effectiveness due to the fact that it does not rain much in Cottonwood. Radoccia stated the cisterns hold 16,000 gallons of water; however they will not be the only water source, the project will also be tied into the City water system. Vice Chair Lovett stated she likes the green concept and believes this is a great project.

Director Gehlert stated Staff is very enthusiastic about this project. This is a key piece of property and will be the first LEED certified project in the City. Director Gehlert noted more discuss on the location of the APS box can be handle administratively, due to the high cost of relocating it, possibility of a roundabout feature can be added around it. Radoccia stated he has plans to discuss the box location again with APS; he would like to see it moved.

- Motion:**            **To approve PAD/DR 10-005 with the following stipulations:**
- 1. That the use comply with the Master Development Plan dated 11/9/10.**
  - 2. That a shared access and parking agreement be submitted for staff review and approval.**
  - 3. That sidewalks adjacent to head-in parking areas either be widened to seven feet (per the Landscape Code) or an alternative means be provided for preventing encroachment of sidewalks by car bumpers, subject to staff review and approval.**
  - 4. That the rainwater cistern contamination prevention system be approved by the Engineering Department.**
  - 5. That administrative sign permits be obtained for all signs.**
  - 6. That the applicant submits a current legal description for the property, title report, and proof of signer's authority prior to Council review.**
  - 7. That the applicant addresses all other Code Review comments from the meeting dated 2/26/10.**

**Moved by:**        **Vice Chair Lovett**  
**Second by:**     **Commissioner Cox**  
**Vote:**             **Unanimous**

ORDINANCE NUMBER 571

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, AMENDING THE ZONING MAP OF THE CITY OF COTTONWOOD, ARIZONA, FOR A PARCEL OF LAND TOTALING APPROXIMATELY 1.19 ACRES, LOCATED ALONG THE WEST SIDE OF QUAIL TRAIL, 200 FEET NORTH OF EAST MINGUS AVENUE, APN 406-42-012B; SO AS TO CHANGE CERTAIN DISTRICT BOUNDARIES AND CLASSIFICATIONS THEREOF FROM THE PRESENT ZONING OF C-1 (LIGHT COMMERCIAL) TO PAD (PLANNED AREA DEVELOPMENT).

WHEREAS, the Planning & Zoning Commission held a public hearing on January 24, 2011, concerning the rezoning of property owned by Taylor Living Trust, Tom Taylor, Agent and has recommended approval of this request and the requirements of A.R.S. § 9-462.04 have been met.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, AS FOLLOWS:

**Section 1:** That the following described parcel of land (APN 406-42-012B) lying within the City of Cottonwood, Yavapai County, Arizona, shall be and is hereby reclassified from C-1 (Light Commercial) to PAD (Planned Area Development), subject to the applicant's compliance with the conditions and stipulations set forth below under Section 2.

A parcel of ground lying in the Northwest Quarter of Section 34, Township 16 North, Range 3 East, G.&S.R.M., City of Cottonwood, Yavapai County, Arizona, being a portion of that parcel as described in Book 3721 of Official Records, Page 671, this parcel now being described as follows:

Commencing at the center of Section 34;

THENCE South 89° 23' 52" West along the east-west mid-section line a distance of 1020.74 feet to the Southeast Corner of the above referenced parcel;

THENCE North 00° 04' 28" East along the east line of the above referenced parcel a distance of 237.39 feet to the True Point of Beginning;

Ordinance Number 571

Page 2

THENCE North 00° 04' 28" East 152.68 feet to the Northeast Corner of the above referenced parcel;

THENCE South 89° 24' 50" West 339.02 feet to the Northwest Corner of the above referenced parcel;

THENCE South 00° 14' 35" West 152.64 feet to a point on the west line of the above referenced parcel;

THENCE North 89° 25' 23" East 339.47 feet to the True Point of Beginning containing 1.19 acres, more or less.

**Section 2:** That the Planning and Zoning Commission and City Council have determined the following items necessary as conditions of the zoning approval to protect the public health, safety and general welfare:

1. That the use comply with the Master Development Plan dated 11/9/10.
2. That a shared access and parking agreement be submitted for staff review and approval.
3. That sidewalks adjacent to head-in parking areas either be widened to 7 foot (per the Landscape Code) or an alternative means be provided for preventing encroachment of sidewalks by car bumpers, subject to staff review and approval.
4. That the rainwater cistern contamination prevention system be approved the by the Engineering Department.
5. That administrative sign permits be obtained for all signs.
6. That the applicant address all other Code Review comments from the meeting dated 2/26/10.

**Section 3:** The zoning map shall be amended to reflect this zone change only upon compliance with all zoning conditions set forth herein.

**Section 4:** That at least three (3) copies of the zoning map of the City of Cottonwood, Arizona, as hereby amended be kept in the office of the City Clerk for public use and inspection.

**Section 5:** Severability: That if any section, subsection, sentence, clause, phrase or portion of this ordinance adopted herein is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such a decision shall not affect the validity of the remaining portions thereof.

Ordinance Number 571  
Page 3

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE  
MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, THIS 1ST DAY OF  
MARCH 2011.

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Diane Joens, Mayor

ATTEST:

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Marianne Jiménez, City Clerk

APPROVED AS TO FORM:

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Steve Horton, Esq.  
City Attorney

City of Cottonwood, Arizona  
City Council Agenda Communication



Meeting Date: February 15, 2011  
Subject: Cottonwood Fire Department Explorer Program  
Department: Fire  
From: Mike Casson, Fire Chief

**REQUESTED ACTION** Staff is requesting Council authorization for the Cottonwood Fire Department to establish and sponsor a Boy Scouts of America - Learning for Life - Fire Explorer Program. Staff is also requesting Council contingency funds not to exceed \$500 for start up costs.

**If the Council desires to approve this item the suggested motion is:** I move that we authorize the Fire Department to establish and sponsor The Cottonwood Fire Department Explorer Program and expend up to \$500 in Council contingency funds for start up costs.

**BACKGROUND** The Fire Explorer Program is a branch of the Boy Scouts of America's Learning for Life Program whose mission is to provide positive, hands-on and meaningful real-world career experiences and leadership development opportunities for teenagers and young adults in their chosen field of interest. This Program provides another avenue for Cottonwood Fire Department to have a positive impact on youth development in our community.

**JUSTIFICATION/BENEFITS/ISSUES**

- Helps build better relations with the youth in our community.
- Provides another avenue for youth and CFD members to give back to the community through service work and community improvement projects.
- Helps develop community youth and provide education and training in career tracks (Fire/Rescue/EMS) of interest to them.
- Provides a feeder program and first hand experience for future firefighters and paramedics.
- Parallels the Cottonwood Police Department Explorer program in the fire service.

**COST/FUNDING SOURCE**

- Council contingency funds not to exceed \$500 in start up costs
- The Explorer Post itself will generate funds through membership fees, fund raisers and donations to cover ongoing costs of operations becoming fully self sufficient.

**REVIEWED BY:**

City Manager: \_\_\_\_\_

City Attorney: \_\_\_\_\_

**ATTACHMENTS:**

- Cottonwood Fire Department Explorer Program by Cameron Atkinson, FF/EMT
- PowerPoint Slide Presentation

# Cottonwood Fire Department Explorer Program

By Cameron Atkinson, FF/EMT

January 2011

**What is an Explorer Program:** There are multiple avenues a fire department can go down for youth programs, e.g., Cadets, Explorers, Red Shirts, etc. After weighing the pros and cons of these programs the Cottonwood Fire Department staff agreed that an Explorer Program would best fit our goals for a youth program.

Exploring Programs are a branch of the Boy Scouts of America, called Learning for Life. Explorer Programs are designed to provide young men and women with career awareness/opportunities, life skills, citizenship, character education, and leadership experiences.

## **Why have an Explorer Program:**

- The Explorer Program will help to build better community relations with the youth of the community as well as the City of Cottonwood, its Fire Department and its members.
- Give another avenue for the youth and CFD members to give back to the community through service work and community improvement projects.
- Help to develop the communities youth and give them education and training in a career that interests them.
- This program will help to feed other city programs, e.g., CFD full time fire fighters, CFD volunteer firefighters, CFD part time firefighters, other Fire/EMS services, as well as other city volunteer programs.
- This program will parallel the Cottonwood Police Department's Explorer program with and emphasis on the fire service.

## **How are we going to accomplish this:**

- Local oversight through an Explorer Post committee: 1 chairman, 2 committee members, 1 advisor, and a treasurer.
- There are multiple fire department members who will be trained through Learning for Life as adult youth leaders to assist on- and off-duty in regularly scheduled meetings and activities.
- Develop youth into leadership positions to help lead and run the program.
- Resources provided through Explores such as Explorer Program Guides, materials, and use of all BSA properties.

## **Costs:**

- Initial start up fund of \$500.00
- Annual charter fees: Post participation fee- \$20  
Adult Youth Leader- \$10  
Youth Explorer- \$10  
Adult and Youth limited liability insurance- \$1.20
- Explorer Post will generate funds through fund raisers to cover further costs with hopes of becoming fully self sufficient.

## **Liability:**

- Participants will train and participate in non IDLH (Immediately Dangerous to Life Hazards) activities and simulated IDLH fire, rescue and emergency service activities.
- Limited liability insurance provided by BSA at an annual cost of \$1.20 per Adult and Youth
- Under the City of Cottonwood insurance umbrella?



## Fire Explorer Program

By Cameron Atkinson, FF/EMT

January 2011

### What is an Explorer Program:

- Cadets
- Explorers
- Red Shirts
- Etc
  
- Explorer Program 'Best Fit' for Cottonwood Fire Department

### Fire Explorers and BSA

- Exploring Program
- Boy Scouts of America-Learning for Life.
- Explorer Programs are designed to provide young men and women with career awareness/opportunities, life skills, citizenship, character education, and leadership experiences.



### Why have an Explorer Program:

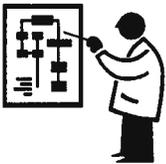
- The Explorer Program will help build better community relations with the youth of the community as well as the City of Cottonwood, it's Fire Department and it's members.

- Give another avenue for the youth and CFD members to give back to the community through *service* work and community improvement projects.
- Help to develop the community's youth and give them education and training in a career that interests them.

- This program will help feed other city programs, e.g., CFD volunteer firefighters, CFD part-time firefighters, other Fire/EMS services, as well as other city volunteer programs.
- This program will parallel the Cottonwood Police Department's Explorer program with an emphasis on the fire service.

**How :**

- Local oversight through an Explorer Post committee: 1 chairman, 2 committee members, 1 advisor, and a treasurer.
- There are multiple fire department members who will be trained through Learning for Life as adult youth leaders to assist on- and off-duty in regularly scheduled meetings and activities.



- Develop youth into leadership positions to help lead and run the program.
- Resources provided through Explorers such as Explorer Program Guides, materials, and use of all BSA properties.



## Costs:

- Initial start up fund of \$500.00 (Fire/City Budget?)
- Annual charter fees:
  - \$20 Post Registration with BSA
  - \$10/Adult Youth Leader
  - \$10/Youth Explorer
  - \$1.20/Adult and Youth limited liability insurance
- Explorer Post will generate funds through fund raisers to cover further costs with hopes of becoming fully self sufficient.

## Liability:

- Participants will train and participate in non IDLH (Immediately Dangerous to Life Hazards) activities and simulated IDLH fire, rescue and emergency service activities.
- Limited liability insurance provided by BSA at an annual cost of \$1.20 per Adult and Youth
- Under the City of Cottonwood insurance umbrella?

## Questions, Comments or Concerns?



City of Cottonwood, Arizona  
City Council Agenda Communication



Meeting Date: February 15, 2011

**Subject: Resolution Number 2573--Joining the National "Let's Move!" Campaign.**

Department: City Council

From: Diane Joens, Mayor

**REQUESTED ACTION**

Council consideration of Resolution Number 2573 which approves the City of Cottonwood joining the national "Let's Move!" campaign to help solve childhood obesity.

**If the Council desires to approve this item the recommended motion is:**

"I move to approve Resolution Number 2573 joining the "Let's Move!" campaign headed by the First Lady of the United States in an effort to help diminish childhood obesity within a generation."

**BACKGROUND**

The First Lady is calling on mayors and elected official from across the country to join her Let's Move campaign, which strives to solve the problem of childhood obesity within a generation. Let's Move cities and towns are being asked to help solve the challenge locally by adopting a long-term, sustainable, approach to fight childhood obesity.

There are four pillar areas of the Let's Move campaign which are: 1) Help parents make healthy family choices, 2) Create healthy schools, 3) Provide access to healthy and affordable food, and 4) Promote physical activity.

The city must complete at least one significant action under each area over the next twelve months. An ad hoc group has been meeting to discuss the program and implement the significant actions the city can take. Megann Dastrup and Bridget Taddonio, Verde Valley Medical Center Fit Kids representatives, are serving on a volunteer basis and have been participating in these meetings and are assisting with scheduling events. Community

Gardeners Bobbie Gooslin and Janice Montgomery are assisting with the gardening classes. Richard Faust and Jason Little are serving in an advisory capacity. Cottonwood Oak Creek School District Superintendent Barbara U'Ren has already accomplished some of the school-related activities that we need to do, and has been a willing participant with Fit Kids.

Action items the group has identified to meet the Let's Move criteria include holding community gardening demonstrations, container gardening classes for families, offering healthy cooking and food preservation classes, planting a garden by school children in the community garden, and launching a Let's Move page on the city's website to provide parents with information on healthy living.

Some of the suggested action items are already being met by the city through its support of the sale of local foods through the city's Farmers Market, supporting the community garden, promoting safe routes to schools, incorporating pedestrian and bicycle lanes into street development, and the establishment of a local fitness challenge (Looking Good Cottonwood).

Any ideas or input the Council may have in regards to the four pillar areas of the Let's Move campaign may be shared at the Council meeting.

Resolution Number 2573 approves the city joining the "Let's Move!" campaign headed by the First Lady of the United States in an effort to solve the challenge of childhood obesity within a generation.

Planting a fruit tree to kick off the Let's Move campaign was suggested and planting more fruit trees in the future in order to create a community orchard. Staff is in the process of identifying areas in the airport clear zones which would be suitable for the fruit orchard.

#### **JUSTIFICATION/BENEFIT/ISSUES**

- Support the national effort of fighting childhood obesity
- Help parents make healthy family choices
- Make healthy food affordable and accessible

#### **COST/FUNDING SOURCE**

We are requesting up to \$1,500 from the City Council's contingency funds for Let's Move projects. Funding will be used to purchase food for cooking and canning demonstrations, containers and seeds for container gardening, scholarships for participating children to receive free 3-month memberships at the Cottonwood Recreation Center to encourage activity, or other activities that may evolve. Bobbie Gooslin has obtained cooking utensils through Habitat for Humanity and local thrift store donations. She has also volunteered funding through the Dr. Jay Fleishman Trust for this project.

**REVIEWED BY**

City Manager: \_\_\_\_\_

City Attorney: \_\_\_\_\_

**ATTACHMENTS**

- Let's Move! Information Regarding the Four Pillar Areas:
  1. Help parents make healthy family choices.
  2. Create healthy schools.
  3. Provide access to healthy and affordable food.
  4. Promote physical activity.
- Proposed calendar of events
- Resolution Number 2573



## LET'S MOVE *Cities & Towns*

[WWW.LETSMOVE.GOV](http://WWW.LETSMOVE.GOV)

### Become a Let's Move City or Town

The First Lady is calling on mayors and elected officials across the country to join her *Let's Move!* campaign. *Let's Move Cities and Towns* engages mayors and other municipal leaders in the campaign to solve the problem of childhood obesity within a generation. *Let's Move Cities and Towns* emphasizes the unique ability of communities to solve the challenge locally, and the critical leadership mayors and elected officials can provide to bring communities together and spur action.

*Let's Move!* for cities and towns is designed to encourage mayors and elected officials to adopt a long-term, sustainable, and holistic approach to fight childhood obesity. This initiative recognizes that every city is different, and every town will require a distinct approach to the issue. Once an elected official signs up as a prospective *Let's Move City* or a *Let's Move Town*, he or she will choose at least one significant action to take over the following twelve months in each of the four pillar areas:

1. Help Parents Make Healthy Family Choices
2. Create Healthy Schools
3. Provide Access to Healthy and Affordable Food
4. Promote Physical Activity

Requirements:

*Let's Move Cities and Towns* must submit a first quarter and end-of-year update, describing the city's or town's plan, timeline, and actions. These reports will be posted online. Then, a city or town may become a *Let's Move City* or *Let's Move Town*.

*Let's Move Cities and Towns* for a given year may be recognized in the following ways:

- *Let's Move!* Intergovernmental Affairs representatives will seek out cities and towns to highlight and celebrate initiatives
- Accomplishments and ideas for future action may be highlighted on the *Let's Move!* website
- Mayors from *Let's Move Cities and Towns* will be invited to participate in conference calls with White House and federal agency staff to share ideas, discuss barriers, celebrate progress
- *Let's Move Cities and Towns* will receive a certificate of acknowledgement confirming qualification as a *Let's Move City* or *Let's Move Town*
- Mayors from *Let's Move Cities and Towns* may be invited to attend events to celebrate collective success in combating childhood obesity

## A Call to Action

Over the past three decades, childhood obesity rates in America have tripled, and today, nearly one in three children in America are overweight or obese. One-third of all children born in 2000 or later will suffer from diabetes at some point in their lives; many others will face chronic obesity-related health problems like heart disease, high blood pressure, cancer, and asthma. A recent study put the health care costs of obesity-related diseases at \$147 billion per year. This epidemic also impacts the nation's security, as obesity is now one of the most common disqualifiers for military service.

In an address to mayors in January, 2010, First Lady Michelle Obama called them to take a leadership role in the *Let's Move!* campaign to solve the epidemic of childhood obesity within a generation. "The idea here is very simple: to put in place common sense, innovative solutions that empower families and communities to make healthy decisions for their kids," stated Mrs. Obama.

## Steps for Mayors and Elected Officials

To become a prospective *Let's Move City* or *Let's Move Town*, mayors and elected officials can make an impact by:

1. **Helping Parents Make Healthy Family Choices:** Offer parents tools, support, and information to make healthier choices for their families.
2. **Improving the Health of Schools:** Promote healthier food in schools
3. **Increasing Physical Activity Opportunities:** Promote physical activity in your schools, city, or town
4. **Making Healthy Food Affordable and Accessible:** Eliminate food deserts in your community and improve the affordability of healthy food

Mayors and elected officials are encouraged to take action in each of the four areas. The following pages outline ideas for strategies and programs to take a leadership role. These are some ideas to get started—this program should be tailored to the characteristics and needs of the particular city or town. *Let's Move Cities and Towns* welcomes your ideas, input, and feedback on efforts that are really working and those that aren't. Mayors and elected officials can be the leaders on this effort across the country and with all of us working together, this problem can be solved.

### 1. Help Parents Make Healthy Family Choices

Parents play a key role in making healthy choices for their children and teaching their children to make healthy choices for themselves. In today's busy world, this isn't always easy.

**Mayors and elected officials can offer parents the tools, support, and information they need to make healthier choices for their families in the following ways:**

- Launch a city website with information for parents on healthy living.
- Create a healthy food promotional campaign, and offer a "healthy eating" designation to restaurants who offer healthier food and beverages and reasonably-sized portions.

- Form a community coalition tasked with identifying local barriers to healthy living.
- Promote local community organizations that provide access to healthy activities.
- Through public service announcements and community events:
  - Serve as a role model in your own community by adopting a healthy lifestyle.
  - Encourage parents to become healthy role models for their children.
  - Encourage parents to help children get off to a good start by promoting breastfeeding.

## 2. Improve the Health of Schools

More than 31 million children participate in the National School Lunch Program, more than 11 million participate in the National School Breakfast Program, and many children are consuming up to half of their daily calories at school. As families work to ensure that kids eat right and have active play at home, mayors and elected officials can take steps to ensure kids have access to healthy meals in schools.

The Healthier US Schools Challenge establishes rigorous criteria for schools' food quality, participation in meal programs, physical activity, physical education, and nutrition education—the key components that make for healthy and active kids—and provides recognition for schools that meet these criteria.

Over the next school year, the U.S. Department of Agriculture, working with partners in schools and the private sector, is committed to doubling the number of schools that meet the Healthier US Schools Challenge and adding 1,000 schools per year for two years after that.

### **Mayors and local officials can promote healthier food in schools in the following ways:**

- Encourage local school districts to participate in the Healthier US School Challenge.
- Encourage all schools to provide a school breakfast program.
- Support the development of a summer food service program.
- Support upgrades or exchanges of school cafeteria equipment. For example, swap out a deep fryer for a salad bar.
- Promote the expansion or improvement of nutrition education in schools.
- Work to ensure that school cafeterias are designed to encourage children to choose healthier snacks and meals, including a free or reduced price lunch or breakfast.
- Promote school gardens.
- Promote farm to school programs and the incorporation of fresh food into school meals.
- Encourage participation in school lunch and breakfast programs to address the needs of low-income children.
- Encourage schools to implement the nutritional standards recommended by the Institute of Medicine for foods sold outside of school meals and in vending machines.
- Promote healthy food in other facilities where young people are being educated, including juvenile correction.

### 3. Increase Physical Activity Opportunities

Children need 60 minutes of active play each day. Yet only a third of high school students get the recommended levels of physical activity, and the average American child spends more than 7.5 hours a day watching TV and movies, using cell phones and computers, and playing video games. Through public-private partnerships, and reforms of existing programs, Mayors and community leaders can help address this imbalance.

#### **Mayors and community leaders can promote increased physical activity in the following ways:**

- Participate, and encourage other groups and organizations to participate, in the Presidential Active Lifestyle Award program.
- Establish a local fitness challenge that sets goals for physical activity.
- Encourage daily, high-quality physical education for students in kindergarten through grade 12 (150 minutes per week for elementary schools and 225 minutes per week for secondary schools)
- Encourage schools to incorporate daily recess, in addition to physical education classes.
- Work with school officials to develop joint-use agreements so that community residents can use school facilities for physical activity, and school officials and students can use community facilities for physical activity.
- Build physical activity into classroom lessons.
- Encourage schools to offer physical activity opportunities before or after school hours.
- Promote safe routes to school.
- Incorporate physical activity into the planning and design of every physical improvement to the city—from municipal buildings and new parks to streets and sidewalks.
- Incorporate pedestrian and bicycle lanes into street development.
- Promote spaces for community members to be active—including parks and green space, outdoor sports fields and facilities, walking and biking trails, public pools, and community playgrounds—and prioritize the development of these spaces in underserved areas.
- Enhance public safety near parks and other public spaces.
- Develop a “park deserts map” that indicates the distance from population centers to parks and green spaces.
- Offer physically active intramural sports for students of all skill levels and make sure that it is free and affordable for all children.
- Foster partnerships within the community among schools, business, and nonprofit organizations to encourage physical activity.
- Join with amateur and professional sports teams to promote physical activity.

#### 4. *Make Healthy Food Affordable and Accessible*

More than 23 million Americans, including 6.5 million children, live in low-income urban and rural neighborhoods that are more than a mile from a supermarket. These communities, where access to affordable, quality, nutritious food is lacking are also known as food deserts. Lack of access is one reason why many children are not eating recommended levels of fruits, vegetables, and whole grains. Food insecurity and hunger among children is widespread. A recent USDA report showed that in 2008, an estimated 49 million people, including 17 million children, lived in households that experienced hunger multiple times throughout the year.

#### **Mayors and municipal officials can expand the availability of affordable, healthy food in their communities by taking the following steps:**

- Offer incentives to new and/or existing food retailers to offer healthier food and beverage choices in underserved areas.
- Pass food policies that require food and beverages purchased with government funds to meet certain nutrition standards.
- Support the sale of local foods across the community by offering incentives and encouraging the establishment of farmers' markets.
  - Encourage local food retailers and farmers markets to accept SNAP (food stamps) and WIC Program benefits.
  - Encourage local foundations to sponsor Electronic Benefit Transfer matching programs at farmers markets.
- Establish a policy to apply nutrition standards to all food sold (e.g., meal menus and vending machines) within local government facilities.
- Require access to free and safe drinking water in public places.
- Ensure that residents can access healthy and affordable food through public transportation—by realigning bus routes, providing free shuttles, or other means.
- Promote policies that support and protect community gardens. For example, mayors can work with local neighborhoods to convert blighted areas into green spaces that can be used for community gardens.
- Connect families with nutrition programs like SNAP and the emergency food system.
- Form a local food policy council or participate in an existing one.

## Resources

For more ideas, strategies and guides, take advantage of these recommended resources:

1. Action Strategies for Healthy Communities  
The Robert Wood Johnson Foundation Leadership for Healthy Communities  
<http://www.leadershipforhealthycommunities.org/content/view/352/154>
2. "Combating Childhood Obesity" Action Plan for Municipal Leaders  
The National League of Cities  
[http://www.nlc.org/ASSETS/FC9AD61015584D1789198583E6C888E8/YEF\\_Action\\_Kit\\_Childhood\\_Obesity.pdf](http://www.nlc.org/ASSETS/FC9AD61015584D1789198583E6C888E8/YEF_Action_Kit_Childhood_Obesity.pdf)
3. Local Government Actions to Prevent Childhood Obesity  
National Academies, Institute of Medicine  
<http://www.iom.edu/Reports/2009/ChildhoodObesityPreventionLocalGovernments.asp>
4. Mayors Guide to Fighting Childhood Obesity  
The U.S. Conference of Mayors  
<http://usmayors.org/chhs/healthycities/documents/guide-200908.pdf>
5. Recommended Community Strategies and Measurements to Prevent Obesity in the United States  
Centers for Disease Control and Prevention  
<http://www.cdc.gov/mmwr/pdf/rr/rr5807.pdf>

## Let's Move Calendar of Events

- Kick off: Tree planting—date to be determined.
- March 26: Container gardens: Janice Montgomery. Verde River growers. 634-7172  
Plant a spring container garden. Call the city to sign up.
- April 18: Prepare/Plant garden: Community garden Bobby  
Participate in the community garden. Come learn the beginning basics with Bobby
- May 16: Weed/pest control watering: Community garden: Bobby  
Pest control in the garden
- June 20: WIC Tamara Nisely  
Use your WIC package to maintain a healthy diet and make your food dollars stretch.
- July 4: Mayor Booth at the 4<sup>th</sup> of July Celebration. Small container gardens for kids
- August 15: Food preservation/food boxes  
Learn how to preserve foods so that you can enjoy your gardens bounty year round
- September 19: or harvest DES/SNAP ED Cooking with Food Stamps  
Reap what you sow at the community garden with bobby
- October 15: Container Gardens: Janice Montgomery. Verde River growers  
Planting a winter/fall container garden. Call the city to sign up.
- Nov 21: Healthy Cheap Holiday Meals: Megann  
\$20 to feed 4 on Thanksgiving. It is possible!
- Dec 19: Moving during the winter: Bridget or DES/SNAP ED Cooking with Food Stamps

Modified 2/7/2011

RESOLUTION NUMBER 2573

JOINING THE "LET'S MOVE!" CAMPAIGN HEADED BY THE FIRST LADY OF THE UNITED STATES IN AN EFFORT TO SOLVE THE CHALLENGE OF CHILDHOOD OBESITY WITHIN A GENERATION.

WHEREAS, the City of Cottonwood supports policies that focus on health and wellness, continuing education, and healthier lifestyles in all communities; and

WHEREAS, many cities/towns, counties, and schools have adopted policies, programs, and ordinances that promote healthy lifestyles by making their communities walkable, promoting youth and senior activities, eliminating the sale of junk food in city, county, or school facilities, providing incentives for stores that sell fresh produce to locate in depressed neighborhoods, and providing exercise opportunities for their residents; and

WHEREAS, there are important, long-term community benefits to be gained by encouraging healthy lifestyles, including a decrease in the rate of childhood obesity and its negative health-related impacts; and

WHEREAS, cities/towns and other community partners can work together to understand the relationship between obesity, land-use policies, redevelopment, and community planning; and

WHEREAS, cities/towns and other community partners can work together to ensure that there are safe places for their residents to be active such as in parks, ball fields, pools, gyms, and recreation centers; and

WHEREAS, access to healthy foods has a direct impact on the overall health of our community and planning for fresh food, open space, sidewalks, and parks should be a priority; and

WHEREAS, the City of Cottonwood desires to partner with and support the *Let's Move!* campaign headed by the First Lady of the United States, in an effort to help diminish childhood obesity within a generation.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, AS FOLLOWS:

RESOLUTION NUMBER 2573

Page 2

THAT the City of Cottonwood supports preventive measures to fight obesity as set forth by the First Lady of the United States of America in the *Let's Move!* campaign.

THAT the City of Cottonwood desires to sign up with the United States Department of Health and Human Services – Region IX office as a *Let's Move!* city.

THAT, the City of Cottonwood will support efforts to: 1) help parents make healthy family choices, 2) create healthy schools, 3) provide access to healthy and affordable foods, and 4) promote physical activity.

THAT, the City Council approves designating up to \$1,500 of Council Contingency funds for the *Let's Move!* campaign.

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS 15TH DAY OF FEBRUARY 2011.

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Diane Joens, Mayor

ATTEST:

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Marianne Jiménez, City Clerk

APPROVED AS TO FORM:

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Steven B. Horton, Esq.  
City Attorney

City of Cottonwood, Arizona  
City Council Agenda Communication



Meeting Date: February 15, 2011

Subject: Review and Approval of the City Council Vision, Mission Statement, and Strategic Initiatives

Department: Administration

From: Doug Bartosh

**REQUESTED ACTION**

We are requesting City Council direction and/or approval of the City Council's 2011 Vision, Mission Statement, and Strategic Initiatives.

**If the Council desires to approve this item the suggested motion is: I move to approve the City Council's 2011 Vision, Mission Statement and Strategic Initiatives.**

**BACKGROUND**

On January 10th, the City Council met in their annual retreat to develop the 2011 Vision, Mission Statement, and Strategic Initiatives for the city. Additional input has been provided and added for the City Council's consideration and approval. The City Council is encouraged to add any further suggestions prior to approval.

**JUSTIFICATION/BENEFITS/ISSUES**

The 2011 Vision, Mission Statement and Strategic Initiative will provide a road map of important initiatives for the City Council and staff for 2011 and beyond.

**COST/FUNDING SOURCE**

N/A

**REVIEWED BY:**

City Manager: \_\_\_\_\_

City Attorney: \_\_\_\_\_

**ATTACHMENTS**

2011 Vision, Mission Statement and Strategic Initiatives



# DRAFT

## 2011 City of Cottonwood Council Retreat STRATEGIC INITIATIVES

### **Strategic Initiative #1: Growth should support the cost of new city services**

#### **Goals:**

- Contract for a cost of growth study. Ensure it includes the cost and benefits of growth, issues of sustainability, impact fees, funding options such as sales/property taxes, etc. – 1/12

### **Strategic Initiative #2 – Ensure our employees are trained and competitively compensated to ensure a qualified workforce to provide quality services**

#### **Goals:**

- Complete a compensation study to develop strategies for market competitiveness (include benefit comparison) - 1/12
- Develop a procurement office – 6/11

### **Strategic Initiative #3 – Build and retain a strong diversified economy**

#### **Goals:**

- Coordinate to develop recognition as an entrepreneurial community, i.e. development of enterprise zone and broadband access – On-Going
- Update Portal/Entry signage into Cottonwood – 3/11
- Promote Neighborhood Clean-Ups through “Lookin’ Good Cottonwood” Campaign – On going
- Develop a plan to identify historic boundaries and the preservation of historic buildings in Cottonwood – 9/11
- Implement an instrument approach designation for the airport – 1/12
- Complete the 3 to 5 year objectives in the Focus on Success program with an emphasis on creating jobs – On-Going
- Review airport land leases to ensure performance requirements are met; create a list of performance dates; obtain a second opinion regarding the legal parameters of the original lease agreement – 5/11

- Work with the Chamber of Commerce, the Cottonwood Economic Development Commission, the Old Town Association and the general community to develop a “brand” for the city - 1/12
- Develop a revolving loan fund to support the creation of new businesses – 3/12
- Work with the Chamber of Commerce to promote a “Buy Local” Campaign – 8/12

**Strategic Initiative #4 – Develop water adequacy for our citizens for today and into the future**

**Goals:**

- Update the gray water ordinance – 1/12
- Develop an ordinance regarding water reuse and dual plumbing – 1/12
- Create incentives for citizens for removal of high water usage landscaping, installation of low flow water usage urinals, etc. – 1/12
- Place low-water usage items within City facilities when practical – On-Going
- Refinance water bonds and separate financing with Clarkdale – 1/12

**Strategic Initiative #5 – Develop initiatives that protect the environment of the Verde Valley for future generations**

**Goals:**

- Create development incentives to encourage “green” building and LEED certification – 1/12
- Pursue the annexation of the 10 sections of state trust land north of the city with the goal of preserving as much open space as allowable – 6/12
- Encourage residential and commercial infill and create a map of available areas – 7/11
- Create Riverfront Reclamation Facility – Design 1/12 Construction 7/13

**Strategic Initiative #6 - Quantify our street standards and improvement plans including funding options**

**Goals:**

- Complete design and construction of 12<sup>th</sup> St from Hwy 89A to Fir Street – 6/12
- Complete construction of Mingus Ave west of Willard – 9/11
- Complete an analysis of the need and costs of all street improvements along with funding options – 1/12
- Complete remodel of Mingus Avenue between 10<sup>th</sup> St and Willard to include complete sidewalks and bike lanes – 1/13 – On schedule to receive NACOG funding for 2012/13.

**Strategic Initiative #7 – Determine options involving collection and disposal of recyclables and trash.**

**Goals:**

- Develop a curbside recycling proposal and plan to reduce damage to streets by trash trucks and reduce costs to providers – 6/12

- Continue to look at options for solid waste disposal – 6/12
- Develop a plan to safely dispose of hazardous household waste – 1/12
- Continue research alternatives for the creation of electricity through garbage, assessing new technology as it develops – 6/12

**Strategic Initiative #8 – Support recreation, neighborhood health, and quality of life initiatives.**

**Goals:**

- Complete additional upgrades to the parking area and sidewalks at Riverfront Park – 7/11
- Slag Pile Removal Initiated with the construction of the crushing plant – 6/11
- Organize a 100 year Arizona anniversary celebration for the city – 2/12
- Begin implementation of bicycle plan and seek Bicycle Friendly Community designation – 1/12
- Continue Trails System Planning and development – On-going
- Address Parks and Recreation needs through a consultant study – 6/12
- Support legislation that would allow the city to obtain a Certificate of Need to provide medical transport services through the fire department – 6/11
- Continue to work with the Verde Valley Fire District to find a way to consolidate fire departments into one agency – 6/12

**Strategic Initiative #9 – Determine long and short term solutions for limited space in city facilities.**

**Goals:**

- Develop design and construct a regional public safety communications center – 6/12
- Design and construct a 2nd fire station in the area of Hwy 89A and Cornville Rd.– 6/12
- Locate and design a new city hall facility – 6/12

**Strategic Initiative #10 – Improve the City Web Site**

**Goals:**

- Combine Sewer and Water Bill – 3/11
- Create VVTV video link on COC website to enable viewing of Council Meetings etc. – 2/11

**Strategic Initiative #11 – Continue to revitalize Old Town**

**Goals:**

- Continue to expand street scape to other areas of Old Town – 6/12
- Relocate Gardner’s recycling to a more compatible location – 3/11
- Develop a plan for the use of the Gardner property – 6/11
- Explore options to assist in the improvement of the Sun Dial Motel – 6/12
- Develop more parking for Old Town – 6/12

- Develop plans, acquire funding for, and complete renovation of the Civic Center – 6/12
- Continue to expand the Christmas season lighting display for Old Town – 12/11
- Complete Old Town Jail Renovation – 6/11

**Strategic Initiative #12 -- Create Design Guidelines for development.**

Goals:

- Develop a slopes and wash ordinance –1/12
- Encourage use of solar power – On-going
- Determine special planning areas – 1/12

DB/ka

**CLAIMS REPORT OF FEBRUARY 15, 2011**

<b>FUND</b>	<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>TOTAL</b>
<b>TOTAL</b>			<b>\$0.00</b>

**CLAIMS EXCEPTIONS REPORT OF FEBRUARY 15, 2011**

<b>FUND</b>	<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>TOTAL</b>
All	City of Cottonwood	PAY DATE 02/04/11	\$383,849.63
All	APS	Utilities	\$5,378.59
HURF	Naipata	Contractual Services for Lynx and CAT for November & Dec	\$12,293.00
Gen	Richardsons LLC	Custodial Services City Wide	\$9,664.07
Gen	Richardsons LLC	Custodial Services Rec Center	\$7,751.45
Utilities	State of Arizona	ADEQ fee for Aquifer portection	\$5,000.00
Gen	Sutton Law, PC	Prosecuting Atty Fee January	\$7,000.00
All	APS	Utilities	\$56,274.59
Gen	Allen Instruments	PO 18908- Economic Recovery OER11-IGA-GS-139	\$10,982.00
All	AZ Municipal Risk Retention Pool	FY 2001 Insurance	\$96,636.98
Gen	AZ State Treasurer	Court Fees	\$16,193.28
Utilities	Envirogen	Arsenic Services	\$32,569.87
Utilities	Ferguson Waterworks Supply, Inc	Supplies	\$5,070.16
Gen	Linsco Private Ledger	Fire Ins Premium tax contribution to Volunteer Fire Pension	\$22,608.30
Gen	Mobile Concept Technology	PO 18850 Consulting on Network	\$11,680.00
Gen	Sedona Fire District	Monthly Invoice Dispatching	\$11,435.60
Gen	Suntrust	Lease Payment - Mobile Data Terminals	\$82,880.44
Utilities	Town of Clarkdale	Arsenic Services	\$5,578.95
All	United Fuel & Energy	Fuel and Oil	\$6,930.11
All	UNS Gas	Utilities	\$10,365.92
<b>TOTAL</b>			<b>\$800,142.94</b>