

## A G E N D A

SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, TO BE HELD APRIL 7, 2011, AT 5:30 P.M., AT THE COTTONWOOD RECREATION CENTER, LOCATED AT 150 SOUTH 6TH STREET, COTTONWOOD, ARIZONA.

I. CALL TO ORDER.

II. ROLL CALL.

III. ITEMS FOR DISCUSSION, CONSIDERATION, AND POSSIBLE DIRECTION TO STAFF:

*Comments regarding items listed on the agenda are limited to a 3 minute time period per speaker.*

1. CONSIDERATION OF AUTHORIZATION TO FILE A BLANK ANNEXATION PETITION FOR THE VERDE SANTA FE SUBDIVISIONS.

IV. 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) Discussion or consultation for legal advice with the attorney or attorneys of the public body.

The Cottonwood Recreation Center 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.

Members of the City Council will attend either in person or by telephone conference call.

City of Cottonwood, Arizona  
City Council Agenda Communication



Meeting Date: April 5, 2011  
**Subject: Request for Annexation of Verde Santa Fe**  
Department: Community Development  
From: George Gehlert, Director

**REQUESTED ACTION**

Consideration of a proposal to annex the Verde Santa Fe subdivisions; and related direction to Staff.

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

“I move to direct Staff to initiate the Verde Santa Fe annexation with the filing of the blank signature petition, map and legal description with the County Recorder’s office,”  
or

“I move to postpone consideration of this request to (a later date).”

**BACKGROUND**

Staff is in receipt of a letter submitted by Jim Iacovacci, a Verde Santa Fe property owner and resident, requesting annexation of the community by the City of Cottonwood. For several months, Mr. Iacovacci has been meeting with community residents to discuss the pros and cons of becoming part of the City. On January 13<sup>th</sup> staff participated in a meeting at the Recreation Center devoted to this topic, and which attracted more than 200 attendees.

Should the Council decide to move forward with the annexation, Staff recommends also acquiring the Cornville Road right-of-way which fronts the property, as part of this process. This would also require consent by the Yavapai County Board of Supervisors.

### Verde Santa Fe

Verde Santa Fe is a golf course community composed of a series of gated and ungated residential areas arranged around an 18-hole golf course. The PAD concept for the development was approved by the Yavapai County Board of Supervisors in the mid-1980s. Development didn't actually commence until the mid-1990s following approval of the final site plan in 1995. Improvements were installed through the late 90s. Today, the community is nearly built-out at 967 homes and a likely population of 1,800-2,400 residents.

### The Annexation Process

Annexation is a petition driven process in the State of Arizona, as set out under ARS § 9-471, which requires that before annexation can occur, the City must receive signatures in support of the annexation, representing more than one half of the owners of real and personal property; and at least half of the assessed property valuation within a defined "territory of annexation."

The process is initiated with the filing of a blank signature petition with the County Recorder's office, together with a map and legal description of the "annexation territory," and an affidavit certifying that the territory is not presently subject to any other annexation proceeding. The filing starts a 30-day waiting period which must be exhausted before signatures can actually be obtained. During this period, the City must also hold a public hearing, publicize the process and the hearing, and notify various agencies. The signatures cannot be obtained until the 30-day waiting period ends; at which point they must be filed with the County Recorder's office within one (1) year. The City Council can then adopt the annexation ordinance.

As part of the adoption of the annexation ordinance, the City Council must also adopt a 10-year plan for the extension of City services and infrastructure. The ordinance must also be published and related advisories distributed to specific agencies.

Following adoption of the annexation ordinance, the City has six (6) months to approve City zoning on the property.

## JUSTIFICATION / BENEFITS / ISSUES

- **Added Revenues:** The additional housing units and population will generate water revenues as well as entitle the City to added State-Shared revenues. The total increase in shared revenues is estimated at \$665,000 annually.
- **Added Service Area Responsibilities:** The City is required to commit to a 10-year plan of infrastructure and services for this area. Staff has assessed the service demands and they are minimal. The City already provides water service. Wastewater is provided by a private company regulated by the Arizona Corporation Commission. There will be costs associated with maintenance of roads and drainage areas; and fire protection. We have in our capital plan a new fire station in the area of Cornville Rd and Hwy 89A and we have the staffing for the new station on board. PD does not anticipate any additional staffing needs. We already provide parks and a library. The roadways are in good shape and they would become part of the regular maintenance program for slurry and/or chip seal. In summary, the cost of absorbing VSF would have minimal impact on city services and would not cost current residents.

## COST/FUNDING SOURCE

There is minimal cost associated with the actual process of annexation. Most are associated with the notification process which precedes the formal public hearing during the 30-day waiting period. Costs associated with maintenance issues should be addressed by the 10-year service plan.

## REVIEWED BY:

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

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

## ATTACHMENTS

- Request for Annexation
- Map of Proposed Annexation Territory
- Regional Map

# Exhibit A: Map of the Annexation Territory



