

ADDITIONAL INFORMATION

**January 6, 2010
Regular Session**

ITEM #7

TO BE PULLED FROM AGENDA

See attached information

Virginia Jones

From: Ron Long [rlong@cvaz.org]
Sent: Monday, January 04, 2010 2:40 PM
To: 'Virginia Jones'
Subject: Agenda Item #7

Item Number 7 on the January 6, 2010 Regular Session Council meeting: *"Possible approval and authorization to execute the contract for professional services with Phoenix Highway Services, Inc. for the regular and on call maintenance of the Town's traffic signals"* has been pulled.

Staff received communication just this afternoon from the Vice President, Wally Prokpow, of Phoenix Highway Services, Inc. stating that due to the merger of his company with Phoenix Highway Products, the company will not be entering into any new contracts until all the details of combining the two companies have been worked out.

The inspection and maintenance of our two traffic signals is extremely important as a safety issue and compliance with Federal guidelines. Staff is in communication with Mr. Prokpow as well as seeking alternatives, this agenda item will be brought back to Council as soon as the newly formed company is able to execute contracts or an acceptable alternative is found.

Ron Long, P.E.
Public Works Director

Town of Camp Verde
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Camp Verde, Az 86322

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**AGENDA
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS - 473 S. Main Street, Room #106
WEDNESDAY, JANUARY 6, 2010
at 6:30 P.M.**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) Special Session – December 16, 2009
 - 2) Executive Session – December 16, 2009 (Recorded)
 - 3) Regular Session – December 16, 2009
 - b) **Set Next Meeting, Date and Time:**
 - 1) January 13, 2010 at 6:30 p.m. – Work Session
 - 2) January 20, 2010 at 6:30 p.m. – Regular Session
 - 3) January 27, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters
 - c) **Possible approval of Resolution 2010-795, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, establishing hours of operations and setting the 2010 Holiday Schedule.** Staff Resource: Debbie Barber
 - d) **Possible approval of Resolution 2010-796, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona setting Meeting Dates and Times for Council and all Commission/Committees.** Staff Resource: Debbie Barber
 - e) **Possible adoption of a Policy Statement that authorizes the Mayor as the Town's Chief Elected Official to support or oppose those bills that protect groundwater, State shared revenues, and land use authority that are introduced during legislative sessions when they adversely affect the Town's interest and need an immediate response.** Staff Resource: Debbie Barber
5. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, and Yavapai County Water Advisory Committee. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.
6. **Call to the Public for Items not on the Agenda**
7. **Possible approval of and authorization to execute the contract for professional services with Phoenix Highway Services, Inc. for the regular and on call maintenance of the Town's traffic signals. This is a budgeted item in HURF.** Staff Resource: Ron Long
8. **Public Hearing and discussion, consideration, and possible recommendation of approval of the liquor license application as submitted by Walgreen Arizona Drug Company located at 473 W. Finnie Flats Road, Camp Verde, Arizona.** Staff Resource: Debbie Barber
9. **Possible approval of the establishment of salary related account numbers in fund 09 for the Community Development Block Grant (CDBG) FY 2010 Funding Cycle and the transfer of budget appropriations from account number 09-70-00-998, FY 2010 Funding Cycle Administration, to the new salary related account numbers for the CDBG FY 2010 Funding Cycle salary costs.** Staff Resource: Lisa Elliott
10. **Possible approval of budget re-appropriations for unbudgeted items previously approved by Council as follows:** Staff Resource: Lisa Elliott
 - a. **\$120,000 for contract with Dava and Associates and Counts Consulting, LLC for the comprehensive update of the Town's P&Z Ordinance with 40,086.25 from the refinance of the Sanitary District Loan, \$72,693.12 from the vacated Community Development Director's position; \$6,342.00 from the Chamber of Commerce AOT grant appropriation;**

and \$878.63 from the General Fund to cover the balance of the contract amount for the FY 09-10.

- b. Cancel the reappropriation of salary savings of approximately \$42,139.65 from Parks & Recreation department to Public Works, as the funds are no longer needed for an additional Staff Engineer.
- c. Re-appropriate \$1,500 from the CIP Administrative Vehicle Line Item to the new CIP Fund line item, entitled Rio Verde Plaza Feasibility Study.

- 11. Possible approval of the establishment of budgetary line items for the Energy Efficiency & Conservation Block Grant (EECBG) and the 2010 Census Bureau Complete Count Program Grant and the reappropriation of budgeted items as follows: Staff Resource: Lisa Elliott
 - a. EECBG - \$91,150.97. Reappropriate \$66,674 from the remaining budget appropriation in the COPS grant line item and \$24,476.97 from the budget appropriation from the Local Revolving Loan Fund line items to the new account numbers for the EECBG in the Federal Grants budgetary unit. The reappropriations will allow for the \$91,150.97 to be expended in FY 09/10.
 - b. Complete Count Program - \$2,976. Reappropriate \$2,976 from the remaining budget appropriation in the Local Revolving Loan Fund budget appropriation to the new account numbers for the Complete Count Program in the Federal Grants budgetary unit. Staff Resource: Lisa Elliott
- 12. Possible ratification of the Non-Disclosure Agreement relative to a water rights settlement agreement between the Yavapai Apache Nation and the Town of Camp Verde. Staff Resource: Michael Scannell.
- 13. Discussion, consideration, and possible approval of Ordinance 2010-A372, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending Chapter 3, Article 3, by adding Section 3-3-5.D to the Town of Camp Verde Town Code relating to purchases in general (bids and proposals) to include a local preference option for goods and construction materials. Discussion to include Exhibit A and the determination of amounts to be included in said Exhibit. Staff Resource: Michael Scannell
- 14. Discussion, consideration, and possible authorization to proceed with a Minor General Plan Amendment and Zoning Map Change from the current land use designation of Public Facilities to Commercial and from the current zoning of R1L-70 to C2 (Commercial: General Sales and Services) for the Town-owned property located on Oasis Road, Assessor's Parcel (APN) 403-23-152A, located at the corner of SR 260 and Oasis Road. Staff Resource: Michael Scannell
- 15. Call to the Public for Items not on the Agenda.

There will be no public input on the following items:

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

18. **Adjournment**

Posted by: *V. Jones*

Date/Time: 12-31-09 11:15 a.m.

Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

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

4

**MINUTES
SPECIAL SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, DECEMBER 16, 2009
5:00 P.M.**

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

1. Call to Order

The meeting was called to order at 5:00 p.m.

2. Roll Call

Mayor Burnside, Vice Mayor Kovacovich, Councilors Garrison, Baker, Roulette and German were present; Councilor Whatley was absent.

Also Present: Town Manager Michael Scannell, Town Attorneys Bill Sims and Steve Wene (telephonically), Acting Community Development Director Mike Jenkins, and Recording Secretary Margaret Harper.

- 3. DISCUSSION WITH THE TOWN ATTORNEY FOR LEGAL ADVICE RELATIVE TO A ZONING COMPLAINT IN THE MONTEZUMA HEIGHTS AREA.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice. On a motion by Baker, seconded by Garrison, the Council unanimously voted to go into Executive Session for legal consultation and advice on both Items 3 and 4.

Town Manager Scannell explained that the first item dealing with the Montezuma Heights Air Park involves a complaint regarding the Use Permit in place and a perceived attempt to draw the Town into an internal dispute among the Air Park Board and members. The issue centers on the Use Permit and the terms, and whether the Use Permit is being enforced. Advice regarding the Town's position will be sought from Attorney Bill Sims.

Scannell next explained that the second issue involves the request from the Yavapai Apache Nation for execution of a Confidentiality Agreement between the Town and the Nation in order for the Nation to agree to enter into negotiations with the Town relative to a water rights settlement agreement; advice regarding the effect of the subject Agreement will be sought from Town Attorney Steve Wene.

- 4. Discussion, consideration, possible direction to staff and possible approval of a Nondisclosure and Confidentiality Agreement relative to a water rights settlement agreement between the Yavapai Apache Nation and the Town of Camp Verde.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice and §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiation, in pending or contemplated litigation, or in settlement discussions in order to avoid or resolve litigation; and §38-431.03(A)(6) for negotiations with members of a Tribal Council. Staff Resource: Michael Scannell

A recess was called at 5:08 p.m. to go into Executive Session

On a motion by Baker, seconded by Roulette, the Executive Session was adjourned at 6:11 p.m.

The Special Session was called back to order at 6:12 p.m.

Mayor Burnside requested that in the future, where an issue will require legal advice and some members have independent knowledge of the related history and circumstances, sufficient time be scheduled for all to

become better informed in advance, so that less time will be required of the Town Attorney; Scannell acknowledged the request to staff.

5. Adjournment

On a motion by Baker, seconded by Kovacovich, the meeting was adjourned at 6:13 p.m.

Bob Burnside, Mayor

Margaret Harper, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on the 16th day of December 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, _____.

Debbie Barber, Town Clerk

**MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, DECEMBER 16, 2009
6:30 P.M.**

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

1. Call to Order

The meeting was called to order at 6:30 p.m.

2. Roll Call

Mayor Burnside, Vice Mayor Kovacovich, Councilors Garrison, Baker, Roulette and German were present; Councilor Whatley was absent.

Also Present: Town Manager Michael Scannell, Special Projects Administrator Matt Morris, Library Director Gerard Laurito, Acting Community Development Director Mike Jenkins, Asst. Planner Jenna Paulsen, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

The Pledge was led by Garrison.

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

a) Approval of the Minutes:

1) Regular Session – December 2, 2009

b) Set Next Meeting, Date and Time:

1) December 23, 2009 at 6:30 p.m. – Council Hears Planning & Zoning Matters – **CANCELLED**

2) January 6, 2010 at 6:30 p.m. – Regular Session

3) January 20, 2010 at 6:30 p.m. – Regular Session

4) January 27, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c) Possible authorization for the Town Manager to freeze all Capital Improvement Project (CIP Fund) purchases through the remainder of the fiscal year.

On a motion by Baker, seconded by Garrison, the Consent Agenda was unanimously approved as presented, with the addition of the Work Session on January 13, 2010 at 6:30 p.m.

Kovacovich reminded the members that a Work Session has also been scheduled for January 13 at 6:30.

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

- Mayor Burnside will acknowledge the award issued by the U.S. Commerce Association to **Arizona Central Land and Home as 2009 Best of Camp Verde.**

Kovacovich thanked the community for their turnout for the Christmas Light Parade Saturday night; a good time was had by all.

German reported on her attendance at the Chamber Retreat on December 8, along with Councilor Roulette; German also attended the Chamber Mixer together with Councilor Whatley and Town Manager Scannell.

Roulette said he attended the recent Sewer District meeting; they received the go-ahead from ADEQ and sewer hookups are being commenced.

Baker wished everyone a Merry Christmas and Happy New Year.

Burnside reported on attending the meeting with the Mayors and Managers of the Verde Valley Region, plus Yavapai County and some Legislature representatives; there is still no budget. Different towns gave presentations on their efforts to save money;

every town needs to be thinking about working within its means.

6. **Call to the Public for Items not on the Agenda**

Sheila Stubler, dressed in Victorian costume, accompanied by volunteer Justin Davis, issued a formal invitation to all to participate in the Candlelight event at the Fort on December 18 and 19 from 6:30 to 8:00 each evening, and described the activities and treats that will be offered.

There was no further public input.

7. **Discussion, consideration, and possible approval of the renewal of appointment for Gene Neil, Esq. as an assistant magistrate for Camp Verde Municipal Court for a two (2) year term, effective January 1, 2010, and setting an hourly rate of \$38.00 on an as-needed basis, with a two-hour minimum pay rate. This is a budget item in the General Fund. Staff Resource: Judge Overholser**

On a motion by Garrison, seconded by Baker, the Council voted unanimously to reappoint Judge Gene Neil as an Assistant Magistrate for a two (2) year term, starting January 1, 2010, to serve under the direction of the Town Magistrate, at the rate of \$38 per hour on an as-needed basis, with a two-hour minimum.

Town Manager Scannell said that the Presiding Magistrate serves along with two assistant Magistrates who serve in his or her absence; Gene Neil has served as an Assistant Magistrate in the past, and has agreed to serve again on an as-needed basis for a two-year contract as required by the Administrative Office of the Courts. Assistant Magistrate Henry Cipriano will be filling in as Magistrate pending selection of a replacement for Judge Overholser who is leaving for another appointment. Scannell added that Mr. Neil has served the Town well in the past, and recommended his appointment. There was only a brief discussion of the proposed hourly rate, which Scannell confirmed was the same rate agreed upon in the past.

There was no public input.

8. **Discussion, consideration, and possible direction to staff concerning submitting an application for the Hollamon Street Improvement Project to the Arizona Department of Housing for consideration in the State Special Projects funding cycle. Staff Resource: Debbie Barber**

On a motion by Baker, seconded by Kovacovich, the Council unanimously directed staff to notify NACOG to proceed with the SSP application for the Hollamon Street project.

Town Clerk Barber explained that the majority of the 2005 CDBG funding for the Hollamon Street project had been de-obligated since the estimated costs exceeded that which had been budgeted. The project now is now "shovel ready", and is eligible for consideration for State Special Projects funding that is derived from recaptured CDBG monies. If Council elects to proceed with this special application, staff will request Council approval in January of the necessary documents, combined with the resolutions for the regular CDBG cycle.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Debbie Roulette, a business owner on Hollamon Street, commented on the volume of foot traffic on the street; the businesses have been looking forward for two years to the promised improvements including curbs and gutters. (*Barber confirmed that the project will include curbs and gutters along both sides of Hollamon Street as well as a sidewalk on one side; the estimated costs appear to be within the funding applied for.*)

Carlie Androus, another business owner on the street, said that Hollamon and Main are the two main thoroughfares in the Town, and the improvements are important.

Jose Rivas commented on the danger for the number of children walking in the middle of the road on Hollamon Street, and said that if everyone gets together the improvements will be possible.

There was no further public input.

Scannell added that the project is ready to go, the engineering and design work has been done, it is now a matter of getting the award and following through with the long-planned project that will enhance public safety and commercial activities. There was also a brief discussion about the possibility of including much-needed lighting as part of the improvements. Councilor Roulette advised the public that he had received legal confirmation that his participation in the discussion was in no way a conflict of interest. Barber also reported that Town Engineer Long is looking into the possibility of paving for the public parking lot.

9. **Discussion, consideration, and possible prioritization of projects to be considered in the 2010 Community Development Block Grant funding cycle. Camp Verde's anticipated appropriation from the NACOG Regional Account is approximately \$379,294. Staff Resource: Debbie Barber.**

On a motion by Baker, seconded by Kovacovich, the Council unanimously directed staff to prepare a Resolution and applications, including new budgets, from the Camp Verde Senior Center and Head Start, for the Fiscal Year 2010 CDBG funding cycle based on the prioritization preference of Senior Center No. 1, and No. 2, NACOG Head Start playground equipment.

Barber said that this item is in the regular Community Development Block Grant funding cycle; the public hearing held for public input included a request from the Camp Verde Head Start program for playground improvements and equipment in the amount of \$90,000, and a request from the Senior Center for \$300,000 for remodeling and equipment. In order to prepare the application for funding, it is necessary to establish prioritization of the requested projects to be considered for the CDBG funding.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Socorro Chagolla spoke on behalf of Head Start, focusing on the 121 children who currently are being serviced, and the deteriorated condition of the playground and the equipment creating a health and safety issue for those children; it is hoped that Council will consider the request for the funding.

Shay Black shared her experience with her two children benefiting from the amazing Head Start program.

Michael Watkins, grant writer with the NACOG Head Start Administration in Flagstaff, confirmed the need for the playground improvements and equipment that are used heavily by the 121 children and are now outdated in terms of educational value. Mr. Watkins outlined the eligibility of Head Start to receive CDBG funds, and thanked the Council for its consideration of their request.

Marion Savage, President of the Senior Center, stressed that the Center is in dire need of new equipment in the kitchen, as well as additional building and office space, and believes that the entire community will be helped by improvements to the Center.

Darwin Savage, as past President of the Senior Center, spoke during the Council discussion to say that the Center would be happy to settle for whatever amount the Council could offer.

There was no further public input.

Barber said that the anticipated funding is estimated to be about \$379,000; the \$90,000 being requested by Head Start and the \$300,000 estimated by the Senior Center, together, exceed that anticipated funding. The Council discussed in detail with Barber how the funding is allocated to the projects, with input from Scannell, including the percentage for administrative costs. Barber confirmed that the funds granted for each project must be used for that project, but the costs cannot exceed the amount received and budgeted. The Council discussed the possibility of each of the entities reconsidering their requested amounts and preparing revised budgets that would fall within the anticipated funding of \$379,000, including an amount for administrative costs. The members confirmed their intent to assign the first priority to the Senior Center, and second priority to Head Start. During the discussion, representatives from Head Start and the Senior Center both stated that they would be more than willing to revise and resubmit their budgets for lower dollar amounts, or the collective amount of \$315,000, to fit into the funding the Council anticipates receiving. Barber said that the revised budgets and applications need to be received in time for submittal to the Council in January for the second public hearing and approval of the documents.

10. **Discussion, consideration and possible approval of Final Draft Development Guidance System Diagnostic Report prepared by consulting firm Dava and Associates. Staff Resource: Matt Morris**

On a motion by Baker, seconded by Roulette, the Council unanimously approved the Final Draft Development Guidance System Diagnostic Report as prepared by consulting firm Dava and Associates.

Special Projects Administrator Matt Morris reported that the high-quality subject document as prepared by the consulting firm was developed with input and comments from the public and the advisory committee at public hearings and meetings. The list of revisions requested at the recent Work Session has been included in the Report. Dava Hoffman presented a recap of the work done to date, and Richard Counts reviewed the anticipated next steps, including a meeting with the Yavapai-Apache Nation next month. Scannell added that staff will be coming back to Council on the 6th of January and will request a Work Shop for January 20th for a community briefing prior to the regular meeting to be held on that date, at which time an update will be presented on

the status of the project.

There was no public input.

A recess was called at 7:58 p.m.; the meeting was called back to order at 8:09 p.m.

11. **Discussion, consideration, and possible authorization for the Manager to obtain an appraisal of a triangular piece of land (Assessor Parcel Number 404-02-172), located on McCracken Lane, which was included in the purchase of the Community Park property. The amount of the appraisal is not to exceed \$3,000. This is an unbudgeted item from the Contingency Fund. Staff Resource: Michael Scannell**
 On a motion by Kovacovich, seconded by Baker, the Council voted unanimously to **reject** the possible authorization for the Town Manager to obtain an appraisal on the McCracken Lane property.

Scannell explained that since the subject parcel, which had been included in the purchase of the Community Park property, is separated from and will not be a part of the Park. It falls into the category of an unproductive asset, the sale of which could generate some funds for the Town. The first step in disposing of the asset would be an appraisal of the value. Scannell suggested that the proceeds from a sale could be applied against the possible acquisition of the property on Industrial Drive that is being considered for a Public Works Corporation Yard. Scannell said that his intent is to bring to Council's attention different options for sources of revenue, such as the sale of this underperforming asset, in light of the steadily diminishing State funding. The Council discussion included an expression of concern over requests for approval of unbudgeted items. The consensus among the members was to defer further consideration of sale of the parcel, at least until receipt of the appraisal currently in process on the Industrial Drive property, since the ability of the Town to purchase that property will depend upon that appraisal.

PUBLIC INPUT

(Comments from the following individual are summarized.)

George Young suggested that since sale of any one parcel of greater value than \$500,000 would have to be approved by a vote of the people, perhaps all of the parcels held by the Town, and not being used, could be combined and voted upon at one time.

There was no further public input.

12. **Discussion, consideration, and possible authorization to proceed with a General Plan Amendment and Zoning Map Change from the current land use designation of Public Facilities to Commercial and from the current zoning of R1L-70 to C2 (Commercial General Sales and Services) for the Town-owned property located on Oasis Road at SR-260, Assessor's Parcel Number 403-23-152A, Staff Resource: Michael Scannell**
 On a motion by Baker, seconded by Garrison, the Council voted unanimously to continue this item to the January 6, 2010 meeting.

Burnside reported that Councilor Whatley had requested this item be continued to a later date so that she could be available to participate in any discussion or decision; the members agreed to honor her request.

13. **Discussion, consideration, and possible approval of Resolution 2009-787, A Resolution of the Mayor and Common Council, of the Town of Camp Verde, Yavapai County, Arizona, approving and adopting the amendment to the Intergovernmental Agreement (IGA) between the Town of Camp Verde (Town) and the Arizona State Parks Board (Board) allowing the Town to provide an additional funding of \$18,000 for Fort Verde State Historic Park (Park) in order to support the operation of the Park through June 30, 2010. This is an unbudgeted item from the Contingency Fund. Staff Resource: Michael Scannell**
 On a motion by German, seconded by Baker, the Council unanimously approved Resolution 2009-787, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and adopting the amendment to the Intergovernmental Agreement between the Town of Camp Verde and the Arizona State Parks Board allowing the Town to provide an additional funding of \$18,000 for Fort Verde State Historic Park in order to support the staffing of the Park through June 30, 2010.

Scannell said that the \$16,000 provided by the Town of Camp Verde to support the State to continue operation of Fort Verde State Park through 2009 has actually made it possible to continue into February, 2010. The goal is to work on a long-term solution, negotiating with the Historical Society and the Parks Board, staff at the Fort and others, to keep the Fort open as an important part of history and life of the community, and an attraction for tourists. Scannell said he is requesting that the Council continue support of the Fort on a short-term basis through June 30, 2010, for an additional \$18,000, which will allow time for work on the long-term solution; and to approve an amendment to the existing Intergovernmental Agreement to reflect the

additional funding. Scannell added that the State Parks Board has indicated a grand vision for the Fort that will benefit the community and preserve a very important asset for the Town.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Sheila Stubler, on behalf of the remaining full-time staff at the Fort, thanked the Town for its support. Ms. Stubler mentioned different activities and ideas for projects, and continuing efforts to publicize the Park and to try to get the community more involved.

There was no further public input.

The members agreed on the need to support the Fort, but questioned the past perceived tendency of State Parks to ignore Fort Verde. Scannell said that he believes that the Parks Board personnel and with the new Executive Director, with whom he has had contact, have been very cooperative and have exhibited an interest in forming an effective working relationship and partnership with Camp Verde and Fort Verde Historic State Park. Working with the Fort and the State on a design charrette process will help to preserve the historic qualities of downtown Camp Verde, revitalizing the downtown and giving people reason to come to Camp Verde. Scannell assured the public that there is money set aside in the Contingency Fund for unanticipated expenditures such as this one.

14. **Discussion, consideration, and possible authorization for the Manager to begin discussions with the Managers of Clarkdale and Cottonwood relative to assessing the merits, financial and operational, associated with consolidating the Camp Verde Magistrate Court with another Magistrate Court in the Verde Valley.** *Staff Resource: Michael Scannell*
On a motion by German, seconded by Baker, the Council unanimously authorized the Town Manager to initiate an analysis of the relative merits, financial and otherwise, associated with consolidating our Magistrate Court with other Magistrate Courts in the Verde Valley.

In the interest of full disclosure, Scannell said he is requesting authorization to embark on a series of conversations with other Managers with respect to consolidation of Magistrate Courts, as contemplated in the statutes. The financial condition that the communities are experiencing indicates a need to discuss such a move; however, because of possible political ramifications, Scannell said he wanted to keep the Council advised of what he is considering, and is requesting support of his attempt to discuss the issue with his colleagues and to do an analysis of the merits both financial and operational. Scannell referred to the budget figures reflecting expenditures and revenues in connection with the Magistrate Court, and the percentage of use based on population. There are three courts currently operating in the Verde Valley, all with expensive equipment and staff, that could be consolidated into one efficient operation with better utilization of space, computers, etc., and reduced unit costs per filing. After doing an analysis, as proposed, Scannell said he would then come back to Council with the preliminary data to see if there is interest in pursuing the issue of some sort of consolidation further.

There was no public input.

15. **Discussion, consideration, and possible authorization for the Manager to transition the employee workforce, less and except for those employees who are assigned to 24-hour operations (law enforcement officers and dispatchers) to a 4-day work week (generally, 10 hour days Monday through Thursday) on day one of the pay period which begins closest to January 1, 2010.** *Staff Resource: Michael Scannell*
A motion by German to accept Option 1 which calls for the following schedule: (1) For all offices other than the Library, our schedule of operations on days other than designated holidays, will be Monday through Thursday, 7:00 a.m. to 5:30 p.m., with a half-hour for lunch (closed Fridays as the Town has markedly less calls and requests for customer service than on other days of the week); in the case of the Library, the facility will be staffed and open for operation on Tuesday, Wednesday, Thursday between the hours of 8:00 a.m. and 7:00 p.m., and Saturday between the hours of 8:00 a.m. and 4:00 p.m.; (2) Direct the Town Manager to implement the four-day, ten-hour day work schedule on day one of the pay period which begins closest to January 1, 2010, **failed for lack of a second.**

On a motion by Baker, seconded by Kovacovich, the Council unanimously accepted Option 1 which calls for the following schedule: (1) For all offices other than the Library, our schedule of operations on days other than designated holidays, will be Monday through Thursday, 7:00 a.m. to 6:00 p.m. (closed Fridays as the Town has markedly less calls and requests for customer service than on other days of the week); in the case of the Library, the facility will be staffed and open for operation on Tuesday, Wednesday, Thursday between the hours of 8:00 a.m. and 7:00 p.m., and Saturday between the hours of 8:00 a.m. and 4:00 p.m.; (2) Direct the Town Manager to implement the four-day, ten-hour day work schedule on day one of the pay period which begins closest to January 1, 2010.

Scannell advised the Council that this issue is another attempt to present options to consider as the Town begins to address critical budget issues that are being faced and will continue to be faced into the future. The 4-10 work week is a model that has been embraced by a number of municipalities across the country. It has been noted that Fridays are very quiet work days with not a lot of business being conducted. Discussing how the 4-10 schedule could lower operating expenses, Scannell pointed out that the staff report inadvertently overestimated the utility cost that would be saved; however, the estimated savings in utility expenses should actually amount to approximately \$8,000, with an additional \$2,000 possible through adjustments to the pool maintenance system. Scannell said that he had reviewed the idea of a 4-10 work week with department heads, who have reviewed it with their staff, and the concept appears to have met with support. As for the proposed schedule change for the Library, Laurito confirmed that Fridays are also the slowest day for the Library, and the proposed schedule change is based on his experience as Library Director. Requesting an opportunity to speak, Asst. Planner Paulsen suggested a 7:00 a.m. to 5:30 p.m. schedule, with only one-half hour for lunch, as opposed to 7:00 a.m. to 6:00 p.m.; that idea that was discussed further by Council with some concern about a possible negative impact on local restaurants losing lunch patrons. Burnside presented figures on energy consumption by the different departments, with the Parks & Recreation Department ranking the highest. Scannell said he will be working with the departments, particularly Parks & Recreation, on an evaluation of what can be done to reduce those expenses. Burnside reported that Councilor Whatley, who is absent, had indicated to him that she is not in favor of the 4-10 work week proposal, although Burnside noted that she had not been privy to much of the information that had been discussed.

There was no public input.

16. **Call to the Public for Items not on the Agenda.**
There was no public input.
17. **Advanced Approvals of Town Expenditures when there are no advanced approvals.**
 - a. **There are no advanced approvals.**
There were no advanced approvals.
18. **Manager/Staff Report**
There was no Manager/Staff report.
19. **Adjournment**
On a motion by Baker, seconded by Kovacovich, the meeting was adjourned at 9:41 p.m.

Bob Burnside, Mayor

Margaret Harper, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on the 16th day of December 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2010.

Debbie Barber, Town Clerk



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: January 6, 2010

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Reference Document: Resolution 2010-795

Agenda Title (be exact):

Discussion, consideration, and possible approval of Resolution 2010-795, a Resolution of the Mayor and Common Council of the Camp Verde, Yavapai County, Arizona, establishing hours of operations and setting the 2010 Holiday Schedule.

Purpose and Background Information:

This resolution will establish hours of operation and set the 2010 holiday schedule. This resolution will be posted on the web page, along with the Council and Commission meeting schedule to provide improved public access.

Recommendation (Suggested Motion):

Move to approve Resolution 2010-795 a Resolution of the Mayor and Council of the Town of Camp Verde, Yavapai County, Arizona, establishing hours of operations and setting the 2010 Holiday Schedule.

Finance Review: **Budgeted** **Unbudgeted** **N/A**

Finance Director Comments/Fund: N/A

Attorney Review: **Yes** **No** **N/A**

Attorney Comments: N/A

Submitting Department: Clerk's Office

Contact Person: Deborah Barber

Action Report prepared by: D. Barber

RESOLUTION 2010-795

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
ESTABLISHING HOURS OF OPERATIONS and SETTING THE 2010 HOLIDAY SCHEDULE**

WHEREAS, it is in the best interest of the Town to inform all citizens of the hours of operation of all public facilities;

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde do hereby resolve to establish the following Hours of Operation and Holiday Schedule for all Town Offices and staff as follows:

Hours of Operation		
Administration Offices	Monday – Thursday	7:00 a.m.-6:00 p.m.
Municipal Court	Monday – Thursday	7:00 a.m.-6:00 p.m.
Community Development	Monday – Thursday	7:00 a.m.-6:00 p.m.
Parks & Recreation	Monday – Thursday	7:00 a.m.-6:00 p.m.
Swimming Pool	Monday-Saturday	Open & Closing Dates To be determined
Public Works	Monday – Thursday	7:00 a.m.-6:00 p.m.
Animal Control	Monday-Thursday	7:00 a.m.-6:00 p.m.
Marshal's Office – Admin	Monday – Thursday	7:00 a.m.-6:00 p.m.
Marshal's Office-Deputies	24 Hours per Day	24 Hours per Day
Library	Tuesday -Thursday	8:00 a.m. – 7:00 p.m.
Library	Saturday	8:00 a.m. – 4:00 p.m.
Library	Closed Sunday, Monday & Friday	Closed

2010 Holidays Observed by the Town – All Administrative Offices are Closed	
Friday, January 1, 2010	New Year's Day
Monday, January 18, 2010	Civil Rights Day
Monday, February 15, 2010	Presidents Day
Monday, May 31, 2010	Memorial Day
Monday, July 5, 2010	Independence Day
Monday, September 6, 2010	Labor Day
Thursday, November 11, 2010	Veteran's Day
Thursday, November 25 & Friday, November 26, 2010	Thanksgiving
Friday, December 24, 2010	Christmas

Passed and approved by a majority vote of the Common Council at the regular meeting of January 6, 2010.

Bob Burnside, Mayor

Attest:

Approved as to form:

Deborah Barber, Town Clerk

William Sims



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: January 6, 2010

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Reference Document: Resolution 2010-796

Agenda Title (be exact):

Discussion, consideration, and possible approval of Resolution 2010-796, a Resolution of the Mayor and Common Council of the Camp Verde, Yavapai County, Arizona, setting meeting dates and times for Council, and all Commissions/Committees. Superseding Resolution 2009-759

Purpose and Background Information:

Town Code, Section 4-2 A-3 states The Council shall establish regular meeting dates and times and regular meeting place by Resolution in January of each year. In July, Council, by Resolution 2009-780, temporarily suspended all actions and relieved members of the following Commissions: Housing Commission, Library Advisory Commission, Parks & Recreation Commission, and the Trails and Pathways Commission. At the September 2, 2009 meeting Council directed staff to begin the process to suspend the Design Review Board duties. With the temporary suspension of these commissions/committees, this Resolution reflects only Council, Planning & Zoning Commission, and Board of Adjustments. The current Resolution does not include the Design Review, Housing Commission, Library Advisory Commission, Parks & Recreation Commission, Trails and Pathways Commission and the Design Review.

Recommendation (Suggested Motion):

Move to approve Resolution 2010-796 a Resolution of the Mayor and Council of the Town of Camp Verde, Yavapai County, Arizona setting meeting dates and times for Council, and all Commissions/Committees. Superseding Resolution 2009-759

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund: N/A

Attorney Review: Yes No N/A

Attorney Comments: N/A

Submitting Department: Clerk's Office

Contact Person: Deborah Barber

Action Report prepared by: V. Jones

RESOLUTION 2010-796

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
SETTING MEETING DATES AND TIMES FOR
COUNCIL AND ALL COMMISSIONS/COMMITTEES
Superseding Resolution 2009-759, setting meeting dates and times**

WHEREAS, it is in the best interest of the Town to inform all citizens of the hours of operation of all public facilities; and

WHEREAS, it is in the best interest of the Town to inform citizens of all regular Council, Commission and Committee meetings, dates and times,

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde do hereby resolve to establish the following meeting dates and times for the Mayor and Common Council, Town Commissions, and Committees as follows:

Mayor and Council, Board, and Commission Meeting Schedule

Note: Meetings are held in Council Chambers located at 473 S. Main Street, Ste. 106, Camp Verde, Arizona unless otherwise noted on the notice that is posted no later than 24 hours prior to each meeting. Special meetings or work sessions may be scheduled by consent of the Town Manager and will be posted no later than 24 hours prior to such meeting.

Mayor and Common Council of the Town of Camp Verde 2009 Meeting Schedule		
Regular Session	January 6, 2010	6:30 p.m.
Regular Session	January 20, 2010	6:30 p.m.
Council Hears P&Z Matters	January 27, 2010	6:30 p.m.
Regular Session	February 3, 2010	6:30 p.m.
Regular Session	February 17, 2010	6:30 p.m.
Council Hears P&Z Matters	February 24, 2010	6:30 p.m.
Regular Session	March 3, 2010	6:30 p.m.
Regular Session	March 17, 2010	6:30 p.m.
Council Hears P&Z Matters	March 24, 2010	6:30 p.m.
Regular Session	April 7, 2010	6:30 p.m.
Regular Session	April 21, 2010	6:30 p.m.
Council Hears P&Z Matters	April 28, 2010	6:30 p.m.
Regular Session	May 5, 2010	6:30 p.m.
Regular Session	May 19, 2010	6:30 p.m.
Council Hears P&Z Matters	May 26, 2010	6:30 p.m.
Regular Session	June 2, 2010	6:30 p.m.
Regular Session	June 16, 2010	6:30 p.m.
Council Hears P&Z Matters	June 23, 2010	6:30 p.m.
Regular Session	July 7, 2010	6:30 p.m.
Regular Session	July 21, 2010	6:30 p.m.
Council Hears P&Z Matters	July 28, 2010	6:30 p.m.
Regular Session	August 4, 2010	6:30 p.m.
Regular Session	August 18, 2010	6:30 p.m.
Council Hears P&Z Matters	August 25, 2010	6:30 p.m.
Regular Session	September 1, 2010	6:30 p.m.
Regular Session	September 15, 2010	6:30 p.m.
Council Hears P&Z Matters	September 22, 2010	6:30 p.m.
Regular Session	October 6, 2010	6:30 p.m.
Regular Session	October 20, 2010	6:30 p.m.
Council Hears P&Z Matters	October 27, 2010	6:30 p.m.
Regular Session	November 3, 2010	6:30 p.m.
Regular Session & PZ Matters Combined	November 17, 2010	6:30 p.m.
Council Hears P&Z Matters - CANCELLED	November 24, 2010	6:30 p.m.
Regular Session	December 1, 2010	6:30 p.m.
Regular Session	December 15, 2010	6:30 p.m.
Council Hears P&Z Matters	December 22, 2010	6:30 p.m.

Regular Meetings of the Planning & Zoning Commission

Notice is hereby given to the members of the Planning & Zoning Commission and to the general public that the Planning & Zoning Commission of the Town of Camp Verde will hold **Regular Meetings** on the first Thursday of every other month beginning in January 2010 unless there is a paid application, which in this case, the meeting will be held on the second Thursday of the month as a **Special Session**. Additionally, **Special Session** meetings may be held on the second Thursday of each month at 6:30 p.m. as needed.

Planning & Zoning Commission of the Town of Camp Verde 2010 Meeting Schedule		
Regular Session	January 7, 2010	6:30 p.m.
Special Session (as needed)	January 14, 2010	6:30 p.m.
Special Session (as needed)	February 11, 2010	6:30 p.m.
Regular Session	March 4, 2009	6:30 p.m.
Special Session (as needed)	March 11, 2010	6:30 p.m.
First Quarterly Report for Period January 2010 through March 2010 will be heard at the April 21, 2010 Council Meeting.		
Special Session (as needed)	April 8, 2009	6:30 p.m.
Regular Session	May 6, 2010	6:30 p.m.
Special Session (as needed)	May 13, 2010	6:30 p.m.
Special Session (as needed)	June 10, 2010	6:30 p.m.
Second Quarterly Report for Period April 2010 through June 2010 will be heard at the July 21, 2010 Council Meeting.		
Regular Session	July 1, 2010	6:30 p.m.
Special Session (as needed)	July 8, 2010	6:30 p.m.
Special Session (as needed)	August 12, 2010	6:30 p.m.
Regular Session	September 2, 2010	6:30 p.m.
Special Session (as needed)	September 9, 2010	6:30 p.m.
Third Quarterly Report for Period July 2010 through September 2010 will be heard at the October 20, 2010 Council Meeting.		
Special Session (as needed)	October 14, 2010	6:30 p.m.
Regular Session	November 4, 2010	6:30 p.m.
Special Session (as needed)	November 11, 2010	6:30 p.m.
Special Session (as needed)	December 9, 2010	6:30 p.m.
Fourth Quarterly Report for Period October 2010 through December 2010 will be heard at the January 19, 2011 Council Meeting.		

Regular Meetings of the Board of Adjustments

Notice is hereby given to the members of the Board of Adjustments and to the general public that the Board of Adjustments of the Town of Camp Verde will hold **Regular Meetings on the second Tuesday of every month at 3:00 p.m. as needed.**

Board of Adjustments of the Town of Camp Verde 2010 Meeting Schedule		
1. Regular Session (as needed)	January 11, 2010	3:00 p.m.
2. Regular Session (as needed)	February 8, 2010	3:00 p.m.
3. Regular Session (as needed)	March 8, 2010	3:00 p.m.
First Quarterly Report for Period January 2010 through March 2010 will be heard at the April 21, 2010 Council Meeting.		
4. Regular Session (as needed)	April 12, 2010	3:00 p.m.
5. Regular Session (as needed)	May 10, 2010	3:00 p.m.
6. Regular Session (as needed)	June 14, 2010	3:00 p.m.
Second Quarterly Report for Period April 2010 through June 2010 will be heard at the July 21, 2010 Council Meeting.		
7. Regular Session (as needed)	July 12, 2010	3:00 p.m.
8. Regular Session (as needed)	August 9, 2010	3:00 p.m.
9. Regular Session (as needed)	September 13, 2010	3:00 p.m.
Third Quarterly Report for Period July 2010 through September 2010 will be heard at the October 20, 2010 Council Meeting.		
10. Regular Session (as needed)	October 11, 2010	3:00 p.m.
11. Regular Session (as needed)	November 8, 2010	3:00 p.m.
12. Regular Session (as needed)	December 13, 2010	3:00 p.m.
Fourth Quarterly Report for Period October 2010 through December 2010 will be heard at the January 19, 2011 Council Meeting.		

Camp Verde Chamber of Commerce 2009 Quarterly Report Schedule		
1. Regular Session	April 21, 2010	6:30 p.m.
2. Regular Session	July 21, 2010	6:30 p.m.
3. Regular Session	October 20, 2010	6:30 p.m.
4. Regular Session	January 19, 2011	6:30 p.m.

Passed and approved by a majority vote of the Common Council at the regular meeting of January 6, 2010.

Bob Burnside, Mayor

Attest:

Approved as to form:

Deborah Barber, Town Clerk

William Sims



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: January 6, 2010

Meeting Type: Regular Session

Consent Agenda Regular Business

Reference Document: Policy Statement

Agenda Title (be exact):

Discussion, consideration, and possible adoption of a Policy Statement that authorizes the Mayor, as the Town's Chief Elected Official, to support or oppose Bills that protect ground water, state shared revenues and land use authority that are introduced during legislative sessions when they adversely affect the Town's interest and need an immediate response.

Purpose and Background Information:

Section 2-2-4-F of the Town Code states that at the first meeting in January of each year, Council shall adopt a Policy Statement that authorizes the Mayor to support or oppose bills introduced during Legislative Sessions when they adversely affect the Town's interests and require an immediate response.

The following are examples of issues that the Town has included in the past: 1) supporting legislation that protects the Ground Water Aquifer Verde River Basin; 2) opposing legislation that compromises the integrity of the Ground Water Aquifer Verde River Basin; 3) supporting legislation that maintains the State Shared Revenues; 4) opposing legislation that erodes State shared Revenues; 5) supporting legislation that maintains land use authority for municipalities in Arizona; and/or 6) opposing legislation that erodes the land use authority for municipalities in Arizona.

Recommendation (Suggested Motion):

Move to authorize the Chief Elected Official, the Mayor, to: 1) supporting legislation that protects the Ground Water Aquifer Verde River Basin; 2) opposing legislation that compromises the integrity of the Ground Water Aquifer Verde River Basin; 3) supporting legislation that maintains the State Shared Revenues; 4) opposing legislation that erodes State shared Revenues; 5) supporting legislation that maintains land use authority for municipalities in Arizona; and/or 6) opposing legislation that erodes the land use authority for municipalities in Arizona. Council may bring back other issues of concern in the near future.

OR

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund: N/A

Attorney Review: Yes No N/A

Attorney Comments: N/A

Submitting Department: N/A

Contact Person: Deborah Barber

Action Report prepared by: V. Jones



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: January 6, 2010

Meeting Type: Regular Session

Consent Agenda Regular Business

Reference Document: Professional Services Contract with Phoenix Highway Services, Inc.

Agenda Title (be exact):

Discussion, consideration, and possible action to approve the execution of the Professional Services Contract with Phoenix Highway Services, Inc. for the regular and on call service of the Town's traffic signals.

Purpose and Background Information: Attached for your approval is the professional services contract with Phoenix Highway Services, Inc. Phoenix Highway Services Inc., located in Phoenix, is the only professional services company that is able to provide this mandatory service for the Town.

In the 1960's and early 1970's, traffic signals and their controls consisted mainly of basic relay switches, transferring power to the signals in a pre-arranged sequence. Today, the traffic signal controllers are computers that monitor over 300 data inputs from each signalized intersection. Sensors buried in each lane and the approaches to the intersection send vehicle count data, arrival rates (density) and other information to the controller, usually located in a box on the corner of the intersection.

The Town is required by federal mandate through ADOT to perform annual signal tests and have bi-annual traffic signal inspections, on all traffic signals in our jurisdiction. Camp Verde has two signals that we are responsible for: one at Cliffs Parkway and Finnie Flat Road another at Montezuma Castle Hwy and Finnie Flat Road (the signals on SR 260 are maintained by ADOT). issues

Although the Town's Crew is able to reset and perform minor repairs to the signals, there are electronic and/or technical issues as well as required inspections that necessitate the assistance of a certified professional. Phoenix Highway Services employs technicians with the required International Municipal Signal Association certifications and is very familiar with our equipment. Phoenix Highway Services, Inc. has always been timely when performing the mandatory tests and inspections; the few times they were called out on routine or emergency calls they have responded in a professional and expeditious manner. Phoenix Highway Services as the sole service provider in Northern Arizona, has been providing the testing and inspections for the Town for the past several years, and submits this renewal contact without a price increase.

Recommendation (Suggested Motion):

Staff recommends that Council move to approve the annual professional services contract with Phoenix Highway Services, Inc. for the annual testing and bi-annual inspections of the Town's two traffic signals.

Finance Review: Budgeted Unbudgeted N/A see line item 01-20-20-7730 (contract amount \$10,500 + contingency of \$2,000 for emergency and/or required parts)

Finance Director Comments/Fund: N/A

Attorney Review: Yes No N/A

Attorney Comments: N/A

Submitting Department: Public Works

Contact Person: Ron Long

Action Report prepared by: D. Ranney



Phoenix Highway Services, Inc.

2631 North 37th Drive
Phoenix, AZ. 85009
Phone 602.344.7770
Fax 602.344.7771

Tuesday, December 01, 2009

Town of Camp Verde
Mr. Marvin Buckel
395 S Main St.
Camp Verde, AZ. 86322

Dear Mr. Buckel

Phoenix Highway Services, Inc. would like to perform the following professional services described as; Bi-Annual Inspection, Annual Testing and On-Call Emergency Service Availability for the Town of Camp Verde, AZ.

Location

Two intersections owned by the Town of Camp Verde, AZ.

- 1) Cliffs Parkway & Finne Flats Rd.
- 2) Montezuma Castle Hwy & Finne Flats Rd.

Scope of Work

A) Traffic Signal Annual Test.

Provide **annual** testing and report deficiencies to the Town of Camp Verde, AZ as detailed below.

- 1) Test conflict monitors for NEMA compliance
- 2) Test controllers including timing and operation
- 3) Test load switches and flashers for leakage and output current
- 4) Visual inspection of all traffic and pedestrian signal heads
- 5) Test detector amplifiers and loops for shorts, opens, grounds and sensitivity
- 6) Clean inside cabinet and replace air filter
- 7) Perform checks according to PHS maintenance check list

B) Traffic Signal Bi-Annual Inspection.

Provide **bi-annual** inspections of traffic signals and related electrical and electronic traffic control equipment, maintain records and report deficiencies to the Town of Camp Verde, AZ as detailed below.

- 1) Provide on-site visual inspection of all traffic signal control equipment
- 2) Maintain a log of all inspections and test performed by Phoenix Highway Services, Inc.
- 3) Maintain a log of all work performed by the Town of Camp Verde, AZ personnel or contractors hired by the Town of Camp Verde, AZ reported to Phoenix Highway Services, Inc.
- 4) Perform checks according to PHS maintenance check list

C) 24-Hour On-Call Service

Provide 24-hour service and support as detailed below

- 1) Provide 24-hour on call service availability
- 2) Respond to emergency calls within four (4) hours
- 3) Labor will be charged at a rate of \$165.00 per hour for regular time hours and \$180.00 per hour over time hours plus applicable sales tax. Prices noted per hour, portal to portal, with a two (2) hour minimum. Time will be charged in one (1) hour increments. Billing will be based on work completed. Terms are net 30 days.
- 4) Regular time hours are based on technicians working no more than a 10-hour regular time day. Technicians have variable work days to allow full coverage of the work week.
- 5) Overtime hours will be charged when, a) more than ten (10) hours are worked in a day by the technician, b) after forty (40) hours have been worked by the technician in the weekly pay period, c) when work is

required on the following holidays, New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day & Christmas Day.

- 6) Materials and expenses purchased through Phoenix Highway Services, Inc. will have a twenty (20%) percent mark-up, plus applicable sales tax. (Expenses defined as; travel, lodging, rental equipment and miscellaneous.)

Price and Billing Schedule:

- 1) Twelve (12) month period (\$10500.00) Ten thousand Five hundred dollars, plus applicable sales tax for a twelve (12) month period. To be billed at a rate agreeable to by both parties.
- 2) Contract will have annual renewal option with a 5% cost increase, if needed and agreed upon by both parties. Phoenix Highway Services, Inc. will submit a bill to the Town of Camp Verde, AZ based upon the contract amount upon receipt of a purchase order by the Town of Camp Verde, AZ

Town of Camp Verde Responsibility:

- 1) Report all work performed on traffic signal intersections by the Town of Camp Verde personnel or contractors hired by the Town of Camp Verde for entry into the Phoenix Highway Services, Inc. log.
- 2) Provide Phoenix Highway Services access to all traffic signal cabinets.
- 3) Provide police personnel for traffic control during intersection work.
- 4) Pay in addition to the agreed amount for regular service; costs that may be incurred because of any action which results in the destruction of a signal pole, signal head, controller cabinet, or other subsequent construction initiated by the Town of Camp Verde.

Phoenix Highway Services, Inc. Shall Provide:

- 1) An I.M.S.A. Certified Traffic Signal Technician, not less than a Level II, who shall perform all inspections and make all reports.
- 2) All inspections will comply with the latest I.M.S.A. standards for traffic signal maintenance records.
- 3) A record of inspections performed and timing plans will be kept at the Phoenix Highway Services, Inc. office and is available for review by the Town of Camp Verde.
- 4) Records of inspection and timing plans will be provided to any attorney on request, after receiving clearance from Town Engineer and Town Attorney.

Guarantee

Phoenix Highway Services, Inc. guarantees the operation of those materials provided for the period of one year after project completion. Items specifically not guaranteed are expendables such as lamps and fuses, repair work, items damaged by conditions outside the control of Phoenix Highway Services, Inc. and materials provided by others.

Duration of Agreement

This proposal is valid for 60 days and subject to revision after that time. This proposal commences on date agreed to by both parties and is subject for contract renewal Twelve months thereafter or time frame agreed upon.

Liability:

Phoenix Highway Services, Inc. shall not be liable for accident, injury, breakage, loss or damage to equipment of machinery, appliances or property connected therewith, unless negligent acts or omission or commission by Phoenix Highway Services' agents or employees causes such loss or damage. Further, Phoenix Highway Services, Inc. shall not be liable in any event for consequential damages, for obsolescence, nor for delays occasioned by conditions beyond its control.

Insurance:

Phoenix Highway Services, Inc. complies with all Workman's Compensation and Property Damage Liability Laws. A copy of insurance certificates will be sent upon request. The responsibility for insuring the Town of Camp Verde rests solely with the Town of Camp Verde.

In Witness Whereof:

This agreement shall become effective as of the date noted by initials below, and continue for Twelve months or time frame agreed upon after the effective date. Termination of this agreement shall be made by giving the other party written notice of no less than 30 days prior to the effective date of termination.

For Phoenix Highway Services, Inc.

For the Town of Camp Verde

Wally Prokopow

Vice President

Effective Date: _____

End Date: _____

PHS: Initial _____

**Town of Camp Verde
Initial** _____

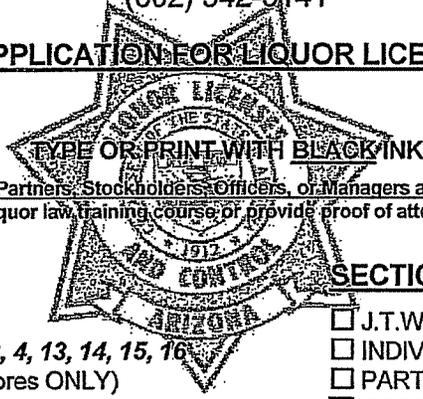


#8

ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

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

APPLICATION FOR LIQUOR LICENSE



TYPE OR PRINT WITH BLACK INK

Notice: Effective Nov. 1, 1997, All Owners, Agents, Partners, Stockholders, Officers, or Managers actively involved in the day to day operations of the business must attend a Department approved liquor law training course or provide proof of attendance within the last five years. See page 5 of the Liquor Licensing requirements.

SECTION 1 This application is for a:

- INTERIM PERMIT *Complete Section 5*
- NEW LICENSE *Complete Sections 2, 3, 4, 13, 14, 15, 16*
- PERSON TRANSFER (Bars & Liquor Stores ONLY)
Complete Sections 2, 3, 4, 11, 13, 15, 16
- LOCATION TRANSFER (Bars and Liquor Stores ONLY)
Complete Sections 2, 3, 4, 12, 13, 15, 16
- PROBATE/WILL ASSIGNMENT/DIVORCE DECREE
Complete Sections 2, 3, 4, 9, 13, 16 (fee not required)
- GOVERNMENT *Complete Sections 2, 3, 4, 10, 13, 15, 16*

SECTION 2 Type of ownership:

- J.T.W.R.O.S. *Complete Section 6*
- INDIVIDUAL *Complete Section 6*
- PARTNERSHIP *Complete Section 6*
- CORPORATION *Complete Section 7*
- LIMITED LIABILITY CO. *Complete Section 7*
- CLUB *Complete Section 8*
- GOVERNMENT *Complete Section 10*
- TRUST *Complete Section 6*
- OTHER Explain

SECTION 3 Type of license and fees

LICENSE #: 10133214

1. Type of License: Series 10 Beer and Wine License 2. Total fees attached: \$

Department Use Only
09 DEC 4 11:14 AM '09

APPLICATION FEE AND INTERIM PERMIT FEES (IF APPLICABLE) ARE NOT REFUNDABLE.

The fees allowed under A.R.S. 44-6852 will be charged for all dishonored checks.

SECTION 4 Applicant

1. Owner/Agent's Name: Mr. Guse Last Randy First Allen Middle Allen
2. Corp./Partnership/L.L.C.: Walgreen Arizona Drug Co. (Exactly as it appears on Articles of Inc. or Articles of Org.)
3. Business Name: Walgreens #12385 (Exactly as it appears on the exterior of premises)
4. Principal Street Location 475 West Finnie Flats Road, Camp Verde, Yavapai 86322
(Do not use PO Box Number) City County Zip
5. Business Phone: 928-239-3187 Daytime Contact: 623-215-0407
6. Is the business located within the incorporated limits of the above city or town? YES NO
7. Mailing Address: 2075 West Pinnacle Peak Road, Suite 130, Phoenix, AZ 85027
City State Zip
8. Enter the amount paid for a bar, beer and wine, or liquor store license \$ (Price of License only)

DEPARTMENT USE ONLY

Fees: 100 Application Interim Permit Agent Change Club 24 Finger Prints \$ 124.00

TOTAL OF ALL FEES

Is Arizona Statement of Citizenship & Alien Status For State Benefits complete? YES NO

Accepted by: MC Date: 12/4/09 Lic. # 10133214

SECTION 5 Interim Permit: N/A

1. If you intend to operate business when your application is pending you will need an Interim Permit pursuant to A.R.S. 4-203.01.
2. There **MUST** be a valid license of the same type you are applying for currently issued to the location.
3. Enter the license number currently at the location. _____
4. Is the license currently in use? YES NO If no, how long has it been out of use? _____

ATTACH THE LICENSE CURRENTLY ISSUED AT THE LOCATION TO THIS APPLICATION.

I, _____, declare that I am the CURRENT OWNER, AGENT, CLUB MEMBER, PARTNER, MEMBER, STOCKHOLDER, OR LICENSEE (circle the title which applies) of the stated license and location.

State of _____ County of _____

X _____
(Signature)

The foregoing instrument was acknowledged before me this

_____ day of _____, _____
Day Month Year

My commission expires on: _____

(Signature of NOTARY PUBLIC)

SECTION 6 Individual or Partnership Owners: N/A

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$24 PROCESSING FEE FOR EACH CARD.

1. Individual:

Last	First	Middle	% Owned	Mailing Address	City	State	Zip

Partnership Name: (Only the first partner listed will appear on license) _____

General-Limited	Last	First	Middle	% Owned	Mailing Address	City	State	Zip
<input type="checkbox"/>								
<input type="checkbox"/>								
<input type="checkbox"/>								
<input type="checkbox"/>								

(ATTACH ADDITIONAL SHEET IF NECESSARY)

2. Is any person, other than the above, going to share in the profits/losses of the business? YES NO
If Yes, give name, current address and telephone number of the person(s). Use additional sheets if necessary.

Last	First	Middle	Mailing Address	City, State, Zip	Telephone#

SECTION 7 Corporation/Limited Liability Co.:

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$24 PROCESSING FEE FOR EACH CARD.

- CORPORATION *Complete questions 1, 2, 3, 5, 6, 7, and 8.*
- L.L.C. *Complete 1, 2, 4, 5, 6, 7, and 8.*

1. Name of Corporation/L.L.C.: Walgreen Arizona Drug Co.
(Exactly as it appears on Articles of Incorporation or Articles of Organization)
2. Date Incorporated/Organized: 01/22/1954 State where Incorporated/Organized: Arizona
3. AZ Corporation Commission File No.: 0044951-8 Date authorized to do business in AZ: 01/22/54
4. AZ L.L.C. File No.: N/A Date authorized to do business in AZ: N/A
5. Is Corp./L.L.C. Non-profit? YES NO
6. List all directors, officers and members in Corporation/L.L.C.:

Last	First	Middle	Title	Mailing Address	City State Zip
See attached Corporate Rider.					

(ATTACH ADDITIONAL SHEET IF NECESSARY)

7. List stockholders who are controlling persons or who own 10% or more:

Last	First	Middle	% Owned	Mailing Address	City State Zip
Not one person owns as much as 5% of corporate stock.					

(ATTACH ADDITIONAL SHEET IF NECESSARY)

8. If the corporation/L.L.C. is owned by another entity, attach a percentage of ownership chart, and a director/officer/member disclosure for the parent entity. Attach additional sheets as needed in order to disclose personal identities of all owners.

SECTION 8 Club Applicants: N/A

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$24 PROCESSING FEE FOR EACH CARD.

1. Name of Club: _____ Date Chartered: _____
(Exactly as it appears on Club Charter or Bylaws) (Attach a copy of Club Charter or Bylaws)
2. Is club non-profit? YES NO
3. List officer and directors:

Last	First	Middle	Title	Mailing Address	City State Zip

(ATTACH ADDITIONAL SHEET IF NECESSARY)

SECTION 9 Probate, Will Assignment or Divorce Decree of an existing Bar or Liquor Store License: N/A

- 1. Current Licensee's Name: _____
(Exactly as it appears on license) Last First Middle
- 2. Assignee's Name: _____
Last First Middle
- 3. License Type: _____ License Number: _____ Date of Last Renewal: _____
- 4. ATTACH TO THIS APPLICATION A CERTIFIED COPY OF THE WILL, PROBATE DISTRIBUTION INSTRUMENT, OR DIVORCE DECREE THAT SPECIFICALLY DISTRIBUTES THE LIQUOR LICENSE TO THE ASSIGNEE TO THIS APPLICATION.

SECTION 10 Government: (for cities, towns, or counties only)

- 1. Governmental Entity: _____
- 2. Person/designee: _____
Last First Middle Contact Phone Number

A SEPARATE LICENSE MUST BE OBTAINED FOR EACH PREMISES FROM WHICH SPIRITUOUS LIQUOR IS SERVED.

SECTION 11 Person to Person Transfer: N/A

Questions to be completed by CURRENT LICENSEE (Bars and Liquor Stores ONLY-Series 06,07, and 09).

- 1. Current Licensee's Name: _____ Entity: _____
(Exactly as it appears on license) Last First Middle (Indiv., Agent, etc.)
- 2. Corporation/L.L.C. Name: _____
(Exactly as it appears on license)
- 3. Current Business Name: _____
(Exactly as it appears on license)
- 4. Physical Street Location of Business: Street _____
City, State, Zip _____
- 5. License Type: _____ License Number: _____
- 6. Current Mailing Address: Street _____
(Other than business) City, State, Zip _____
- 7. Have all creditors, lien holders, interest holders, etc. been notified of this transfer? YES NO
- 8. Does the applicant intend to operate the business while this application is pending? YES NO If yes, complete Section 5 of this application, attach fee, and current license to this application.

9. I, _____, hereby authorize the department to process this application to transfer the
(print full name)
privilege of the license to the applicant, provided that all terms and conditions of sale are met. Based on the fulfillment of these conditions, I certify that the applicant now owns or will own the property rights of the license by the date of issue.

I, _____, declare that I am the CURRENT OWNER, AGENT, MEMBER, PARTNER
(print full name)
STOCKHOLDER, or LICENSEE of the stated license. I have read the above Section 11 and confirm that all statements are true, correct, and complete.

X _____
(Signature of CURRENT LICENSEE)

State of _____ County of _____
The foregoing instrument was acknowledged before me this
_____ day of _____
Day Month Year

My commission expires on: _____

(Signature of NOTARY PUBLIC)

SECTION 12 Location to Location Transfer: (Bars and Liquor Stores ONLY) N/A

APPLICANTS CANNOT OPERATE UNDER A LOCATION TRANSFER UNTIL IT IS APPROVED BY THE STATE.

1. Current Business: Name _____
(Exactly as it appears on license) Address _____
2. New Business: Name _____
(Physical Street Location) Address _____
3. License Type: _____ License Number: _____
4. What date do you plan to move? _____ What date do you plan to open? _____

SECTION 13 Questions for all in-state applicants excluding those applying for government, hotel/motel, and restaurant licenses (series 5, 11, and 12):

A.R.S. § 4-207 (A) and (B) state that no retailer's license shall be issued for any premises which are at the time the license application is received by the director, within three hundred (300) horizontal feet of a church, within three hundred (300) horizontal feet of a public or private school building with kindergarten programs or grades one (1) through (12) or within three hundred (300) horizontal feet of a fenced recreational area adjacent to such school building. The above paragraph DOES NOT apply to:

- a) Restaurant license (§ 4-205.02)
- b) Hotel/motel license (§ 4-205.01)
- c) Government license (§ 4-205.03)
- d) Fenced playing area of a golf course (§ 4-207 (B)(5))

1. Distance to nearest school: 2,059 ft. Name of school Camp Verde United Christian School
Address 903 West Finnie Flats Road, Camp Verde, AZ 86322
City, State, Zip
2. Distance to nearest church: 1,267 ft. Name of church Church of Jesus Christ of Latter Day Saints
Address 360 South 5th Street, Camp Verde, AZ 86322
City, State, Zip
3. I am the: Lessee Sublessee Owner Purchaser (of premises)
4. If the premises is leased give lessors: Name Wesley Properties LLC
Address 1016 Saddlehorn, Sedona, CA 86351
City, State, Zip
- 4a. Monthly rental/lease rate \$ 3,400.00 What is the remaining length of the lease 24 yrs. 1 mos.
- 4b. What is the penalty if the lease is not fulfilled? \$ _____ or other we would go into default
(give details - attach additional sheet if necessary)
5. What is the total **business** indebtedness for this license/location excluding the lease? \$ 0
Please list debtors below if applicable.

Last	First	Middle	Amount Owed	Mailing Address	City State	Zip
N/A						

(ATTACH ADDITIONAL SHEET IF NECESSARY)

6. What type of business will this license be used for (be specific)? Retail Drug Store

SECTION 13 - continued

- 7. Has a license or a transfer license for the premises on this application been denied by the state within the past one (1) year?
 YES NO If yes, attach explanation.
- 8. Does any spirituous liquor manufacturer, wholesaler, or employee have any interest in your business? YES NO
- 9. Is the premises currently licensed with a liquor license? YES NO If yes, give license number and licensee's name:

License # _____ (exactly as it appears on license) Name _____

SECTION 14 Restaurant or hotel/motel license applicants: N/A

- 1. Is there an existing restaurant or hotel/motel liquor license at the proposed location? YES NO
 If yes, give the name of licensee, Agent or a company name:

_____ and license #: _____
Last First Middle

- 2. If the answer to Question 1 is YES, you may qualify for an Interim Permit to operate while your application is pending; consult A.R.S. § 4-203.01; and complete SECTION 5 of this application.
- 3. All restaurant and hotel/motel applicants must complete a Restaurant Operation Plan (Form LIC0114) provided by the Department of Liquor Licenses and Control.
- 4. As stated in A.R.S. § 4-205.02.G.2, a restaurant is an establishment which derives at least 40 percent of its gross revenue from the sale of food. Gross revenue is the revenue derived from all sales of food and spirituous liquor on the licensed premises. By applying for this hotel/motel restaurant license, I certify that I understand that I must maintain a minimum of 40 percent food sales based on these definitions and have included the Restaurant Hotel/Motel Records Required for Audit (form LIC 1013) with this application.

applicant's signature

As stated in A.R.S § 4-205.02 (B), I understand it is my responsibility to contact the Department of Liquor Licenses and Control to schedule an inspection when all tables and chairs are on site, kitchen equipment, and, if applicable, patio barriers are in place on the licensed premises. With the exception of the patio barriers, these items are not required to be properly installed for this inspection. Failure to schedule an inspection will delay issuance of the license. If you are not ready for your inspection 90 days after filing your application, please request an extension in writing, specify why the extension is necessary, and the new inspection date you are requesting. To schedule your site inspection visit www.azliquor.gov and click on the "Information" tab.

applicants initials

SECTION 15 Diagram of Premises: (Blueprints not accepted, diagram must be on this form)

- 1. Check ALL boxes that apply to your business:
 Entrances/Exits Liquor storage areas Patio: Contiguous
 Service windows Drive-in windows Non Contiguous
Pharmacy Only
- 2. Is your licensed premises currently closed due to construction, renovation, or redesign? YES NO
 If yes, what is your estimated opening date? _____
month/day/year
- 3. Restaurants and hotel/motel applicants are required to draw a detailed floor plan of the kitchen and dining areas including the locations of all kitchen equipment and dining furniture. Diagram paper is provided on page 7.
- 4. The diagram (a detailed floor plan) you provide is required to disclose only the area(s) where spiritous liquor is to be sold, served, consumed, dispensed, possessed, or stored on the premises unless it is a restaurant (see #3 above).
- 5. Provide the square footage or outside dimensions of the licensed premises. Please do not include non-licensed premises, such as parking lots, living quarters, etc.

As stated in A.R.S. § 4-205.02 (F), I understand it is my responsibility to notify the Department of Liquor Licenses and Control when there are changes to boundaries, entrances, exits, added or deleted doors, windows or service windows, or increase or decrease to the square footage after submitting this initial drawing.

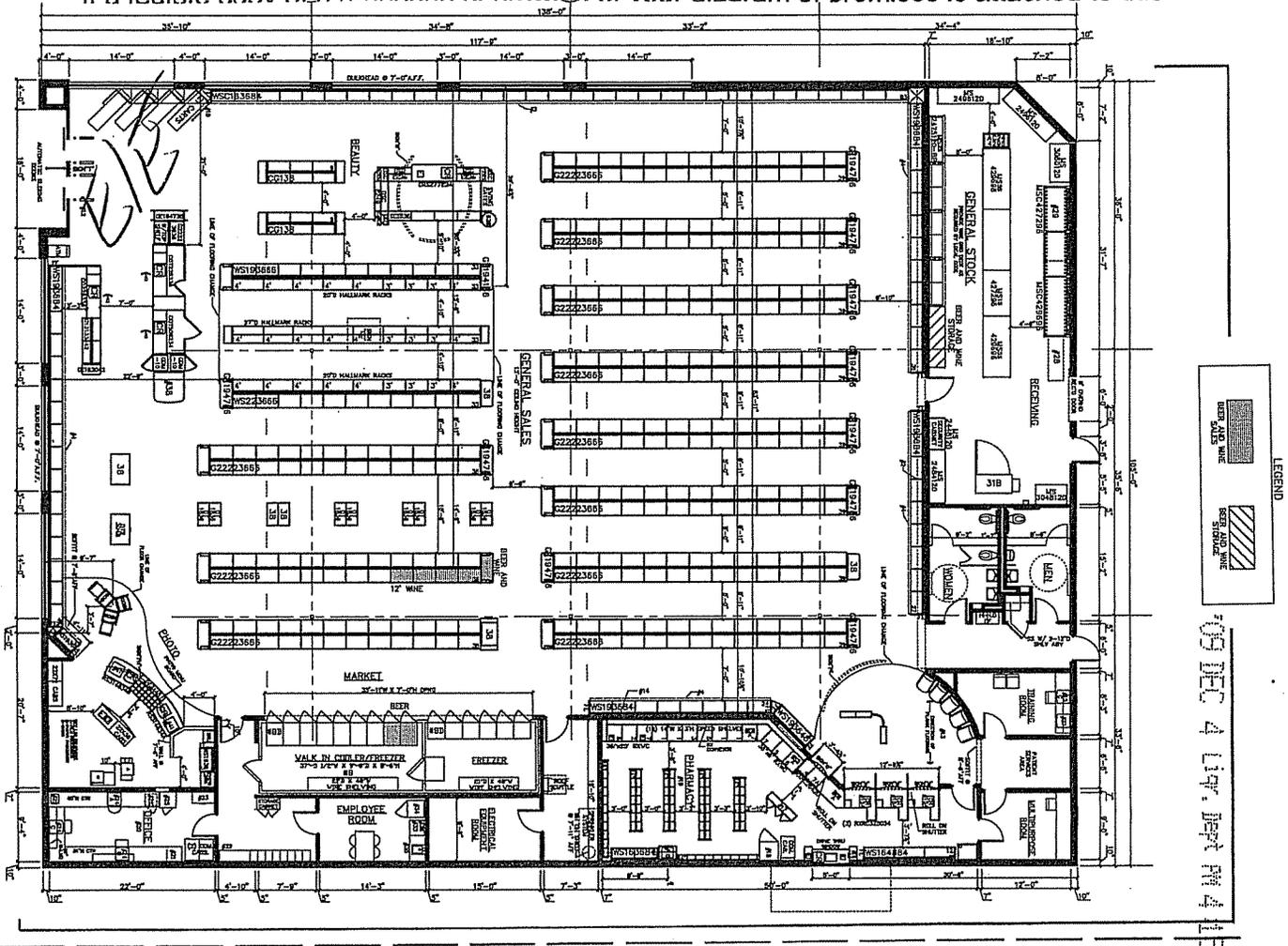

applicants initials

SECTION 14

SECTION 15 Diagram of Premises Total Store Square Footage is: 14,490

4. In this diagram please show only the area where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored. It must show all entrances, exits, interior walls, bars, bar stools, hi-top tables, dining tables, dining chairs, the kitchen, dance floor, stage, and game room. Do not include parking lots, living quarters, etc. When completing diagram, North is up ↑.

If a legible copy of a rendering or drawing of your diagram of premises is attached to this



SECTION 16 Signature Block

I, Randy Allen Guse, hereby declare that I am the OWNER/AGENT filing this application as stated in Section 4, Question 1. I have read this application and verify all statements to be true, correct and complete.

X [Signature]
(signature of applicant listed in Section 4, Question 1)

State of Arizona County of Maricopa

The foregoing instrument was acknowledged before me this 1 of December 2009
Day of Month Year

[Signature]
signature of NOTARY PUBLIC

My commission expires on: 28 11 2011
Day Month Year



ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

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

QUESTIONNAIRE

Attention all Local Governing Bodies: Social Security and Birthdate Information is Confidential. This information may be given to local law enforcement agencies for the purpose of background checks only but must be blocked to be unreadable prior to posting for any public view.

Read carefully. This instrument is a sworn document. Type or print with BLACK INK. An extensive investigation of your background will be conducted. False or incomplete answers could result in criminal prosecution and the denial or subsequent revocation of a license or permit.

TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT OR MANAGER. EACH PERSON COMPLETING THIS FORM MUST SUBMIT AN "APPLICANT" TYPE FINGERPRINT CARD WHICH MAY BE OBTAINED AT DLIC. FINGERPRINTING MUST BE DONE BY A BONA FIDE LAW ENFORCEMENT AGENCY OR A FINGERPRINTING SERVICE APPROVED BY DLIC. THE DEPARTMENT DOES NOT PROVIDE THIS SERVICE.

Effective 10/01/07 there is a \$24.00 processing fee for each fingerprint card submitted.

The fees allowed by A.R.S. § 44-6852 will be charged for all dishonored checks.

Handwritten note: P1034207

Liquor License #

10133214

(If the location is currently licensed)

1. Check appropriate box - Controlling Person, Agent, Manager (Only). Controlling Person or Agent must complete #21 for a Manager. Complete All Questions except # 14, 14a & 21. Controlling Person or Agent must complete # 21.

2. Name: Guse Randy Allen Date of Birth: 03/02/53

3. Social Security Number: [Redacted] Drivers License #: [Redacted] State: AZ

4. Place of Birth: Montevideo MN U.S.A Height: 6' Weight: 180 Eyes: Brwn Hair: Brwn

5. Marital Status: [X] Married Daytime Contact Phone: 602-214-6281

6. Name of Current or Most Recent Spouse: Guse Karla Sue Johnson Date of Birth: [Redacted]

7. You are a bona fide resident of what state? AZ If Arizona, date of residency: 6-1983

8. Telephone number to contact you during business hours for any questions regarding this document. 602-214-6281

9. If you have been an Arizona resident for less than three (3) months, submit a copy of your Arizona driver's license or voter registration card.

10. Name of Licensed Premises: Walgreens # 12385 Premises Phone: 928-239-3187

11. Physical Location of Licensed Premises Address: 475 W. Finnie Flats Road Camp Verde Maricopa 86322

12. List your employment or type of business during the past five (5) years. If unemployed part of the time, list those dates. List most recent 1st.

Table with 4 columns: FROM Month/Year, TO Month/Year, DESCRIBE POSITION OR BUSINESS, EMPLOYER'S NAME OR NAME OF BUSINESS (street address, city, state & zip). Row 1: 6/97, CURRENT, Distrcit Manager, Walgreens, 2075 Pinnacle Peak road, Phoenix AZ 85027

ATTACH ADDITIONAL SHEET IF NECESSARY FOR EITHER SECTION

13. Indicate your residence address for the last five (5) years:

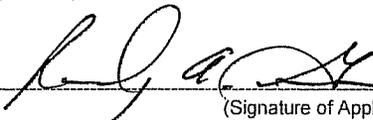
Table with 7 columns: FROM Month/Year, TO Month/Year, Rent or Own, RESIDENCE Street Address, City, State, Zip. Row 1: 04/97, CURRENT, Own, 1897 W. Lark Drive, Chandler, AZ, 85248

If you checked the Manager box on the front of this form skip to # 15

14. As a Controlling Person or Agent, will you be physically present and operating the licensed premises?
If you answered YES, how many hrs/day? _____, and **answer #14a below**. If NO, skip to #15. YES NO
- 14a. Have you attended a DLLC-approved Liquor Law Training Course within the past 5 years? (Must provide proof)
If the answer to # 14a is "NO", course must be completed before issuance of a new license or approval on an existing license. YES NO
15. Have you been detained, cited, arrested, indicted or summoned into court for violation of ANY law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past ten (10) years (include only traffic violations that were alcohol and/or drug related)? YES NO
16. Are there ANY administrative law citations, compliance actions or consents, criminal arrest, indictments or summonses PENDING against you or ANY entity in which you are now involved? YES NO
17. Have you or any entity in which you have held ownership, been an officer, member, director or manager EVER had a business, professional or liquor application or license rejected, denied, revoked, suspended or fined in this or any other state? YES NO
18. Has anyone EVER filed suit or obtained a judgment against you, the subject of which involved fraud or misrepresentation? YES NO
19. Are you NOW or have you EVER held ownership, been a controlling person, been an officer, member, director or manager on any other liquor license in this or any other state? YES NO

If any answer to Questions 15 through 19 is "YES" YOU MUST attach a signed statement.
Give complete details including dates, agencies involved, and dispositions.
SUBSTANTIVE CHANGES TO THIS APPLICATION WILL NOT BE ACCEPTED

20. I, Randy Allen Guse, hereby declare that I am the APPLICANT/REPRESENTATIVE
(print full name of Applicant)
filing this questionnaire. I have read this questionnaire and all statements are true, correct and complete.

X 
(Signature of Applicant)

State of Arizona County of Maricopa

The foregoing instrument was acknowledged before me this
1 day of December, 2009
Month Year



28 11 2011
Day Month Year


(Signature of NOTARY PUBLIC)

09 DEC 4 11:28 PM '09

COMPLETE THIS SECTION ONLY IF YOU ARE A CONTROLLING PERSON OR AGENT APPROVING A MANAGER'S APPLICATION

21. The applicant hereby authorizes the person named on this questionnaire to act as manager for the named liquor license.
The manager named must be at least 21 years of age.

State of _____ County of _____

The foregoing instrument was acknowledged before me this
_____ day of _____, _____
Month Year

X _____
Signature of Controlling Person or Agent (circle one)

Randy Allen Guse
Print Name

(Signature of NOTARY PUBLIC)

My commission expires on: _____
Day Month Year

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



400 W Congress #150
 Tucson AZ 85701-1352
 (520) 628-6595

CERTIFICATION OF COMPLETED ALCOHOL TRAINING PROGRAM(S)

OBTAIN ORIGINALS OF THIS FORM FROM DLLC-DO NOT PHOTOCOPY, DOCUMENT IS COMPUTER SCANNED. TYPE OR PRINT WITH BLACK INK.

ALCOHOL TRAINING PROGRAM INDIVIDUAL INFORMATION

Randy A. Guse
 Individual Name (Print)

[Signature]
 Individual Signature

022304
 Date Training Completed

- TYPE OF TRAINING COMPLETED
 TRAINER MUST CHECK YES OR NO FOR EACH TYPE
- | | |
|--|--|
| <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO BASIC | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO ON SALE |
| <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO MANAGEMENT | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO OFF SALE |
| <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO BOTH | <input type="checkbox"/> YES <input type="checkbox"/> NO OTHER |

IF TRAINEE IS EMPLOYED BY A LICENSEE:

Randy Allen Guse Walgreens

09070288

NAME OF THE LICENSEE

BUSINESS NAME

LIQUOR LICENSE NUMBER

ALCOHOL TRAINING PROGRAM PROVIDER INFORMATION

Arizona Business Council for Alcohol Education (ABC)

Company or Individual Name

500 East Thomas Road #100

Address

Phoenix,
 City

Arizona

85012
 State

(602) 285-1396
 Phone

I Certify the above named individual has successfully completed the specified program(s).

[Signature]
 Trainer Signature

T. J. Kuhn
 Trainer Name (Print)

022304
 Date

Trainer give original of completed form to trainee, photocopy and maintain completed document for your records.

Mandatory Liquor Law Training for all new applications submitted after Nov. 1, 1997. A.R.S. Section 4-112(G)(2). Completion of the Liquor License Training Courses is required at the issuance of a license.

The person(s) required to attend both the Basic Liquor Law and Management Training, (either on-sale or off-sale), will include all of the following: owner(s), licensee/agent or manager(s) WHO ARE ACTIVELY INVOLVED IN THE DAY TO DAY OPERATION OF THE BUSINESS. Proof of attendance within the last five years for the required courses must be submitted to the Department before the license application is considered complete.

Before acceptance of a Manager's Questionnaire and/or Agent Change for an existing license, proof of attendance for the Basic Liquor Law and Management Training (either on-sale or off-sale) will be required.



October 26, 2009

Arizona Department of Liquor Licenses & Control
800 W. Washington, 5th Floor
Phoenix, AZ 85007-2934

Re: Statement Regarding Walgreen Arizona Drug Co.

Dear Sir or Madam:

Walgreen Arizona Drug Co. is a wholly owned subsidiary of Walgreen Co. Walgreen Co. has operated retail pharmacies since 1901 and currently operates 7,000 stores and pharmacies nationwide. Individual Walgreens stores and distribution centers are subject to potential administrative actions by various federal and state agencies that regulate retail related issues and the practice of pharmacy.

Walgreen Co. is involved in various legal proceedings incidental to the normal course of business and is subject to various actions by governmental authorities responsible for enforcing the laws and regulations to which the company is subject. Material actions are required to be disclosed to the United States Securities and Exchange Commission (SEC). Any information regarding material civil, criminal, administrative, regulatory or disciplinary actions would be disclosed in the company's publicly available documents filed with the SEC.

Walgreen Arizona Drug Co. currently holds an ownership interest in 51 liquor licenses in the State of Arizona. Arizona Department of Liquor License and Control indicates that Walgreen Arizona Drug Co. paid 44 fines from the State from 1991 to 2003, as detailed in the attached spreadsheet. Records also indicate that Walgreen Arizona Drug Co. received a total of six (7) Notices of Violations from 1992 to 1997 as detailed in the attached spreadsheet.

Walgreen Arizona Drug Co. and Walgreen Co. take compliance with all federal, state and local laws seriously. All employees involved in alcohol sales undergo training not only in Arizona liquor laws, but also Walgreen Co. liquor policies.

Sincerely,

Randy A. Guse
District Manager
Walgreen Arizona Drug Co.

09 DEC 4 11 41 AM '09



ARIZONA STATEMENT OF CITIZENSHIP AND ALIEN STATUS FOR STATE PUBLIC BENEFITS Professional License and Commercial License Department of Liquor Licenses and Control

Liquor License #: 10133214

Ownership Name: Walgreen Arizona Drug Co. (as listed on the current liquor license application or renewal application)

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (the "Act"), 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrants, and certain aliens paroled into the United States are eligible to receive state or local public benefits. With certain exceptions, a professional license and commercial license issued by a State agency is a State public benefit.

Arizona Revised Statutes § 1-501 requires, in general, that a person applying for a license must submit documentation to the licensing agency that satisfactorily demonstrates that the applicant is lawfully present in the United States.

Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III. Submit this completed form and copy of one or more documents that evidence your citizenship or alien status with your application for license or renewal.

SECTION I — APPLICANT INFORMATION

APPLICANT'S NAME (Print or type) Randy Allen Guse DATE 11-02-09
TYPE OF APPLICATION (check one) [X] INITIAL APPLICATION [] RENEWAL
TYPE OF LICENSE Series 10 Beer And Win License

SECTION II — CITIZENSHIP OR NATIONAL STATUS DECLARATION

Directions: Attach a legible copy of the front, and the back (if any), of a document from the attached List A or other document that demonstrates U.S. citizenship or nationality. Name of document provided: Passport

- A. Are you a citizen or national of the United States? (check one) [X] Yes [] No
B. If the answer is "Yes," where were you born? List city, state (or equivalent), and country.
City Montevideo State (or equivalent) MN Country or Territory United States

If you are a citizen or national of the United States, go to Section IV. If you are not a citizen or national of the United States, please complete Sections III and IV.

09 DEC 4 11:19:19 AM '09

SECTION III — ALIEN STATUS DECLARATION

Directions: To be completed by applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of the front, and the back (if any), of a document from the attached List B or other document that evidences your status. A.R.S. § 1-501. Name of document provided:

“Qualified Alien” Status (8 U.S.C. §§ 1621(a)(1), -1641(b) and (c))

- 1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA).
- 2. An alien who is granted asylum under Section 208 of the INA.
- 3. A refugee admitted to the United States under Section 207 of the INA
- 4. An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA.
- 5. An alien whose deportation is being withheld under Section 243(h) of the INA.
- 6. An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.
- 7. An alien who is a Cuban and Haitian entrant (as defined in section 501(e) of the Refugee Education Assistance Act of 1980).
- 8. An alien who is, or whose child or child’s parent is a “battered alien” or an alien subjected to extreme cruelty in the United States.

Nonimmigrant Status (8 U.S.C. § 1621(a)(2))

- 9. A nonimmigrant under the Immigration and Nationality Act [8 U.S.C. § 1101 et seq.] Nonimmigrants are persons who have temporary status for a specific purpose. See 8 U.S.C. § 1101(a)(15).

Alien Paroled into the United States For Less Than One Year (8 U.S.C. § 1621(a)(3))

- 10. An alien paroled into the United States for less than one year under Section 212(d)(5) of the INA

Other Persons (8 U.S.C. § 1621(c)(2)(A) and (C))

- 11. A nonimmigrant whose visa for entry is related to employment in the United States, or
- 12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia, 48 U.S.C. § 1901 *et seq.*];
- 13. A foreign national not physically present in the United States.

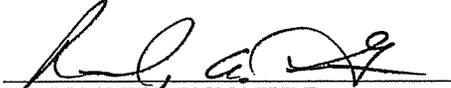
Otherwise Lawfully Present (A.R.S. § 1-501)

- 14. A person not described in categories 1–13 who is otherwise lawfully present in the United States. PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. § 1621(a).

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SECTION IV — DECLARATION

All applicants must complete this section. I declare under penalty of perjury under the laws of the state of Arizona that the answers I have given are true and correct to the best of my knowledge.


APPLICANT'S SIGNATURE

12-1-09
TODAY'S DATE

09 DEC 4 11:19 AM 4:15

Attachment to Form 1 Applicant Statement

EVIDENCE OF U.S. CITIZENSHIP, U.S NATIONAL STATUS, OR ALIEN STATUS

LIST A: U.S. CITIZEN OR U.S. NATIONAL

Note: In this List, the term "Service" refers to the U.S. Citizenship and Immigration Service, formerly, the U.S. Immigration and Naturalization Service (INS).

[Source: Proposed Rules, Verification of Eligibility for Public Benefits, 8 CFR § 104.23; 63 FR 41662-01 August 4, 1998); and Interim Guidance of Verification of Citizenship, Qualified Alien Status and Eligibility Under Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 ("Interim Guidance"), 62 FR 61344 (Nov. 17, 1997), Attachment 4]

Evidence showing U.S. citizen or U.S. national status includes the following:

a. Primary Evidence:

- (1) A birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction);
- (2) United States passport;
- (3) Report of birth abroad of a U.S. citizen (FS-240) (issued by the Department of State to U.S. citizens);
- (4) Certificate of Birth (FS-545) (issued by a foreign service post) or Certification of Report of Birth (DS-1350), copies of which are available from the Department of State;
- (5) Form N-561, Certificate of Citizenship;
- (6) Form I-197, United States Citizen Identification Card (issued by the Service until April 7, 1983 to U.S. citizens living near the Canadian or Mexican border who needed it for frequent border crossings) (formerly Form I-179, last issued in February 1974);
- (7) Form I-873 (or prior versions), Northern Marianas Card (issued by the Service to a collectively naturalized U.S. citizen who was born in the Northern Mariana Islands before November 3, 1986);
- (8) Statement provided by a U.S. consular official certifying that the individual is a U.S. citizen (given to an individual born outside the United States who derives citizenship through a parent but does not have an FS-240, FS-545, or DS-1350); or
- (9) Form I-872 (or prior versions), American Indian Card with a classification code "KIC" and a statement on the back identifying the bearer as a U.S. citizen (issued by the Service to U.S. citizen members of the Texas Band of Kickapoos living near the U.S./Mexican border).

[Source: Interim Guidance of Verification of Citizenship, Qualified Alien Status and Eligibility Under Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 ("Interim Guidance"), 62 FR 61344 (Nov. 17, 1997), Attachment 4]

b. Secondary Evidence

If the applicant cannot present one of the documents listed in (a) above, the following may be relied upon to establish U.S. citizenship or U.S. national status:

- (1) Religious record recorded in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction) within three 3 months after birth showing that the birth occurred in such jurisdiction and the date of birth or the individual's age at the time the record was made;

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- (2) Evidence of civil service employment by the U.S. government before June 1, 1976;
- (3) Early school records (preferably from the first school) showing the date of admission to the school, the applicant's date and U.S. place of birth, and the name(s) and place(s) of birth of the applicant's parents(s);
- (4) Census record showing name, U.S. nationality or a U.S. place of birth, and applicant's date of birth or age;
- (5) Adoption finalization papers showing the applicant's name and place of birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction), or, when the adoption is not finalized and the state or other U.S. jurisdiction listed above will not release a birth certificate prior to final adoption, a statement from a State-or jurisdiction-approved adoption agency showing the applicant's name and place of birth in one of such jurisdictions, and stating that the source of the information is an original birth certificate;
- (6) Any other document that establishes a U.S. place of birth or otherwise indicates U.S. nationality (e.g., a contemporaneous hospital record of birth in that hospital in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction);

c. Collective Naturalization

If the applicant cannot present one of the documents listed in (a) or (b) above, the following will establish U.S. citizenship for collectively naturalized individuals:

Puerto Rico:

- Evidence of birth in Puerto Rico on or after April 11, 1899 and the applicant's statement that he or she was residing in the U.S., a U.S. possession or Puerto Rico on January 13, 1941; or
- Evidence that the applicant was a Puerto Rican citizen and the applicant's statement that he or she was residing in Puerto Rico on March 1, 1917 and that he or she did not take an oath of allegiance to Spain.

U.S. Virgin Islands:

- Evidence of birth in the U.S. Virgin Islands, and the applicant's statement of residence in the U.S., a U.S. possession or the U.S. Virgin Islands on February 25, 1927;
- The applicant's statement indicating resident in the U.S. Virgin Islands as a Danish citizen on January 17, 1917 and residence in the U.S., a U.S. possession or the U.S. Virgin Islands on February 25, 1927, and that he or she did not make a declaration to maintain Danish citizenship; or
- Evidence of birth in the U.S. Virgin Islands and the applicant's statement indicating residence in the U.S., a U.S. possession or territory or the Canal Zone on June 28, 1932.

Northern Mariana Islands (NMI) (formerly part of the Trust Territory of the Pacific Islands (TTPI)):

- Evidence of birth in the NMI, TTPI citizenship and residence in the NMI, the U.S., or a U.S. territory or possession on November 3, 1986 (NMI local time) and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time);
- Evidence of TTPI citizenship, continuous residence in the NMI since before November 3, 1981 (NMI local time), voter registration prior to January 1, 1975 and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time); or
- Evidence of continuous domicile in the NMI since before January 1, 1974 and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time). Note: If a person entered the NMI as a nonimmigrant and lived in the NMI since January 1, 1974, this does not constitute continuous domicile and the individual is not a U.S. citizen

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d. Derivative Citizenship

If the applicant cannot present one of the documents listed in a or b above, the following may be used to make a determination of derivative U.S. citizenship:

Applicant born abroad to two U.S. citizen parents: Evidence of the U.S. citizenship of the parents and the relationship of the applicant to the parents, and evidence that at least one parent resided in the U.S. or an outlying possession prior to the applicant's birth.

Applicant born abroad to a U.S. citizen parent and a U.S. non-citizen national parent: Evidence that one parent is a U.S. citizen and that the other is a U.S. non-citizen national, evidence of the relationship of the applicant to the U.S. citizen parent, and evidence that the U.S. citizen parent resided in the U.S., a U.S. possession, American Samoa or Swain's Island for a period of at least one year prior to the applicant's birth.

Applicant born out of wedlock abroad to a U.S. citizen mother: - Evidence of the U.S. citizenship of the mother, evidence of the relationship to the applicant and, for births on or before December 24, 1952, evidence that the mother resided in the U.S. prior to the applicant's birth or, for births after December 24, 1952, evidence that the mother had resided, prior to the child's birth, in the U.S. or a U.S. possession for a period of one year.

Applicant born in the Canal Zone or the Republic of Panama:

- A birth certificate showing birth in the Canal Zone on or after February 26, 1904 and before October 1, 1979 and evidence that one parent was a U.S. citizen at the time of the applicant's birth; or
- A birth certificate showing birth in the Republic of Panama on or after February 26, 1904 and before October 1, 1979 and evidence that at least one parent was a U.S. citizen and employed by the U.S. government or the Panama Railroad Company or its successor in title.

In all other situations in which an applicant claims to have a U.S. citizen parent and an alien parent, or claims to fall within one of the above categories, but is unable to present the listed documentation:

- If the applicant is in the U.S., the applicant should contact the local U.S. Citizenship and Immigration Service office for determination of U.S. citizenship;
- If the applicant is outside the U.S., the applicant should contact the State Department for a U.S. citizenship determination.

e. Adoption of Foreign-Born Child by U.S. Citizen

- If the birth certificate shows a foreign place of birth and the applicant cannot be determined to be a naturalized citizen under any of the above criteria, obtain other evidence of U.S. citizenship;
- Because foreign-born adopted children do not automatically acquire U.S. citizenship by virtue of adoption by U.S. citizens, the applicant should contact the local U.S. Citizenship and Immigration Service office for a determination of U.S. citizenship, if the applicant provides no evidence of U.S. citizenship.

f. U.S. Citizenship By Marriage

A woman acquired U.S. citizenship through marriage to a U.S. citizen before September 22, 1922. Provide evidence of U.S. citizenship of the husband, and evidence showing the marriage occurred before September 22, 1922.

Note: If the husband was an alien at the time of the marriage, and became naturalized before September 22, 1922, the wife also acquired naturalized citizenship. If the marriage terminated, the wife maintained her U.S. citizenship if she was residing in the U.S. at that time and continued to reside in the U.S.

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LIST B: QUALIFIED ALIENS, NONIMMIGRANTS, AND ALIENS PAROLED INTO U.S. FOR LESS THAN ONE YEAR

The documents listed below that are registration documents are indicated with an asterisk ("*").

a. Qualified Aliens

Evidence of "Qualified Alien" status includes the following:

Alien Lawfully Admitted for Permanent Residence

- * Form I-551 (Alien Registration Receipt Card, commonly known as a "green card"); or
- Unexpired Temporary I-551 stamp in foreign passport or on *I Form I-94.

Asylee

- * Form I-94 annotated with stamp showing grant of asylum under section 208 of the INA;
- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(5)";
- * Form I-766 (Employment Authorization Document) annotated "A5";
- Grant letter from the Asylum Office of the U.S. Citizenship and Immigration Service; or
- Order of an immigration judge granting asylum.

Refugee

- * Form I-94 annotated with stamp showing admission under § 207 of the INA;
- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(3)"; or
- * Form I-766 (Employment Authorization Document) annotated "A3"

Alien Paroled Into the U.S. for a Least One Year

- * Form I-94 with stamp showing admission for at least one year under section 212(d)(5) of the INA. (Applicant cannot aggregate periods of admission for less than one year to meet the one-year requirement.)

Alien Whose Deportation or Removal Was Withheld

- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(10)";
- * Form I-766 (Employment Authorization Document) annotated "A10"; or
- Order from an immigration judge showing deportation withheld under §243(h) of the INA as in effect prior to April 1, 1997, or removal withheld under § 241(b)(3) of the INA.

Alien Granted Conditional Entry

- * Form I-94 with stamp showing admission under §203(a)(7) of the INA;
- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(3)"; or
- * Form I-766 (Employment Authorization Document) annotated "A3."

Cuban/Haitian Entrant

- * Form I-551 (Alien Registration Receipt Card, commonly known as a "green card") with the code CU6, CU7, or CH6;
- Unexpired temporary I-551 stamp in foreign passport or on * Form I-94 with the code CU6 or CU7; or
- Form I-94 with stamp showing parole as "Cuba/Haitian Entrant" under Section 212(d)(5) of the INA.

Alien Who Has Been Declared a Battered Alien or Alien Subjected to Extreme Cruelty

- U.S. Citizenship and Immigration Service petition and supporting documentation

b. Nonimmigrant

Evidence of "Nonimmigrant" status includes the following:

- * Form I-94 with stamp showing authorized admission as nonimmigrant

c. Alien Paroled into U.S. for Less than One Year

Evidence includes:

- * Form I-94 with stamp showing admission for less than one year under section 212(d)(5) of the INA

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ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

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

400 W Congress #521
Tucson AZ 85701-1352
(520) 628-6595

QUESTIONNAIRE

Attention all Local Governing Bodies: Social Security and Birthdate Information is Confidential. This information may be given to local law enforcement agencies for the purpose of background checks only but must be blocked to be unreadable prior to posting or any public view.

Read carefully. This instrument is a sworn document. Type or print with BLACK INK. An extensive investigation of your background will be conducted. False or incomplete answers could result in criminal prosecution and the denial or subsequent revocation of a license or permit.

TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT OR MANAGER. EACH PERSON COMPLETING THIS FORM MUST SUBMIT AN "APPLICANT" TYPE FINGERPRINT CARD WHICH MAY BE OBTAINED AT DLLC. FINGERPRINTING MUST BE DONE BY A BONA FIDE LAW ENFORCEMENT AGENCY OR A FINGERPRINTING SERVICE APPROVED BY DLLC. THE DEPARTMENT DOES NOT PROVIDE THIS SERVICE.

Effective 10/01/07 there is a \$24.00 processing fee for each fingerprint card submitted.

The fees allowed by A.R.S. § 44-6852 will be charged for all dishonored checks.

Liquor License #

10133214

(If the location is currently licensed)

1. Check appropriate box → Controlling Person (Complete Questions 1-19) Agent (Complete All Questions except # 14, 14a & 21) Manager (Only) (Complete All Questions except # 14, 14a & 21)
Controlling Person or Agent must complete #21 for a Manager Controlling Person or Agent must complete # 21

2. Name: Silverman Robert Merle Date of Birth: _____
Last First Middle (NOT a Public Record)

3. Social Security Number: _____ Drivers License #: _____ State: Illinois
(NOT a public record) (NOT a public record)

4. Place of Birth: Chicago Illinois USA Height: 5'9" Weight: 185 Eyes: Brown Hair: Black
City State Country (not county)

5. Marital Status Single Married Divorced Widowed Daytime Contact Phone: (847) 315 4574

6. Name of Current or Most Recent Spouse: Silverman Lynn Ellen Abrams Date of Birth: _____
(List all for last 5 years - Use additional sheet if necessary) Last First Middle Maiden (NOT a public record)

7. You are a bona fide resident of what state? Illinois If Arizona, date of residency: _____

8. Telephone number to contact you during business hours for any questions regarding this document. (847) 315 - 4574

9. If you have been an Arizona resident for less than three (3) months, submit a copy of your Arizona driver's license or voter registration card.

10. Name of Licensed Premises: Walgreens #12385 Premises Phone: (928) 239 - 3187

11. Physical Location of Licensed Premises Address: 475 West Finnie Flats Road Camp Verde Yavapai 86322
Street Address (Do not use PO Box #) City County Zip

12. List your employment or type of business during the past five (5) years. If unemployed part of the time, list those dates. List most recent 1st.

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYER'S NAME OR NAME OF BUSINESS (street address, city, state & zip)
01/2004	CURRENT	Divisional Vice President	Walgreen Co., 104 Wilmot Road, Deerfield, IL 60015
		Corporate and Transactional Law	

ATTACH ADDITIONAL SHEET IF NECESSARY FOR EITHER SECTION ↑ ↓

13. Indicate your residence address for the last five (5) years:

FROM Month/Year	TO Month/Year	Rent or Own	RESIDENCE Street Address If rented, attach additional sheet with name, address and phone number of landlord	City	State	Zip
05/06	CURRENT	Own	1421 Coral Parkway	Northbrook	IL	60062
05/91	05/06	Own	1400 Kingsport Court	Northbrook	IL	60062

If you checked the Manager box on the front of this form skip to # 15

14. As a Controlling Person or Agent, will you be physically present and operating the licensed premises?
 If you answered YES, how many hrs/day? _____, and **answer #14a below**. If NO, skip to #15. YES NO

14a. Have you attended a DLLC-approved Liquor Law Training Course within the past 5 years? (Must provide proof)
If the answer to # 14a is "NO", course must be completed before issuance of a new license or approval on an existing license. YES NO

15. Have you been convicted, fined, ordered to deposit bail, imprisoned, placed on probation or parole, had to post bond or had sentence suspended for any violation of ANY law or ordinance within the past ten (10) years (include only traffic violations that were alcohol and/or drug related)? YES NO

16. Are there ANY administrative law citations, compliance actions or consents, criminal arrest, indictments or summonses PENDING against you or ANY entity in which you are now involved? YES NO

17. Have you or any entity in which you have held ownership, been an officer, member, director or manager **EVER** had a business, professional or liquor application or license rejected, denied, revoked, suspended or fined in this or any other state? YES NO

18. Has anyone EVER filed suit or obtained a judgment against you, the subject of which involved fraud or misrepresentation? YES NO

19. Are you NOW or have you EVER held ownership, been a controlling person, been an officer, member, director or manager on any other liquor license in this or any other state? YES NO

If any answer to Questions 15 through 19 is "YES" **YOU MUST** attach a signed statement.
 Give complete details including dates, agencies involved, and dispositions.
SUBSTANTIVE CHANGES TO THIS APPLICATION WILL NOT BE ACCEPTED

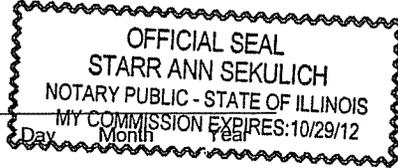
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20. I, Robert Merle Silverman, hereby declare that I am the APPLICANT/REPRESENTATIVE
(print full name of Applicant)
 filing this questionnaire. I have read this questionnaire and all statements are true, correct and complete.

X [Signature]
(Signature of Applicant)

State of Illinois County of Lake

The foregoing instrument was acknowledged before me this
26th day of October, 2009
Month Year



[Signature]
(Signature of NOTARY PUBLIC)

My commission expires on: _____

COMPLETE THIS SECTION ONLY IF YOU ARE A CONTROLLING PERSON OR AGENT APPROVING A MANAGER'S APPLICATION

21. The applicant hereby authorizes the person named on this questionnaire to act as manager for the named liquor license.
 The manager named must be at least 21 years of age.

State of _____ County of _____

The foregoing instrument was acknowledged before me this

X _____
 Signature of Controlling Person or Agent (circle one)

_____ day of _____, _____
Month Year

 Print Name

 (Signature of NOTARY PUBLIC)

My commission expires on: _____
Day Month Year

ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

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

400 W Congress #521
Tucson AZ 85701-1352
(520) 628-6595

QUESTIONNAIRE

Attention all Local Governing Bodies: Social Security and Birthdate information is Confidential. This information may be given to local law enforcement agencies for the purpose of background checks only but must be blocked to be unreadable prior to posting or any public view.

Read carefully. This instrument is a sworn document. Type or print with BLACK INK. An extensive investigation of your background will be conducted. False or incomplete answers could result in criminal prosecution and the denial or subsequent revocation of a license or permit.

TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT, OR MANAGER. EACH PERSON COMPLETING THIS FORM MUST SUBMIT AN "APPLICANT" TYPE FINGERPRINT CARD WHICH MAY BE OBTAINED AT DLLC. FINGERPRINTING MUST BE DONE BY A BONA FIDE LAW ENFORCEMENT AGENCY OR A FINGERPRINTING SERVICE APPROVED BY DLLC. THE DEPARTMENT DOES NOT PROVIDE THIS SERVICE.

Effective 10/01/07 there is a \$24.00 processing fee for each fingerprint card submitted.

The fees allowed by A.R.S. § 44-6852 will be charged for all dishonored checks.

Liquor License #

10133214

(If the location is currently licensed)

1. Check appropriate box → Controlling Person Agent
(Complete Questions 1-19)
Controlling Person or Agent must complete #21 for a Manager

Manager (Only)
(Complete All Questions except # 14, 14a & 21)
Controlling Person or Agent must complete # 21

2. Name: Martin Gary Michael Date of Birth: _____
Last First Middle (NOT a Public Record)

3. Social Security Number: _____ Drivers License #: _____ State: Illinois
(NOT a public record) (NOT a public record)

4. Place of Birth: Chicago Illinois USA Height: 6' Weight: 190 Eyes: Green Hair: Brown
City State Country (not county)

5. Marital Status Single Married Divorced Widowed Daytime Contact Phone: (847) 527 - 4779

6. Name of Current or Most Recent Spouse: Martin Judy Kay Rhinehart Date of Birth: _____
(List all for last 5 years - Use additional sheet if necessary) Last First Middle Maiden (NOT a public record)

7. You are a bona fide resident of what state? Illinois If Arizona, date of residency: _____

8. Telephone number to contact you during business hours for any questions regarding this document. (847) 527 - 4779

9. If you have been an Arizona resident for less than three (3) months, submit a copy of your Arizona driver's license or voter registration card.

10. Name of Licensed Premises: Walgreens #12385 Premises Phone: (928) 239 - 3187

11. Physical Location of Licensed Premises Address: 475 West Finnie Flats Road Camp Verde Yavapai 86322
Street Address (Do not use PO Box #) City County Zip

12. List your employment or type of business during the past five (5) years. If unemployed part of the time, list those dates. List most recent 1st.

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYER'S NAME OR NAME OF BUSINESS (street address, city, state & zip)
12/1979	CURRENT	Assistant Treasurer	Walgreen Co., 300 Wilmot Road, Deerfield, IL 60015

ATTACH ADDITIONAL SHEET IF NECESSARY FOR EITHER SECTION ↓

13. Indicate your residence address for the last five (5) years:

FROM Month/Year	TO Month/Year	Rent or Own	RESIDENCE Street Address	City	State	Zip
09/1987	CURRENT	Own	1309 Madison	Buffalo Grove	IL	60089

If you checked the Manager box on the front of this form skip to # 15

14. As a Controlling Person or Agent, will you be physically present and operating the licensed premises?
If you answered YES, how many hrs/day? _____, and **answer #14a below**. If NO, skip to #15. YES NO
- 14a. Have you attended a DLLC-approved Liquor Law Training Course within the past 5 years? (Must provide proof)
If the answer to # 14a is "NO", course must be completed before issuance of a new license or approval on an existing license. YES NO
15. Have you been convicted, fined, ordered to deposit bail, imprisoned, placed on probation or parole, had to post bond or had sentence suspended for any violation of ANY law or ordinance within the past ten (10) years (include only traffic violations that were alcohol and/or drug related)? YES NO
16. Are there ANY administrative law citations, compliance actions or consents, criminal arrest, indictments or summonses PENDING against you or ANY entity in which you are now involved? YES NO
17. Have you or any entity in which you have held ownership, been an officer, member, director or manager EVER had a business, professional or liquor application or license rejected, denied, revoked, suspended or fined in this or any other state? YES NO
18. Has anyone EVER filed suit or obtained a judgment against you, the subject of which involved fraud or misrepresentation? YES NO
19. Are you NOW or have you EVER held ownership, been a controlling person, been an officer, member, director or manager on any other liquor license in this or any other state? YES NO

If any answer to Questions 15 through 19 is "YES" YOU MUST attach a signed statement.
Give complete details including dates, agencies involved, and dispositions.
SUBSTANTIVE CHANGES TO THIS APPLICATION WILL NOT BE ACCEPTED

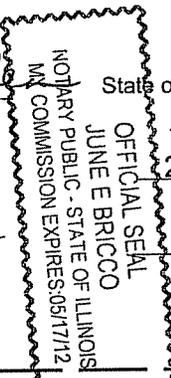
20. I, Margarita Evelyn Kellen, hereby declare that I am the APPLICANT/REPRESENTATIVE
(print full name of Applicant)
filing this questionnaire. I have read this questionnaire and all statements are true, correct and complete.

X Margarita Evelyn Kellen State of Illinois County of Lake
(Signature of Applicant)

The foregoing instrument was acknowledged before me this
22nd day of October, 2009
Month Year

My commission expires on: 5 17 2012
Day Month Year

June E. Brisco
(Signature of NOTARY PUBLIC)



COMPLETE THIS SECTION ONLY IF YOU ARE A CONTROLLING PERSON OR AGENT APPROVING A MANAGER'S APPLICATION

21. The applicant hereby authorizes the person named on this questionnaire to act as manager for the named liquor license.
The manager named must be at least 21 years of age.

State of _____ County of _____

The foregoing instrument was acknowledged before me this
_____ day of _____, _____
Month Year

X _____
Signature of Controlling Person or Agent (circle one)

Print Name

(Signature of NOTARY PUBLIC)

My commission expires on: _____
Day Month Year

FORM 4 11/97 1041 M 4/03



October 26, 2009

Arizona Department of Liquor Licenses & Control
800 W. Washington, 5th Floor
Phoenix, AZ 85007-2934

Re: Statement Regarding Walgreen Arizona Drug Co.

Dear Sir or Madam:

Walgreen Arizona Drug Co. is a wholly owned subsidiary of Walgreen Co. Walgreen Co. has operated retail pharmacies since 1901 and currently operates 7,000 stores and pharmacies nationwide. Individual Walgreens stores and distribution centers are subject to potential administrative actions by various federal and state agencies that regulate retail related issues and the practice of pharmacy.

Walgreen Co. is involved in various legal proceedings incidental to the normal course of business and is subject to various actions by governmental authorities responsible for enforcing the laws and regulations to which the company is subject. Material actions are required to be disclosed to the United States Securities and Exchange Commission (SEC). Any information regarding material civil, criminal, administrative, regulatory or disciplinary actions would be disclosed in the company's publicly available documents filed with the SEC.

Walgreen Arizona Drug Co. currently holds an ownership interest in 51 liquor licenses in the State of Arizona. Arizona Department of Liquor License and Control indicates that Walgreen Arizona Drug Co. paid 44 fines from the State from 1991 to 2003, as detailed in the attached spreadsheet. Records also indicate that Walgreen Arizona Drug Co. received a total of six (7) Notices of Violations from 1992 to 1997 as detailed in the attached spreadsheet.

Walgreen Arizona Drug Co. and Walgreen Co. take compliance with all federal, state and local laws seriously. All employees involved in alcohol sales undergo training not only in Arizona liquor laws, but also Walgreen Co. liquor policies.

Sincerely,

Gary Michael Martin
Assistant Treasurer
Walgreen Arizona Drug Co.

09 DEC 4 11:14 AM '09

ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

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

400 W Congress #521
Tucson AZ 85701-1352
(520) 628-6595

QUESTIONNAIRE

Attention all Local Governing Bodies: Social Security and Birthdate information is Confidential. This information may be given to local law enforcement agencies for the purpose of background checks only but must be blocked to be unreadable prior to posting or any public view.

Read carefully. This instrument is a sworn document. Type or print with BLACK INK. An extensive investigation of your background will be conducted. False or incomplete answers could result in criminal prosecution and the denial or subsequent revocation of a license or permit.

TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT, OR MANAGER. EACH PERSON COMPLETING THIS FORM MUST SUBMIT AN "APPLICANT" TYPE FINGERPRINT CARD WHICH MAY BE OBTAINED AT DLLC. FINGERPRINTING MUST BE DONE BY A BONA FIDE LAW ENFORCEMENT AGENCY OR A FINGERPRINTING SERVICE APPROVED BY DLLC. THE DEPARTMENT DOES NOT PROVIDE THIS SERVICE.

Effective 10/01/07 there is a \$24.00 processing fee for each fingerprint card submitted.

The fees allowed by A.R.S. § 44-6852 will be charged for all dishonored checks.

Liquor License #

10133214

(If the location is currently licensed)

1. Check appropriate box → Controlling Person (Complete Questions 1-19) Agent (Complete All Questions except # 14, 14a & 21) Manager (Only) (Complete All Questions except # 14, 14a & 21)
Controlling Person or Agent must complete #21 for a Manager Controlling Person or Agent must complete # 21

2. Name: Kellen Margarita Evelyn Date of Birth: [REDACTED]
Last First Middle (rd)

3. Social Security Number: [REDACTED] Drivers License: [REDACTED] State: Illinois
(NOT a public record) (NOT a public record)

4. Place of Birth: Chicago Illinois USA Height: 5'9" Weight: 140 Eyes: Blue Hair: Blonde
City State Country (not county)

5. Marital Status Single Married Divorced Widowed Daytime Contact Phone: [REDACTED]

6. Name of Current or Most Recent Spouse: Kellen Kevin Mathias Date of Birth: [REDACTED]
(List all for last 5 years - Use additional sheet if necessary) Last First Middle Maiden (NOT a public record)

7. You are a bona fide resident of what state? Illinois If Arizona, date of residency: _____

8. Telephone number to contact you during business hours for any questions regarding this document. (847) 527 - 4226

9. If you have been an Arizona resident for less than three (3) months, submit a copy of your Arizona driver's license or voter registration card.

10. Name of Licensed Premises: Walgreens #12385 Premises Phone: (928) 239 - 3187

11. Physical Location of Licensed Premises Address: 475 West Finnie Flats Road Camp Verde Yavapai 86322
Street Address (Do not use PO Box #) City County Zip

12. List your employment or type of business during the past five (5) years. If unemployed part of the time, list those dates. List most recent 1st.

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYER'S NAME OR NAME OF BUSINESS (street address, city, state & zip)
01/1999	CURRENT	Treasurer	Walgreen Co., 300 Wilmot Road, Deerfield, IL 60015

ATTACH ADDITIONAL SHEET IF NECESSARY FOR EITHER SECTION ↓

13. Indicate your residence address for the last five (5) years:

FROM Month/Year	TO Month/Year	Rent or Own	RESIDENCE Street Address	City	State	Zip
01/1984	CURRENT	Own	845 Wagner Road	Glenview	IL	60025

If you checked the Manager box on the front of this form skip to # 15

14. As a Controlling Person or Agent, will you be physically present and operating the licensed premises?
 If you answered YES, how many hrs/day? _____, and **answer #14a below.** If NO, skip to #15. YES NO

14a. Have you attended a DLLC-approved Liquor Law Training Course within the past 5 years? (Must provide proof)
 If the answer to # 14a is "NO", course must be completed before issuance of a new license or approval on an existing license. YES, NO

15. Have you been convicted, fined, ordered to deposit bail, imprisoned, placed on probation or parole, had to post bond or had sentence suspended for any violation of ANY law or ordinance within the past ten (10) years (include only traffic violations that were alcohol and/or drug related)? YES NO
16. Are there ANY administrative law citations, compliance actions or consents, criminal arrest, indictments or summonses PENDING against you or ANY entity in which you are now involved? YES NO
17. Have you or any entity in which you have held ownership, been an officer, member, director or manager EVER had a business, professional or liquor application or license rejected, denied, revoked, suspended or fined in this or any other state? YES NO
18. Has anyone EVER filed suit or obtained a judgment against you, the subject of which involved fraud or misrepresentation? YES NO
19. Are you NOW or have you EVER held ownership, been a controlling person, been an officer, member, director or manager on any other liquor license in this or any other state? YES NO

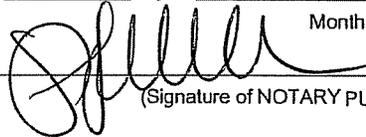
If any answer to Questions 15 through 19 is "YES" YOU MUST attach a signed statement.
 Give complete details including dates, agencies involved, and dispositions.
SUBSTANTIVE CHANGES TO THIS APPLICATION WILL NOT BE ACCEPTED

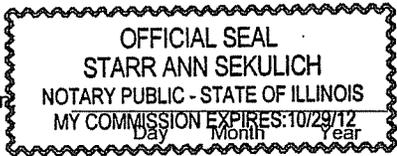
20. I, Gary Michael Martin, hereby declare that I am the APPLICANT/REPRESENTATIVE
 (print full name of Applicant)
 filing this questionnaire. I have read this questionnaire and all statements are true, correct and complete.

X 
 (Signature of Applicant)

State of Illinois County of Lake

The foregoing instrument was acknowledged before me this
26th day of October, 2009
 Month Year


 (Signature of NOTARY PUBLIC)



My commission expires on:

COMPLETE THIS SECTION ONLY IF YOU ARE A CONTROLLING PERSON OR AGENT APPROVING A MANAGER'S APPLICATION

21. The applicant hereby authorizes the person named on this questionnaire to act as manager for the named liquor license.
 The manager named must be at least 21 years of age.

State of _____ County of _____

The foregoing instrument was acknowledged before me this

X _____
 Signature of Controlling Person or Agent (circle one)

_____ day of _____
 Month Year

 Print Name

 (Signature of NOTARY PUBLIC)

My commission expires on: _____
 Day Month Year

ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

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

400 W Congress #521
Tucson AZ 85701-1352
(520) 628-6595

QUESTIONNAIRE

Attention all Local Governing Bodies: Social Security and Birthdate information is Confidential. This information may be given to local law enforcement agencies for the purpose of background checks only but must be blocked to be unreadable prior to posting or any public view.

Read carefully. This instrument is a sworn document. Type or print with BLACK INK. An extensive investigation of your background will be conducted. False or incomplete answers could result in criminal prosecution and the denial or subsequent revocation of a license or permit.

TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT OR MANAGER. EACH PERSON COMPLETING THIS FORM MUST SUBMIT AN "APPLICANT" TYPE FINGERPRINT CARD WHICH MAY BE OBTAINED AT DLLC. FINGERPRINTING MUST BE DONE BY A BONA FIDE LAW ENFORCEMENT AGENCY OR A FINGERPRINTING SERVICE APPROVED BY DLLC. THE DEPARTMENT DOES NOT PROVIDE THIS SERVICE.

Effective 10/01/07 there is a \$24.00 processing fee for each fingerprint card submitted.

The fees allowed by A.R.S. § 44-6852 will be charged for all dishonored checks.

Liquor License #

10133214

(If the location is currently licensed)

1. Check appropriate box → Controlling Person Agent Manager (Only)
(Complete Questions 1-19) (Complete All Questions except # 14, 14a & 21)
Controlling Person or Agent must complete #21 for a Manager Controlling Person or Agent must complete # 21

2. Name: Bergman Tammy Joy Date of Birth: [REDACTED]
Last First Middle (NOT a Public Record)

3. Social Security Number: [REDACTED] Drivers License #: [REDACTED] State: AZ
(NOT a public record) (NOT a public record)

4. Place of Birth: FORT WAYNE IN USA Height: 5'2" Weight: 115 Eyes: BLUE Hair: BLONDE
City State Country (not county)

5. Marital Status Single Married Divorced Widowed Daytime Contact Phone: [REDACTED]

6. Name of Current or Most Recent Spouse: N/A Date of Birth: 1/1/1974
(List all for last 5 years - Use additional sheet if necessary) Last First Middle Maiden (NOT a public record)

7. You are a bona fide resident of what state? ARIZONA If Arizona, date of residency: 8/14/2009

8. Telephone number to contact you during business hours for any questions regarding this document. (928) 239 - 3187

9. If you have been an Arizona resident for less than three (3) months, submit a copy of your Arizona driver's license or voter registration card.

10. Name of Licensed Premises: Walgreens #12385 Premises Phone: (928) 239 - 3187

11. Physical Location of Licensed Premises Address: 475 West Finnie Flats Road Camp Verde Yavapai 86322
Street Address (Do not use PO Box #) City County Zip

12. List your employment or type of business during the past five (5) years. If unemployed part of the time, list those dates. List most recent 1st.

FROM Month/Year	TO Month/Year	DESCRIBE POSITION OR BUSINESS	EMPLOYER'S NAME OR NAME OF BUSINESS (street address, city, state & zip)
04/2003	CURRENT	STORE MANAGER	WALGREENS 2200 S. MAIN ST. ELKHART, IN 46517
05/2000	04/2003	ASSISTANT MANAGER	WALGREENS 1010 E. IRELAND RD. SO. BEND, IN 46044

ATTACH ADDITIONAL SHEET IF NECESSARY FOR EITHER SECTION ↓

13. Indicate your residence address for the last five (5) years:

FROM Month/Year	TO Month/Year	Rent or Own	RESIDENCE Street Address	City	State	Zip
08/2009	CURRENT	OWN	7461 N. WINDY WALK WAY	PRESCOTT VALLEY	AZ	86315
08/2003	07/2009	OWN	11377 BIRCHTREE DRIVE	DSOEOLA	IN	46501

If you checked the Manager box on the front of this form skip to # 15

14. As a Controlling Person or Agent, will you be physically present and operating the licensed premises?
If you answered YES, how many hrs/day? _____, and **answer #14a below**. If NO, skip to #15. YES NO
- 14a. Have you attended a DLLC-approved Liquor Law Training Course within the past 5 years? (Must provide proof)
If the answer to # 14a is "NO", course must be completed before issuance of a new license or approval on an existing license. YES NO
15. Have you been convicted, fined, ordered to deposit bail, imprisoned, placed on probation or parole, had to post bond or had sentence suspended for any violation of ANY law or ordinance within the past ten (10) years (include only traffic violations that were alcohol and/or drug related)? YES NO
16. Are there ANY administrative law citations, compliance actions or consents, criminal arrest, indictments or summonses PENDING against you or ANY entity in which you are now involved? YES NO
17. Have you or any entity in which you have held ownership, been an officer, member, director or manager EVER had a business, professional or liquor application or license rejected, denied, revoked, suspended or fined in this or any other state? YES NO
18. Has anyone EVER filed suit or obtained a judgment against you, the subject of which involved fraud or misrepresentation? YES NO
19. Are you NOW or have you EVER held ownership, been a controlling person, been an officer, member, director or manager on any other liquor license in this or any other state? YES NO

If any answer to Questions 15 through 19 is "YES" **YOU MUST** attach a signed statement.
Give complete details including dates, agencies involved, and dispositions.
SUBSTANTIVE CHANGES TO THIS APPLICATION WILL NOT BE ACCEPTED

20. I, JAMMY BERGMAN, hereby declare that I am the APPLICANT/REPRESENTATIVE
Joy (print full name of Applicant)
filing this questionnaire. I have read this questionnaire and all statements are true, correct and complete.

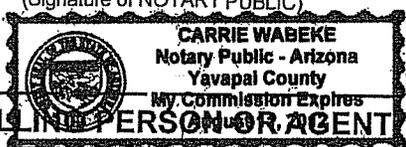
x [Signature]
(Signature of Applicant)

State of Arizona County of Yavapai

The foregoing instrument was acknowledged before me this
19th day of October, 2009
Month Year

[Signature]
(Signature of NOTARY PUBLIC)

My commission expires on: 08/11/2012
Day Month Year



COMPLETE THIS SECTION ONLY IF YOU ARE A CONTROLLING PERSON OR AGENT APPROVING A MANAGER'S APPLICATION

21. The applicant hereby authorizes the person named on this questionnaire to act as manager for the named liquor license.
The manager named must be at least 21 years of age.

State of Arizona County of Maricopa

The foregoing instrument was acknowledged before me this
1 day of December, 2009
Month Year

[Signature]
(Signature of NOTARY PUBLIC)

x [Signature]
Signature of Controlling Person or Agent (circle one)

Randy Allen Cause
Print Name

My commission expires on: 28 11 2011
Day Month Year



19



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: January 6, 2010

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Reference Document: FY2009-2010 Budget

Agenda Title (be exact):

Possible approval of the establishment of salary related account numbers in fund 09 for the CDBG FY2010 Funding Cycle and the transfer of budget appropriations from account number 09-70-00-9998, FY2010 Funding Cycle Administration, to the new salary related account numbers for the CDBG FY2010 Funding Cycle salary costs.

Purpose and Background Information:

To ease the recording of staff time spent on the CDBG FY2010 Funding Cycle grants, Finance is requesting Council to approve the establishment of salary related account numbers in fund 09 for the CDBG FY2010 Funding Cycle grants and the transfer of budget appropriations from account 09-70-00-9998, FY2010 CDBG Funding Cycle Administration, to the newly established salary related account numbers. The budget re-appropriations will be made at fiscal year end once the exact amounts needed are known. The re-appropriation cannot exceed the amount budgeted in account 09-70-00-9998.

Recommendation (Suggested Motion):

Approval of the establishment of salary related account numbers in fund 09 for the CDBG FY2010 Funding Cycle and the transfer of budget appropriations from account number 09-70-00-9998, FY2010 Funding Cycle Administration, to the new salary related account numbers for the CDBG FY2010 Funding Cycle salary costs.

Finance Review: **Budgeted** **Unbudgeted** **N/A**

Finance Director Comments/Fund:

Attorney Review: **Yes** **No** **N/A**

Attorney Comments:

Submitting Department: Finance Department

Contact Person: Lisa Elliott, Senior Accountant

Action Report Prepared By: Lisa Elliott, Senior Accountant

4/10



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: January 6, 2010

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Reference Document:

FY09-10 Budget; Council minutes

Agenda Title (be exact):

Possible approval of budget re-appropriations for unbudgeted items previously approved by Council as detailed in the staff report.

Purpose and Background Information:

Council has approved various unbudgeted spending requests in the FY09-10. Even though approval was given for the unbudgeted amount, the re-appropriation of budgeted funds was not approved. A detailed list of budget re-appropriations needed is as follows:

1. On August 5, 2009, Council approved the contract with Dava & Associates, Inc. and Counts Consulting LLC for the comprehensive update of the Town's Planning and Zoning Ordinance for an amount not to exceed \$120,000 in fiscal year 2009/10. In the staff report, staff listed the availability of funds from the refinance of the Camp Verde Sanitary District loan and the resignation of the Community Development Director to cover the costs of the contracts for service. It was not requested, however, for approval from Council to re-appropriate these funds to the Consulting Services line item in the Long-Range Planning budgetary unit where the fees for the contracts will be coded. Finance has calculated the amounts available for re-appropriation and has discovered that an additional \$7,220.63 is needed from the contingency fund, or other appropriation, to cover the \$120,000 contract appropriation. Finance is requesting approval of the re-appropriation of the funds available from the refinance of the Camp Verde Sanitary District loan in the amount of \$40,086.25; re-appropriate the remaining salary related appropriations for the vacated Community Development Director position in the amount of \$72,693.12; re-appropriate the remaining appropriation from the Chamber of Commerce AOT Grant appropriation in the amount of \$6,342.00; and re-appropriate \$878.63 from the Contingency Fund to cover the balance of the contract amount for the FY09-10.
2. On September 16, 2009, Council approved the reorganization of the Public Works Department along with hiring a Staff Engineer funded with the monies saved through the Parks & Recreation Director salary savings. It has since been decided to postpone the hiring of the Staff Engineer through the end of the fiscal year. Finance is thus requesting to cancel the re-appropriation of the salary savings from Parks & Recreation departments to Public Works as the funds are no longer needed in Public Works.
3. On October 21, 2009, Council approved the engagement of Architect Joel Westervelt to complete a feasibility study and elevation sketch of the Rio Verde Plaza building. In the staff report, it was stated that the fee of \$1,500 could be found in the budget. Finance is requesting that a re-appropriation of \$1,500 be made from the CIP Fund Administrative Vehicles line item 03-50-00-5500 to the new CIP Fund line item titled "Rio Verde Plaza Feasibility Study" account number 03-50-00-5073.

Recommendation (Suggested Motion):

Approval of budget re-appropriations for unbudgeted items previously approved by Council as detailed in the staff report.

Finance Review: **Budgeted** **Unbudgeted** **N/A**

Finance Director Comments/Fund: Transfer of budgeted appropriations for unbudgeted items.

Attorney Review: **Yes** **No** **N/A**

Attorney Comments:

Submitting Department: Finance Department

Contact Person: Lisa Elliott, Senior Accountant

Action Report Prepared By: Lisa Elliott, Senior Accountant

878.63 - contingency
or ?

**ACTIONS TAKEN
REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
WEDNESDAY, AUGUST 5, 2009
6:30 P.M.**

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

a) **Approval of the Minutes:**

- 1) Special/Work Session – July 22, 2009
- 2) Regular Session – July 15, 2009
- 3) Special Session – July 15, 2009
- 4) Work Session – July 8, 2009

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

- 1) August 12, 2009 at 6:30 p.m. – Work Session (Personnel Manual & Fee Allocation Study)
- 6) August 19, 2009 at 6:30 p.m. – Regular Session
- 7) August 26, 2009 at 6:30 p.m. – Council Hears Planning & Zoning Matters

- c) **Possible approval of Resolution 2009-778, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting and declaring as a public record that certain document filed with the Town Clerk and entitled 'the 2009 amendments to the tax code of the Town of Camp Verde.'** (Staff Resource: Lisa Elliott)

- d) **Possible approval of Ordinance 2009-A368 an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, relating to the Privilege License Tax; adopting 'the 2009 amendments to the tax code of the town of Camp Verde' by reference; establishing an effective date; providing for severability and providing penalties for violations.** (Staff Resource: Lisa Elliott)

- e) **Possible award of bid and authorization to execute contract for Project 09-070 'Supply and Delivery of Liquid Asphalt' to Cactus Asphalt. Staff recommend award to the only bidder, Cactus Asphalt. This is a budgeted item.** (Staff Resource: Ron Long)

- f) **Possible award of bid and authorization to execute contract for Project 09-071 'Supply and Delivery of Aggregate Base Course' to Cemex and Yavapai/Apache Sand and Rock. This is a budgeted item.** (Staff Resource: Ron Long)

- g) **Possible approval to contract with Dava and Associates Inc. and Counts Consulting LLC, and authorization for Mayor to sign contractual agreement, for services relating to the comprehensive update of the Town's Planning and Zoning Ordinance for an amount not to exceed \$120,000 in fiscal year 2009/10 and for a cumulative total not to exceed \$150,000.** (Staff Resource: Matt Morris)

- h) **Possible approval for Out-of-State travel for a Detective to attend the 2009 Arizona Homicide Association Annual Training in Las Vegas, Nevada.** The Marshal's office has received a scholarship from Yavapai County Attorney's Office for the detective to attend. (Staff Resource: Dave Smith)

- i) **Possible approval for out-of-State travel for Lieutenant Earl Huff to attend the united States Holocaust Museum's Ethical leadership course at the Holocaust Museum in Washington D.C.** The Marshal's office has received a grant from the Hecht Family Foundation providing funding for travel expenses to include airfare, hotel and incidentals. (Staff Resource: Dave Smith)

On a motion by Baker, seconded by Kovacovich, the Consent Agenda was unanimously approved as presented, with the name corrections so mentioned.

5. **Council Informational Reports.**

Whatley reported on her attendance at the Camp Verde Sanitary District on July 20, 2009; the refinancing of the lease purchase agreement was approved; Whatley expressed the appreciation for the District working with the Town on this issue and helping save some money for the Town.

There were no other reports.

6. **Call to the Public for Items not on the Agenda.**

(Comments from the following individuals are summarized.)

Howard Parrish described a problem that has developed on Clear Creek with the number vehicular responses from both the Fire Department and the Marshal's Office to calls from the public; he asked if it would be possible to consider improving that road to four-lanes. Parrish also shared his experience with visits from the Naval War College personnel, as a member of the Camp Verde Cavalry; he recently received from a member of that group a souvenir flag from a combat area in Iraq, along with a Certificate and commemorative token to show their appreciation for the Cavalry's response to their visits in Camp Verde.

Tom Nielson said he had gathered volunteers three months ago to paint the Gazebo, but the project was stopped because the color chosen was green; he would like permission to go ahead and paint the Gazebo as everyone had planned, to look like a carousel; there will be no expense to the Town.

(9)



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: August 5, 2009

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Reference Document: P & Z Ordinance Update Work Session Memo (July 28, 2009), Draft Work Program Proposal – Prepared by Dava & Associates (July 22, 2009)

Agenda Title (be exact):

Possible direction to staff to contract with Dava and Associates Inc. and Counts Consulting LLC, and authorization of Mayor to sign contractual agreement, for services relating to the comprehensive update of the Town's Planning and Zoning Ordinance, as described in attached proposal, for an amount not to exceed \$120,000 in fiscal year 2009/10 and for a cumulative total not to exceed \$150,000.

Purpose and Background Information:

While this issue has been previously reviewed and discussed by the Council, recent events dictate the need to evaluate new opportunities. The objective of updating the Town's zoning codes is the most important and critical challenge currently facing the Town. Furthermore, the complexity and amount of work necessary to complete this task extends well beyond the limits of any one individual. This task requires a multi-disciplinary team, which would include urban planners, engineers, et al., to provide the necessary knowledge and "horsepower" to complete this task. Prior to the resignation of the Town's Community Development Director and to the refinancing of the Sanitary District loan, the Town did not have sufficient resources to appropriate funds for external consulting services. Given the occurrence of the two aforementioned events, the Town now has sufficient funds to retain the services of a highly qualified local consulting team. Given the importance of this objective, we humbly ask for Council approval of this request, which includes a viable strategy that meets the current needs of the Town.

Recommendation (Suggested Motion):

1. Move to authorize staff to prepare contractual agreement with Dava and Associates Inc. and Counts Consulting LLC, and authorize Mayor to sign contractual agreement, for services relating to the comprehensive update of the Town's Planning and Zoning Ordinance, as described in Draft Proposal dated July 22, 2009, for an amount not to exceed \$120,000 in fiscal year 2009/10 and for a cumulative total not to exceed \$150,000.

OR

2. Move to deny request.

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund: The recent resignation of the Community Development Director and the refinancing of the Sanitary District loan frees a sufficient amount of funds for the Town to appropriate \$120,000 for fiscal year 2009/10.

Attorney Review: Yes No N/A

Attorney Comments: N/A

Submitting Department: Administration

Contact Person: Michael K. Scannell
Action Report prepared by: M. Morris

6. **Call to the Public for Items not on the Agenda.**

(Comments from the following individuals are summarized.)

Jim Meredith, representing the Camp Verde Cavalry, outlined the details of the upcoming Colonel's Daughter event scheduled for September 27, 2009, with five girls currently entered into the competition; this is the 50th year the event has been held and urged everyone to turn out for the special occasion.

Howard Parrish wanted to thank all the people who are helping out with gifts for the Daughters; Schools Superintendent Brown is 100% behind the event, and Parrish would like to see all the Council members turn out to support the girls.

There was no further public input.

7. **Discussion, consideration, and possible approval of Resolution 2009-783, a resolution of the Town of Camp Verde, Arizona, supporting the application by a Verde Valley Broadband Cooperative for federal grant funds from the Department of Agriculture Rural Utility Services Broadband Initiatives Program and the Department of Commerce National Telecommunications and Information Administration Broadband Technology Opportunities Program to obtain funding for Regional broadband infrastructure construction and program development.** Staff Resource: Michael Scannell
On a motion by German, seconded by Garrison, the Council unanimously approved Resolution 2009-783, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona supporting the application by a Verde Valley Broadband Cooperative for federal grant funds from the Department of Agriculture Rural Utility Services Broadband Initiatives Program and the Department of Commerce National Telecommunications and Information Administration Broadband Technology Opportunities Program to obtain funding for Regional broadband infrastructure construction and program development.

Councilor Whatley requested item 8:

8. **Discussion, consideration, and possible direction to staff relative to ordering and installing directional signage for the Camp Verde Senior Center.** This is an unbudgeted item from the Contingency Fund.
On a motion by Whatley, seconded by Garrison, the Council unanimously directed staff relative to ordering and installing directional signage for the Camp Verde Senior Center pursuant to the discussion of the placement of the signs at Main Street and Head, and Fourth Street and Maryvale; staff will find the money in the budget to cover the cost of the signs.
9. **Presentation by Lynda Moore, Youth Count, and the Youth Center followed by possible discussion and direction to staff relative to the future of the Teens A Chillin' Youth Center.** Discussion may include, but not be limited to the evolution of the Center, defining the players, and if the Town should be directly involved or be a supporting organization, and discussion of options relative to continuing service delivery. Staff Resource: Lynda Moore
On a motion by Whatley, seconded by Roulette, the Council unanimously directed staff to pursue Option a) set forth in the Agenda Action Form, and bring back to Council for review on October 7, 2009.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Vince Mann, 13 years old and in the 8th grade, shared the history of his addiction to drugs and alcohol leading to a suicide attempt, his recovery and the importance of friends helping, and his turn-around, through his association with the Teen Center.

There was no further public input.

A recess was called at 8:04 p.m.; the meeting was called back to order at 8:16 p.m.

10. **Discussion, consideration, and possible acceptance of the Development Impact Fees Report to include Statement of Revenue, Expenditures, and Changes in fund balances for the fiscal year ending June 30, 2009.** Staff Resource: Lisa Elliott
On a motion by Baker, seconded by Garrison, the Council unanimously accepted the Development Impact Fees Report Form, Statement of Revenue, Expenditures, and Change in Fund Balances, for the Fiscal Year ended June 30, 2009.
11. **Possible authorization for staff to obtain an appraisal for the Public Works Equipment Yard located on Industrial Drive.** This is an unbudgeted item from the Contingency Fund. Staff Resource: Ron Long
On a motion by Garrison, seconded by Baker, the Council unanimously authorized staff to obtain an appraisal for the Public Works Equipment Yard located on Industrial Drive.
12. **Discussion, consideration, and possible approval of the reorganization of the Public Works Department to include**

Parks & Recreation, Facilities Maintenance, and adding a new staff engineer position. Expenses associated with the new engineer position will be absorbed in the 09/10 allocated appropriations. The salary range for the engineer is \$44,860 to \$68,529. Staff Resource: Michael Scannell

On a motion by Whatley, seconded by Garrison, the Council voted 6-1 to approve the reorganization of Public Works to include Recreation and Facilities divisions; approve the funding, job posting and new hire for the Staff Engineer division; with a 'no' vote by Baker.

13. **Discussion, consideration, and possible authorization to solicit bids to remove the mobile portion of the Old Marshal's Office located at 33 Moser Lane.** This is an unbudgeted item from the Contingency Fund. Staff Resource: Ron Long
On a motion by Kovacovich, seconded by Garrison, the Council unanimously authorized staff to solicit competitive bids to hire a contractor to remove the mobile portion of the old Marshal's Office located at 33 Moser Lane; the contractor may choose to salvage portions or all of the structure to reduce the cost of demolition.
14. **Discussion, consideration, and possible direction to staff relative to removing the Walking History Tour from the Council Direction List until a later date when sufficient funds are available.** Staff Resource: Lynda Moore
On a motion by Garrison, seconded by Baker, the Council unanimously directed staff relative to removing the Walking History Tour from the Council Direction List until a later date when sufficient funds are available.
15. **Discussion, consideration, and possible direction to staff relative to the following projects directed by and put on hold by the previous Council: a) Quality of Life Tax and b) Prepare an RFP for the 5-acre site at the Cliffs.** Staff Resource: Debbie Barber
On a motion by Garrison, seconded by Baker, the Council unanimously directed staff to remove the two subject projects that had been put on hold.

PUBLIC INPUT

(Comments from the following individual are summarized.)

George Young said that he understands that sale of the 5-acre site would have to be put to a vote of the people.

There was no further public input.

16. **Discussion, consideration, and possible approval to increase the budget appropriation for Council's legal fees from \$5,000 to \$25,000.** This is an unbudgeted item from the Contingency Fund. Staff Resource: Debbie Barber
On a motion by Whatley, seconded by Garrison, the Council unanimously approved an additional \$5,000 appropriation for Council legal fees.
17. **Update, discussion, consideration, and possible direction to staff relative to upgrading the Town's telephone system, adding Caller ID.** Staff Resource: Michael Scannell
On a motion by German, seconded by Garrison, the Council unanimously directed staff to follow the Manager's recommendation not to pursue upgrading and adding caller I.D. at this time.
18. **Call to the Public for Items not on the Agenda.**
(Comments from the following individuals are summarized in the Minutes.)
Howard Parrish
Justin Wertz

There was no further public input.
19. **Advanced Approvals of Town Expenditures**
a. There are no advanced approvals.
There were no advanced approvals.
20. **Manager/Staff Report**
Scannell reported on his attendance at the State Parks Board meeting in Peoria regarding the Town's offer of support for keeping Fort Verde open; it was well received and a draft IGA is being completed between the Town and the State. The agreement will be presented to Council within the next 30 days for consideration and approval.
21. **Adjournment**
On a motion by Baker, seconded by Garrison, the meeting was adjourned at 10:03 p.m.

#12



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: September 16, 2009

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Reference Document: Department Reorganization

Agenda Title (be exact):

Discussion, consideration, and possible approval by Council to reorganize the Department of Public Works to include the divisions of Parks & Recreation, and Facilities Maintenance as well as creating and filling the new position of Staff Engineer.

Purpose and Background Information:

In August of 2009 the Parks and Recreation Director stepped down to the position of Recreation Supervisor, shifting the supervision duties of the department to the Town Manager. Keeping in mind the best interests of the Town, staff is proposing a reorganization of the Public Works Dept. that would merge the Parks & Recreation Department with the Public Works Department and place the same under the supervision of the Public Works Director. The reorganization would divide the duties and responsibilities of Parks & Recreation into two divisions of Public Works: the Recreation Supervisor would manage the Parks & Recreation Division; the Maintenance Foreman would manage the Facilities Maintenance Division. In addition to the responsibilities brought about from the restructure, Capital Facilities Planning and Development duties will be added under the Public Works Dept. In order to facilitate the department restructure and increased responsibilities, the new position of Staff Engineer would be created and filled to assist the Public Works Director with supplementary engineering and management duties including but not limited to the divisions of Stormwater and Special Projects.

*See attached Organization Chart and Job Description

Recommendation (Suggested Motion):

Move to approve the reorganization of Public Works to include Recreation, and Facilities divisions. Approve the funding, job posting and new hire for the Staff Engineer division.

Finance Review: **Budgeted** **Unbudgeted** **N/A** - The expenses associated with the position of Staff Engineer can be absorbed in 09/10 allocated appropriations; the salary range for this position is \$44,860 to \$68,259

Finance Director Comments/Fund: N/A

Attorney Review: **Yes** **No** **N/A**

Attorney Comments: N/A

Submitting Department: Town Manager

Contact Person: Michael K. Scannell
Action Report prepared by: D. Ranney

Parks & Recreation Estimated FY2009-2010 Unexpended Salary Related Budget Appropriations

Parks & Recreation Director			
	FY09-10 Budgeted	YTD Consumed	Balance Available
Salaries	61,838.92	10,702.86	51,136.06
FICA	3,834.01	810.63	3,023.38
Medicare	896.66	189.59	707.07
Retirement	5,812.86	895.47	4,917.39
Unemployment	68.60	-	68.60
Workman's Comp	135.24	23.41	111.83
Health Insurance	5,969.52	785.79	5,183.73

Recreation Supervisor			
	FY09-10 Budgeted	YTD Consumed	Balance Available
	36,248.94	8,368.20	27,880.74
	2,247.43	605.28	1,642.15
	525.61	141.55	384.06
	3,407.40	525.01	2,882.39
	68.60	-	68.60
	1,045.27	241.31	803.97
	5,969.52	773.76	5,195.76

Budget Available	79,016.80
	4,665.54
	1,091.13
	7,799.78
	137.20
	915.80
	10,379.49

After Position Change Projections

	Budget Available	Recreation Supervisor	Available Balance
Salaries	79,016.80	47,171.23	31,845.57
FICA	4,665.54	2,924.62	1,740.92
Medicare	1,091.13	683.98	407.15
Retirement	7,799.78	4,434.10	3,365.68
Unemployment	137.20	68.60	68.60
Workman's Comp	915.80	1,360.23	(444.43)
Health Insurance	10,379.49	5,223.33	5,156.16

Estimated Monies Available to Hire an Engineer

Payperiods Allowable by Range			
Minimum	Midpoint	Maximum	
18.46	14.64	12.13	Grade 59
5-Oct-09	30-Nov-09	28-Dec-09	Estimated Hire Dates

**ACTIONS TAKEN
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS
WEDNESDAY, October 21, 2009
6:30 P.M.**

4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
- a) **Approval of the Minutes:**
 - 1) Regular Session – October 7th, 2009
 - 2) Special Session – October 7th, 2009
 - 3) Executive Session – October 7th, 2009 (recorded)
 - b) **Set Next Meeting, Date and Time:**
 - 1) October 28, 2009 at 6:30 p.m. – Council Hears Planning & Zoning Matters
 - 2) November 4, 2009 at 6:30 p.m. – Regular Session
 - 3) November 18, 2009 at 6:30 p.m. – **COMBINED** Regular Session & Council Hears Planning & Zoning Matters
 - 4) November 25, 2009 at 6:30 p.m. – Council Hears Planning & Zoning Matters – **CANCELLED**
 - 5) December 2, 2009 at 6:30 p.m. – **COMBINED** Regular Session & Council Hears Planning & Zoning Matters
 - 6) December 16, 2009 at 6:30 p.m. – Regular Session
 - 7) December 23, 2009 at 6:30 p.m. – Council Hears Planning & Zoning Matters - **CANCELLED**
 - c) **Possible approval of Proclamation declaring October as Community Planning Month.** Staff Resource: Mike Jenkins
 - d) **Possible approval of the transfer of the budget appropriation for DSL, expenses appropriated in the General Fund Municipal Court's budget (line item 01-20-30-7065) to the Magistrate's Special Revenue Fund Fill the Gap line item (05-60-68-7651).** Staff Resource: Lisa Elliott
 - e) **Possible approval of Agreement for Contracted Services and Municipal Lease with the Camp Verde Historical Society for Museum spaces, services, and historical preservation.** Staff Resource: Michael Scannell
 - f) **Possible approval of Qwest T-1 Line Agreement and authorization for the Town Manager to execute the agreements.** This is a budgeted item in the General Fund. Staff Resource: Michael K. Scannell
 - g) **Possible approval of the three (3) year Microsoft Agreements for licensed computer software and authorization for the Town Manager to execute the agreements.** This is a budgeted item in the General Fund. Staff Resource: Michael K. Scannell
 - h) **Possible approval of the transfer of \$7,589 from the budget appropriation for Incode Software (03-50-00-5310) in the Capital Improvement Projects (CIP) Fund to the Computer/Networking Infrastructure Upgrades (03-50-00-5300) line item also in the CIP Fund.** This is a budgeted item in the General Fund. Staff Resource: Lisa Elliott
- On a motion by German, seconded by Baker, the Consent Agenda was unanimously approved as presented.
5. **Council Informational Reports.**
German reported on her attendance at the Chamber of Commerce meeting on October 15th; representatives from the State Office of Tourism toured Camp Verde; Tracie Schimikowsky maintained a booth at the Media Marketplace in Scottsdale last Thursday, handing out mementos of Camp Verde. The Chamber will be hosting an Angel Tree for Seniors, and also Lightheart; the Casino now has video conferencing capability for up to 500 people.
- Baker telephonically attended the NACOG Area Council on Aging; upcoming budget cuts will affect many senior citizens; the Verde Valley Water Festival will be held tomorrow with 5th Grade classes around the Valley participating at Dead Horse State Park, beginning at 9:15 a.m.
- Burnside said that Ms. Schimikowsky will be giving a presentation tomorrow on the Town of Camp Verde to NACOG. Burnside cautioned everyone to help avoid the swine flu by washing your hands. Remember to support your local merchants.
6. **Call to the Public for Items not on the Agenda**
There was no public input.
7. **Presentation by Casey Osborne, CEO and Randall Hauk, Owner/Managing Partner of Oracle Healthcare & Center for Family Medicine, relative to opening a full-time medical practice the first week of November 2009 with 5 physicians, providing services in both Camp Verde and Cottonwood.** Staff Resource: Michael K. Scannell
There was no action taken.
8. **Discussion, consideration and possible authorization for the manager to proceed in engaging Architect Joel Westervelt, for an amount of \$1,500, to complete a feasibility study and elevation sketch of the Rio Verde Plaza building for possible future expansion of Town Facilities.** This is an unbudgeted item. Staff Resource: Michael K. Scannell
On a motion by Baker, seconded by German, the Council unanimously authorized the Manager to proceed in engaging Architect

Joel Westervelt, for an amount not to exceed \$1,500, to complete a feasibility study and elevation sketch of the Rio Verde Plaza building.

Vice Mayor Kovacovich requested the following item.

9. **Discussion and update by Linda Harkness, spokesperson for Citizens Committee for Camp Verde Library (CCCVL), followed by discussion regarding the progress CCCVL has made relative to fundraising efforts for the Camp Verde Community Library.**

There was no action taken.

10. **Presentation and possible discussion of the quarterly reports from the following:** Note: These Commission minutes covering the last quarter were provided to Council in the monthly reports and are also available in the Clerk's Office and online.

- a. **Board of Adjustments**
- b. **Design Review Board**
- c. **Planning & Zoning Commissions**
- d. **Chamber of Commerce**

There was no action taken.

11. **Discussion, consideration and possible approval of an amendment to the original agreement's scope of work (attached herewith) between FOUR-D LLC, (Peter de Blanc) a telecommunications Consultant, and the Town of Camp Verde adding computer, network, and telecommunications hardware & software implementation, configuration, routine operational activities and user education and training at a cost of \$60.00 per hour and deleting the cap of \$5,100 relative to the assessment phase of the agreement. This is a budgeted item in the General Fund. Staff Resource: Michael K. Scannell**
On a motion by Whatley, seconded by Kovacovich, the Council unanimously approved an amendment to the original agreement's scope of work between FOUR-D LLC. (Peter de Blanc) a telecommunications Consultant, and the Town of Camp Verde adding computer, network, and telecommunications hardware & software implementation, configuration, routine operational activities and user education and training at a cost of \$60.00 per hour and deleting the cap of \$5,100 relative to the assessment phase of the agreement.

Scannell advised the Council that he and Ms. Elliott, once a preliminary analysis of the projected cost is made, will be coming back to Council with that estimate, which will be a significant amount.

12. **Discussion, consideration, and possible direction to staff to limit access to the Downtown Park – Townsite Modular Restrooms.** Staff Resource: Ron Long

On a motion by Whatley, seconded by Baker, the Council unanimously directed staff to close access to the Downtown Park-Townsite Modular Restrooms after 5:00 p.m. on weekdays, and limit access requiring a financial deposit for cleaning and damage for personal events on weekends, signing out a Not-To-Be-Duplicated key through the Public Works Department.

Public Works Director Ron Long was requested to look into the problem of no drinking water being available at the Town fountains.

Long requested that Item 13 be removed from the agenda, and that Item 16 be continued to a meeting when Councilor Garrison will be in attendance.

13. **Discussion, consideration, and possible award of contract to replace two heating/air conditioning units on the gymnasium.** Staff Resource: Ron Long

The Council unanimously agreed to remove Item 13 from the Agenda.

A recess was called at 8:09 p.m.; the meeting was called back to order at 8:22 p.m.

14. **Discussion, consideration and possible approval of Resolution 2009-794, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting the revised Camp Verde Community Library Policies and Procedures.** Staff Resource: Gerard Laurito

On a motion by Baker, seconded by Kovacovich, the Council unanimously approved Resolution 2009-794, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting the revised Camp Verde Community Library Policies and Procedures.

15. **Discussion, consideration, and possible approval of Resolution 2009-792 a resolution of the Mayor and Common**



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: October 21, 2009

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Subject: Rio Verde Plaza Feasibility Study

8

Agenda Title: Discussion, consideration and possible authorization for the manager to proceed in engaging Architect Joel Westervelt, for an amount of \$1,500, to complete a feasibility study and elevation sketch of the Rio Verde Plaza building for possible future expansion of Town facilities.

Staff resource: Michael k. Scannell

Purpose and Background Information:

The land and building that encompass Rio Verde Plaza were originally purchased in February 2005 to provide downtown property for future expansion of Town facilities. The building is located at the corner of Main Street and Fain Street, Camp Verde, AZ.

On August 27, 2008 Council voted unanimously to direct the Town Manager to close the facility and have the building razed (demolished) and removed.

Recently, I have had conversations with community members who have suggested that we utilize Rio Verde Plaza in a more productive way by keep the building as part of the Town Hall Complex Master Plan.

Mr. Westervelt, a respected local architect, has provided me with a proposal, attached herewith. The purpose of the Rio Verde Plaza building feasibility study and sketch is:

1. To assess the existing building's condition and determine if it could be utilized for office space by the Town of Camp Verde without too much refurbishing.
2. Provide an estimated cost to renovate.
3. Determine what the refurbished building would look like if utilized for office space.

Recommendation:

Finance Review: **Budgeted** **Unbudgeted** **N/A**

Finance Director Comments:

It would be possible to find \$1,500 in our budget for the purpose of completing a feasibility study and elevation sketch.

Attorney Review: **Yes** **No** **N/A**

Attorney Comments: N/A

Submitting Department: Town Manager
Action Report prepared by: C. Brown

Contact Person: Michael K. Scannell



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: January 6, 2010

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Reference Document:

FY2009-2010 Budget

Agenda Title (be exact):

Possible approval of the establishment of budgetary line items for the Energy Efficiency & Conservation Block Grant and the 2010 Census Bureau Complete Count Program Grant and the re-appropriation of budget appropriations as detailed in the staff report.

Purpose and Background Information:

The Town of Camp Verde has received two (2) grants that were not included in the FY09-10 Budget adoption. Once the budget is adopted, state statute does not allow for expenditures to exceed the total budget appropriation in the adopted budget. Therefore, budget re-appropriations must be made for unbudgeted expenditures that occur in the fiscal year. To establish account numbers and budget appropriations for these grants, Finance is requesting the following:

1. On November 4, 2009, Council approved the submission of the application to the Arizona Department of Commerce for grant funding through the American Recovery and Reinvestment Act (ARRA) for an Energy Efficiency & Conservation Block Grant. On December 14, 2009, staff was informed that the Town was awarded the grant in the amount of \$91,150.97. Finance is requesting approval to establish account numbers to track the revenue and expenditures for this grant as well as re-appropriate \$66,674 from the remaining budget appropriation in the COPS Grant line items (08-20-60-XXXX) and \$24,476.97 from the budget appropriation for the Local Revolving Loan Fund Expenses (18-50-00-9999) to the new account numbers for the Energy Efficiency & Conservation Block Grant in the Federal Grants budgetary unit (Fund 08). The re-appropriations requested will allow for the \$91,150.97 to be expended in the 2009-2010 fiscal year.
2. On May 20, 2009, Council approved the Partnership Agreement Form with the Census Bureau for the Complete Count Program. Though the funds are not received by the Town, they are paid directly to the vendors providing products and services to the Town, the Town must still record the receipt of grant revenues and the related grant expenditures. The total amount of the grant was \$2,976. Finance is requesting approval to establish account numbers to track the revenue and expenditures for this grant as well as re-appropriate \$2,976 from the remaining budget appropriation in the Local Revolving Loan Fund Expenses (18-50-00-9999) to the new account numbers for the Complete Count Program in the Federal Grants budgetary unit (Fund 08).

Recommendation (Suggested Motion):

Approval of the establishment of budgetary line items for the Energy Efficiency & Conservation Block Grant and the 2010 Census Bureau Complete Count Program Grant and the re-appropriation of budget appropriations as detailed in the staff report.

Finance Review: **Budgeted** **Unbudgeted** **N/A**

Finance Director Comments/Fund: COPS Grant is a budgeted item, the new grant appropriations are not. The transfer of appropriations from the COPS Grant to the new grants will keep the Town from exceeding the expenditure limitation set forth in the FY09-10 adopted budget.

Attorney Review: **Yes** **No** **N/A**

Attorney Comments:

Submitting Department: Finance Department

Contact Person: Lisa Elliott, Senior Accountant

Action Report Prepared By: Lisa Elliott, Senior Accountant

TOWN OF CAMP VERDE



Memorandum Public Works Department

To: Mayor and Council
Cc: Michael K Scannell, Town Manager; Lisa Elliott, Finance; Debbie Barber, Town Clerk
From: Ron Long, P.E., Public Works Director
Date: December 16, 2009
Re: Energy Efficiency & Conservation Block Grant (EECBG)

In response to the Town's Request for Information, submitted to the Arizona Department of Commerce (ADC) November 30, 2009, for funding allocation through the American Recovery and Reinvestment Act (ARRA); I am pleased to share with you that on December 14th the Town received the Contract allocation in the amount of \$91,150.97, reimbursable funds. Mr. Scannell has executed the contract on behalf of the Town and returned three copies to the Arizona State Department of Commerce. A final Environmental Review at the Federal level is underway; once that is complete and signed off, the State will return one fully executed contract to the Town for retention by the Clerk's Office.

The EECBG reimbursements will be applied to the cost of retrofitting nine (9) high efficiency HVAC units on the Public Works, Parks and Maintenance building. The units will include CO-2 Sensors and Economizers (to utilize outside air) and new digital, programmable thermostats will be installed.

Preliminary work on the Energy Rebate application will be complete by January 2nd so that advance notice of the project can be communicated to APS.

Staff is preparing state and federal compliant Bid Documents which will be reviewed by the Commerce Department prior to advertisement. We anticipate submitting the documents to ADC the week of December 28th for their review. Request for Bids will be advertised for a minimum of two weeks prior to a mandatory pre-bid meeting of all interested bidders. Once all bids are received, and checked for compliance, Staff will submit the lowest responsive bidder to ADC for their review and endorsement. We are hopeful that a contract will be ready to forward to Council by February 17th, 2010.



IT'S IN OUR HANDS

2010 Census Partnership Agreement Form

Thank you for becoming an official 2010 Census partner! The U.S. Census Bureau appreciates your support in ensuring the success of this monumental effort.

Your support as a 2010 Census partner is important. Here's why:

- ▲ Every year, more than \$300 billion in federal funds are awarded to states and communities based on census data. That's more than \$3 trillion distributed over a 10-year period.
- ▲ Census data guide local decision-makers in important community planning efforts, including where to build new roads, hospitals and schools.
- ▲ Census data affect your voice in Congress. The census determines how many seats each state will have in the U.S. House of Representatives as well as the redistricting of state legislatures, county and city councils, and voting districts.

The goal of the Census Bureau's partnership program is to combine the strengths of local governments, community-based organizations, faith-based organizations, schools, media, businesses and others, to ensure a complete and accurate 2010 Census. The Census Bureau will provide promotional materials, regular updates and data assistance to partners to assist in this effort. Together, through this partnership, we can ensure the 2010 Census message is delivered to every corner of the nation. **Achieving a complete and accurate 2010 Census is in our hands.**

When you complete this form please mail or fax form to the Denver Regional Census Center.

Denver Regional Census Center
Attn: Partnership
6950 W. Jefferson Ave. Suite 250
Denver, CO 80235

Phone 720.475.3670

USCENSUSBUREAU

United States
Census
2010

There are many ways your organization can get involved and support the 2010 Census:

**Please check activities in which you are interested in participating.*

- Use 2010 Census drop-in articles, messages and logos in newsletters, mailings, and other in-house communications (e-mail, Web site, etc.).
- Appoint a liaison to work with the Census Bureau.
- Encourage employees and constituents to complete and mail their questionnaire.
- Display and/or distribute 2010 Census promotional materials.
- Identify job candidates and/or distribute and display recruiting materials.
- Provide space to test job applicants.
- Provide space to train new employees.
- Provide space for Be Counted sites and/or Questionnaire Assistance Centers.
- Provide volunteers for census promotional events.
- Put the 2010 Census on the agenda at meetings and/or allow presentations by Census Bureau staff.
- Organize and/or serve as a member on a Complete Count Committee.
- Sponsor community events to promote participation in the 2010 Census.
- Allow the Census Bureau to post your organization's name on the 2010 Census Web site.
- Link to the 2010 Census Web site from your organization's Web site.
- Use and distribute educational materials.
- Participate in a speakers bureau for the 2010 Census.
- Provide a translator and/or translate 2010 Census materials.
- Issue a public endorsement for the 2010 Census and send an endorsement to members, chapters or affiliates.
- Place 2010 Census articles in your newspapers/ newsletters/magazines. Write census editorials, and cover census events/programs. Donate space for census advertisements.
- Air 2010 Census PSAs and B-Roll, and cover census events/programs.
- Engage regional and local chapters of your organization.
- Provide speaking opportunities and exhibit space at conferences or trade shows.
- Participate in 2010 Census partnership kick-off meetings.
- Highlight key 2010 Census operational events in newsletters or other publications.
- Volunteer or participate in Census Bureau-sponsored events.
- Other: _____

We would like to acknowledge your organization as a partner for the 2010 Census. Please fill out the information below so we can keep you and your organization updated on what's happening with the 2010 Census communications campaign, send you updates on relevant events and activities and provide you with outreach materials.

Signature: *Tony Loria* 5/27/09
 Name: _____
 Title: *Mayor*
 Organization: *Town of Camp Verde*
 Phone: *928-567-6631 ext 107*
 E-mail: *tloria@cvaz.org*
 Signature: *Debbie Barber*
 Date: *5-28-09*

CONTACT Person

Name: *GAIL M SADLER*
 Title: *AZ Partnership Specialist*
 Organization: *U.S. Census*
 Phone: *928 600 1390*
 E-mail: *gail.m.sadler@census.gov*
 Signature: *Gail M Sadler*
 Date: _____

Congratulations and thank you again for being an official 2010 Census partner! Together, through this partnership, we can ensure a complete and accurate 2010 Census.

USCENSUSBUREAU



Gail Sadler
 218 Henderson St.
 Winslow AZ 86047-2616





TOWN OF CAMP VERDE

- 473 S. Main Street. Camp Verde, Arizona 86322 • (928) 567-6631 FAX 567-9061 Marshal 567-6621
- Parks & Recreation 567-0535 • Community Development 567-851 www.cvaz.org

May 28, 2009

Denver Regional Census Center
Attn: Partnership
6950 W. Jefferson Ave. Suite 250
Denver, CO 80235

To Whom It May Concern:

During the Regular Council meeting held on May 20, 2009, the Council unanimously approved the Proclamation for the Decennial Census along with the Partnership Agreement Form. A copy of the Agreement and Proclamation are both enclosed for your records. Please note the contact person for this project will be our Town Clerk, Deborah Barber. Her contact information is:

Deborah Barber
Town Clerk
473 S. Main Street
Camp Verde, AZ 86322

Phone #: 928-567-6631 extension 107
Fax # 928-567-9061
E-mail address: dbarber@cvaz.org

If you have any questions, please contact our office.

Sincerely,

Virginia Jones
Deputy Town Clerk



*Town of Camp Verde
Camp Verde, Arizona*

PROCLAMATION

- Whereas,** the next *Decennial Census* will be taken in the year 2010; and political representation to the United States House of Representatives, state legislatures, and local governments is determined by the Decennial Census, and the Town of Camp Verde recognized the equal importance of each resident in the 2010 Census Count; and
- Whereas,** the Town of Camp Verde has agreed to be one of 40,000 government entities in partnerships with the United States Bureau of the Census; and
- Whereas,** the Town of Camp Verde understands that its primary role in this partnership is to formulate a Complete Count Committee that should include, but is not limited to the following subcommittees: *Government, Education, Media, Religion, Community-based Organizations, Business, Recruiting and Special Housing*; and
- Whereas,** the role of the *Government subcommittee* is to bridge all gaps between the community and the Census Bureau on geographic matters, outreach activities, and information centers; and
- Whereas,** the role of the *Education subcommittee* is to create census awareness programs for pre-kindergarten to college age students and college students to apply for Census jobs; and
- Whereas,** the role of the *Media subcommittee* is to utilize all aspects (print and electronic) of its industry to inform, motivate, and educate the Town's residents in the necessity and importance of their rapid response and 100% participation in Census 2010; and
- Whereas,** the role of the *Religion subcommittee* is to form a cross-denominational coalition for the dissemination of Census information, inclusion of special announcements in church bulletins and sermons, hosting of Census awareness activities, and circulation of Census job opening bulletins; and
- Whereas,** the role of the *Community-based Organizations subcommittee* is to make the community aware of the many ways Census data are used to obtain funding for essential services and programs; and
- Whereas,** the role of the *Business subcommittee* is to encourage all area businesses to advertise the Census message in sales advertisement, promotional materials and displays, and to sponsor Census 2010 community awareness activities; and
- Whereas,** the role of the *Special Housing subcommittee* is to assist in the location of shelters, soup kitchens, non-sheltered outdoor locations, group quarters, and other non-conventional housing facilities;

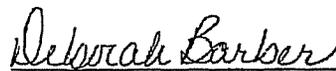
NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Town of Camp Verde do hereby proclaim full support of and participation in the overwhelming success of Census 2010 through the formulation of a *Complete Count Committee* and the execution by the Town of the 2010 Census Partnership Agreement.

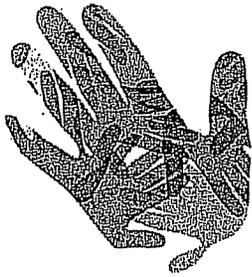
IN WITNESS THEREOF, I have set my hand and caused the seal of Camp Verde to be affixed this 20TH day of May 2009.

Issued this 20th day of May 2009.


Tony Gioia, Mayor

ATTEST:


Deborah Barber, Town Clerk



2010 CENSUS: IT'S IN OUR HANDS

Partner Support Program FAQs for Partners

Q. What is the Partner Support Program (PSP)?

A. The Partner Support Program, formerly known as the In-Kind Program in Census 2000, supports the outreach efforts of partner organizations. The purpose of this program is to better reach hard-to-count populations by establishing relationships with 2010 partner organizations.

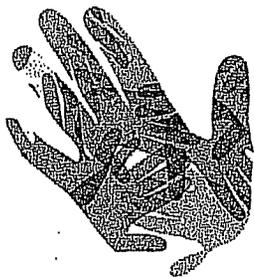
Q. Is the PSP a grant program?

A. No, the PSP is not a grant program. The Census Bureau has no authority to issue grants. No funds are given directly or indirectly to 2010 partner organizations. All purchases are made by Census Bureau personnel in compliance with the Federal Acquisition Regulation and the Commerce Acquisition Manual and disbursed directly to vendors.

Q. If funds are not given to 2010 partner organizations directly, why are 2010 partners required to complete a PSP Request Form?

* A. No funds are given to 2010 partners. Instead, funds are disbursed directly to the vendors providing products and services to the 2010 partners. The funds are used to support or supplement existing outreach activities in hard-to-count communities that have been identified by 2010 partner organizations. 2010 partners have and will continue to develop low cost and no cost outreach activities in support of the 2010 Census. If in the development of these 2010 Census activities, the partner organization identifies an additional need, which they are unable to fund, they will be able to share this with the Partnership Specialist in their community and complete a PSP Request Form to recommend that the Census Bureau consider funding this outreach activity.

For example, a 2010 partner organization may have already planned to organize and host a 2010 Census Day in their hard-to-count community. The partner's outreach activity may include the donation of staff time to organize the event, donation of the facility to host the event, and donation of materials and resources to promote the event via radio, e-mail campaigns, flyers, etc. In evaluating the effectiveness of the 2010 Census Day event, the partner organization determines that the event will be greatly enhanced with the addition of a banner to publicize the event. However, due to the partner's limited resources, they determine that they will not be able to fund the purchase of the banner. The partner organization then requests (by completing a PSP Request Form) that the purchase of the banner be made by the Census Bureau, as it would (a) add tremendous



2010 CENSUS: IT'S IN OUR HANDS

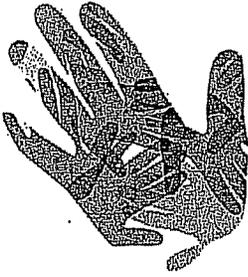
value to the outcome of the event *and* (b) is consistent with the Census Bureau's goals to reach a wide audience of hard-to-count groups.

- Q. What is the maximum amount of funds the Census Bureau can spend on each PSP Request?
- A. \$2,999 for product-based requests and \$2,499 for service-based requests.
- Q. What are examples of acceptable products and services which the Census Bureau is authorized to purchase in support of 2010 partner outreach activities?
- A. Examples of products include: promotional banners, pens, pencils, T-shirts, stress balls, balloons, stickers, chip clips, magnets, water bottles, baseball caps, bags, paper weights, hand fans, etc.

Examples of services include: labor hours to pay for clowns to perform at an event, a translator to translate materials from English to Thai, a graphic designer to design various printed materials for a hard-to-count community.

The vast majority of requests are expected to be product based.

- Q. Are there any items or services that the Census Bureau can not purchase in support of existing 2010 partner organization outreach activities?
- A. Yes. Food can not be purchased with these funds. Advertisements/media can not be purchased with these funds.
- Q. Will the items purchased by the Census Bureau be delivered to the 2010 partner organization's address?
- A. Deliveries will be made to the address identified on the PSP Request Form. Each 2010 partner organization will be required to send the proof of delivery (packing slip), which will be included with the delivered items. Upon receipt of the materials, the shipping documentation (packing slip) must be provided to the Census Bureau. The Partnership Specialist will be the point of contact to whom the 2010 partner organization will coordinate the submission of all delivery documentation.



2010 CENSUS: IT'S IN OUR HANDS

- Q. Will 2010 partner organizations be required to identify or suggest a vendor?
- A. No. Though partners are not **required** to identify a vendor, we encourage partners to suggest vendors in writing to their Partnership Specialist. The Regional Census Center Management Team has the ultimate responsibility for identifying vendors.
- Q. If a vendor does not accept government credit cards, does this exclude them from being considered as a suggested source for Partner Support purchases?
- A. No, however, the inability to accept government credit cards may create a delay in processing the request.
- Q. Will partner organizations be required to demonstrate that they are "active" 2010 partners? If so, what are some examples that may demonstrate an active partner?
- A.
- organization adopted a proclamation/resolution supporting the 2010 Census
 - organization designated a member to be a Census liaison
 - organization printed information, articles about 2010 Census in their newsletter or Web site
 - organization paid for promotional items for the 2010 Census
 - organization donated advertising space or airtime for the 2010 Census
 - organization donated space for meetings, training or testing
 - organization displayed 2010 posters at their facility
 - organization formed or served on a Complete Count Committee
- For more examples, contact your Partnership Specialist.*
- Q. What should be considered when completing a PSP Request Form?
- A. The following questions should be considered before completing a PSP Request Form that supports 2010 outreach activities within hard-to-count communities.
- Will the outreach activity effectively reach an audience of specific hard-to-count groups?
 - Does the outreach activity provide valuable resources that further the census effort?
 - Will the outreach activity increase the awareness of the 2010 Census?



2010 CENSUS: IT'S IN OUR HANDS

- Will the outreach activity encourage and motivate residents to complete and return their census questionnaire?
- Will the outreach activity communicate a consistent census message: *It's Easy, It's Important, It's Safe?*
- Does the outreach activity include the use of local vendors? (The use of local vendors is strongly encouraged and to the extent allowable, use of small businesses, minority-owned, and women-owned businesses.)
- Will the outreach activity create any type of embarrassment for the Department of Commerce or the Census Bureau?
- Does the outreach request identify measurable objectives, by which the effectiveness of the activity can be evaluated?

Q. Is the Partner Support Program designed for National Partners?

A. No. The Partner Support Program was designed to generate local grassroots support within hard-to-count communities.

Q. Can a partner submit more than one PSP Request?

A. No. A partner can only submit one PSP Request.

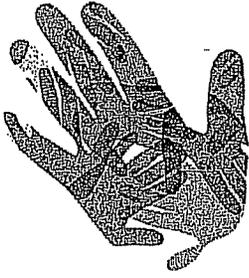
Q. Who should 2010 partner organizations contact to obtain copies of PSP Request Forms?

A. Please contact your Partnership Specialist.

Q. Who should 2010 partner organizations contact for additional information on the PSP?

A. Please direct all inquiries regarding the PSP to your local Partnership Specialist.

Q. What is the time line for which the PSP will be implemented?



2010 CENSUS: IT'S IN OUR HANDS

- A. Regions begin implementing the PSP in May 2009. Organizations should send PSP Request Forms to their regional Census Bureau office no later than December 1, 2009. We encourage partner organizations to use these resources for the purpose of educating their constituents about the 2010 Census and encourage them to return their completed questionnaire during the mail back phase that takes place in March 2010.
- Q. If my organization participates in the PSP, does this mean that the Census Bureau will no longer provide to my organization regular resources such as DVDs, brochures, etc., as well as promotional materials, electronic materials, drop-in articles or technical support for the formation and administration of a Complete Count Committee in my community?
- A. No, your organization will continue to receive regular resources and promotional material, including electronic and printed resources.
- Q. What does the Census Bureau hope to achieve through the PSP?
- A. The goal of the PSP is to equip a 2010 partner with very specific community materials (printed materials and promotional give-aways). These items are above and beyond what Census will provide through its normal channels. The ultimate objective is to elevate awareness about the census and achieve a high rate of return of the 2010 Census questionnaire within hard-to-count communities.



TOWN OF CAMP VERDE

◆ 473 S. Main Street ◆ Camp Verde, Arizona 86322 ◆ (928) 567-6631 FAX 567-9061

◆ Marshal 567-6621 ◆ Parks & Recreation 567-0535 ◆ Community Development 567-8513 ◆ www.campverde-az.gov

August 10, 2009

*Application for
Funding*

Gail Sadler
218 W. Henderson
Winslow, AZ 86047

Dear Gail,

The Town of Camp Verde plans to conduct a Census-Awareness & Education Campaign during the annual Ft. Verde Day's celebration held October 10-11, 2009. This celebration is our community's largest event held in honor of the establishment of our Town in the 1870s. The celebration includes a parade, vendors, a rodeo, and dance. The event is our most well-attended event and we believe that we will be able to reach the majority of our citizens, including those citizens of neighboring communities and most importantly, at-risk populations.

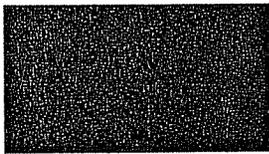
We plan to staff a booth that will offer t-shirts as well as the water bottles and bags that you have provided. We will explain the census and its importance, provide contact numbers for additional information, and provide families and their children with the opportunity to place their painted handprints on the t-shirts & the bags, thus creating a lifelong memory and a constant reminder of census day. We also plan to create a banner with handprints and names to hang on our Main Street, reminding everyone of Census Day.

To accomplish our goals, we are requesting \$2,976 from the Partnership Program Fund. We are working with our only local business in Camp Verde, PrintMe, LLC for our supplies. Please see attached the attached invoice. We sincerely appreciate your assistance with our efforts and we look forward to working with you. Please let me know if you need anything further from me with regard to our application for Partnership Program Funds.

Sincerely,

Sharon McCormick, Admin Assistant
Town of Camp Verde





Denver Regional Census Center
U.S. Census Bureau

2009 Partnership Support Program Request Form

Name of Partner: **Town of Camp Verde**
Address: **473 S. Main Street, Ste. 102**
City, State, Zip: **Camp Verde AZ 86322**
County: **Yavapai**
Contact Person: **Deborah Barber**
Contact Person's Title: **Town Clerk**
Contact Person's Daytime Phone: **(928) 567-5631 ext 107**
Fax Number: **(928) 567-9061**
Contact Person's Email Address: **deborahabarber@hotmail.com**
Census Partnership Specialist in your area: **GAIL M. SADLER**

ABILITY- Partner's Proof of Commitment to 2010 Census:

Please check off any activities your organization have been involved in to help increase awareness about the 2010 census. If not listed, please provide a description of your prior commitment activities in the space provided.

- our organization adopted a proclamation/resolution supporting Census 2010
- our organization designated a member to be a Census liaison
- our organization printed information, articles about Census 2010 in our newsletter or Web site
- our organization paid for promotional items for Census 2010
- our organization donated advertising space or airtime to Census 2010
- our organization donated the use of free space for meetings, training or testing
- our organization has donated an exhibit booth at one of our events
- our organization had a presentation made at one of our meetings about Census 2010
- our organization helped put up posters or pass out flyers about Census 2010

Other: _____

PROJECT REQUIREMENTS

Describe the project and total amount requested.

\$2,976.00 for white promo t-shirts with the Census 202 logo, paint and markers. Camp Verde Complete Count Committee will host a booth during the annual Ft. Verde Days that will offer free t-shirts and 2010 canvass bags that visitors can place their family member's handprints on the back, with the notation, "I Count". Staff will be on hand to explain the census, its importance, and answer any questions that they might have. We also plan to produce a banner with these handprints on Main Street to be display through Census Day, April 2010.

Specify the measurable objective of the project.

Ft. Verde Days is the largest event in the Verde Valley. This event is well attended by not only local citizens, but also regional citizens, and citizens throughout the State. Furthermore, the event draws minorities, low income, and perhaps, the homeless from all over the Verde Valley region. We believe that this event will provide the absolute best opportunity to reach the hard-to-count population in the Town of Camp Verde and the Verde Valley.

The other objective of our project is met through providing economic opportunities for local vendors. We were able to partner with the only vendor in Camp Verde that could meet the project requirements. In these austere times, the vendor was very appreciative for the opportunity and is willing to meet program requirements and guidelines.

We will measure our success by the numbers of shirts, bags, water bottles, and handouts that are given out. Everyone who desires a product will receive a thorough explanation of the Census, the process, its importance, and contact information if they have questions when the census forms arrive. They will also be encouraged to tell their families, friends, and neighbors about the importance. Having the personalized t-shirts and bags will be a constant reminder that they 'count'.

Specify the Census 2010 component of your project and explain its relevance to the census mission. How will the proposed project encourage the targeted audience to fill out and mail back their questionnaire?

The t-shirts, bags, and water bottles have the 2010 Census logos on them. Again, the relevance is that the participants will receive an item that has been 'personalized' for their families with their painted handprints, printed with "I Count". Committee members will explain the process and provide forms to each person who requests a free product.

If you are collaborating with another group(s), define each organization's role.

We will be working with Gail Sadler, US Census Bureau, Arizona Partnership Specialist., who will guide and assist Committee members with speaking about the census.

Provide project time line.

September 1, 2009 t-shirts purchased & printed.
October 9-10, 2009 - 53rd Annual Ft. Verde Days event

By affixing my signature, I certify that:

1. All information contained in this request is correct.
2. I have reviewed this proposal with the members of my organization, group and/or Complete Count Committee.
3. This submission contains the following:
 - Sample, photo, and/or draft text of item(s) being requested
 - Vendor's name, address, phone number, and price quote (multiple vendors allowed)
4. The recommended vendor(s) accepts credit cards as payment.
5. The anticipated completion date of this project is **October 10, 2009**.

Deborah Barber, Town Clerk

Signature and Title

8-13-09

Date

E-Mail Request to: gail.m.sadler@census.gov, Gail M. Sadler, Partnership Specialist

Or Fax to: 928 289-3398

Attn: Gail Sadler



Print Me LLC.
 760 N Butler Lane
 Camp Verde, AZ 86322

Invoice

Date	Invoice #
7/30/2009	113

Terms

Bill To
US Census Bureau 6950 W Jefferson Ave Ste 250 Denver, CO 80235

Item	Description	Qty	Rate	Amount
T-shirts White	White Promo T-shirt Census 2010	500	5.85	2,925.00
Custom	Print Paint for handprints	3	13.00	39.00
Custom	Paint Pen	3	4.00	12.00
Pay your bills online at: https://www.intuitbillpay.com/printme				

Subtotal	\$2,976.00
Sales Tax (0.0%)	\$0.00
Payments/Credits	\$-2,976.00
Balance Due	\$0.00

Phone #
928-567-0798

E-mail
customerservice@printmeonline.com

#12



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: January 6, 2010

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Agenda Title:

Discussion, consideration, and possible ratification of the attached Non-Disclosure Agreement relative to a water rights settlement agreement between the Yavapai-Apache Nation and the Town of Camp Verde.

Purpose and Background Information:

On December 16, 2009 the Council met in executive session for discussion and consultation with the Town water attorney for legal advice relative to a water rights settlement agreement between the Yavapai-Apache Nation and the Town of Camp Verde.

The agenda item captioned above is a follow-up to the December 16, 2009 Town Council executive session. The agenda item will serve to approve/ratify a Non-Disclosure Agreement relative to a water rights settlement agreement between the Yavapai-Apache Nation and the Town of Camp Verde, as well as initiating discussions with the Town Council and Yavapai Apache Nation, regarding the benefits of working together to achieve court-approved water rights claims.

Initially, the Yavapai-Apache Nation wanted a Joint Defense Agreement, but on further reflection, the Non-Disclosure Agreement meets their needs. Hence, I have attached herewith, a Non-Disclosure Agreement.

Recommendation:

Move to approve and ratify the attached Non-Disclosure Agreement relative to a water rights settlement agreement between the Yavapai-Apache Nation and the Town of Camp Verde.

Finance Review: **Budgeted** **Unbudgeted** **N/A**

Finance Director Comments:

Attorney Review: **Yes** **No** **N/A**

Attorney Comments: N/A

Submitting Department: Town Manager

Action Report prepared by: C. Brown

Contact Person: Michael K. Scannell

*MKS
by
C/B*

**NON-DISCLOSURE AGREEMENT
BETWEEN THE TOWN OF CAMPE VERDE and
THE YAVAPAI-APACHE NATION**

Recitals

- A. The Parties to this Non-Disclosure Agreement (Agreement), the Yavapai-Apache Nation (Nation) and the Town of Camp Verde (Town), are participants in litigation concerning the quantification of the water rights in the Verde River and its respective tributaries, along with rights to groundwater, which rights are currently subject to adjudication proceedings in *In Re the General Adjudication of All Rights to Use Water in the Gila River System and Source, W1-4*, Maricopa County Superior Court. The Parties are also participants in settlement discussions with the United States and Salt River Project, among others, regarding the water rights, funding of water development projects and related projects (hereinafter "Settlement Discussions").
- B. The Parties have developed a substantial amount of evidence and work product relating to the litigation and Settlement Discussions.
- C. the Parties recognize that the common interests of the Parties to work cooperatively during the litigation proceedings and Settlement Discussions.
- D. The Parties are willing to provide access to such evidence and work product on certain conditions and the Parties desire to further their common interests by establishing procedures for cooperation and the exchange and sharing of information between and among themselves;
- E. It is the purpose of this Agreement to protect the confidential and privileged nature of all exchanged information and ensure that the exchange and disclosure of information contemplated herein does not diminish in any way the confidentiality of the information and does not constitute a waiver of any privilege or protection;
- F. The Parties further agree that all Confidential Information and conduct regarding statements or offers of compromise, settlement or quantification of water use rights discussed or exchanged among the Parties, are and will be subject to this Agreement and to the provisions of Rule 408 of the Arizona Rules of Evidence. For the purpose of furthering the Settlement Discussions between them as well as other parties claiming water rights, the Parties have determined

to establish the terms governing the use and protection of Confidential Information that one Party may disclose to another Party or Parties (the "Recipient" or "Recipients"), as described in this Agreement, which information generally relates to the Settlement Discussions.

Agreement

Accordingly, the Parties agree and stipulate regarding the exchange of such Confidential Information as follows:

1. **"Confidential Information"** means all material, information, data and other communications (including information in computer software or held in electronic storage media) owned by either Party (the "Owner"), regardless of the form or medium in which such Confidential Information is transmitted or disclosed, and including all statements and conduct of the Parties, so long as it relates to any of the matters under consideration in the Settlement Discussions. Confidential Information also includes business, policy and technical information and data, even if not prepared for the Settlement Discussions, when such information is disclosed as a result of the Parties' participation in the Settlement Discussions. Except as provided below, to be considered as Confidential Information, the information must be disclosed in a document or other tangible form bearing an appropriate legend indicating its confidential or proprietary nature, such as "confidential-subject to Rule 408" or "Rule 408 document". If Confidential Information is disclosed verbally or visually, it must be identified as confidential and subject to this Agreement at the time of disclosure.
2. **"Parties"** means, collectively, the Yavapai-Apache Nation and the Town of Camp Verde, Arizona.
3. The Recipient may use Confidential Information provided by any other Party only for the purpose of participating in and concluding the Settlement Discussions. The Recipient shall protect such Confidential Information from disclosure to others, using the same degree of care used to protect its own proprietary information of like importance, but in any case using no less than a reasonable degree of care. Recipient may disclose Confidential Information to its employees and consultants provided that in all such cases they have a need to know of the contents of the Confidential Information for the purposes

of this Agreement, and provided further that those to whom such Confidential Information is disclosed are bound to protect the received Confidential Information from unauthorized use and disclosure under the same terms and conditions as are set forth in this Agreement. Recipient may also disclose Confidential Information to the United States and its employees but only with prior notice to the other Party and only if the other Party does not object. Once permission is granted by either Party to share Confidential Information with the United States and its employees, said permission shall continue unless a Party provides notice to the other Party that permission to share Confidential Information with the United States and its employees is withdrawn.

4. Nothing in this Agreement shall prevent either Party from offering into evidence any expert report or other document which it prepared or created, or had prepared or created by another, whether or not such evidence was communicated in the Settlement Discussions, provided that such evidence is obtained through valid discovery, disclosure or other legitimate method beyond the scope of this Agreement.
5. Confidential Information shared pursuant to this Agreement shall not, by virtue of such sharing, be protected from discovery, but such Confidential Information shall retain whatever attorney-client privilege, work-product privilege, or other protection it had before sharing. A Party who obtains properly discoverable information from another Party pursuant to formal discovery procedures shall not be deemed to have breached the provisions of this Agreement.
6. The restrictions and obligations of this Agreement on use and disclosure of Confidential Information shall not apply to information that:
 - i. was in the possession or control of Recipient, free of any obligation or confidence prior to its disclosure hereunder as proven by the Recipient's written records or other competent evidence; or
 - ii. is already in the public domain at the time of disclosure to Recipient by Owner or becomes publicly known through no breach of this Agreement or wrongful act of Recipient; or

- iii. is received independently by Recipient from a third party free to disclose it without obligation to Owner; or
 - iv. is developed by Recipient independently of, and without reference to, any Confidential Information of the Owner or any other information that the Owner has disclosed in confidence to any third party, as proven by the Recipient's written records or other competent evidence; or
 - v. is lawfully required to be disclosed to any governmental agency or is otherwise required to be disclosed by law; provided, however, that the Recipient shall notify Owner, as soon as reasonably practical, of any order or request to disclose Confidential Information, or that such an order is being sought, or request has been made, so that the Owner may have an opportunity to take appropriate action to maintain the confidentiality of such Confidential Information.
7. The Parties understand that, as a political subdivision of the State of Arizona, the Town may be subject to certain disclosure requirements under the Arizona Public Records Act (see A.R.S. § 39-101, et seq.) and that the Town may be required to disclose Confidential Information pursuant to these statutes or by a court order pursuant to such Act. If the Town is requested or ordered to so comply, paragraph 6 (v) shall apply. Notwithstanding any other provision herein, this Agreement does not require the Town to litigate the merits of any public records request should the Town have a good faith basis to conclude that such litigation would not successfully prevent the disclosure of such Confidential Information under the Arizona Public Records Act.
8. Confidential Information disclosed under this Agreement shall be and remain the property of Owner regardless of location. All such information in tangible form shall be returned to Owner promptly upon written request and shall not thereafter be retained in any form by Recipient, except that one (1) copy may be made and retained solely for monitoring continued compliance with this Agreement and to the extent applicable, for the purposes of complying with laws regarding public records. No licenses or rights under any patent, copyright, or trademark are granted or are to be implied with respect to the Confidential Information disclosed under this Agreement.

9. The Parties acknowledge that Confidential Information is unique and that disclosure in breach of this Agreement may result in irreparable injury to the Owner.
10. Owner shall not have any liability or responsibility for errors or omissions in, or any business decision made by Recipient in reliance on any Confidential Information disclosed under this Agreement.
11. Each Party to this Agreement has the right to terminate its participation at any time by tendering thirty (30) days written notice to the other Party. The terminating Party shall promptly return Confidential Information received pursuant to this Agreement to the respective Owners of such Confidential Information. Termination of a Party's participation under this Agreement shall not operate as a waiver or authorize violation of this Agreement.
12. In the event that there is any dispute between the Parties to this Agreement regarding the disclosure or admissibility of Confidential Information exchanged pursuant to this Agreement, Rule 408 of the Arizona Rules of Civil Procedure shall be determinative. *(AND THE ARIZONA Public Record Act)*
13. This Agreement is effective upon the date of execution by both Parties and will remain in effect for two (2) years. This Agreement may be extended at the discretion of the Parties.

IN WITNESS WHEREOF, each of the Parties hereto has caused this Agreement to be executed by its duly authorized representative.

TOWN OF CAMP VERDE, ARIZONA

YAVAPAI-APACHE NATION

By: _____

By: _____

Title: _____

Title: CHAIRMAN

Date: _____

Date: _____

ATTEST:

By: _____
Town Clerk

APPROVED AS TO FORM:

By: _____
Town Attorney



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: January 6, 2010

Meeting Type: Regular Session

Consent Agenda **Regular Business**

Reference Document: Ordinance 2010-A327 with Exhibit A

Agenda Title (be exact):

Discussion, consideration, and possible approval of Ordinance 2010-A372, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending Chapter 3, Article 3, by adding Section 3-3-5.D to the Town of Camp Verde Town Code relating to purchases in general (bids and proposals) to include a local preference for goods and construction materials. Discussion to include Exhibit A and the determination of amounts to be included in said Exhibit.

Purpose and Background Information:

Council directed staff to look into allowing preference for local bidders to participate in Town projects and bids. This ordinance will allow such preference. The Attorney will speak to this item in the Special Session at 5:30 p.m.

Recommendation (Suggested Motion):

Determine the amounts to be listed in Paragraph 3 of Exhibit A and move to approve Ordinance 2010-A372, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending Chapter 3, Article 3, by adding Section 3-3-5.D to the Town of Camp Verde Town Code relating to purchases in general (bids and proposals) to include a local preference for goods and construction materials.

OR

Take no action relative to this agenda item.

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund: N/A

Attorney Review: Yes No N/A

Attorney Comments: N/A

Submitting Department: Town Manager

Contact Person: Michael Scannell

Action Report prepared by: D. Barber for M. Scannell



ORDINANCE 2010-A372

**AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF
THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA
AMENDING CHAPTER 3, ARTICLE 3, BY ADDING SECTION 3-3-5 D. TO THE TOWN OF CAMP
VERDE TOWN CODE RELATING TO PURCHASES IN GENERAL (BIDS AND PROPOSALS) TO
INCLUDE A LOCAL PREFERENCE OPTION FOR GOODS AND CONSTRUCTION MATERIALS.**

WHEREAS, the Town of Camp Verde Town Code ("Code") became effective on September 5, 2006;

WHEREAS, the Code included Chapter 3, Article 3, Section 3-3-5 relating to the proper procedure for purchases by the Town of Camp Verde ("Town"); and

WHEREAS, the Town now desires to amend the Code by adding a local preference option for the purchase of goods and construction materials.

**NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF
CAMP VERDE AS FOLLOWS:**

Section 1. Chapter 3, Article 3, Section 3-3-5 of the Code is hereby amended as set forth on **Exhibit A** attached hereto and incorporated herein by reference.

Section 2. This ordinance is effective upon completion of publication and any posting as required by law.

**PASSED AND APPROVED by a majority vote of the Town Council of the Town of Camp Verde,
Arizona on this 6th day of January 2010.**

Mayor

Date

Approved as to form:

Attest: _____

Town Clerk

Town Attorney-William Sims

**EXHIBIT A
TOWN OF CAMP VERDE
LOCAL GOODS AND CONSTRUCTION MATERIALS PREFERENCE OPTION
PROCUREMENT SERVICES**

Preference Option. The intent and purpose of the Town of Camp Verde (the "Town") Local Goods and Services Preference Option is to give the Town, under certain circumstances, the ability to give preference to businesses providing local goods and construction materials.

Any type of procurement by the Town staff to which the provisions of this Ordinance are being applied will include a statement that a local preference will be used in the evaluation and award of such procurement.

In purchasing or contracting for procurement of tangible personal property, materials, and construction of improvements to real property or existing structures, the Town will give a preference to business, providing local goods and construction materials in making such purchases or awarding such contracts in an amount of five (5) percent for purchases under \$_____ ; four (4) percent for purchases \$_____ to less than \$_____ ; and three (3) percent for all purchases exceeding \$_____ with a maximum cost differential that shall not exceed \$_____. For purposes of this section, "total purchase price", shall include the base bid and all alternatives or options to the base bid which are being awarded to the Town.

The local preference in this Ordinance does not prohibit or lessen the right of the Town Council, or the Town Clerk to compare quality or fitness for use of the goods and construction materials and fitness of all persons and entities submitting bids.

The local preference established herein shall apply to new bids solicited after the effective date of this Ordinance.

The provisions of this Ordinance shall be provided to potential bidders, vendors and contractors to the widest extent possible.



**TOWN OF CAMP VERDE
Agenda Action Form**

#13
#14
Meeting Date: 1-6-2010
December ~~16~~, 2009

Meeting Type: Regular Session

Consent Agenda Regular Business

Agenda Title: Discussion, consideration and possible authorization to proceed with a general plan amendment and zoning map change from the current land use designation of Public Facilities to Commercial and from the current zoning of R1L-70 to C2 (Commercial: general sales and services) for the Town-owned Oasis Property, Assessors Parcel Number (APN) 403-23-152A, located at the corner of the Hwy 260 bypass and Oasis Road.
Staff resource: Michael K. Scannell

Purpose and Background Information:

The subject parcel 403-23-152A is located at the corner of the Hwy. 260 bypass and Oasis Road and is a property currently being under utilized. A portion of the original parcel was dedicated to ADOT in September of 2002 for the widening of Hwy. 260. The current Land Use designation is Public Facilities and the current zoning is R1L-70.

Due to difficult financial conditions the Town is currently experiencing it is important that we evaluate any potential sale of assets/land which the Town is holding in inventory and that are under utilized or unproductive. Securing the sale of the Oasis property could be of material benefit to the Town. The sale of this property could fund future Capital projects that the Town may have an interest in pursuing.

As discussed, the subject property being located at the intersection of Oasis Road and Highway 260 provides for an ideal commercial site. A general plan amendment and zoning map change will both need to be initiated and approved for the district change. The process is as follows:

General Plan Amendment:

As can be seen above, the current Land Use Designation is PUBLIC FACILITIES. Per the current adopted General Plan for the Town, chapter 1 (CRITERIA), there are two types of General Plan Amendments, a major or a minor. This amendment would be a minor amendment.

Attached, is a copy of the Land Use Map showing the current land use designations of the subject and surrounding properties. There is low density to the east and open space to the west.

Zoning Map Change:

As can be seen above, the current zoning for the subject property is R1L-70. Attached is a Map showing the current zoning surrounding the subject parcel.

General Plan Amendment and Zone Change would take approximately 10 weeks to complete, putting aside any difficulties. A C2 zoning district would be recommended since there is that same type of zoning further up Hwy. 260 to the east.

Recommendation: Move to authorize the Manager to initiate a General Plan Amendment from Public Facilities to Commercial and to Rezone from R1L-70 to C2 for the Town-owned Oasis property, parcel 403-23-152A located at the corner of the Hwy 260 bypass and Oasis Road.

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments:

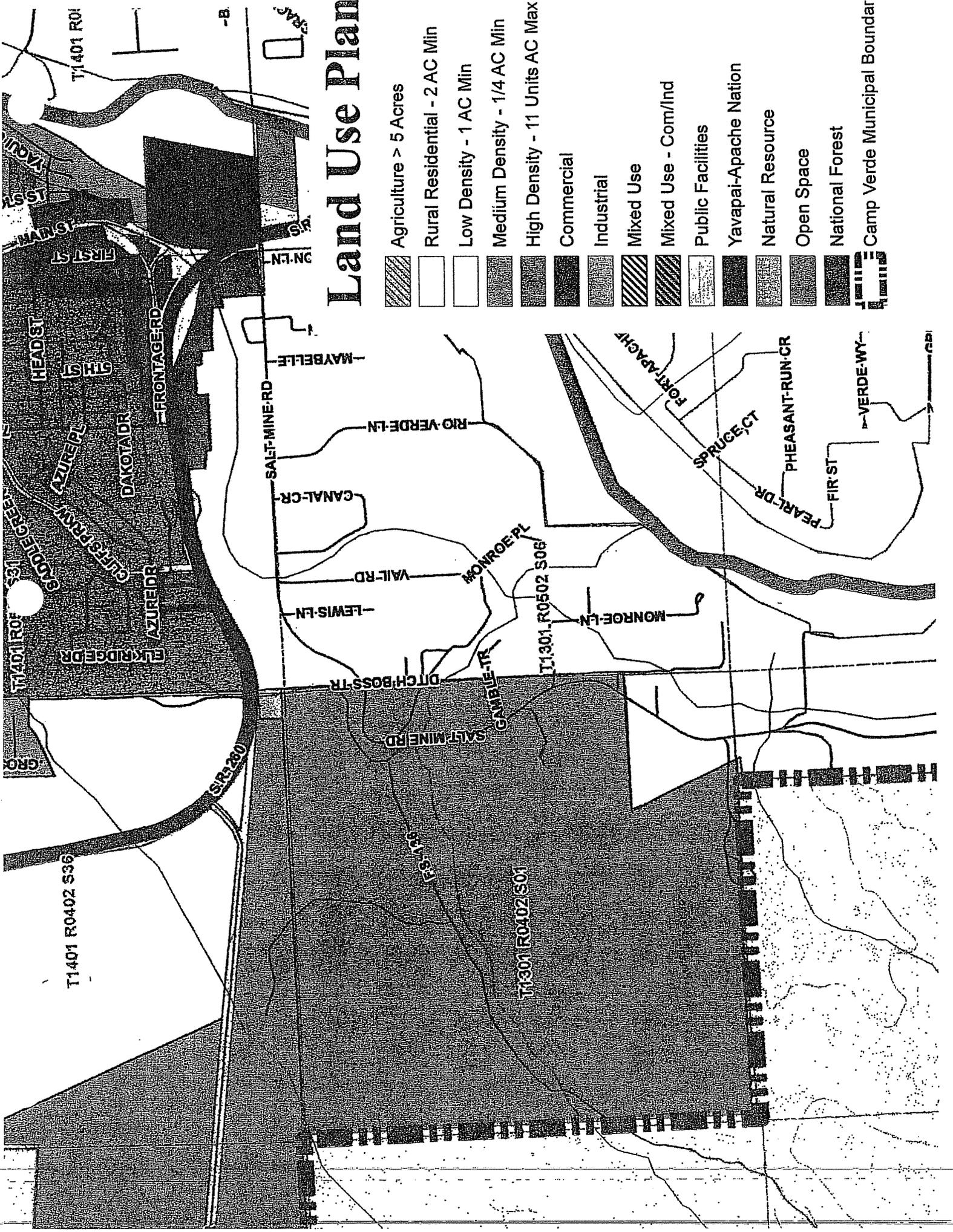
Attorney Review: Yes No N/A
Attorney Comments: N/A

Submitting Department: Town Manager
Action Report prepared by: C. Brown

Contact Person: Michael K. Scannell *MKS*
Mike Jenkins *by*
C/B

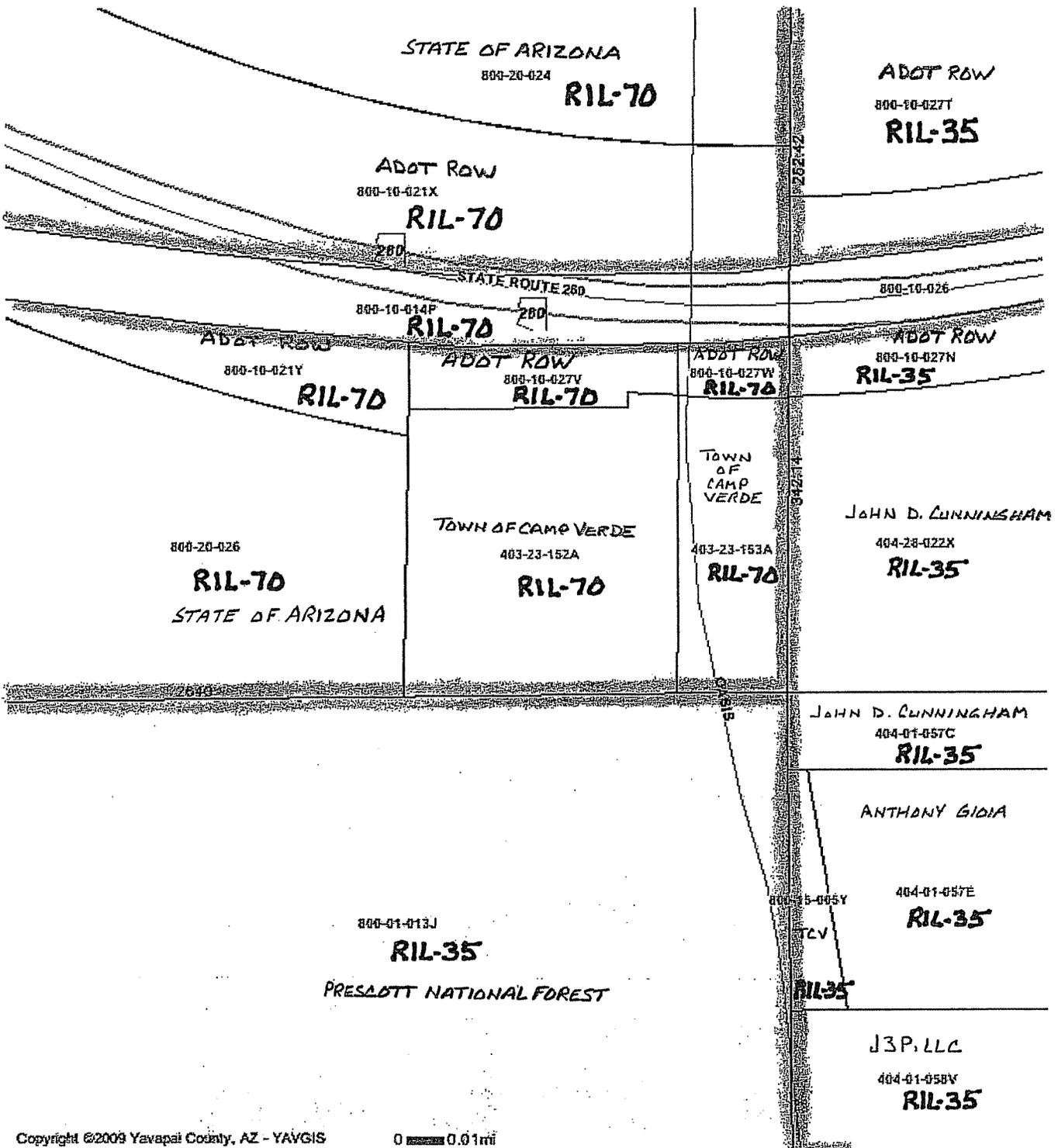
Land Use Plan

-  Agriculture > 5 Acres
-  Rural Residential - 2 AC Min
-  Low Density - 1 AC Min
-  Medium Density - 1/4 AC Min
-  High Density - 11 Units AC Max
-  Commercial
-  Industrial
-  Mixed Use
-  Mixed Use - Com/Ind
-  Public Facilities
-  Yavapai-Apache Nation
-  Natural Resource
-  Open Space
-  National Forest
-  Camp Verde Municipal Boundary



Yavapai County, AZ

Printed: 11/30/2009



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0 0.01mi

Map scale = 1:1675

-  RIL-35
-  RIL-70