

**MINUTES
WORK SESSION
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
Wednesday, JULY 8, 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, Whatley, Baker, German and Roulette were present.

Also Present: Town Attorney Bill Sims, Manager Michael Scannell, Town Clerk Debbie Barber, Town Marshal Dave Smith, Parks & Recreation Director Lynda Moore, Deputy Town Clerk Virginia Jones, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

During the opening of the preceding Special Session, the Pledge was led by Roulette.

A recess was called at 6:32 p.m.; the meeting was called back to order at 7:36 p.m.

4. Discussion of the following, which may also include direction staff:

- a. Discussion of the three questions posed by Councilor Garrison at the June 17, 2009 meeting. Garrison asked for an analysis from the Town Attorney, Marshal David Smith, and Southwest Risk relative to alcohol sales on Town property including the perception of adverse impacts and potential liability.** (Staff Resource: Town Manager Michael Scannell, Town Attorney Bill Sims, Marshal David R. Smith, and Town Clerk Debbie Barber)

Continuing the discussion from the Special Session on alcohol sales on Town property, Marshal Smith reviewed his research that showed no particular problems with alcohol sales in the past; he recommended a permitting process that will include the Marshal's Office to ensure compliance with the laws and security issues. As for the list of event controls suggested by Smith, Sims cautioned that those controls should be imposed only by the promoter handling the event; if the Town is involved in those details, other than requiring certain spaces to be used for alcohol sales and consumption, it will be subject to liability claims.

There was considerable discussion on researching the amounts of past and current liability insurance required, both for the event promoter and each vendor, as well as designation of responsibility for determining compliance with those requirements. Burnside noted, and Barber confirmed, that the insurance policy that is in effect as of now is 1-million plus 1-million; Moore explained that the insurance required of the Sheriff's Posse has been 1-million plus 2-million, based on her discussions with Southwest Risk, and negotiations for each of their events involving alcohol. It was also pointed out that in the future all insurance requirements will be set forth in the Special Event Permit Handbook and Process currently in draft form for Council consideration.

- b. Discussion relative to the support or non-support of alcohol sales on Town property. If the sale of alcohol is supported, there may be discussion and consideration of the following:**

- 1) Establishing the events at which alcohol sales will be permitted;**
- 2) Establishing insurance requirements; and**
- 3) Possible direction to staff relative to defining restrictions as to where alcohol can be consumed during the events.**

A motion by Baker, seconded by Kovacovich, to approve the sale of beer and wine on Town property, was withdrawn after discussion.

On a motion by Baker, seconded by Kovacovich, the Council **voted 6-1 to support** the sale of beer and wine at specified events on Town property; **with a 'no' vote by Garrison.**

The discussion commenced with considering the benefit or non-benefit to the local merchants from the events, and support or non-support of sales of alcohol on Town property. Sims advised the Council that a vote could be taken to

indicate support, which could then open discussion on the three items listed for discussion and consideration.

After the vote indicating support of the sales of alcohol on Town property, the following events were established by general agreement: Pecan & Wine Festival (wine only), Ft. Verde Days (beer only), and the Crawdad Festival (beer only). Barber advised the Council that their recommendations will be set forth in a proposed Ordinance that will amend Section 11-1-6 of the Town Code.

It was also agreed that the insurance required for alcohol sales will be 1-million plus 2-million for the promoter; Sims stated his understanding that Southwest Risk approves the amounts of 1-and-2 for general liability, 1-million liquor liability in addition to the 1-and-2 general liability; 1-million occurrence/1-million aggregate for the morn-and-pop booth operator; Council agreed with those amounts. Sims added that he will confirm those figures with Southwest Risk and report back.

The issue of defining the location for sales of alcohol was discussed; Sims advised that staff can determine the specific locations, and impose such event-specific restrictions on the event promoters. It was pointed out that Council will determine specific enforcement and security requirements at the time of approving the permit. Scannell commented, and Barber confirmed, that disclosure of all requirements and consequences for breaches will be in the proposed Special Event Permit Handbook, as well as discussed at a mandatory pre-event meeting with the promoter. Staff will determine, and the promoter will agree to, the spatial requirement for each special event, to be illustrated by a sketch at the time of Council approval of the liquor permit.

Posting of signs pursuant to Town Code regarding public areas for consumption of alcohol was also discussed.

Upon completion of item 4.b, Council may direct staff to prepare an ordinance that incorporates Council's recommendations to amend Section 11-1-6 of the Town Code to present at the earliest date possible.

Staff was directed to prepare an ordinance that incorporates Council's recommendations to amend Section 11-1-6 of the Town Code, as discussed, to present at the earliest date possible.

c. Discussion of Ordinance 2006-A331, establishing Section 124 of the Planning & Zoning Ordinance, establishing Design Review. (Staff Resource: Mayor and Council)

Following the comments from Sr. Planner Mike Jenkins supporting his opposition to combining Design Review with the Planning & Zoning Commission, as well as comments from the members pointing out the advantages in doing so, and frustration with developers in dealing with the Board, it was decided to continue the discussion to a future Work Session.

PUBLIC INPUT

(Comments from the following individual are summarized.)

Howard Parrish said that he had served as P&Z Liaison on the Design Review Board for a six-month period, and noted that there was often a problem with no quorum; he never met all the members who were on that Board. There was a lot of "nit-picking" that went on. He recommended that P&Z should be allowed to do what it used to do, and Council should dissolve the Design Review Board.

d. Special Event Permit Handbook and process (Staff Resource: Debbie Barber)

Barber advised the Council that every department and agency had been contacted for comments and input in developing the proposed Special Event Permit Handbook, including review by the Town Attorney. Barber pointed out some of the recent changes made, including steps involved in the permitting process. There was discussion regarding the requirements for obtaining and displaying business licenses, together with the need for the mechanism to ensure compliance with all the rules and regulations. Approval of the Handbook will be documented by adoption of a Resolution.

There was a general consensus to move the discussion to the July 15th meeting for further consideration, and agreement that the Council members will submit their comments and suggestions to Barber for incorporation prior to that meeting for possible approval of the subject Handbook.

e. Financial Policies and Procedures (Staff Resource: Michael Scannell)

Scannell suggested delaying this item to a future meeting; he will bring it back within the next 30 days; the Council agreed with that suggestion.

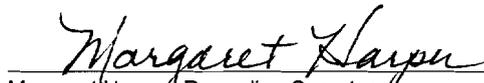
f. **Fee Allocation Study** (Staff Resource: Michael Scannell)
This item was not addressed.

5. Adjournment

On a motion by German, seconded by Whatley, the meeting was adjourned at 10:16 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 Work Session of the Town Council of Camp Verde, Arizona, held on the 8th day of July 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 10 day of August, 2009.



Debbie Barber, Town Clerk