



# Camp Verde ARIZONA

The Heart of the Verde Valley

*Support your local merchants.*

**AGENDA  
REGULAR SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS · 473 S. Main Street, Room #106  
WEDNESDAY, JULY 17, 2013 at 6:30 P.M.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. **Call to Order**
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) June 19, 2013 – Special Session
    - 2) June 19, 2013 – Regular Session
    - 3) June 21, 2013 – Council/Manager Retreat
    - 4) June 26, 2013 – Council Hears Planning & Zoning Matters
  - b) **Set Next Meeting, Date and Time:**
    - 1) July 24, 2013 at 5:00 – Special Session – Public Hearing & Adoption of FY 2013/14 Budget
    - 2) July 24, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters - **CANCELLED**
    - 3) August 7, 2013 at 6:30 p.m. – Regular Session
    - 4) August 21, 2013 at 6:30 p.m. – Regular Session
    - 5) August 28, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters
  - c) **Possible approval of recommendations for FY 13 year-end budget adjustments, moving budgeted wages from the HR Department in General Admin to the Maintenance Department in Public Works.** Staff Resource: Mike Showers
5. **Special Announcements & Presentations -**
  - Possible approval of Proclamation declaring August 2013 as Drowning Impact Awareness Month.
6. **Call to the Public for items not on the agenda.**
7. **Public Hearing to receive comments on the proposed debt levy for Camp Verde Sewer District.** Staff Resource: Russ Martin

8. **Public Hearing to receive comments on the proposed user fees for Camp Verde Sewer District.** Staff Resource: Russ Martin
9. **Discussion, consideration, and possible approval of the debt levy certifying to Yavapai County the amount necessary to be collected for this purpose, acting as Trustee to the Camp Verde Sanitary District.** Staff Resource: Russ Martin
10. **Discussion, consideration, and possible approval of sewer fees, specifically increasing monthly user rates to offset the removal of the operational levy.** Staff Resource: Russ Martin
11. **Public Hearing, followed by discussion, consideration, and possible recommendation of approval of Series 7 (beer and wine bar) Liquor License application for White Hills Winery LLC located at 325 S. Main Street, Camp Verde, AZ.** Staff Resource: Deborah Barber
12. **Public Hearing, followed by discussion, consideration, and possible recommendation of approval of Series 10 (beer and wine store) Liquor License application for White Hills Winery located at 325 S. Main Street, Camp Verde, AZ.** Staff Resource: Deborah Barber
13. **Public Hearing, followed by discussion, consideration, and possible recommendation of approval of Series 12 liquor license application (Restaurant) for White Hills Winery LLC (The Horn) located at 348 S. Main Street, Camp Verde, AZ.** Staff Resource: Deborah Barber
14. **Public Hearing, followed by discussion, consideration, and possible recommendation of approval of Series 3 liquor license application (Microbrewery) for Verde Brewing Company LLC located at 348 S. Main Street, Camp Verde, AZ.** Staff Resource: Deborah Barber

Mayor German requested items 15 & 16:

15. **Commander Girtz and Sergeant Berrelez will update Council on the K-9 Memorial fundraising efforts, followed by discussion, consideration, and possible authorization to place the K-9 Memorial at Rezzonico Family Park. (The presentation and discussion is limited to 10 minutes.)**
16. **Presentation by Nikki Miller relative to a memorial for the 19 Granite Mountain Hotshots who lost their lives in the Yarnell Hill Fire, followed by discussion, consideration, and possible authorization to proceed with fundraising efforts and discussion as to the possible location of the memorial, to include Rezzonico Family Park. (The presentation and discussion is limited to 10 minutes.)**
17. **Presentation and possible discussion of the following Quarterly Reports**
  - **Board of Adjustments and Appeals**
  - **Planning & Zoning Commission**

Councilor Gordon requested the following item:

18. **Discussion, consideration and possible direction to staff regarding possible improvements as it relates to the development of Blackbridge Lane.**
19. **Call to the Public for items not on the agenda.**
20. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

21. **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.
  
22. **Adjournment**

Posted by:

*O Jones*

Date/Time:

*7-11-2013*

*2:45 p.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.



It's in your hands ~ "Build a stronger community – Shop Locally"

**MINUTES  
SPECIAL SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS · 473 S. Main Street, Room #106  
WEDNESDAY, JUNE 19, 2013  
5:45 P.M.**

Minutes are a **summary** of the discussion. They are not verbatim.  
Public Input is placed after Council discussion to facilitate future research.

**1. Call to Order**

Mayor German called the meeting to order at 5:45 p.m.

**2. Roll Call**

Mayor German, Vice Mayor Baker, and Council Members Whatley, Jones, George, German, and Gordon were present.

**Also Present**

Town Manager Russ Martin, Finance Director Mike Showers, Marshal Nancy Gardner, Town Clerk Debbie Barber, and Recording Secretary Saepyo Warren.

**3. Discussion, consideration, and possible approval of the FY 2013/14 Tentative Budget. Staff Resource: Russ Martin/Mike Showers**

On a motion by German, seconded by George, the Council unanimously voted to approve the FY 2013/14 Tentative Budget.

Martin explained that the main adjustments to the budget include the e-Civis contract, new software needs, the contract with Clarkdale and Jerome for two new dispatchers, and future equipment replacement. It also reflects the bad debt payments in sewer. The projection for sales tax may be beyond what we may actually see. The final budget review will be in July, before which there is the opportunity for changes, including by a public hearing.

Martin explained that the E-Civis contract includes 10 subscriptions for community services and 5 for in-house full subscriptions and that the total amount of the contract \$15,500 was the originally requested amount.

Showers explained that the \$92,000 expense listed under HURF is due to an ADOT grant, which requires setting aside money in the event the Finnie Flat sidewalk project goes over. It is a potential liability cost, not an actual expense. The project is expected to happen this year.

**4. Adjournment**

On a motion by Baker, seconded by Jones, the Council unanimously voted to adjourn the meeting at 5:59 pm.

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Charles German, Mayor

\_\_\_\_\_  
Saepyo Warren, 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 June 19, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Deborah Barber, Town Clerk

H. A. F.

**MINUTES  
REGULAR SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS · 473 S. Main Street, Room #106  
WEDNESDAY, JUNE 19, 2013 at 6:30 P.M.**

**Minutes are a summary of the discussion. They are not verbatim.  
Public input is placed after Council discussion to facilitate future research.**

1. **Call to Order**  
Mayor German called the meeting to order at 6:30 pm.
2. **Roll Call**  
Mayor German, Vice Mayor Baker, and Councilors Whatley, George, Gordon, Jones, and German were present.  
  
**Also Present**  
Town Manager Russ Martin, Finance Director Mike Showers, Marshal Nancy Gardner, Town Clerk Debbie Barber, and Recording Secretary Saepyoel Warren.
3. **Pledge of Allegiance**  
Mayor German led the pledge.
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
  - a) **Approval of the Minutes:**  
June 5, 2013 – Regular Session
  - b) **Set Next Meeting, Date and Time:**
    - 1) Friday, June 21, 2013 at 9:00 a.m. – Council Retreat
    - 2) June 26, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters
    - 3) July 3, 2013 at 6:30 p.m. – Regular Session
    - 4) July 17, 2013 at 6:30 p.m. – Regular Session
    - 5) July 24, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters
  - c) **Possible approval of an application of Acquisition of Control for the Maverick convenience store located at 54 W. Finnie Flat Road, Camp Verde. This is a change in ownership of the existing license. Staff Resource: Debbie Barber**
  - d) **Possible approval of an Emergency Management Intergovernmental Agreement with Yavapai County Office of Emergency Management for emergency services to include a fee of \$4,675 from the FY 2013/14 Budget for these services and appointing Marshal Nancy Gardner as the Emergency Management Coordinator for the Town of Camp Verde. Staff Resource: Nancy Gardner**
  - e) **Possible approval of Intergovernmental Agreements with Town of Clarkdale and the Town of Jerome for dispatching services provided by Camp Verde Marshal's Office. Each community will pay an annual fee to the Town for dispatching services. Staff Resource: Nancy Gardner**

On a motion by Baker, seconded by German, the Council unanimously voted to approve the Consent Agenda

5. **Special Announcements & Presentations**
  - **CVMO Presentations:**
    - ✓ Presentation of Certificates of Commendation to Motor Officer Russ Grover, SWAT Officer Steve McClure, and K9 Officer Jeff Bowers for completion of the intensive training for these positions.
    - ✓ Presentation of a plaque to the motor instructor.
    - ✓ Display of new Tahoe and presentation of plaque to Reserve Officer Gary Newton for being instrumental in outfitting the new Tahoe's.

Marshal Gardner asked instructors Ray Hardyman and Officer Roger Scarim to present highlights of the motorcycle training. This difficult course has a 50% attrition rate and includes 1500 hours of motorcycle riding, with technical courses to navigate at immense speeds. They presented a certificate to Motor Officer Russ Grover for completing this course.

Marshal Gardner recognized Ray Hardyman with a plaque for his service as the motor instructor.

K9 Officer Jeff Bowers introduced his new police dog "Claymore." Marshal Gardner presented a plaque to Officer Bowers for completing the nine week K9 Officer course in Tucson. Steve McClure received a plaque for completing the 80 hour SWAT training and becoming a member of the regional SWAT team for the Verde Valley. Marshal Gardner presented a plaque to Reserve Officer Gary Newton for his role in acquiring the new vehicles for the department.

Mayor German called for a short recess at 6:40 pm to view the new fleet and reconvened at 6:55 pm. Marshal Gardner thanked Town Manager Russ Martin and Council for their support. Mayor German thanked Marshal Gardner for her vision.

6. **Call to the Public for items not on the agenda.**

Elaine Bremner Executive Director of Verde Valley Senior Center in Cottonwood requested a \$5,000 increase in funding to account for increases in operational costs. The Senior Center provides the following services: Meals on Wheels, community dining, social activities, educational programs, health & wellness classes, legal advocacy, veterans counseling, tax preparation for ages 60+, and has been meeting the needs of home-bound elderly in the surrounding areas for many years. Camp Verde Meals on Wheels clients have increased from 26 to 56, and 150 people visit their facility regularly. Expenses included: food cost, packaging materials, gasoline prices, insurance, driver, food staff, hot bags, meeting all food safety criteria, and level one finger-printing for drivers. The Verde Valley Senior Center operates largely with a volunteer staff, fundraises 80% of her budget, and has asked every church and Council for help. NACOG has just cut their funding by \$12,000 and she assured that her costs will exceed the \$5,000 more she requests.

Whatley asked if Council could address this at a later time before the budget is written in stone.

7. **Sedona Recycles Director of Education and Community Outreach Alex Rovang will update Council on Camp Verde's Recycling Program and the associated costs.**

Alex Rovang requested funding in order to keep services free for the public, with an offer to meet the Town halfway. Rovang stated he would check with Director Jill McCutcheon for exact numbers, but suggested \$1,000 monthly and \$12,000 annually for the popular program. Rovang presented local recycling history, operations, and general recycling facts to Council. Rovang stated Sedona Recycles has recycling locations at Outpost Mall and Apache Trail, and keep services "egalitarian" by not offering curbside pick-up. Camp Verde recycled 370 tons of materials in 2012 and it steadily increases usage. They are unique for: being one of the only places in the Southwest that recycles Styrofoam which comprises 30% of waste; for boasting a 98% recycle rate through the clean multi-stream method compared to the 20% - 70% average of other services; and for staying on the cutting edge of technology and innovation to recycle the 5% of difficult materials to recycle such as wax boxes. They recycle, fix, or resell electronics and accept ink cartridges and batteries, believing that "nothing should be thrown away." The reselling of materials covers only gross wages. They are a local employer, with many employees from Rainbow Acres, a partnership with YES the Ark, and a business that turns out-of-state cash into in-state revenue. He stated that recycling services should be seen on par with the library and the humane society, as a necessary and invaluable part of

community infrastructure.

Town Manager Russ Martin recalled that the Town previously had budgeted \$600 monthly and recommended that Sedona Recycles use the media to publicize that they are a nonprofit operation.

Council member George requested this Agenda item come back for a motion and shared that his part-time job entails cleaning beaches and boasted of T-shirts made of recycled plastic. Whatley expressed that she too is committed to keeping recycling accessible in Camp Verde and was impressed with the cleanliness of the Bashas' recycling site.

Mayor German recommended asking Director Jill McCutcheon to join the Council meetings in March or April at the start of the budget process next year.

8. **Discussion, consideration, and possible approval of Resolution 2013-895, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting fees for Town services for FY 2013/14 and superseding Resolution 2012-864. Staff Resource: Department Heads**

On a motion by George, seconded by Baker, the Council unanimously voted to approve Resolution 2013-895, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting fees for Town services for FY 2013/14 and superseding Resolution 2012-864, with the exceptions that the pool fees take affect after this season, the children's pool fees remain the same, and the sewer fees be removed.

Martin explained the Resolution includes slight fee changes, projected increases for the pool, and changes for room rates. He recommended the pool's increased fees go into effect after this pool season.

9. **Discussion, consideration, and possible approval of additions to the Position, Classification, and Salary Plan to include Waste Water Operators I & II, Wastewater Manager, Public Works Analyst, and Plans Examiner. Staff Resource: Russ Martin**

On a motion by Whatley, seconded by George, Council voted 5 to 2 to approve additions to the Position, Classification, and Salary Plan to include Waste Water Operators I & II, Wastewater Manager, Public Works Analyst, and Plans Examiner; with the exceptions to delete the portion of the Public Works Analyst's job description which states "implements disciplinary and termination processes as necessary," and to add under "Physical Demands / Work Environment" the statement "may include occasional visits to job sites with exposure to job sites' and outdoor conditions."

Vice Mayor Baker explained that her reason for voting against the Resolution was the fact that the department has already had other new positions added to it.

Martin explained that the salaries reflect the ranges that fit the job descriptions. The Town currently has an Administrative assistant who would be promoted to Public Works Analyst. The Building Inspector currently has responsibilities as Plans Examiner. The Permit Technician position, which they are advertising for now, could take on Plans Examiner work.

Martin explained that it is best to leave the requirement that certifications be acquired within one year, because it keeps wages lower, allows the opportunity to train the person from beginning to end, and allows the Town flexibility.

German clarified that the Permit Technician, after training, would then become the Plans Examiner. Martin

affirmed that to be the case, but said he hoped to find someone already with Plans Examiner experience.

Council discussed the portion of the Public Works Analyst job description that authorizes "disciplinary action" and agreed it does not accord with administrative nature of the position, but that such authority should lie solely with the department head. Martin replied that it is helpful for operating efficiency when immediate supervisors have that power and explained that the position requires technical knowledge of contracts, budgets, and business acumen, different than typical administrative positions.

Martin informed Council that Former Mayor Burnside recommended amending the job description to "may include occasional visits to job sites with exposure to job sites and outdoor conditions" so that that any injuries can be covered under workman's compensation.

10. **Discussion, consideration, and possible direction to staff relative to updates and requested action(s) concerning proposed legislation, as described in the League of Arizona Cities and Towns Legislative Bulletins. These bulletins are available at the Clerk's Office and on the web at <http://www.azleague.org/>.** Staff Resource: Russ Martin

Martin reported on TPT auditing procedures, a new sales tax in 2015, and a one-stop shop online tax-paying site. Martin explained that the legislature amended the bill regarding consolidated elections allowing for the lengthening of terms for Council, stating that this Council will serve through the fall of 2016 This will be the last legislative report.

11. **Call to the Public for items not on the agenda.**  
There was no public input.

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

George attended the Transportation Coordination Committee meeting and distributed a Transportation Network Guide, for people who need transport to doctors' appointments.

Gordon enjoyed the Council's trip to Out of Africa and riding the zipline.

Mayor German attended the Water Advisory Council and viewed close-ups of the Doce fire's destruction of nearly 7000 acres by Williamson valley.

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

Martin asked the Council to be prepared by 9:00 am Friday to explore and express ideas. He reminded Council of the Planning and Zoning Wednesday the 26th, and stated that he would try to cancel the July 3rd Regular Session meeting to allow time with family for the holiday.

14. **Adjournment**  
On a motion by German, seconded by Baker, Council unanimously voted to adjourn the meeting at 8:23pm.

\_\_\_\_\_  
Charles German, Mayor

\_\_\_\_\_  
Saepyo Warren, 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 June 19, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Deborah Barber, Town Clerk

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**MINUTES  
COUNCIL / MANAGER'S RETREAT  
MAYOR AND COUNCIL  
DENNY'S RESTAURANT  
1630 W. State Route 260, Camp Verde, AZ  
FRIDAY, JUNE 21, 2013 at 9:00 A.M.**

Minutes are a summary of the discussion. They are not verbatim.  
Public input is placed after Council discussion to facilitate future research.

**1. Call to Order**

Mayor German called the meeting to order at 9:00.

**2. Roll Call**

Mayor German, Vice Mayor Baker, and Councilors Whatley, George, Jones, German, and Gordon were present.

**Also Present**

Town Manager Russ Martin, Economic Development Director Steve Ayers, Town Clerk Debbie Barber, and Recording Secretary Saepyol Warren.

**3. Welcome Address**

Mayor German and Town Manager Russ Martin welcomed the Council, explaining that the purpose of the meeting was to set the foundation for the next 3.5 years by discovering what is important to the Council, establishing common goals, determining best practices for the future based on lessons-learned, and being transparent and clear about issues in a "safe zone."

**4. Discussion of, but not limited to the following and in no particular order:**

**a. Economic Development – what we can do to encourage and support economic sustainability and growth? Identify and work to eliminate potential burdens on local businesses or businesses looking to locate in Camp Verde that prevent or discourage or have the perception of preventing and/or discouraging them from opening or growing their business and/or improving the look of their locations.**

- Steve Ayers presented a comprehensive update on the status of all economic development projects such as The Visitor Center, Rio Verde Plaza, Prescott National Forest, Clear Creek Ruins, Verde Valley Archeology Center, Fort Verde State Park, Hwy 260, Yavapai-Apache Nation, Camp Verde Trails, e-Civis, Hauser Farms, and a possible medical facility coming to Town. Ayers explained points of progress and areas of issue regarding these projects. He advised the Council that the Town has received a \$20,000 grant through the Walton Foundation for an evaluation for water preservation that is planned to take place in November.

Mayor German called a recess at 9:40 a.m. The retreat reconvened at 10:08 a.m.

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Council discussed whether the \$24,000 sewer fees for motels and other fees were an appropriate cost of doing business or unnecessary hurdles to economic development in Camp Verde. It was agreed that the fees are comparable if not lower than fees charged throughout the Verde Valley, and necessary for creating revenue to benefit the Town residents. Council determined it is of chief importance to invite and evaluate feedback from contractors and businesses in order to better support them.

Recommendations were made for: 1) joint meetings with business owners and contractors for their input early on in the process of policy-making, 2) a business advocate hotline manned by volunteers, 3) a survey to gauge user-friendliness of permit procedures and the like, 4) investing in the Council Chambers to improve its effectiveness, 5) identifying the problems by asking contractors and business owners for a specific list and explanation of their complaints, 6) countering the problem of negative perceptions through public relations and the press, such as better publicizing that impact fees and design reviews are no longer required, that the Town invested \$2 million in extending sewer lines to encourage economic development by Out of Africa, and that the Council is dedicated to continually improving business processes.

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Residents offered their insights on the perceptions of the Town and Council. Many returning from the housing market crash are unaware of all the changes made since 2004. Some perceptions include that the Council is always in conflict, that department heads are only concerned with their own arenas, that Camp Verde is most difficult for businesses to work with, and that it resists ethnic diversity.

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Mayor and Council agreed that unique requirements, such as: historic preservation, water conservation, Leadership in Energy & Environmental Design (LEED), Verde River conservation, and the "dark sky" regulation—safeguard the values and identity of Camp Verde. It is important to help people see beyond the immediate cost increase, to educate the public when there is opposition, and to stay true to the unique identity and strengths of the Camp Verde.

Ayers recommended bringing the contractors at the beginning of such policy discussions. Councilor Gordon suggested heeding the contractors' valid objections to many of the Town codes, and expressed that he was wary of making LEED recommendations mandatory. Martin pointed out that it is important for the Council to be informed with third-party technical input when making policy decisions; to make changes when policies are not working, and to ensure residents are following Town codes when they build on their property.

Council discussed changing the name of Finnie Flat Road to Main Street, agreed that the advantages outweighed the disadvantages, and that it was a valid recommendation from ADOT, but that they would first solicit feedback from the business owners along that street.

Mayor German called a recess at 11:35 am. The retreat reconvened at 11:48 am.

#### **b. Water Management**

Economic Development Director Steve Ayers led the discussion regarding water management, stating that the Verde River is the key to our economic development. He reported that disappearance of rivers in the southwest is rampant and that our economic future depends on maintaining the river. All the water projections indicate that Camp Verde is the only community that will have enough water in its aquifers 50 years from now based on growth projections. Ayres advised Council that we want to keep the river flowing and therefore need to consider rain water harvesting in housing subdivisions, adopting pertinent legislation, and leveraging the resources available.

Council determined the following actions to be necessary: 1) Prepare for adjudication by working with the Salt River Project's (SRP) legal services to determine who manages water rights. 2) Partner regionally and nationally with same-goal-oriented entities, 3) Educational seminars by TNC, SRP, and Army Corps of Engineers for the Council, public, and property owners in order to debunk myths, share scientific data, and

shed light on issues such as--efficient water irrigation, grey water usage, mitigating damming effects, sustainable recreation, "in-stream flow rights" of fish, flooding, tree and invasive species removal, owner's rights, altering river bottoms, and water quality.

Ayers announced that SRP has set up an office on 7th Street in Town to service water users with aerial photographs, original maps, court information on water rights, and consultation.

Mayor German noted that the adjudication needs money and staffing in order to effectively determine clear water rights. He shared a newspaper article about the closing of Bull Pen, stating the importance of communication and working together at all levels.

**c. Verde River.** See section b.

**d. Organizational Structure – what works and where Council members would like to see changes or improvements? (i.e. improving transparency through actions such as, but not limited to reinstating reports to Council relative to employee status; communications, and/or methods in which we inform the public, Council, staff, etc.)**

Martin asked that the Council use his administrative assistant Carol Brown as the primary contact for scheduling meetings and requesting information.

Mayor German requested that the Council and Town Manager to consider scheduling another retreat if they felt this one was beneficial.

**e. Developing a Bicycle Friendly Community and seeking certification**

Councilor George reported that building a bicycle-friendly community would attract people to the Town. He recommends: 1) adding bike lanes, 2) new road signs, and 3) encouraging businesses to provide bike racks. The Council supported these recommendations along with sidewalk projects, sponsoring events to draw in visitors, and tying in with the Wellness program to qualify for grants. Mayor German asked Staff to research Town codes that would allow us to support these initiatives.

**f. Review of Council Policies, Rules, and Procedures Manual to include discussion of Council conduct, meetings to include additional work sessions, agendas, and related topics to include in Council Informational Reports, etc.**

Council discussed how they could improve communication with the public and design meetings to be more effective and efficient. Council considered inviting the public to Council's work sessions in order to: include them in the policy discussions early on, alleviate concerns, gather feedback, provide more predictability, and secure buy-in. Martin stated that if work sessions take on this new purpose, it is critical for Council to view them as invaluable as opposed to optional. It will also be necessary to train the public to attend the work sessions rather than the regular sessions if they want to have the most impact.

Council agreed it was a good idea to publicize the new trail system to property owners and learn from the United States Forest Service's (USFS) lessons with Fossil Creek.

Martin said he would ask department heads to appear on a regular basis to answer questions, and suggested regularly-scheduled work sessions for predictability and consistency, as well as scheduling as-needed work sessions for special issues.

Recording Secretary Saepyo Warren suggested guidelines to facilitate transcription: 1) Mayor summarizes discussion in one succinct "bottom-line" statement after a long, complex discussion, 2) Spell out names and acronyms the first time as you would for a news article, 3) Specify page locations when referring to items in the Agenda Packet, and 4) Consider use of cue cards for quick communication between the transcriptionist and Council. Mayor German agreed that he would summarize long discussions and call for a motion when he begins to hear repetition. He asked that Council continue to show mutual respect during meetings.

**g. Policy guidance relative to strategic objectives that Council wishes to pursue and/or achieve in the upcoming year**

Mayor German asked Council to e-mail Debbie Barber and Russ Martin with anything else they would like to cover in another retreat. He appreciated the retreat, learned much from it, and thanked the residents for their input and support.

**5. Adjournment**

On a motion by Mayor German, seconded by Baker, Council voted to adjourn the meeting at 1:55 pm.

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Charles German, Mayor

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Saepyo Warren, 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 Council Retreat of the Town Council of Camp Verde, Arizona, held on June 21, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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Deborah Barber, Town Clerk

**MINUTES**  
**COUNCIL HEARS PLANNING & ZONING MATTERS**  
**MAYOR AND COUNCIL - COUNCIL CHAMBERS - 473 S. Main Street, Room #106**  
**WEDNESDAY, JUNE 26, 2013 at 6:30 P.M.**

Minutes are a summary of the discussion. They are not verbatim.  
Public input is placed after Council discussion to facilitate future research

1. **Call to Order**  
Mayor German called the meeting to order at 6:30 p.m.
  
2. **Roll Call**  
Mayor German, Vice Mayor Baker, and Council Members Whatley, German, Jones, and Gordon were present. Councilor George was absent.  
  
**Also Present**  
Town Manager Russ Martin, Community Development Director Mike Jenkins, Assistant Planner Jenna Owens, Chamber of Commerce President Steve Goetting, Library Director Kathy Hellman, and Recording Secretary Saepyol Warren were present.
  
3. **Pledge of Allegiance**  
The pledge was led by Brad Gordon.
  
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) There are no minutes to approve.
  - b) **Set Next Meeting, Date and Time:**
    - 1) July 3, 2013 at 6:30 p.m. – Regular Session – **CANCELLED**
    - 2) July 17, 2013 at 6:30 p.m. – Regular Session
    - 3) July 24, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters & Public Hearing to Consider Wastewater User Rates
  - c) **Possible authorization for the Mayor to sign a letter to the Nature Conservancy asking them to consider purchasing the 135-acre Spur Land and Cattle Co. property located at the Verde River and Montezuma Castle Highway or the property's development rights. This effort may eventually include an unspecified contribution from the Town of Camp Verde. The property is presently known as Hauser & Hauser Farm. Staff Resource: Steve Ayers**

On a motion by Baker, seconded by Jones, the Council unanimously approved the Consent Agenda as presented, with the exception to correct the portion of the letter to The Nature Conservancy referencing "18 miles of Verde River Greenway," and to cancel the July 24th meeting and hear those issues at the July 17th Regular Session.

5. **Call to the Public for items not on the agenda.**  
Steve Goetting, chairperson of the Camp Verde Chamber of Commerce supports the letter to The Nature Conservancy and encourages such efforts to continue.
  
6. **Public Hearing and discussion, consideration and possible approval of Resolution 2013-894, a Resolution of the Common Council of the Town of Camp Verde, Arizona, for Use Permit 20130138 on parcel 404-26-032 to allow for a 1.37 Acre Recreational Vehicle Park on parcel 404-26-032. The park is comprised of 17 recreational vehicle spaces for long-term stays of thirty (30) days or more, laundry room and storage area with no time limit. Any changes to these uses must come before the Planning & Zoning Commission and Town Council for approval. This property is located at 671 S 4<sup>th</sup> Street.**

On a motion by Baker, seconded by Jones, Council unanimously voted to approve Resolution 2013-894, a

Resolution of the Common Council of the Town of Camp Verde, Arizona, for Use Permit 20130138 on parcel 404-26-032 to allow for a 1.37-Acre Recreational Vehicle Park on parcel 404-26-032. The park is comprised of 17 recreational vehicle spaces for long-term stays of thirty (30) days or more, laundry room and storage area with no time limit. Any changes to these uses must come before the Planning & Zoning Commission and Town Council for approval. This property is located at 671 S 4<sup>th</sup> Street.

## **STAFF PRESENTATION**

Jenna Owens stated that Mr. Gregory Blue has submitted an application for a Use Permit for the expansion of the existing RV Park, which is for long-term use and affordable housing. Owens stated that currently there is a doublewide manufactured home on the property that will be removed. Additions to the park would include a storage area for maintenance equipment and the dumpster for trash would be enclosed. The responses from Agencies are as follows: Town of Camp Verde Building Official- Removal of any buildings will require a "Demolition Permit and construction of new buildings will require a Building Permit. Town of Camp Verde Community Development Director- With the completion of the Use Permit, this property will be in compliance and allow for a small expansion of spaces and amenities. Camp Verde Water- CV Water currently serves this parcel. There is a 6 inch main which would provide fire protection if needed. Owens stated that staff mailed out 24 letters to properties within 300' of the subject parcel on May 16, 2013 advising neighbors of the Town Council meeting times and dates. The applicant mailed out letters to the neighboring property owners within 300' of the subject property and invited them to a meeting to express concerns and comments. The neighborhood meeting was held May 9, 2013 in the Community Development Office, suite 109 from 5:00pm to 6:00pm., a staff member and two neighbors attended the meeting. Owens explained the first phase of the project was to rezone the property, and that has been achieved. This Use Permit Application will complete the process and Sunland RV Park will be in compliance with the Planning & Zoning Ordinance. On June 6th 2013, the Planning & Zoning Commission unanimously approved this item as presented, including in-perpetuity, authorizing a use permit for long-term RV space rental, a laundry room and storage area, located on parcel 404-26-032 at 671 S. 4th St.

## **APPLICANT'S STATEMENT**

Mr. Blue shared that he was a long-time Camp Verde resident passionate about providing affordable housing and that he was available for questions.

## **COMMENT FROM OTHER PERSONS**

Diana Lebel stated that she wants to keep the neighborhood quiet and that she is against the use permit due to the quality of neighbors in the park. She said there is a registered sex offender in the park too close to the school, no one stops at the stop signs, and adding more spaces would invite more traffic and problems.

Mary Gabbard stated that she never received a notice from staff or Mr. Blue and that she too is against the use permit. She has confronted Mr. Blue about speeding issues and vehicles driving through loudly in the middle of night, and she said the problems were not corrected. She shared a story of being harassed by one of the neighbors and said there were several other types of incidents with the park's residents. She believes the transitory nature of the housing invites a lack of concern on the part of the residents. Gabbard stated she regrets buying a home in that area and would like to live in a quiet neighborhood with considerate neighbors.

## **APPLICANT'S REBUTTAL**

Mr. Blue said he evicted the person referenced by Ms. Gabbard, and that he spoke with residents about the complaints. He talked to the Marshal about the speed limits and enforcement, and did all he could on his

end. He said most of the residents are long-term and that the rest are contributing members of the community.

### **COUNCIL DISCUSSION**

The Council thanked the residents for sharing their concerns and assured them that the use permit can be revoked according to Town code, if there are numerous complaints. Council encouraged the residents to file formal complaints with the Marshal's office concerning the traffic infractions, harassment, and registered sex offender. Council agreed that the use permit would result in much needed improvements and bring the property into compliance. Council recommended enforcement of residential code of conduct agreements, and requested that staff investigate viable speed-reduction options for the neighborhood. Owens and Jenkins replied that Ron Long has thoroughly investigated the matter and that they would talk to Public Works about possibly changing stop sign locations or installing speed bumps to address the issue.

7. **Public Hearing and discussion, consideration, and possible approval of Resolution 2013-892, a Resolution of the Common Council of the Town of Camp Verde, Arizona, for Use Permit 20130111 on Parcel 404-19-018D to allow for the development and operation of a new Library, which is a two story, 17,000 square foot building with 10,000 square foot footprint, an observatory-rainwater tank, parking lot and access road with no time limit. The current library building on parcel 404-19-018D will be removed or demolished to provide parking area for the new library. Any changes to these uses must come before the Planning & Zoning Commission and Town Council for approval.**

On a motion by Baker, seconded by German, the Council voted 5 to 1 to approve Resolution 2013 892 & Use Permit 20130111 submitted by Ms. Kathy Hellman, Library Director, for the development of a two-story 17,000 sq. ft. building with 10,000 sq. ft. footprint. The building, observatory-rain water tank, parking and access road are located on parcel 404-19-018D. This approval includes an allowance for a 38-foot maximum building height instead of a 30-foot maximum building height as required in the district dimensional standards for the designated R1-18 Zoning District. In addition, this approval is to truncate the access road into the Library just beyond the parking lot entrance. There will be a turnaround at the end of the access road just beyond the parking lot entrance to the east as recommended by the Planning & Zoning Commission. Staff is directed to ensure that the site plan for this project is updated to meet all requirements prior to any building permits being issued. Councilor Gordon opposed the motion.

### **STAFF PRESENTATION**

Community Development Director, Michael Jenkins advised Council that the current Library has been in existence since 1975 and library services will continue at the current location throughout the new construction project. The new library will be a two-story 17,000 square foot building with a 10,000 square foot footprint raised approximately 3 feet above current ground level. The building at 33 W. Moser Lane (old Marshal's Office) will be demolished. The existing library at 130 N. Black Bridge Road will be removed or demolished to provide parking for the new library. Jenkins stated that additional parking will be added, landscaping and other aesthetic improvements as part of the project to meet the requirements of the Planning & Zoning Ordinance. As required, a neighborhood meeting was held by the applicant on April 11, 2013 at the Library meeting room. Jenkins informed Council that there were seven agencies in attendance for the Development Standards Review meeting held on April 2, 2013, the agencies gave their comments on the project to Kathy Hellman Library Director and Joel Westervelt Architect. On June 6, 2013, the Planning & Zoning Commission unanimously recommended approval of this item as stated, and recommended to truncate Moser Lane. The two-story structure reduces the building's footprint. Jenkins stated the Town Attorney said the Town is exempt from zoning, per case law and acts in the best interest of the community. The Town Council can therefore build a 38 foot high building in the zoning district without the need for a Board of Adjustments variance.

## **PUBLIC HEARING**

David White said he was born and raised in the neighborhood. He is against placing the library in the floodway and recommends that they either turn the orientation of the building to mitigate flood water impact or build the library in the center of Town. He is concerned about how close the library is to his mother's property and that it will direct floodwaters into the neighborhood.

## **COUNCIL DISCUSSION**

There was a lengthy discussion between Council regarding re-naming Moser Lane reminding everyone as to how the Town acquired Rezzonico Park and everyone that was involved, including the Babbitt's. Council questioned the impact of the one-way in, one-way out road and the possibility of turn lanes for the Library entrance to alleviate traffic for the neighborhood.

Jenkins acknowledged that the Town Engineer is looking into turn lanes as a future project.

Architect Joel Westervelt, in response to Mr. White's comments, said he has added a landscape buffer on the west side of road and the east side of building to reduce the impact of the building. The said that engineers have advised orienting the building along the axis of the river, as pictured in the site plan, in order to mitigate floodwater impact. Westervelt said that they may not be able to resolve all of the residents' complaints, but that they are extending an olive branch with feasible compromises. Westervelt pointed out that the site plan originally included three entry points, but that now there would only be two--one of them being a main entry off the north of Moser Lane. He also pointed out that the width of the new building compared to the current library, is a smaller footprint.

Mayor German clarified that they were approving the use permit and the updated site plan, and recommended that they leave out the issue of changing the street name until consulting with the fire and emergency services.

8. **Public Hearing and discussion, consideration, and possible approval of Ordinance 2013-A388, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, a text amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) D.3, RR District to add item "e". This amendment will add language under "Uses and Structures Subject to Use Permit" for valid Use Permits including those listed under this section to allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or proposing additional uses at the sole discretion of and as may be modified by the Town Council.**

On a motion by German, seconded by Baker, Council unanimously voted to approve Ordinance 2013-A388, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, a text amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) D.3, RR District to add item "e". This amendment will add language under "Uses and Structures Subject to Use Permit" for valid Use Permits including those listed under this section to allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or proposing additional uses at the sole discretion of and as may be modified by the Town Council.

## **STAFF PRESENTATION**

Jenkins explained that Jackpot Ranch is an example of properties that fall under the old Residential Conditional Uses (RCU) 2-A, which has now changed to the Residential-Rural (RR) District. It is generally good practice to require rezoning when residential properties want to become commercial properties.

Jackpot Ranch had a use-permit for a horseback riding school, horse lodging, motel, arenas for events, weddings, and retreats, which were all identified under their use-permit. Last year's Verde Valley Fall Festival, however, was not in their use-permit. Violations to the use-permit can result in the permit being voided. The ranch's use-permit expires next year. Under the current Residential-Rural (RR) Zone, you can no longer request "expanded use." The new proposed language would allow those with use-permits under the old ordinance to request permit renewal and additional uses.

## COUNCIL DISCUSSION

Council discussed that such "grandfathering" gives the Town credibility while protecting the property owner, and clarified that new applicants would fall under the new code, and this is an important opportunity for the Town to support the citizens and show that Council will do so wherever appropriate and possible.

Jenkins agreed that it was important to protect large pristine properties like Jackpot Ranch that are unique to Camp Verde, and that forcing them into a zone change would not work well.

Jenkins assured the Council that all old use-permits and end dates are on record. Owens stated that Rainbow Acres was the only other property that fell in the same category as Jackpot Ranch.

Councilor Jones requested the following item:

9. **Presentation and update by Steve Goetting relative to the activities of the Chamber of Commerce to include a request for funding, followed by discussion, consideration, and possible direction to staff relative to the request for funding.**

Steve Goetting, Chairman of the Camp Verde Chamber of Commerce, gave a brief update to the Council regarding the activities of the Chamber of Commerce, and requested \$12,000 in funding. Goetting stated the Chamber has operated for one year without Town funding, and their new efforts include: a new website, an accurate membership directory, a job-listing program, online advertising, a free mixer on Wed July 10th, lobbying with the United States Forest Service to prevent sudden closures—such as of Bull Pen, and working with Kathy Hellman to provide business classes on Quickbooks and zoning changes. Goetting stated it is critical for a small town that relies on sales tax for revenue to have a strong Chamber in order to promote growth. The volunteers have done all they can and they can barely operate on \$5,000 to \$10,000 a year. He requested \$12,000 in order to be fully operational for 6 months. Goetting said the Chamber currently has \$2,000 in bank and cannot afford to hire anyone full-time or long-term. Goetting said that with the right employee, the Chamber could get back to 200 members, host an annual gala, and increase advertising as an income source. The Chamber would like to refocus efforts away from a tourism-only strategy to providing membership services, such as: education, networking, advocacy, and business promotion. Goetting shared the credentials of their Board of Directors, which include professionals from the arts, agriculture, service and restaurant industries. He hopes for mutual support and shared services among the nonprofits to strengthen the Chamber.

Goetting answered Council's questions regarding membership, stating they are down to 100 members from 200. Council recommended that the Chamber continue to recruit volunteers, fix the issue with their phone number, and asked what the Town has to show for the hundreds of thousands of dollars the Chamber received from the Town over the last several years. Goetting replied that the phone number issue is being addressed, and that 90% of the Town's financial support went toward operating the Visitor Center.

In response to questions regarding notification of members, Goetting explained they are still working on updating their membership directory and the Chamber now has an automatic calendar and notification system that tracks membership timelines, and the Chamber recently replaced the outdated computer equipment with a new laptop.

Council agreed that the Chamber needs to have some type of business plan to present to Council and reminded Goetting that the Arizona 'gift clause' restricts the Town. Council agreed that this item should be brought back to Council in the future for more discussion.

**10. Call to the Public for items not on the agenda.**

There was no public input.

**11. 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.

Martin expressed appreciation to the Council for their confidence in him regarding the Highway 260 project. He stated there would not be a council meeting on July 3, but that the next meeting would be July 17. Martin stated he would direct the finance director to write a check for \$6,000 to Sedona Recycles and \$5,000 to the Verde Valley Senior Center in response to their requests, as they both provide a direct service to the Town. Martin stated that he would follow Council's direction concerning the Chamber of Commerce.

**12. Adjournment**

On a motion by German, seconded by Baker, the meeting was adjourned at 8:42. p.m.

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Charles German, Mayor

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Saepyol Warren, 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 Council Hears Planning & Zoning Matters - Regular Session of the Town Council of Camp Verde, Arizona, held on June 26, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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Deborah Barber, Town Clerk

4.2



Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date:** July 17, 2013

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

**Requesting Department:** Finance

**Staff Resource/Contact Person:** Mike Showers

**Agenda Title (be exact):** Possible approval of Recommendations for FY13 year-end budget adjustments.

**List Attached Documents:** None.

**Estimated Presentation Time:** N/A

**Estimated Discussion Time:** N/A

**Reviews Completed by:**

- Department Head:       Town Attorney Comments:

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

**Fiscal Impact:** N/A.

**Comments:** The Finance Department is requesting to move \$18,303.01 of the FY13 budgeted Wages & ERE from the HR Dept in General Admin (140) to the Maintenance Dept in Public Works (420). The movement of expense budgets between major departments is required to be approved by Council as per the FOG. These adjustments were expected during the planning stages of the hiring of the Admin Assistant position in the Public Works department. Rather than code the wages into the HR department, we are asking to move the budget line to allow us to keep them in the Public Works Department where the expenses belong.

**Background Information:** None

**Recommended Action (Motion):** Approval of the movement of \$18,303.01 in budgeted Wages & ERE from the HR Dept to the Maintenance Dept for FY13.

**Instructions to the Clerk:** N/A



## **DROWNING IMPACT AWARENESS MONTH AUGUST 2013**

WHEREAS, Drowning Impact Awareness month will raise awareness that the number and impact of child drownings in Arizona affects everyone; and

WHEREAS, the drowning incidents in Arizona take the lives of the equivalent of a classroom of children each year; and

WHEREAS, a child drowning can happen to any family regardless of education, race or socio-economic background; and

WHEREAS, families can take simple steps to protect their children around water to avoid the tragedy of the unnecessary loss of life; and

WHEREAS, water safety remains a priority for Arizona families, communities, and government, and Water Watchers at Phoenix Children's Hospital; and

WHEREAS, keeping children healthy and safe is the goal of Water Watchers at Phoenix Children's Hospital, Fire Departments and other prevention institutions in Arizona, raising awareness will increase understanding and education of effective ways to prevent drownings.

NOW, THEREFORE, the Mayor and Common Council of the Town of Camp Verde do hereby proclaim August 1 through 31, 2013 as **DROWING IMPACT AWARENESS MONTH** in the Town of Camp Verde.

Issued this 17<sup>th</sup> day of July 2013.

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Charles German, Mayor

Attest:

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Deborah Barber, MMC Town Clerk



Town of Camp Verde

**Meeting Date: July 17, 2013**

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

**Requesting Department:** Administration

**Staff Resource/Contact Person:** Russ Martin

**Agenda Title (be exact):** Discussion, consideration and possible approval of the debt levy certifying to the County the amount necessary to be collected for this purpose, acting as the Trustee to the Camp Verde Sanitary District.

**List Attached Documents:**

1. Debt Service Schedule

**Estimated Presentation Time:** 10 minutes

**Estimated Discussion Time:** 15 minutes

**Reviews Completed by:**

- Department Head:** Michael Showers/Russ Martin (included in background)  
 **Town Attorney Comments:** These fees were noticed under Title 48 and will continue to be until the debt is gone. The Town Council is acting as a Trustee for this debt and must certify to the County the amount necessary to collect to pay annual debt service.  
 **Finance Department:** N/A

**Background Information:** The rates reflect what is necessary to be collected to offset the cost of paying the annual debt service. The Town Council are acting as Trustee and the calculations are based on the valuation of the District which will fluctuate annually. This debt will continue to be paid by the District and is not a debt shared by the Town.

**Recommended Action (Motion):** Move to approve the debt levy for the Sanitary District certifying the amount necessary to collect by the County to pay annual payments.

**NOTICE OF PROPOSED DEBT SERVICE LEVY AND FEE SCHEDULE  
THE TOWN OF CAMP VERDE COUNCIL AND MAYOR WILL HOLD A PUBLIC HEARING  
JULY 17, 2013 AT 6:30PM IN THE COUNCIL CHAMBERS AT 473 S MAIN ST. STE 106  
CAMP VERDE, AZ 86322, INTERESTED PARTIES ARE INVITED TO ATEND AND PRESENT THEIR COMMENTS**

**FY 2013/2014 DEBT SERVICE BUDGET OF THE CAMP VERDE SANITARY DISTRICT  
INCLUDING AMOUNT TO BE CERTIFIED.**

**Amount to be Certified:**

**Debt Reduction Levy of \$3.60 per \$100 of Net Assessed Value of \$22,858,821.**

**Debt Service Levy**

WIFA - Land	47,000.00
WIFA - WWTP	373,000.00
WIFA - Refi	<u>403,000.00</u>
Total Debt Service Levy	<u>\$823,000.00</u>

**Debt Service**

WIFA - Land	47,000.00
WIFA - WWTP	373,000.00
WIFA - Refi	<u>403,000.00</u>
Total Debt Service	<u>823,000.00</u>

WIFA - Land  
1<sup>st</sup> Loan

**Section 3: Loan Repayment Schedule**  
**Camp Verde Sanitary District**

Year Period		Semi-Annual Payment Dates	Combined Interest and Fee Rate	Semi-Annual Combined Interest and Fee Payment	Annual Principal Repayment	Total Annual Payment
1	1	07/01/05	3.136%	9,408.00	0.00	9,408.00
2	2	01/01/06	3.136%	9,408.00		
2	3	07/01/06	3.136%	9,408.00	23,578.25 ✓	42,394.25
3	4	01/01/07	3.136%	9,038.29 ✓		
3	5	07/01/07	3.136%	9,038.29	24,317.66 ✓	42,394.25 ✓
4	6	01/01/08	3.136%	8,656.99		
4	7	07/01/08	3.136%	8,656.99	25,090.27 ✓	42,394.25 ✓
5	8	01/01/09	3.136%	8,263.73		
5	9	07/01/09	3.136%	8,263.73	25,866.78 ✓	42,394.25
6	10	01/01/10	3.136%	7,858.14 ✓		
6	11	07/01/10	3.136%	7,858.14 ✓	26,677.96 ✓	42,394.25 ✓
7	12	01/01/11	3.136%	7,439.83 ✓		
7	13	07/01/11	3.136%	7,439.83 ✓	27,514.59 ✓	42,394.25 ✓
8	14	01/01/12	3.136%	7,008.40 ✓		
8	15	07/01/12	3.136%	7,008.40 ✓	28,377.44 ✓	42,394.25 ✓
9	16	01/01/13	3.136%	6,563.44 ✓		
9	17	07/01/13	3.136%	6,563.44	29,267.36	42,394.25
10	18	01/01/14	3.136%	6,104.53		
10	19	07/01/14	3.136%	6,104.53	30,185.18	42,394.25
11	20	01/01/15	3.136%	5,631.23		
11	21	07/01/15	3.136%	5,631.23	31,131.79	42,394.25
12	22	01/01/16	3.136%	5,143.08		
12	23	07/01/16	3.136%	5,143.08	32,108.08	42,394.25
13	24	01/01/17	3.136%	4,639.63		
13	25	07/01/17	3.136%	4,639.63	33,114.99	42,394.25
14	26	01/01/18	3.136%	4,120.38		
14	27	07/01/18	3.136%	4,120.38	34,153.48	42,394.25
15	28	01/01/19	3.136%	3,584.86		
15	29	07/01/19	3.136%	3,584.86	35,224.53	42,394.25
16	30	01/01/20	3.136%	3,032.54		
16	31	07/01/20	3.136%	3,032.54	36,329.17	42,394.25
17	32	01/01/21	3.136%	2,462.90		
17	33	07/01/21	3.136%	2,462.90	37,468.46	42,394.25
18	34	01/01/22	3.136%	1,875.39		
18	35	07/01/22	3.136%	1,875.39	38,643.47	42,394.25
19	36	01/01/23	3.136%	1,269.46		
19	37	07/01/23	3.136%	1,269.46	39,855.33	42,394.25
20	38	01/01/24	3.136%	644.53		
20	39	07/01/24	3.136%	644.53	41,105.19	42,394.25
				214,898.74	600,000.00	814,898.74

**Section 2: Original Loan Repayment Schedule**  
**Camp Verde Sanitary District**  
**24-Jul-06**

Year	Period	Semi-Annual Payment Dates	Combined Interest and Fee Rate	Semi-Annual Combined Interest and Fee Payment	Level Principal Repayment	Total Annual Payment
1	1	07/01/07	3.293%	31,459.16		
1	2	07/01/07	3.293%	74,081.25	0.00	105,540.41
2	3	01/01/08	3.293%	74,081.25		
2	4	07/01/08	3.293%	74,081.25	236,842.11	389,004.61
3	5	01/01/09	3.293%	70,182.34		
3	6	07/01/09	3.293%	70,182.34	236,842.11	377,206.58
4	7	01/01/10	3.293%	66,283.22		
4	8	07/01/10	3.293%	66,283.22	236,842.11	369,408.59
5	9	01/01/11	3.293%	62,384.21		
5	10	07/01/11	3.293%	62,384.21	236,842.11	361,610.53
6	11	01/01/12	3.293%	58,485.20		
6	12	07/01/12	3.293%	58,485.20	236,842.11	353,812.50
7	13	01/01/13	3.293%	54,586.18		
7	14	07/01/13	3.293%	54,586.18	236,842.11	346,014.47
8	15	01/01/14	3.293%	50,687.17		
8	16	07/01/14	3.293%	50,687.17	236,842.11	338,216.45
9	17	01/01/15	3.293%	46,788.16		
9	18	07/01/15	3.293%	46,788.16	236,842.11	330,418.42
10	19	01/01/16	3.293%	42,889.14		
10	20	07/01/16	3.293%	42,889.14	236,842.11	322,620.39
11	21	01/01/17	3.293%	38,990.13		
11	22	07/01/17	3.293%	38,990.13	236,842.11	314,822.37
12	23	01/01/18	3.293%	35,091.12		
12	24	07/01/18	3.293%	35,091.12	236,842.11	307,024.34
13	25	01/01/19	3.293%	31,192.11		
13	26	07/01/19	3.293%	31,192.11	236,842.11	299,226.32
14	27	01/01/20	3.293%	27,293.09		
14	28	07/01/20	3.293%	27,293.09	236,842.11	291,428.29
15	29	01/01/21	3.293%	23,394.08		
15	30	07/01/21	3.293%	23,394.08	236,842.11	283,630.26
16	31	01/01/22	3.293%	19,495.07		
16	32	07/01/22	3.293%	19,495.07	236,842.11	275,832.24
17	33	01/01/23	3.293%	15,596.05		
17	34	07/01/23	3.293%	15,596.05	236,842.11	268,034.21
18	35	01/01/24	3.293%	11,697.04		
18	36	07/01/24	3.293%	11,697.04	236,842.11	260,236.18
19	37	01/01/25	3.293%	7,798.03		
19	38	07/01/25	3.293%	7,798.03	236,842.11	252,438.16
20	39	01/01/26	3.293%	3,899.01		
20	40	07/01/26	3.293%	3,899.01	236,842.11	244,640.13
				1,587,266.40	4,900,000.00	3,542,525.28

Section 2: Loan Repayment Schedule  
Camp Verde Sanitary District  
28-Jan-09

Year Period		Semi-Annual Payment Dates	Combined Interest and Fee Rate	Semi-Annual Combined Interest and Fee Payment	Annual Principal Repayment	Total Annual Payment
1	1	01/01/09	3.690%	0.00		
1	2	07/01/09	3.690%	86,674.00	0.00	86,674.00
2	3	01/01/10	3.690%	103,320.00		
2	4	07/01/10	3.690%	105,320.00	158,811.30	365,451.30
3	5	01/01/11	3.690%	106,389.94		
3	6	07/01/11	3.690%	109,389.94	164,671.42	365,451.30
4	7	01/01/12	3.690%	97,351.74		
4	8	07/01/12	3.690%	97,351.74	170,747.82	365,451.30
5	9	01/01/13	3.690%	94,201.45		
5	10	07/01/13	3.690%	94,201.45	177,048.40	365,451.30
6	11	01/01/14	3.690%	90,934.91		
6	12	07/01/14	3.690%	90,934.91	183,581.48	365,451.30
7	13	01/01/15	3.690%	87,547.83		
7	14	07/01/15	3.690%	87,547.83	190,355.64	365,451.30
8	15	01/01/16	3.690%	84,035.76		
8	16	07/01/16	3.690%	84,035.76	197,379.78	365,451.30
9	17	01/01/17	3.690%	80,394.11		
9	18	07/01/17	3.690%	80,394.11	204,663.08	365,451.30
10	19	01/01/18	3.690%	76,618.07		
10	20	07/01/18	3.690%	76,618.07	212,215.16	365,451.30
11	21	01/01/19	3.690%	72,702.70		
11	22	07/01/19	3.690%	72,702.70	220,045.90	365,451.30
12	23	01/01/20	3.690%	68,642.86		
12	24	07/01/20	3.690%	68,642.86	228,165.58	365,451.30
13	25	01/01/21	3.690%	64,433.20		
13	26	07/01/21	3.690%	64,433.20	236,584.90	365,451.30
14	27	01/01/22	3.690%	60,068.21		
14	28	07/01/22	3.690%	60,068.21	245,314.88	365,451.30
15	29	01/01/23	3.690%	55,542.15		
15	30	07/01/23	3.690%	55,542.15	254,367.00	365,451.30
16	31	01/01/24	3.690%	50,849.08		
16	32	07/01/24	3.690%	50,849.08	263,753.14	365,451.30
17	33	01/01/25	3.690%	45,982.83		
17	34	07/01/25	3.690%	45,982.83	273,485.64	365,451.30
18	35	01/01/26	3.690%	40,937.03		
18	36	07/01/26	3.690%	40,937.03	283,577.24	365,451.30
19	37	01/01/27	3.690%	35,705.03		
19	38	07/01/27	3.690%	35,705.03	294,041.24	365,451.30
20	39	01/01/28	3.690%	30,279.96		
20	40	07/01/28	3.690%	30,279.96	304,891.38	365,451.30
21	41	01/01/29	3.690%	24,654.71		
21	42	07/01/29	3.690%	24,654.71	316,141.88	365,451.30
22	43	01/01/30	3.690%	18,821.90		
22	44	07/01/30	3.690%	18,821.90	327,807.50	365,451.30
23	45	01/01/31	3.690%	12,773.65		

Section 2: Loan Repayment Schedule  
 Camp Verde Sanitary District  
 28-Jan-09

Year Period	Semi-Annual Payment Dates	Combined Interest and Fee Rate	Semi-Annual Combined Interest and Fee Payment	Annual Principal Repayment	Total Annual Payment
23 46	07/01/31	3.690%	12,773.85	339,903.60	365,451.30
24 47	01/01/32	3.690%	6,502.63		
24 48	07/01/32	3.690%	6,502.63	352,446.04	365,451.30
			2,892,053.90	5,600,000.00	8,492,053.90

92-07

Acct # 25100

Number: R-1

Denomination: \$3,936,473

\$3,936,473

CAMP VERDE SANITARY DISTRICT OF YAVAPAI COUNTY, ARIZONA,  
2001 CAMP VERDE SANITARY DISTRICT  
PLANT AND COLLECTION LINE PROJECT, SERIES 1 (CORRECTED)

*paid from  
Special Assessment*

# 6-53740

Interest  
Rate

Original  
Issue Date

4.125%

June 13, 2007

Registered Owner: United States of America [Rural Development]

Principal Amount: THREE MILLION NINE HUNDRED THIRTY-SIX THOUSAND FOUR  
HUNDRED SEVENTY-THREE AND NO/100 DOLLARS (\$3,936,473.00)

KNOW ALL MEN BY THESE PRESENTS: That Camp Verde Sanitary District of Yavapai County, Arizona, a duly organized improvement district, promises to pay to the registered owner identified above, or registered assigns as provided herein, the principal amount of \$3,936,473 in installments on July 1, in the years and in the amounts as follows: *Interest payment Due Jan 1st*

<u>Maturity Date (July 1)</u>	<u>Principal Amount</u>	<u>Maturity Date (July 1)</u>	<u>Principal Amount</u>
✓2009	\$ 99,116.00	2021	\$160,991.00
✓2010	103,204.00	2022	167,632.00
✓2011	107,461.00	2023	174,577.00
✓2012	111,894.00	2024	181,747.00
2013	116,516.00	2025	189,244.00
2014	121,336.00	2026	197,051.00
2015	126,325.00	2027	205,179.00
2016	131,591.00	2028	213,643.00
2017	136,956.00	2029	222,456.00
2018	142,606.00	2030	231,632.00
2019	148,488.00	2031	241,187.00
2020	154,614.00	2032	251,148.00

unless prepaid pursuant to the resolution authorizing the issuance of this bond, together with interest on the outstanding principal amount at the rate of 4.125% per annum from the date of each advance of principal as recorded in the books of the registrar, who at the date of issuance hereof is the District.

Interest is payable on January 1 and July 1 of each year commencing January 1, 2008, and will accrue from the most recent date to which interest has been paid, or, if no interest has been paid,

*Daily Interest Accrual \$ 4,418.754*

93-09

Acct# 35100

Number: R-1

Denomination: \$584,479

\$584,479

CAMP VERDE SANITARY DISTRICT OF YAVAPAI COUNTY, ARIZONA,  
2001 CAMP VERDE SANITARY DISTRICT  
PLANT AND COLLECTION LINE PROJECT, SERIES 2

*Paid from Special  
Accounts*

Interest  
Rate

Original  
Issue Date

4.125%

June 13, 2007

*# 6-33790*

Registered Owner: United States of America [Rural Development]

Principal Amount: FIVE HUNDRED EIGHTY-FOUR THOUSAND FOUR HUNDRED SEVENTY-  
NINE AND NO/100 DOLLARS (\$584,479.00)

KNOW ALL MEN BY THESE PRESENTS: That Camp Verde Sanitary District of Yavapai  
County, Arizona, a duly organized improvement district, promises to pay to the registered owner identified  
above, or registered assigns as provided herein, the principal amount of \$584,479.00 in installments on July  
1, in the years and in the amounts as follows: *Interest payment due Jan 1st*

Maturity Date (July 1)	Principal Amount	Maturity Date (July 1)	Principal Amount
✓2009	\$24,353.00	2021	\$24,353.00
✓2010	24,353.00	2022	24,353.00
✓2011	24,353.00	2023	24,353.00
✓2012	24,353.00	2024	24,353.00
2013	24,353.00	2025	24,353.00
2014	24,353.00	2026	24,353.00
2015	24,353.00	2027	24,353.00
2016	24,353.00	2028	24,353.00
2017	24,353.00	2029	24,353.00
2018	24,353.00	2030	24,353.00
2019	24,353.00	2031	24,353.00
2020	24,353.00	2032	24,353.00

unless prepaid pursuant to the resolution authorizing the issuance of this bond, together with interest on the  
outstanding principal amount at the rate of 4.125% per annum from the date of each advance of principal as  
recorded in the books of the registrar, who at the date of issuance hereof is the Secretary/Treasurer of the  
District.

Interest is payable on January 1 and July 1 of each year commencing January 1, 2009, and  
will accrue from the most recent date to which interest has been paid, or, if no interest has been paid, from  
the original issue date set forth above. Interest will be computed on the basis of a year comprised of 365/6  
days for the actual number of days elapsed.

*Daily Interest Accrual \$ 66.0541*

**CVSD Loans**

<b>Loan #</b>	<b>Date of Loan</b>	<b>Interest Rate</b>	<b>Loan Term</b>	<b>Final Payment</b>	<b>Original Amount</b>	<b>Balance July 1, 2013</b>	<b>2013/2014 Principal Payment</b>	<b>2013/2014 Interest</b>	<b>Purpose of Loan</b>
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**Water Infrastructure Finance Authority of Arizona (WIF)** These loans are paid with the Debt Levy

910071-05	Apr-04	3.136%	20 Years	07/01/2024	\$600,000.00	\$367,016.00	\$30,185.00	\$12,209.00	Purchase land at Treatment Plant
910088-06	Jul-06	3.293%	20 Years	07/01/2026	\$4,500,000.00	\$3,078,948.00	\$236,842.00	\$93,576.00	Refinance of the loan that paid for the new Treatment Plant
910105-09	Jan-09	3.690%	24 Years	07/01/2032	\$5,600,000.00	\$3,947,905.00	\$190,356.00	\$175,096.00	Refinance of the loan that paid for the new Treatment Plant

**Rural Development** These loans are paid with a Special Assessment on the properties in the new collection system area.

92-07	Jun-07	4.125%	24 Years	07/01/2032	\$3,936,473.00	\$3,285,744.00	\$126,320.00	\$144,800.00	Collection System
92-09	Jun-07	4.125%	24 Years	07/01/2032	\$584,479.00	\$462,714.00	\$24,353.00	\$21,200.00	Collection System



Town of Camp Verde

Meeting Date: July 17, 2013

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

Requesting Department: Administration

Staff Resource/Contact Person: Russ Martin

Agenda Title (be exact): Discussion, consideration and possible approval of sewer fees specifically increasing monthly user rates to offset the removal of operational levy.

List Attached Documents:

- 1. Fee Schedule

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 15 minutes

Reviews Completed by:

Department Head: Michael Showers/Russ Martin

Town Attorney Comments: These fees were notice under Title 48 this year as until an IGA is completed these fees are being adopted under this statue.

Finance Department: N/A

Background Information: The rates reflect what is necessary to be collected to offset the cost of providing sewer services. This rate increase reflects what is necessary as a result of elimination of the levy for operations that was in place prior to this year. No longer will the Town or District continue to collect a levy for operations by adoption of these fee increases.

Recommended Action (Motion): Move to approve the sewer fee schedule.

**PROPOSED 2013-2014  
SANITARY FEE SCHEDULE**

	<b>2012-13</b>	<b>Proposed 2013-14</b>	<b>Approved by Council</b>
<b>Residential Connection Fees</b>			
Single Family Residence	\$1,750	\$1,750	
Multiple Family Resident (Per	\$1,750 per residential	\$1,750 per residential	
New Residential Subdivisions (Per Lot)	\$1,750 per lot	\$1,750 per lot	
<b>Commercial Connection Fees</b>			
Hotels, motels, resorts, lodges,	\$350 Per Room	\$350 Per Room	
Rooms equipped with kitchen facilities shall be treated as single-family residential units.	\$1,750 per room	\$1,750 per room	
Retail	\$.25 per sq. foot \$1,750 min.	\$.25 per sq. foot \$1,750 min.	
Office	\$.50 per sq foot	\$.50 per sq foot \$1,750	
Restaurant, Bar	\$3.00 per seat	\$3.00 per seat	
Warehouse, Manufacturing	\$.25 per sq. foot \$1,750 min.	\$.25 per sq. foot \$1,750 min.	
<b>Development Fee:</b>			
Residential	\$1,000 per acre	\$ -	
Commercial	\$1,250 per acre	\$ -	
<b>Inspection Fees</b>			
Single Family Residence	\$80.00	\$80.00	
All Other	\$100.00 per hour; 2 hhour minimum	\$100.00 per hour; 2 hhour minimum	
<b>Monthly User Fees</b>			
Single Family Resident, Apartments	1.75 per UPD Discharge fixture Unit, \$45 Maximum	\$2.25 per UPC discharge fixture unit, \$50 Maximum	
Commercial	\$2.50 per UPC discharge fixture unit	\$3.50 per UPC discharge fixture unit	
Other Users	\$2.50 per UPC discharge fixture unit	\$3.50 per UPC discharge fixture unit	
Late Fee: \$5.00 or 1 1/2% of balance, whichever is greater	\$5.00 or 1 1/2% of balance, whichever is greater	\$5.00 or 1 1/2% of balance, whichever is greater	
Account Transfer	Fee: \$35.00	Fee: \$35.00	

**PROPOSED 2013-2014  
SANITARY FEE SCHEDULE**

<b>Return Check Fee</b>			
	\$25.00	\$25.00	
<b>Reconnection Fee</b>	\$100.00	\$100.00	
<b>Annexation Fees: Actual Cost incurred by District</b>	Actual Cost incurred by District	Actual Cost incurred by District	
<b>Plan Review: Actual Cost</b>	Actual Cost incurred	Actual Cost incurred by	
<b>Septage Fees (Effective)</b>	\$.12 per gallong	\$.12 per gallon	
Septic Tank and Vault contents for users within the current District		\$.01 per gallon*	

**\*This vault fee will only apply until the user is connected to the CVSD Sewer**

**Camp Verde Sanitary District**  
**Fee Schedule**  
 July 1, 2010  
 Amended 8/1/2013

**Residential Connection Fees**

Single family residence	\$1750.00
Multiple family residence	\$1750.00 per residential unit
New Residential Subdivisions	\$1750.00 per lot

**Commercial Connection Fees**

Hotels, motels, resorts, lodges, hospitals nursing homes and supervisory care facilities (Rooms equipped with kitchen facilities shall be treated as single-family residential units.)	\$350.00 per room \$ 1750.00 per room
Retail	\$.25 per square foot, \$1750 minimum
Office	\$.50 per square foot, \$1750 minimum
Restaurant, Bar	\$ 30.00 per seat
Warehouse, Manufacturing	\$.25 per square foot, \$1750 minimum

**DEVELOPMENT FEE:**

<del>Residential</del>	<del>\$1000.00 per acre</del>
<del>Commercial</del>	<del>\$1250.00 per acre</del>

**INSPECTION FEES:**

Single family residence	\$80.00
All other	\$100.00 per hour; 2 hour minimum

**MONTHLY USER FEES**

Single family residence, Apartments	\$ 2.25 per UPC discharge fixture unit, \$50 maximum
Commercial	\$ 3.50 per UPC discharge fixture unit
Other users	\$ 3.50 per UPC discharge fixture unit

**LATE FEE:** \$5.00 or 1 ½% of balance whichever is greater

**ACCOUNT TRANSFER FEE:** \$35.00

**RETURN CHECK FEE:** \$25.00

**RECONNECTION FEE:** \$100.00

**ANNEXATION FEES:** Actual cost incurred by District

**PLAN REVIEW** Actual cost incurred by District

**SEPTAGE FEES** \$ .12 per gallon

(Effective February 12, 2012)

Septic Tank and Vault contents for users  
 within the current District \$ .01 per gallon\*  
 (This vault fee will only apply until the user is connected to the CVSD sewer system.)



**Agenda Item Submission Form – Section I**

**Meeting Date: July 17<sup>th</sup> 2013**

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

**Requesting Department:** Clerk's Office

**Staff Resource/Contact Person:** Town Clerk Deborah Barber

**Agenda Title (be exact):** Public Hearing, followed by discussion, consideration, and possible recommendation of approval of Series 7 liquor license application (beer and wine bar) for White Hills Winery LLC located at 325 S Main St. Camp Verde, AZ.

**List Attached Documents:** Liquor License Applications

**Estimated Presentation Time:** 5 Minutes

**Estimated Discussion Time:** 5 Minutes

**Reviews Completed by:**

- Department Head:                       Town Attorney Comments: N/A

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

**Fiscal Impact:** None

**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Background Information:** Barbara Goetting has submitted a Series 7 liquor license application (beer and wine bar) that the Town received and posted on June 20<sup>th</sup> 2013 for 20 days as required by law. Staff has not received any comments regarding the Liquor License Application.

**Recommended Action (Motion):** Move to recommend approval of the series 7 liquor license application (beer and wine bar) for White Hills Winery LLC located at 325 S Main St. Camp Verde, AZ.

**Instructions to the Clerk:** Section II not required

**Arizona Department of Liquor Licenses and Control**  
 800 West Washington, 5th Floor  
 Phoenix, Arizona 85007  
 www.azliquor.gov  
 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:

- MORE THAN ONE LICENSE
- 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 #(s): series 7

1. Type of License(s): beer and wine bar

2. Total fees attached: \$

Department Use Only

*07130001*

**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. Goetting Barbara *P106415* Ackerman  
(Insert one name ONLY to appear on license) Last First Middle
- 2. Corp./Partnership/L.L.C.: White Hills Winery, LLC *B 1045577*  
(Exactly as it appears on Articles of Inc. or Articles of Org.)
- 3. Business Name: *The Home White Hills Winery*  
(Exactly as it appears on the exterior of premises)
- 4. Principal Street Location: *325* 348 S Main St *B 100375A* Camp Verde Yavapai 86322  
(Do not use PO Box Number) City County Zip
- 5. Business Phone: *pending* 928-567-7229 Daytime Phone: 703-969-3378 Email: barbara@virzona.com
- 6. Is the business located within the incorporated limits of the above city or town?  YES  NO
- 7. Mailing Address: PO Box 3483, Camp Verde, AZ 86322
- 8. Price paid for license only bar, beer and wine, or liquor store: Type *07* State *07* Zip *14,000* Type \$

**DEPARTMENT USE ONLY**

Fees: 100- Application 0 Interim Permit 0 Site Inspection 0 Finger Prints \$ 100.00  
**TOTAL OF ALL FEES**

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

Accepted by: *M.C* Date: *10/13/2013* Lic. # *07130001*

**SECTION 5 Interim Permit:**

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,  
(Print full name)  
 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

My commission expires on: \_\_\_\_\_

\_\_\_\_\_ day of \_\_\_\_\_  
Day                      Month                      Year

\_\_\_\_\_  
(Signature of NOTARY PUBLIC)

**SECTION 6 Individual or Partnership Owners:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 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"/>						

) Y R A S S E C E N F I T

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 \$22 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.: White Hills Winery, LLC  
(Exactly as it appears on Articles of Incorporation or Articles of Organization)
2. Date Incorporated/Organized: 7/1/10 State where Incorporated/Organized: AZ
3. AZ Corporation Commission File No.: \_\_\_\_\_ Date authorized to do business in AZ: \_\_\_\_\_
4. AZ L.L.C. File No: L-1612677-7 Date authorized to do business in AZ: 7/7/10
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
Goetting, Barbara	Ackerman		managing	2530 S Anapaya, Camp Verde, AZ		AZ	86322
			member				

(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
Goetting, Barbara	Ackerman		100	2530 S Anapaya, Camp Verde, AZ		AZ	86322

(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:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 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:**

- 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:**

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. If more than one license to be transferred: License Type: \_\_\_\_\_ License Number: \_\_\_\_\_
- 7. Current Mailing Address: Street \_\_\_\_\_  
(Other than business) City, State, Zip \_\_\_\_\_
- 8. Have all creditors, lien holders, interest holders, etc. been notified of this transfer?  YES  NO
- 9. 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.

13 JUN 13 11:47 LIC #M1027

10. 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.

\_\_\_\_\_  
(Signature of CURRENT LICENSEE) State of \_\_\_\_\_ County of \_\_\_\_\_  
The foregoing instrument was acknowledged before me this

My commission expires on: \_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Year  
\_\_\_\_\_  
(Signature of NOTARY PUBLIC)

**SECTION 12 Location to Location Transfer: (Bars and Liquor Stores ONLY)**

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

- 1. Current Business: Name Horn  
(Exactly as it appears on license) Address # 348 S Main St #17 Camp Verde AZ 86322
- 2. New Business: Name White Hills Winery  
(Physical Street Location) Address 325 S Main St Camp Verde AZ 86322
- 3. License Type: 07 License Number: 07130001
- 4. If more than one license to be transferred: License Type: \_\_\_\_\_ License Number: \_\_\_\_\_
- 5. What date do you plan to move? as soon as license is issued What date do you plan to open? as soon as possible

**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))

13 JUN 13 11:41 Lic. #11027

- 1. Distance to nearest school: 780 ft. Name of school Tech. Learning Center, CVUSD  
Address 462 S. Main St, Camp Verde, AZ 86322  
City, State, Zip \_\_\_\_\_
- 2. Distance to nearest church: 342 ft. Name of church Lighthouse Baptist Church  
Address 348 S. Main St, 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 Verde Portal  
Address 325 S Main St, Camp Verde, AZ 86322  
City, State, Zip \_\_\_\_\_
- 4a. Monthly rental/lease rate \$ 400 What is the remaining length of the lease 2 yrs.    mos.
- 4b. What is the penalty if the lease is not fulfilled? \$ none or other \_\_\_\_\_  
(give details - attach additional sheet if necessary)
- 5. What is the total **business** indebtedness for this license/location excluding the lease? \$ 0  
Please list lenders you owe money to.

Last	First	Middle	Amount Owed	Mailing Address	City State	Zip

(ATTACH ADDITIONAL SHEET IF NECESSARY)

- 6. What type of business will this license be used for (be specific)? beer and wine bar

**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:**

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 Record 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](http://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:

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Entrances/Exits | <input checked="" type="checkbox"/> Liquor storage areas | Patio: <input checked="" type="checkbox"/> Contiguous |
| <input type="checkbox"/> Service windows            | <input type="checkbox"/> Drive-in windows                | <input type="checkbox"/> Non Contiguous               |

2. Is your licensed premises currently closed due to construction, renovation, or redesign?  YES  NO  
If yes, what is your estimated opening date? 8/1/13  
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.

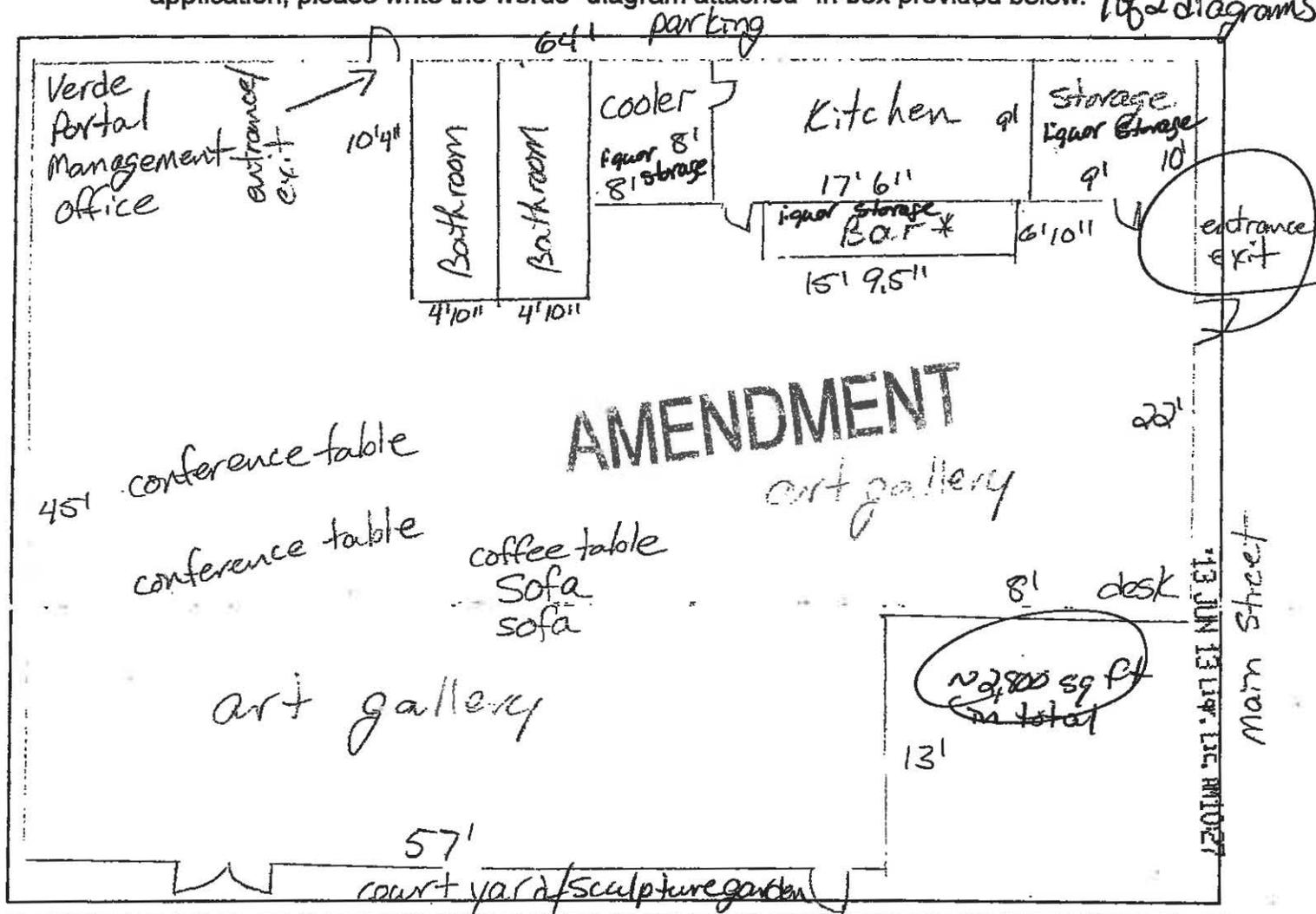
As stated in A.R.S. § 4-207.01(B), I understand it is my responsibility to notify the Department of Liquor Licenses and Control when there are changes to boundaries, entrances, exits, added or deleted doors, windows or service windows, or increase or decrease to the square footage after submitting this initial drawing.

bag  
applicants initials

4. In this diagram please show only the area where spirituous liquor is to be sold, served, consumer 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 application, please write the words "diagram attached" in box provided below.

1 of 2 diagrams



**SECTION 16 Signature Block**

\*Bar will have 4 bar stools

I, Barbara Ackerman Gething, 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 *Barbara Ackerman Gething*  
(signature of applicant listed in Section 4, Question 1)

State of Ariz County of Maricopa

The foregoing instrument was acknowledged before me this 13 of June, 2013  
Day Month Year

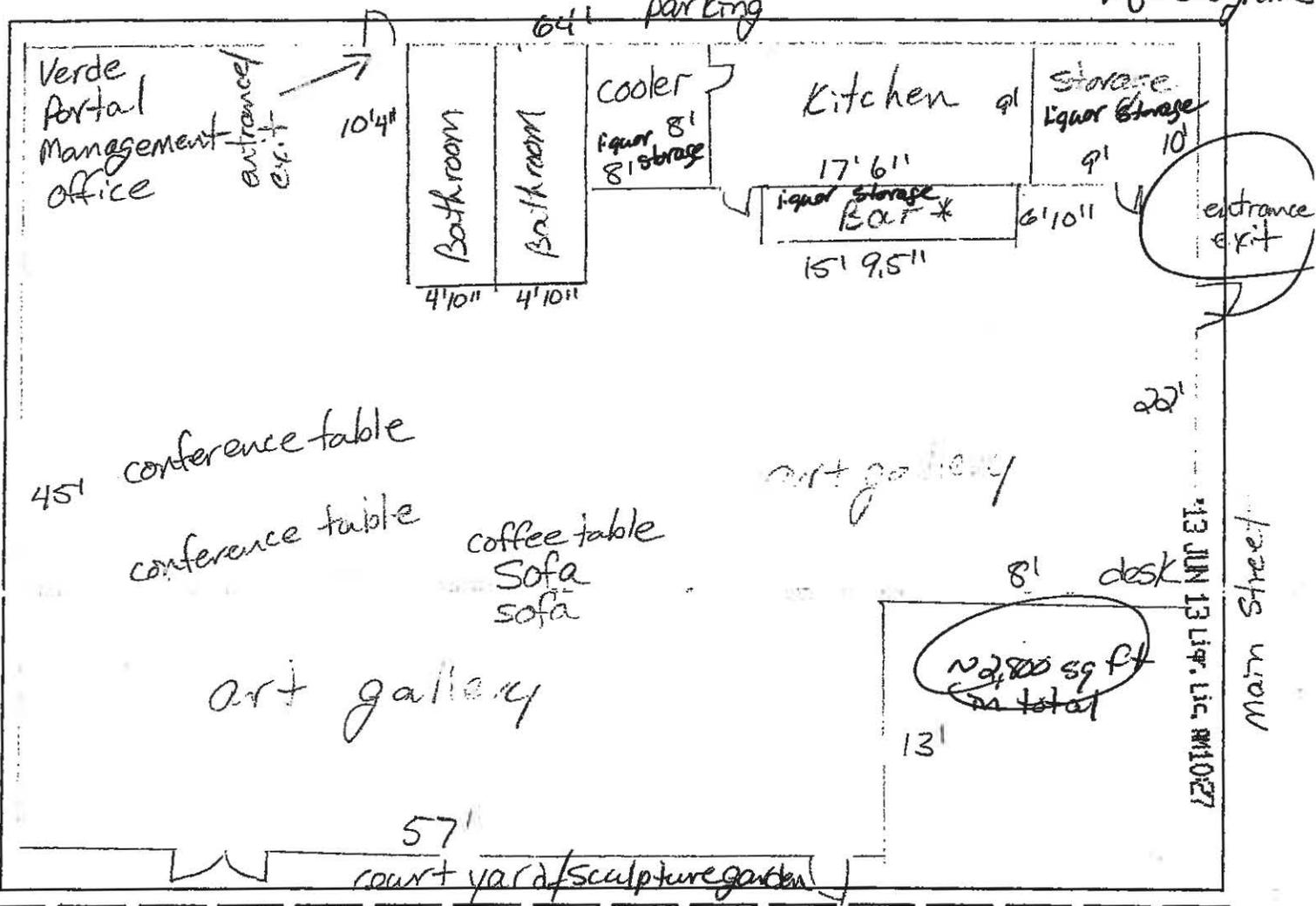
*[Signature]*  
signature of NOTARY PUBLIC



My commission expires on: \_\_\_\_\_  
Day Month Year

4. In this diagram please show only the area where spirituous liquor is to be sold, served, consumer 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 application, please write the words "diagram attached" in box provided below. 1 of 2 diagrams



**SECTION 16 Signature Block** \*Bar will have 4 bar stools

I, Barbara Ackerman Gething, 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 BA Gething  
(signature of applicant listed in Section 4, Question 1)

State of Az County of Maricopa



The foregoing instrument was acknowledged before me this 13 of June, 2013  
Day Month Year  
Michele Colegrove  
signature of NOTARY PUBLIC

My commission expires on: \_\_\_\_\_  
Day Month Year

B W V B A R

# License 07130001

Issue Date: 4/25/2011

Expiration Date: 8/31/2013

Issued To:

BARBARA ACKERMAN GOETTING, Agent  
WHITE HILLS WINERY LLC, Owner

## Beer & Wine Bar

Mailing Address:

BARBARA ACKERMAN GOETTING  
WHITE HILLS WINERY LLC  
HORN  
P O BOX 3483  
CAMP VERDE, AZ 86322

Location:

HORN  
348 S MAIN ST #17  
CAMP VERDE, AZ 86322

EXP 8/31/2013

13 JUN 13 10:47 AM 1027



**Agenda Item Submission Form - Section I**

**Meeting Date: July 17<sup>th</sup> 2013**

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

**Requesting Department:** Clerk's Office

**Staff Resource/Contact Person:** Town Clerk Deborah Barber

**Agenda Title (be exact):** Public Hearing, followed by discussion, consideration, and possible recommendation of approval of Series 10 liquor license application (beer and wine store) for White Hills Winery LLC located at 325 S Main St. Camp Verde, AZ.

**List Attached Documents:** Liquor License Applications

**Estimated Presentation Time:** 5 Minutes

**Estimated Discussion Time:** 5 Minutes

**Reviews Completed by:**

- Department Head:                       Town Attorney Comments: N/A

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

**Finance Director Comments/Fund:**

**Fiscal Impact:** None

**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Background Information:** Barbara Goetting has submitted a Series 10 liquor license application (beer and wine store) that the Town received and posted on June 20<sup>th</sup> 2013 for 20 days as required by law. Staff has not received any comments regarding the Liquor License Application.

**Recommended Action (Motion):** Move to recommend approval of the series 10 liquor license application (beer and wine store) for White Hills Winery LLC located at 325 S Main St. Camp Verde, AZ.

**Instructions to the Clerk:** Section II not required

13 JUN 13 Lic. Lic. #1092

**Arizona Department of Liquor Licenses and Control**

800 West Washington, 5th Floor  
 Phoenix, Arizona 85007  
 www.azliquor.gov  
 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:

- MORE THAN ONE LICENSE
- 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/MILL 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 #(s): series 10

1. Type of License(s): beer and wine store

2. Total fees attached:

10133252

Department Use Only  
 \$ 100

**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. Goetting Barbara Ackerman <sup>p1064415</sup>  
 Ms. Goetting Ackerman  
(Insert one name ONLY to appear on license) Last First Middle
2. Corp./Partnership/L.L.C.: White Hills Winery, LLC 8104577  
(Exactly as it appears on Articles of Inc. or Articles of Org.)
3. Business Name: White Hills Winery 81003762  
(Exactly as it appears on the exterior of premises)
4. Principal Street Location: 325 S Main St Camp Verde Yavapai 86322  
(Do not use PO Box Number) City County Zip
5. Business Phone: pending Daytime Phone: 703-969-3378 Email: barbara@virzona.com
6. Is the business located within the incorporated limits of the above city or town?  YES  NO
7. Mailing Address: PO Box 3483, 325 S Main St, Camp Verde, AZ 86322  
City State Zip
8. Price paid for license only bar, beer and wine, or liquor store: Type \_\_\_\_\_ \$ \_\_\_\_\_ Type \_\_\_\_\_ \$ \_\_\_\_\_

**DEPARTMENT USE ONLY**

Fees: 100 Application Interim Permit Site Inspection Finger Prints \$ 100  
**TOTAL OF ALL FEES**

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

Accepted by: SG Date: 6/13/13 Lic. # 10133252

**SECTION 5 Interim Permit:**

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,  
(Print full name)  
 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

My commission expires on: \_\_\_\_\_

\_\_\_\_\_ day of \_\_\_\_\_  
 Day Month Year

\_\_\_\_\_  
(Signature of NOTARY PUBLIC)

**SECTION 6 Individual or Partnership Owners:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 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"/>						
<input type="checkbox"/> <input type="checkbox"/>						
<input type="checkbox"/> <input type="checkbox"/>						

) Y R A S S E C E N F I T

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 \$22 PROCESSING FEE FOR EACH CARD.

13 JUN 13 Lic. Lic. #11032

- 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.: White Hills Winery, LLC  
 (Exactly as it appears on Articles of Incorporation or Articles of Organization)
2. Date Incorporated/Organized: 7/1/10 State where Incorporated/Organized: AZ
3. AZ Corporation Commission File No.: \_\_\_\_\_ Date authorized to do business in AZ: \_\_\_\_\_
4. AZ L.L.C. File No: L-1612677-7 Date authorized to do business in AZ: 7/7/10
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
Goetting, Barbara	Ackerman		managing	2530 S Anapaya, Camp Verde, AZ	86322
			member		

(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
Goetting, Barbara	Ackerman		100	2530 S Anapaya, Camp Verde, AZ	86322

(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:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 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:**

- 1. Current Licensee's Name: \_\_\_\_\_  
(Exactly as it appears on license) Last 13 JUN 13 1974 First DAVID 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:**

**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. If more than one license to be transferred: License Type: \_\_\_\_\_ License Number: \_\_\_\_\_
- 7. Current Mailing Address: Street \_\_\_\_\_  
(Other than business) City, State, Zip \_\_\_\_\_
- 8. Have all creditors, lien holders, interest holders, etc. been notified of this transfer?  YES  NO
- 9. 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.

10. 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.

\_\_\_\_\_  
(Signature of CURRENT LICENSEE) State of \_\_\_\_\_ County of \_\_\_\_\_  
The foregoing instrument was acknowledged before me this

\_\_\_\_\_  
Day Month Year

My commission expires on: \_\_\_\_\_

\_\_\_\_\_  
(Signature of NOTARY PUBLIC)

**SECTION 12 Location to Location Transfer: (Bars and Liquor Stores ONLY)**

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

13 JUN 13 Lic. Lic. #11032

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. If more than one license to be transferred: License Type: \_\_\_\_\_ License Number: \_\_\_\_\_
5. 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: 780 ft. Name of school Tech. Learning Center, CVUSD  
Address 462 S. Main St. Camp Verde, AZ 86322  
City, State, Zip

2. Distance to nearest church: 342 ft. Name of church Lighthouse Baptist Church  
Address 348 S. Main St, 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 Verde Portal  
Address 325 S Main St, Camp Verde, AZ 86322  
City, State, Zip

4a. Monthly rental/lease rate \$ 400 What is the remaining length of the lease 2 yrs.    mos.

4b. What is the penalty if the lease is not fulfilled? \$ none or other \_\_\_\_\_  
(give details - attach additional sheet if necessary)

5. What is the total **business** indebtedness for this license/location excluding the lease? \$ 0  
Please list lenders you owe money to.

Last	First	Middle	Amount Owed	Mailing Address	City State	Zip

(ATTACH ADDITIONAL SHEET IF NECESSARY)

6. What type of business will this license be used for (be specific)? beer and wine 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:**

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](http://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:

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Entrances/Exits | <input checked="" type="checkbox"/> Liquor storage areas | Patio: <input checked="" type="checkbox"/> Contiguous |
| <input type="checkbox"/> Service windows            | <input type="checkbox"/> Drive-in windows                | <input type="checkbox"/> Non Contiguous               |

2. Is your licensed premises currently closed due to construction, renovation, or redesign?  YES  NO  
If yes, what is your estimated opening date? 8/1/13

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).

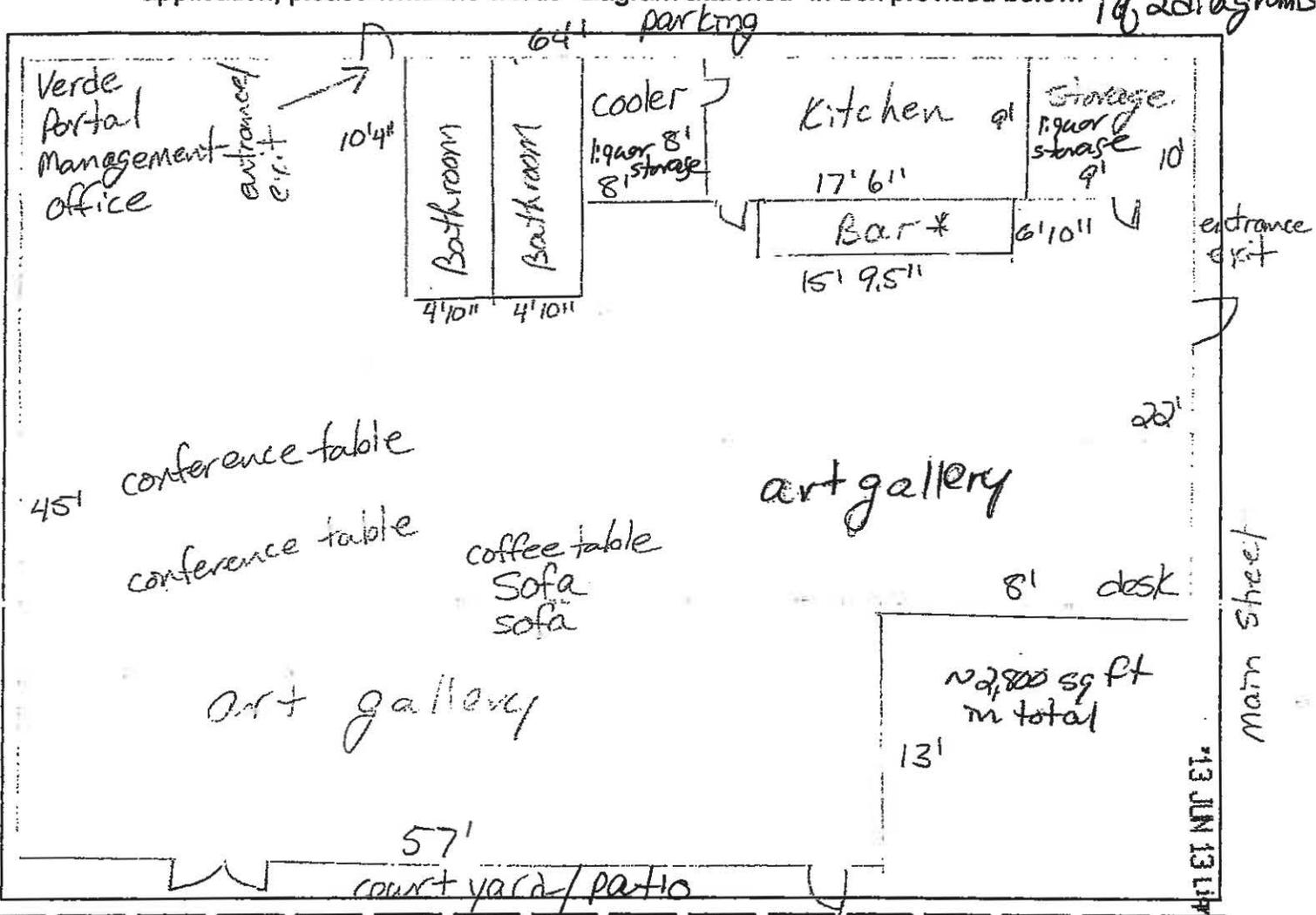
5. Provide the square footage or outside dimensions of the licensed premises. Please do not include non-licensed premises, such as parking lots, living quarters, etc.

As stated in A.R.S. § 4-207.01(B), 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.

hag  
applicants initials

4. In this diagram please show only the area where spirituous liquor is to be sold, served, consumer 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 application, please write the words "diagram attached" in box provided below.



\*Bar will have 4 bar stools

**SECTION 16 Signature Block**

I, Barbara Ackerman Gattney, 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 Az County of Maricopa

The foregoing instrument was acknowledged before me this 13 of June 2013  
Day Month Year

[Signature]  
signature of NOTARY PUBLIC

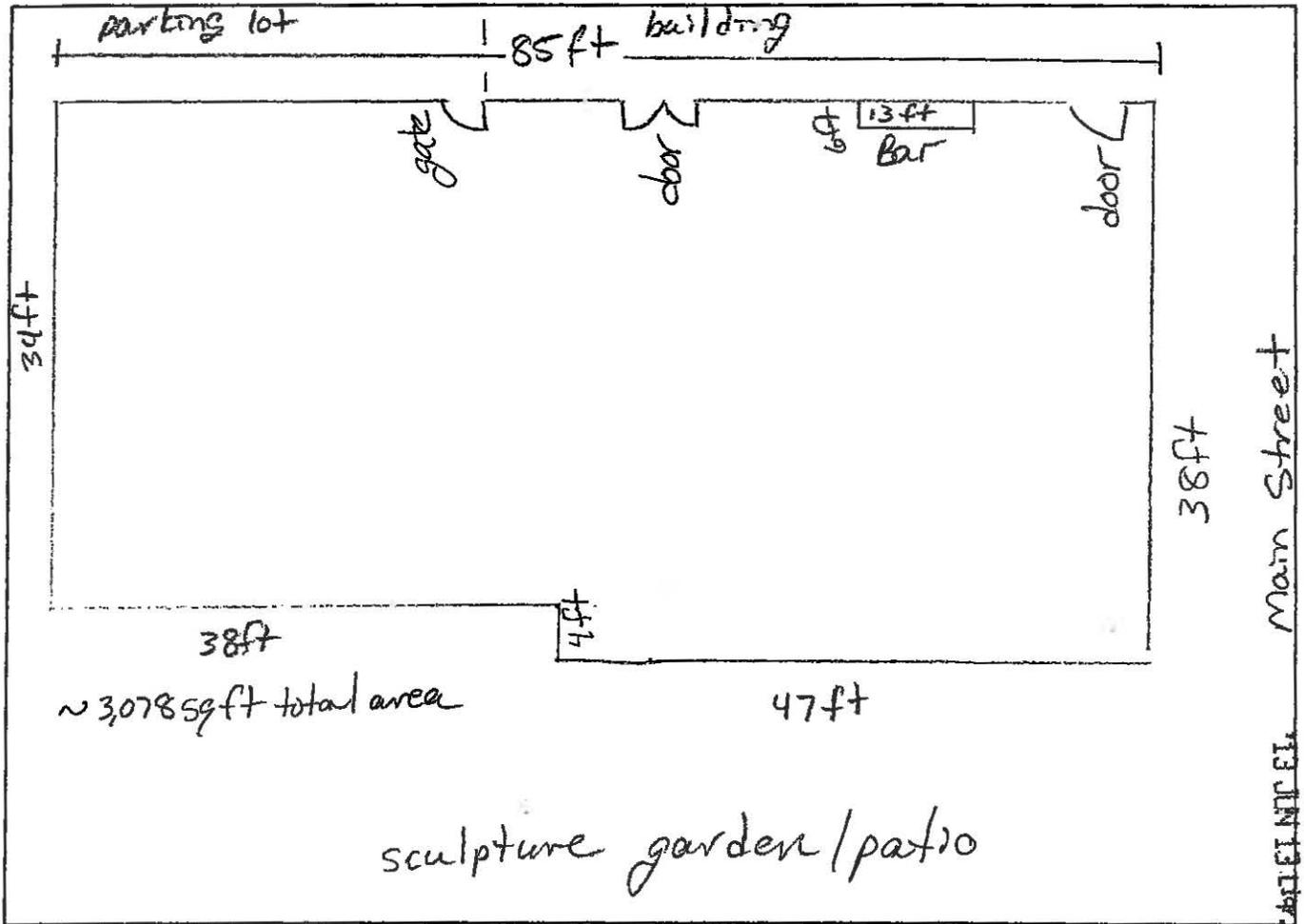


My commission expires on: \_\_\_\_\_  
Day Month Year

**SECTION 15** Diagram of Premises - outside

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 application, please write the words "diagram attached" in box provided below. *2 of 2 diagrams*



**SECTION 16** Signature Block

I, Barbara Ackerman Coetzee, 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 BA Coetzee  
(signature of applicant listed in Section 4, Question 1)

State of Ariz County of Maricopa



The foregoing instrument was acknowledged before me this 13 of June 2013  
Day Month Year

Michele Colegrove  
signature of NOTARY PUBLIC

My commission expires on : \_\_\_\_\_  
Day Month Year



**Agenda Item Submission Form – Section I**

**Meeting Date: July 17<sup>th</sup> 2013**

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

**Requesting Department:** Clerk's Office

**Staff Resource/Contact Person:** Town Clerk Deborah Barber

**Agenda Title (be exact):** Public Hearing, followed by discussion, consideration, and possible recommendation of approval of Series 12 liquor license application (Restaurant) for White Hills Winery LLC (The Horn) located at 348 S Main St. Camp Verde, AZ.

**List Attached Documents:** Liquor License Applications

**Estimated Presentation Time:** 5 Minutes

**Estimated Discussion Time:** 5 Minutes

**Reviews Completed by:**

- Department Head:                       Town Attorney Comments: N/A

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

**Fiscal Impact:** None

**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Background Information:** Barbara Goetting has submitted a Series 12 liquor license application (Restaurant) that the Town received and posted on June 20<sup>th</sup> 2013 for 20 days as required by law. Staff has not received any comments regarding the Liquor License Application.

**Recommended Action (Motion):** Move to recommend approval of the series 12 liquor license application (Restaurant) for White Hills Winery LLC (The Horn) located at 348 S Main St. Camp Verde, AZ.

**Instructions to the Clerk:** Section II not required

Arizona Department of Liquor Licenses and Control

800 West Washington, 5th Floor

Phoenix, Arizona 85007

www.azliquor.gov

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:

- MORE THAN ONE LICENSE
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 #(s): 12

1. Type of License(s): restaurant

2. Total fees attached: \$

Department Use Only

172.00

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

- Owner/Agent's Name: Mr. Goetting Barbara Ackerman
Corp./Partnership/L.L.C.: White Hills Winery LLC
Business Name: The Horn
Principal Street Location: 348 S Main St #17 Camp Verde Yavapai 86322
Business Phone: 928-567-7229 Daytime Phone: 928-567-7229 Email: barbara@virizona.com
Mailing Address: PO Box 3483 Camp Verde AZ 86322
Price paid for license only bar, beer and wine, or liquor store: Type \$ Type \$

DEPARTMENT USE ONLY

Fees: Application 100.00 Interim Permit 50.00 Site Inspection 22.00 Finger Prints \$ 172.00 TOTAL OF ALL FEES

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

Accepted by: [Signature] Date: 06-13-13 Lic. # 12137561

\*Disabled individuals requiring special accommodation, please call (602) 542-9027.

**SECTION 5 Interim Permit:**

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,  
(Print full name)  
 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)

13 JUN 13 11:49 AM Dept #M1002

**SECTION 6 Individual or Partnership Owners:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 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"/>						
<input type="checkbox"/> <input type="checkbox"/>						
<input type="checkbox"/> <input type="checkbox"/>						

) Y R A S S E C E N F I T

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 \$22 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.: White Hills Winery LLC  
(Exactly as it appears on Articles of Incorporation or Articles of Organization)

2. Date Incorporated/Organized: 7-1-10 State where Incorporated/Organized: AZ

3. AZ Corporation Commission File No.: \_\_\_\_\_ Date authorized to do business in AZ: \_\_\_\_\_

4. AZ L.L.C. File No: L-1612677-7 Date authorized to do business in AZ: 7-7-10

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
Goetting	Barbara	Ackerman	owner managing member	2530 S Anapaya Camp Verde	AZ 86322

(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
Goetting	Barbara	Ackerman	100	2530 S Anapaya Camp Verde	AZ 86322

(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:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 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 12 Location to Location Transfer: (Bars and Liquor Stores ONLY)**

**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. If more than one license to be transferred: License Type: \_\_\_\_\_ License Number: \_\_\_\_\_
- 5. 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: \_\_\_\_\_ ft. Name of school \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

2. Distance to nearest church: \_\_\_\_\_ ft. Name of church \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

3. I am the:  Lessee  Sublessee  Owner  Purchaser (of premises)

4. If the premises is leased give lessors: Name Damien Wang  
Address 75-5699 Alii Dr, Kailua-Kona, HI 96740  
City, State, Zip \_\_\_\_\_

4a. Monthly rental/lease rate \$ 1,315.00 What is the remaining length of the lease 3 yrs. 7 mos.

4b. What is the penalty if the lease is not fulfilled? \$ \_\_\_\_\_ or other none  
(give details - attach additional sheet if necessary)

5. What is the total **business** indebtedness for this license/location excluding the lease? \$ 0  
Please list lenders you owe money to.

Last	First	Middle	Amount Owed	Mailing Address	City State	Zip

(ATTACH ADDITIONAL SHEET IF NECESSARY)

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

13 JUN 18 11:41 AM '02

**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 # 07130001 (exactly as it appears on license) Name Barbara Ackerman Goetting

**SECTION 14 Restaurant or hotel/motel license applicants:**

1. Is there an existing restaurant or hotel/motel liquor license at the proposed location?  YES  NO There is a series 7 #07130001  
If yes, give the name of licensee, Agent or a company name:

Goetting Barbara Ackerman and license #: 07130001  
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.

B.A. Ackerman  
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](http://www.azliquor.gov) and click on the "Information" tab.

bag  
applicant's 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

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 spirituous liquor is to be sold, served, consumed, dispensed, possessed, or stored on the premises unless it is a restaurant (see #3 above).

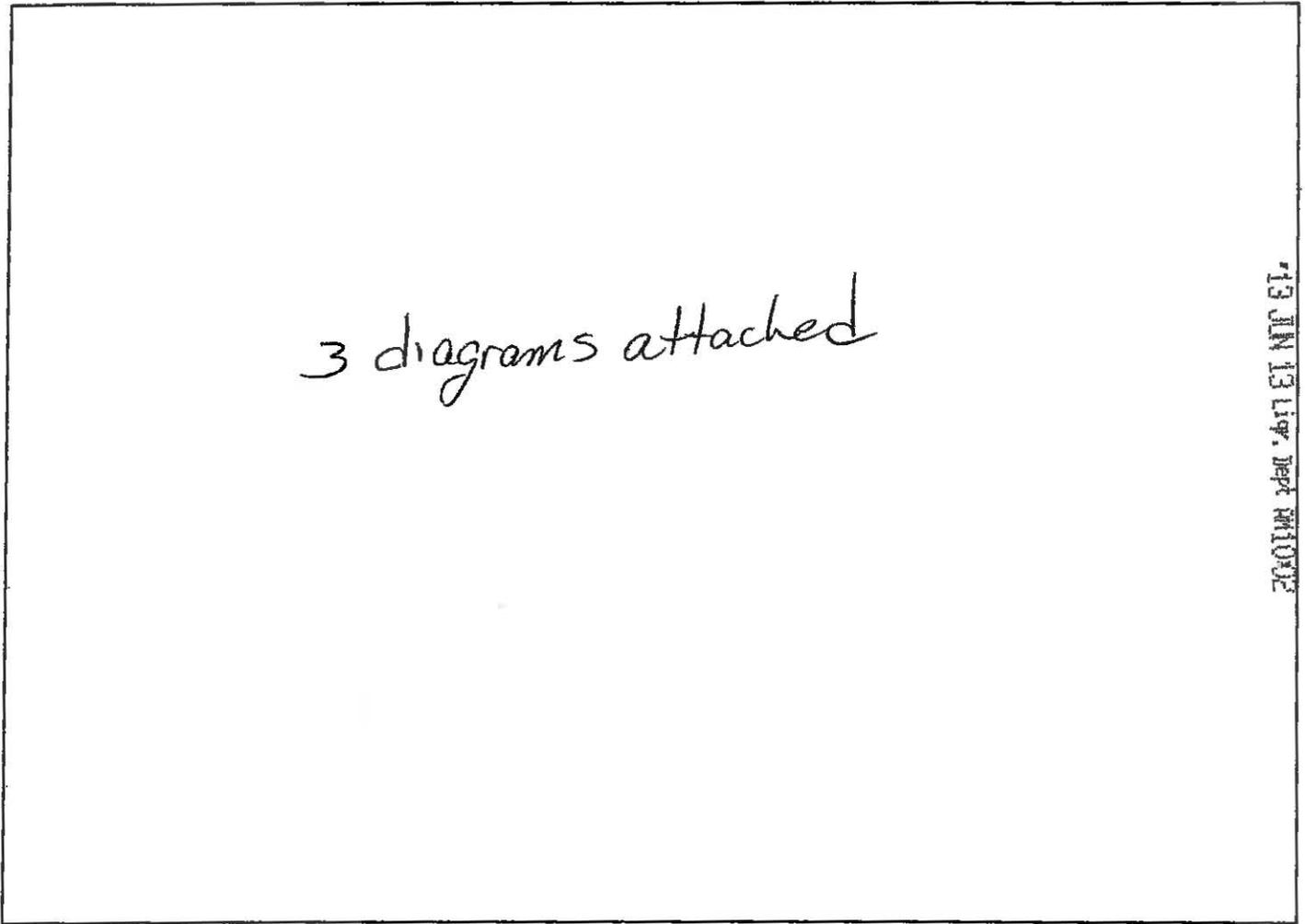
5. Provide the square footage or outside dimensions of the licensed premises. Please do not include non-licensed premises, such as parking lots, living quarters, etc.

As stated in A.R.S. § 4-207.01(B), 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.

bag  
applicant's initials

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 ↑.

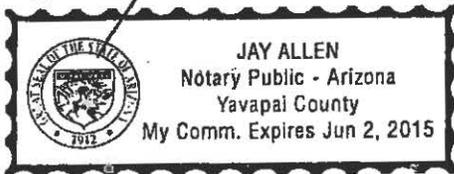
If a legible copy of a rendering or drawing of your diagram of premises is attached to this application, please write the words "diagram attached" in box provided below.



**SECTION 16 Signature Block**

I, Barbara A. Goetting<sup>Ackerman</sup>, 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 B.A. Goetting  
(signature of applicant listed in Section 4, Question 1)



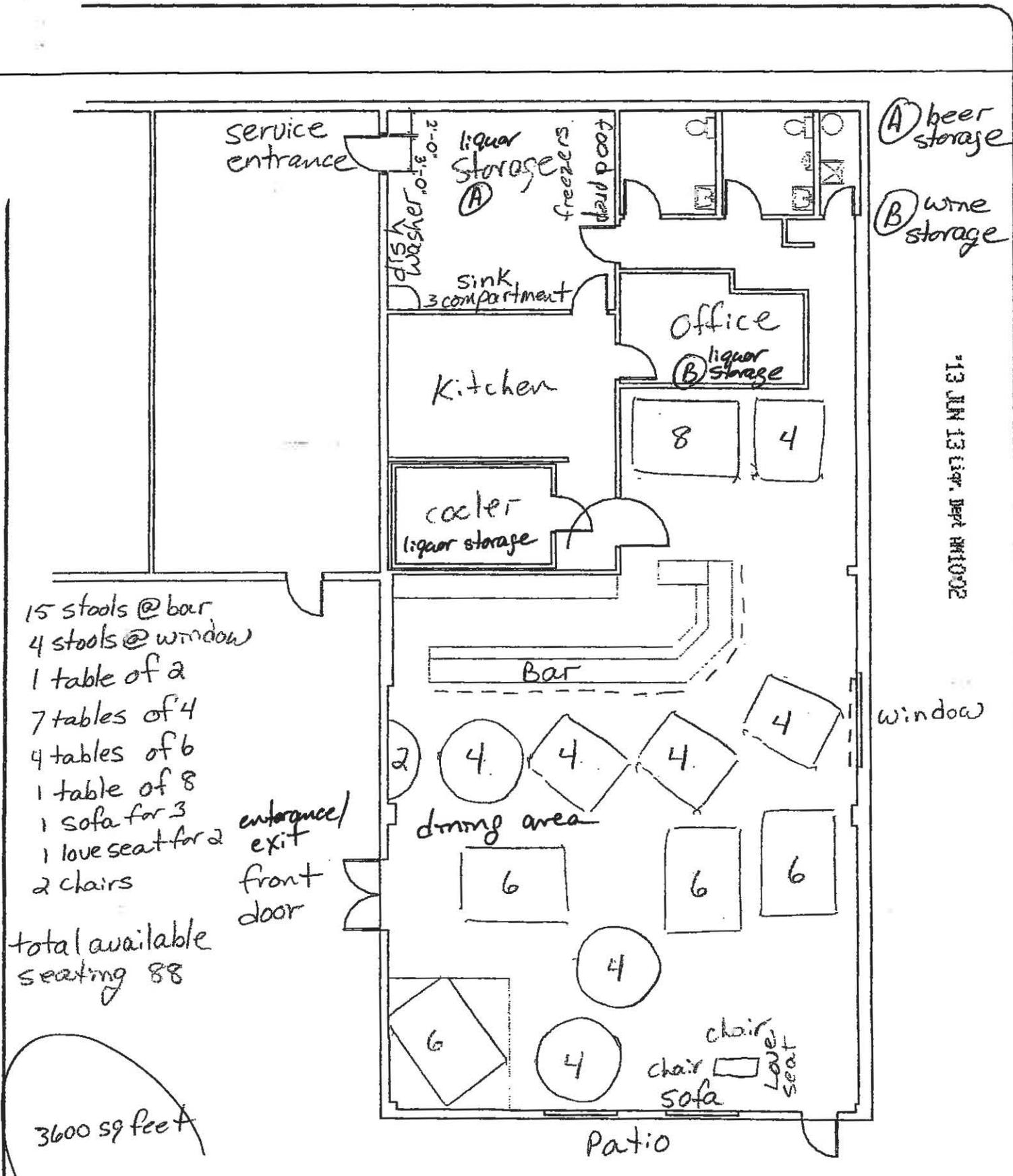
State of Arizona County of Yavapai

The foregoing instrument was acknowledged before me this

11 of June, 2013  
Day Month Year

JAY ALLEN  
signature of NOTARY PUBLIC

My commission expires on : 2/6/15  
Day Month Year



(A) beer storage  
(B) wine storage

13 JUN 13 13:49. Dept: RM1002

15 stools @ bar  
4 stools @ window  
1 table of 2  
7 tables of 4  
4 tables of 6  
1 table of 8  
1 sofa for 3  
1 love seat for 2  
2 chairs

total available seating 88

3600 sq feet

entrance/  
exit  
front  
door

Window

Patio

chair  
love seat  
sofa

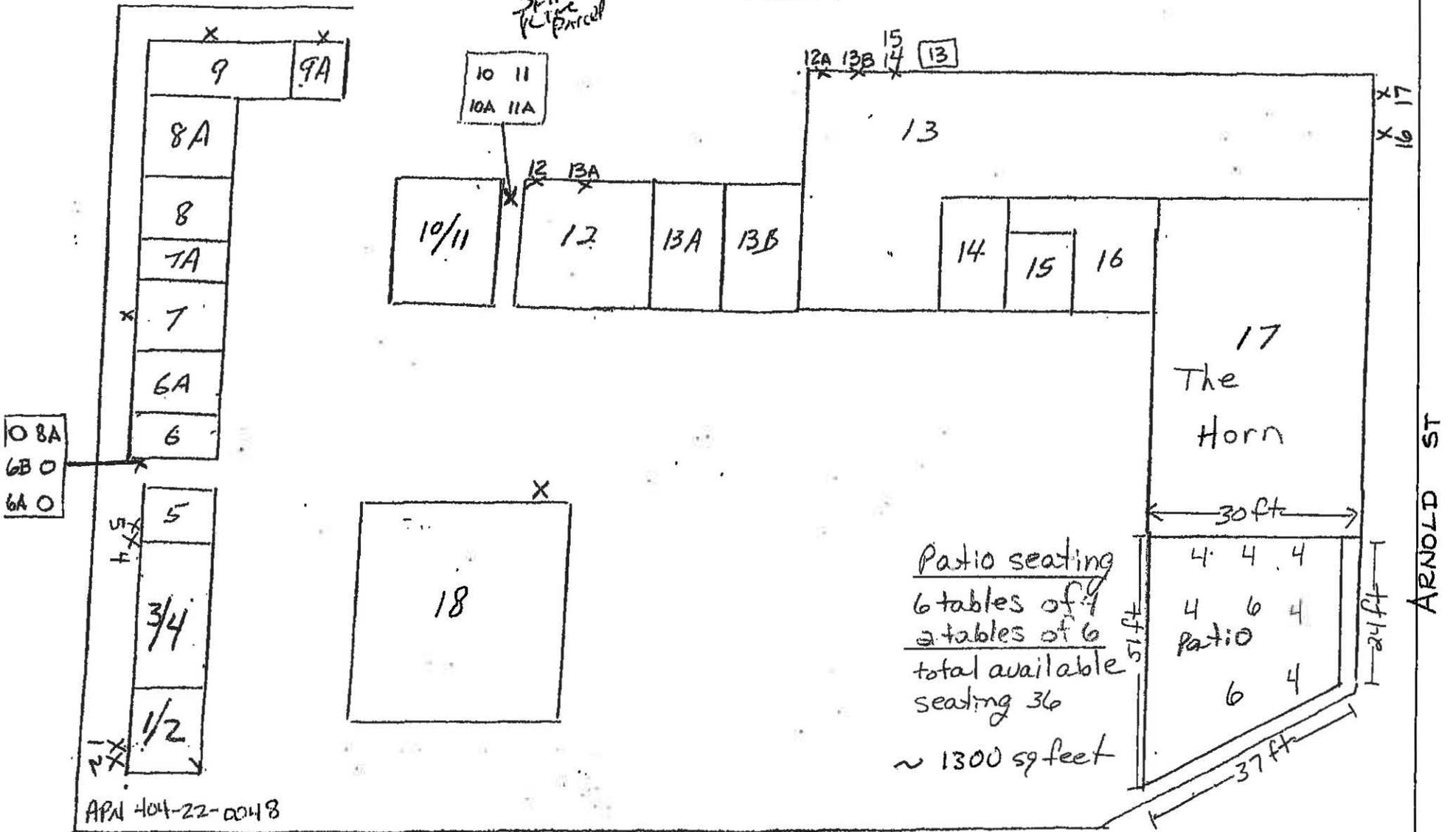
	SHEET:	1
	SCALE:	3/32"=1'-0"
DATE:	01/14/13	
DRAWN BY:	J. LOVETT	
JOB #	242	
<b>THE HORN</b> 348 S. MAIN STREET SUITE II CAMP VERDE, ARIZONA		

<b>JERICO CONST CO INC.</b> PO Box 1563, Cottonwood, Arizona 86326 Phone (928) 634-8141 Fax (928) 634-8006 LIC#16134		
--	--	--

# FORT VERDE PLAZA SHOPPING CENTER

ALLEY

split  
the parcel



0 8A  
6B 0  
6A 0

APR 404-22-0048

348 S. MAIN ST.

CAMP VERDE

2001 APR 13 11:00 AM DEPT. OF...





**Agenda Item Submission Form – Section I**

**Meeting Date:** July 17<sup>th</sup> 2013

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

**Requesting Department:** Clerk's Office

**Staff Resource/Contact Person:** Town Clerk Deborah Barber

**Agenda Title (be exact):** Public Hearing, followed by discussion, consideration, and possible recommendation of approval of Series 3 liquor license application (Microbrewery) for Verde Brewing Company LLC located at 348 S Main St. Camp Verde, AZ.

**List Attached Documents:** Liquor License Applications

**Estimated Presentation Time:** 5 Minutes

**Estimated Discussion Time:** 5 Minutes

**Reviews Completed by:**

- Department Head:                       Town Attorney Comments: N/A

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

**Finance Director Comments/Fund:**

**Fiscal Impact:** None

**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Background Information:** Alexander Goetting has submitted a Series 3 liquor license application (Microbrewery) that the Town received and posted on June 20<sup>th</sup> 2013 for 20 days as required by law. Staff has not received any comments regarding the Liquor License Application.

**Recommended Action (Motion):** Move to recommend approval of the series 3 liquor license application (Microbrewery) for Verde Brewing Company LLC located at 348 S Main St. Camp Verde, AZ.

**Instructions to the Clerk:** Section II not required

**Arizona Department of Liquor Licenses and Control**  
 800 West Washington, 5th Floor  
 Phoenix, Arizona 85007  
 www.azliquor.gov  
 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 the business must attend a Department approved liquor law training course or provide proof of attendance within the last five years. See page the Liquor Licensing requirements.

**SECTION 1** This application is for a:

- MORE THAN ONE LICENSE
- 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) \_\_\_\_\_

13-01112 Lic. Lic. #1102

**SECTION 3** Type of license and fees

LICENSE #(s): series #3 03133011

1. Type of License(s): Domestic Microbrewery

Department Use Only

2. Total fees attached: \$

122.00

**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. Goetting Alexander Joseph  
(Insert one name ONLY to appear on license) Last First Middle
2. Corp./Partnership/LLC.: Verde Brewing Company LLC  
(Exactly as it appears on Articles of Inc. or Articles of Org.)
3. Business Name: Verde Brewing Company  
(Exactly as it appears on the exterior of premises)
4. Principal Street Location: 348 S. Main St suite 16, Camp Verde, Yavapai, 86322  
(Do not use PO Box Number) City County Zip
5. Business Phone: 703 969 5047 Daytime Phone: 703 969 5047 Email: goetting@email.wizona.edu
6. Is the business located within the incorporated limits of the above city or town?  YES  NO
7. Mailing Address: 2530 S. Avoyan St, Camp Verde, AZ, 86322  
City State Zip
8. Price paid for license only bar, beer and wine, or liquor store: Type \_\_\_\_\_ \$ \_\_\_\_\_ Type \_\_\_\_\_ \$ \_\_\_\_\_

**DEPARTMENT USE ONLY**

Fees: <u>100.00</u>	<u>22.00</u>	<u>122.00</u>
Application	Interim Permit	Finger Prints \$
	Site Inspection	<b>TOTAL OF ALL FEES</b>

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

Accepted by: JB Date: 06-12-13 Lic. # 03133011

**SECTION 5 Interim Permit:**

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.

(Print full name)

State of \_\_\_\_\_ County of \_\_\_\_\_

X \_\_\_\_\_  
(Signature)

The foregoing instrument was acknowledged before me this

My commission expires on: \_\_\_\_\_

\_\_\_\_\_ day of \_\_\_\_\_  
Day Month Year

\_\_\_\_\_  
(Signature of NOTARY PUBLIC)

**SECTION 6 Individual or Partnership Owners:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 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"/>						
<input type="checkbox"/> <input type="checkbox"/>						
<input type="checkbox"/> <input type="checkbox"/>						

) Y R A S S E C E N F I T

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#

13 JUN 1997 LIC 0101

**SECTION 7 Corporation/Limited Liability Co.:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 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.: Verde Brewing Company LLC  
(Exactly as it appears on Articles of Incorporation or Articles of Organization)
2. Date Incorporated/Organized: 3/14/13 State where Incorporated/Organized: Arizona
3. AZ Corporation Commission File No.: ~~158~~ L18322018 Date authorized to do business in AZ: 4/1/13 Ac
4. AZ L.L.C. File No: L-18322018 Date authorized to do business in AZ: 4/1/13
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
Goetting	Alexander	Joseph	Member	2530 S. Huapaya, Camp Verde, AZ	86322
			Member		

(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
Goetting	Alexander	Joseph	100	2530 S Huapaya, Camp Verde, AZ	86322

(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:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$22 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:**

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:**

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. If more than one license to be transferred: License Type: \_\_\_\_\_ License Number: \_\_\_\_\_
7. Current Mailing Address: Street \_\_\_\_\_  
(Other than business) City, State, Zip \_\_\_\_\_
8. Have all creditors, lien holders, interest holders, etc. been notified of this transfer?  YES  NO
9. 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.

10. I, \_\_\_\_\_, hereby authorize the department to process this application to transfer the 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 STOCKHOLDER, or LICENSEE of the stated license. I have read the above Section 11 and confirm that all statements are true, correct, and complete.

\_\_\_\_\_  
(Signature of CURRENT LICENSEE)

State of \_\_\_\_\_ County of \_\_\_\_\_  
The foregoing instrument was acknowledged before me this

\_\_\_\_\_  
Day Month Year

My commission expires on: \_\_\_\_\_

\_\_\_\_\_  
(Signature of NOTARY PUBLIC)



**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:**

- 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](http://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:
 

<input checked="" type="checkbox"/> Entrances/Exits	<input checked="" type="checkbox"/> Liquor storage areas	Patio: <input type="checkbox"/> Contiguous
<input type="checkbox"/> Service windows	<input type="checkbox"/> Drive-in windows	<input type="checkbox"/> Non Contiguous
- 2. Is your licensed premises currently closed due to construction, renovation, or redesign?  YES  NO  
 If yes, what is your estimated opening date? 9/1/13  
 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 spirituous 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.

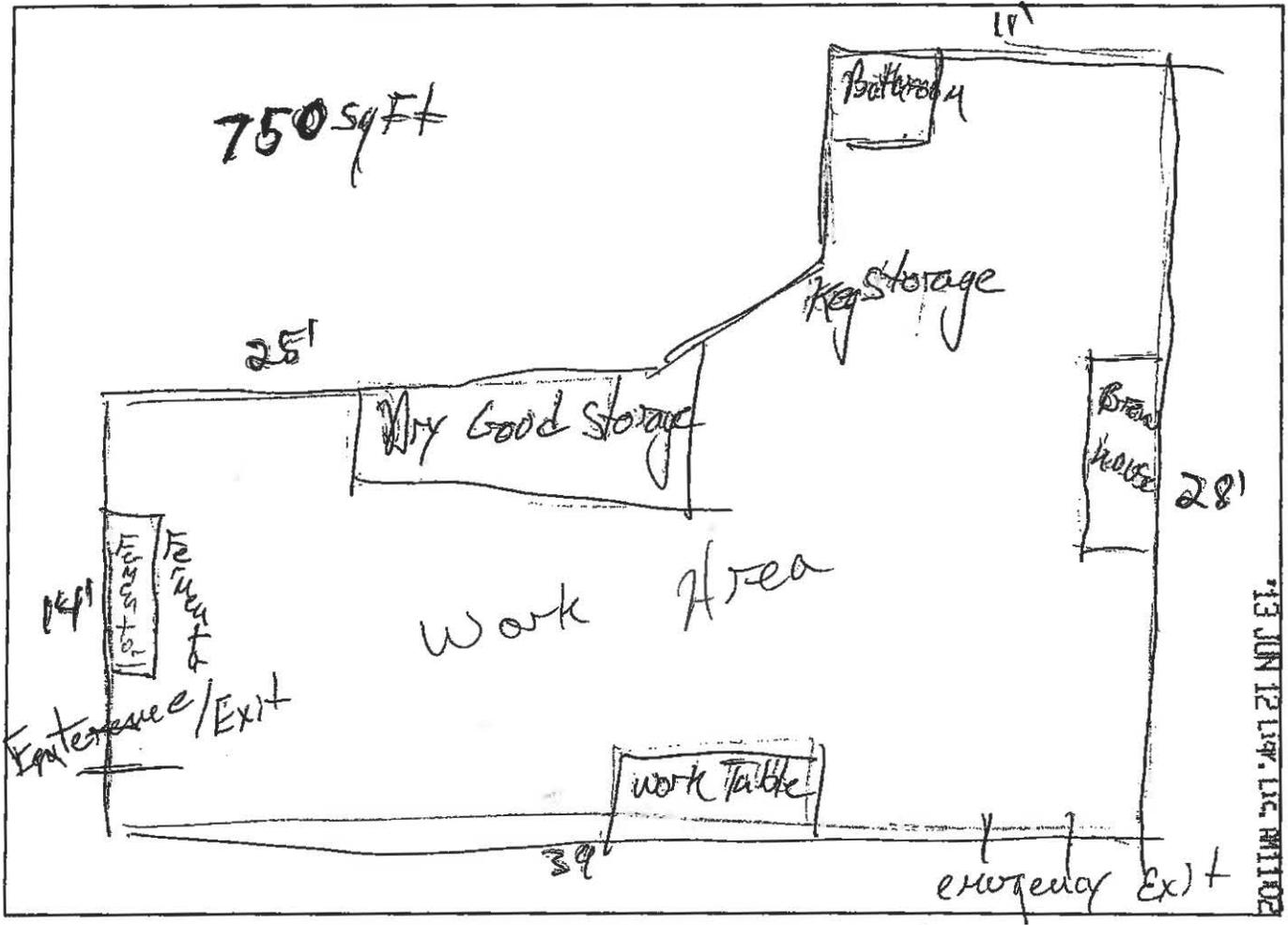
As stated in A.R.S. § 4-207.01(B), I understand it is my responsibility to notify the Department of Liquor Licenses and Control when there are changes to boundaries, entrances, exits, added or deleted doors, windows or service windows, or increase or decrease to the square footage after submitting this initial drawing.

Ab  
applicants initials

**SECTION 15 Diagram of Premises**

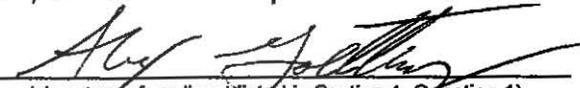
4. In this diagram please show only the area where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored. It must show all entrances, exits, interior walls, bars, bar stools, hi-top tables, dining tables, dining chairs, the kitchen, dance floor, stage, and game room. Do not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

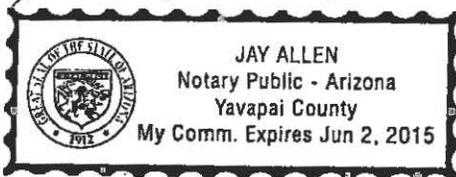
If a legible copy of a rendering or drawing of your diagram of premises is attached to this application, please write the words "diagram attached" in box provided below.



**SECTION 16 Signature Block**

I, <sup>Joseph</sup> Alex Coetting, 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.

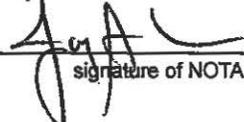
X   
 (signature of applicant listed in Section 4, Question 1)



State of Arizona County of Yavapai

The foregoing instrument was acknowledged before me this

11 of June, 2013  
 Day Month Year

  
 signature of NOTARY PUBLIC

My commission expires on: 2/6/13  
 Day Month Year

17

**QUARTERLY REPORT  
Board of Adjustments & Appeals  
April - June 2013**

**REGULARLY SCHEDULED MEETINGS: 3**

April 09, 2013 – Regular Session  
CANCELLED, NO BUSINESS BEFORE BOARD

May 14, 2013 - Regular Session  
CANCELLED, NO BUSINESS BEFORE BOARD

June 11, 2013 - Regular Session  
CANCELLED, NO BUSINESS BEFORE BOARD

**SPECIAL SESSION MEETINGS: 0**

**WORK SESSIONS: 0**

**THE FOLLOWING APPLICATIONS WERE APPROVED:**

No Applications were approved.

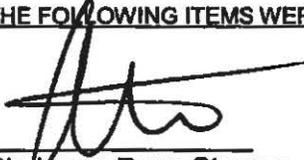
**THE FOLLOWING APPLICATIONS WERE DENIED:**

There were no applications denied.

**THE FOLLOWING APPEALS WERE DENIED:**

There were no appeals denied.

**THE FOLLOWING ITEMS WERE DISCUSSED BY BOARD:**



Chairman Doug Stevens

**QUARTERLY REPORT  
Planning and Zoning Commission  
April - June 2013**

**REGULARLY SCHEDULED MEETINGS:** 2

**JOINT WORK SESSIONS:** 0

**SPECIAL SESSIONS:** 1

**THURSDAY APRIL 4, 2013 – REGULAR SESSION**

Roll call: Commissioner Norton, Vice Chairman Blue, Commissioners, Hisrich, Gordon, Freeman and Parrish, and Hough were present; Commissioner Freeman was absent.

Also attending: Community Development Director Mike Jenkins, Asst. Planner Jenna Owens and Recording Secretary Margaret Harper

**THURSDAY MAY 2, 2013 – SPECIAL SESSION**

Chairperson Norton, Vice Chairperson Blue, Commissioners Gordon and Parrish were present; Commissioner Hisrich, Freeman and Hough were absent.

Also attending: Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, and Recording Secretary Margaret Harper.

**THURSDAY JUNE 6, 2013 – SPECIAL SESSION**

Chairman Norton, Vice Chairman Blue, Commissioners Hisrich, Freeman, Parrish, Davis and Hough were present.

**Also Present**

Community Development Director Mike Jenkins, Library Director Kathy Hellman and Recording Secretary Assistant Planner Jenna Owens.

Town Manager Russ Martin was in attendance from 6:50-7:35pm.

**THE FOLLOWING RECOMMENDATIONS WERE MADE TO COUNCIL:**

**APRIL 4, 2013**

6. **Public Hearing, Discussion and Possible Recommendation to Council on Use Permit 20130046, an application submitted by Mr. Scott Canty – Attorney General and Ms. Rachel Hood – Manager, agents for the Yavapai-Apache Nation, owners of Distant Drums RV Resort. This Use Permit will replace the expired Use Permit 2002 537. Distant Drums is requesting additional uses to be approved. There is a request for Use Permit 20130046 to be in perpetuity. The property is located on parcel 404-17-030A at 583 W. Middle Verde Road. On a motion by Hough, seconded by Blue, the Commission unanimously recommended to the Council approval of Use Permit 20130046 as submitted.**

**STAFF PRESENTATION**

Asst. Planner Owens reviewed in detail the background and history of the subject RV Resort, including the previous Use Permits and a list of the current permitted use of the Resort. Owens explained that the current Use Permit expired in late 2012, and the Yavapai-Apache Nation is now requesting a new Use Permit, with changes and additions. The items being requested are set forth in detail in the application, including an alternative plan for a one-acre portion of land located at the northwest corner of the property. As noted, the Nation is requesting the alternative development plans for the one-acre site as permitted uses under the new Use Permit, along with the continuing option of building out the remaining 23 RV sites. It is acknowledged that whichever options are selected by the Nation, staff will preview and permit per the requirements of the Planning & Zoning Ordinance and Building Codes, and an updated Site Plan will be required showing the development of the selected option or options.

Owens stated that staff has reviewed the submitted application and Site Plan for compliance with the Planning & Zoning Ordinance RV Park standards, and has found that all requirements have

been met per Section 306.C Recreational Vehicle Park Standards. The required neighborhood meeting was held on February 13, 2013; no neighbors were in attendance. Responses from the agencies reflected no objections.

**APPLICANT'S STATEMENT**

Scott Canty spoke briefly, describing his role as the attorney for the Nation as well as the responsibilities of Rachel Hood as the RV Park Manager. Mr. Canty said that Asst. Planner Owens had reviewed the application in detail, and that the Nation has every intention of continuing operation of the RV Park. Mr. Canty added that plans for any future build-out will depend on an analysis of the highest and best use of the business. The proposed added improvements are in response to suggestions and requests from the Park guests. Mr. Canty said he appreciated the opportunity to appear before the Commission, and invited questions, if any.

**COMMISSION DISCUSSION**

There was some concern expressed regarding the option of granting a Use Permit in perpetuity; Owens explained that after a Use Permit is granted, the Town still maintains in control since if any changes are made outside the scope of the Use Permit, it can be revoked, and a new Use Permit must be applied for, reviewed by the Commission, and approved by the Council. Staff continually monitors the properties to ensure compliance. The members discussed with the applicants the issue of restricting parking to no more than 90 days; Jenkins said that the policy of the Town is to leave the decisions on parking terms up to the owners of the park. Mr. Canty confirmed his understanding that any changes would necessitate coming back to the Town and applying for further approvals.

**May 2, 2013**

**Presentation by Mike Jenkins – see below**

**June 6, 2013**

- 6. **Public Hearing, Discussion, Consideration and Possible Recommendation to Council on Use Permit 20130138, an application submitted by Mr. Gregory Blue. This Use Permit, if approved by Council, is for long term RV space rental, 17 total RV spaces, and a laundry room and storage area. The Park is located on parcel 404-26-032 at 671 S. 4<sup>th</sup> St.**

On a motion by Hough, seconded by Parrish, the Commission unanimously approved this item as presented, including in perpetuity.

Commissioner Blue recused himself for this agenda item.

**STAFF PRESENTATION**

Assistant Planner Jenna Owens explained the applicant is requesting to add 5 more RV rental spaces to the existing 12 for total of 17, in perpetuity. The agencies that have been notified required demolition and a building permit. Use permit will allow for expansion and amenities. Six inch main provides fire protection. 24 letters were mailed to surrounding area residents within 300 feet on May 16<sup>th</sup>, notifying them of Town Council times and dates for express any concerns. Two residents attended the May 9<sup>th</sup> neighborhood meeting. The Park has been out of compliance for some time, and Mr. Blue has completed the Zoning Map Change and wants to bring the park into complete compliance by apply for a Use Permit.

**APPLICANT'S STATEMENT**

Mr. Blue explained the RV Park consists of half retired and half career people, and that they lose only one person a year. There is a huge waiting list and the density issue has been addressed. The Park has existed since the 1960s. It was first sold as a mobile home park to other parties who turned it into an RV park, but there were issues with the septic. Now sewer is available. The use permit process was started, but never completed, so the property had been out of compliance all along, before sold to Mr. Blue. He wants to bring it into compliance. Any complaints on the property about the use permit are addressed as a system of check and balances to ensure the uses remain the same.

7. **Public Hearing, Discussion, Consideration and Possible Recommendation to Council on Use Permit Application submitted by Ms. Kathy Hellman, Library Director of the Town of Camp Verde, for the development of a two-story 17,000 sq. ft. building with 10,000 sq. ft. footprint raised approximately 3 feet above current ground level, a future Observatory – Rain Water Tank, public access and parking lot. The address of this project is 130 Black Bridge Rd. and covers parcels 403-19-018B, 18C & 19. The current zoning district designation for the subject parcels is R1-18 and the district requires a Use Permit for Government Facilities and facilities required for the provision of utilities and Public Services.**

On a motion by Hough, seconded by Davis, the Council unanimously approved this item as stated, except with the recommendation to truncate Moser Lane as a one way in, one way out, and renaming the road to "Rezzonico Lane."

#### **STAFF STATEMENT**

Mike Jenkins explained the property consists of 3 parcels. They have submitted for parcel combination, with external boundaries being used for set-backs. In existence since 1975, library services will continue at the current location during construction. In 2007, it was voted by Council, 4 to 1 to build a new library in the present location. He reported that on April 11, 2013, 27 community members attended the neighborhood meeting about the new building. 7 agencies attended the first development standards review, and 12 agencies attended the second. He explained that the old building would be demolished. The new two-story building would include a drive-in book drop, a 50-60 person meeting room, a park area for all-age programs, an observatory, a rain water tank, additional parking and landscaping. He explained that the new building is designed to be a 38ft structure in an area with a 30ft height limitation. He asked the Planning & Zoning Commission to recommend to Council to waive this requirement. Mr. Jenkins further explained that the Town is exempt from zoning.

Kathy Hellman stated she was available for the Council's questions.

#### **APPLICANTS STATEMENT**

The library's architect Joel Westervelt, explained that the project design was based on regional context, using traditional materials, such reclaimed timbers, corrugated metal, limestone and other local materials to make it look like it belongs. He showed photos of proposed buildings. The stone base would be 3 feet high to elevate the building out of the flood plain as per the county's requirement. Steel panels would articulate the building, a style used in 1842 in Paris and for Boston Public library. The façade would consist of river rock with signage, and the building would include a reading terrace on the second story, a ridge skylight, rain water harvesting system, and an observatory on top. The rain water would help to irrigate landscaping. Special panels would help lower energy cost. The site would use permeable surfacing to reduce runoff. Overall, the building design combines local traditions, new technology, and design elements which would make it a Civic icon, of which to be proud.

#### **COMMENT FROM OTHER PERSONS**

Community resident David White said he was born and raised east of the new library site. He said he attended one of the neighborhood meetings where they were told their input would not influence the project. His mother lives adjacent to the library property, and he was concerned about any plans to widen Black Bridge, which might encroach upon property lines. He expressed disapproval of the decision to build a community icon in the middle of a flood zone, telling a story of a past flood which almost flooded his mother's property. He was also concerned that the design of the library grounds would funnel run off straight into his mother's property. He recommended building the library in the middle of town instead, and expressed discomfort with being beat into submission because the new building is practically a "done deal." He asked if they might turn the building long ways and attach it to the existing berm, at the very least, to lessen the impact of floodwaters on surrounding properties.

#### **STAFF COMMENTS**

Community Development Director Mike Jenkins clarified there would be no widening of Black Bridge road, and disagreed with Mr. White's statement that their input does not matter.

Chairman Norton explained to David White that the format of the meeting does not allow for back-and-forth debate on points of disagreement.

#### **BOARD DISCUSSION**

Hough stated he did not know they could recommend a building height higher than what the code dictates and asked if that was not something the Board of adjustments has to approve?

Jenkins replied council may allow for some variance if it is in the best interest of the community and the building's design. He explained that in this use permit process, that involves public hearings, some variation is authorized, where the Council effectively functions as a quasi-Board of Adjustments. He explained certain structures such as the Observatory/rainwater tank do not have to meet the height restrictions according to code.

Architect Westervelt responded to Commissioner Davis' question about traffic impact, explaining there was no requirement to complete a traffic impact analysis, but that they could expect a parking lot tripled in capacity. He said most of the traffic would come from Montezuma Castle Hwy. In response to the flood water impact concerns, he answered that the flood analysis is based on the footprint of the building, and that the orientation of the building along the axis of river reduces impact. He said they also reduced the maximum allowable width of the structure to reduce flood water impact.

Howard Parrish commented that the building looked more like an apartment house in Phoenix than a traditional structure.

In response to Blue's questions, Jenkins explained that the new water line misses where the new library will be, and that it would tie into service for the library.

Commissioner Hisrich pointed out that minutes from a previous meeting mention widening Black Bridge. Jenkins explained that was a discussion prior to discovery with survey. Hisrich stated the public needs to know it will not be widened.

Parrish asked about the fire department's review of the site plan. Architect Westervelt explained there would be a new hydrant installed at the eastern corner of building.

Blue asked what would happen to Moser Lane. Jenkins replied there would be a new Moser Lane, and that typically, if it will be public access, it would be dedicated. He said he would ask the Town Engineer and get back with more details. He said usually the process is that the Council can decide on the name of the road.

Commissioner Davis asked how far away the right of way is from surrounding property. Architect Westervelt answered that the surrounding property would be about 35 feet from the right of way.

Commissioner Hough recommended making Moser Lane into a cul de sac with no connecting road to the residential area to keep the public area separate, and said to make sure it meets fire codes. He recommended renaming the road Rezzonico Lane after the family that donated the land.

Architect Westervelt said the neighbors expressed the desire to access Montezuma Castle highway from Moser Lane, but that Hough's suggestion is feasible.

Chairman Norton asked for more insight into the flood control process. Jenkins explained that they are not increasing any prohibition of flow. They must not create a damming effect. Their current flood calculations show no additional back water. The building was designed as a two-story structure to minimize its footprint. The triangular shape of the property also keeps flood waters from encroaching into park property. The Town acquires building permits, county reviews the calculations, and flood control approves the calculations before a building permit is issued.

Hough asks David White for his feedback about making Moser Lane into a cul de sac. White replied that there was no big issue, but that it would certainly create a longer route to access the northbound highway entrance.

8. **Public Hearing , Discussion, Consideration and Possible Recommendation to Council on a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) D.3, RR District, to add item "e". This amendment will add language under "Uses and Structures Subject to Use Permit" for valid Use Permits no listed under this section. This language would allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or proposing additional uses at the sole discretion of and as may be modified by the Town Council. Staff: Michael Jenkins**

Jenkins explained that Jackpot Ranch's use permit is coming up on its expiration date, but that under the current codes, they cannot continue to provide their unique services without rezoning. The new language would allow renewal of prior use permits. However, anyone new in the RR district cannot apply for use permit for expanded uses, but do require rezoning, so that zoning is able to maintain control.

Hough cited the example of Historical Babe's C3 zoning use permit, to explain that it is important not to lose control of the business nucleus. Jenkins agreed. Hough cited the example of the RV Park's request for a single cell tower, saying they should be able to apply for a new use permit that guarantees what they already have. Jenkins explained the new proposed language would accomplish exactly that, and quoted from the RR zone use permits code.

Hisrich and Freeman asked if this change was being made for Jackpot Ranch only. Jenkins replied that Rainbow Acres in perpetuity and Jackpot Ranch are the only places in Town with use permits for expanded uses.

Davis wanted to make sure Council still retained the power to deny resubmissions of use permits and Jenkins confirmed this would be the case.

**THE FOLLOWING PRESENTATIONS WERE HEARD BY THE COMMISSION:  
MAY 2, 2013**

7. **Presentation by Mike Jenkins, followed by discussion regarding the proposed General Plan update and amendment processes as required by Arizona Revised Statute.**  
Staff presentation by Community Development Director Michael Jenkins, no action was taken.

**STAFF PRESENTATION**

Mr. Jenkins gave a comprehensive explanation regarding the proposed upcoming General Plan and asked for the Planning & Zoning Commission participation and went on to explain the reasons and responsibilities of the Commission. In addition, Mr. Jenkins reviewed the processes and discussed the Public Hearings that will be involved. The General Plan is a guiding document even though there are laws regarding amendments to the adopted General Plan which involves Major and Minor amendments. Mr. Jenkins asked for a consensus of the Commission on their participation. The Commission gave commitment to work on the upcoming General Plan with their positive consensus.

**THE FOLLOWING ITEMS WERE TABLED, POSTPONED OR CONTINUED BY THE COMMISSION:**

6. **Public Hearing, Discussion, Consideration and Possible Recommendation to Council on a Use Permit Application submitted by Ms. Kathy Hellman, Library Director of the Town of Camp Verde, for the development of a two-story 17,000 sq. ft. building with 10,000 sq. ft. foot print raised approximately 3 feet above current ground level. The building on parcel 403-19-019, 33 W. Moser Lane, will be demolished and used for fill. The current building on parcel 403-19-018B will be removed or demolished to provide parking area after the new library is occupied. The address of this project is 130 Black Bridge Rd., parcel 403-19-018B. On a motion by Gordon, seconded by Parrish the Commission unanimously recommended to table this item per staff request.**

**STAFF PRESENTATION**

Community Development Director Michael Jenkins explained that this item would not be moving forward due to the Boundary Lines which have not been established on the three properties involved. An ALTA survey is to be conducted to discover any conflicts with the adjacent property owners. The existing legal descriptions are not accurate and staff is requesting that this item be tabled until June 06, 2013.

**COMMISSION DISCUSSION**

Commissioner Gordon mentioned that none of the buildings should be removed prior to permits. Community Development Director Jenkins stated that there has been discussion with the Agent for the Library regarding removal of buildings. Mr. Jenkins said that the buildings should not be removed until proper permitting which involves an approved Use Permit and a Demolition Permit. Commissioner Gordon inquired about potential issues with Yavapai County Flood Control. Mr. Jenkins explained that this is in the discussion phase with Yavapai County Flood.

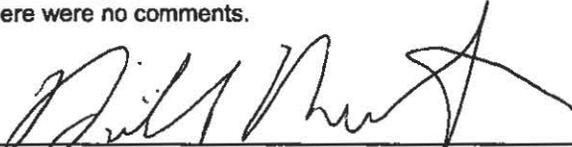
**THE FOLLOWING ITEMS WERE DISCUSSED BY THE COMMISSION:**

There were no items discussed by the Commission

**TRAINING:** None

**COMMENTS:**

There were no comments.



Mr. Chip Norton  
Chairman of the Planning and Zoning Commission



**Agenda Item Submission Form – Section I**

**Meeting Date:** November 7, 2012

Consent Agenda       Decision Agenda       Executive Session Requested

Presentation Only       Action/Presentation       Pre-Session Agenda

**Requesting Department:** Clerk's Office

**Staff Resource/Contact Person:** Deborah Barber

**Agenda Title (be exact:** Discussion, consideration, and possible direction to staff regarding improvements, as it relates to the development of Blackbridge Lane.

**List Attached Documents:**

**Estimated Presentation Time:** 0

**Estimated Discussion Time:** 10

**Reviews Completed by:**

**Department Head:** Councilor Brad Gordon       **Town Attorney Comments:** N/A

**Finance Department** N/A  
**Fiscal Impact:** None  
**Budget Code:** N/A      **Amount Remaining:** \_\_\_\_\_  
**Comments:** Intersection presents liability to Town-Notification to other Council Members of my concern

**Background Information:**

**Recommended Action (Motion):** Update from staff on solution to problem; get attorney opinion, ask Marshal's Office about past accidents at this location.

**Instructions to the Clerk:** Section II not required.