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**AGENDA
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MARCH 4, 2015 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) Regular Session – February 18, 2015
 - 2) Council/Manager Retreat – February 20, 2015
 - 3) Executive Session – February 25, 2015 (recorded)
 - b) **Set Next Meeting, Date and Time:**
 - 1) Friday, March 6, 2015 at 8:30 a.m. – Special/Executive Session (Manager Review)
 - 2) Wednesday, March 11, 2015 at 5:30 p.m. – Work Session
 - 3) Wednesday, March 18, 2015 at 6:30 p.m. – Regular Session
 - 4) Wednesday, March 25, 2015 at 6:30 p.m. – Council Hears Planning & Zoning
 - 5) Friday, March 27, 2015 at 8:30 a.m. – Council/Manager/Department Heads Retreat
 - c) **Possible approval of Resolution 2015-936, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for consideration the submission by the Marshal's Office for a GOHS Grant in Arizona's 2016 Fiscal Year Highway Safety Plan. The amount of the grant will be \$48,912.00 and is a no match Grant for the purchase of 5 in-car camera equipment systems, computer server to house video evidence from the camera systems, and 15 scanners in support of the AZ TraCS system. Staff Resource: Nancy Gardner**
 - d) **Possible approval of 2015-2016 Budget Calendar. Staff Resource: Mike Showers**
 - e) **Possible approval of Membership fee to Verde Valley Land Preservation in the amount of \$50.00. Requested by Councilor Gordon**
5. **Special Announcements and presentations:**
 - **Presentation of appreciation to retired Town Clerk Debbie Barber**
 - **Presentation of appreciation to Jim Ash**
 - **Acceptance of plaque to the Town from Verde Valley Toys for Tots**
 - **Proclamation Declaring March 29, 2015 as Camp Verde's Arbor Day Celebration 2015**
6. **Call to the Public for Items not on the Agenda.**
7. **Presentation and update by Yavapai College President, Dr. Penny Willis, followed by discussion.**

8. **Discussion, Consideration and Possible Approval of Liquor License Application for Yavapai Apache Nation – Distant Drums RV Resort Located at 583 W. Middle Verde Road in Camp Verde.** Staff Resource: Virginia Jones.
9. **Discussion, consideration, and possible approval of Wine Festival License for the 2015 Spring Heritage Pecan & Wine Festival from the following: Burning Tree Cellars LLC, Oak Creek Vineyards & Winery, Page Springs Cellars, Alcantara LLC., Pillsbury Wine Company North, LLC., Arizona Stronghold Vineyards, Freitas Vineyard, Dancing Apache Ranch, Passion Cellars, LLC, Four-Eight Wineworks, Chateau Tumbleweed, Caduceus Cellars and Pierce Wines Arizona, The Festival will be held on March 28-29 at 395 S Main Street.** Staff Resource: Virginia Jones
10. **Discussion, consideration, and possible approval of budget amendments to identify the amount of revenue anticipated in the .65% Sales Tax and Capital Improvement projects to be expended by July 1, 2015.** Staff Resource: Russ Martin
11. **Update to Council on CDBG project #104-15: Townsite Phase III Street Improvements Project. Discussion and update will include the areas of Second, Third, and Fourth Street.** Staff Resource: Ron Long

The following item was requested by Vice-Mayer Baker

12. **Discussion, consideration and possible approval of Resolution 2015-937 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, requesting that the Arizona Governor and State Legislature restore Highway User Revenue Funds.**
13. **Discussion, consideration, and possible direction to staff relative to proposed legislation by the 52nd State Legislature during its 1st Regular Session that convened on January 12, 2015.** Staff Resource: Russ Martin
14. **Call to the Public for items not on the agenda.**
15. **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.
16. **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.
17. **Adjournment**

Posted by:

Virginia Jones

Date/Time:

2-26-2015

3:00 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.

DRAFT MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS - 473 S. MAIN STREET, ROOM #106
WEDNESDAY, FEBRUARY 18, 2015 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 Jackie Baker, and Councilors Bruce George, Carol German, Brad Gordon, Robin Whatley, and Jessie Jones are present.

Also Present
Town Manager Russ Martin, Parks and Recreation Coordinator Mike Marshall, Economic Development Director Steve Ayers, Library Director Kathy Hellman, Public Works Ron Long, Town Clerk Virginia Jones and Recording Secretary Lynn Riordan.

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:**
 - 1) Council Hears Planning & Zoning Matters – January 28, 2015
 - 2) Regular Session – February 4, 2015
 - 3) Executive Session – February 4, 2015 (recorded)
 - b) **Set Next Meeting, Date and Time:**
 - 1) Friday, February 20, 2015 at 8:30 a.m. – Council/Manager/Department Heads Retreat
 - 2) Wednesday, February 25, 2015 at 5:00 p.m. – Executive Session-Manager Review
 - 3) Wednesday, February 25, 2015 at 6:30 p.m. – Council Hears Planning & Zoning
 - 4) Wednesday, March 4, 2015 at 6:30 p.m. – Regular Session
 - 5) Wednesday, March 11, 2015 at 5:30 p.m. – Work Session
 - 6) Wednesday, March 18, 2015 at 6:30 p.m. – Regular Session
 - 7) Wednesday, March 25, 2015 at 6:30 p.m. – Council Hears Planning & Zoning
 - 8) Friday, March 27, 2015 at 8:30 a.m. – Council/Manager/Department Heads Retreat
 - c) **Possible approval of Facilities Use Agreement for Salvation Army for a term expiring June 2018.**
Staff Resource: Michael Marshall
 - d) **Possible approval of Facilities Use Agreement for Camp Verde Adult Reading Program for a term expiring June 2018.** Staff Resource: Michael Marshall
 - e) **Possible approval of proposed changes to the Town of Camp Verde Financial Operations Guide (FOG).** Staff Resource: Michael Showers
 - f) **Possible approval of proposed changes to the Camp Verde Library Policy and Procedures Manual.** Staff Resource: Kathy Hellman

On a motion by Councilor George, seconded by Vice Mayor Baker, the council unanimously voted to approve the Consent Agenda.

5. **Special Announcements and presentations:
Yavapai Apache Nation presentation of a check to the Town from Gaming Funds pursuant to Section 12 (d) of the Nation's Gaming Compact.**

Chairman Thomas Beauty presented a check to the Town of Camp Verde for \$16, 874 from 202 gaming revenues (12(d) Yavapai Apache Nation Gaming Compact), stating there were no restriction on the fund presented to the Town and the Yavapai Apache Nation was pleased to present the funds for the benefit of the community. Chairman Beauty introduced new Yavapai Apache Council Member Billy Gardner. The Mayor and Council thanked Chairman Beauty and the Yavapai Apache Nation for their contribution.

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

Howard Parrish addressed the Mayor and Council regarding local rumors that the Camp Verde Calvary had disbanded, stating the rumors were not true and that the Town would be represented by the Camp Verde Calvary in the Sedona parade next month.

Tom Pitts addressed the Mayor and Council regarding VVREO reminding them that they were invited to attend the seminar that begins on February 19 (tomorrow).

7. **Presentation, followed by discussion, by Clarkdale Community & Economic Development Director Jodie S Filardo regarding the results of the Verde Valley Gigabit Project Phase 1 Design Report commissioned by the Verde Valley Regional Economic Organization..**

Economic Development Director Steve Ayers introduced Jodie Filardo, Chairman of the Verde Valley Broadband Coalition and Treasurer of VVREO. Ms. Filardo gave a power point presentation to the Mayor and Council on the current progress of the Verde Valley Broadband Coalition and expressed the importance of Broadband installation and availability to the Verde Valley with respect to economic development and serving the education, business and residential community. Mr. Filardo encouraged the Council to assist the Verde Valley Broadband Coalition in the installation of conduit for Broadband along Hwy 260 during highway construction while the "trenches are open", as a large percentage of the expense of Broadband is obtaining easements, trenching, and installation of conduit. Councilors Whatley, Gordon and George, and Vice Mayor Baker stated concerns regarding the cost to the Town for installation of the conduit and obtaining Broadband services in Camp Verde. Ms. Filardo stated an exact amount is unknown at this time and this project includes the entire Verde Valley. Terry Drew, NACOG, has stated an interest in assisting with grant applications on behalf of Camp Verde to get the conduit installed during Hwy 260 construction. A funders meeting will be held in the Men's Lounge in Clarkdale on March 18, 2015, as funding this project will be a big challenge, but is necessary for the economic and educational growth in the Verde Valley. Mr. Ayres stated that funding, an initial investment of \$11,000 for Phase I, would be presented and requested when the budget process for 2015-16 begins.

8. **Presentation consideration, and possible authorization for Siemens Industry Inc. to provide and install the non-budgeted Video Detection System at the intersection of Finnie Flat Road and Cliffs Parkway for an amount not to exceed \$25,000. Staff Resource: Ron Long.**

On a motion by Vice Mayor Baker, seconded by Councilor George, the council unanimously voted to approve the request and authorize the expenditure to provide, install and program the non-budgeted Video Detection System at the intersection of Finnie Flat Road and Cliffs Parkway for an amount not to exceed \$25,000.

Public Works Director Ron Long, advised the Mayor and Council that the request to install a Video Detection System at the intersection of Finnie Flat Road and Cliffs Parkway was not in the budget, however, the loop detectors (installed under the road) have failed. Mr. Long stated that overhead loop detectors would detect traffic flow to adjust the length of the light cycle to keep traffic moving appropriately. Mr. Long indicated that because the under road loop detectors have failed, the Town receives ongoing complaints regarding the lack of performance of the light cycles. The Mayor and Council questioned the unbudgeted cost and life expectancy of the overhead video detection system. Mr. Long advised that the overhead video detection system could be completely installed and programmed for \$25,000 and would not require any road construction. The life expectancy of the overhead video detection system is about 10 years. Town Manager Russ Martin advised the Mayor and Council that the Public Works Department experienced savings from other line items in the current budget, specifically vehicle maintenance and leased equipment, that allowed for the expenditure of \$25,000 for the overhead video detection system. Councilor Gordon and Vice Mayor Baker inquired about the other intersections in Town and the current under road loop detectors. Ron Long advised that the Town is responsible for only two traffic lights in Town (Finnie Flat Road and Cliffs Parkway and Finnie Flat Road and Montezuma Castle); all other traffic signals are the responsibility of ADOT, with the Town only paying for power to service the lights. Mr. Long advised that he will be requesting funds for an additional overhead video detection system for Finnie Flat Road and Montezuma Castle intersection in the next budget year, and the overhead video detection system is easier to maintain, requires no road construction for installation or maintenance and is more reliable.

9. **Discussion, consideration, and possible direction to staff relative to proposed legislation by the 52nd State Legislature during its 1st Regular Session that convened on January 12, 2015.** Staff Resource: Russ Martin

Town Manager Russ Martin advised the Mayor and Council of current Bills pending in the legislature that may affect the Town, specifically with respect to revenue. The residential tax and TPT (construction) tax, which are supported by the Arizona League of Cities and Towns and it appears both are moving forward. Mr. Martin advised there were several Bills being considered that may affect or restrict firearms. The potential firearms Bills, if passed, may have a direct effect on the Town and the cost for security, particularly in public building and the courts. Additionally, a Bill regarding the effect of retail tax on rentals is being considered to change the requirement of going to public vote to establish sales tax on rentals. Mr. Martin advised that he would advise the Mayor and Council on how each of these Bills progressed and any affect is may have on the Town.

10. **Call to the Public for items not on the agenda.** Ed Lee addressed the Mayor and Council regarding the ALI project, and stated how pleased he was with working with such a devoted and dedicated staff and Council in the Town of Camp Verde. Mr. Lee advised that upon completion of the new library, it will be the primary location for ALI.
11. **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.

Councilor Jones thanked the volunteers that helped with the Fort Verde Buffalo Soldiers.

Councilor Whatley stated she attended the VVREO meeting with Mr. Ayers, and that she met the new Economic Development Director with the Town of Prescott Valley, who indicated the was interested in working with Mr. Ayres and the Town of Camp Verde. She also thanked the volunteers that helped with the Fort Verde Buffalo Soldiers and thanked Mr. Lee for his participation with ALI.

Councilor Gordon stated that he attended the Buffalo Soldiers and the Fort Verde Ribbon Slashing. Mr. Gordon also thanked Mr. Lee for his support of ALI.

12. **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.

Town Manager Russ Martin advised the Mayor and Council that he has requested each Department Head attend the Council Work Session on February 20, 2015 to give the Mayor and Council an update on their departments progress and goals. The public is invited to attend.

13. **Adjournment**

On a **motion** by Councilor Gordon, seconded by Councilor Jones, the council unanimously voted to adjourn the meeting at 7:37 p.m.

Charles German, Mayor

Lynn Riordan, 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 February 18, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2015.

Virginia Jones, Interim Town Clerk

4.2

**DRAFT MINUTES
COUNCIL WORK SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS - 473 S. MAIN STREET, ROOM #106
WEDNESDAY, FEBRUARY 20, 2015 AT 8:30 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 8:30 a.m.

2. **Roll Call**

Mayor German, Vice Mayor Jackie Baker, and Councilors Bruce George, Carol German, Brad Gordon, Robin Whatley, and Jessie Jones are present.

Also Present

Town Manager Russ Martin, Parks and Recreation Coordinator Mike Marshall, Public Works Director Ron Long, Deputy Public Works Director Troy Odell, Economic Development Director Steve Ayers, Finance Director Mike Showers, Camp Verde Marshall's Office Commander Bruce Girt and Marshall Nancy Gardner, Planning and Zoning Director Mike Jenkins, Magistrate Judge Paul Schlegel, Municipal Court Administrator Veronica Pineda, Library Director Kathy Hellman, Risk Manager Carol Brown, Waste and Storm Water Manager Jan Grogan, Town Clerk Virginia Jones and Recording Secretary Lynn Riordan.

3. **Pledge of Allegiance**

Mayor German led the pledge.

4. **Discussion, presentation and updates from various Town departments to include, but not limited to responsibilities, duties and goals of each department.**

Town Manager Russ Martin addressed the Mayor and Council advising of the format he requested by each department to give the Mayor and Council a brief summary of where their department is at this time and projected goals for the next two to five years. Mr. Martin advised that this format is a summary intended to share information and not budget preparation.

Town Manager Russ Martin addressed the Mayor and Council advising that he is working on a management certificate for each department, continues to provide staff opportunities to advance, create a positive work culture, and continue with internal training. Additionally, he will continue to evaluate facilities, capital improvements and long-term investment in building and facilities, which are always limited by revenue for desired expansion.

Risk Manager Carol Brown addressed the Mayor and Council advising of Risk Management's philosophy and accomplishments, stating that she encouraged pro-active discipline reducing the Town's expenses for insurance and litigation. The Town's Workers Compensation rating is currently .12% lower than the average for municipalities. Additionally, she continues to follow up and collect outstanding restitution owed to the Town. **Carol provided a handout to all Council; a copy is attached and becomes a permanent part of the record.**

Finance Director Mike Showers addressed the Mayor and Council advising the budget is very tight again this year, but each department is doing a good job staying within the budget. The current debt ratio is 9%, which is about average compared with other local municipalities. Mr. Showers stated the department will continue to provide comprehensible budget documents for the community to review and understand, and will continue to encourage effective communication with businesses and residents to establish trust and provide accurate information. Mr. Showers stated that Camp Verde is doing fine fiscally, taking in consideration the state of the economy, and he will continue to look for strategic investments. Mr. Showers stated the projection for finance in the next two to five years is approximately the same as it has been with a slight increase in revenue.

Economic Development Director Steve Ayers addressed the Mayor and Council advising there are currently two planning projects underway, The Focus Future and the Camp Verde General Plan. Mr. Ayers stated the Economic Development Department would concentrate on targets of opportunity, helping to develop commercial strip along Finnie Flat Road and key intersections along Highway 260. Mr. Ayres stated his department is interested in development and advancement without changing the quality of life desired in the Town of Camp Verde. Future projects include increasing infrastructure capacity, increase in jobs and development, promoting tourism and combined agriculture-tourism, increasing Town revenue, investment by private business and partnerships between private business and local government, as well as written agreements/partnerships for trailheads (specifically the Homestead Trailhead and Jackson Flat), and application of grant money. Mr. Ayres stated he would be requesting additional funding next fiscal year for partnerships and for employees. The Mayor requested that Town Ordinances be presented to Council in a timely manner for adoption and/or modification to comply with progress, agreements and/or partnerships.

Magistrate Paul Schlegel addressed the Mayor and Council advising the Court was in need of a new Court facility for functionality and security. **Court Administrator Veronica Pineda** addressed the Mayor and Council advising the Court had a five-year strategic agenda that included an increase in communications, updating the current Records Management System and website, and electronic citation filing and e filing with the Court. Handouts were provided to all Council; a copy is attached and becomes a permanent part of the record.

Marshal Nancy Gardner addressed the Mayor and Council advising that over the past three years the Camp Verde Marshal's Office has implemented the use of body cameras for the officers and is currently in the process of implementing the use of e-citations. Marshal Gardner stated the Marshal's Office has received several grants in 2014, which made these changes possible. Marshal Gardner provided a handout to all Council; a copy is attached and becomes a permanent part of the record.

Marshal Gardner indicated that the department will be requesting budget changes (increases) in 2015-16. Marshal Gardner indicated that the Marshal's Office will be receiving a \$40,000 grant for communications. Marshal Gardner stated the Marshal's Office is using Spillman Records Management System and dispatch services through the Cottonwood Police Department and is considering changes in the next 3 to 5 years, as the current system does not allow enough flexibility and access to records. The cost for these possible changes are unknown at this time and will be re-visited and discussed during the budget process.

Commander Bruce Girt addressed the Mayor and Council advising the potential changes that will be requested during the budget process are primarily for officer safety, which is priority. Body cameras are a positive change. Girt indicated that relying on Cottonwood for Records Management and dispatch is no longer the best option for the Marshal's Office and changes and cost will be address during the budget process.

Planning and Zoning Director Mike Jenkins addressed the Mayor and Council advising the Planning and Zoning Department in is constant flux. Director Jenkins stated that a recent study analyzing the number of permits and inspections to see where the trend was going showed a steady flow with a slight increase. The department is expecting an increase in commercial permits and inspections with the development of Verde Valley Medical Center and the 260/Finnie Flat corridor. Director Jenkins indicated that cross training of employees continues. Mr. Jenkins stated the current staff is doing an excellent job and he will address the need for additional employees during the budget process. Jenkins stated that Planning and Zoning has completed the maps and description for all of the new character areas, which is on schedule to go to the voters in 2016, and he will continue to keep the residents of the community update and informed of the General Plan. Mr. Jenkins stated that Planning and Zoning Commission Chairman B J Davis has done, and continues to do an excellent job. Director Jenkins stated that Code enforcement officers are being shared with the Marshal's Office for animal control and code enforcement. Additionally, the department oversees abatement issues, cleaning up of abandoned properties.

Public Works Director Ron Long addressed the Mayor and Council advising the Public Works Department

currently has 23 employees and covers Parks and Recreation, Waste and Storm Water, and Streets and Building Maintenance. Mr. Long presented to the Mayor and Council two handouts that outlined the current status of projects and a projection of upcoming developments.

Deputy Public Works Director Troy O'Dell, and Waste Water Treatment Manager Jan Grogan addressed the Mayor and Council inviting the Mayor and Council to visit the Waste Water Plant for a tour. The Department is currently working with the Forest Service with respect to a partnership (funding) for managing storm water particularly in the Bull Pen and Verde Lakes area (inherited issues), as the Storm Water problems are continuous. Ron Long advised that the department is expecting a decrease in funding of approximately 30% from the flood control district, and these matters will be addressed during the budget process. Additionally, assistance to acquire funding will be requested from NACOG (Federal Highway Funding) for the Verde Lakes area.

Library Director Kathy Hellman addressed the Mayor and Council advising the new library project in underway. There are some issues regarding traffic control on the Montezuma Highway during construction, however she is working with Public Works to find a solution to keep traffic flowing during construction. Ms. Hellman stated she was delighted to be part of a community that works so well together for the benefit of its residents. Director Hellman stated she is expecting a 50% increase in the use of the Library after completion of the new facility. Director Hellman stated that the library uses primarily volunteers and has one NACOG employee. Ms. Hellman stated she will continue to encourage community support and solicit more community (specifically children) participation.

Town Clerk Virginia Jones addressed the Mayor and Council stating she was proud to work for the Town of Camp Verde. The Clerk's Office is open for assistance to the public and the Council, and provided a handout to all Council; a copy is attached and becomes a permanent part of the record.

The Mayor and Council thanked Manager Martin for doing an excellent job and having such a compressive status presentation by the Town Departments. Manager Martin stated that he hopes Council will consider using a format similar to what was presented in the future to keep Council connected with all the departments.

Adjournment

On a motion by Councilor Gordon, seconded by Councilor Jones, the council unanimously voted to adjourn the meeting at 12:27 p.m.

Charles German, Mayor

Lynn Riordan, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on February 20, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2015.

Virginia Jones, Town Clerk



Loss Control Survey Report

*Handout from
Carol Brown
2-20-2015*

- Insured:** Click here to enter text.
- Location Surveyed:** Click here to enter text.
- Consultant:** Click here to enter text.
- Date Assigned:** Click here to enter a date.
- Date Surveyed:** Click here to enter a date.
- Date Report Completed:** Click here to enter a date.
- Person Interviewed:** Click here to enter text.
- Title:** Click here to enter text.
- Email address:** Click here to enter text.
- Person responsible for risk management (if same, leave blank):** Click here to enter text.

Management Evaluation

(Cooperation, attitude, effective loss control, condition of premises)

Is renewal recommended Above Average Average Fair Poor
 Reasons to support management rating Yes Yes, with improvements No
Click here to enter text.

New or Modified Facilities

New buildings purchased or constructed since last survey Yes No
 If yes, describe Click here to enter text.

Description of Operations

Administration

City/Town Manager Yes No
 City/Town Clerk Yes No
 City/Town Attorney Staff Contracted
 City/HR Director Yes No
 City/Town Risk Manager Yes No

Use of inmate work crews Yes No
 If yes:

Click here to enter text.

What areas are they assigned Yes No
 Do inmates operate vehicles Yes No
 Do inmates interact with the public Yes No
 Do inmates interact with non-assigned staff Yes No
 Do inmates interact with minors Yes No
 Do inmates prepare or serve food to staff or public Yes No
 Do inmates weld Yes No
 Inmate certifications (driving, food handling, welding, etc.) reviewed Yes No
 Is staff trained to supervise inmates Yes No

Public Works

Water Staff Contracted None
 Waste Water Yes No
 Streets Yes No
 Animal Control Yes No



Loss Control Survey Report

Parks

~~Airport~~

~~Staff Contracted None~~

~~Staff Contracted None~~

~~Yes No~~

~~Click here to enter text.~~

~~Yes No~~

~~Yes No~~

~~Yes No~~

~~Click here to enter text.~~

~~Yes No~~

~~Yes No~~

~~Yes No~~

~~Click here to enter text.~~

~~Yes No~~

~~Click here to enter text.~~

~~Yes No~~

~~Yes No~~

~~Good Fair Poor~~

~~Click here to enter text.~~

~~Yes No~~

~~Yes No~~

~~Click here to enter text.~~

~~Yes No~~

~~Click here to enter text.~~

~~Yes No~~

~~Click here to enter text.~~

~~Yes No~~

~~Click here to enter text.~~

~~Yes No~~

~~Yes No~~

~~Yes No~~

~~Yes No~~

~~Yes No~~

~~Click here to enter text.~~

~~Yes No~~

Athletic fields

Number

Municipal sponsored transportation provided

Concession cooking on-site

Equestrian facilities/fields

Number

Municipal sponsored transportation provided

Concession cooking on-site

~~Cemetery~~

~~Number~~

Playgrounds

Number

Municipal sponsored transportation provided

Concession cooking on-site

Condition of playground equipment

If poor, describe

Playground accessible to the public

Is the yard fenced

Name responsible for maintenance

Swimming Pool/Splash pad/Water fixtures

Number and Type

Municipal sponsored transportation provided

Concession cooking on-site

Pool fenced and access controlled

Pool Rules Posted

Rescue Equipment Available

Depths Marked

Diving boards / slides

Lifeguards on duty

Lifeguards certified in lifesaving/CPR

Private parties held at Pool

Pool maintained/tested on a regular basis

Name responsible for maintenance/testing

Wheeled facilities (Skateboard/BMX/etc.)

Number and Type

Mixed/Simultaneous use:

Designed/maintained to AZ Rec. statutes:

Municipal sponsored transportation provided

Concession cooking on-site

Community Center

Number and Type

Municipal sponsored transportation provided

Southwest Risk Services – Administrator

14902 North 73rd Street ♦ Scottsdale, Arizona 85260

Main: 602.996.8810 ♦ TF: 888.309.4339 ♦ Fax: 602.996.9045

www.AMRRP.org



Loss Control Survey Report

Concession cooking on-site		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Other (describe)		Click here to enter text.	
<u>Library</u>	Number	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Click here to enter text.	
<u>Visitor Center</u>	Number	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Click here to enter text.	
<u>Museum</u>	Number	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Click here to enter text.	
<u>Senior Citizens Center</u>	Number	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		Click here to enter text.	
	Staff <input type="checkbox"/>	Contracted <input type="checkbox"/>	None <input type="checkbox"/>
		Click here to enter text.	
	Municipal sponsored transportation provided	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Kitchen/Cooking on-site	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Meals served on-site	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Meals delivered	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Thrift Store on-site	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes to any on-site cooking, see Food Products section			
<u>Law Enforcement</u>	Staff <input type="checkbox"/>	Contracted <input type="checkbox"/>	Volunteer <input type="checkbox"/>
		None <input type="checkbox"/>	
If yes, see Law Enforcement section			
<u>Fire Services</u>	Staff <input type="checkbox"/>	Contracted <input type="checkbox"/>	Volunteer <input type="checkbox"/>
		None <input type="checkbox"/>	
If yes, see Fire Service section			
<u>Emergency Medical Services</u>	Staff <input type="checkbox"/>	Contracted <input type="checkbox"/>	Volunteer <input type="checkbox"/>
		None <input type="checkbox"/>	
If yes, see EMS section			
<u>Other Departments</u>			
	Number of Full-time Employees	Click here to enter text.	
	Number of Part-time Employees/Volunteers	Click here to enter text.	

Food Products (if food stored/served)

2	Are food products properly stored	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7	Shelf lives noted	Yes <input type="checkbox"/>	No <input type="checkbox"/>
9	Procedures to monitor shelf lives and disposal of expired food items	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Documented cleaning regimen of kitchen and dining areas	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Staff trained in food service sanitation practices	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Food and restaurant equipment purchased from reputable suppliers	Yes <input type="checkbox"/>	No <input type="checkbox"/>

General Liability

Municipality aware of Certificates of Insurance (COI) from suppliers	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is there a program in place to follow up on COI	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If no, explain	Click here to enter text.	
Adequate exits, marked and unobstructed	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Emergency Lighting	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Emergency oxygen locations	Click here to enter text.	
Emergency plans in place	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Evacuation drills conducted regularly	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Slip, trip and fall exposures controlled	Yes <input type="checkbox"/>	No <input type="checkbox"/>



Loss Control Survey Report

Intrusion Alarms	Central Station <input type="checkbox"/> Local <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Smoking Adequately Controlled		Yes <input type="checkbox"/> No <input type="checkbox"/>
Housekeeping Adequate		Yes <input type="checkbox"/> No <input type="checkbox"/>
Heating & Air conditioning Maintained		Yes <input type="checkbox"/> No <input type="checkbox"/>
Last Inspection Date		Yes <input type="checkbox"/> No <input type="checkbox"/>
Electrical Systems Maintained		Click here to enter text.
Last Rewiring Date		Yes <input type="checkbox"/> No <input type="checkbox"/>
Plumbing and Sewer Satisfactory		Click here to enter text.
Noticeable Water Damage		Yes <input type="checkbox"/> No <input type="checkbox"/>
Roof Condition		Yes <input type="checkbox"/> No <input type="checkbox"/>
Areas of concern		Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/>
Last Reroofing Date		Click here to enter text.
Locks Adequate for Exposure, Keys and Access Controlled:		Yes <input type="checkbox"/> No <input type="checkbox"/>
Describe other Security Concerns and Control Measures		Click here to enter text.

Special Events

Temporary structures (booths, stages, grandstands)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Entertainment / Concerts	Yes <input type="checkbox"/> No <input type="checkbox"/>
Pyrotechnics	Yes <input type="checkbox"/> No <input type="checkbox"/>
Amusement rides	Yes <input type="checkbox"/> No <input type="checkbox"/>
Inflatables	Yes <input type="checkbox"/> No <input type="checkbox"/>
Animals	Yes <input type="checkbox"/> No <input type="checkbox"/>
Parades	Yes <input type="checkbox"/> No <input type="checkbox"/>
Liquor	Yes <input type="checkbox"/> No <input type="checkbox"/>
COI from operator naming member as a named insured	Yes <input type="checkbox"/> No <input type="checkbox"/>
Describe special events run by the insured	Yes <input type="checkbox"/> No <input type="checkbox"/>

Click here to enter text.

Drivers

Total number of drivers	Click here to enter text.
Total number of CDL Drivers	Click here to enter text.
Radius of Operations	Click here to enter text.
Driver's License	Yes <input type="checkbox"/> No <input type="checkbox"/>
Physical Exam (required for CDL)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Road Test	Yes <input type="checkbox"/> No <input type="checkbox"/>
References	Yes <input type="checkbox"/> No <input type="checkbox"/>
Other	Yes <input type="checkbox"/> No <input type="checkbox"/>
Frequency of MVR Checks	Click here to enter text.

Click here to enter text.

Vehicle Inspection and Maintenance

Pre-trip inspections	Yes <input type="checkbox"/> No <input type="checkbox"/>
Periodic inspections, service	Yes <input type="checkbox"/> No <input type="checkbox"/>
Inspection and maintenance records maintained	Yes <input type="checkbox"/> No <input type="checkbox"/>
Who is responsible for vehicle maintenance	Click here to enter text.



Loss Control Survey Report

First aid kits in vehicles	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Fire extinguishers in vehicles	Yes <input type="checkbox"/>	No <input type="checkbox"/>
AMRRP accident kit in vehicle	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Employees use personal vehicles for business	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, describe	Click here to enter text.	
Heavy equipment	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Forklift	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Inspections compliant w/OSHA	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Forklift Safety training current	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If no, explain all	Click here to enter text.	

Employment Practices Liability

Current employment application in place	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Pre-employment screening for staff	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Motor vehicle record	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Drug testing	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Criminal record	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Credit report	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Nationwide sexual offender	Yes <input type="checkbox"/>	No <input type="checkbox"/>
SSN Verification	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Employment Verification	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Education Verification	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Other	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Click here to enter text.	

Employment Policies/Procedures

Personnel Manual	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Operations Manual	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Fleet Manual	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Employee Grievance Policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Sexual Harassment Policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Describe policies/procedures in place to prevent sexual abuse	Click here to enter text.	
Progressive disciplinary policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Employee termination policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Written job descriptions	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Equal Employment Opportunity Commission (EEOC)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Americans with Disability Act (ADA)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Fair Labor Standards Act (FLSA)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Pets or service animals present	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Cell phone policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Workers Compensation

Safety policy statement in place and publicized	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Loss Control Survey Report

Safety orientation conducted for all new employees	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Ongoing safety training	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Frequency of training	Click here to enter text.	
Mandatory Safety Training Current	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Type of Mandatory training	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Bloodborne Pathogens	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Hazard Communication	Yes <input type="checkbox"/>	No <input type="checkbox"/>
First Aid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
CPR	Yes <input type="checkbox"/>	No <input type="checkbox"/>
First Aid certified staff	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Certifications current/maintained	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Employee safety meetings	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Training methods used	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Safety Committee(s) established	Click here to enter text.	
Safety Committee meeting frequency	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Periodic safety inspections/audits conducted	Click here to enter text.	
Processes in place that allow the reporting of workplace hazards	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If no, explain all	Yes <input type="checkbox"/>	No <input type="checkbox"/>
All employee accidents/occupational illnesses investigated	Click here to enter text.	
Corrective actions taken and documented	Yes <input type="checkbox"/>	No <input type="checkbox"/>
WC claims reported promptly	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Person(s) responsible for accident investigations	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Designated medical facilities for employee injuries	Click here to enter text.	
Return to work programs in effect	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Briefly describe policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Light duty opportunities	Click here to enter text.	
Briefly describe policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Directed Care program in effect	Click here to enter text.	
Name of physician/facility	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Safety programs & policies formalized and implemented	Click here to enter text.	
Briefly describe policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are there any occupational illness exposure	Click here to enter text.	
If yes, explain mitigation procedures	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Law Enforcement Liability

Total full-time sworn officers	Click here to enter text.	
Total part-time sworn officers	Click here to enter text.	
Total reserve /volunteers	Click here to enter text.	
Total dedicated training officers	Click here to enter text.	
Confinement/detention or jail facility operated by insured	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes: Department of Corrections classification	Click here to enter text.	
Average number of formal bookings annually	Click here to enter text.	
Juvenile detention centers:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Considered overcrowded	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Medical staff on site	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Suicide watch program in place	Yes <input type="checkbox"/>	No <input type="checkbox"/>



Loss Control Survey Report

Documented intake/search policies of arrested persons

- Mutual aid agreements in place Yes No
- Describe arrangement and entities involved Yes No
- Use of traffic light emergency control systems (Opticom, etc) Click here to enter text.
- Internal affairs and/or review board Yes No
- Critical incident review Yes No
- Canine use Yes No
- Monitoring private alarms Yes No

Law Enforcement Policy/Procedures

- Use of force/force continuum Yes No
- Use of deadly force and firearms / discharge of weapon Yes No
- Securing weapons after duty Yes No
- Firearms ownership Yes No
- Vehicle pursuit (initiation, termination, communication, caravans, PIT) Yes No
- Arrest procedures (mandatory cuff/frisk, double lock with key, etc.) Yes No
- Ride-along program (including use of waivers) Yes No
- Outside employment policy Yes No
- Officer discretion / professional conduct Yes No
- Command structure Yes No
- Collecting and processing evidence / custody of control/destruction Yes No
- Privacy and security of records Yes No
- Media relations Yes No
- Community notification of sex offenders Yes No
- Response to missing & endangered children Yes No
- Victim & witness assistance Yes No
- Juvenile operations Yes No
- Handling self-destructive persons / excited delirium Yes No
- Transportation of prisoners Yes No
- Last policy /procedure manual revision date Yes No
- Review and revision guidelines established Click here to enter text.
- Legal counsel involved in review and revision Yes No
- Documented Training processes in place Yes No
- Firearms training frequency Yes No
- Includes "off-duty" arms Click here to enter text.
- Includes others (TAZERS, batons, chemical, etc.) Yes No
- Other force training frequency Yes No
- Firing range owned/operated to AZPOST standard Click here to enter text.
- Non-agency use allowed Yes No
- Describe non-agency use and agreement for use of facility Yes No
- Hold harmless agreements in place Click here to enter text.
- Describe agreements Yes No

~~Fire Service Liability~~



Loss Control Survey Report

- Total full-time certified firefighters [Click here to enter text.](#)
- Total part-time certified firefighters [Click here to enter text.](#)
- Total reserve /volunteers certified firefighters [Click here to enter text.](#)
- Total dedicated training officers [Click here to enter text.](#)
- Total Fire Stations/facilities operated by insured [Click here to enter text.](#)
- Average number of fire responses over last 3 years [Click here to enter text.](#)
- Provide primary response out of jurisdiction boundary [Click here to enter text.](#)
- Radius of primary responsibility Yes No
- Mutual aid agreements in place [Click here to enter text.](#)
- Describe arrangement and entities involved Yes No
- Use of traffic light emergency control systems (Opticom, etc) [Click here to enter text.](#)
- Internal affairs and/or review board Yes No
- Critical incident review Yes No
- Aerial apparatus use Yes No
- Number and year Yes No
- Monitoring private alarms [Click here to enter text.](#)
- Yes No

Fire Service Policy/Procedures

- Emergency response policy (vehicles operation) Yes No
- Incident command system Yes No
- Fire-ground operations policy compliant with NFPA standard Yes No
- Physical fitness/personal training policy Yes No
- Type of physical fitness/personal training [Click here to enter text.](#)
- Apparatus inspection policy Yes No
- SCBA inspection policy Yes No
- SCBA tank filling station (Cascade) Owned Third Party provides
- If owned provide last inspection date [Click here to enter a date.](#)
- If third party, provide name [Click here to enter text.](#)
- Turnouts and PPE to NFPA standards Yes No
- Non-apparatus equipment inspection policy (ladders, poles, etc) Yes No
- Ride-along program (including use of waivers) Yes No
- Firefighter discretion/professional conduct Yes No
- Outside employment policy Yes No
- Privacy and security of records Yes No
- Media relations Yes No
- Last policy /procedure manual revision date [Click here to enter text.](#)
- Review and revision guidelines established Yes No
- Legal counsel involved in review and revision Yes No
- Documented training processes in place Yes No
- Training facility owned/operated to NFPA standard Yes No
- Non-agency use allowed Yes No
- Describe non-agency use and agreement for use of facility [Click here to enter text.](#)
- Hold harmless agreements in place Yes No
- Describe agreements [Click here to enter text.](#)
- ISO Town Class [Click here to enter text.](#)

Loss Control Survey Report

Automatic Sprinkler Protection

- Area Protected
- Sprinklers Maintained Properly
- Control Valve Open
- Last Sprinkler System Inspection Date
- Date of last Flow Test

- Yes No N/A
- Click here to enter text.
- Yes No
- Yes No
- Click here to enter text.
- Click here to enter text.
- Yes No
- Click here to enter text.
- Click here to enter text.

Fire/Smoke Alarms

- Area Protected
- Detector Type
- Central Station Local

Fire Extinguishers Adequate:

- Date tested/tagged
- Or date of receipt

- Yes No
- Click here to enter text.
- Click here to enter text.

~~Firefighter responses in personal vehicles~~

- ~~Policy for personal vehicle responses~~

- ~~Yes No~~
- ~~Yes No~~

Emergency Medical Service Liability

- ~~Total full-time EMT/Paramedics~~
- ~~Total part-time EMT/Paramedics~~
- ~~Total reserve /volunteer EMT/Paramedics~~
- ~~Total dedicated training officers~~
- ~~Total stations/facilities operated by insured~~
- ~~Average number of EMS responses over last 3 years~~
- ~~Provide primary response out of jurisdiction boundary~~
- ~~Radius of primary responsibility~~
- ~~Mutual aid agreements in place~~
- ~~Describe arrangement and entities involved~~
- ~~Use of traffic light emergency control systems (Opticom, etc)~~
- ~~Internal affairs and/or review board~~
- ~~Critical incident review~~
- ~~Medical direction received from~~

- ~~Click here to enter text.~~
- ~~Yes No~~
- ~~Click here to enter text.~~
- ~~Yes No~~
- ~~Click here to enter text.~~
- ~~Yes No~~
- ~~Yes No~~
- ~~Yes No~~
- ~~Click here to enter text.~~

Emergency Medical Service Policy/Procedures

- Emergency response policy (vehicles operation)
- Operations policy compliant with ADHS
- Physical fitness/personal training policy
- Type of physical fitness/personal training
- Apparatus inspection policy
- PPE inspection policy
- Equipment inspection policy
- Ride-along program (including use of waivers)
- EMT/Paramedic discretion/professional conduct
- Outside employment policy
- Privacy and security of records (HIPA compliant)

- Yes No
- Yes No
- Yes No
- Click here to enter text.
- Yes No

Loss Control Survey Report

Media relations	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Last policy /procedure manual revision date	Click here to enter text.	
Review and revision guidelines established	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Legal counsel involved in review and revision	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Documented training processes in place	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Hold harmless agreements in place	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Describe agreements	Click here to enter text.	
EMT/Paramedic responses in personal vehicles	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Policy for personal vehicle responses	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Medications Dispensed or Administered	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Medication control log	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Medications in secured location	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Narrative Report

The narrative section should be used describe any notable exposures and controls not covered by risk assessment report, additional commentary on items noted in the report or any special underwriting information requests:

[Click here to enter text.](#)

Saved as (example - Benson Sep2014)	Click here to enter text.
Sent to LC Manager for approval (email)	Click here to enter a date.
Returned for revision (if needed)	Click here to enter a date.
Revised and submitted for approval	Click here to enter a date.
Approved by LC Manager	Click here to enter a date.
Added to member file by LC Manager	Click here to enter a date.

Camp Verde Parks & Recreation Division
Council budget update February 20, 2015

*Handed from
Mike Marshall
2-20-15*

- **Why are we even here?**
 - o From our mission statement
 - Provide quality recreational, educational, cultural, fitness, social & environmental opportunities for a diverse community.
 - o "Provide fun & interesting stuff for people to do and places to do it"
- **Who makes it happen?**
 - o One full-time P & R Coordinator
 - o One part-time temporary seasonal assistant
 - Help w/office and direct programs 2 – 16 hours a week for part of the year
 - o Various part-time sports officials - referees, umpires, scorekeepers
 - o Volunteer coaches – largest & most important group for Grasshopper basketball
 - o Seasonal pool staff of 12 – 16 - lifeguards and cashiers
- **What do we do all day?**
 - o Schedule, approve and coordinate the use of all Park & Rec facilities. This covers all fields and field lights, meeting rooms, the gym, picnic ramadas and Heritage pool for use by Town departments, our programs, partner programs, private groups and businesses.
 - Gym - 824 uses last year, average of 70 per month
 - Refurbishment is great, people are impressed when they come in
 - Needs new roof in CIP to protect investment
 - Little League, AYSO, Youth Football, SVHS and other schools, Ditch associations, Lions Club, church groups, our exercise and dance classes and commercial groups.
 - o Work w/ groups to plan special events such as Fort Verde Days & Sesquicentennial activities
 - Time in planning and coordinating as well as during set-up and operation.
 - o Operate Heritage Pool including hiring, training and supervising seasonal staff who provide swim lessons, Aqua Zumba, Water Aerobics and private parties as well as Open swim
 - 8,700 visits last year including 6,000 by kids
 - Pool is run at a loss as a service to the community
 - Not realistic to expect Pool to cover all operating expenses with user fees
 - o Provide direct programs to the public. Plan, organize, market and direct programs. Recruit and hire staff and volunteers as needed
 - Continuing programs include
 - Grasshopper basketball grades 1 – 8, over 120 kids per year
 - Adult Co-Ed softball for over 100 adults
 - Diamondbacks bus trips
 - Halloween Trunk or Treat Main Street
 - Christmas Craft Bazaar and Parade of Lights w/ Santa
 - New programs within the past two years include
 - Free Family Movie nights w/ Community Library – 12 per year, plus others
 - Day trips to various locations for various audiences – 16 this year
 - Parent/Child Campouts – 2 per year
 - These programs are designed to be as revenue neutral as possible with revenues covering most expenses.
 - Cost to the Town in FY 2013/14 of \$3,500 - \$2,000 for Halloween candy

- We have greatly increased our program offerings while reducing the net expense to the Town in this budget section by 59% in FY 2013/2014.
 - Imagine what we could do with additional staff and eventually more facilities
- **How could we do better & how do we get there?**
 - More staff
 - With only one fulltime person there is a limit to what can be accomplished
 - Can only be in one place at a time
 - Strategic and future planning capability is limited
 - Part time staff is hard to recruit & retain & has limited strategic assistance
 - Joint CIP planning w/ Maintenance is needed
 - Grant money is available but need staff to find, apply for and administer
 - More facilities
 - Need more baseball, softball, soccer and football fields
 - The pressure on our current playing fields is enormous
 - Creates problems w/ scheduling w/ competing users
 - Creates problems with time for adequate Maintenance
 - Limits participation because of field availability
 - Meeting/activity room space is limited & high demand, especially nights & weekends
 - Two rooms (204 & 206/207) receive 810 uses annually, average of 68 per month
 - Frequently need to “bump” users due to scheduling conflicts
 - Room 206/207 will be going away when the Court takes over
 - CIP proposal to renovate old Weight Room to replace the space
 - Create a multi-use space able to be divided into two spaces each with direct access to the Gym
 - Will need to find space to replace current storage in weight room
 - Broaden the range of activity spaces available to residents
 - Walking /exercise spaces
 - Playgrounds, family & event spaces
 - Trails to improve connectivity throughout the Town and the Verde Valley
 - River access and shoreline access
 - Other sport spaces – tennis, equestrian
 - Provide more numerous and broader range of activities and programs
 - Need something for every interest, available time and budget
 - Day trips are proving to be popular
 - Potential for expansion – limited by transportation
 - Need to consider CIP for a 15 passenger bus
- **What is our most pressing need?**
 - What do we need to move the Division forward and expand opportunities for residents?
 - **Additional staff**
 - Without enough staff we cannot simultaneously meet the needs of our current users, expand our offerings in a revenue neutral way and plan for future expansion and improvement

*handout from
Ron Long 2-20-2015*

TOWN OF CAMP VERDE

Public Works Department
395 S Main Street Camp Verde, AZ 86322
Office (928) 554-0820 Fax (928) 567-1540
www.campverde.az.gov



To: Camp Verde Town Council
From: Ron Long, Public Works Director
Date: February 20, 2015
Re: Council, Manager, & Department Head Retreat

Public Works Department Divisional Updates: The Public Works Department is comprised of an Administration Staff and 5 Divisions; Parks & Recreation, Waste Water, Stormwater, Facilities Maintenance, and Streets with 23 Full Time Employees.

Public Works Administration/Engineering (General Fund Sewer District, & HURF)

- Current Budget; \$116,340
- Staffing (5); 2 Engineers, PW Analyst, & 2 Administrative Assistants
- Main Duties;
 - Administrative Support for the Public Works Department – All Divisions
 - Public and Internal Contact & Information Point
 - Representative for the Town/Public Works with State & Regional Government Entities
 - Budget Development & Oversight, Payroll, & Billings
 - Personnel Issues
 - Generation and Tracking of Work Orders
 - Records & Files Management
 - Grant Procurement, Reporting, & Administration
 - Engineering Services
 - Project Management & Administration Services
- Goals For FY 16
 - Relocate Utility Division Services/Billing to PW Office
 - Digitize Plans & Records
 - Prepare a Public Improvement Ordinance
 - Update Town's Engineering Standards for Streets, Stormwater, & Waste Water

Facilities Maintenance Division (General Fund)

- Current Budget; \$542,150
- Staffing (5); Supervisor, Forman, Building Maintenance Worker, 2 Grounds Maintenance Workers
- Main Duties;
 - Maintain Town Buildings; Marshal's Office, Downtown Campus, Pool, & Street Yard

- Maintain Heritage Pool
- Maintain Town Parks; Butler, Downtown, & Arturo
- Maintain Skate Park
- Maintain Vehicles & Equipment
- Maintain Town Grounds & Properties
- Manage Facility Improvement Projects
- Goals For FY 16
 - Purchase a Man Lift to Replace the Bucket Truck
 - Move maintenance into Shop & Yard on Fain Street
 - Re-roof the Pool Building & Gym
 - Improve Irrigation Well for Main Street & Town Grounds
 - Replace Playground Equipment in Butler Park
 - Complete Various Upgrades to Doors & Lighting on Town Grounds & Buildings

Streets Division (HURF & General Fund)

- Current Budget; \$638,465
- Staffing (5); Supervisor, Forman, Senior Equipment Operator, 2 Street Maintenance Workers
- Main Duties;
 - Provide Street Maintenance for over 120 Miles of Roads, Crack Seal, Patch, & Stripping
 - Roadside/ROW Maintenance for over 240 Miles of Roadside/ROW, Mow, Trim, & Grade
 - Maintain Vehicles & Equipment
 - Maintain Stormwater Infrastructure (10% of Staff Time)
 - Manage Street Improvement Projects
- Goals For FY 16
 - Purchase a Tractor with Mower & Trimmer Attachments for ROW Maintenance
 - Re-Pave Salt Mine Road with Asphalt Milling Mix
 - Re-Pave Townsite Streets; Arnold, 3rd, 4th, 5th, & Arnold Terrace
 - Work with County to Improve Middle Verde Road (Gravel Section)
 - Re-Pave Zellner Lane
 - Road Side Shoulder & Ditch Improvements, Rebuild shoulders & Re-grade Ditches on numerous Town Roads

PUBLIC WORKS PROJECT STATUS REPORT:

PROJECT:	CURRENT STATUS:
Public Library	Town Council awarded job to Woodruff. The design of the steel structure is underway.
Public Works Office Remodel/Improvements	Construction underway, Town forces have done the front gate/counter, and interior walls. The front windows have been installed and door will happen soon.
Court Improvements: Remodel of Rooms 206, 207, & 208	Design this fiscal year, construction next fiscal year. A concept plan from the architect has been completed and is being reviewed.
Transit/Bus Stops	One bus stop by Burger King completed and in place. Second bus stop at Basha's Center under design will be finished by end of fiscal year.
Finnie Flat Channel Phase II including; Cliffs Parkway Detention Basin, Cliffs Parkway Culvert Extension and Vault, and Finnie Flat Curb and Townhome Entrance	Cliffs Parkway Detention Basin is complete for now (some future seeding, and groundwater recharge work may be done later). The Cliffs Parkway Culvert Extension has been completed and the plans for the vault and grate at its end are complete and will go out to Job Order Contractors for quote in late January. Construction of the vault and grate will occur in March. The grate has been purchased and has been delivered. The Finnie Flat Curb and Townhome Entrance Plan is 95% complete and we estimate releasing to Job Order Contractors for quote in late February. The grated road crossing for this Townhome Entrance has been delivered and is ready to install.
Verde Lakes Drive Drainage	Construction Plans for improvement of drainage ditches along Verde Lakes Drive from Clinton Drive to West Clear Creek and from Highway 260 to Bull Pen Wash are underway and are 30% complete. Anticipate plan completion and construction in early to mid-2015. Will be quoted as a JOC project.
Finnie Flat Sidewalk	Construction Plans at 95%, Will be constructed at same time as the sidewalk along Highway 260 from Cliffs Parkway to Main Street by the ADOT appointed contractor, estimation is that ADOT will bid both projects in October of 2015, ADOT will be the project manager.
Hollaman Street Parking Lot Improvements	Survey is complete and design will commence this fiscal year.
Community Park	A Request for Qualifications is underway by staff for finding a consultant to complete the Park Site Plan. A Request for Quote will be done by staff to choose a consultant for a reclaim water line design to transport

	reclaim water from the treatment plant to the park, revision of the Aquifer Protection Permit to include reclaim water use at the community park, and to obtain the necessary effluent Re-Use Permit.
HSIP – Sign Replacement Program 1 st half/phase	The sign inventory for this portion of the Sign Replacement Program is complete and the signs are currently being manufactured. The Camp Verde Streets Crew will install the total of 895 new signs in this portion of the program in 4 separate phases over the next 2 years.
Tri-Intersection - NACOG Project	PARA Study is complete. HDR was selected as the design firm and is preparing a scope of work. Design will be completed between January of 2015 and June of 2015. Construction is slated for FY 2016/17.
Gaddis Wash Box Culvert Crossings	Box Culverts for Streets Yard Entrance Crossing is manufactured and has been delivered and stored on-site until construction of the crossing and new entrance road. The Streets Yard Entrance Crossing and entrance road have been relocated by the adjacent property owner (whose property they cross) and will be re-surveyed and re-drawn. The second crossing on Industrial Drive has been surveyed and design plans are underway (10%).
Industrial Drive Round-A-Bout	ADOT is currently at the 30% design phase and will be potholing to assure no utility conflicts. Construction will be in fiscal year 2016.
Town-site Paving Phase III - CDBG	This project is currently in design/engineering. We are currently having a topographic survey and base maps done of the project area.
Wastewater Treatment Plant Headworks	Headworks Rehabilitation Plan is 90% complete. We are currently bidding fabrication of key parts for the headworks grit settling chamber. Plans should be completed and go out to Job Order Contractors for quote in March of 2015.
Wastewater Treatment Plant Garage/ Shop Building	Building is erected and almost completed. Overhead doors should be installed by the end of February. The interior is almost completed by one of our JOC contractors and should be complete by the end of February. Wastewater Division staff are outfitting the building with shelves, worktables, desks, and furniture. Building should be in use in March.
Wastewater Treatment Plant Tertiary Filtration	The tertiary filter system and ultraviolet disinfection system upgrades have both been chosen and plans for these two items must be combined and will be underway by the end of March, 2015. These plans will need to be submitted to ADEQ for review. Construction of these items will be done in next fiscal year.

<p>Wastewater Treatment Plant UV Disinfection Upgrades</p>	<p>The tertiary filter system and ultraviolet disinfection system upgrades have been chosen and plans for these two items must be combined and will be underway by the end of March, 2015. These plans will need to be submitted to ADEQ for review. Construction of these items will be done in next fiscal year.</p>
<p>Wastewater Treatment Plant Sludge Drying Beds</p>	<p>We anticipate the design of the sludge drying beds will begin early in the next fiscal year. These plans will need to be submitted to ADEQ for review. Construction of this item will be done also in the next fiscal year.</p>
<p>Banner Poles on Main Street</p>	<p>Banner Poles have been installed. Staff has outfitted the poles and will do cross cables with the first banner installation. We are awaiting the banner.</p>
<p>State Route 260 Sewer Master Plan Sleeve Placement Plan</p>	<p>Preparing Request for Qualifications to invite experienced and qualified engineering firms to submit Statements of Qualification on a scope of services for the Master Plan and Sleeve Plan.</p>
<p>Finnie Flat Corridor Design</p>	<p>Design to be underway by the end of this fiscal year. Staff is currently preparing a Request for Qualifications for the design.</p>
<p>Cliffs Parkway & Finnie Flat Signal Traffic Detection Cameras</p>	<p>Cameras/Controls need to be procured and installed. Completion by the end of fiscal year 2015.</p>
<p>Quarterhorse Lane/Overman Access Road & Drainage Channel</p>	<p>Awaiting answer from YAN to allow the Town to use the easement road for access and drainage. Road/Channel then needs designed and constructed.</p>
<p>Public Works Yard Sewer Line</p>	<p>Needs to be staked by Ron/Troy and constructed.</p>
<p>MS4 Software & New Permit</p>	<p>Have started utilizing software and are currently comparing the new draft permit to the current one determining improvements and additions that must be made to operations, management plans, ordinances, maintenance, and inspections to be in proper compliance with the conditions of the permit.</p>

Handout from Marshal Gardner
2-20-2015



TO: Camp Verde Town Council
FROM: Marshal Nancy Gardner
DATE: February 20, 2015
Subject: Accomplishments for 2014
Goals for 2015

New Assignments 2014

- ❖ Laura Robinson promoted to Sergeant - Assigned to Patrol
- ❖ Sergeant Steve Butler - Assigned to Patrol / FTO Sergeant
- ❖ Sergeant Steve Ganis - Assigned to Detectives
- ❖ Deputy Steve McClure - Assigned to Detectives
- ❖ Deputy Jennifer Zwak - Assigned to the Middle School (SRO)
- ❖ Deputy Dan Jacobs - Assigned as traffic officer, FTO
- ❖ Debbie Hughes - Assigned to Property and Evidence
- ❖ Volunteer Bill Leubo (retired NYPD) - Assigned to Review VIP Program

SUBJ: Patrol Accomplishments

- ❖ Worked with ADOT to implement Eticket / Tracs system which will be an ongoing project into 2015
- ❖ Created a CVMO challenge coin
- ❖ Filled a patrol sergeant position
- ❖ Worked with Community Development to update Noise Ordinance
- ❖ Conducted a RMS (Spillman) system audit with vendor to determine use capabilities
- ❖ **Revised, updated and created new policy and procedures – this is in the review process and will be implemented in early 2015**
- ❖ Obtained Body Camera's for all Sworn
- ❖ Audit completed of the current Records Management System (RMS)
- ❖ Held a multi-agency Active Shooter training
- ❖ Worked to enhance community relationships through programs such as monthly Coffee with a Cop, Therapy Dog program
- ❖ Hosted a Crime Scene training class and trained 5 employees regarding processing crime scenes
- ❖ **\$40,623. Homeland Security Grant** for the continued project for inter-operability of radio communication among neighboring law enforcement agencies
- ❖ **\$12,500. GOHS Grant** for overtime
- ❖ **\$2,000. 100 Club Grant** to replace an emergency release button for the K-9 truck

SUBJ: Investigations Accomplishments

- ❖ Joshep Monteil case – pled to life in prison without parole for killing his estranged wife and burying her in desert
- ❖ In 2014 the Marshal's Office investigated four fatal traffic collisions. One of these collisions was a single vehicle in the 500 block of Montezuma Castle Hwy. resulting in one death. The other three collisions were on State Route 260 between Horseshoe Bend and Old 279. In the collisions along 260 8 individuals were injured to include 5 children and two adults and one unborn child lost their lives.

SUBJ: Traffic Unit Accomplishments

- ❖ Coordinated multi-agency DUI task forces
- ❖ Coordinated 2 DUI check points
- ❖ Focused patrols near the schools, neighborhoods and on the 260 where collisions have been occurring
- ❖ Investigated 4 collisions which resulted in deaths
- ❖ Deputy Dan Jacobs and Debbie Hughes attended intoxilyzer training as the compliance managers for the DUI intoxilyzer

SUBJ: Fleet Accomplishments

- ❖ The 6 Crown Vics and 2 VIP vehicles were repainted after Maco determined a flaw in first paint job (Cost was zero)
- ❖ The Command Van is being prepared for auction (has mechanical, engine problems)
- ❖ Received a GOHS Grant in the amount of \$7,500.00 to outfit a current F150 truck with response equipment to process traffic collisions, crime scenes

SUBJ: Records

- ❖ Continues to be the professional / friendly employees to citizens who visit CVMO
- ❖ Cailin became records certified after attending an RMS (Spillman) conference
- ❖ Purged cases per records retention laws
- ❖ Citations processed to Courts and entered in database – 684
- ❖ Reports released to the public – 485
- ❖ Written Warnings/Repair Orders processed and entered in database – 1273

SUBJ: Property / Evidence

- ❖ Complete the property/evidence manual policy and procedures
- ❖ Debbie Hughes took on the assignment of Quartermaster in order to track assigned equipment and department purchased equipment
- ❖ Conducted 2 prescription drug collection days resulting in 161 pounds of unwanted prescription and non-prescription drugs were collected and removed from the community

- ❖ The evidence custodian assisted on 3 crime scenes when either additional assistance was needed or CSI personnel were not available.
- ❖ Over 1,570 items in 759+ cases were released or disposed of during 2014.
- ❖ During 2014 the evidence custodian prepared and sent a total of 255 items to auction. Items were sent over to be to **Public Works and were posted to the website in February & July they sold a total of \$1,237.00.**

- ❖ In 2014 the evidence custodian coordinated 2 separate "trade auctions" of the legal firearms.
 - ⚡ As a result of the first auction we received **\$1,900.00 in department guns and ammunition.**
 - ⚡ As a result of the second auction we had **\$1,256.42 paid on our behalf to our radio equipment vendors.**

SUBJ: SRC Program Accomplishments

- ❖ Placed an SRO into the Middle School – with the funding to pay for the salary by the school
- ❖ Continued to develop a mentoring and fostering relationship with the students
- ❖ Worked with faculty to coordinate special events such as SciTech fair, prom events etc.

SUBJ: K9 Unit Accomplishments

- ❖ K-9 Memorial placed in front of CVMO (donated memorial and donated labor)
- ❖ Conducted approximately 20 Public Demos to include National Night Out, Fort Verde Days, Science Tech Exhibit, School functions, Crime fairs.
- ❖ Created a shoulder patch for the K9 uniform
- ❖ Replaced the quick door release on the K9 truck using 100 Club Grant funding (approximately \$2,500.00)
- ❖ Purchased a metal box with drawers and locking mechanism to store training aides and weapons in the rear of the K9 tuck

SUBJ: Animal Control Accomplishments

- ❖ Revised the Animal Control Town Ordinances
- ❖ Updated the Animal Control Policy and Procedure
- ❖ Hired 2 new Animal Control/Code Enforcement Officers (David Marshall and Britt Allan)

SUBJ: Homeland Security Accomplishments

- ❖ Marshal Gardner participated in the revision and update of the Yavapai County Emergency Operation Plan

SUBJ: Volunteer Program (VIPS) Accomplishments

- ❖ The Volunteers assisted with crime scenes, special events and other necessary ancillary duties at CVMO
- ❖ The program was temporarily suspended pending revision of the policy, implementing a standard recruiting/hiring procedure, and a standard training program.

SUBJ: Goals for 2015 / 2016

- ❖ Hold a citizens academy
- ❖ Work with surrounding agencies (Cottonwood, YCSO, Sedona, Clarkdale) to form a "critical response team" for shootings, homicides, serious/fatal accidents
- ❖ Work with surrounding agencies to coordinate efforts between FTO sergeants – expose new officers to more incidents
- ❖ Implement the revised VIP program
- ❖ Conduct an audit of the property/evidence room
- ❖ Begin to move the property/evidence room to teen center (budget permitting)
- ❖ Create an Inventory log of officer issued equipment and department purchased equipment into the RMS (records management system)
- ❖ Looking to increase security in the lobby of CVMO by adding bullet proof glass (maintenance may have some extra) adding some type of panic alarm/phone system, adding a door just before hallway.
- ❖ Implement the E-ticket system
- ❖ Implement a Motorcycle Officer
- ❖ Create a Taser instructor
- ❖ Create a defensive tactics instructor
- ❖ Look at implementing a part-time fleet person for the CVMO vehicle
- ❖ Need for daily or at a minimum weekly squad briefings between patrol sergeant and deputies (unable to conduct due staffing)

SUBJ: Training Needs for 2015 / 2016

- ❖ Put on a training for Patrol regarding how to work with the K-9 handler/dog
- ❖ Proper procedures for packaging property
- ❖ Sgt. Laura Robinson will attend Leadership training at AZPOST
- ❖ Training for a Taser instructor
- ❖ Training for a defensive tactics instructor
- ❖ Training for Motor school

SUBJ Speculated Budget items for 2015 / 2016

❖ 6 new Tasers (RICO)	\$6,000.00
❖ 16 Eticket Scanners (RICO)	<u>\$5,000.00</u>
RICO Total	\$11,000.00
❖ Additional 6 Tasers	\$6,000.00
❖ Property room move to teen center	\$50,000.00
❖ Two patrol vehicles	\$80,000.00
❖ Two deputies	\$80,000.00
❖ Part time fleet person	<u>\$30,000.00</u>
Total	\$246,000.00

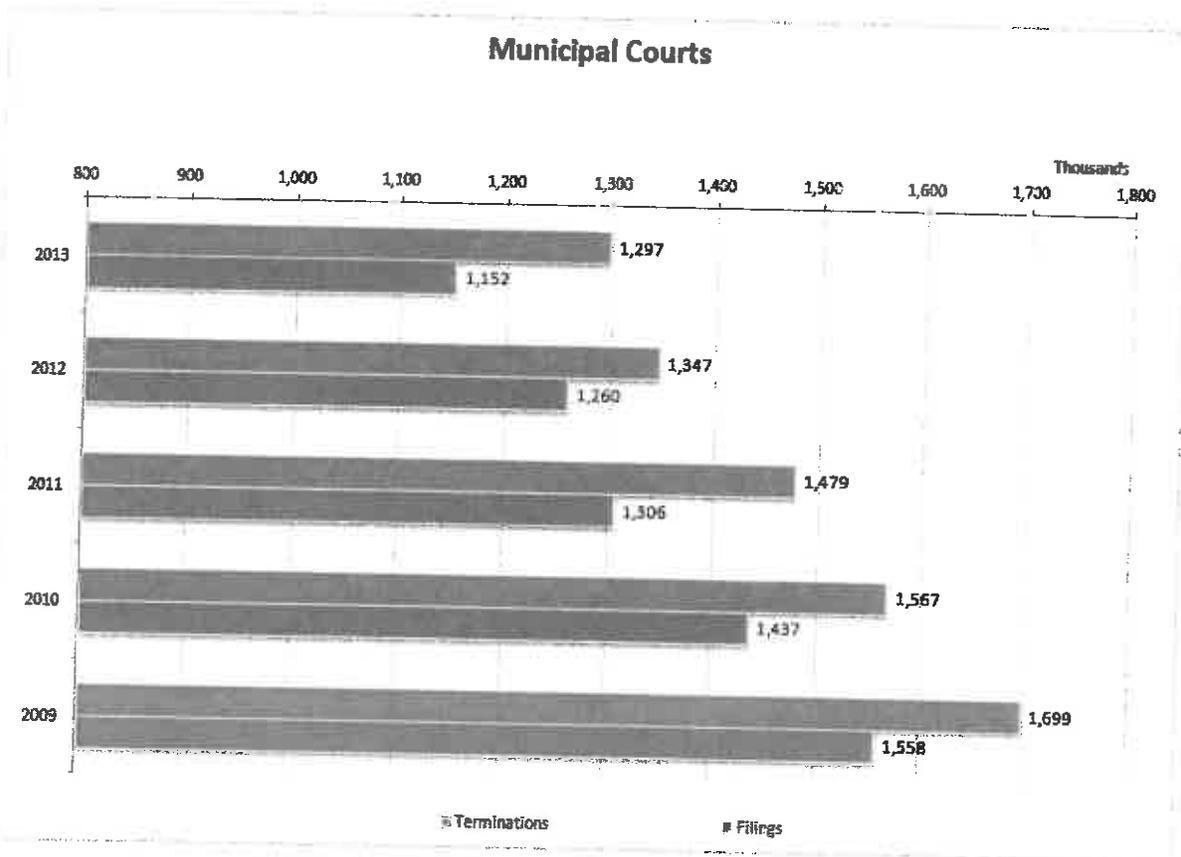
Fiscal Year 2013

Caseload and Financial Highlights In FY 2013 as compared with FY 2012

- Statewide, there were 2,118,498 case filings in FY 2013 in the Arizona Courts (Appellate, Superior, Justice and Municipal Courts) resulting in 148,573 less filings compared to FY 2012, a decrease of 6.6%. That equates to an average of 8,473 cases filed among the Arizona courts every working day.
- Statewide, revenue trends in FY 2013 are following case filing trends. Case filings decreased by 6.6%, while revenue decreased by 2.9%.
- Arizona courts have collected more than \$4.1 billion in additional revenue over the \$70 million benchmark established in FY 1988.
- Statewide, civil traffic case filings account for 56.9% of all case filings in Justice and Municipal Courts. Civil traffic filings decreased by 92,322, or 7.8% from FY 2012 to FY 2013.
- There were 71,326 DUI charges filed in Justice and Municipal Courts. This represents a decrease of 1,409 case filings from FY 2012, or a 1.9% decrease. (Case filings in Justice and Municipal Courts are primarily counted by charge, not by defendant).
- Superior Court case filings decreased by 5.4% statewide. In Maricopa and Pima counties, filings decreased by 4.4% and 3.2%, respectively, while rural counties reported a decrease of 9.2%. The statewide decrease in total case filings was driven by a 12.5% decrease in the civil case category.
- Superior Court mental health filings increased by 7.6% from FY 2012 to FY 2013. During the same period, terminations of mental health cases decreased by 13.0%.
- Felony filings in Superior Court decreased 6.9% from FY 2012 to FY 2013. Superior Court criminal jury trials also decreased by 10.3% in FY 2013 when compared with FY 2012.
- Within Superior Court, the case type categories with the most significant numerical case filing increase include; other domestic relations (13.0%), estate (6.4%), adoption (12.4%) and juvenile dependency (7.3%).
- In FY 2013, juvenile dependency filings increased by 7.3% compared to FY 2012 and 69.1% when compared to FY 2011. During the same period, juvenile delinquency filings decreased by 14.6% and 24.9%, respectively.
- Justice Court case filings decreased by 3.7% in FY 2013. Case filings in the Maricopa and rural county justice courts decreased by 5.0% and 4.7%, respectively. While Pima county case filings increased 1.2%.
- Statewide, Justice Courts civil traffic case filings were down 1.8%, while felony case filings increased 23.1%.
- Municipal Court case filings decreased by 8.5% statewide. In Maricopa and Pima counties, Municipal Court case filings decreased by 7.2% and 12.3% respectively, while rural county cases filings decreased 9.9%. The overall decrease was driven by a 10.5% decrease in civil traffic filings.

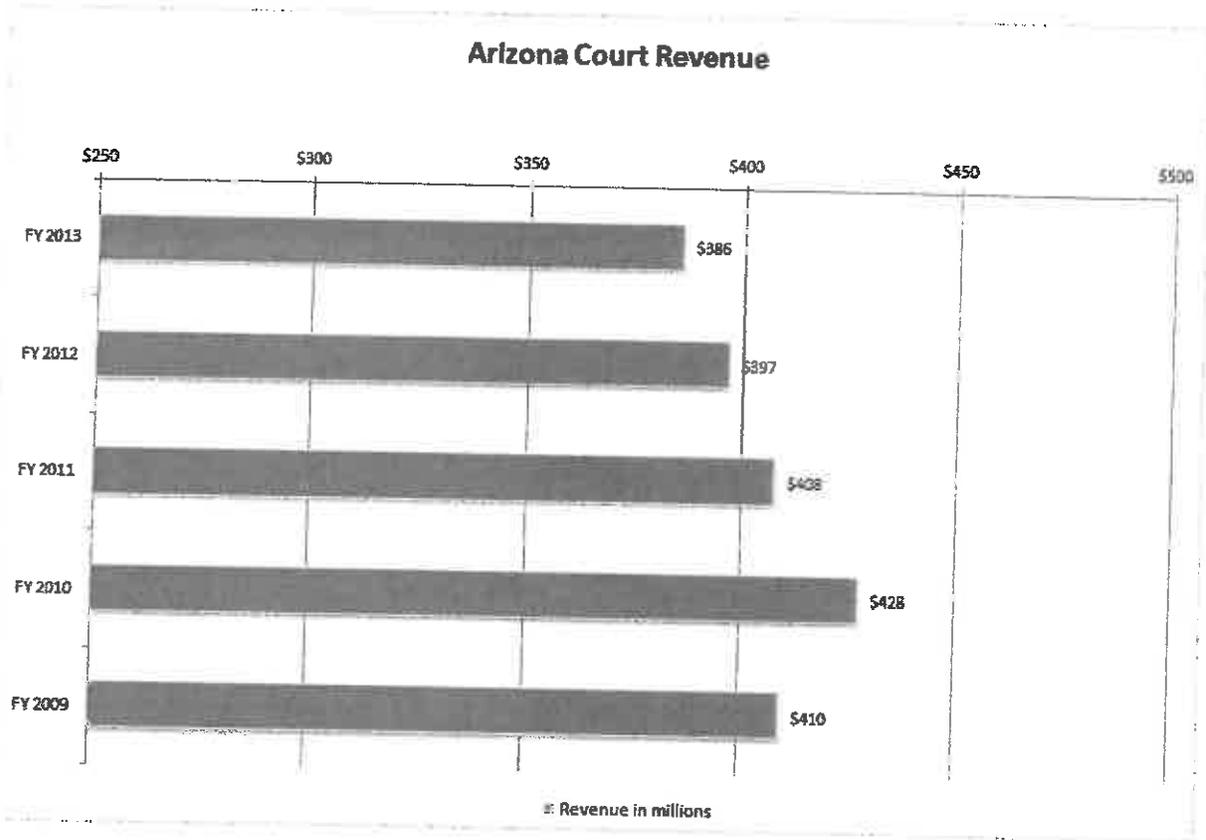
MUNICIPAL COURTS

- Case filings in FY 2013 decreased 8.5% from FY 2012. Total case terminations decreased 3.7% during the same period.
- Civil and criminal traffic filings, which comprise about three-fourths of all municipal court cases, decreased 9.8%, from 938,748 in FY 2012 to 846,377 in FY 2013.
- Criminal misdemeanor case filings decreased 2.0% from 215,591 in FY 2012 to 211,174 in FY 2013. Criminal misdemeanor case terminations decreased 5.6% from 270,760 in FY 2012 to 255,472 in FY 2013.
- Domestic Violence petitions decreased 0.5% from 12,989 in FY 2012 to 12,927 in FY 2013. Petitions for Injunctions Against Harassment decreased 1.9%, from 7,280 in FY 2012 to 7,144 in FY 2013.
- Total cases pending decreased 13.3%, from 823,040 on July 1, 2012 to 713,520 on June 30, 2013.

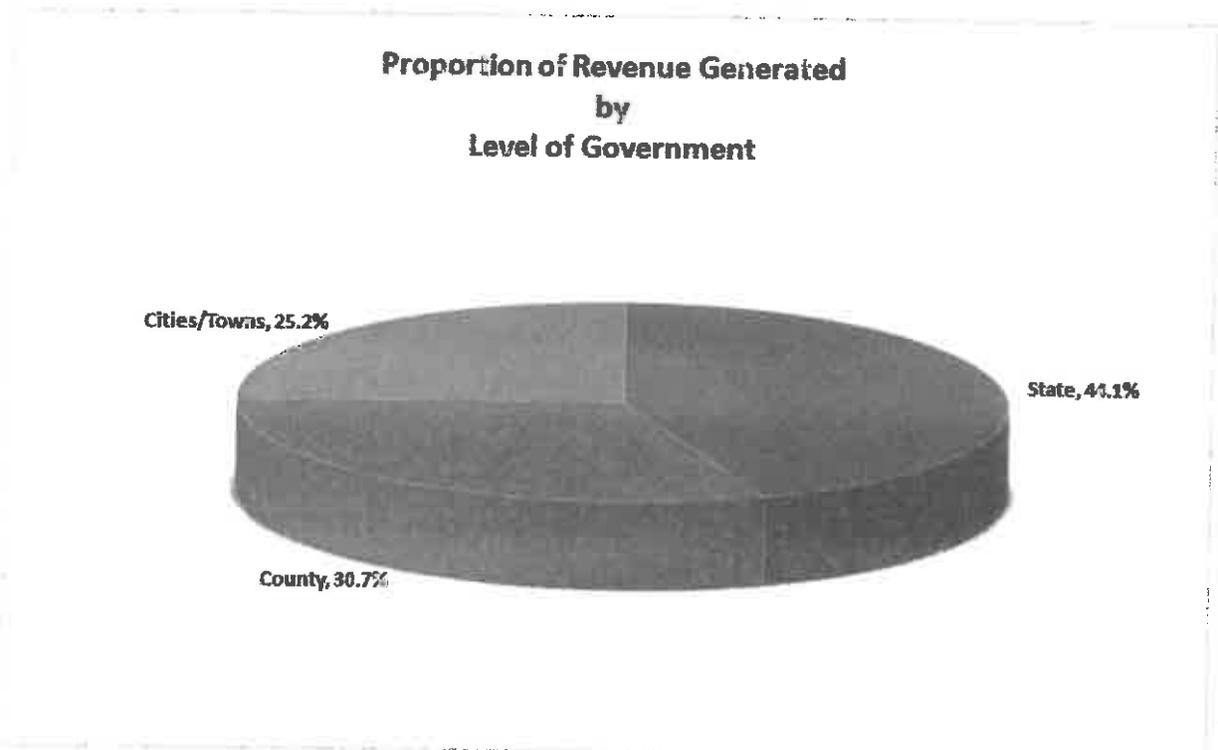
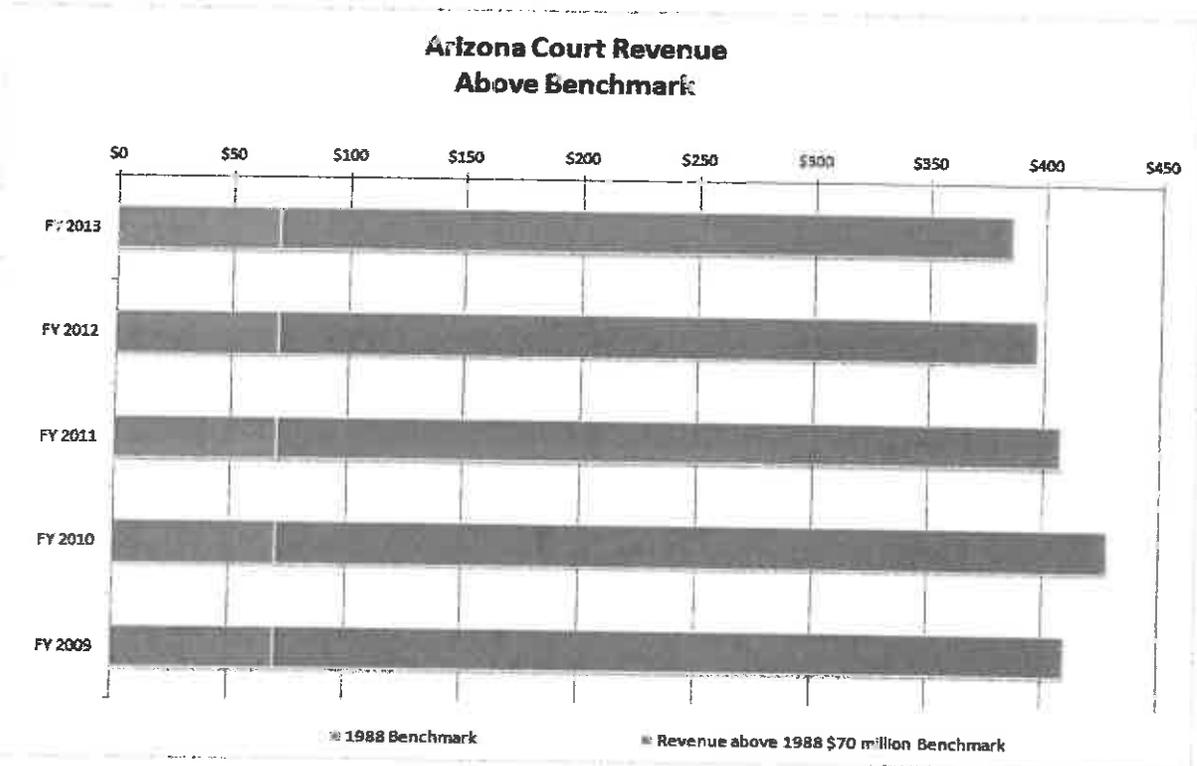


ANNUAL REVENUE SUMMARY

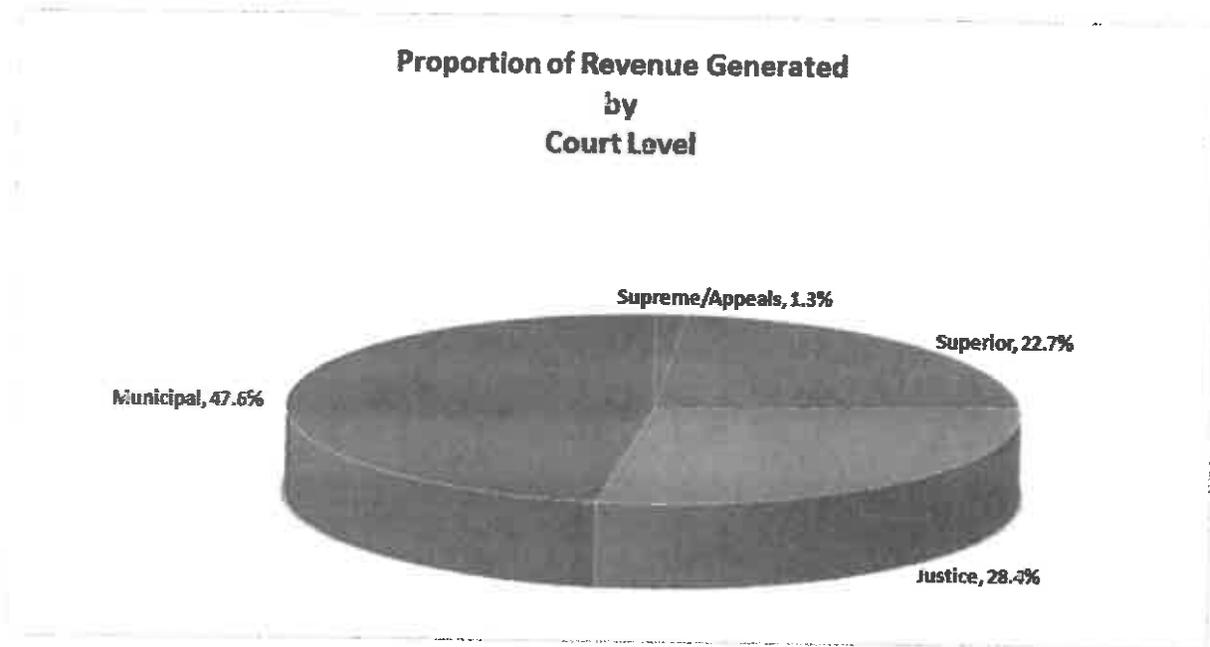
- Total statewide court revenue decreased 2.9% from \$397.0 million in FY 2012 to \$385.6 million in FY 2013. While revenue decreased by 2.9%, case filings decreased by 6.6% during the same period, reflecting the continuing efforts of the courts statewide to collect court-ordered fines, fees, and surcharges.



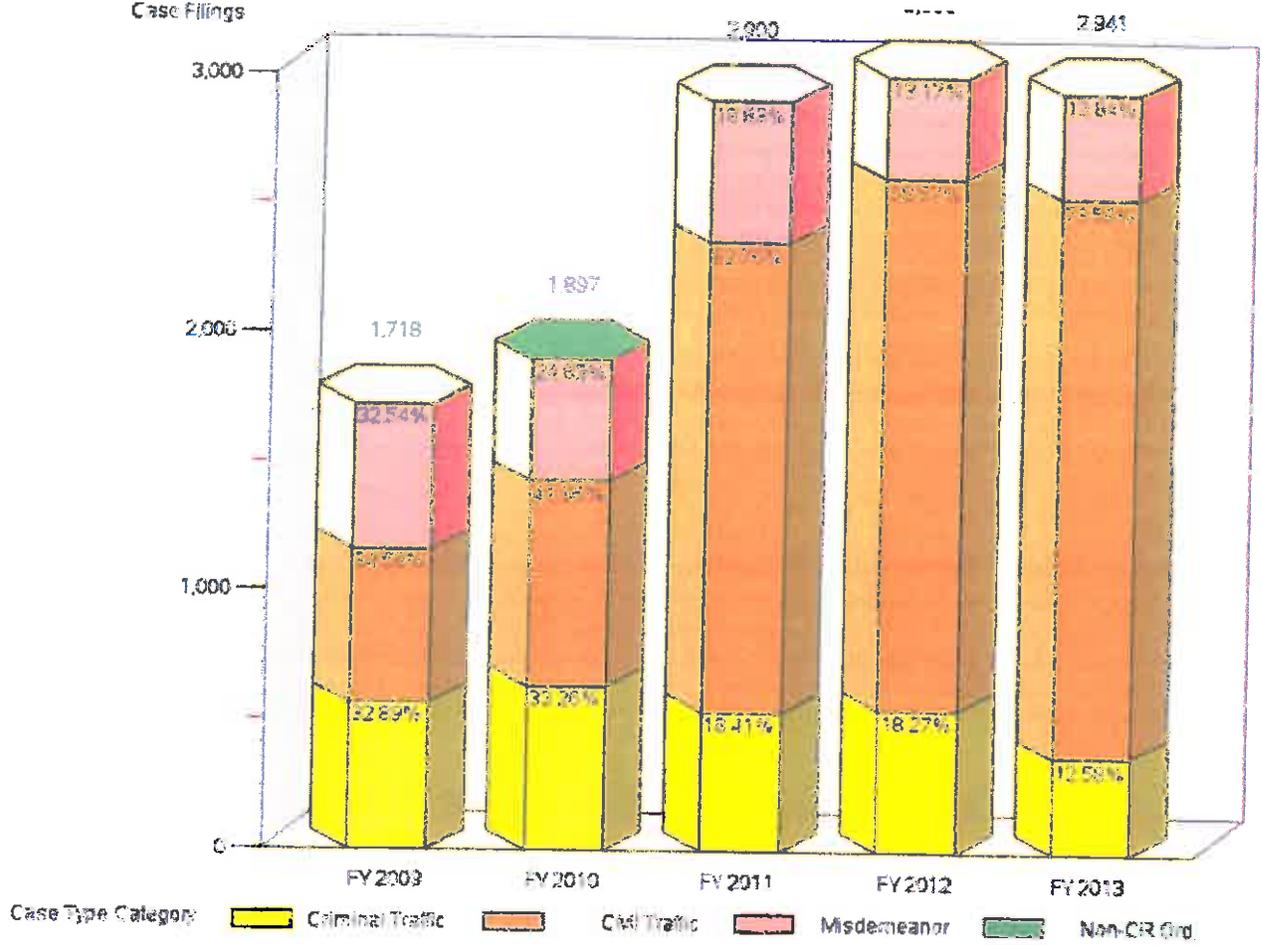
- This graph represents the trend in increased court revenue above the \$70 million benchmark established in FY 1988. Since that time, courts have collected approximately \$4.129 billion in additional revenue.
- Of the total court system revenue, the state received 44.1%, counties received 30.7% and cities and towns 25.2%.



- 47.6% of total court revenue was generated by municipal courts, 28.4% by justice courts, 22.7% by Superior Court and 1.3% by appellate courts.
- Total restitution payments for victims collected by Courts decreased by 4.7% from \$18.7 million in FY 2012 to \$17.8 million in FY 2013.



Case Filings



Each bar displays total number of case filings and case type percentages. Smaller percentages may not display.



ADVANCING JUSTICE

TOGETHER



COURTS & COMMUNITIES | 2014-2019





FROM CHIEF JUSTICE SCOTT BALES

Our State's greatest strength is the diversity of our people and places. The vibrant mosaic formed by our varied communities and cultures has attracted many to Arizona and continues to define us. Throughout our history, Arizonans, whether native or newcomers, have been optimistic, hard-working, and determined to build a better future.

Arizonans also are one in believing that all people should be treated fairly, their rights should be respected, and they should be well served by a government that follows the law. Our courts exist to secure these goals. Every day, more than 500 judicial officers and thousands of other judicial branch employees work diligently to serve their communities by administering justice for all Arizonans, whether they live in our largest cities or our more sparsely populated deserts and mountain areas.

The Court's new strategic agenda, *Advancing Justice Together: Courts and Communities*, reflects input from court personnel and the public throughout our State. It reaffirms goals successfully pursued under prior Chief Justices and other court leaders, and it builds on our well-established and nationally recognized traditions of excellence in judicial administration, education, and innovation.

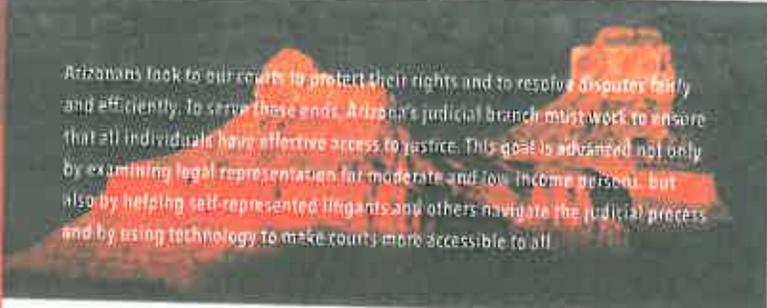
Our first goal is promoting access to justice as technology and our State's population and economy continue to change. By implementing electronic case filing and access statewide, identifying best practices for various court operations, and developing new programs like veterans courts and the use of video remote interpreters, we will strive to better serve our communities, including those who are most vulnerable, such as children, the elderly, and victims of human trafficking or other crimes.

Advancing justice in Arizona requires courts and communities to work together. Our courts can provide timely and accessible justice only if they have adequate resources and other public support, including the many volunteers who serve on foster care review boards, as hearing officers, on judicial nominating committees, and in other court-related roles. To earn the support of our communities, we who work in the judiciary must continue to exemplify our deep commitment to fairness, integrity, efficiency, and equal justice under law.

I look forward to our work in advancing justice together.

--Scott Bales, Chief Justice

GOAL 1



Arizonans look to our courts to protect their rights and to resolve disputes fairly and efficiently. To serve these ends, Arizona's judicial branch must work to ensure that all individuals have effective access to justice. This goal is advanced not only by examining legal representation for moderate and low-income persons, but also by helping self-represented litigants and others navigate the judicial process and by using technology to make courts more accessible to all.

Access to justice

Our courts should work with others in government and our communities to assess the legal needs of modest to low-income individuals and to develop strategies to better serve those needs.

- Create a statewide commission, including members of the public, to study and recommend ways to promote access to justice.
- Identify ways to promote participation by lawyers in access to justice initiatives and recognize them for their professional and financial contributions.
- Identify ways to improve funding for the judicial branch and the courts' ongoing ability to provide access to court services.

Services for self-represented litigants

Many people cannot afford or choose not to obtain legal representation in court proceedings. Consequently, the courts must be prepared to assist self-represented individuals in understanding court processes and legal procedures.

- Expand access to web-based forms, e-filing, and information describing legal terms and court procedures.
- Ensure court forms and information, whether in electronic or paper form, are easily understandable.
- Collaborate with legal services agencies and the Arizona Foundation for Legal Services and Education to develop strategies to expand legal and other self-help services for modest to low-income litigants.
- Provide front-end triage and referral services to assist self-represented litigants in identifying and obtaining appropriate services.
- Explore programs to recruit and train college students and other volunteers to work in legal self-help centers to:
 - Assist with legal workshops,
 - Help complete legal forms, and
 - Provide information and referrals.

Explore the use of technology-based access to justice solutions being developed in other courts.

Services for limited English proficient litigants, defendants, and other court participants

Limited English language skills should not be a barrier to accessing justice. Arizona's courts have significantly expanded access to interpreter services and translated forms, instructions, and court information. Work remains to be done, however, particularly given our evolving and diverse population and changing technology.

- Develop strategies for increasing the availability and quality of court interpreters and interpreter services, including:
 - Expanding the remote video interpreting project, and
 - Identifying other opportunities to use technology in providing language assistance services to litigants, witnesses, and others.
- Develop strategies to expand the use of alternative language court forms, instructions, and information both at courthouses and online.

Access to courts and court information using technology

Technological change provides ongoing opportunities for the court system to enhance and increase access to courts, court proceedings and court information. Previous strategic agendas have set Arizona courts on a path to increased electronic access for the public and court community alike. This agenda continues those efforts and seeks to further advance the ability for court users to locate information, file documents and receive court notifications electronically, and remotely participate in court proceedings.

- Expand electronic access to court documents and data with appropriate protection for security and privacy.
- Extend e-filing to courts statewide.
- Establish a web-based online payment system for drivers wanting to plead responsible and pay civil traffic tickets and minor misdemeanor charges.
- Create an electronic noticing system to remind parties, probationers, and other court participants of upcoming court dates.
- Identify other opportunities for video hearings and other remote electronic court appearances.



The Arizona Judiciary has long made it a priority to protect our state's most vulnerable populations. We have reformed our juvenile courts to provide timely hearings and due process in child neglect and dependency cases. We have reformed our probate rules and laws to ensure our elderly have adequate protections against exploitation and abuse. Every day, we protect our communities by holding juvenile and adult probationers accountable and providing the treatment and rehabilitative services they need to once again become productive and law-abiding members of the community.

While continuing our commitment to protecting the young and elderly, we also should expand the use of problem-solving courts to better serve individuals who may have specialized needs. Our communities look to courts not only to decide cases, but also to solve problems.

Center for evidence-based practices

"Evidence-based practices" are identified by rigorously studying the effects of different policies and processes. Important research regarding evidence-based practices in the legal system is underway throughout the nation. Although the Arizona Judiciary has successfully incorporated evidence-based practices in probation services, Arizona's courts must stay current with this research and remain a leader in implementing successful approaches. The Arizona Center for Evidence-Based Practices will support these efforts. The Center will bring together judicial leaders, researchers, and practitioners to design the best programs to promote juvenile and adult offender accountability, rehabilitation, crime reduction, and community protection.

- Improve and expand the use of evidence-based practices to determine pre-trial release conditions for low-risk offenders.
- Evaluate and, as appropriate, implement new or expanded evidence-based programs for Arizona's Adult and Juvenile Probation Services. Programs to evaluate include:
 - Supervision of the seriously mentally ill,
 - Positive adult mentoring of juvenile probationers,
 - Effective practices to reduce the risk of violence, especially gun violence involving probationers,
 - Effective community re-entry for adults and youth after incarceration or detention,
 - Family-inclusive probation supervision and services, and
 - Effective community supervision programs to reduce adult and juvenile recidivism.
- Encourage and support the use of evidence-based services and interventions for children and families for reunification and permanency in dependency cases.
- Encourage and support the educational needs of all youth under court supervision as a critical factor in future well-being.

Problem-solving courts

Problem-solving courts must also follow evidence-based practices to succeed. Although some Arizona courts have implemented problem-solving courts, there is a continuing need to create courts designed to serve the distinct needs of certain individuals, such as homeless courts, drug courts, veterans court, and mental health courts.

- Collaborate with justice partners, treatment providers, and other community service entities to expand problem-solving courts including drug, homeless, veterans, mental health, and domestic violence courts.
- Develop evidence-based practices bench books, training, and other information for judges assigned to problem-solving courts.
- Identify strategies, including statutory changes, allowing multi-court collaboration and use of technology to establish and expand problem-solving courts across jurisdictional boundaries.

Regulating the practice of law to protect the public

The Supreme Court regulates the practice of law in order to protect the public. Litigants and other represented parties expect competency and professionalism from their lawyers. The Supreme Court promotes these goals by establishing and enforcing standards of competency and ethical conduct and by taking disciplinary action against those who violate these standards.

- Review attorney admission requirements and protocols to determine if changes are needed to promote higher standards of lawyer competency and professionalism.
- Review the current Supreme Court Rules establishing the State Bar to assess how well the current governance structure allows the State Bar to fulfill its mission of protecting the public and improving the legal profession.
- Review rule changes proposed by the American Bar Association's "Commission on Ethics 2009" to determine if changes to the ethical rules for Arizona attorneys are desirable.
- Continue to evaluate the Arizona Bar examination requirements to ensure that the exam is evidence-based, tests lawyer competency, protects the public, and improves the legal profession.
- Develop best practices training for parental counsel in juvenile dependency cases.
- Explore ways to enhance mentoring for new attorneys.

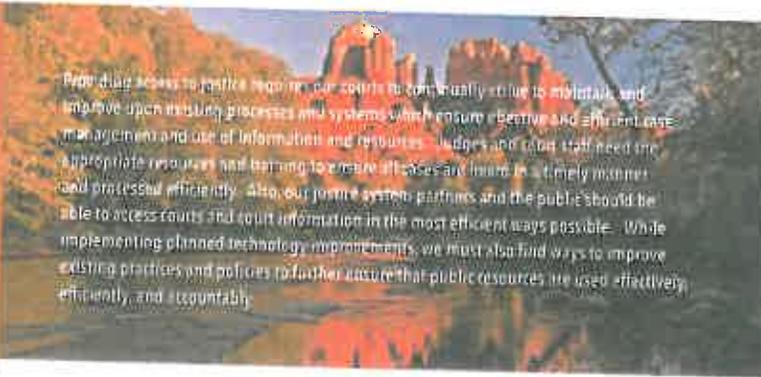
Human trafficking

Human trafficking, often referred to as modern-day slavery, is commanding increased attention from courts and communities across the nation. Trafficking threatens some of our most vulnerable individuals, including young people who have been involved in the foster care system or juvenile courts. Human trafficking raises many challenges for state courts, which need to better identify human trafficking crime and victims, develop strategies to handle such cases, assist persons who are victimized, and protect those at particular risk of becoming victims.

Collect and analyze information on the scope and impact of human trafficking-related cases in Arizona courts and develop recommendations on the appropriate role of the state court system in addressing this issue.



IMPROVING COURT
PROCESSES
 TO BETTER SERVE THE PUBLIC



Providing access to justice requires our courts to continually strive to maintain and improve upon existing processes and systems which ensure effective and efficient case management and use of information and resources. Judges and court staff need the appropriate resources and training to ensure all cases are heard in a timely manner and processed efficiently. Also, our justice system partners and the public should be able to access courts and court information in the most efficient ways possible. While implementing planned technology improvements, we must also find ways to improve existing practices and policies to further assure that public resources are used effectively, efficiently, and accountably.

Judicial system process improvement

As case filings increase and more people interact with the courts each day, the court system must continue to identify ways to improve judicial system processes. This effort requires that judges, clerks, court administrators, and staff have the tools needed to timely and efficiently process cases.

- ▶ Improve timeliness and efficiency of civil, criminal, juvenile, family, and probate case processing in Arizona courts by:
 - Adopting case processing time standards,
 - Revitalizing caseload management efforts statewide, including principles of differentiated case management, court control over the pace of litigation, and compliance with rules governing case processing time requirements,
 - Providing case management system enhancements, including reporting capabilities,
 - Implementing e-bench tools that allow judges to more efficiently manage and resolve cases,
 - Providing judicial workload tools to assist presiding judges when making case assignments, and
 - Implementing relevant performance, customer service, and case management measures.
- ▶ Identify and implement ways to improve the process of jury selection and service.
- ▶ Review certain Arizona Rules of Court to re-style, simplify, and clarify the rules.
- ▶ Identify and implement case management and judicial officer assignment practices for commercial litigation to timely resolve cases and reduce costs to litigants and the court.

Courthouse facilities and security

Arizona's courts are forums for resolving difficult issues that affect people in vital aspects of their lives, including cases involving domestic relations, parental rights, and individual liberty. Emotions can run high in court proceedings. Our courthouses must be a safe place for all who enter their doors.

- ▶ Establish courthouse and courtroom security standards.
- ▶ Conduct a needs assessment for courthouse security infrastructure.
- ▶ Develop training standards and skill development opportunities for court security officers.

Next generation case management systems

Case management systems support the work of the courts and probation services. Many of these systems have been in place for more than a decade and require updating or replacement. This effort will take time and considerable investment of human and financial capital.

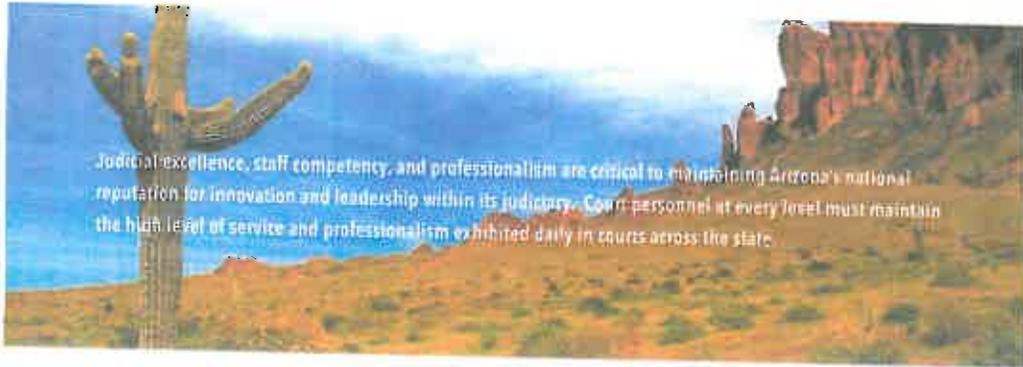
- ▶ Implement Arizona Judicial Automated Case System (AJACS) in limited jurisdiction courts.
- ▶ Fully implement Juvenile On-Line Tracking System (JOLTSac) in juvenile courts.
- ▶ Integrate Adult Probation Enterprise Tracking System (APETS) with AJACS.
- ▶ Enhance or replace appellate case management systems.

Court data repositories and justice system data exchanges

Technology has enabled the court system to vastly improve court processes and provide quick access to court information. New technologies and data exchange protocols create new opportunities for data sharing among justice system entities. The judicial branch must continue initiatives to provide criminal justice system participants access to accurate and complete data needed to perform their duties.

- ▶ Implement the Central Case Index system to enable the flow of critical court data to and from federal, state and local justice system entities.
- ▶ Collaborate with other justice system entities to develop and implement data collection and exchange strategies that leverage technology, including:
 - Expanding e-warrants project to other justice system entities,
 - Modernizing the state's warrant repository system,
 - Making mental health court orders available to appropriate criminal justice and treatment officials,
 - Making condition of release information available to appropriate criminal justice officials, and
 - Improving accuracy and completeness of the state's criminal history repository and National Instant Criminal Background Check System (NICS).





Judicial excellence, staff competency, and professionalism are critical to maintaining Arizona's national reputation for innovation and leadership within its judiciary. Court personnel at every level must maintain the high level of service and professionalism exhibited daily in courts across the state.

Judicial excellence

A highly respected judiciary is at the core of judicial excellence. The judicial branch must continue the professional development of new and veteran judges to ensure they adhere to the highest standards of competence, conduct, integrity, professionalism, and accountability.

Examine current systems for ensuring new and veteran judges are well-prepared for the courtroom, including but not limited to:

- Assessing new judge training and orientation,
- Establishing a skill enhancement program for experienced judges based on mentoring and education services, and
- Encouraging an efficient and effective judicial oversight process exists to monitor judges' performance and to address public concerns.

Expand educational opportunities for appellate judges.

Collaborate with the State Bar on educational programs of mutual interest to judges and lawyers.

Conduct a judicial education needs assessment to identify new or enhanced training for judges including, but not limited to:

- Cultural competency and implicit bias,
- Procedural fairness,
- Forensic science,
- Delinquency case processing, and
- Effective use of technology on the bench, in chambers, and remotely.

Develop web-based training on best judicial practices for protective order procedures and criminal case proceedings involving child victims.

Judicial Branch Leadership

Developing effective court leadership is essential to maintaining a high level of professionalism and competency within the judicial branch.

- Develop judicial leadership and leadership train programs.
- Prepare court leadership for next generation case management systems and technology.
- Provide resources for providing judges and other court leaders to effectively plan for succession in court management.

Workforce development

Judicial branch employees who are not judges must possess the tools and skills needed to properly and timely process cases, accurately maintain court records, and properly supervise juvenile and adult offenders in the community. Our workforce development plans must include training methods that are convenient, timely, and relevant.

- Enhance the use of web-based video/audio conference capability to train court employees.
- Develop guidelines on the use of social media by court employees in the workplace.
- Continue efforts to recruit and retain a culturally diverse workforce at all levels within the judicial branch.
- Evaluate the need for wellness initiatives for judicial and other court staff.



ADVANCING JUSTICE TOGETHER | 2014-2019



ENHANCING
PROFESSIONALISM
WITHIN ARIZONA'S COURTS

Public awareness of the role of the judicial branch and what courts do on a daily basis is essential to ensuring trust and confidence in a judicial system that seeks to provide fair and impartial access to all. With so many media and social networking choices available today, courts can improve how they inform the public about court events and opportunities to serve as volunteers.

Volunteerism

Arizona's courts at all levels depend on volunteers to assist in fulfilling the judiciary's many functions and responsibilities—from judicial selection and performance review, to foster care review boards and CASA volunteers, to providing community outreach. While each component of the judiciary continually seeks out a talented and diverse volunteer base, the judicial branch as a whole can do more to enhance the importance and reward of serving as a volunteer in civic programs.

Establish public service recruitment and recognition programs to further engage community participation in our judicial system.

Identify ways to enlist the help of retired judges and lawyers to provide community outreach and to act as ambassadors for the judiciary.

Continue efforts to recruit volunteers who reflect the diversity of our communities.

Communications with the public and education communities

In a world of nearly instantaneous access to information, Arizona courts must be proactive in communicating with the general public, elected officials, and other government entities.

Communicate effectively with the public about the role of courts in a free society, how courts serve our communities, and progress in achieving this agenda's goals.

Promote civic education by supporting programs such as "We the People," Mock Trial, and iCivics; partnering with teachers and others in the education community; and conducting appellate arguments in local schools and other community locations.

Use juror "down time" to provide prospective jurors with information about the role of courts and public involvement in the justice system.

Update Speaker's Toolkit for judges and other court leadership to use when making presentations.

Increase use of social media to improve communications with the public.

Communications within the branch and with other branches of state and local government

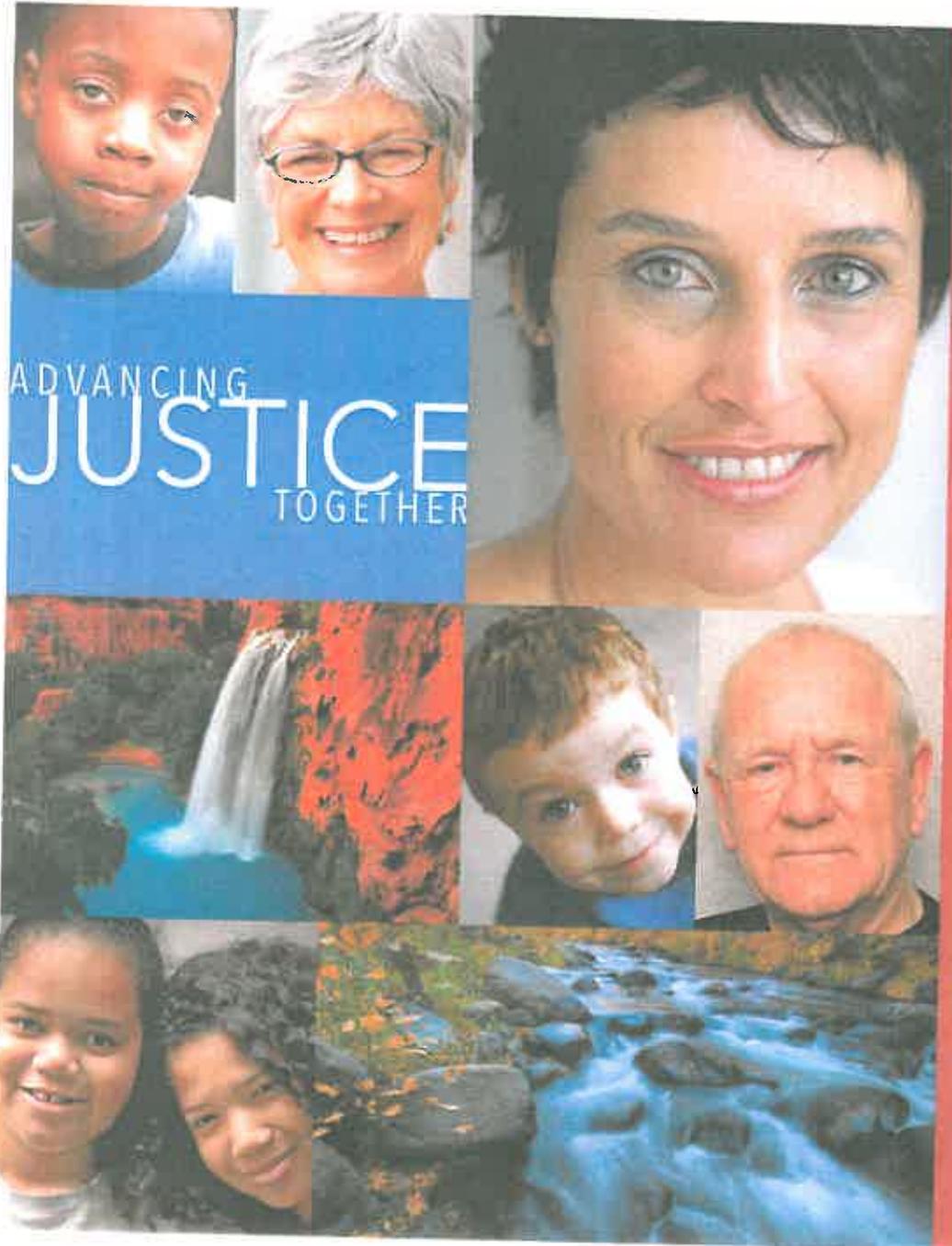
The judicial branch has many components. Although increased integration and technology have improved communications, Arizona courts should strive to further enhance communications across programs, jurisdictions, and branches of government.

Reinstitute the "View from the Bench" program for the Superior Court and limited jurisdiction courts and invite local and state policy makers to participate.

Publish an electronic newsletter and identify other ways to improve communication within the branch regarding projects and important events.

Identify ways to improve communication among the branches of county and city governments.





ADVANCING
JUSTICE
TOGETHER

All the great things are simple, and many can be expressed in a single word: freedom, justice, honor, duty, mercy, hope.

-Winston Churchill



Arizona Supreme Court
Administrative Office of the Courts

1501 West Washington Street Phoenix, Arizona 85007-3222
602 452 3300 TDD 602 452 3545

azcourts.gov

This publication can be provided in an alternate format or other assistance may be provided upon request by a qualified individual with a disability under the provisions of The Americans with Disabilities Act.

Many of the scenic photos featured here are used by permission from Marcus Reinkensmeyer of the Arizona Supreme Court staff. This publication also features photos supplied by the state and national CASA programs.

*handout from
Mike Jenkins 2-20-2015*

Community Development



Building

Robert Foreman – Building Official

Permits Kendall Welch – Permit Technician and Emily Diver – Permit Technician



Planning Michael Jenkins & Jenna Owens



Code Enforcement

Dave Marshall & Britt Allen

handout from
Virginia Jones
2-20-2015



VIRGINIA JONES – TOWN CLERK
JULIE SCOTT- ADMINISTRATIVE ASSISTANCE
MARIE MOORE-TRANSCRIPTIONIST
SEBRA CHOE – TRANSCRIPTIONIST
LYNN RIORDAN - TRANSCRIPTIONIST

RESPONSIBILITIES OF THE CLERK

The Clerk's Office is responsible for keeping a true and correct record of all business transacted by the Council and any other records that pertain to the business of the Town or that Council directs.

DUTIES OF THE CLERK

Keeping an accurate records include:

- ★ Ordinances
- ★ Resolutions
- ★ Public Notices
- ★ Deeds & Easements
- ★ Vehicle Title
- ★ Agreements
- ★ Correspondence
- ★ Minutes

This also means that all records shall be kept convenient for public inspection Records Requests

Other duties include:

- ★ Election Official
- ★ Issuing Business License
- ★ Processing Liquor License applications
- ★ Updating Clerk's web page

GOALS

Immediate:

- ★ Training for Julie Scott
- ★ Possible Recall Election
- ★ Budget
- ★ Update Records Management Manual
- ★ Vacation

Near Future:

- ★ 2016 Candidate Election & Franchise Election if Franchise is not held in 2015
 - Candidate Packets will be available in April For the August Primary
- ★ Training for Council and Staff – Records Management-Public Records Request
- ★ Citizens Academy
- ★ Work with Carol Brown – Bid/quote process-streamline and train staff

Long Term Goals:

- ★ Update Council Chambers
- ★ Improve Audio quality
- ★ Records



Agenda Item Submission Form – Section I

Meeting Date: March 4, 2015

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

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Marshal Nancy Gardner

Agenda Title (be exact):

A resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for consideration for the submission by the Marshal's Office for a GOHS Grant, in Arizona's 2016 fiscal year Highway Safety Plan. The amount of the Grant request will be \$48,912.00 and is a no match Grant for the purchase of 5 in-car camera equipment systems, computer server to house video evidence from the camera systems, and 15 scanners in support of the AZ TraCS system. The grant request further includes funding to re-furbish an inoperable Radar Speed Trailer CVMO already owns.

List Attached Documents: GOHS Grant application

Estimated Presentation Time:

Estimated Discussion Time:

Reviews Completed by:

- Department Head: Town Attorney Comments:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact:

Budget Code: _____ **Amount Remaining:** _____

Comments:

Background Information:

The Marshal's Office plans to submit a grant application to the Governor's Office of Highway Safety in the amount of \$48,000.00 for the "2016" fiscal year. The goal is to continue to combine efforts with surrounding agencies and the GOHS to reduce accidents, save lives and remove impaired drivers from the road. The equipment will provide adequate tools for CVMO to thoroughly complete their investigations, prepare cases for court purposes. Funding for the equipment would be contingent upon approval of the grant by GOHS.

Recommended Action (Motion): Instructions to the Clerk: (Suggested Motion): Approve Resolution 2015-936 a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, pertaining to the submission of projects for consideration in Arizona's 2016 fiscal year Highway Safety Plan. Make 2 copies of signed resolution and forward to the Marshal's Office.



RESOLUTION 2015-936

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
FOR CONSIDERATION THE SUBMISSION BY THE
MARSHAL'S OFFICE FOR A GOHS GRANT
IN ARIZONA'S 2016 FISCAL YEAR HIGHWAY SAFETY PLAN:**

WHEREAS, The Governor's Office of Highway Safety (GOHS) is seeking proposals from state and local agencies for projects relating to all aspects of highway safety; and

WHEREAS, the Town of Camp Verde, through the Camp Verde Marshal's Office, is interested in submitting projects to be considered for funding in the form of reimbursable grants from the Governor's Office of National Highway Traffic Safety Administration;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the Town of Camp Verde, Arizona as follows:

1. THAT approval of the submission of projects for consideration in Arizona's 2016 fiscal year Highway Safety Plan is granted.
2. THAT Town Marshal Nancy Gardner is appointed agent for the Town of Camp Verde, to conduct all negotiations and to execute and submit all documents and any other necessary or desirable instruments in connection with such grant.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona on the 4th day of March 2015.

Charles German, Mayor

Date: _____

Attest:

Approved as to form:

Jones Virginia, Town Clerk

Town Attorney

Cover Page

Project Title Traffic Enforcement / DUI

Total Grant Funding Requested \$48,912.00

Total ERE Percentage 40

Agency Name: Camp Verde Marshal's Office
Contact Information: 646 South First St.
Camp Verde, AZ 86322
Phone: 9285676621
Fax: 9285676238

Governmental Unit: Town of Camp Verde
Address: 473 S. Main Street, Camp Verde AZ 86322

Project Director: Nancy Gardner
Contact Information: Town Marshal
646 S 1st Street
Camp Verde, AZ 86322
Phone: (928) 567-6621
Fax: (928) 567-6238
E-mail: nancy.gardner@campverde.az.gov

Project Administrator: Steven Ganis
Contact Information: Commander
646 S. 1st Street
Camp Verde, AZ 86322
Phone: (928) 554-8303
E-mail: steve.ganis@campverde.az.gov

Fiscal/Financial Contact: Steven Ganis
Contact Information: Commander
646 S. 1st Street
Camp Verde, AZ 86322
Phone: (928) 554-8303
E-mail: steve.ganis@campverde.az.gov

Please upload a cover letter addressed to the Director of the Governor's Office of Highway Safety on agency letterhead. This cover letter **must** be signed by a representative of your agency authorized to commit your agency to conduct the grant should it be approved for funding.

Any proposal received without a cover letter will not be considered for funding by GOHS.

Cover Page

For GOHS Office use only

Total Proposal

Jurisdiction

Select the Type of Jurisdiction:

Town

Select the Type of Agency:

Law Enforcement

Fire Department / District

Non-Profit / Other

Select the County Served:

Yavapai County

Proposal Summary

Proposal Summary:

Please include a summary of funding requested by program area (Alcohol, Aggressive Driving, Occupant Protection etc...).

Traffic Safety, DUI Enforcement, and Community Education-

The Camp Verde Marshals Office has recently deployed a designed traffic unit to enhance traffic and DUI enforcement within the Town of Camp Verde. The unit is supported by a fully equipped mobile Crash / Crime Scene Trailer which provides specialized equipment during such events as fatal accident investigations, school presentations, DUI check points and saturation patrol for DUI violations. Our current fleet of patrol vehicles, used for traffic enforcement are lacking in-car camera video systems which would enhance our traffic related investigative ability. The system also contains and works in unison with a body camera worn by the officer and supports video obtained from the vehicle camera. The department is in the process of implementing AZ TraCS working with ADOT to obtain the software package and DPS who has agreed to donate printers for the vehicles. We are requesting funds for 15 scanners which would be installed in the vehicles as part of the AZ TraCS package. Although we are small in size there are locations within the town that traffic can be congested. Having 5 traffic units which contain in-car video camera systems as well as AZ TraCS to deploy around area schools to conduct traffic monitoring and enforcement would be a great improvement to general traffic, community safety and enforcement efforts to reduce traffic and DUI related violations. It is also our intention to deploy the traffic units on holidays or other community events where DUI prevention and enforcement can be conducted. This will also be done in conjunction with Multi-Agency task forces. This proposal is also requesting funds to repair a current GOHS Speed Radar Trailer which is not operational. The repaired trailer could be utilized by Camp Verde Marshal's office for speed reduction and citizen complaint details within residential districts in the town. The Camp Verde Marshal's Office also deploys our Command Van on Multi Agency DUI task forces and saturation patrols throughout the year. The Camp Verde Marshal's Office is again asking for additional monies to assist in paying over time for Officers to work special DUI task forces and Saturation patrols.

Background/Problem:

Provide general characteristics of the agency, including information on population, demographics, and a description of streets and highways in the agency's jurisdiction including road mileage.

The Town of Camp Verde is located in Yavapai County, State of Arizona. Camp Verde became incorporated in 1985 and has a population of approx. 11,000. Although Camp Verde is a small community we still experience the same issues large communities have. We still have people speeding, disobeying traffic control devices, and driving Impaired. We are also strapped for funding which for a long time has limited us on what type of equipment we can deploy. Camp Verde is approx. 49 square miles with Interstate 17 dissecting the center of our jurisdiction. State Route 260 runs through Camp Verde for approx. 20 miles. The Camp Verde Marshal's Office has 21 sworn officer positions providing 24 / 7 coverage handling all calls for service.. Camp Verde is a tourist based community and neighbors Sedona. Anyone coming from the south must come through Camp Verde to reach Flagstaff or Sedona. Sedona is a huge tourist community who probably has 10s or thousands of visitors in just a few months. For a small community we have a lot of traffic especially on our highways. The Junction of I-17 and Hwy 260 can be especially congested on weekends with long weekends being even more so. A Tribal Gaming Casino is located within the Town imits of Camp Verde which increases the amount of vehicular and pedestrian traffic into the community. Along with the influx of Casino traffic, the Town of Camp Verde is also host to the Montezuma Castle National Monument and the Fort verde State Park. These venues provide an additional approximate one million visitors per year to the Camp Verde area. In 2015

Proposal Summary

ground was broken to build a 26,700 square foot Verde Valley Medical Center adjacent to I17 and Highway 260 In Camp Verde with plan to expand as needed over the next 10 years.

Problem Statement:

What problem is your agency looking to solve with this grant? Provide appropriate data to support funding. With the award of this grant we can increase our traffic contacts, investigative efforts, prevention details and positive prosecution outcomes. We also plan to have deputies visit community groups and schools to educate them on traffic safety, DUI'S and traffic related problems we see in our community. We also hope to receive feedback as to areas of concern that might be safety concerns that Camp Verde Streets Department or ADOT can address making the roads in Camp Verde safer for everyone. Our Traffic Unit is evolving into an effective unit by becoming Intox Certified, Radar Certified and is in the process of becoming a DRE and phlebotomist Certified. This Deputy will be able to conduct their own DUI/DUI Drug investigations without tying up other resources. The department has committed to the AZ TraCS system and is trying to obtain the necessary equipment for all patrol and traffic enforcement vehicles. In 2014 Camp Verde Marshal's Office investigated 4 major accidents which resulted in 4 deaths and 8 occupants with serious injuries. In each case, speed, driver inattention and drug / alcohol impairment were factors. The Camp Verde Marshal's current overtime budget only allows for normal overtime occurrences. The grant would have a direct result in improving Camp Verde's investigative ability and preventative measures in the future. This past year we have been able to pay for the overtime for several Officer's to work multi-Agency task forces and saturation patrols with the additional monies we were awarded by GOHS the past year. This has resulted in numerous citations and several impaired drivers being taken off the streets. Without this money awarded by GOHS these would not have been possible to the extent that they have been. Camp Verde Marshal's Office twice facilitated its first ever DUI check points over the past year which resulted in the direct contact with 766 drivers, and 4 arrests related to DUI, Drug possession or suspended license. Any future funds awarded by GOHS will be applied in the same effort to maximize exposure and contact to potentially impaired drivers.

If you have additional information, please upload:

Attempts to Solve Problem

Attempts to Solve Problem:

Identify past attempts to solve the problem identified in your proposal.

The Camp Verde Marshal's Office has been diligently increasing its patrol work toward traffic violations, accident investigation / prevention, and DUI enforcement. The efforts over the past year have focused on training and development of a deputy assigned to traffic enforcement. This would include the completion of Intox Certification, Radar Certification, current training toward DRE Certification and Phlebotomist Certification. In the past we have only been able to utilize officers on an inconsistent basis to conduct sole traffic related issues. The Traffic Unit has become very effective in enforcement, education, and awareness in our community. We are also hoping to advance and improve our patrol vehicles with the requested equipment, producing more complete and accurate investigations and documentation. The Camp Verde Marshal's Office began to utilize DUI Check Points over 2014 as part of the strategy to maximize public contact and exposure to impaired drivers. This strategy has been effective and will continue to be utilized in 2015. The Camp Verde Marshal's Office is a small police department with limited funding and is always seeking creative ways to obtain the necessary equipment. Past examples of this would include obtaining used GOHS equipment from other agencies in attempts to field well trained and equipped traffic units which can focus on traffic related issues for Camp Verde. Other funding has been sought but found to be unavailable. Camp Verde is mostly residential with little commercial business, therefore the tax base is low compared to other town or cities our size. A small tax base equals low funding for much needed equipment. During this past year The Camp Verde Marshal's Office organized and / or participated in several multi-agency DUI related enforcement details, seat belt and child safety seat programs associated with the local schools and fire department. The awarding of grant monies from GOHS would allow the Marshal's Office to enhance and further this effort

Project Objectives, Methods of Procedure, Performance Measures: Project 1

Title: Project 1

Objectives of the projects in your proposal should follow the SMART method. They should be:

- S = Specific**
- M = Measurable**
- A = Action-Oriented**
- R = Realistic**
- T = Time-Framed**

Project Objectives:

The project objectives should be stated in measurable terms directly related to the identified problem, concise and deal with a specific item, realistic, with a reasonable probability of achievement and related to a specific time frame.

After the award is announced we will begin with purchasing and equipping the vehicles to be used for traffic enforcement. Once deployed we should start to see a reduction in some moving violations that we are experiencing in certain areas while seeing an increase in the quality of investigations and traffic enforcement. The recordings will assist with the prosecution of DUI's and other traffic related offenses by having pertinent information recorded and available for court. We would estimate that within the next year we should start seeing less violations. The transient or tourist traffic should remain constant. Our ultimate goal is make our school area streets safer and other roadways as safe as possible. The word will get out that we are taking DUI violations and traffic violations serious. We believe with the deployment of a designated Traffic Unit in conjunction with the added high visibility patrol, it shows the community that we are committed to making a safer community for everyone. With the additional overtime monies we will be able to have at a minimum one or two Officer's participate in the holiday multi-agency task force details and can add some local saturation patrols. Our goal is to further conduct a minimum of 3 DUI check points during the upcoming year. Although it is difficult to project an actual number of DUI arrests from the participation in these details we do know that we will be make additional DUI arrests during these times. In the past multi-agency details that we have participated in we have gotten at least one DUI per detail. With the repair of the GOHS Speed Radar Trailer, Camp Verde Marshal's Office will be able to further address and respond to potential speed complaints by placing the trailer in target areas. The five digital in-car cameras systems will be purchased and used in vehicles not equipped with any type of in-car camera system or device designed to record traffic stops or contacts. .

Method of Procedure:

Detail how your agency will solve the problem and meet the objectives you have set.

We believe that by adding the requested recording equipment and cameras to traffic vehicles, we will be able to increase the quality and quantity of our traffic contacts by at least 10%. The equipment will add to the specialized direction of the current unit which can concentrate on traffic related issues. We also plan to have deputies visit community groups and schools to educate them on the hazards of driving impaired, trends and problems we see in the community. We also hope to receive feedback as to areas of concern that might be safety concerns that Streets or ADOT can address. We will also complete the specialized training in DRE and Phlebotomist certification for the traffic unit position. This deputy will be able to conduct their own DUI/DUI Drug investigations without tying up other resources. With the award of the additional overtime monies we will participate in at least four multi-agency DUI task forces in Yavapai County and will offer for use our Command Vehicle to be set up in a central location for all participating Agencies to use to process their DUI's and

Project Objectives, Methods of Procedure, Performance Measures: Project 1

booking forms during these events. Again hopefully utilizing the awarded equipment. We will also do numerous local saturation patrols within our jurisdiction where we will again be looking for impaired drivers, speeders, and taking a zero tolerance to seat belt violations

Performance Measures:

Establish measurable goals for your proposal. Example: "To decrease alcohol related fatalities 10% from the 2012 base year average of 250 to 225 by September 30, 2014." "To increase DUI arrests 10% above the 2008 base year average of 5,000 to 5,500 by September 30, 2014."

Your agency should enumerate the objectives of the project in this section. Example: "To participate in 4 DUI Task Forces by September 30, 2014." "To participate in 8 speed enforcement details by September 30, 2014."

With the award of the designated requests in this grant, our response and documentation to traffic related investigation and DUI enforcement will dramatically improve over the next year since our designated traffic units contain no recording equipment or cameras.. Our DUI arrests and convictions rates should increase by a minimum of 5%. We will also increase our education contacts by attending community group and school gatherings. We will conduct at least 6 DUI / Traffic enforcement details between September 30, 2015 and September 30, 2016. Our DUI arrests should increase by a minimum of 5%. During this same time frame we will participate in at least four multi-agency task forces within Yavapai County where our Command Van will be utilized by all agencies involved. The repaired GOHS Speed Trailer will be deployed on all citizen complaint related to speed as well as being placed in high accident areas related to accident / violation data.

Traffic Data Summary - Law Enforcement

Please include the following traffic data to support the identified problem in your proposal:

Description	(if Available)		
	2014	2013	2012
Sober Designated Drivers Contacted	7	3	4
TOTAL DUI ARRESTS	21	47	41
Aggravated DUI Arrests	3	7	4
Misdemeanor DUI Arrests	18	40	37
Extreme DUI Arrests (.15-.19)	4	9	13
Super Extreme DUI Arrests (.20+)			
DUI-Drug Arrests	1	4	3
DRE Evaluations	0	0	5
Under 21 DUI Arrests	0	5	6
Under 21 Liquor Consumption Arrests	5	5	6
Under 21 Liquor Possession Arrests	5	23	25
Under 21 DUI-Drug Arrests		0	7
TOTAL AGENCY CITATIONS	940	1001	341
Criminal Speed Citations	3	4	
Aggressive Driving Citations	17	0	<i>Not Available</i>
Civil Speed Citations	94	479	
Other Citations(Except Speed)	157	497	116
Child Restraint Citations	3	5	5
Seat Belt Citations	2	16	1

Personnel Services

Description

Overtime to participate in extra DUI traffic task forces which would include DUI road block check points and saturation patrols throughout the grant year to include the 6 identified holiday events as well as speed reduction details.

Personnel Services:

Employee Related Expenses:

Description	Requested Amount	ERE %	ERE Amount	Overtime Amount
Overtime to participate in extra DUI traffic task forces which would include DUI road block check points and saturation patrols	\$12,000	40%	\$3,429	\$8,571
Speed reduction details associated with high accident and violation areas.	\$4,000	40%	\$1,143	\$2,857
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
		%	\$0	\$0
Total:	\$16,000		\$4,572	\$11,428

Professional and Outside Services

Description

Camp Verde Marshal's Office currently has a radar speed trailer which was obtained from a previous GOHS grant in 2010. The trailer has not functioned for 3 years and needs to be repaired to be returned to service. CVMO is requesting funds for the repair of the trailer which could then be placed into residential neighborhoods to address speeding complaints or high accident areas.

Description	Amount
Repair and replacement of radar trailer batteries and equipment	\$1,100

Total \$1,100

Travel

Description

Travel In-State:

Description

Transportation

Lodging

Per Diem

Misc

Amount

\$0
\$0
\$0
\$0
\$0
\$0
\$0

Total:

Travel Out-of-State:

Description

Transportation

Lodging

Per Diem

Misc

Amount

\$0
\$0
\$0
\$0
\$0
\$0
\$0

Total:

Highway Safety FY2016

Organization: Camp Verde Marshal's Office

HS-FY2016-Camp Verde Marshal's Off-00046

Total Estimated Cost

Budget Item	Amount	
Personnel Services	\$11,428	
Employee Related Expenses	\$4,572	40.01%
Professional and Outside Services	\$1,100	
Travel In-State	\$0	
Travel Out-of-State	\$0	
Materials and Supplies	\$0	
Capital Outlay	\$31,812	
Total Estimated Cost	\$48,912	

Attachments

Attachments

A resolution from your agency's board of supervisors or city/town council will be included in this section.

Upload any additional supplemental material below.

http://egrants.azgohs.gov/_Upload/14739-digitalquote.pdf

http://egrants.azgohs.gov/_Upload/14739-scannerquote.pdf

http://egrants.azgohs.gov/_Upload/14739-speedtrailerestimate.pdf

http://egrants.azgohs.gov/_Upload/14739-CampVerdeServerQuote.pdf



Estimate

Date	Estimate #
10/20/2014	14-01632

Arizona Law Enforcement Radar Technology
 20118 N. 67th Ave 300-401
 Glendale, AZ 85308
 Phone: (623) 362-9700

Town of Camp Verde
 Finance
 395 S. Main St.
 Camp Verde, AZ 86322

Description	Qty	Rate	Total
Repair and Maintenance of the following radar trailer			
Labor: SMART radar trailer #SR-6324: Replace 3 batteries, replace damaged pwr receptacle, lubricate pivot points, certification	2	75.00	150.00
AGM Grp-27, No Maint DCycle-Battery	3	266.27	798.81T
Flanged Inlet w/Weatherproof Cover, 125V/15A	1	24.62	24.62T
Certification: Annual Function Test and Frequency Count	1	45.00	45.00
Estimate Only. Charges are approximate. Estimate valid for 30 days.		Subtotal	\$1,018.43
		Sales Tax (9.2%)	\$75.76
		Total	\$1,094.19



Proposal: PROPOSAL-13049/1
For: Camp Verde Marshal

Corporate Headquarters: 1200 W Mississippi Ave Denver, CO 80223 Phone: 888.836.7841 Email: sales@pcsmobile.com	Print Date: 02/12/2015 04:31 PM Proposal Valid Date: 02/12/2015 04:30 PM Inside Sales Rep: Emily Brittin Email: emilyb@pcsmobile.com Phone: 303-552-3976 Fax: 303-348-4274
Customer: Camp Verde Marshal 648 South 1st Street Camp Verde, AZ 86322	Salesperson: Emily Brittin Email: emilyb@pcsmobile.com Proposal Created By: Emily Brittin

Proposal

Contract	Requested by	PO#	Terms	Delivery
	Debbie Hughes	Origination	Net 90 Days	None

Item #	Item Number	Description	Price	Quantity	Subtotal
1	4910LR-151-TRK	L-Tron Barcode Scanner Kit	\$349.50	15.00	\$5,152.50
				Total	\$5,152.50

Notes



Quote	QUO-09822-J8T5D7
Date	2/12/2015
Page	1

9705 Lohr Blvd.
Lenora, KS 66219

End User

Camp Verde Marshals Office

Customer ID	Salesperson	Shipping Method	Payment Terms	Created By	Quote Valid	
GAMAZ1	EG	FEDERAL EXPRESS		Grogg Whipple	60 Days	
Quantity	Item Number	Description	Retail Price	Trade Discount	Discount	Ext. Price
5	601-00033-10	DVM-800 Complete Kit	\$3995.00	\$0.00		\$19,975.00
1	380-00151-00	VuVuult Software DVD	\$595.00	\$0.00		\$595.00

Notes:

DVM-800 with 5 year advanced exchange warranty.

Total Discount	
Subtotal	\$20,570.00
Price	
Tax	\$0.00
Freight	\$120.00
Total	\$20,690.00

Thank you for your interest!

If you would like to place an order, please contact Digital Ally or your local rep.

TERMS OF SALE

Your purchase of goods from Digital Ally, Inc., a Nevada corporation ("Digital Ally") will be governed by the following terms of sale ("Terms"). You will be referred to throughout these Terms as "you".

1. **Exclusion of Other Terms; Entire Agreement.** Additional or different terms or conditions proposed by you (including any additional or different terms provided in a purchase order) will be void and of no effect unless specifically accepted in writing by Digital Ally. Digital Ally's sales invoice, these Terms, the warranty and any special conditions executed by you and Digital Ally (collectively, the "Order") supersedes and cancels all prior communications between us, whether verbal or written, and constitutes the entire agreement between us unless modified in writing and signed by each of us.

2. **Payment.** Payment terms are cash on delivery, except where credit has been established and maintained to Digital Ally's satisfaction. If you have established credit, payment terms are net 30 days from date of shipment. Any invoice that you fail to pay when due will bear interest at the rate of 1-1/2% per month or the highest rate then permitted by law, whichever is less. You must also reimburse Digital Ally for its costs incurred (including internal



1928 E. Highland Ave., #F104-417
Phoenix, Arizona 85016-4626

Phone: 602.361.0770
Fax: 602.840.7850
inertiacomputers.com

Quotation

Date: 2/16/2015

Quotation for:

Ashworth Consulting, LLC
1425 W. Iris Drive
Gilbert AZ 85233

Description	Quantity	Cost	Total
PowerEdge R430: 2.5" Chassis with up to 8 Hot Plug Drives; Intel Xeon E5-2620v3 2.4GHz 6-Core CPU x 2; 64GB DDR3 2133MHz Advanced ECC Memory; Riser with One x16 PCIe Gen3 FH slot (x8 PCIe lanes) & One x16 PCIe Gen3 LP slot (x8 PCIe lanes); PERC H730 RAID Controller, 1GB NV Cache; Intel Ethernet I350 DP 1Gb Server Adapter; On-Board Broadcom 5720 Quad Port 1Gb LOM; 120GB High Performance SSD x 2 RAID1; 2TB 2.5" SATA Hard Drive 7200RPM x 4 RAID5 (6TB Usable); iDRAC8 Enterprise; DVD ROM Drive; ReadyRails™ Sliding Rails Without Cable Management Arm; Dual, Hot-plug, Redundant Power Supply (1+1), 550W; Windows Server 2012R2, Standard Ed, Factory Inst, No MED, 2SKT, 2VM, NO CAL; 3 Year Basic Hardware Warranty Repair, 5X10 HW-Only, 5x10 NBD On-site	1	5,968.83	5,968.83T

Subtotal	\$5,968.83
Sales Tax (0.0%)	\$0.00
Total	\$5,968.83



Town of Camp Verde

*Proposed Budget Calendar for FY 2015-16
per approval by Council on March 4, 2015*

Date	Task
Mar. 3 rd	Finance Department distributes budget worksheets and instructions to department heads.
Mar. 4 th	Brief Council and obtain approval of the budget calendar
Mar. 23 rd	Dept. worksheets due to Finance Director
Mar. 30 th – Apr. 3 rd	Town Manager meets with Department Heads to review/discuss budget proposals.
Apr. 15 th	Distribute draft budget with supplementary documentation to Council Council to review, discuss and potentially approve FY16 Town Fees
Apr 29 th	Council budget work sessions in Council Chambers. -Departments will present their budget requests (4:00 p.m. - 7:00 p.m.)
May 1 st	Council budget work sessions in Council Chambers. - Departments will present their budget requests (8:00 a.m. - 11:00 a.m.)
May 8 th	Council budget review w/Town Mngr & Finance Director (8:00 a.m. - 11:00 a.m.) -Opportunity for questions, council opinions & suggested adjustments
June 3 rd	Council Meeting: Final revisions and Possible Adoption of Tentative Budget
June 17 th & June 24 th	Budget advertisement in local newspapers & website
July 1 st	Council Special Session: Receive public input and Adopt Final Budget

**Please note that dates are estimates only and may change if necessary.*



Agenda Item Submission Form – Section I

Meeting Date: March 4, 2015 Regular Session

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

Requesting Department: Council

Staff Resource/Contact Person: Councilor Brad Gordon

Agenda Title (be exact): Possible approval of membership fee to the Verde Valley Land Preservation in the amount of \$50.00

List Attached Documents: Invoice from Verde Valley Land Preservation

Estimated Presentation Time: 1

Estimated Discussion Time: 1

Reviews Completed by:

- Department Head:** _____ **Town Attorney Comments:** N/A
- Finance Department** N/A
Fiscal Impact: None
Budget Code: N/A **Amount Remaining:** _____
Comments:

Background Information:

In February of 2013 Council added Verde Valley Land Preservation to the Council Committee List. Council originally appointed Carol German with Bruce George as alternate and appropriated \$100.00 membership fee. In June 2014 Councilor Brad Gordon was appointed with Carol German as alternate.

Recommended Action (Motion): Approval membership fee to Verde Valley Land Preservation in the amount of \$50.00

Instructions to the Clerk: None



VERDE VALLEY LAND PRESERVATION

"...to preserve and enhance the open space setting of the Verde Valley."

Membership/Donation Commitment and Payment Form

Yes, I want to become a member and support the mission of VVLP, preserving and enhancing our beautiful open spaces.

Annual, Individual (\$25)

Life, Bronze (\$250)

Annual, Family (\$40)

Life, Silver (\$500)

Annual, Business (\$50)

Life, Gold (\$1000)

Donation (\$_____)

Life, Platinum (\$5000)

*Please make checks payable to Verde Valley Land Preservation or donate on our website
verdevalleylpi.org/membership.html*

Yes, I want to be a volunteer and assist VVLP in fulfilling its mission.

First Name _____

Last Name _____

Company _____

Mailing Address _____

City _____ State _____ Zip Code _____

Email _____

Verde Valley Land Preservation is a 501c(3) non-profit corporation. Membership and donations are tax deductible.

Mail form and payment to:
Verde Valley Land Preservation
P.O. Box 3356
Cottonwood AZ 86326



*Town of Camp Verde
Proclamation
Declaring
Sunday, March 29, 2015
as
Camp Verde's
Arbor Day Celebration 2015*

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees; and

WHEREAS, Arbor Day is now observed at various times of the year throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil due to wind and water, cut heating and cooling costs, moderate temperature, clean the air, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource that increase property values, enhance economic vitality, and create more livable communities; and

WHEREAS, trees, where properly planted, are a source of joy and community pride.

Now, Therefore, The Mayor and Council of the Town of Camp Verde urge all citizens to care for our urban forest and to support our town's ongoing commitment to improving and managing our tree resources. The Camp Verde Town Council hereby proclaims March 29, 2015, as Camp Verde's Arbor Day Celebration.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the Town of Camp Verde, Arizona, this 18th day of March 2015.

Charles German, Mayor

ATTEST:

Virginia Jones, Town Clerk



Agenda Item Submission Form – Section I

Meeting Date: March 4, 2015

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

Requesting Department: Clerk's Office

Staff Resource/Contact Person: Virginia Jones

Agenda Title (be exact: Discussion, consideration and possible approval of a class 10 Liquor License Application for Yavapai Apache Nation-Distant Drums RV Resort, Located at 583 W. Middle Verde Rd, Camp Verde.

List Attached Documents: – Liquor License Application

Estimated Presentation Time: 5

Estimated Discussion Time: 10

Reviews Completed by: N/A

Department Head: Virginia Jones Town Attorney Comments: N/A

Finance Department N/A

Fiscal Impact: None

Budget Code: N/A Amount Remaining: _____

Comments:

Background Information: Staff received the Liquor License Application on February 2, 2015 and posted the application for the required 20 days as required by law. Staff has received no comments or concerns.

Recommended Action (Motion): Approve a class 10 Liquor License Application for Yavapai Apache Nation-Distant Drums RV Resort, Located at 583 W. Middle Verde Rd, Camp Verde.

Instructions to the Clerk: Section II not required. Process application.

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 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) Indian Tribe

SECTION 3 Type of license and fees LICENSE #(s): 10133281

1. Type of License(s): Beer & Wine Store #10

2. Total fees attached:

Department Use Only \$ 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. Beauty Thomas O'Brian
2. Corp./Partnership/L.L.C.: Yavapai-Apache Nation (A federally Recognized Tribe Located in Arizona)
3. Business Name: Distant Drum RV Resort
4. Principal Street Location: 583 W. Middle Verde Road Camp Verde Yavapai 86322
5. Business Phone: 928-554-8000 Daytime Phone: 928-300-6600 Email: manager@ddrvresort
6. Is the business located within the incorporated limits of the above city or town? YES NO
7. Mailing Address: 2400 W. Datsi Street Camp Verde AZ 86322
8. Price paid for license only bar, beer and wine, or liquor store: Type 10 \$ 1550.00 Type \$

DEPARTMENT USE ONLY

Fees: Application 100.00 Interim Permit Site Inspection 22.00 Finger Prints \$ 122.00 TOTAL OF ALL FEES

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

Accepted by: 36 Date: 1/20/15 Lic. # 10133281

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

14 DEC 10 11:04 AM '14

15 JAN 16 11:49 AM '15

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

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#

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.*

14 DEC 10 11:49 AM 2015

1. Name of Corporation/L.L.C.: Yavapai-Apache Nation (A Federally Recognized Tribe Located in Arizona)
(Exactly as it appears on Articles of Incorporation or Articles of Organization)

2. Date Incorporated/Organized: _____ State where Incorporated/Organized: _____

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

4. AZ L.L.C. File No.: _____ Date authorized to do business in AZ: _____

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
Beauty	Thomas	O'Brian	Agent	2400 W. Datsi Street,	Camp Verde	AZ	86322
Rubio	Darlene	Frances	Director	2400 W. Datsi Street,	Camp Verde	AZ	86322
Hood	Taloe	(no middle name)	Director	2400 W. Datsi Street,	Camp Verde	AZ	86322
Pedro	Virgil	Theodore	Director	2400 W. Datsi Street,	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
Tribe				2400 W. Datsi Street,	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)

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SECTION 9 Probate, Will Assignment or Divorce Decree of an existing Bar or Liquor Store Licensee.

- 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 transfered: 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 13 Location to Location Transfer: (Bars and Liquor Stores ONLY)
 APPLICANTS CANNOT OPERATE UNDER A LOCATION TRANSFER UNTIL IT IS APPROVED BY THE STATE

14 DEC 10 11:49 AM Dept PH 2125

1. Current Business: (Exactly as it appears on license) Name _____
 Address _____
2. New Business: (Physical Street Location) Name _____
 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))

15 JAN 16 11:49 AM Dept PH1131

1. Distance to nearest school: 7920 ft. Name of school Camp Verde Unified School District
 Address 1326 N. Montezuma Castle Hwy, Camp Verde, AZ 86322
 City, State, Zip _____
2. Distance to nearest church: 10,500 ft. Name of church Parkside Community Church
 Address 401 Camp Lincoln Road, 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 _____
 Address _____
 City, State, Zip _____
- 4a. Monthly rental/lease rate \$ _____ What is the remaining length of the lease yrs. mos.
- 4b. What is the penalty if the lease is not fulfilled? \$ _____ 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

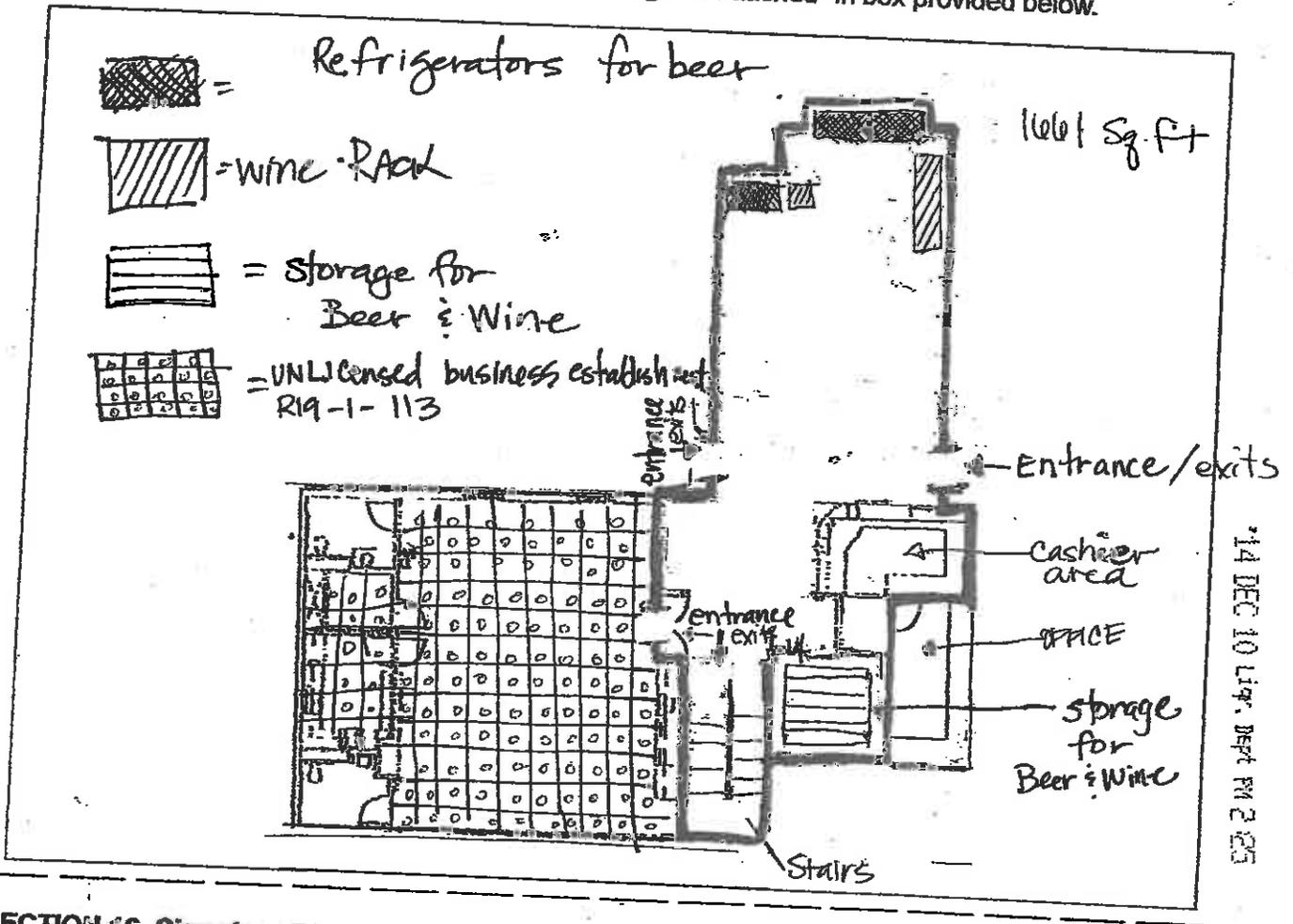
(ATTACH ADDITIONAL SHEET IF NECESSARY)

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

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.



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SECTION 16 Signature Block

I, Thomas O'Brian Beauty, 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.

Thomas O'Brian Beauty
(signature of applicant listed in Section 4, Question 1)

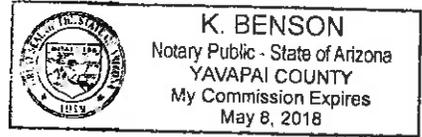
State of Arizona County of Yavapai

The foregoing instrument was acknowledged before me this 18 of November, 2014

K. Benson
signature of NOTARY PUBLIC

My commission expires on: 8 May 2018
Day Month Year

15 JAN 16 11:49 AM DEPT RM 1132





Agenda Item Submission Form – Section I

Meeting Date: March 4, 2015

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

Requesting Department: Clerk's Office

Staff Resource/Contact Person: Virginia Jones

Agenda Title: Discussion, consideration, and possible approval of Wine Festival License for the 2015 Spring Heritage Pecan & Wine Festival from the following: Burning Tree Cellars LLC, Oak Creek Vineyards & Winery, Page Springs Cellars, Alcantara LLC., Pillsbury Wine Company North, LLC., Arizona Stronghold Vineyards, Freitas Vineyard, Dancing Apache Ranch, Passion Cellars, LLC, Four-Eight Wineworks, Chateau Tumbleweed, Caduceus Cellars and Pierce Wines Arizona, The Festival will be held on March 28-29 at 395 S Main Street.

List Attached Documents: 13 Wine Festival License/Wine Fair License

Estimated Presentation Time: 5

Estimated Discussion Time: 5

Reviews Completed by:

- Department Head: Virginia Jones Town Attorney Comments: N/A
- Finance Department N/A
 Fiscal Impact: None
 Budget Code: N/A Amount Remaining: _____
 Comments:

Background Information:

Recommended Action (Motion): Approve Wine Festival License for the Spring Heritage Pecan & Wine Festival from the following: Burning Tree Cellars LLC, Oak Creek Vineyards & Winery, Page Springs Cellars, Alcantara LLC., Pillsbury Wine Company North, LLC., Arizona Stronghold Vineyards, Freitas Vineyard, Dancing Apache Ranch, Passion Cellars, LLC, Four-Eight Wineworks, Chateau Tumbleweed, and Pierce Wines Arizona, for the 2015 Spring Heritage Pecan & Wine Festival will be held at 395 S Main Street on March 28th and 29th.

Instructions to the Clerk: Obtain signature

FAIR/FESTIVAL LICENSE APPLICATION
 A.R.S. §4-203.03 Farm Winery / A.R.S. §4-205.11 Craft Distillery
 A.R.S. §4-203.02 At Special Event

A service fee of \$25 will be charged for all dishonored checks (A.R.S. 44-6852). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

- Wine Fair
 Wine Festival
 Craft Distillery Fair
 Craft Distillery Festival

1. Applicant's Name: Levy Mitchell Daytime Phone #: 928-649-8783

2. Business name: Burning Tree Cellars LLC Liquor license #: 13133032
farm winery or craft distillery

Email: Mitch@BurningTreecellars.com

3. Mailing address: 1040 N. MAIN ST. COCONINO AZ 86326
street address city state zip code

4. Location of fair/festival: 395 S MAIN ST. YAVAPAI 86322
street address city county zip code

SECTION 2 Fees, Date & Hours: \$15 per day

Winery festival days permitted: 50 licenses per winery per calendar year for a total of 150 days per winery per calendar year.

Craft Distillery festival days permitted: 25 licenses per craft distillery per calendar year for a total of 75 days per craft distillery per calendar year.

	DATE	DAY OF WEEK	START TIME AM/PM	END TIME AM/PM
1.	<u>march 28</u>	<u>Saturday</u>	<u>10 AM</u>	<u>6 PM</u>
2.	<u>march 27</u>	<u>Sunday</u>	<u>10 AM</u>	<u>5 PM</u>
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

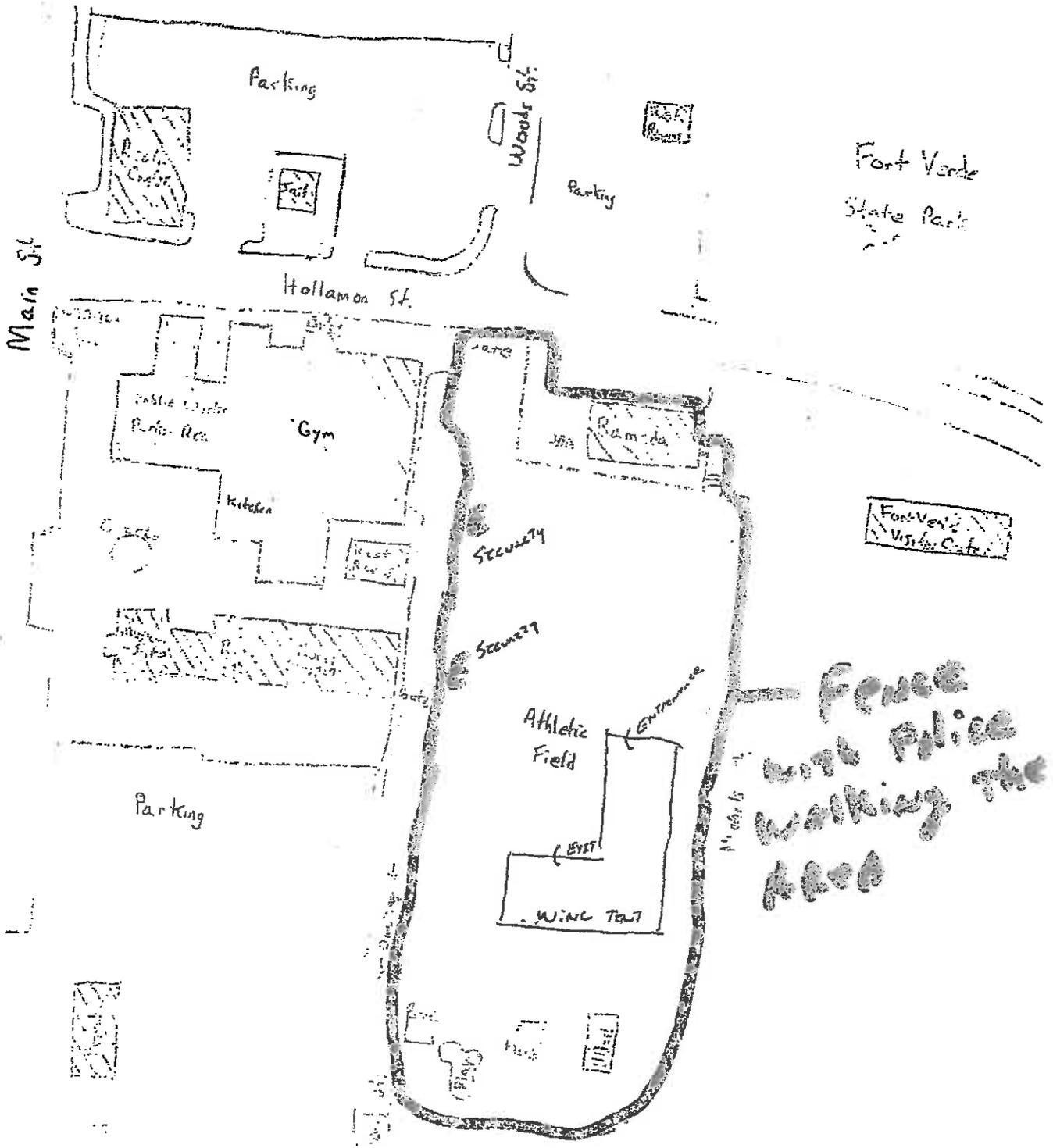
Please attach an additional sheet if necessary

SECTION 3 Site Owner Information:

1. Site owner name: TOWN OF Camp Verde, Daytime Phone #: 928-567-6631
First Last
2. Site owner mailing address: 395 S MAIN ST. Camp Verde AZ 86322
street address city state zip code
3. Email Address: Steve.HYERS@campverde.az.gov

SECTION 4 to complete this application, all questions must be answered:

1. Have you received permission for use of the site for the sale/consumption of liquor from the site owner named in Section 3? Yes No
2. Will the liquor you sell/serve be products only manufacture/produced at your licensed premises names in Section 1? Yes No
3. List the number of Fair/Festival licenses you have been issued in the current calendar year 1
4. List the number of days you have held a licensed Fair/Festival in the current calendar year 2
5. What security and control measures will you take to prevent violations of state liquor laws at this event?
Yes # of Police Officers on Site Fencing Yes No
Yes # of Security Personnel on Site Barriers Yes No
6. I am familiar with and have read statutes for Arizona's fair/festival privileges, requirements and penalties? (Farm Winery A.R.S. §4-203.03, Craft Distillery A.R.S. §4-205.11, either being held at a Special Event A.R.S. §4-203.02) Yes No
7. I have taken responsible steps to ensure individuals operating the fair/festival licensed premises and employees who serve, sell or furnish liquor at this fair/festival have knowledge of Arizona liquor laws? (R19-1-302) Yes No



Fort Verde Municipal Complex - Potential Area



Section 6 This sections to be completed only by the applicant named in section #1

I, Mitchell David Long declare that I am the APPLICANT filing this application as listed in
(print full name)

Section 8. I have read the application and the contents and all statements are true, correct and Complete.

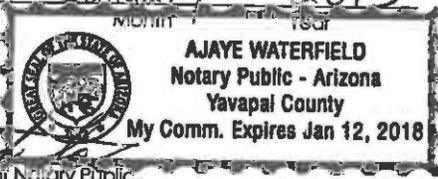
[Signature] President 1/28/15 928-649-5733
(signature) Title/ Position Date Phone #

The foregoing instrument was acknowledge before me this 28th January 2015
Day Month Year

State Arizona County of Yavapai

My Commission Expires on: 1-12-2018
Date

[Signature]
Signature of Notary Public



The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

Section 7 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

on behalf of _____
(City, Town, County) Signature Date Phone #

FOR DEPARTMENT OF LIQUOR USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____

NAMED INSURED: Burning Tree Cellars LLC**POLICY NUMBER:** WIN800117000**EFFECTIVE DATE:** 07/15/2012

AUTOMATIC ADDITIONAL INSURED ENDORSEMENT

THIS ENDORSEMENT CHANGES THE COVERAGE FORM. PLEASE READ IT CAREFULLY.

This endorsement modifies the insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SECTION V – WHO IS AN INSURED is amended to include as an insured any person or organization but only with respect to the following:

- a. Liability for "bodily injury", "property damage", or "personal or advertising injury" resulting from, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
 1. in the performance of your ongoing operations;
 2. in connection with your premises owned by or rented to you; or
 3. resulting from the ownership, maintenance, or use of premises leased to you and subject to the following additional exclusions:
 - (a) any "occurrence" which takes place after you cease to be a tenant at that premises.
 - (b) structural alterations, new construction or demolition operations performed by or on behalf of the person or organization you have leased from.

This Endorsement is subject to an ACORD Certificate of Insurance being on file, and approved, by / with the Company.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

FAIR/FESTIVAL LICENSE APPLICATION
 A.R.S. §4-203.03 Farm Winery / A.R.S. §4-205.11 Craft Distillery
 A.R.S. §4-203.02 At Special Event

A service fee of \$25 will be charged for all dishonored checks (A.R.S. 44-6852). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

Wine Fair Wine Festival Craft Distillery Fair Craft Distillery Festival

1. Applicant's Name: Dubravka G. Wahl Daytime Phone #: 928 254 9746

2. Business name: Oak Creek Vineyards Liquor license #: 13133006
farm winery or craft distillery

Email: Wahl@oakcreekvineyards.net

3. Mailing address: 1555 N Page Springs Rd Cornville AZ 86325
street address city state zip code

4. Location of fair/festival: 3955 Main St. Camp Verde AZ/Yavapai 86322
street address city county zip code

SECTION 2 Fees, Date & Hours: \$15 per day

Winery festival days permitted: 50 licenses per winery per calendar year for a total of 150 days per winery per calendar year.

Craft Distillery festival days permitted: 25 licenses per craft distillery per calendar year for a total of 75 days per craft distillery per calendar year.

DATE	DAY OF WEEK	START TIME AM/PM	END TIME AM/PM
1. <u>March 28, 15</u>	<u>Saturday</u>	<u>10 am - (6 pm)</u>	<u>6 pm</u>
2. <u>March 29, 15</u>	<u>Sunday</u>	<u>10 am</u>	<u>5 pm</u>
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____

Please attach an additional sheet if necessary



Fort Verde Municipal
Complex Related Areas



Section 6 This sections to be completed only by the applicant named in section #1

I, Dubravka G. Wahl declare that I am the APPLICANT filing this application as listed in
(print full name)
Section 8. I have read the application and the contents and all statements are true, correct and Complete.

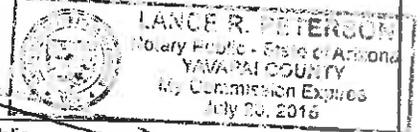
X D. Wahl owner 01/30/15 928.254.9746
(signature) Title/ Position Date Phone #

The foregoing instrument was acknowledge before me this 30 January 2015
Day Month Year

State Arizona County of YAVAPAI

My Commission Expires on: July 23 2015
Date

[Signature]
Signature of Notary Public



The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

Section 7 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

on behalf of _____
(City, Town, County) Signature Date Phone #

FOR DEPARTMENT OF LIQUOR USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
1/30/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER KELLY S CATHCART PLLC 780 Cove Parkway Cottonwood, AZ 86326	CONTACT NAME:		
	PHONE (A/C No. Ext):	(928) 634-3030	FAX (A/C No.): (888) 297-1939
	E-MAIL ADDRESS:	kcathcart@qwestoffice.net	
	INSURER(S) AFFORDING COVERAGE		NAIC#
	INSURER A:	American National Property and Casualty Co	28401
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

INSURED
Oak Creek Vineyards and Winery Inc
PO Box 1484
Sedona, AZ 86339-1484
928.649.0290

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		Y	0201X0733	12-31-14	12-31-15	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Liquor Liability \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANYAUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			0201C1107	06-13-14	06-13-15	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$ \$
	DED RETENTIONS WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> EL EACH ACCIDENT \$ EL DISEASE - EA EMPLOYEE \$ EL DISEASE - POLICY LIMIT \$
A	Special Farm Package 10			0201G1834	03-31-14	03-31-15	Farm Chemical Transport \$25,000 Limited Farm Pollution \$50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 The Town of Camp Verde is named as "Additional Insureds" with respects to the General Liability and Liquor Liability for the Camp Verde Pecan & Wine Festival being held at the Camp Verde Community Center, located at 395 S Main St., Camp Verde, AZ 86322 on March 28, 2015 from 10am - 6pm and March 29, 2015, from 10am - 5pm.

CERTIFICATE HOLDER Town of Camp Verde 473 S Main Street, Suite 102 Camp Verde, AZ 86322	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES
OR CONTRACTORS**

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS POLICY

SCHEDULE*

Name Of Person Or Organization:

TOWN OF CAMP VERDE

- * Information required to complete this Schedule, if not shown on this endorsement, will be shown in the Declarations.

The following is added to Paragraph **C. Who Is An Insured** in the Businessowners Liability Coverage Form:

4. Any person or organization shown in the Schedule is also an insured, but only with respect to liability arising out of your ongoing operations performed for that insured.

Section 6 This sections to be completed only by the applicant named in section #1

I, Eric Steven Glomski declare that I am the APPLICANT filing this application as listed in
(print full name)
Section 8. I have read the application and the contents and all statements are true, correct and Complete.

X [Signature] Owner/Wine Maker 2/3/15 928 639 3004
(signature) Title/ Position Date Phone #

The foregoing instrument was acknowledge before me this 24 Day FEBRUARY Month 2015 Year

State AZ County of YAVAPAI



My Commission Expires on: 12/1/17
Date

[Signature]
Signature of Notary Public

The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

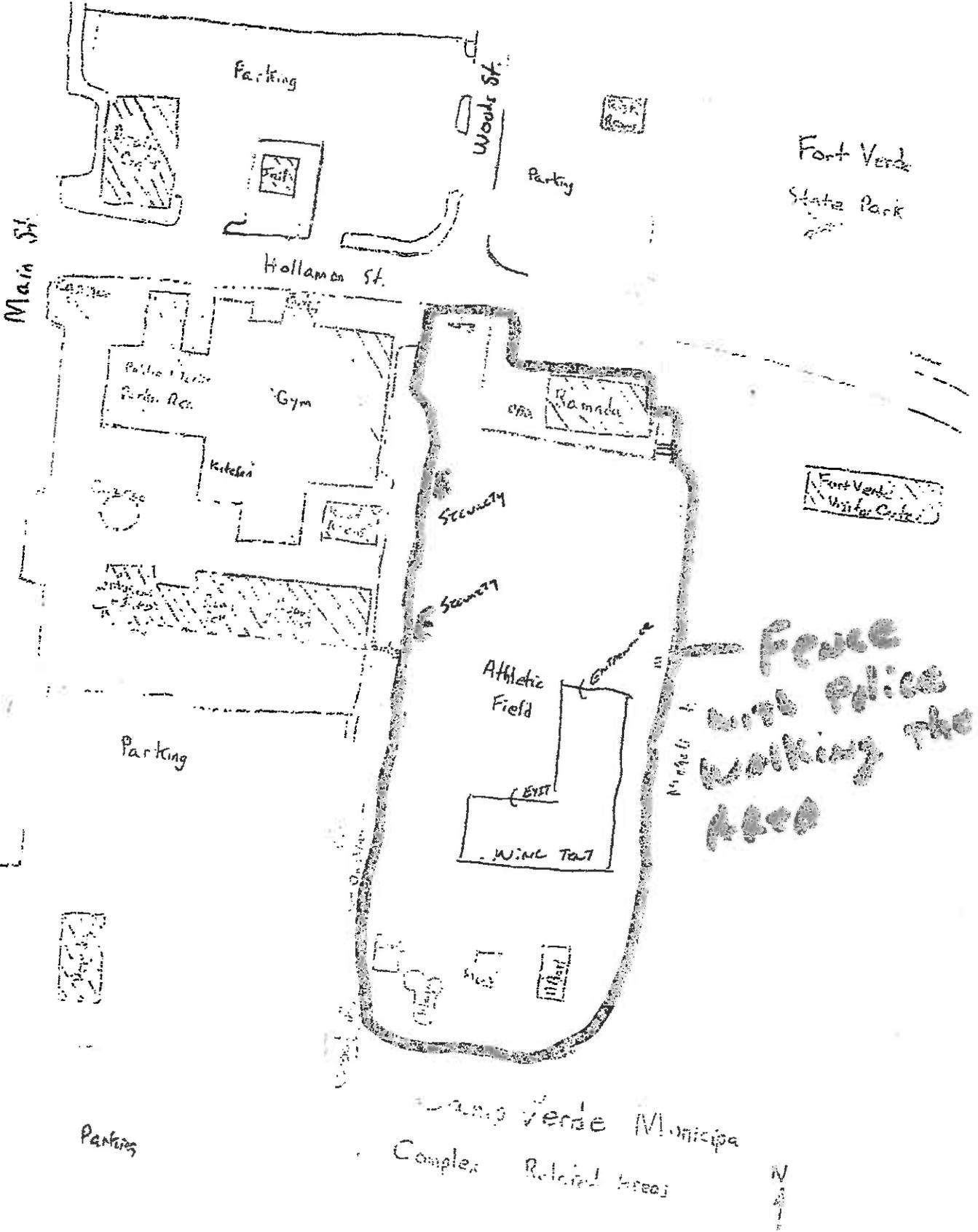
Section 7 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

on behalf of _____
(City, Town, County) Signature Date Phone #

FOR DEPARTMENT OF LIQUOR USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____



This page has been left blank intentionally:

NAMED INSURED: Page Springs Cellars, Inc.

POLICY NUMBER: 5115-0556

EFFECTIVE DATE: 4/9/2014

AUTOMATIC ADDITIONAL INSURED ENDORSEMENT

THIS ENDORSEMENT CHANGES THE COVERAGE FORM. PLEASE READ IT CAREFULLY.

This endorsement modifies the insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SECTION V – WHO IS AN INSURED is amended to include as an insured any person or organization but only with respect to the following:

- a. Liability for "bodily injury", "property damage", or "personal and advertising injury" resulting from, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
 1. in the performance of your ongoing operations;
 2. in connection with premises owned by or rented to you; or
 3. resulting from the ownership, maintenance, or use of premises leased to you and subject to the following additional exclusions:
 - (a) any "occurrence" which takes place after you cease to be a tenant at that premises.
 - (b) structural alterations, new construction or demolition operations performed by or on behalf of the person or organization you have leased from.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

FAIR/FESTIVAL LICENSE APPLICATION
 A.R.S. §4-203.03 Farm Winery / A.R.S. §4-205.11 Craft Distillery
 A.R.S. §4-203.02 At Special Event

A service fee of \$25 will be charged for all dishonored checks (A.R.S. 44-6852). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

- Wine Fair Wine Festival Craft Distillery Fair Craft Distillery Festival

1. Applicant's Name: BRIAN PREDMORE , Daytime Phone #: (928) 649-8463

2. Business name: ALCANTARA L.L.C. , Liquor license #: 13133010
farm winery or craft distillery

Email: BRIAN@ALCANTARAVINEYARD.COM

3. Mailing address: P.O. Box 64 COTTONWOOD AZ 86326
street address city state zip code

4. Location of fair/festival: 395 S. MAIN ST CAMP VERDE YAVAPAI 86322
street address city county zip code

SECTION 2 Fees, Date & Hours: \$15 per day

Winery festival days permitted: 50 licenses per winery per calendar year for a total of 150 days per winery per calendar year.

Craft Distillery festival days permitted: 25 licenses per craft distillery per calendar year for a total of 75 days per craft distillery per calendar year.

	DATE	DAY OF WEEK	START TIME AM/PM	END TIME AM/PM
1.	<u>MARCH 28</u>	<u>SATURDAY</u>	<u>10 AM</u>	<u>6 PM</u>
2.	<u>MARCH 29</u>	<u>SUNDAY</u>	<u>10 AM</u>	<u>5 PM</u>
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

Please attach an additional sheet if necessary

SECTION 3 Site Owner Information:

1. Site owner name: TOWN OF CAMP VERDE, Daytime Phone #: 928 567 6631
First Last
2. Site owner mailing address: 395 S. MAIN ST. CAMP VERDE, AZ 86322
street address city state zip code
3. Email Address: _____

SECTION 4 to complete this application, all questions must be answered:

1. Have you received permission for use of the site for the sale/consumption of liquor from the site owner named in Section 3? Yes No
2. Will the liquor you sell/serve be products only manufacture/produced at your licensed premises names in Section 1? Yes No
3. List the number of Fair/Festival licenses you have been issued in the current calendar year 5
4. List the number of days you have held a licensed Fair/Festival in the current calendar year 10
5. What security and control measures will you take to prevent violations of state liquor laws at this event?
- 4 # of Police Officers on Site Fencing Yes No
- 4 # of Security Personnel on Site Barriers Yes No
6. I am familiar with and have read statues for Arizona's fair/festival privileges, requirements and penalties? (Farm Winery A.R.S. §4-203.03, Craft Distillery A.R.S. §4-205.11, either being held at a Special Event A.R.S. §4-203.02) Yes No
7. I have taken responsible steps to ensure individuals operating the fair/festival licensed premises and employees who serve, sell or furnish liquor at this fair/festival have knowledge of Arizona liquor laws? (R19-1-302) Yes No

Section 6 This sections to be completed only by the applicant named in section #1

I, BRIAN PRENDRE declare that I am the APPLICANT filing this application as listed in
(print full name)
Section 8. I have read the application and the contents and all statements are true, correct and Complete.

X [Signature] Title/ Position C.O.O. Date 1/31/15 Phone # 928 679 8163
(signature)

The foregoing instrument was acknowledge before me this 31 January 2015
Day Month Year

State AZ



[Signature]
Signature of Notary Public

The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

Section 7 Local Governing Body Approval Section

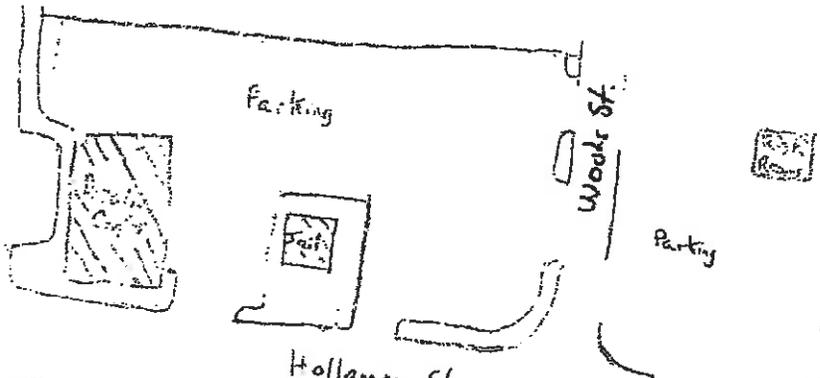
I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

on behalf of _____ Signature _____ Date _____ Phone # _____
(City, Town, County)

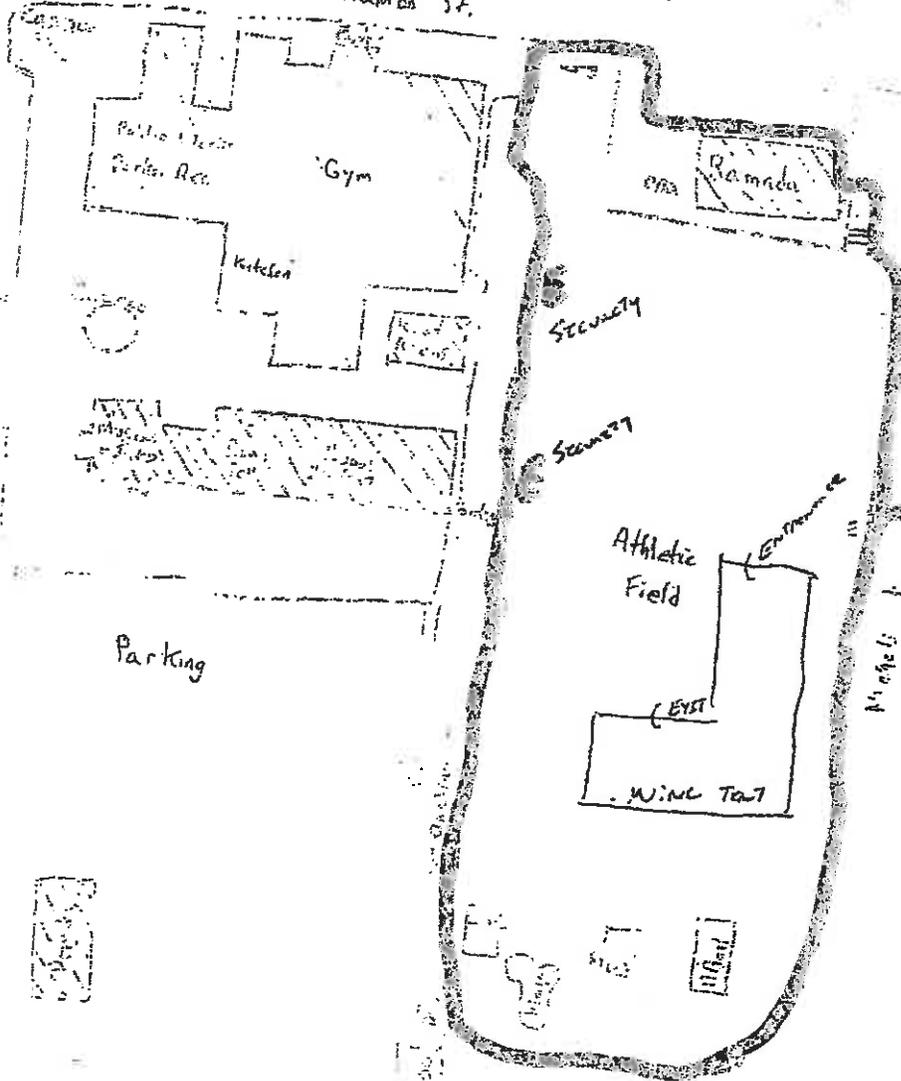
FOR DEPARTMENT OF LIQUOR USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____

Main St



Fort Verde State Park



Fort Verde Visitor Center

Fence with police walking the area

Parking



Parking

Fort Verde Municipal Complex Related Areas

N
1

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Butler-Leavitt Insurance Agency, Inc. 405 South Main Street P O Box 2037 Cottonwood, AZ 86326	CONTACT NAME: Abbe' Renslow	
	PHONE (A/C, No, Ext): 928.634.5521 FAX (A/C, No): 866.298.7798 E-MAIL ADDRESS: abbe-renslow@leavitt.com	
INSURED Alcantara Vineyard and Winery Alcantara, LLC PO Box 64 Cottonwood, AZ 86326	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Darwin National Assurance	16624
	INSURER B: Technology Ins Co	42376
	INSURER C:	
	INSURER D:	
	INSURER E:	

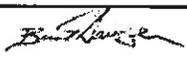
COVERAGES **CERTIFICATE NUMBER: 14-15** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			5115-0680	07/01/2014	07/01/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Liquor Liability		X				PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY			5116-0680	07/01/2014	07/01/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB			5117-0680	07/01/2014	07/01/2015	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 1,000,000
	DED	RETENTION \$					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			TWC3426063	07/15/2014	07/15/2015	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input checked="" type="checkbox"/> Y	N/A				E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The Town of Camp Verde is included as Additional Insured as per form WI-GL0001400 6/12. Regarding the Camp Verde Heritage Pecan and Wine Festival, March 28th and 29th, 2015, at 395 S. Main St., Camp Verde, AZ 86322

CERTIFICATE HOLDER Town of Camp Verde 473 S. Main St., Suite 102 Camp Verde, AZ 86322	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  Brian Sawyer/BRIAN

NAMED INSURED: Alcantara Vineyard & Winery

POLICY NUMBER: 5115-0680

EFFECTIVE DATE: 7/1/2014

AUTOMATIC ADDITIONAL INSURED ENDORSEMENT

THIS ENDORSEMENT CHANGES THE COVERAGE FORM. PLEASE READ IT CAREFULLY.

This endorsement modifies the insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SECTION V – WHO IS AN INSURED is amended to include as an insured any person or organization but only with respect to the following:

- a.** Liability for "bodily injury", "property damage", or "personal and advertising injury" resulting from, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
 - 1.** in the performance of your ongoing operations;
 - 2.** in connection with premises owned by or rented to you; or
 - 3.** resulting from the ownership, maintenance, or use of premises leased to you and subject to the following additional exclusions:
 - (a)** any "occurrence" which takes place after you cease to be a tenant at that premises.
 - (b)** structural alterations, new construction or demolition operations performed by or on behalf of the person or organization you have leased from.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

FAIR/FESTIVAL LICENSE APPLICATION
 A.R.S. §4-203.03 Farm Winery / A.R.S. §4-205.11 Craft Distillery
 A.R.S. §4-203.02 At Special Event

A service fee of \$25 will be charged for all dishonored checks (A.R.S. 44-6852). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

Wine Fair Wine Festival Craft Distillery Fair Craft Distillery Festival

1. Applicant's Name: Samuel Wallace Pillsbury Daytime Phone #: 310 508 3348
2. Business name: Pillsbury Wine Company North, C.L.C. Liquor license #: 13153021
farm winery or craft distillery
- Email: spillsbury@aol.com
3. Mailing address: 4109 E Via Estrella Phoenix AZ 85028
street address city state zip code
4. Location of fair/festival: 395 S. Main St Camp Verde, Yavapai 86322
street address city county zip code

SECTION 2 Fees, Date & Hours: \$15 per day

Winery festival days permitted: 50 licenses per winery per calendar year for a total of 150 days per winery per calendar year.

Craft Distillery festival days permitted: 25 licenses per craft distillery per calendar year for a total of 75 days per craft distillery per calendar year.

	DATE	DAY OF WEEK	START TIME AM/PM	END TIME AM/PM
1.	<u>March 28</u>	<u>Saturday</u>	<u>10 am</u>	<u>6 pm</u>
2.	<u>March 29</u>	<u>Sunday</u>	<u>10 am</u>	<u>5 pm</u>
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

Please attach an additional sheet if necessary



Section 6 This sections to be completed only by the applicant named in section #1

I, Samuel Wallace Pillsbury (print full name) declare that I am the APPLICANT filing this application as listed in Section 8. I have read the application and the contents and all statements are true, correct and Complete.

X [Signature] (signature) Managing Member Title/Position 1.15.15 Date 3105083548 Phone #

The foregoing instrument was acknowledge before me this 15th Day January Month 2015 Year

State AZ County of Maricopa

My Commission Expires on: 12.14.17 Date

[Signature] Signature of Notary Public

The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

Section 7 Local Governing Body Approval Section

I, _____ (government official) _____ (Title) recommend APPROVAL DISAPPROVAL

on behalf of _____ (City, Town, County) _____ Signature _____ Date _____ Phone # _____

FOR DEPARTMENT OF LIQUOR USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____



Fort Verde Municipal Complex Related Areas



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – FARM LIABILITY

This endorsement modifies insurance provided under the following:

FARM LIABILITY COVERAGE FORM

SCHEDULE*

1. a. Person or organization from whom you lease land:
 - b. Description and location of land (specify part leased to you):

2. a. Person or organization who is lessor or real estate manager of premises leased to you:
 - b. Description and location of premises (specify part leased to you):
Town of Camp Verde

3. a. Independently contracting operator-manager of a farm owned by or leased to you:
 - b. Description and location of farm (as shown on Declarations unless acquired during policy period):

4. a. Person or organization from whom you lease equipment:
 - b. Location of leased equipment:
 - c. Description of leased equipment:

5. a. Vendor who sells or distributes "your products" to other third parties:
 - b. Description of "your products" sold or consigned to vendor:

* Information required to complete this Schedule, if not shown on this endorsement, will be shown in the Declarations.

FAIR/FESTIVAL LICENSE APPLICATION
 A.R.S. §4-203.03 Farm Winery / A.R.S. §4-205.11 Craft Distillery
 A.R.S. §4-203.02 At Special Event

A service fee of \$25 will be charged for all dishonored checks (A.R.S. 44-6852). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

- Wine Fair Wine Festival Craft Distillery Fair Craft Distillery Festival

1. Applicant's Name: Justin Lawrence Obe Daytime Phone #: 928-639-2787

2. Business name: Arizona Stronghold Vineyards Liquor license #: 13133015
farm winery or craft distillery

Email: justin@azstronghold.com

3. Mailing address: 4700 Old Hwy 279 Camp Verde AZ 86322
street address city state zip code

4. Location of fair/festival: 395 S. Main St. Camp Verde Yavapai 86322
street address city county zip code

SECTION 2 Fees, Date & Hours: \$15 per day

Winery festival days permitted: 50 licenses per winery per calendar year for a total of 150 days per winery per calendar year.

Craft Distillery festival days permitted: 25 licenses per craft distillery per calendar year for a total of 75 days per craft distillery per calendar year.

	DATE	DAY OF WEEK	START TIME AM/PM	END TIME AM/PM
1.	<u>3/28/15</u>	<u>Saturday</u>	<u>10:00 Am</u>	<u>6:00 Pm</u>
2.	<u>3/29/15</u>	<u>Sunday</u>	<u>10:00 Am</u>	<u>5:00 Pm</u>
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

Please attach an additional sheet if necessary

SECTION 3 Site Owner Information:

1. Site owner name: Town of Camp Verde, Daytime Phone #: 928-567-6631
First Last
2. Site owner mailing address: 395 S. main st. Camp Verde, AZ 86322
street address city state zip code
3. Email Address: _____

SECTION 4 to complete this application, all questions must be answered:

1. Have you received permission for use of the site for the sale/consumption of liquor from the site owner named in Section 3? Yes No
2. Will the liquor you sell/serve be products only manufacture/produced at your licensed premises names in Section 1? Yes No
3. List the number of Fair/Festival licenses you have been issued in the current calendar year 13
4. List the number of days you have held a licensed Fair/Festival in the current calendar year 33
5. What security and control measures will you take to prevent violations of state liquor laws at this event?
- _____ # of Police Officers on Site Fencing Yes No
- _____ # of Security Personnel on Site Barriers Yes No
6. I am familiar with and have read statues for Arizona's fair/festival privileges, requirements and penalties? (Farm Winery A.R.S. §4-203.03, Craft Distillery A.R.S. §4-205.11, either being held at a Special Event A.R.S. §4-203.02) Yes No
7. I have taken responsible steps to ensure individuals operating the fair/festival licensed premises and employees who serve, sell or furnish liquor at this fair/festival have knowledge of Arizona liquor laws? (R19-1-302) Yes No

Section 6 This sections to be completed only by the applicant named in section #1

I, Justin Lawrence Ove declare that I am the APPLICANT filing this application as listed in
(print full name)

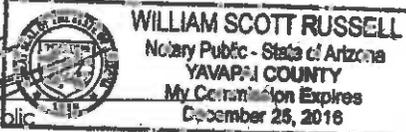
Section 8. I have read the application and the contents and all statements are true, correct and Complete.

X [Signature] Wholesale Manager 2/2/15 928-301-9080
(signature) Title/ Position Date Phone #

The foregoing instrument was acknowledge before me this 2nd February 2015
Day Month Year

State ARIZONA County of Yavapai

My Commission Expires on: 12/25/2016
Date

[Signature]
Signature of Notary Public


The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

Section 7 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (title)

on behalf of _____
(City, Town, County) Signature Date Phone #

FOR DEPARTMENT OF LIQUOR USE ONLY

APPROVAL DISAPPROVAL BY: DATE:

Coupler Rural Area
Fort Verde Municipal

Parking



Fort Verde
Municipal

Fort Verde
State Park

Parking

Wood St.

Holloman St.

Main St.

Parking

Ball Room

Gym

Kitchen

Security

Security

Athletic Field

Exit

Entrance

N. side

Parking

Street

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

GENERAL LIABILITY ENHANCEMENT ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

- | | |
|--|---|
| 1. Expected Or Intended Injury | 14. Newly Acquired Organizations |
| 2. Amended Defense Coverage For Indemnitees | 15. Additional Insureds By Written Contract |
| 3. Non-Owned Watercraft | 16. Additional Insured – Lessors of Leased Equipment |
| 4. Non-Owned Aircraft | 17. Additional Insured – State Or Governmental Agency Or Subdivision Or Political Subdivision – Permits Or Authorizations |
| 5. Property Damage Liability – Borrowed Equipment | 18. Additional Insured – Vendors |
| 6. Property Damage Liability – Elevators | 19. Broad Knowledge / Notice Of Occurrence |
| 7. Damage To Premises Rented To You | 20. Waiver Of Transfer Of Rights of Recovery Against Others To Us |
| 8. Contractual Liability For Personal And Advertising Injury | 21. Unintentional Failure To Disclose Hazards |
| 9. Medical Payments | 22. Mental Anguish, Mental Injury Or Humiliation |
| 10. Supplementary Payments | 23. Mobile Equipment |
| 11. Broad Form Named Insured | 24. Waiver Of Sovereign Immunity |
| 12. Fellow Employee Coverage | 25. Liberalization Clause |
| 13. Incidental Medical Malpractice Liability | 26. Application Of This Endorsement |

1. Expected Or Intended Injury

Exclusion a. Expected Or Intended Injury under Section I – Coverage A – Bodily Injury And Property Damage Liability is hereby deleted and replaced by the following:

“Bodily injury” or “property damage” expected or intended from the standpoint of the insured. This exclusion does not apply to “bodily injury” or “property damage” resulting from the use of reasonable force to protect persons or property.

2. Amended Defense Coverage For Indemnitees

Supplementary Payments – Coverages A and B is amended as follows:

Paragraph 2.d. under Section I – Supplementary Payments – Coverages A and B is hereby deleted.

Paragraph 2.e. under Section I – Supplementary Payments – Coverages A and B is hereby deleted and replaced by the following:

The indemnitee and the insured ask us to conduct and control the defense of that indemnitee against such “suit”. In the event we agree a conflict exists between the interests of the insured and the interests of the indemnitee, we will select and assign separate defense counsel for the indemnitee and pay reasonable attorney fees and necessary litigation expenses; and

3. Non-Owned Watercraft

Paragraph (2)(a) of Exclusion g. Aircraft, Auto Or Watercraft under Section I – Coverage A – Bodily Injury And Property Damage Liability is hereby deleted and replaced by the following:

(a) Less than 55 feet in overall length; and

4. Non-Owned Aircraft

Exclusion g. Aircraft, Auto Or Watercraft under Section I – Coverage A – Bodily Injury And Property Damage Liability does not apply to an aircraft, in which you have no ownership interest, provided:

a. It is:

(1) Loaned to;

(2) Rented by; or

(3) Hired or chartered by

the insured with a paid and licensed crew;

b. It is not being used to carry persons or property for a charge; and

- c. The pilot in command holds a currently effective license, issued by the duly constituted authority of the United States of America or Canada, designating him or her as a commercial airline pilot for the particular aircraft being flown.

5. Property Damage Liability – Borrowed Equipment

Paragraph (4) of Exclusion j. Damage To Property under Section I – Coverage A – Bodily Injury And Property Damage Liability is amended to include the following:

This exclusion does not apply to equipment which you borrow from a person or entity, other than an insured, unless the “property damage” occurs while such equipment is being used by an insured at a job site.

Subject to all terms of Section III – Limits Of Insurance, the maximum limit in any one “occurrence” is \$25,000 subject to an annual aggregate of \$50,000 for all “occurrences”.

The insurance provided by this exception to Exclusion j.(4) as set forth in Paragraph 5. of this General Liability Enhancement Endorsement is excess over any other valid and collectible insurance available to the insured whether primary, excess (other than insurance written to apply specifically in excess of this policy), contingent or any other basis, that would also apply to the loss covered under this provision.

6. Property Damage Liability – Elevators

Exclusion j. Damage To Property under Section I – Coverage A – Bodily Injury And Property Damage Liability is amended to include the following:

Paragraphs (3) and (4) of this exclusion do not apply to liability arising out of the use of elevators.

The insurance provided by this exception to Exclusions j.(3) and j.(4) as set forth in Paragraph 6. of this General Liability Enhancement Endorsement is excess over any other valid and collectible insurance available to the insured whether primary, excess (other than insurance written to apply specifically in excess of this policy), contingent or any other basis, that would also apply to the loss covered under this provision.

7. Damage To Premises Rented To You

- a. The last paragraph of 2. Exclusions under Section I – Coverage A – Bodily Injury And Property Damage Liability is hereby deleted and replaced by the following:

- (1) With respect to damage by fire to premises while rented to you or temporarily occupied by you with permission of the owner, exclusions c. through n., do not apply.
- (2) With respect to damage by other than fire to premises while rented to you or temporarily occupied by you with permission of the owner, exclusions c. through n., except for exclusion f., do not apply unless the damage arises out of “your work”.

A separate limit of insurance applies to the coverage set forth in (1) and (2) above as described in Section III – Limits Of Insurance.

b. Section III – Limits Of Insurance is amended by deleting paragraph 6. and replacing it with the following:

6. Subject to Paragraph 5. above, the Damage To Premises Rented To You Limit is the most we will pay under Coverage A for damages because of “property damage” to any one premises while rented to you or temporarily occupied by you with the permission of the owner. The Damage To Premises Rented To You Limit is the amount set forth in the Declarations or \$300,000, whichever is greater.

8. Contractual Liability For Personal And Advertising Injury

Exclusion e. Contractual Liability under Section I – Coverage B – Personal And Advertising Injury Liability is amended to add the following after the last sentence:

This exclusion also does not apply to that part of any contract or agreement pertaining to your business under which you assume the “tort liability” of another party to pay for “personal and advertising injury” to a third party or organization, provided the “personal and advertising injury” offense occurs subsequent to the execution of the contract or agreement.

For the purposes of this provision, “tort liability” means a liability that would be imposed by law in the absence of any contract or agreement.

9. Medical Payments

Section I – Coverage C – Medical Payments is amended to include the following only if Coverage C – Medical Payments is not otherwise excluded from this coverage part:

The Medical Payments Limit is changed to the greater of:

- a. \$15,000; or
- b. The Medical Expense Limit shown in the Declarations of this coverage part.

Paragraph 1.a.(3)(b) under Section I – Coverage C – Medical Payments is hereby deleted and replaced by the following:

The expenses are incurred and reported to us within three years of the date of the accident; and

10. Supplementary Payments

Supplementary Payments – Coverages A and B under Section I – Coverages is amended as follows:

- a. The bail bonds limit shown in Paragraph 1.b. is increased from \$250 to \$2,500.
- b. The actual loss of earnings limit shown in Paragraph 1.d. is increased from \$250 to \$1,000.

11. Broad Form Named Insured

Paragraph 1.d. under Section II – Who Is An Insured is amended to include the following:

If you are an organization other than a partnership, limited liability company or joint venture, any of your subsidiary companies or any company over which you exercise control and actively manage will qualify as an insured only if other valid and collectible insurance does not apply.

12. Fellow Employee Coverage

Paragraph 2.a. (1)(a) under Section II – Who Is An Insured is hereby deleted.

13. Incidental Medical Malpractice Liability

Paragraph 2.a. (1)(d) under Section II – Who Is An Insured does not apply to “employees” who are employed as nurses or other “employees”, excluding physicians and medical doctors, who provide incidental health care services within the scope of their employment by you.

14. Newly Acquired Organizations

Paragraph 3.a. under Section II – Who Is An Insured is hereby deleted and replaced by the following:

- a. Coverage under this provision is afforded only until the end of the policy period.

15. Additional Insureds By Written Contract

Section II – Who Is An Insured is amended to include as an additional insured, any person or organization whom you are required to add as an additional insured to this policy by written contract or written agreement that is:

- a. Currently in effect or becoming effective during the term of this policy; and
- b. Executed prior to the “bodily injury”, “property damage” or “personal and advertising injury”.

1. The insurance provided to the additional insured applies as follows:

- (a) That person or organization is only an additional insured with respect to liability for “bodily injury”, “property damage” or “personal and advertising injury” caused by your negligent acts or omissions at or from:

- (i) Premises you own, rent, lease or occupy; or

- (ii) Your ongoing operations performed for the additional insured at the jobsite indicated by the written contract or written agreement.

- (b) The limits of insurance applicable to the additional insured are those specified in

the written contract or written agreement or in the Declarations of this policy, whichever are less. These limits of insurance are inclusive of, and not in addition to, the limits of insurance shown in the Declarations of this policy.

2. If the additional insured is an architect, engineer or surveyor, the insurance provided to the additional insured does not apply to "bodily injury", "property damage" or "personal and advertising injury" caused by:
 - (a) The rendering of or failure to render any professional services including preparing, approving or failing to prepare or approve maps, drawings, opinions, reports, surveys, change orders, designs or specifications; or
 - (b) Any supervisory, inspection or engineering services.
3. With respect to the insurance afforded these additional insured(s), the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury":

- (a) Occurring after all work (including materials, parts or equipment furnished in connection with such work) on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
- (b) Occurring after that portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as part of the same project.

Paragraph a. Primary Insurance of Condition 4. Other Insurance under Section IV – Commercial General Liability Conditions is amended by the addition of the following:

Regardless of whether other insurance is maintained by an additional insured on a primary basis, the coverage provided by Paragraph 15. of the General Liability Enhancement Endorsement will be primary to and noncontributing with other insurance maintained by the additional insured if the written contract between you and the additional insured specifically requires that this insurance be primary.

16. Additional Insured – Lessors Of Leased Equipment

Section II – Who Is An Insured is amended to include as an additional insured any person or organization from whom you lease equipment and with whom you have agreed to add as an additional insured to this policy by written contract or written agreement but only with respect to "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of the equipment leased to you by such person or organization.

With respect to the insurance afforded to these additional insured(s), this insurance does not apply to any "occurrence" which takes place after the equipment lease expires or is

terminated.

17. Additional Insured – State Or Governmental Agency Or Subdivision Or Political Subdivision – Permits Or Authorizations

Section II – Who Is An Insured is amended to include as an additional insured any state or governmental agency or subdivision or political subdivision which has issued a permit or authorization to you.

- a. This applies only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization.
- b. This insurance does not apply to:
 - (1) "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the state or governmental agency or subdivision or political subdivision; or
 - (2) "Bodily injury" or "property damage" included within the "products-completed operations hazard".

18. Additional Insured – Vendors

Section II – Who Is An Insured is amended to include as an additional insured any person or organization (referred to below as vendor) whom you have agreed to add as an additional insured to this policy by written contract or written agreement but only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business, subject to the following additional exclusions:

The insurance afforded the vendor does not apply to:

- a. "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
- b. Any express warranty unauthorized by you;
- c. Any physical or chemical change in the product made intentionally by the vendor;
- d. Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
- e. Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;
- f. Demonstration, installation, servicing or repair operations, except such operations

performed at the vendor's premises in connection with the sale of the product;

- g. Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or
- h. "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its "employees" or anyone else acting on its behalf. However, this exclusion does not apply to:
 - (1) The exceptions contained in subparagraphs d. or f.; or
 - (2) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

This insurance does not apply to any insured person or organization, from whom or which you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

The coverage afforded the additional insured under this provision will be excess over any valid and collectible insurance available to the additional insured as an additional insured under a policy issued to a manufacturer or distributor for products manufactured, sold, handled or distributed unless you require that this insurance be primary and non-contributory.

19. Broad Knowledge / Notice Of Occurrence

Section **IV** – Commercial General Liability Conditions is amended to include the following:

The requirement in Condition **2.a.**, which states that you must see to it that we are notified of any "occurrence" or offense, applies only when the "occurrence" or offense is known to:

1. You, if you are an individual;
2. A partner, if you are a partnership;
3. A member, if you are a joint venture;
4. An "executive officer", manager or supervisor if you are a corporation; or
5. A member, if you are a limited liability company.

The requirement in Condition **2.b.**, which states that you must see to it that we receive notice of a claim or "suit", will not be considered breached unless the breach occurs after such claim or "suit" is known to:

1. You, if you are an individual;
2. A partner, if you are a partnership;
3. A member, if you are a joint venture;
4. An "executive officer", manager or supervisor if you are a corporation; or
5. A member, if you are a limited liability company.

If you report an accident to your Workers Compensation insurance carrier which later develops into a claim or "suit" for a liability "occurrence" for coverage which is provided by

this policy, failure to report such "occurrence" to us at the time of the accident shall not be a violation of the notification of loss condition (Condition 2. Duties In The Event Of Occurrence, Offense, Claim Or Suit under Section IV – Commercial General Liability Conditions) contained in this policy. It is agreed, however, that you shall give notification of such claim or "suit" to us as soon as you are made aware of the fact that the particular accident has developed into a claim or "suit".

20. Waiver Of Transfer Of Rights Of Recovery Against Others To Us

Condition 8. Transfer Of Rights Of Recovery Against Others To Us under Section IV – Commercial General Liability Conditions is amended to include the following:

We waive any right of recovery we may have against a person or organization because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard" when you have waived such right of recovery under a written contract with that person or organization. Such written contract must be:

- a. Currently in effect or becoming effective during the term of this policy; and
- b. Executed prior to the "bodily injury", "property damage" or "personal and advertising injury".

Alternatively, the written contract may be executed after the "bodily injury", "property damage" or "personal and advertising injury" but only if:

- (i) The terms and conditions of the written contract or written agreement had been agreed upon prior to the "bodily injury", "property damage" or "personal and advertising injury"; and
- (ii) The insured can definitively establish that the terms and conditions of the written contract or written agreement ultimately executed are the same as those which had been agreed upon prior to the "bodily injury", "property damage" or "personal and advertising injury".

21. Unintentional Failure To Disclose Hazards

Section IV – Commercial General Liability Conditions is amended to include the following:

9. Unintentional Failure To Disclose Hazards

Your unintentional failure to disclose all hazards or prior "occurrences" existing as of the inception date of this policy shall not prejudice the coverage afforded by this policy.

22. Mental Anguish, Mental Injury Or Humiliation

The definition of "bodily injury" in Paragraph 3. under Section V – Definitions is hereby deleted and replaced by the following:

"Bodily injury" means bodily injury, sickness or disease sustained by a person, including

mental anguish, mental injury, humiliation or death resulting from any of these at any time.

23. Mobile Equipment

Paragraph 12. under Section V – Definitions is amended to include the following:

Paragraph f.(1) does not apply to self-propelled vehicles of less than 1,000 pounds gross vehicle weight.

24. Waiver Of Sovereign Immunity

The following provision applies if you are a “governmental entity” or we have added a “governmental entity” to your policy as an additional insured, and the “governmental entity” requires us to obtain permission prior to asserting a defense involving governmental immunity or the jurisdiction of the tribunal over the “governmental entity”:

We shall not raise any defense involving, in any way, the jurisdiction of the tribunal over the “governmental entity”, the immunity of the “governmental entity” or its commissioners, officers, agents or employees, the governmental nature of such entity, or the provisions of any statutes respecting suits against the “governmental entity” without first obtaining express advance permission from the designated representative of the “governmental entity”.

Application of this provision shall not subject us to liability for any portion of a claim or judgment in excess of the applicable limit of insurance.

For the purposes of this provision, “governmental entity” means a state, county, district, municipality, town, township, borough, parish, village, or other political subdivision or governmental agency or subdivision.

25. Liberalization Clause

If we adopt a change in the coverage form, CG 00 01, which broadens coverage without an additional premium charge, the broader coverage will apply to this policy on the effective date of approval in the state shown in the Named Insured’s address in the Declarations of this policy.

26. Application Of This Endorsement

The coverage enhancements provided by this endorsement apply to the Commercial General Liability Coverage Part. If your policy includes other endorsements in addition to this General Liability Enhancement Endorsement, and there is a conflict between any of the terms of such endorsement(s) and this General Liability Enhancement Endorsement, the terms of the other endorsement(s) shall be given priority and control over the terms set forth in this General Liability Enhancement Endorsement, even if the terms of such other endorsement(s) have the effect of limiting, excluding or reducing the coverage provided under this General Liability Enhancement Endorsement.

All other terms and conditions remain unchanged.

FAIR/FESTIVAL LICENSE APPLICATION
 A.R.S. §4-203.03 Farm Winery / A.R.S. §4-205.11 Craft Distillery
 A.R.S. §4-203.02 At Special Event

A service fee of \$25 will be charged for all dishonored checks (A.R.S. 44-6852). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

Wine Fair Wine Festival Craft Distillery Fair Craft Distillery Festival

1. Applicant's Name: RAY FREITAS Daytime Phone #: 928-639-9149

2. Business name: FREITAS VINEYARD Liquor license #: 13139002
farm winery or craft distillery

Email: paradisecfe@hotmail.com

3. Mailing address: 1575 S. PARADISE DR. COTTAGEWOOD AZ 86326
street address city state zip code

4. Location of fair/festival: 395 S. MAIN ST. CAMPE VERDE YAVAPAI 86732
street address city county zip code

SECTION 2 Fees, Date & Hours: \$15 per day

Winery festival days permitted: 50 licenses per winery per calendar year for a total of 150 days per winery per calendar year.

Craft Distillery festival days permitted: 25 licenses per craft distillery per calendar year for a total of 75 days per craft distillery per calendar year.

	DATE	DAY OF WEEK	START TIME AM/PM	END TIME AM/PM
1.	<u>MARCH 28</u>	<u>SATURDAY</u>	<u>10AM</u>	<u>6PM.</u>
2.	<u>MARCH 29</u>	<u>SUNDAY</u>	<u>10AM</u>	<u>5PM</u>
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

Please attach an additional sheet if necessary

Section 6 This sections to be completed only by the applicant named in section #1

I, RAY FREITAS declare that I am the APPLICANT filing this application as listed in
(print full name)

Section 8. I have read the application and the contents and all statements are true, correct and Complete.

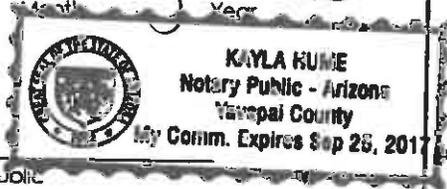
X Ray Freitas Title/ Position Owner / Operator Date 1-29-15 Phone # 928-634-2149
(signature)

The foregoing instrument was acknowledge before me this 29th January 2015
Day Month Year

State Arizona County of Yavapai

My Commission Expires on: Sept 25, 17
Date

Kayla Kume
Signature of Notary Public



The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

Section 7 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

on behalf of _____
(City, Town, County) Signature Date Phone #

FOR DEPARTMENT OF LIQUOR USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____



Fort Verde Municipal Complex Related Areas



Parking

Fence with police walking the fence

Fort Verde State Park

Fort Verde Visitor Center

Ramada

Hollamon St.

Wood St.

Main St.

Parking

Parking

Ball Room
Ball Room

Gym

Kitchen

Security

Security

Athletic Field

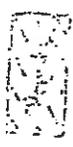
Entrance

Exit

WING T-1

Rest

Tillery



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES
OR CONTRACTORS**

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS POLICY

SCHEDULE*

Name Of Person Or Organization:

Town of Camp Verde

* Information required to complete this Schedule, if not shown on this endorsement, will be shown in the Declarations.

The following is added to Paragraph C. Who Is An Insured in the Businessowners Liability Coverage Form:

4. Any person or organization shown in the Schedule is also an insured, but only with respect to liability arising out of your ongoing operations performed for that insured.

FAIR/FESTIVAL LICENSE APPLICATION
 A.R.S. §4-203.03 Farm Winery / A.R.S. §4-205.11 Craft Distillery
 A.R.S. §4-203.02 At Special Event

A service fee of \$25 will be charged for all dishonored checks (A.R.S. 44-6852). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

Wine Fair Wine Festival Craft Distillery Fair Craft Distillery Festival

1. Applicant's Name: Olen Jeffrey Petznick Daytime Phone #: 602-237-4003

2. Business name: Dancing Apache Ranch Liquor license #: 13133025
farm winery or craft distillery

Email: JKLEIN@PinalFeeding.com

3. Mailing address: 5601 West Elliot Lauren AZ 85339
street address city state zip code

4. Location of fair/festival: 395 S. Main St. Camp Verde YAVAPAI 86322
street address city county zip code

SECTION 2 Fees, Date & Hours: \$15 per day

Winery festival days permitted: 50 licenses per winery per calendar year for a total of 150 days per winery per calendar year.

Craft Distillery festival days permitted: 25 licenses per craft distillery per calendar year for a total of 75 days per craft distillery per calendar year.

	DATE	DAY OF WEEK	START TIME <u>(AM/PM)</u>	END TIME <u>AM/PM</u>
1.	<u>3/28/15</u>	<u>Saturday</u>	<u>10:00 AM</u>	<u>6:00</u>
2.	<u>3/29/15</u>	<u>Sunday</u>	<u>10:00 A.M.</u>	<u>5:00</u>
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

Please attach an additional sheet if necessary

Section 6 This sections to be completed only by the applicant named in section #1

I, Olen Jeffrey Petznick declare that I am the APPLICANT filing this application as listed in Section 8. I have read the application and the contents and all statements are true, correct and Complete.

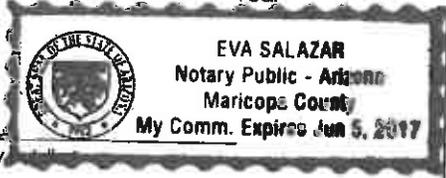
x [Signature] Controlling Person 2/04/15 602-237-4003
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledge before me this 4th February 2015
Day Month Year

State Arizona County of Maricopa

My Commission Expires on: 6/5/2017
Date

[Signature]
Signature of Notary



The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

Section 7 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

on behalf of _____
(City, Town, County) Signature Date Phone #

FOR DEPARTMENT OF LIQUOR USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____



Fort Verde Municipal Complex Related Areas

N
S

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – DESIGNATED
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

Town of Camp Verde

473 S. Main St, Suite 102

Camp Verde, AZ 86322

Re: Camp Verde Heritage Pecan & Wine Festival

March 28 & 29, 2015

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- 1. In the performance of your ongoing operations; or
- 2. In connection with your premises owned by or rented to you.

However:

- 1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section II! – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement; or
 - 2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

All terms and conditions apply unless modified by this endorsement.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/13/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Southwest Risk Management, LLC 2855 East Brown Road Suite 28 Mesa AZ 85213		CONTACT NAME: Tammy Tolle PHONE (A/C No. Ex): (480) 924-1200 FAX (A/C No.): (480) 924-1211 E-MAIL ADDRESS: ttolle@southwestrisk.com	
INSURED Red River Cattle LLP, Ranch DBA: Dancing Apache 5601 W Elliot Rd Laveen AZ 85339-7898		INSURER(S) AFFORDING COVERAGE INSURER A: Nationwide Agribusiness Ins Co NAIC # 28223 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 2015-2016 Master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR INSR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			FPK7244938686	2/28/2015	2/28/2016	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATUTORY LIMITS	OTHER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
A	Liquor Liability			FPK7244938686	2/28/2015	2/28/2016	Aggregate Limit	\$2,000,000
							Ea Common Cause Limit	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Re: Camp Verde Heritage Pecan and Wine Festival, March 28 & 29, 2015. Town of Camp Verde is named as additional insured per the form CG2026 04/13 attached for the Camp Verde Heritage Pecan and Wine Festival to be held at 395 S Main Street, Camp Verde, AZ.

CERTIFICATE HOLDER eden@daranch.com Town of Camp Verde 473 S Main Street, Suite 102 Camp Verde, AZ 86322	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE John Holt/TT 
---	--

FAIR/FESTIVAL LICENSE APPLICATION
 A.R.S. §4-203.03 Farm Winery / A.R.S. §4-205.11 Craft Distillery
 A.R.S. §4-203.02 At Special Event

A service fee of \$25 will be charged for all dishonored checks (A.R.S. 44-6852). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

Wine Fair Wine Festival Craft Distillery Fair Craft Distillery Festival

1. Applicant's Name: Arlene Domiano Daytime Phone #: 602-750-7771

2. Business name: Passion Cellars, LLC Liquor license #: 13132033
farm winery or craft distillery

Email: passioncellars@hotmail.com

3. Mailing address: P.O. Box 1205 Tucson AZ 86331
street address city state zip code

4. Location of fair/festival: 395 S. Main St. Camp Verde Yavapai 86732
street address city county zip code

SECTION 2 Fees, Date & Hours: \$15 per day

Winery festival days permitted: 50 licenses per winery per calendar year for a total of 150 days per winery per calendar year.

Craft Distillery festival days permitted: 25 licenses per craft distillery per calendar year for a total of 75 days per craft distillery per calendar year.

	DATE	DAY OF WEEK	START TIME AM/PM	END TIME AM/PM
1.	<u>3/28/15</u>	<u>Saturday</u>	<u>10:00</u>	<u>6:00</u>
2.	<u>3/29/15</u>	<u>Sunday</u>	<u>10:00</u>	<u>5:00</u>
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

Please attach an additional sheet if necessary

Section 6 This sections to be completed only by the applicant named in section #1

I, ARLENE L. DOMANICO declare that I am the APPLICANT filing this application as listed in
(print full name)

Section 8. I have read the application and the contents and all statements are true, correct and Complete.

x (Signature)
(signature)

Title/ Position

Date

Phone #

The foregoing instrument was acknowledge before me this

5
Day

2
Month

2015
Year

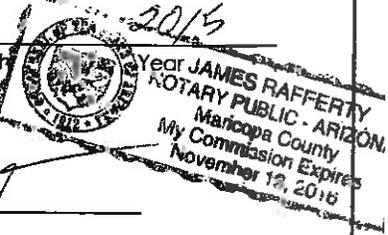
State AZ

County of Maricopa

My Commission Expires on: 11/13/16

Date

(Signature)
Signature of Notary Public



The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

Section 7 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

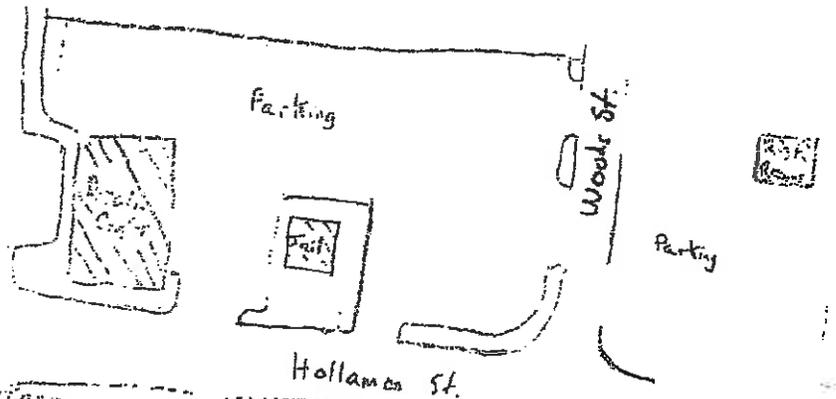
on behalf of _____
(City, Town, County) Signature Date Phone #

FOR DEPARTMENT OF LIQUOR USE ONLY

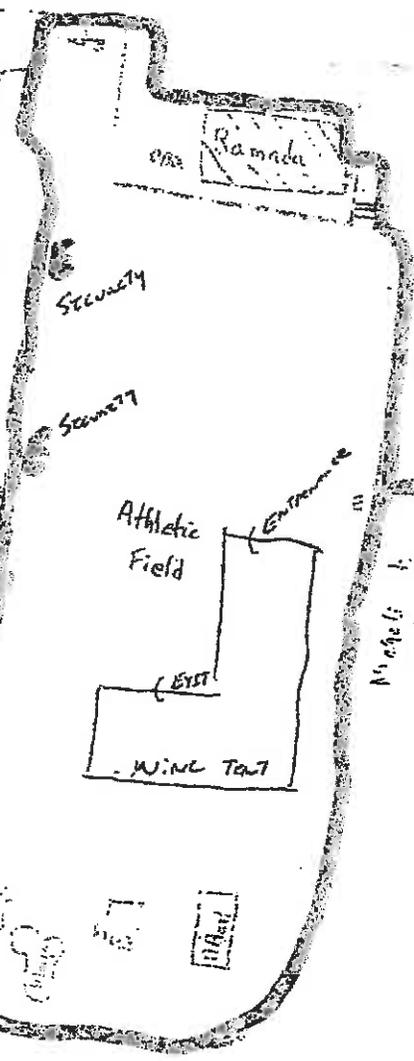
APPROVAL DISAPPROVAL BY:

DATE:

Main St



Fort Verde State Park



Fort Verde Visitor Center

Fence and Police walking the Area

Parking

Parking

Fort Verde Municipal Complex Related Areas

N



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/6/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Allen Financial Insurance Group The Equestrian Group 12424 N. 32nd St., Suite 101 Phoenix AZ 85032		CONTACT NAME: Tony Ventura PHONE (A/C No. Ext): (602) 992-1570 FAX (A/C No.): (602) 992-8327 E-MAIL ADDRESS: tventura@eqgroup.com	
INSURED Passion Cellars, LLC P.O. Box 1205 Jerome AZ 86331		INSURER(S) AFFORDING COVERAGE	
		INSURER A: United States Fire Insurance Co	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL151827544 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR INSR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>		FLD-29598-15	1/16/2015	1/16/2016	EACH OCCURRENCE	\$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence)						\$ 300,000	
							MED EXP (Any one person)	\$ EXCLUDED
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 1,000,000
							PRODUCTS - COM/OP AGG	\$ 1,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB EXCESS LIAB						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATUTORY LIMITS	OTHER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 The Town of Camp Verde is named additional insured for all events in the town premises attended by the name insured.
EVENT: Camp Verde Heritage Pecan and Wine festival March 28 & 29, 2015

CERTIFICATE HOLDER Town of Camp Verde 473 S Main St Camp Verde, AZ 86322	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Tony Ventura/TONY
--	---

POLICY NUMBER: FLD-29598-15

COMMERCIAL GENERAL LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

**ADDITIONAL INSURED - DESIGNATED PERSON or
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.

SCHEDULE

Name of Person or Organization:

Town of Camp Verde
473 S Main St Camp Verde, AZ 86322

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as an Insured the person or organization shown in the Schedule, but only with respect to liability arising out of you operations or premises owned by or rented to you.

The Town of Camp Verde is named additional insured for all events in the town premises attended by the name insured.

EVENT:Camp Verde Heritage Pecan and Wine festival March 28 & 29, 2015

Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

FAIR/FESTIVAL LICENSE APPLICATION
 A.R.S. §4-203.03 Farm Winery / A.R.S. §4-205.11 Craft Distillery
 A.R.S. §4-203.02 At Special Event

A service fee of \$25 will be charged for all dishonored checks(A.R.S 44-6852). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

Wine Fair Wine Festival Craft Distillery Fair Craft Distillery Festival

1. Applicant's Name: Four Eight Wineworks Daytime Phone #: 928-649-9293

2. Business name: Maynard Keenan Liquor license #: 13133038
farm winery or craft distillery

Email: _____

3. Mailing address: Po Box 905 Jerome AZ 86331
street address city state zip code

4. Location of fair/festival: _____
street address city county zip code

SECTION 2 Fees, Date & Hours: \$15 per day
Winery festival days permitted: 50 licenses per winery per calendar year for a total of 150 days per winery per calendar year.
Craft Distillery festival days permitted: 25 licenses per craft distillery per calendar year for a total of 75 days per craft distillery per calendar year.

	DATE	DAY OF WEEK	START TIME AM/PM	END TIME AM/PM
1.	<u>March 28, 2015</u>	<u>Sat</u>	<u>10 AM</u>	<u>6 pm</u>
2.	<u>March 28, 2015</u>	<u>Sun</u>	<u>10 AM</u>	<u>6 pm</u>
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

Please attach an additional sheet if necessary

SECTION 3 Site Owner Information:

- 1. Site owner name: TOWN OF Camp Verde Daytime Phone #: 928-567-6631
First Last
- 2. Site owner mailing address: 473 South Main St. Suite 102 Camp Verde AZ
street address city state zip code 86322
- 3. Email Address: Steve.Ayers@campverde.az.gov

SECTION 4 to complete this application, all questions must be answered:

- 1. Have you received permission for use of the site for the sale/consumption of liquor from the site owner named in Section 3? Yes No
- 2. Will the liquor you sell/serve be products only manufacture/produced at your licensed premises names in Section 1? Yes No
- 3. List the number of Fair/Festival licenses you have been issued in the current calendar year 0
- 4. List the number of days you have held a licensed Fair/Festival in the current calendar year 0
- 5. What security and control measures will you take to prevent violations of state liquor laws at this event?
 - 20 # of Police Officers on Site Fencing Yes No
 - 20 # of Security Personnel on Site Barriers Yes No
- 6. I am familiar with and have read statutes for Arizona's fair/festival privileges, requirements and penalties? (Farm Winery A.R.S §4-203.03, Craft Distillery A.R.S §4-205.11, either being held at a Special Event A.R.S §4-203.02) Yes No
- 7. I have taken responsible steps to ensure individuals operating the fair/festival licensed premises and employees who serve, sell or furnish liquor at this fair/festival have knowledge of Arizona liquor laws? (R19-1-302) Yes No

Section 6 This section to be completed only by the applicant named in section #1

I, Margaret J. Keenan declare that I am the APPLICANT filing this application as listed in
(print full name)
Section 8. I have read the application and the contents and all statements are true, correct and Complete.

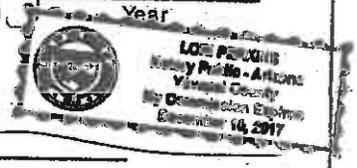
X [Signature] Owner 2/5/15 928-649-9293
(signature) Title/ Position Date Phone #

The foregoing instrument was acknowledge before me this 5 February 2015
Day Month Year

State Arizona County of Yavapai

My Commission Expires on: 12/10/17
Date

[Signature]
Signature of Notary Public



The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

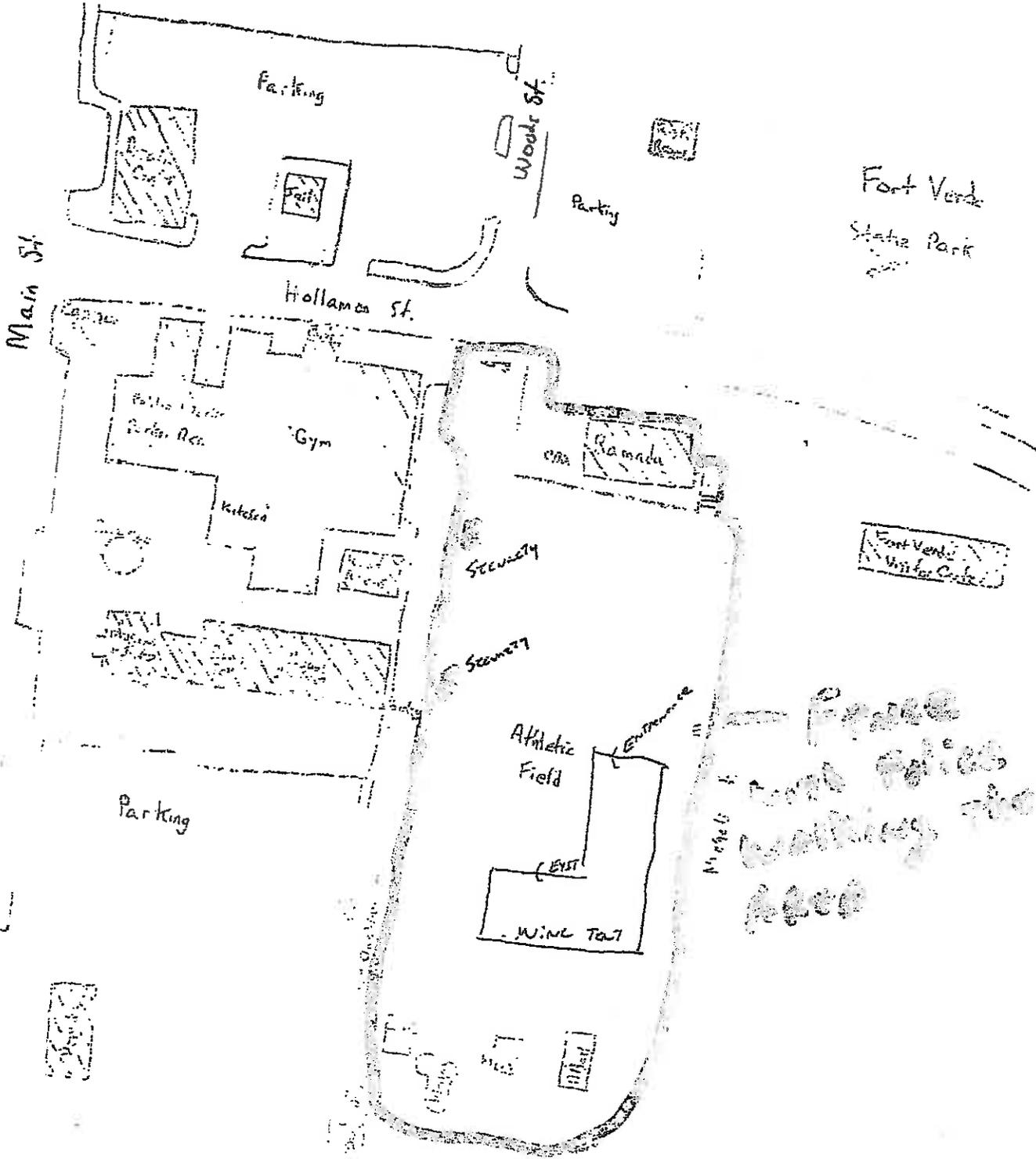
Section 7 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

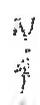
on behalf of _____
(City, Town, County) Signature Date Phone #

FOR DEPARTMENT OF LIQUOR USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE _____



Fort Verde Municipal Complex Related Areas



NAMED INSURED: Caduceus Cellars, LLC

POLICY NUMBER: 5115-0166

EFFECTIVE DATE: 9/1/2013

AUTOMATIC ADDITIONAL INSURED ENDORSEMENT

THIS ENDORSEMENT CHANGES THE COVERAGE FORM. PLEASE READ IT CAREFULLY.

This endorsement modifies the insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SECTION V – WHO IS AN INSURED is amended to include as an insured any person or organization but only with respect to the following:

- a. Liability for "bodily injury", "property damage", or "personal and advertising injury" resulting from, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
 1. in the performance of your ongoing operations;
 2. in connection with premises owned by or rented to you; or
 3. resulting from the ownership, maintenance, or use of premises leased to you and subject to the following additional exclusions:
 - (a) any "occurrence" which takes place after you cease to be a tenant at that premises.
 - (b) structural alterations, new construction or demolition operations performed by or on behalf of the person or organization you have leased from.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

FAIR/FESTIVAL LICENSE APPLICATION
 A.R.S. §4-203.03 Farm Winery / A.R.S. §4-205.11 Craft Distillery
 A.R.S. §4-203.02 At Special Event

A service fee of \$25 will be charged for all dishonored checks (A.R.S. 44-6852). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

Wine Fair Wine Festival Craft Distillery Fair Craft Distillery Festival

1. Applicant's Name: Joseph Bechard, Daytime Phone #: (928) 351-1150

2. Business name: Chateau Tumbleweed, Liquor license #: 13133047
farm winery or craft distillery

Email: joe@chateautumbleweed.com

3. Mailing address: 2222 Rockview Ln Clarkdale AZ 86324
street address city state zip code

4. Location of fair/festival: 395 S. Main St Camp Verde Yavapai 86322
street address city county zip code

SECTION 2 Fees, Date & Hours: \$15 per day

Winery festival days permitted: 50 licenses per winery per calendar year for a total of 150 days per winery per calendar year.

Craft Distillery festival days permitted: 25 licenses per craft distillery per calendar year for a total of 75 days per craft distillery per calendar year.

	DATE	DAY OF WEEK	START TIME AM/PM	END TIME AM/PM
1.	<u>Mar. 28, 2015</u>	<u>Saturday</u>	<u>10 AM</u>	<u>6 PM</u>
2.	<u>Mar. 29, 2015</u>	<u>Sunday</u>	<u>10 AM</u>	<u>5 PM</u>
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

Please attach an additional sheet if necessary

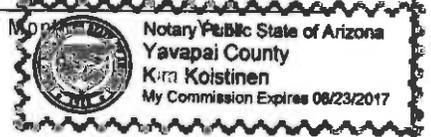
Section 6 This sections to be completed only by the applicant named in section #1

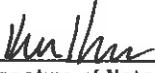
I, Joseph Michael Bedard declare that I am the APPLICANT filing this application as listed in
(print full name)
Section 8. I have read the application and the contents and all statements are true, correct and Complete.

X  Member Jan 30, 2015 (928) 451-4165
(signature) Title/ Position Date Phone #

The foregoing instrument was a cknowledge before me this 30th January, 2015
Day

State AZ County of Yavapai



My Commission Expires on: 06/23/2017 
Date Signature of Notary Public

The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

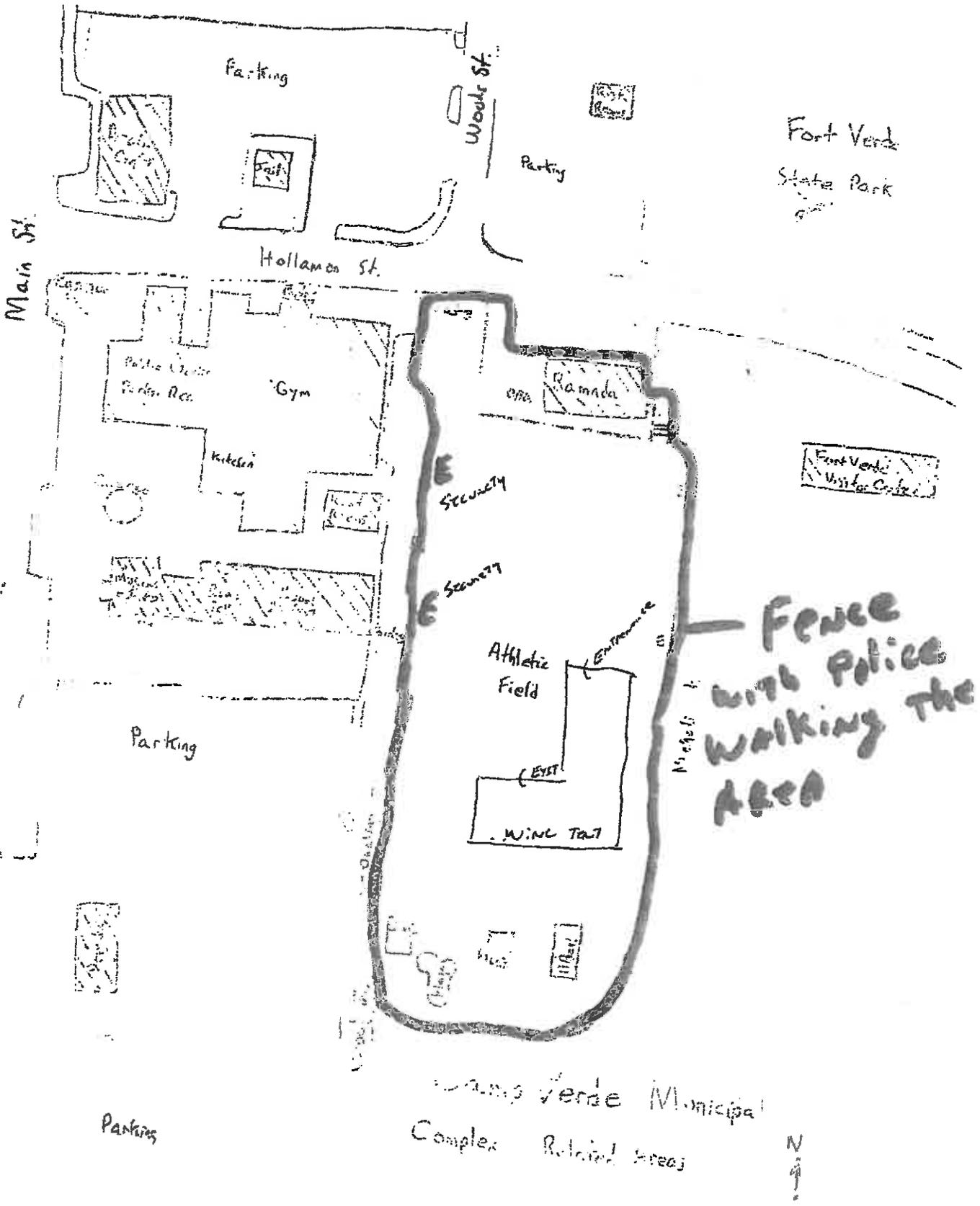
Section 7 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

on behalf of _____
(City, Town, County) Signature Date Phone #

FOR DEPARTMENT OF LIQUOR USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL GENERAL LIABILITY EXTENSION ENDORSEMENT

This endorsement modifies insurance under the

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

The following endorsement provision does not apply when "X" is shown in the space provided below:

- Provision C. **PROPERTY DAMAGE – BORROWED EQUIPMENT** does not apply
- Provision D. **PROPERTY DAMAGE – CUSTOMERS' GOODS** does not apply
- Provision G. **MEDICAL PAYMENTS EXTENSION** does not apply
- Provision I. **ADDITIONAL INSUREDS – BY CONTRACT, AGREEMENT OR PERMIT** does not apply
- Provision J. **ADDITIONAL INSUREDS – VENDORS** does not apply
- Provision K. **BROAD FORM NAMED INSURED** does not apply
- Provision L. **FAILURE TO DISCLOSE HAZARDS AND PRIOR OCCURRENCES** does not apply
- Provision M. **KNOWLEDGE OF OCCURRENCE, OFFENSE, CLAIM OR SUIT** does not apply

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement)

With respect to coverage afforded by this endorsement, the provisions of the policy apply unless modified by the endorsement.

A. NON-OWNED AIRCRAFT

Under paragraph 2. Exclusions of **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY (SECTION I)**, exclusion g. **Aircraft, Auto Or Watercraft** does not apply to an aircraft provided:

1. It is not owned by any insured;
2. It is hired, chartered or loaned with a trained paid crew;
3. The pilot in command holds a currently effective certificate, issued by the duly constituted authority of the United States of America or Canada, designating her or him a commercial or airline pilot; and
4. It is not being used to carry persons or property for a charge.

However, the insurance afforded by this provision does not apply if there is available to the insured other valid and collectible insurance, whether primary, excess (other than insurance written to apply specifically in excess of this policy), contingent or on any other basis, that would also apply to the loss covered under this provision.

Includes copyrighted material of Insurance Services Office, Inc. with its permission.
Copyright, Insurance Services Office, Inc., 2000

Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

FAIR/FESTIVAL LICENSE APPLICATION
 A.R.S. §4-203.03 Farm Winery / A.R.S. §4-205.11 Craft Distillery
 A.R.S. §4-203.02 At Special Event

A service fee of \$25 will be charged for all dishonored checks (A.R.S. 44-6852). When the days of the fair/festival are not consecutive, a separate license for each uninterrupted period is needed.

SECTION 1 Application type:

Wine Fair Wine Festival Craft Distillery Fair Craft Distillery Festival

1. Applicant's Name: Caduceus Cellars Daytime Phone #: 928-649-9293

2. Business name: Maynard Keene Liquor license #: 13133018
farm winery or craft distillery

Email: _____

3. Mailing address: Po Box 905 Jerome Az 86331
street address city state zip code

4. Location of fair/festival: _____
street address city county zip code

SECTION 2 Fees, Date & Hours: \$15 per day

Winery festival days permitted: 50 licenses per winery per calendar year for a total of 150 days per winery per calendar year.

Craft Distillery festival days permitted: 25 licenses per craft distillery per calendar year for a total of 75 days per craft distillery per calendar year.

	DATE	DAY OF WEEK	START TIME AM/PM	END TIME AM/PM
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

Please attach an additional sheet if necessary

Section 6 This section to be completed only by the applicant named in section # 1

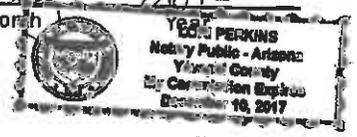
I, Mayra J. Keenan declare that I am the APPLICANT filing this application as listed in
(print full name)

Section 8. I have read the application and the contents and all statements are true, correct and Complete.

X [Signature] Owner 2/5/15 928-649-9293
(signature) Title/ Position Date Phone #

The foregoing instrument was acknowledge before me this 5 February 2015
Day Month

State Arizona County of Yavapai



My Commission Expires on: 12/10/17
Date

[Signature]
Signature of Notary Public

The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

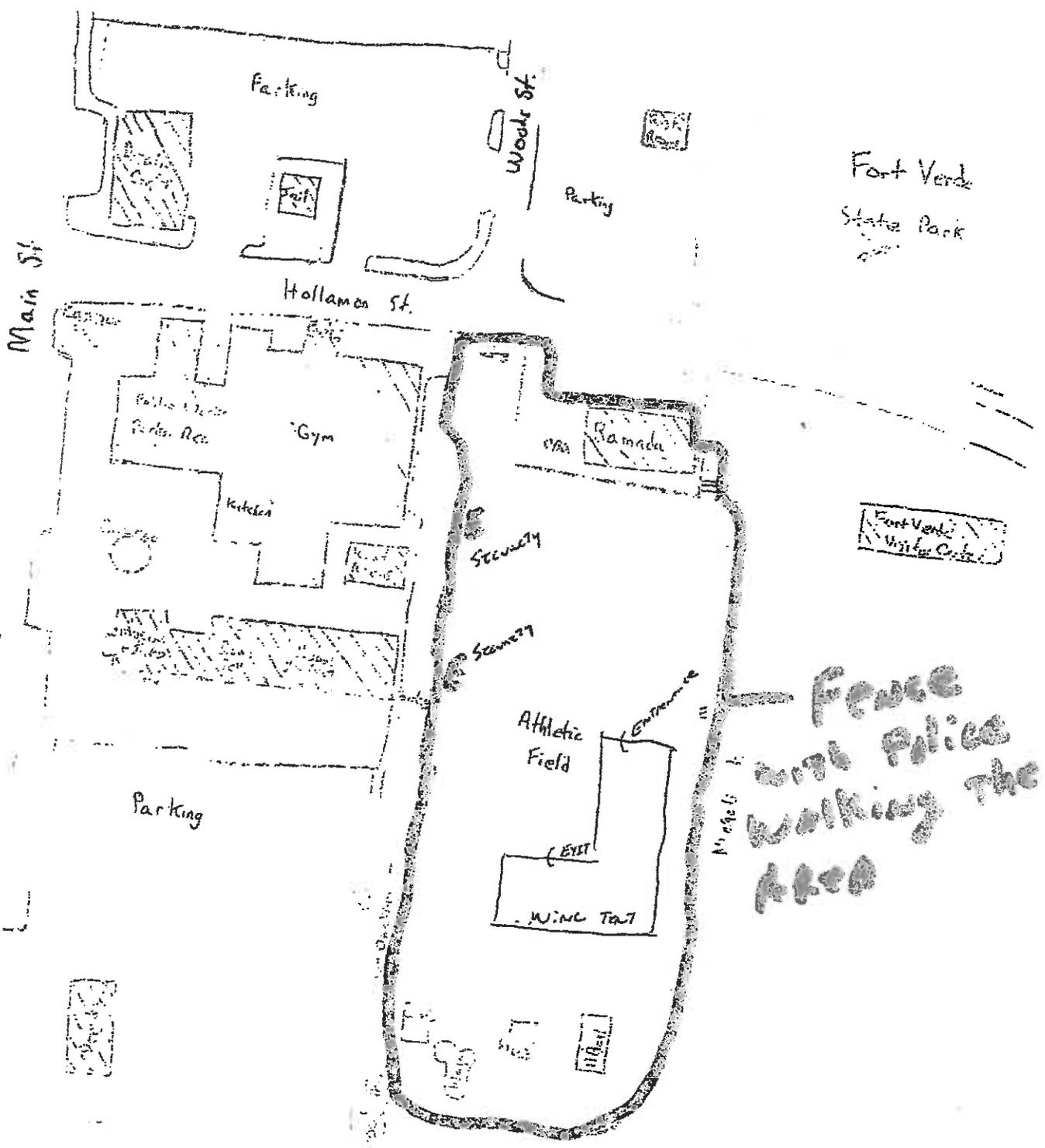
Section 7 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

on behalf of _____
(City, Town, County) Signature Date Phone #

FOR DEPARTMENT OF LIQUOR USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE _____



Fort Verde Municipal Complex Related Areas



THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Butler-Leavitt Insurance Agency, Inc. 405 South Main P O Box 2037 Cottonwood, AZ 86326		CONTACT NAME: Abbe' Renslow PHONE (A/C, No, Ext): 928.634.5521 x15 FAX (A/C, No): 866.298.7798 E-MAIL ADDRESS: abbe-renslow@leavitt.com	
INSURED Caduceus Cellars LLC; Four Eight Wineworks LLC Big Empty Spaces & Merkin Vineyards P.O. Box 905 Jerome AZ 86331		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Darwin National Assurance	NAIC # 16624
		INSURER B: Wesco Insurance Company	NAIC # 25011
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER: 14/15 Renewal** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		5115-0166	09/01/2014	09/01/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY \$ 1,000,000
<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
A	AUTOMOBILE LIABILITY		5116-0166	09/01/2014	09/01/2015	PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> ANY AUTO					Liquor Liab \$ 1,000,000
	<input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> HIRED AUTOS <input type="checkbox"/>					BODILY INJURY (Per person) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR		5117-0166	09/01/2014	09/01/2015	BODILY INJURY (Per accident) \$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE		FOLLOWING FORM			PROPERTY DAMAGE (Per accident) \$
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		WVC3085000	03/04/2014	03/04/2015	EACH OCCURRENCE \$ 5,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> Y N/A				AGGREGATE \$ 5,000,000
						\$
						<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
						E.L. EACH ACCIDENT \$ 1,000,000
						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

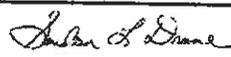
Certificate holder is included as Additional Insured, per form WI-GL 00014 00 6-12, copy attached. Regarding the Festival dated March 28th & 29th.

CERTIFICATE HOLDER

CANCELLATION

Town of Camp Verde
 473 S Main St, Ste 102
 Camp Verde, AZ 86322

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

 Sandra Drane/BUD

NAMED INSURED: Caduceus Cellars, LLC

POLICY NUMBER: 5115-0166

EFFECTIVE DATE: 9/1/2013

AUTOMATIC ADDITIONAL INSURED ENDORSEMENT

THIS ENDORSEMENT CHANGES THE COVERAGE FORM. PLEASE READ IT CAREFULLY.

This endorsement modifies the insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SECTION V – WHO IS AN INSURED is amended to include as an insured any person or organization but only with respect to the following:

- a. Liability for "bodily injury", "property damage", or "personal and advertising injury" resulting from, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
 1. in the performance of your ongoing operations;
 2. in connection with premises owned by or rented to you; or
 3. resulting from the ownership, maintenance, or use of premises leased to you and subject to the following additional exclusions:
 - (a) any "occurrence" which takes place after you cease to be a tenant at that premises.
 - (b) structural alterations, new construction or demolition operations performed by or on behalf of the person or organization you have leased from.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

Section 6 This sections to be completed only by the applicant named in section #1

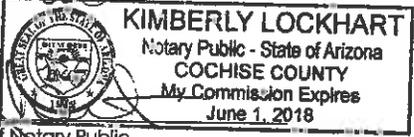
I, Barbara J Pierce declare that I am the APPLICANT filing this application as listed in
(print full name)
 Section 8. I have read the application and the contents and all statements are true, correct and Complete.

X BJP Pierce Co-owner 1-29-15 602-320-1622
(signature) Title/ Position Date Phone #

The foregoing instrument was acknowledge before me this 29th day January 2015
Day Month Year

State Arizona County of Cochise

My Commission Expires on: 06-01-18
Date



KIMBERLY LOCKHART
 Notary Public - State of Arizona
 COCHISE COUNTY
 My Commission Expires
 June 1, 2018

[Signature]
Signature of Notary Public

The local governing body (city, town or municipality where the fair/festival will take place) may require additional applications to be completed and submitted. Please check with local government as to how far in advance they require these applications to be submitted. Additional licensing fees may also be required before approval may be granted.

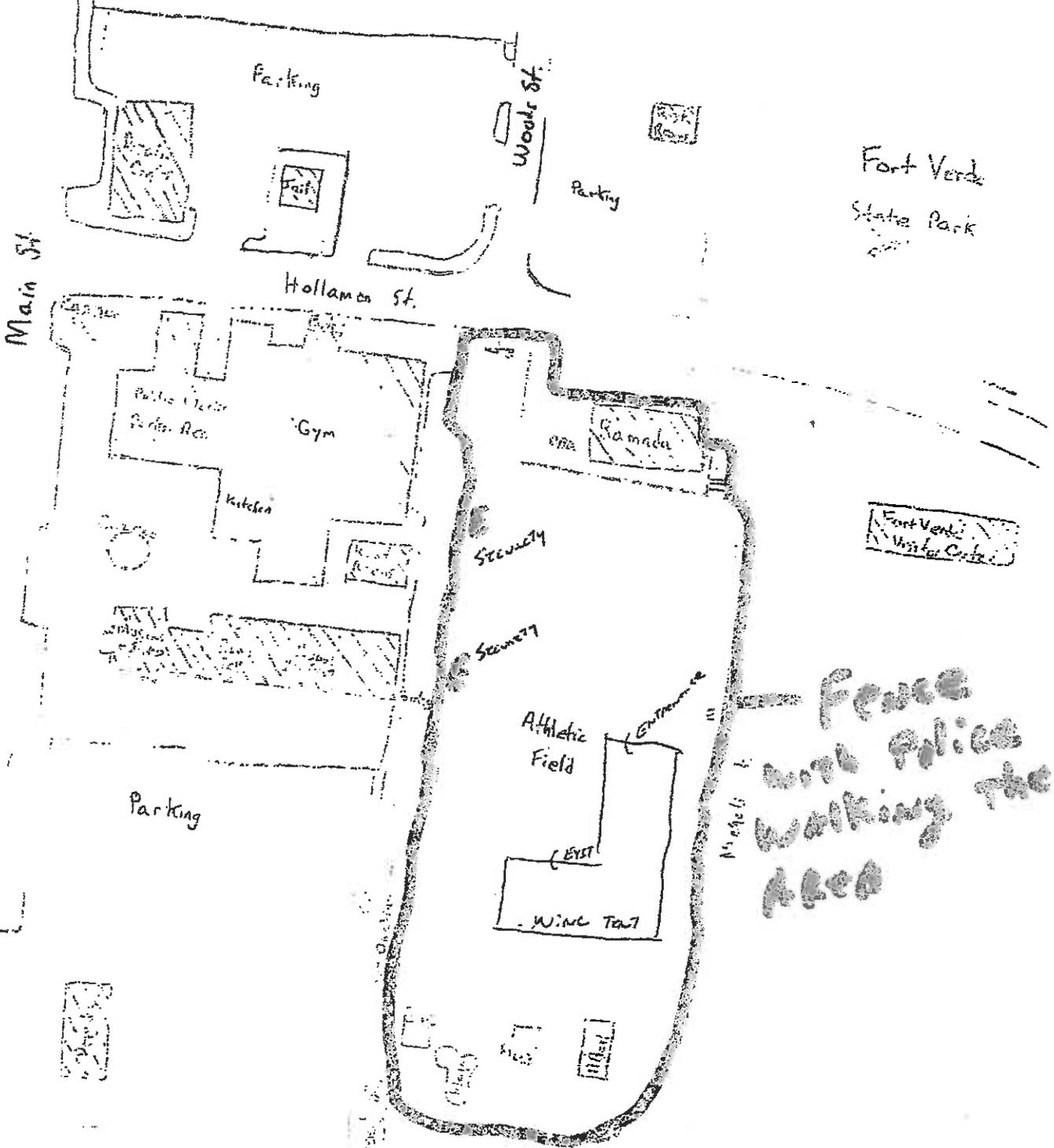
Section 7 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(government official) (Title)

on behalf of _____
(City, Town, County) Signature Date Phone #

FOR DEPARTMENT OF LIQUOR USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____



Fort Verde Municipal Complex Related Areas

CERTIFICATE OF LIABILITY INSURANCE

American Family Insurance Company
 American Family Mutual Insurance Company if selection box is not checked.
 6000 American Pky Madison, Wisconsin 53783-0001

Insured's Name and Address
 Pierce Wines Arizona LLC
 4511 E Robbs Road
 Willcox, AZ. 85643

Agent's Name, Address and Phone Number (Agt./Dist.)
 John E Neckels
 7337 E Doubletree Ranch Rd Ste 188
 Scottsdale, AZ 85258
 (480) 945-3000 (015/401)

**This certificate is issued as a matter of information only and confers no rights upon the Certificate Holder.
 This certificate does not amend, extend or alter the coverage afforded by the policies listed below.**

COVERAGES

This is to certify that policies of insurance listed below have been issued to the insured named above for the policy period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions, and conditions of such policies.

TYPE OF INSURANCE	POLICY NUMBER	POLICY DATE		LIMITS OF LIABILITY
		EFFECTIVE (Mo, Day, Yr)	EXPIRATION (Mo, Day, Yr)	
Homeowners/ Mobilehomeowners Liability				Bodily Injury and Property Damage Each Occurrence \$,000
Boatowners Liability				Bodily Injury and Property Damage Each Occurrence \$,000
Personal Umbrella Liability				Bodily Injury and Property Damage Each Occurrence \$,000
Farm/Ranch Liability				Farm Liability & Personal Liability Each Occurrence \$,000
				Farm Employer's Liability Each Occurrence \$,000
Workers Compensation and Employers Liability †				Statutory *****
				Each Accident \$,000
				Disease - Each Employee \$,000
				Disease - Policy Limit \$,000
General Liability <input checked="" type="checkbox"/> Commercial General Liability (occurrence) <input type="checkbox"/> <input type="checkbox"/>	02-XC8672-01	08/08/2014	08/08/2015	General Aggregate \$ 4,000,000
				Products - Completed Operations Aggregate \$ 4,000,000
				Personal and Advertising Injury \$ 2,000,000
				Each Occurrence \$ 2,000,000
				Damage to Premises Rented to You \$ 100,000
				Medical Expense (Any One Person) \$ 10,000
Businessowners Liability				Each Occurrence†† \$,000
				Aggregate†† \$,000
Liquor Liability	02-XC8672-02	08/08/2014	08/08/2015	Common Cause Limit \$ 1,000,000 Aggregate Limit \$ 2,000,000
Automobile Liability <input type="checkbox"/> Any Auto <input type="checkbox"/> All Owned Autos <input type="checkbox"/> Scheduled Autos <input type="checkbox"/> Hired Auto <input type="checkbox"/> Nonowned Autos <input type="checkbox"/>				Bodily Injury - Each Person \$,000
				Bodily Injury - Each Accident \$,000
				Property Damage \$,000
				Bodily Injury and Property Damage Combined \$,000
Excess Liability <input type="checkbox"/> Commercial Blanket Excess <input type="checkbox"/>				Each Occurrence/Aggregate \$,000

Other (Miscellaneous Coverages)

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / RESTRICTIONS / SPECIAL ITEMS

Camp Verde Heritage Pecan and Wine festival March 28 & 29, 2015. The Town of Camp Verde is named additional insured for all events in the town premises attended by the name insured. End. CG 20 11 included

†The individual or partners shown as insured elected to be covered under this policy. Have not
 ††Products-Completed Operations aggregate is equal to each occurrence limit and is included in policy aggregate.

CERTIFICATE HOLDER'S NAME AND ADDRESS

Town of Camp Verde
 473 S Main St., Suite 102
 Camp Verde, AZ. 86322

CANCELLATION

Should any of the above described policies be cancelled before the expiration date thereof, the company will endeavor to mail *() days) written notice to the Certificate Holder named, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives. *10 days unless different number of days shown.
 This certifies coverage on the date of issue only. The above described policies are subject to cancellation in conformity with their terms and by the laws of the state of issue.

DATE ISSUED
 01/30/2015

AUTHORIZED REPRESENTATIVE
 John Neckesl

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

POLICY CHANGES

POLICY NUMBER EFFECTIVE DATE ADD'L PREMIUM RETURN PREMIUM POLICY CHANGE NO
02-XC8672-01 01-28-2015

ISSUED TO
PIERCE WINES ARIZONA LLC

**PREMIUM, IF ANY, TO BE ADJUSTED
THROUGH CUSTOMER BILLING ACCOUNT**

AGENT 015 401
JOHN NECKELS
AGENT PHONE 480-945-3000

CUSTOMER BILLING ACCOUNT 019 - 865 - 873 04

KGW

The following item(s):

- | | |
|---|---|
| <input checked="" type="checkbox"/> Additional Interested Parties | <input type="checkbox"/> Classification/Class Codes |
| <input type="checkbox"/> Covered Property/Location Description | <input checked="" type="checkbox"/> Coverage Forms and Endorsements |
| <input type="checkbox"/> Insured's Name | <input type="checkbox"/> Deductibles |
| <input type="checkbox"/> Insured's Mailing Address | <input type="checkbox"/> Limits/Exposures |
| <input type="checkbox"/> Insured's Legal Status/Business of Insured | <input type="checkbox"/> Premium Determination |
| <input type="checkbox"/> Underlying Insurance | <input type="checkbox"/> Rates |
| <input type="checkbox"/> Policy Number | |

is (are) changed as follows:

COMMERCIAL GENERAL LIABILITY COVERAGE PART DECLARATION:

ENDORSEMENT CG 20 11 ADDITIONAL INSURED - MANAGERS OR LESSORS OF PREMISES IS CHANGED TO ADD:

4511 E ROBBS RD
WILCOX AZ 85643-4523
CAMP VERDE HERITAGE PECAN AND WINE
FESTIVAL AND THE TOWN OF CAMP VERDE

All other terms remain unchanged.

Page 1 of 1

**AMERICAN FAMILY MUTUAL INSURANCE
COMPANY
MADISON, WISCONSIN**

AUTHORIZED
REPRESENTATIVE


President


Secretary

COUNTERSIGNED



Agenda Item Submission Form – Section I

Meeting Date: March 4, 2015

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

Requesting Department: Town Manager

Staff Resource/Contact Person: Russ Martin

Agenda Title (be exact): Discussion, and possible approval of a budget amendment to identify the amount of revenue anticipated in the .65 Sales Tax and Capital Improvement projects to be expended by July 1, 2015.

List Attached Documents:

1. CIP Budget Sheet

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 minutes

Reviews Completed by:

Department Head: Russ Martin

Town Attorney Comments:

Finance Department –

Fiscal Impact: Revenues anticipated to be approximately 175,000

Budget Code: _____ **Amount Remaining:** _____

Comments: This item is included in the FY 2014/2015 budget generically as we were not sure what tax if any we may determine could be used to make progress on Capital Improvement Projects. At this time as the tax goes into effect Council had identified a couple of projects in prior work sessions to put these new revenues toward.

Background Information: Council had identified the sewer line location study as a priority in the fall and applied for a grant that was unsuccessful, since then we have been able to prepare to hire an engineering firm subject to allocation to complete this work in conjunction with the 260 design work currently ongoing.

Additionally, VVMC has begun work along Finnie Flat and during the development process it was determined that it would be best to formalize to detailed specifications an existing general design concept so that development as it comes along Finnie Flat will be completed exactly to the specifications of a completed design plan from Cliffs Parkway to the 260 intersection. Both these are currently out seeking potential designers. The next step is to formalize a budget so that we can engage these professionals as soon as possible to begin this work.

Recommended Action (Motion): Move to approve the budget amendment to add line items associated with the 260 Sewer Line location design, \$60,000, and Finnie Flat roadway design \$75,000 respectfully with remaining going to fund balance.

Instructions to the Clerk:



Agenda Item Submission Form – Section I

Meeting Date: March 4, 2015

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

Requesting Department: Public Works/Engineering Division

Staff Resource/Contact Person: Ron Long

Agenda Title (be exact): Status update to Council on CDBG project #104-15: Townsite Phase III Street Improvements

List Attached Documents:

Estimated Presentation Time: 5 Minutes.

Estimated Discussion Time: 15 Minutes

Reviews Completed by:

Department Head: Ron Long **Town Attorney Comments:** Signed Agreement

Finance Department

Background Information: Community Development Block Grant (CDBG) program funds are allocated to local and state governments from the U.S Department of Housing and Urban Development (HUD) based on a poverty to population formula. Using that same formula Arizona Department of Housing (ADOH) administers the funding allotted to our state. NACOG (Northern Arizona Community of Governments) then manages the annual allocations among the four northern Arizona counties: Apache, Navajo, Coconino and Yavapai. Currently a four year rotation schedule determines the year each city, town and county can apply for funding.

Since 1987, Camp Verde has received \$2,186,711 for eight projects that meet at least one of three program objectives: 1.) at least 51% of persons who benefit from the project must be low-to-moderate income. 2.) The project must aid the prevention or elimination of slums or blight 3.) The project must solve an urgent need health hazard.

Time needed to plan for, obtain Council approval, make application, comply with federal overlay standards (increases costs also) and begin construction of a project is typically 20 to 24 months.

Following is the time line of the 2014 CDBG funding cycle

- **October 10,, 2013** – Published Notice of Public Hearing in Verde Independent and posted flyers at Town Hall, Town Web Site, Library, Bashas' bulletin board
The publication announces location and time of public to meeting to discuss possible Projects and obtain citizen input on community needs
- **November 19, 2013** held the first public meeting
- **December 11, 2013** – staff takes results of 1st public meeting to Council and obtains Council's direction to prioritize projects as follows: 1.) Phase III of Townsite, 2.) Verde Valley Sr. Center request of \$27,000 for a van. 3) \$18,000 for kitchen equipment
- **December 12, 2013** – Published and posted (as noted for the first Public Hearing) Second Notice of Public Hearing to be discussed at the January 15, 2014 Council Meeting

- **January 9, 2014** submitted Letter of Intent to apply for 2014 funds to complete phase III of the Townsite Improvement Project – Arnold St., Arnold Terrace, 3rd, 4th, & 5th Streets from Arnold to Hollamon St.
- **January 15, 2014** Council approves Resolution 2014-906 authorizing submittal of application, and all actions necessary to implement and complete the requirements of the grant application; and Resolution and 2014-908 committing leveraged HURF funds in the amount of \$151,829 for the completion of the project
- **January – May 2014** Staff works with Arizona Dept. of Housing to complete application, address questions and provide support to utilize the Environmental Report and Census information from the 2010 Townsite I project; typically these activities would be completed within the same 4 to 5 month time frame, but would require much more staff time
- **May 19, 2014** CDBG for 2014 is submitted to ADOH
- **August 29, 2015** – Received the CDBG Funding Agreement
- **January 2015** – Town Engineer Began Scope of Work
- **January 2015-** Admin Staff began preparing Project Manual and Bid Documents
- **March 2015** – Expect to hire Registered Surveyor to complete drawings for construction
- **March – April 2015** – Expect to submit Project Manual and Bid Documents to ADOH for approval
- **May – June 2015** – Target to advertise, award and start Construction of Townsite Phase III
- **August 2015– Completion** – Staff is required to monitor construction and work force for compliance with all Federal Guidelines relative to the construction and work force: procurement, insurance, materials, environmental, labor standards, and record keeping/reporting

Recommended Action (Motion) N/A

Instructions to the Clerk: N/A



RESOLUTION 2015-937

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY,
ARIZONA, REQUESTING
THAT THE ARIZONA GOVERNOR AND STATE LEGISLATURE RESTORE HIGHWAY USER REVENUE FUNDS**

WHEREAS, Transportation revenue streams have declined due to better fuel efficiency, reduced vehicle miles traveled, reduced motor vehicle sales, and fuel taxes not being adjusted for inflation for over twenty years; and

WHEREAS, Highway User Revenue Funding (HURF) distributions to local governments in northern Arizona have declined as much as 27% over the past five years; and

WHEREAS, the State has diverted over \$1.8 billion in highway and road funding to pay for an increasingly larger portion of Department of Public Safety (DPS) operations since 2001; and

WHEREAS, despite an annual statutory cap of \$20 million, approximately \$96 million in HURF was diverted to fund DPS operations in the current fiscal year; and

WHEREAS, continued HURF diversions will result in long-term economic impacts to the state and local governments through increased system maintenance and preservation expenses, cause the deferral or cancellation of planned transportation infrastructure investments, negatively impact highway safety, and increase vehicle maintenance and repair costs for both the general public and businesses; and

WHEREAS, eliminating the diversion of transportation funding is vital for developing and maintaining the quality infrastructure needed to protect public safety, support jobs and economic growth, and enhance the overall quality of life for Arizonans.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the Town of Camp Verde, Arizona that the Arizona Governor and State Legislature are respectfully requested to:

- Discontinue the use of HURF resources for purposes other than road activities and restore those funds to state and local government transportation departments.
- Work with stakeholders to identify and enact revenue enhancements for the existing HURF distribution system.
- Identify and enact policies that improve efficient utilization of transportation resources.

Passed and approved by the Mayor and Common Council of the Town of Camp Verde at their Regular Session of March 4, 2015.

Charles German, Mayor

Approved as to Form:

ATTEST:

Virginia Jones - Town Clerk

William Sims, Town Attorney



Northern Arizona Council of Governments
 119 E. Aspen Avenue
 Flagstaff, AZ 86001-5222
 (928) 774-1895, FAX: (928) 773-1135

Memorandum

Date: February 12, 2015
 To: Regional Council Members
 From: Chris Fetzer
 Subject: Diversion of Highway User Revenue Funds (HURF)
 NACOG Resolution No. 02-15

Attached for your review and consideration is Resolution No. 02-15, which encourages the Governor and state legislature to end the diversion of HURF revenues to the State General Fund. Over the past decade the legislature has diverted increasing amounts that now total more than \$1.7 billion of transportation revenues to the State General Fund, primarily for the operation of Department of Public Safety. This issue is of great concern to local agencies across the region and state as the diversions, while less than the year prior, in FY 2015 still totaled \$96 million. HURF diversions have caused many local agencies to significantly alter routine system maintenance and preservation schedules and defer planned improvement projects. ADOT is also facing the same challenges and over the past several years was forced to defer or eliminate capital improvement projects and reduce maintenance levels on the state highway system.

As the legislature is still in the budget development process for FY16, the NACOG Transportation Policy Advisory Committee (TPAC) has recommended adoption of the attached resolution with the intent of sending a strong message on this issue. While there appears to be some support at the legislature to limit the diversion in FY16, the Governor's budget proposal includes diversions for FY16 at levels similar to the current year. The TPAC encourages all local agencies to consider adopting a resolution opposing continued diversion of HURF and to demonstrate the local impacts caused by reduced local HURF budgets.

If you have any questions on this issue or the resolution, please contact me at cfetzer@nacog.org or 928-213-5209.

Attachments

<input type="checkbox"/>	Information Only
<input checked="" type="checkbox"/>	Motion to Approve

Recommended motion to adopt: move adoption of Resolution 02-15, as presented.

**NORTHERN ARIZONA COUNCIL OF GOVERNMENTS
Resolution No. 02-15**

**A RESOLUTION OF THE
NORTHERN ARIZONA COUNCIL OF GOVERNMENTS REQUESTING
THAT THE ARIZONA GOVERNOR AND STATE LEGISLATURE
RESTORE HIGHWAY USER REVENUE FUNDS**

WHEREAS, the Northern Arizona Council of Governments (NACOG) is a regional planning agency which performs and coordinates a variety of functions, including transportation planning, in the four-county region of Apache, Coconino, Navajo and Yavapai Counties; and

WHEREAS, transportation revenue streams have declined due to better vehicle fuel efficiency, reduced vehicle miles traveled, reduced motor vehicle sales, and fuel taxes not being adjusted for inflation for over twenty years; and

WHEREAS, Highway User Revenue Funding (HURF) distributions to local governments in northern Arizona have declined as much as 27% over the past five years; and

WHEREAS, the State has diverted over \$1.8 billion in highway and road funding to pay for an increasingly larger portion of Department of Public Safety (DPS) operations since 2001; and

WHEREAS, despite an annual statutory cap of \$20 million, approximately \$96 million in HURF was diverted to fund DPS operations in the current fiscal year; and

WHEREAS, continued HURF diversions will result in long-term economic impacts to the state and local governments through increased system maintenance and preservation expenses, cause the deferral or cancellation of planned transportation infrastructure investments, negatively impact highway safety, and increase vehicle maintenance and repair costs for both the general public and businesses; and

WHEREAS, eliminating the diversion of transportation funding is vital for developing and maintaining the quality infrastructure needed to protect public safety, support jobs and economic growth, and enhance the overall quality of life for Arizonans.

NOW THEREFORE BE IT RESOLVED by the Northern Arizona Council of Governments that the Arizona Governor and State Legislature are respectfully requested to:

- Discontinue the use of HURF resources for purposes other than road activities and restore those funds to state and local government transportation departments.
- Work with stakeholders to identify and enact revenue enhancements for the existing HURF distribution system.
- Identify and enact policies that improve efficient utilization of transportation resources.

Passed and adopted on this 26th day of February 2015.

Attest:

Elizabeth Archuleta, Chair

Chris Fetzer, Executive Director

The article below was published in the Arizona Republic on Sunday, February 22, 2015.

STATES SEEK ALTERNATIVES FOR HIGHWAY, BRIDGE FUNDING

JEFFERSON CITY, Mo. (AP) -- Touted as one of the first interstate highways, a 200-mile span of Interstate 70 between suburban St. Louis and Kansas City stands as a prime example of the challenges facing the nation's roads.

Built in the 1950s and '60s with a 20-year-life expectancy, the four-lane highway is crumbling beneath its surface and clogged with traffic as it carries more than 30,000 vehicles a day on many of its rural stretches, requiring more frequent repaving. The cost to rebuild and widen it is estimated at \$2 billion to \$4 billion - as much as five times the projected yearly construction and maintenance budget of Missouri's transportation department.

And there is no easy way to pay for it. The state fuel tax hasn't risen in about 20 years, and voters defeated a three-quarters of a cent sales tax for transportation. Gov. Jay Nixon has since floated the idea of hiking the gasoline tax and reviving a previously failed plan to turn I-70's reconstruction over to a private entity that could charge tolls estimated at up to \$30 per car.

As legislatures convene across the country, lawmakers and governors are confronting similar realities in their own states: how to address an aging network of roads, highways and bridges during an era in which federal money for such projects has remained stagnant or declined.

Figures compiled by The Associated Press show the total amount of money available to states from the Federal Highway Trust Fund has declined 3.5 percent during the five-year period ending in 2013, the latest year for which numbers were available. During that span, the amount of inflation-adjusted federal highway money dropped in all states but Alaska and New York.

In response, states have tried to devise ways to fill the gap. Governors and lawmakers in several states are proposing new taxes, tolls and fees to repair a road system whose historical reliance on fuel taxes no longer is providing enough money to cover its costs.

"You're seeing states all across the country that are looking to do something, because they realize you can't count on the federal government," said Missouri state Rep. Dave Hinson, a Republican who supports the idea of raising the state sales tax for road improvements.

Roads, highways and their bridges form the basic framework of everyday life in America. They provide the crucial underpinning of daily commutes, the trucking industry's transfer of food, computers and other goods from seaports to suburban strip malls, and summertime trips to beach towns and mountain getaways. They also are generally an afterthought until they no longer are up to the task.

Governors, lawmakers, local elected officials and engineers across the country say that is where the country has arrived, with a decades-old highway infrastructure that is not receiving enough money to match its needs.

About 20 percent of the nation's 900,000 miles of interstates and major roads are in need of resurfacing or reconstruction, according to federal data analyzed by the American Road & Transportation Builders Association. A quarter of its 600,000 bridges are in such poor condition that they are rated as structurally deficient or are considered to be functionally obsolete because they have narrow lanes or other features not designed for today's traffic.

The funding shortfall has led to rougher roads requiring more frequent, short-term repairs and jammed commuter routes that simply have more vehicles than the roads were designed to carry.

On Missouri's I-70, the surface remains relatively smooth, but its weakening foundation means the state must pay to repave it more frequently. Whenever a lane closes, traffic backs up for miles.

On one fairly typical recent afternoon, the congestion forced Tom Crawford to drive his Dodge Durango about 10 miles under the speed limit. Behind him, two trucks with oversized loads were backing up traffic. In front of him was another long line of blinking red tail lights.

"We've got trucks and cars that are just bumper to bumper - people hitting their brakes," Crawford, president and chief executive of the Missouri Trucking Association, said in a cellphone interview from the highway.

The increased congestion on I-70 often makes trips longer for truckers, he said, potentially raising their costs.

Calls for greater funding have been getting louder in state and local governments. This year, transportation funding increases could be on the agenda in as many as one-third of state legislatures. That comes after roughly one-fourth of the states increased transportation taxes or fees during the past two years.

The state proposals stand in stark contrast to the inaction in Congress, where a temporary funding patch is scheduled to expire in May and lawmakers have been at odds over a long-term highway plan. A federal fuel tax increase appears unlikely.

Earlier this month, President Barack Obama proposed a six-year, \$478 billion program to pay for highway, transit and infrastructure upgrades, with funding roughly split between the current fuel taxes and a tax on the foreign profits of U.S. corporations. How much of that plan survives Congress, where majority Republicans seek to limit government spending and reduce taxes, will not be determined for months.

Obama's 2009 stimulus act provided a brief spike in transportation funding. But the annual amount available to states from the Federal Highway Trust Fund has hovered around \$40 billion since 2007 while the needs have continued to mount.

Even though total state and federal road funding exceeded the general rate of inflation over the past decade, the pace has tapered off in recent years as the amount coming from the federal government declined. The American Association of State Highway and Transportation Officials estimates that annual road and bridge spending by all levels of government is falling \$32 billion short of what is needed.

The flat federal funding is having an impact because states rely on federal dollars for an average of about half their capital expenses for roads and bridges, according to the American Road & Transportation Builders Association. The rest is covered with state money, which comes predominantly from fuel taxes.

Gasoline tax revenue has grown little since 2007 - and actually declined on an inflation-adjusted basis, according to some analysts - as vehicles have become more fuel-efficient and people cut back on driving.

"The method that we use to fund transportation - the primary method, the motor fuels tax - is a model that doesn't work anymore," said David Ellis, the top infrastructure investment analyst at the Texas A&M Transportation Institute.

To compensate, lawmakers in Maryland, Massachusetts, New Hampshire, Pennsylvania and Wyoming passed gasoline tax increases during the past two years. But about half the states have not raised their gasoline taxes in at least a decade, and the federal gas tax has remained at 18.4 cents a gallon since 1993.

Although some members of Congress have expressed a willingness to consider an increase, House and Senate Republican leaders have said there aren't enough votes to pass a gas tax hike. Many states are now considering alternative ways of paying for roads.

Virginia recently scrapped its per-gallon gasoline tax in favor of a new tax on the wholesale price of gas and a higher tax on other retail sales. The state also has turned to public-private partnerships to build projects.

Among them are new express lanes that opened in December on Interstate 95 in northern Virginia, a \$925 million project financed partly by private investors who have a long-term contract to collect tolls.

Lawmakers in Minnesota, Utah and Missouri also are expected to consider proposals this year that could levy a sales tax on fuel, allowing the states to reap more money when the price of gasoline rises. And Michigan voters will decide in May on a 1 percent general sales tax for transportation.

In his inaugural address last month, California Gov. Jerry Brown cited \$59 billion of needed maintenance on roads and bridges in the nation's most populous state. He said the state was falling "further and further behind" but did not offer specifics on how to address the deficit.

Most state are simply looking to maintain their current highway system rather than add to it, said Jim Tymon, director of policy and management at the American Association of State Highway and Transportation Officials.

"A lot of those facilities are in need of really massive rehab, almost reconstruction from the ground up," he said.

Follow David A. Lieb at: <https://twitter.com/DavidALieb>

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Issue 5 - February 13, 2015

Legislative Overview

The bill deadlines have now passed for both chambers. There have been 1138 bills introduced and 83 memorials and resolutions. This is down considerably from years past. Only one bill has been signed, the civics test graduation requirement. The next major deadline is February 20th, the final day to hear bills in their original chamber.

TPT Reform

Following weeks of intense negotiations involving the League and many stakeholders, **SB 1446 TPT reform; contractors**, sponsored by Senator Debbie Lesko (R-Peoria), was heard in her Senate Finance committee on Wednesday. After a brief explanation of the proposal, all parties involved expressed their appreciation for everyone's effort and the bill passed unanimously, 5-0, and now goes on to the Rules committee. The companion bill, **HB 2590 TPT reform; contractors**, sponsored by Representative Karen Fann (R-Prescott), will be heard in the House Ways & Means committee on Monday, where it is expected to garner the same reception. The bills clarify the definitions of terms "alteration" and "replacement"; provide bright-line tests for both residential and commercial projects to determine when they fall into those categories as opposed to being considered prime contracting; and illuminate which contractors are required to keep their TPT license going forward. The bill allows licensed contractors who are doing alteration projects to continue buying all materials without tax, provided they pay retail TPT on the materials to the jurisdiction where the project is being done. The two bills contain identical language so they can be quickly advanced to Governor Ducey for his signature.

Firearms

Three bills related to firearms were heard this week and all three passed: **SB 1291 firearms; state preemption; penalties** (Sen. Steve Smith - R, Maricopa), **SB 1330 second amendment violations; prohibited activities** (Sen. Ward - R, Lake Havasu City), and **HB 2320 firearms; permit holders; public places** (Rep. Barton - R, Payson).

SB 1291 provides various penalties for any political subdivision that passes ordinances, rules or regulations that violate the state preemption on firearms. These penalties include injunctions against the ordinance, termination of employment for those responsible, and the ability for the party aggrieved or their membership association to claim damages. The bill passed the Senate Committees on Federalism, Mandates and Fiscal Responsibility, and Public Safety and Military Technology.

SB 1330 states that state agencies or political subdivisions cannot follow federal law that is in violation of the Second Amendment of the U.S. Constitution. If a political subdivision does violate this measure, the state treasurer is prohibited from transferring any money to the subdivision in the fiscal year after the final judicial determination. Also, the person responsible for the violation is removed their position and is unable to serve in official duties thereafter. The bill did pass the Senate Committee on Federalism, Mandates and Fiscal Responsibility, but was stricken from its other assigned agenda, so its fate is unknown at this time.

HB 2320 gives public building and events the choice of allowing concealed weapon permit holders entry with their firearms, or putting up electronic screening devices and having security personnel at the entrances and securing the firearms. The League opposed due to the cost of such measures and the ability of local government to have decision making authority without incurring such costs. The bill passed House Military Affairs and public Safety by a vote of 6-3 and now goes on to the Rules Committee.

Responsibility of Utility Service Payments

On Wednesday, the Senate Government Committee passed **SB 1342 responsibility of payment; utility services**, by a vote of 7-0. Sponsored by Senator Griffin (R-Hereford), the bill states that for residential property of four or fewer units, a garbage collection service provider, private water company or sewer corporation is prohibited from requiring payment of garbage collection service rates and charges by anyone other than the person who the provider or company contracted with to provide the service, who physically resides or resided at the property, and who receives or received the service. The same conditions apply to a municipality's ability to require payment of unpaid utility user fees. The League was neutral on this bill as it mirrors previous utility payment legislation. The bill now moves to the Rules Committee.

Unduly Burdensome Public Records Requests

On Wednesday, the Senate Government Committee passed **SB 1339 public records; unduly burdensome requests**, by a vote of 6-1. Sponsored by Senator Shooter (R-Yuma), the bill makes it a defense to any action on denial of access to public records that the request for access is unduly burdensome or harassing. The bill describes an unduly burdensome request as being unmanageable or lacking reasonable particularity. The League supported the bill as it provides municipalities with an additional defense to particular public records requests. The bill now moves to the Rules Committee.

Financial Information Posting and Public Officer Removal

On Thursday, the House Government and Higher Education passed **HB 2315 financial information; comprehensive database; posting**, by a vote of 6-2-1. Sponsored by Rep. Barton (R-Payson), the bill states that if a local government fails to comply with the requirement to establish and maintain an official internet website that is available to the public and that contains a comprehensive reporting of all revenues and expenditures over \$5,000 of local monies, the public officer responsible for posting the information is subject to removal for malfeasance in office. The League supports Representative Barton's efforts to increase government transparency and the overwhelming majority of municipal governments are in compliance with current law. However, the League is concerned that the punishment precedent doesn't adequately contemplate honest mistakes. The bill now moves to the Rules Committee.

Legislative Bill Monitoring

(All bills being actively monitored by the League [can be found here.](#))

SB 1446 TPT reform; contractors
SB 1291 firearms; state preemption; penalties
SB 1330 second amendment violations; prohibited activities
HB 2320 firearms; permit holders; public places
SB 1342 responsibility of payment; utility services
SB 1339 public records; unduly burdensome requests
HB 2315 financial information; comprehensive database; posting

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Forward your comments or suggestions to league@azleague.org.



Issue 6 - February 20, 2015

Legislative Overview

This week was the last week to hold hearings on bills in their chamber of origin. Committee agendas were jam packed and strike-everything amendments were rampant. Many committees had agendas with more than 20 bills. There was also considerable floor activity and bills are now being transmitted to the other chamber. The next major deadline is March 20th when committee work, with the exception of Appropriations, will conclude.

TPT Reform

On Monday, **HB 2590: TPT reform; contractors**, sponsored by Rep. Karen Fann (R-Prescott), was heard in Ways & Means and passed unanimously, 9-0. On Thursday, its companion bill, SB 1446, passed out of the Senate by a vote of 28-1-1. SB 1446 was then substituted in place of HB 2590, and passed out of the House by a vote of 57-0-3. Based on these vote totals, the bill's emergency clause will be effective, so the changes go into effect immediately on the signature of the Governor, with a retroactive date of January 1, 2015. SB 1446 clarifies the definitions of the terms "replacement" and "alteration"; provides bright-line tests for both residential and non-residential alteration projects to determine when they are subject to tax on materials as opposed to being considered prime contracting; and, clarifies which contractors should keep their TPT license going forward. The bill allows licensed contractors who are doing alteration projects to continue buying all materials without tax, provided they pay retail TPT on the materials to the jurisdiction where the project is being done. The bill now goes to the Governor for signature. The League appreciates the leadership of Senator Lesko (SB 1446) and Representative Karen Fann, sponsor of the identical House bill (HB 2590), on this important issue.

Other TPT Bills of Note

A strike-everything amendment to Senator Debbie Lesko's (R-Peoria) **SB 1120: now fine art; TPT; exemption** passed Senate Finance on a 3-2 vote. The striker creates an exemption for sales of fine art to nonresidents who are physically in the store completing a purchase when the seller ships the artwork out of State to the buyer for their use at an out-of-state location. This partially undoes a tax uniformity change agreed upon as part of HB 2111 in 2013. That bill eliminated the State exemption for sales to nonresidents who are physically in the store completing a purchase when the item was shipped by the seller out of state to the buyer. This essentially reinstates that exemption, but only for sales of "fine art" as defined in A.R.S. 44-1771. Although this will have a negative impact on shared revenue, the bill does not include preemption against municipal tax. The bill goes on to the Rules Committee.

Another of Senator Lesko's bills, **SB 1133: TPT; municipalities; customer refund claims**, passed Senate Finance by a 4-1 vote. This bill allows a customer to make a direct claim for refund to DOR or a non-program City when they believe they paid tax to a vendor (taxpayer) on a transaction that could have been exempt if the buyer had presented an exemption certificate at the time of the sale. The bill provides the customer with the first option of requesting an assignment and waiver from the vendor. If the vendor fails or refuses to assign their rights to the

refund, the customer can file a claim directly with DOR or a Non-program city. This bill opens the door to a significant risk of fraudulent refund claims by customers of companies that have gone out of business. It also raises troubling theoretical issues, particularly related to the fundamental definition of who is a taxpayer in Arizona. This effectively places the customer in the role of the ultimate taxpayer, which leads to our tax system being more aligned with a sales tax than a true transaction privilege tax, and the numerous adverse impacts that would have on our current system. The bill goes on to the Rules Committee.

Recovery Homes

HB 2563: health facilities; substance abuse recovery, sponsored by Rep. Noel Campbell (R-Prescott), passed the House Children and Family Affairs Committee by a vote of 7-1. The bill attempts to provide more regulation on sober living facilities located in cities and towns, as many of them now have no local governmental oversight or siting requirements. The League supports the bill. It now goes onto the Rules Committee.

Recovery Homes

On Thursday, the House Government and Higher Education Committee passed **HB 2008: S/E fireworks**, by a vote of 6-3. Although the bill was sponsored by Rep. T.J. Shope (R-Coolidge), the strike everything amendment was sponsored by the committee Chair, Rep. Bob Thorpe (R-Flagstaff). A major portion of the League's opposition is that there are numerous areas in the state that interface with wild lands or preserves, but the bill only addresses a particular carve out related to preserves of a certain size. There are also stipulations on signage where fireworks are sold. The League had no opportunity to meet on the bill before it showed up as a strike-everything amendment and believes that since there has been fireworks legislation several years in a row, it is time for a moratorium. The bill goes on to the Rules Committee.

Plant Control

HB 2570: municipalities; vegetation requirements; prohibition, sponsored by Rep. Darin Mitchell (R-Litchfield Park) passed the House Government and Higher Education Committee on Thursday by a vote of 6-3. The measure prohibits cities and towns from placing specific restrictions on property owners regarding the installation or removal of vegetation. The League opposed this measure saying such decisions should be left up to local communities to determine the best practices for aesthetics, drought resistance and erosion control. The bill now moves on to the Rules Committee.

Legislative Bill Monitoring

(All bills being actively monitored by the League [can be found here.](#))

HB 2590: TPT reform; contractors

HB 2008: S/E fireworks

HB 2563: health facilities; substance abuse recovery

HB 2570: municipalities; vegetation requirements; prohibition

SB 1120: now fine art; TPT; exemption

SB 1133: TPT; municipalities; customer refund claims

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