



Town of Camp Verde Vision Statement

"Camp Verde is welcoming, a safe community, a vibrant economy, thoughtfully growing, and offering an exceptional quality of life."

**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 7, 2026 at 6:00 P.M.
ZOOM MEETING LINK:
<https://us02web.zoom.us/j/85107261289?pwd=VlR7xe2NbjvXpeIzfjahDwFXq9yseF.1>
one Tap Mobile: 1-253-215-8782 or 1-346-248-7799
Meeting ID: 851 0726 1289
Passcode: 055394**

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

1. **Call to Order**
2. **Roll Call.** Council Members Brian Bolton, Robert Foreman, Robin Godwin, Jessie Murdock, Patricia Seybold, Vice Mayor Wendy Escoffier, and Mayor Marie Moore.
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be approved by one motion as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) Special Session (Public Portion) – September 16, 2026 at 5:30 p.m. Pg. 5
 - 2) Regular Session – September 16, 2026 at 6:00 p.m. Pg. 7
 - b) **Set Next Meeting, Date and Time:**
 - 1) Regular Session – October 21, 2026 at 6:00 p.m.
 - 2) Regular Session – November 4, 2026 at 6:00 p.m.
 - 3) Regular Session – November 18, 2026 at 6:00 p.m.
 - 4) Regular Session – December 2, 2026 at 6:00 p.m.
 - c) **Approval of the Professional Service Agreement with the Greater Verde Valley Chamber of Commerce.** Staff Resource: Development Services Director Christian Green. Pg. 15
 - d) **Approval of Resolution No. 2026-1223, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, establishing specific payment timelines for Mayor and Council monthly stipends as established in Resolution 2022-1089.** Staff Resource: Finance Director Michael Showers. Pg. 25

5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(I))
Arizona law prohibits any Town resource, including staff time, equipment, and anything of value to influence an election. This prohibition applies to Call to the Public at the Council meeting. You may discuss a Town issue but do not “advocate” for a specific candidate or ballot measure. Additionally, soliciting petition signatures or campaign contributions or distributing campaign materials is prohibited on Town property. The Town appreciates your efforts to help the Town comply with state law and avoid using taxpayer monies to influence an election.
6. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Sustaining Flows, Earth Day, Camp Verde School District, Friends of the Verde River and Verde Valley Housing Advisory Committee.
7. **Special Announcements and Presentations.** All presentations are limited to 15-minutes.
- **Parks and Recreation Q3 2026 Update.** Resource: Vice Chair Mary Hughes. Pg. 27
 - **Planning and Zoning Commission Q3 2026 Update.** Resource: Chair William Tippet. Pg. 29
 - **Presentation on lease procurement vehicles:** Staff Resource: Finance Director Michael Showers. Pg. 31
8. **Public Hearing:** Discussion, consideration and possible approval of a recommendation to the Arizona Department of Liquor Licenses and Control regarding an application for a Series 10, Beer and Wine Store Liquor License for Walgreens, located at 475 W. Finnie Flat Rd, Camp Verde, Arizona, 86322. Staff Resource: Town Clerk Leah Rhodes. Pg. 33
9. **Discussion and possible action regarding the purchasing agreement for two Water**

10. **Discussion and possible action regarding the purchase of a Town-wide camera system from Oculens, LLC in the amount of \$221,546.60, as approved in the FY27 Capital Plan and giving authority to the Finance Director to sign any and all documents for the procurement of a five-year loan/lease to fund said purchase.** Staff Resource: CIP Manager Martin Smith. Pg. 99
11. **Discussion and possible action regarding the purchase of a 3-year software agreement with Oculens in the amount of \$65,584.70 for the use of proprietary software for monitoring the new camera hardware, as approved in the FY27 Capital Plan and giving authority to the Finance Director to sign any and all documents for the procurement of a three-year loan/lease to fund said purchase.** Staff Resource: CIP Manager Martin Smith. Pg. 113
12. **Discussion and possible direction regarding the Town of Camp Verde Public Art Display Policy.** Staff Resource: Development Services Director Christian Green. Pg. 121
13. **Discussion and possible action regarding the Northern Arizona Council of Governments (NACOG) U.S. Environmental Protection Agency (EPA) Brownfield Coalition Assessment and Planning Grant for the Camp Verde Downtown Area Wide Plan (AWP).** Staff Resource: Development Services Director Christian Green. Pg. 129
14. **Discussion and possible action regarding the Camp Verde Unified School District Investigation Fee Waiver.** Staff Resource: Development Services Director Christian Green. Pg. 137
15. **Discussion and possible re-certification of Ordinance 2026-A513, an ordinance of the Mayor and Council of the Town of Camp Verde, Yavapai County, Arizona, increasing the rate of taxation in Chapter 8 – Transaction Privilege Tax, Article 8-1 – Adoption of Tax Code, relating to an increase in the transient lodging transaction privilege tax levied by the Town of Camp Verde from 3.00% to 8.00%; amending the Town Tax Code; providing for repeal of conflicting ordinances; providing for severability; and providing for penalties for violations thereof.** Staff Resource: Finance Director Michael Showers. Pg. 141
16. **Adjournment**
Note: Upon a public majority vote of a quorum of the Town Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the purpose of discussion or consultation for legal advice with the Town Attorney as permitted by A.R.S. § 38-431.03(A)(3). Any other executive sessions will be separately included on the agenda above if an executive session will be held at the meeting.
Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting. Pursuant to Town Code, Section 2-3-7.1 the Mayor shall call for a vote of the Council to allow the meeting to continue past the deadline of 10:00 p.m. The Town of Camp Verde Council

Chambers is accessible to persons with disabilities. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bashas on October 1, 2026 at 6:00 p.m. in accordance with the statement filed by the Camp Verde Town Council with the Town Clerk

Leah Rhodes

Leah Rhodes, Town Clerk



DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION (PUBLIC PORTION)
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 16, 2026 at 5:30 P.M.

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

1. Call to Order

Mayor Moore called the meeting to order at 5:30 p.m.

2. Roll Call.

Councilor Brian Bolton, Councilor Robert Foreman, Councilor Robin Godwin, Councilor Jessie Murdock, Councilor Patricia Seybold, Vice Mayor Wendy Escoffier and Mayor Marie Moore.

Also Present

Interim Town Manager Charlie Cassens, Town Attorney Trish Stuhan, and Town Clerk Leah Rhodes.

3. Pledge of Allegiance

Councilor Bolton led the Pledge.

4. An executive session pursuant to A.R.S. § 38-431.03(A)(3), (A)(4), and (A)(7) for discussion or consultation for legal advice with the Town Attorney and to consider its position and instruct its representatives regarding negotiations for the purchase, sale, or lease of real property generally located at 385 S. Main Street, Camp Verde, Arizona, 86322. Staff Resource: Interim Town Manager Charlie Cassens and Town Attorney Trish Stuhan.

Mayor Moore read Agenda Items 4.

A **motion** was made by Councilor Seybold to go into Executive Session for Item 4 at 5:32 p.m. Vice Mayor Escoffier seconded the motion.

Roll Call Vote:

Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye

Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 7-0.

Mayor Moore reconvened the Regular Session at 5:56 pm.

Mayor Moore stated direction was given to staff for Item 4.

5. Adjournment

Mayor Moore adjourned the meeting at 5:57 p.m.

Mayor Marie Moore

Attest: Leah Rhodes, Town Clerk

CERTIFICATION

I, Town Clerk Leah Rhodes, hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on September 16, 2026. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2026.

Leah Rhodes, Town Clerk



Town of Camp Verde Vision Statement

"Camp Verde is welcoming, a safe community, a vibrant economy, thoughtfully growing, and offering an exceptional quality of life."

**DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 16, 2026 at 6:00 P.M.**

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

1. **Call to Order**
Mayor Moore called the meeting to order at 6:00 p.m.
2. **Roll Call.** Council Members Brian Bolton, Robert Foreman, Robin Godwin, Jessie Murdock, Patricia Seybold, Vice Mayor Wendy Escoffier, and Mayor Marie Moore.

Also Present
Town Manager Charlie Cassens, Town Attorney Trish Stuhan (participated remotely), Town Clerk Leah Rhodes, Utilities Director Lisa Vaughan, Development Services Director Christian Green, and Town Marshal Daniel Jacobs.
3. **Pledge of Allegiance**
Councilor Seybold led the Pledge.
4. **Consent Agenda** – All those items listed below may be approved by one motion as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) Special Session – August 26, 2026 at 5:00 p.m.
 - 2) Regular Session – September 2, 2026 at 6:00 p.m.
 - b) **Set Next Meeting, Date and Time:**
 - 1) Regular Session – October 7, 2026 at 6:00 p.m.
 - 2) Regular Session – October 21, 2026 at 6:00 p.m.
 - 3) Regular Session – November 4, 2026 at 6:00 p.m.
 - 4) Regular Session – November 18, 2026 at 6:00 p.m.
 - c) **Approval of Motorola Body Camera five (5) year contract extension.** Staff Resource: Marshal Daniel Jacobs.

On a **motion** made by Councilor Godwin, seconded by Councilor Seybold, the Council **moved to approve** the consent agenda as presented.

Roll Call Vote:

Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: aye

Motion Carried: 7-0.

5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(I))

Public Comment:

Rick Gray, Vice President and Service Area Administrator for Northern Arizona Healthcare Verde Valley, provided an update on the Cancer Center project, including an overview of the project and the anticipated timeline, with completion projected for fall 2027.

6. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Sustaining Flows, Earth Day, Camp Verde School District, Friends of the Verde River and Verde Valley Housing Advisory Committee.

The Mayor, Council and Interim Town Manager Cassens shared updates regarding current events and events they previously attended.

7. **Special Announcements and Presentations.** All presentations are limited to 15-minutes.
- **Proclamation declaring September 2026 as Ovarian Cancer Awareness Month.**
Staff Resource: Town Clerk Leah Rhodes.

Town Clerk Leah Rhodes introduced Rachel Sackett Putman, an ovarian cancer survivor, advocate, and board member of the National Ovarian Cancer Coalition, who accepted the proclamation virtually and shared remarks about the importance of ovarian cancer awareness and early detection.

Mayor Moore, on behalf of the Town Council and the residents of Camp Verde, proclaimed September 2026 as Ovarian Cancer Awareness Month.

- **Proclamation declaring October 4-10, 2026 as Water and Wastewater Professionals Week.** Staff Resource: Utilities Director Lisa Vaughan.

Utilities Director Lisa Vaughn recognized the Town's water and wastewater professionals for their work in maintaining safe, reliable, and compliant water and wastewater systems and protecting public health and the environment.

Mayor Marie Moore, on behalf of the Town Council and the residents of Camp Verde, proclaimed October 4–10, 2026 as Water and Wastewater Professionals Week.

- **Comprehensive Planning and Zoning Ordinance Update.** Staff Resource: Development Services Director Christian Green.

Development Services Director Christian Green provided an update on the Town's comprehensive planning and zoning ordinance revisions following adoption of the General Plan. The revisions are intended to align the ordinance with the General Plan.

8. **Discussion and possible action regarding the purchase of a new Wastewater Administrative Office.** Staff Resource: Utilities Director Lisa Vaughan.

Utilities Director Vaughan presented a request to purchase a new wastewater administrative office. The project is included in the current fiscal year budget with a budget not to exceed \$110,000. The existing office building is nearly 20 years old and has had significant issues, including mold, leaks, and structural deterioration. A geotechnical report confirmed the site conditions are suitable for the new building.

Utilities Director Vaughan responded to questions from the Council

On a **motion** made by Vice Mayor Escoffier, seconded by Councilor Seybold, the Council **moved to approve** the Wastewater Administrative Building, including the structure, geotechnical report, concrete foundation, and all other incidentals for no more than \$110,000.

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Roll Call Vote:

Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye

Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 7-0.

9. Discussion and possible action regarding the leasing of two (2) Water Utilities Vehicles. Staff Resource: Utilities Director Lisa Vaughan.

Utilities Director Lisa Vaughn presented a request to lease two new water utility vehicles. The vehicles are included in the Water Enterprise Fund budget and will replace high-mileage vehicles with more than 165,000 miles each. The new vehicles will include utility beds and are expected to cost approximately \$80,894 each, for a combined cost of just under \$162,000, below the approved \$200,000 budget. The Town plans to retain the existing vehicles due to anticipated staffing needs.

Council discussed the proposed 60-month lease, including questions regarding maintenance, the reason for leasing rather than purchasing the vehicles, the use of the remaining funds from the \$200,000 budget, and whether there would be an option to purchase the vehicles at the end of the lease.

Utilities Director Lisa Vaughan responded to questions from the Council.

Mayor Moore expressed a preference to postpone the item until the outstanding questions could be addressed. Councilor Foreman moved to table Agenda Item 9 until October 7, 2026, and Councilor Murdock seconded the motion.

On a **motion** made by Councilor Foreman, seconded by Councilor Murdock, the Council **moved to table** Agenda Item 9 until the October 7, 2026 Town Council meeting.

Roll Call Vote:

Councilor Bolton: aye
Councilor Seybold: aye
Councilor Foreman: aye
Councilor Murdock: aye
Councilor Godwin: aye
Vice Mayor Escoffier: aye
Mayor Moore: aye
Motion Carried 7-0.

Mayor Moore recessed at 7:01 p.m. and reconvened at 7:10 p.m.

10. Discussion and possible action to approve Resolution No. 2026-1222 for the acceptance of WIFA CW-20-2026 final loan documents. Staff Resource: Utilities Director Lisa Vaughan.

Utilities Director Lisa Vaughn provided an overview of the acceptance of the final loan documents for the Highway 260 sewer line extension project. Utilities Director Vaughan explained that the loan is part of a reapplication for project funding and that the funding will complete the project's design. The proposed sewer extension will generally follow Highway 260 and extend to the Boulder Creek area, with coordination underway with ADOT regarding the highway right-of-way.

Utilities Director Vaughan responded to questions from the Council.

On a **motion** made by Councilor Foreman, seconded by Councilor Murdock, the Council **moved to approve** Resolution 2026-1222 for the acceptance of WIFA Loan CW-20-2026 final documents for the design of the Highway 260 Sewer Line Extension Project.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: aye

Councilor Murdock: aye

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 7-0.

11. Discussion and possible action regarding Letter of Intent to the State of Arizona 9-11 Administrator, which is the next phase of consolidation of the Camp Verde Marshal's Office Dispatch Services. Staff Resource: Marshal Daniel Jacobs.

Marshal Jacobs provided an overview of the proposed letter of intent to submit to the State. Marshal Jacobs stated that the State would review information from Camp Verde and Cottonwood as part of the process and provide a determination regarding the proposed transition.

Camp Verde 9-11 Dispatch Supervisor Marie Carpenter explained the process of how the item was being considered due to preliminary potential studies and recommendations regarding potential consolidation. A Letter of Intent to the State of Arizona would present the recommendation and request concurrence from the State 9-11 Director.

The State's consolidation process is expected to take approximately six months and would require data on call volume, processing and transfer times, transfer destinations, economies of scale, and equipment needs to determine whether existing resources are sufficient. It was further explained that the nature of the information gathered from Camp Verde, City of Cottonwood and the consolidation study would be evaluated and made available with the letter from the State.

Town Attorney Trish Stuhan explained that the State's 911 Office serves as both a funding partner and a technical reviewer, making its involvement in the proposed consolidation particularly important. Ultimately, the decision to enter into an

intergovernmental agreement for consolidation rests with the Town of Camp Verde and City of Cottonwood. Town Attorney Stuhan further explained that the State's role is particularly significant with respect to funding and technical requirements. While the State may not have the authority to veto a local decision to consolidate, the consolidation would involve changes to 911 call routing and network infrastructure. Therefore, it would be important to ensure that the proposed changes meet State requirements, remain eligible for available funding, and are economically feasible.

Mayor Moore questioned staff if the Yavapai-Apache Nation was included in the Letter of Intent.

Marshal Jacobs explained that the Yavapai-Apache Nation is aware of the discussions and would need to transition to another dispatch center, most likely Cottonwood Regional Communications. The Nation has also contacted Cottonwood regarding the potential cost of dispatch services. Furthermore, the Camp Verde Marshal's Office and Cottonwood Regional Communications are jointly submitting the letter, the Yavapai-Apache Nation is not included and is a partner agency currently receiving dispatch services and could choose to contract with another agency.

Cottonwood Police Chief Brian Freudenthal explained that the Yavapai-Apache Nation is not included in the initial letter of intent process because it does not have a state-funded council. He noted that the Nation will ultimately determine whether to participate in the consolidation. Additionally, Chief Freudenthal mentioned that the state intends to participate in the broader consolidation discussions.

Council discussed call volume, response times, staffing, funding, system compatibility, and other factors that would need to be evaluated before any consolidation decision is made.

Public comment:

Ashley Buehler encouraged Council to seek input from dispatchers, first responders, and other affected agencies and to observe both the Camp Verde and Cottonwood communication centers before making a final decision.

Town Council expressed support for continuing to gather information and emphasized that the process is intended to provide additional information and does not commit the Town to consolidation.

Town Council requested that the letter of intent clarify, in paragraph two of the Letter of Intent, that the desired action is to continue to explore a transition.

Interim Town Manager Cassens, Town Attorney Stuhan, Marshal Jacobs, Cottonwood Chief of Police Brian Freudenthal and Dispatch Supervisor Marie Carpentar responded to questions from the Council.

On a **motion** made by Councilor Godwin, seconded by Councilor Seybold, the Council **moved to submit** the letter of intent to the State of Arizona 911 Administrator with the discussed changes to paragraph two of the Letter of Intent.

Roll Call Vote:

Councilor Bolton: aye

Councilor Seybold: aye

Councilor Foreman: aye

Councilor Murdock: aye

Councilor Godwin: aye

Vice Mayor Escoffier: aye

Mayor Moore: aye

Motion Carried 7-0.

12. Adjournment

Mayor Moore Adjourned the meeting at 8:01 p.m.

Mayor Marie Moore

Attest: Leah Rhodes, Town Clerk

CERTIFICATION

I, Town Clerk Leah Rhodes, 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 September 16, 2026. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2026.

Leah Rhodes, Town Clerk

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Meeting Date: October 7, 2026

Agenda Item Type:

- | | | |
|--|---|--|
| ☒ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☐ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Development Services **Staff Resource:** Development Services Director Christian Green.

Agenda Title: Approval of the Professional Service Agreement with the Greater Verde Valley Chamber of Commerce.

Attached Documents: Professional Service Agreement

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 minutes

Reviewed By:

- | | | | | |
|--|---|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|---|--|----------------------------------|---------------------------------|

Financial Review (if applicable):

- | | |
|--|---|
| • Funding Source / GL Account Number: | Courts special funds: |
| • Approved in the FY26 Budget? ☒ Yes | ☐ No ☐ N/A ☐ Other: |
| • Is this an approved CIP Project? ☐ Yes | ☐ No ☒ N/A ☐ Other: |

Background Information:

The partnership between the Town of Camp Verde and the Greater Verde Valley Chamber of Commerce represents a regional approach to economic resilience, business advocacy, and tourism. Economic Development works in concert with the Greater Verde Valley Chamber to promote the area for Tourism and Destination Marketing, Business Support & Networking and the promotion of the entire Verde Valley as a business hub.

Connection to the [FY27 Strategic Plan](#)

Partnering with regional entities like the Greater Verde Valley Chamber of Commerce directly advances Camp Verde's FY2027 Strategic Plan by reinforcing two of its core focus areas: **Strategic Growth & Economic Vitality Goals** and **Strengthen targeted business attraction and retention effort**.

By coordinating regional initiatives such as business retention, economic diversification, and destination marketing, the town leverages shared resources and collective expertise to foster long-term community growth.

Question(s) before the Council:

- Does Council have any questions for staff?

Proposed Motion(s):



Town Council Agenda Information Memorandum

Move to approve the contract with the Greater Verde Valley Chamber of Commerce to support regional economic development, business retention and attraction, and destination marketing for the Town of Camp Verde.

OR

Move to Modify the contract with the Greater Verde Valley Chamber of Commerce to support regional economic development, business retention and attraction, and destination marketing for the Town of Camp Verde.

OR

Move to deny the contract with the Greater Verde Valley Chamber of Commerce to support regional economic development, business retention and attraction, and destination marketing for the Town of Camp Verde.



Town of Camp Verde

Professional Service Agreement between Town of Camp Verde and the Greater Verde Valley Chamber of Commerce

This PROFESSIONAL SERVICES AGREEMENT ("Agreement") is by and between **Greater Verde Valley Chamber of Commerce, non-profit corporation**, with a business address of **849 Cove Pkwy C, Cottonwood, AZ 86326** ("Chamber") and the Town of Camp Verde, a municipal corporation ("Town") with a business address of 473 S. Main Street, Camp Verde, AZ 86322.

This Agreement does not create an employee/employer relationship between the parties. It is the parties' intention that the Chamber will be an independent consultant and not an employee of the Town for all purposes, including, but not limited to, the Fair Labor Standards Act, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the Internal Revenue Code (and any other Arizona income tax laws), the State of Arizona workers' compensation laws and unemployment insurance laws and any of the Town's benefit plans for the Town's employees. The Chamber agrees that it is a separate and independent enterprise from the Town, that it has a full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform any work performed for the Town. This Agreement shall not be construed as creating any joint employment relationship between Chamber and the Town. The Town will not be liable for any obligation incurred by the Chamber, including, but not limited to, unpaid minimum wages and/or overtime premiums. This Agreement shall not be construed to authorize the Chamber to act as an agent for the Town in any manner.

The parties further agree and acknowledge that the Town is engaging the Chamber as an independent consultant to provide services to the Town under the terms of this Agreement and that the Town shall not be required, under any circumstance(s), to assume liability for the direct payment of any salary, wage, or other compensation to any person employed by the Chamber before, during, or after this Agreement is in effect.

The Town shall not withhold from sums becoming payable to the Chamber under this Agreement any amounts for federal, state or local taxes, including federal or state income taxes, employment taxes (including Social Security and Medicare taxes), and unemployment taxes. The Town shall report all payments to the Chamber on Internal Revenue Service Form 1099. The Chamber agrees that any tax obligation of the Chamber arising from the payments made under this Agreement will be the Chamber's sole responsibility. The Chamber will indemnify the Town for any tax liability, interest, and/or penalties imposed upon the Town by any taxing authority based upon the Town's failure to withhold any amount from the payments for tax purposes.

In performance of services hereunder, the Chamber shall determine necessary hours of work. The Chamber

shall provide employees, tools, equipment, vehicles, and supplies that the Chamber may determine to be necessary in performance of services hereunder.

Section I. Period of Service

The term of this agreement shall be for the period commencing on date of execution _____ and shall continue through July 31, 2027 unless terminated sooner by the parties, pursuant to Section IV below.

Section II. Scope of Work

- A. Scope of Work. The Chamber agrees to perform professional services to support business and tourism development and related efforts for the Town as set forth in **Exhibit A** “Scope of Work” attached hereto and incorporated by this reference. The services include any and all services reasonably contemplated, normally included, and necessary to complete the Scope of Work in a professional manner with due diligence and in a timely manner, including working closely with the Town and its designated employees. The Chamber shall perform the services required by, and as outlined in, Exhibit A to the satisfaction of the Town, exercising that degree of care, skill, diligence and judgment ordinarily exercised, under similar circumstances, by reputable members of its profession in the same locality at the time the services are provided.
- B. Change in Scope of Work. If deemed necessary by Town, the Chamber and Town will confer to further define specific tasks in the Scope of Work and estimate the amount of time to be spent on those tasks. Any work that is different from or in addition to the work specified shall constitute a change in the Scope of Work. No such change, including any additional compensation, shall be effective or paid unless authorized by written amendment executed by the Town Manager or and by the Chamber. If the Chamber proceeds without such written authorization, the Chamber shall be deemed to have waived any claims of unjust enrichment, *quantum meruit* or implied contract. Except as expressly provided herein, no agent, employee or representative of Town shall have the authority to enter into any changes or modifications, either directly or implied by a course of action, relating to the terms and scope of this Agreement.
- C. Corrections. The Chamber shall promptly provide, at no additional cost to the Town, any and all corrections, modifications, additional documents, or other items that may be necessary to correct any errors and/or omissions in the work, services, documents, designs, and marketing by the Chamber.
- D. Key Personnel. The Chamber shall utilize the key personnel, if any, listed in Exhibit A or in the proposal to the Town. The Chamber shall not change key personnel, not utilize the listed key personnel, or utilize any other key personnel without the prior written approval of the Town. Any substituted personnel shall have the same or higher qualifications as the personnel being replaced.

Section III. Compensation and Billing

- A. Compensation. Town agrees to pay the Chamber as compensation for Services on a time and materials basis in accordance with the Scope of Work and fee schedule set forth in **Exhibit A** not to exceed a total amount of \$15,000. Except as otherwise set forth in this Agreement, billing and payment will be in accordance with the conditions set forth in **Exhibit A**.
- B. Payment. Unless otherwise agreed to by the Town in writing, The Chamber will submit a total of two invoices to the Town. The Chamber shall invoice the Town \$7,500 upon execution of this contract. The Chamber shall invoice the Town the remaining \$7,500 in January of 2027. Town will process and remit payment within thirty (30) days and payment will be delinquent only thirty (30)

days after the date received by Town. Each invoice shall set forth a general description of the work performed, in accordance with the Scope of Work, for the hours billed. Payment may be subject to or conditioned upon Town's receipt of unconditional waivers and releases on final payment from all subconsultants. If a dispute over payment arises, and during all claims resolution proceedings, the Chamber shall continue to render the Services in a timely manner. Payment by the Town does not constitute acceptance by the Town of the Services or the Chamber's performance, nor does payment constitute a waiver of any rights or claims by the Town. Invoices shall be emailed to the Development Services Director, Christian Green at christian.green@campverde.az.gov.

- C. Expenses. Any fee required by any governmental agency in order for the Chamber to accomplish a task hereunder shall be provided by Town and is not included in the hourly fee. No reimbursable expenses or costs of any kind shall be paid by the Town unless expressly approved by the Town in writing before they are incurred. Any approved reimbursable expenses will be paid at the actual cost without any markup and will be paid only after they are incurred.
- D. Taxes. The Chamber shall be solely responsible for any and all tax obligations which may result out of the Chamber's performance of this Agreement. The Town shall have no obligation to pay any amounts for taxes, of any type, incurred by the Chamber.

Section IV. Termination

The Town or the Chamber reserves the right to cancel the whole or part of this Agreement with or without cause and for any reason or no reason by giving **60 days** written notice to either party. However, in the event that this Agreement is terminated the Town shall pay the Chamber in full for all services already rendered pursuant to Section II, exclusive of any markup for profit or expected compensation following such termination, and all future obligations under this Agreement shall cease. This Agreement is subject to termination pursuant to A.R.S. § 38-511.

Section V. Successors and Assigns

Neither this Agreement, nor any obligation of the Chamber hereunder, shall be assigned in whole or in part by the Chamber without the prior written consent of the Development Services Director .

Section VI. Waiver and Severability

A waiver of any part of this Agreement, whether express or by conduct, shall not constitute a continuing waiver of such part (unless explicitly stated to be so), or a waiver of any other part, nor shall a waiver of any breach of this Agreement, or any part of it, whether express or by conduct, constitute a waiver of any succeeding breach. The provisions of this Agreement shall be severable such that if any provision shall be deemed to be invalid and unenforceable for any reason, such invalidity or unenforceability shall not affect the remaining provisions hereof.

Section VII. Whole Agreement

This Agreement, represents the parties' whole Agreement. There are no other promises, terms, conditions or obligations, and this Agreement shall supersede all previous communications, representations or agreements, either verbal or written.

Section VIII. Insurance Requirements

The Chamber agrees to procure and maintain at the Chamber's sole expense and to provide a Certificate of Liability Insurance evidencing insurance coverages below.

- A. Comprehensive Commercial General Liability. Combined single limit against claims for Bodily Injury, Death and Property Damage, in connection with services provided and, in an amount, not less than:

- \$1,000,000 each occurrence
- \$2,000,000 aggregate

Certificates of Liability Insurance shall include the following language in the description of operations box:

1. A description of operations
2. Names the Town of Camp Verde as an Additional Insured for General Liability and auto.

B. Comprehensive Commercial Automobile Liability. Combined single limit for Bodily Injury and Property Damage, in an amount not less than:

- \$1,000,000

Commercial Auto Liability Insurance policies or certificates *shall name the Town of Camp Verde as an Additional Insured.*

Required if the Chamber is driving for the town beyond the normal commute to the job site. Including:

1. Non-owned
2. Leased
3. Hired vehicles

C. Worker's Compensation and Employer's Liability.

1. Each Accident \$500,000
2. Each Employee \$500,000
3. Disease, Each \$500,000
4. Employment Practices Liability \$10,000

Exception: sign a waiver provided by the Town relative to being a sole proprietorship without any employees.

D. Professional Liability. Certificate of Insurance for a Professional Liability Insurance Policy for the Chamber (and its employees and agents, if any) for errors and omissions, and negligent acts related to the rendering of such professional with limits of:

- \$1,000,000 each occurrence
- \$1,000,000 aggregate

When policies are renewed or replaced, any retroactive date must coincide with or precede commencement of services by the Chamber under this Agreement. A claims-made policy that is replaced or not renewed must have an extended reporting period not less than two (2) years.

- E. With the execution of this Agreement, the Chamber shall furnish any original Certificates of Insurance evidencing the required coverage to be in force on the date of this Agreement.
- F. The Chamber shall furnish to the Town of Camp Verde any renewal Certificates of Insurance (if coverage has an expiration or renewal dates occurring during the term of this Agreement).
- G. The Chamber shall keep said policies in force for the duration of the Agreement and for any possible extension thereof. The policy shall not be suspended, voided canceled or reduced in coverage for the duration of the Agreement and for any possible extension thereof without at least thirty (30) days' notice of cancellation of material change in coverage. Such notice shall be sent directly to Town of Camp Verde, 473 S. Main Street, Ste. 102, Camp Verde, AZ 86322, Attn: Development Services Director

- H. The receipt of any Certificate of Insurance and endorsement does not constitute an agreement by the Town of Camp Verde that insurance requirements have been met.
- I. Failure of the Chamber to obtain Certificates or other insurance evidence from other the Chamber shall not be deemed a waiver by the Town of Camp Verde.
- J. The Chamber's liability under this Agreement is not in any way limited by the insurance required by this Agreement.
- K. Failure to comply with insurance requirements may be regarded as a breach of the Agreement terms.

Section X. Indemnity

The Chamber agrees, to the fullest extent permitted by law, to indemnify, defend, save and hold harmless the Town of Camp Verde, its departments, agencies, boards, commissions, and its officers, officials, agents, employees and volunteers (hereinafter referred to as "Indemnatee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of the Chamber or any of its owners, officers, directors, agents, employees or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such contractor to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnatee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnatee, be indemnified by the Chamber from and against any and all claims. It is agreed that the Chamber will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of the award of this Agreement, the Chamber agrees to waive all rights of subrogation against the Town of Camp Verde, its officers, officials, agents and employees for losses arising from the work performed by the Chamber for the Town of Camp Verde. The obligations under this Section 10 shall survive termination of this Agreement.

Section XI. Compliance with Federal and State Laws

The Chamber understands and acknowledges the applicability to it of the Americans with Disabilities Act, the Immigration Reform and Control Act of 1986 and the Drug Free Workplace Act of 1989. Under the provisions of A.R.S. §41-4401, the Chamber hereby warrants to the Town that the Chamber and each of its SubConsultants ("SubConsultants") will comply with, and are contractually obligated to comply with, all Federal Immigration laws and regulations that relate to their employees and A.R.S. §23-214(A) (hereinafter "Consultant Immigration Warranty").

A breach of the Consultant Immigration Warranty shall constitute a material breach of the Agreement and shall subject the Chamber to penalties up to and including terminations of this Agreement at the sole discretion of the Town.

The Town retains the legal right to inspect the papers of any the Chamber or SubConsultant's employees who works on this Agreement to ensure that the Chamber or any SubConsultant is complying with the Consultant Immigration Warranty. The Chamber agrees to assist the Town in regard to any such inspections. The Town may, at its sole discretion, conduct random verification of the employment records of the Chamber and any of the SubConsultants to ensure compliance with Consultant's Immigration Warranty. The Chamber agrees to assist the Town in regard to any random verification performed.

Neither the Chamber nor any of the SubConsultants shall be deemed to have materially breached the Consultant Immigration Warranty if the Chamber or SubConsultant establishes that it has complied with the employment verification provisions prescribed by sections 274A and 274B of the Federal Immigration

and Nationality Act and the E-Verify requirements prescribed by A.R.S. §23-214, Subsection A.

Section XII: No Israel Boycott

The Parties agree that they are not currently engaged in and agree that for the duration of the Agreement they will not engage in, a boycott of Israel, as that term is defined in A.R.S. §35- 393.

Section XIII: China

Pursuant to and in compliance with A.R.S. § 35-394, the Chamber hereby agrees and certifies that it does not currently, and agrees for the duration of this Agreement that the Chamber will not, use: (1) the forced labor of ethnic Uyghurs in the People's Republic of China; (2) any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; or (3) any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.

Section XIV: Conflict of Interest Notice Regarding A.R.S. § 38-511

The parties agree that this Agreement may be cancelled for conflict of interest in accordance with A.R.S. § 38-511.

The Greater Verde Valley Chamber of Commerce:

 Date: 09/09/2026
Christian Oliva Del Rio, CEO/President

Town of Camp Verde:

By: _____ Date: _____
Christian Green, Development Services Director

EXHIBIT A - Scope of Work

Purpose: The purpose is for the Chamber to provide professional and technical services to the Town in support of the Town's Strategic Plan, strategic priorities, and goals.

Key Personnel: Christian Oliva Del Rio, President/CEO,
and Andrea Schultz, Director of Operations.

Compensation: The Town shall pay the Chamber a total amount not to exceed \$15,000.

Performance Period: Services will be completed no later than July 31, 2027

Description of Professional Services: The Chamber will:

- Set up monthly check-ins with the Town of Camp Verde staff. Coordinate with the Town on strategic marketing, events and promotions.
- Actively promote Camp Verde tourism and business opportunities. Support the Town through downtown efforts and associated tourism promotion.
- Provide engagement support such as promoting and assisting with classes as applicable, "State of the Community" event, and other potential engagement opportunities. This includes a minimum of four Lunch and Learn events (or similar) and a minimum of two mixers and/or ribbon cuttings (or similar). Routinely outreach to Camp Verde businesses. Maintain positive relationships with area partners to best serve the business development and tourism needs for the Town of Camp Verde.
- Provide the Town with other marketing and event benefits including but not limited to information sharing, radio ads, the Chamber's newsletter, top billing for news and events, news stories through Verde Independent, community calendar, tourism itineraries, registrations for events, and access to shared video/radio marketing (e.g. "Chamber Chat" on local television and YouTube). Provide the Town with quarterly tourism and marketing metrics.
- Explore and move forward regional tourism opportunities to benefit the Town's tourism goals. Educate and outreach with the Town's visitor center staff.
- Serve as an active partner in the Town's Thriving Communities Program.
- Assist and serve as an active participant in the Town Manager's Tourism Working and Engagement Group.
- Serve as an ambassador for our Spanish-speaking businesses and connect them with the BRIC.
- Provide printed information listing Chamber benefits for both members and non-members.
- Provide eight admissions to either the annual dinner or annual golf outing.

Town of Camp Verde Responsibilities:

- Provide the Chamber with information, marketing collateral, and other data beneficial to the Chamber's marketing assistance.
- Attend monthly check-ins with the Chamber.
- Provide visitor center data in a timely fashion that aligns with the Chamber's data collection.
- Promote the Chamber as a partner as well as their benefits to businesses.

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Town Council

Agenda Information Memorandum

Meeting Date: October 7, 2026

Agenda Item Type:

- | | | |
|--|---|--|
| ☒ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☐ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Finance

Staff Resource: Finance Director Mike Showers

Agenda Title: Approval of Resolution 2026-1223, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, establishing specific payment timelines for Mayor and Council monthly stipends as established in Resolution 2022-1089.

Attached Documents:

- Resolution 2026-1223

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviewed By:

- | | | | | |
|--|---|--|---|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☒ Finance | ☐ Other: |
|--|---|--|---|---------------------------------|

Financial Review (if applicable):

- Funding Source / GL Account Number: N/A
- Approved in the FY27 Budget? ☐ Yes ☐ No ☒ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Background Information:

Misunderstandings and disagreements have arisen around the start and stop times for Council monthly stipends. This Resolution is being brought forward to establish specific timelines for monthly stipend payments for Council Members that can be easily understood by Council and staff. This proposal would create a specific 12 equal payment system for every Council members service time, regardless of specific days within a month, that members are officially seated.

Connection to the [FY27 Strategic Plan](#)

N/A

Proposed Motion(s):

None.



RESOLUTION NO. 2026-1223

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ESTABLISHING SPECIFIC PAYMENT TIMELINES FOR MAYOR AND COUNCIL MONTHLY STIPENDS AS ESTABLISHED IN RESOLUTION 2022-1089.

WHEREAS, ARS 9-232-01 allows for compensation or salary to be paid the Mayor and Council Members; and

WHEREAS, Resolution 2022-1089 established updated monthly Council stipend payments; and

WHEREAS, it is necessary to establish specific payment dates for Council stipends to avoid confusion and provide for continuity over time.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, that monthly stipend payments for newly seated Mayor and Council Members shall begin the first full month after they are officially seated and shall terminate with payment in the month in which they last served.

PASSED, AND APPROVED BY A MAJORITY VOTE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, THIS 7th DAY OF OCTOBER 2026.

Marie Moore, Mayor

ATTEST:

Leah Rhodes, Town Clerk

APPROVED AS TO FORM:

Trish Stuhan, Town Attorney
Pierce Coleman, PLLC



Meeting Date: October 7, 2026

Agenda Item Type:

- | | | |
|---|--|--|
| ☐ Consent Agenda | ☒ Informational Presentation | ☐ Discussion Item |
| ☐ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Parks & Recreation Commission

Resource: Parks & Recreation Commission Vice Chair Mary Hughes

Agenda Title: Parks & Recreation Commission Q3 2026 Update

Attached Documents: Q3 2026 Update

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Reviewed By:

- | | | | | |
|--|---|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|---|--|----------------------------------|---------------------------------|

Financial Review (if applicable): N/A

- Funding Source / GL Account Number:
- Approved in the FY27 Budget? ☐ Yes ☐ No ☒ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Background Information:

Parks & Recreation Commission Vice Chair Mary Hughes will present an update on the Parks & Recreation Commission's activities.

Connection to the [FY25-FY30 Strategic Plan](#)

Keeping the Town Council and community informed about the work of Boards and Commissions exemplifies Effective Governance.

Question(s) before the Council:

- Does the Council have any questions for Vice Chair Hughes?

Parks and Recreation Commission 3rd quarter 2026 report

My name is Mary Hughes, Vice-Chairperson of the Parks and Recreation Commission. I have been asked to provide the report for the third quarter of 2026.

The Commission has been busy with continuation of Parks and Recreation Master Plan discussion as well as other new and continuing engagement and services.

We were pleased to welcome a new commissioner, Sylvia Strobel, replacing Zach McKay who moved out of Camp Verde.

We continue to learn of updates on the Sports Complex as they advance toward completion of Phase 1 with the concession/rest room now open for public use, completion of concrete walkway with landscaping, and irrigation underway. The town tentatively plans to apply for a Phase II grant in October with tentative ability to start in July of 2027.

We received a presentation by Mr. Mike Showers on Town acceptance and administration of monetary and in-kind donations.

The Commission was updated on the Parks and Recreation FY 27 CIP, with the plan to update the Heritage pool being the potentially only project able to go forward.

Discussion was held regarding the potential for an Equestrian commission vs. a subcommittee under the PRC with the PRC leaning toward a subcommittee. Recommendations to be sent to Council. PRC thanked Parks and Recreation for working to extend Heritage pool hours from August 3 through Labor Day. This was met with gratitude by regular pool users.

The Commission reviewed and approved of Working Agreements.

Corn Fest activities, new games, water run and watermelon eating contests were reviewed. Volunteers to oversee the games came forward.

Announcement was made of the Fort Verde Days Grand Marshall, Mr. Bob Weir.

Discussion was had regarding an amendment to the Verde Lakes Park strategic plan. The Commission recommended that the Town engage in Verde Lakes community feedback with possible amendment of the VLP strategic plan.

Discussion continues on the Parks and Recreation Master Plan, a September work session was to review the latest document from Kimley-Horn. The Draft will be reviewed again at the October 5 PRC meeting.

The Commission would like to thank the Parks and Recreation Manager, Shawna Figy, P&R staff, and the Town Council for continued support of the Parks and Recreation Commission.

Thank you. Are there any questions.



Meeting Date: October 7, 2026

Agenda Item Type:

- | | | |
|---|--|--|
| ☐ Consent Agenda | ☒ Informational Presentation | ☐ Discussion Item |
| ☐ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Planning & Zoning Commission

Resource: Planning & Zoning Commission Chair William Tippet

Agenda Title: Planning & Zoning Commission Q3 2026 Update

Attached Documents: Q3 2026 Update

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Reviewed By:

- | | | | | |
|--|---|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|---|--|----------------------------------|---------------------------------|

Financial Review (if applicable): N/A

- Funding Source / GL Account Number:
- Approved in the FY27 Budget? ☐ Yes ☐ No ☒ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Background Information:

Planning & Zoning Commission Chair Bill Tippet will present an update on the Planning & Zoning Commission's activities.

Connection to the [FY25-FY30 Strategic Plan](#)

Keeping the Town Council and community informed about the work of Boards and Commissions exemplifies Effective Governance.

Question(s) before the Council:

- Does the Council have any questions for Chair Tippet?

TOWN OF CAMP VERDE – PLANNING & ZONING COMMISSION

Q3 2026 Update before Council:

JULY SESSIONS CANCELLED

THURSDAY AUGUST 27, 2026, at 6:00 P.M. – Regular Session

- Discussed and reconsidered recommendation of Use Permit application to operate a recreational vehicle park at Jackpot Ranch which had been unanimously recommended for denial due to strain on town's existing resources and citizens' concerns regarding location near residential.
 - Town Council had remanded back to P&Z Commission due to a belief that recommendation to deny was insufficiently supported by factual reasons and/or thorough deliberation.
 - Staff provided additional facts, including statutory considerations, and potential recommendations to possibly make project amenable to public.
- After three hours of questions and deliberation the commission voted 5-1 (Commissioner Scantlebury absent) to recommend approval of Use Permit with conditions. All commissioners present provided justification for their votes and a statement of opposition previously provided by Commissioner Scantlebury was read into the record. I encourage all members of the council to listen to our entire meeting before deciding on the issue since an obvious reluctance by all members of the commission is not relayed well in the minutes.

THURSDAY SEPTEMBER 3, 2026, at 5:00 P.M. – JOINT WORK SESSION W/TAG (Technical Advisory Group)

- Discussion regarding Revised Use Standards for Conditional Use Permits as part of the comprehensive Planning & Zoning Ordinance update.
 - Commission members asked staff to provide update on progress of existing Use Permits out of compliance.
 - Commission members asked for clearer guidelines of how best to handle noncompliance of use permits and grounds for revocation.



Meeting Date: October 7, 2026

Agenda Item Type:

- | | | |
|---|--|--|
| ☐ Consent Agenda | ☒ Informational Presentation | ☐ Discussion Item |
| ☐ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Town Manager & Finance

Staff Resource: Interim Town Manager Charlie Cassens & Finance Director Mike Showers

Agenda Title: Presentation on lease procurement of vehicles.

Attached Documents: N/A

Estimated Presentation Time: 10 mins

Estimated Discussion Time: 10 mins

Reviewed By:

- | | | | | |
|--|---|--|---|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☒ Finance | ☐ Other: |
|--|---|--|---|---------------------------------|

Financial Review (if applicable):

- Funding Source / GL Account Number: N/A
- Approved in the FY27 Budget? ☐ Yes ☐ No ☒ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Background Information:

The Town Manager will present information regarding the Town's vehicle leasing program with Enterprise.

Connection to the [FY27 Strategic Plan](#)

N/A

Proposed Motion(s):

None.

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Town Council

Agenda Information Memorandum

Meeting Date: October 7, 2026

Agenda Item Type:

- ☐ Consent Agenda ☐ Informational Presentation ☐ Discussion Item
☒ Action/Decision Item ☐ Executive Session Request ☐ Other:

Requesting Department: Town Clerk

Staff Resource: Town Clerk Leah Rhodes

Agenda Title: **Public Hearing:** Discussion, consideration and possible approval of a recommendation to the Arizona Department of Liquor Licenses and Control regarding an application for a Series 10, Beer and Wine Store Liquor License for Walgreens, located at 475 W. Finnie Flat Rd, Camp Verde, Arizona, 86322.

Attached Documents: Liquor License Application

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 minutes

Reviewed By:

- ☒ Town Manager ☒ Legal ☐ Risk Management ☐ Finance ☐ Other:

Financial Review (if applicable): N/A

- Funding Source / GL Account Number:
- Approved in the FY27 Budget? ☐ Yes ☐ No ☒ N/A ☐ Other:
- Is this an approved CIP Project? ☐ Yes ☐ No ☒ N/A ☐ Other:

Background Information:

An application for a Series 10, Beer and Wine Store Liquor License, was submitted by Agent Andrea Lewkowicz for the Walgreens, located at 475 W. Finnie Flat Road. The application is for an Acquisition of Control for the new ownership. This non-transferable, off-sale retail privileges liquor license allows a retail store to sell beer and wine (no other spirituous liquors), only in the original unbroken package, to be taken away from the premises of the retailer and consumed off the premises.

Ms. Lewkowicz has submitted all the necessary paperwork to the Town of Camp Verde and the Arizona Department of Liquor Licenses and Control and has paid all fees associated with the application.

Per Arizona Revised Statute §4-201, the application and public notice were posted for 20 days in a conspicuous place on the subject property. No comments for or against the application were received.

A copy of the attached application was distributed to the necessary Town Departments for review. Town Staff has no objection to the license's approval.

Question(s) before the Council:

- Does Council have any questions for staff?
- Does Council have any questions for the applicant?



Town Council Agenda Information Memorandum

Proposed Motion:

Move to **APPROVE** submitting to the Arizona Department of Liquor License and Control a recommendation of approval for a Series 10, Beer and Wine Store Liquor License for Walgreens, located at 475 W. Finne Flat Road, Camp Verde, Arizona, 86322.

OR

Move to **DENY** submitting to the Arizona Department of Liquor License and Control a recommendation of approval.

State of Arizona
Department of Liquor Licenses and Control

Created 08/27/2026 @ 04:28:59 PM

Local Governing Body Report

LICENSE

Number: _____ Type: **Multi AOC**

Name: _____

State: _____

Issue Date: _____ Expiration Date: 08/31/2026

Original Issue Date: _____

Location: _____

Mailing Address: _____

Phone: _____

Alt. Phone: _____

Email: _____

Currently, this license has pending applications.

AGENT

Name: ANDREA DAHLMAN LEWKOWITZ

Gender: Female

Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone: [REDACTED]

Alt. Phone: [REDACTED]

Email: [REDACTED]

OWNER

Name: WALGREEN ARIZONA DRUG CO

Contact Name: ANDREA LEWKOWITZ

Type: CORPORATION

AZ CC File Number: 00449518 State of Incorporation: AZ

Incorporation Date: 01/22/1954

Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone: [REDACTED]

Alt. Phone: [REDACTED]

Email: [REDACTED]@COM

Officers / Stockholders

Name:
WALGREEN CO
PAUL SUNG SOO LIM
MICHAEL GEORGE HANDAL
RICHARD PAUL GATES

Title:
Stockholder
Secretary
Officer
President

% Interest:
100.00

WALGREEN ARIZONA DRUG CO - Stockholder

Name: WALGREEN CO
Contact Name: ANDREA LEWKOWITZ
Type: CORPORATION
AZ CC File Number:
Incorporation Date:
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

State of Incorporation:

Phone:

Alt. Phone:

Email:

WALGREEN CO - Stockholder

Name: WALGREENS HOLDING COMPANY
Contact Name: ANDREA DAHLMAN LEWKOWITZ
Type: CORPORATION
AZ CC File Number:

State of Incorporation:

Incorporation Date:
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone:

Alt. Phone:

Email:

WALGREEN CO - President
WALGREENS HOLDING COMPANY - Sr VP/Chief
Pharmacy Officer

WALGREEN ARIZONA DRUG CO - President

Name: RICHARD PAUL GATES
Gender: Male
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone:

Alt. Phone:

Email:

WALGREEN CO - Officer
WALGREEN ARIZONA DRUG CO - Officer

Name: MICHAEL GEORGE HANDAL
Gender: Male
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: [REDACTED]

WALGREEN CO - Officer
WALGREENS HOLDING COMPANY - CEO /
Director

Name: MICHAEL JAMES MOTZ
Gender: Male
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: [REDACTED]

WALGREEN CO - Secretary
WALGREEN ARIZONA DRUG CO - Secretary

Name: PAUL SUNG SOO LIM
Gender: Male
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: [REDACTED]

WALGREENS HOLDING COMPANY - Director
BLAZING STAR PARENT LLC - Pres/Dir

Name: STEFAN LANIER KALUZYNY
Gender: Male
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: [REDACTED]

WALGREENS HOLDING COMPANY - Stockholder

Name: BLAZING STAR PARENT LLC
Contact Name: ANDREA DAHLMAN LEWKOWITZ
Type: LIMITED LIABILITY COMPANY
AZ CC File Number:
Incorporation Date: State of Incorporation:

Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone: [REDACTED]
Alt. Phone:
Email: [REDACTED]

MANAGERS

Name: GARY ALAN CARPENTER
Gender: Male
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone: [REDACTED]
Alt. Phone:
Email: [REDACTED]

Name: BEATRIZ PAULINE BANUELOS
Gender: Female
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone: [REDACTED]
Alt. Phone:
Email: [REDACTED]

Name: GILBERTO GARCIA RUIZ
Gender: Male
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone: [REDACTED]
Alt. Phone:
Email: [REDACTED]

Name: JOSEPH FRIELLO
Gender: Male
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA
Phone: (616) 538-1553
Alt. Phone: [REDACTED]
Email: [REDACTED]

Name: ADAM JAMES BRUHA
Gender: Male
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA
Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: [REDACTED]

Name: KATHIE SUZANNE THUN
Gender: Female
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA
Phone: (623) 229-3013
Alt. Phone: [REDACTED]
Email: [REDACTED]

Name: VICENTE ANDRES MARTINEZ
Gender: Male
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA
Phone: (602) 317-1058
Alt. Phone: [REDACTED]
Email: [REDACTED]

Name: REEANE NICOLE RAMOS
Gender: Female
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: [REDACTED]

Name: LAWRENCE PAUL CLEMENTS
Gender: Male
Correspondence Address: 2600 N CENTRAL AVENUE
#1775
PHOENIX, AZ 85004
USA

Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: [REDACTED]

APPLICATION INFORMATION

Application Number: 408077
Application Type: Multi-License Acquisition of Control
Created Date: 08/03/2026

WALGREEN ARIZONA DRUG CO

LICENSES FOR CAMP VERDE

010133214
WALGREENS #12385
475 W FINNIE FLATS RD
CAMP VERDE 86322

LICENSE NO.	BUSINESS NAME	ADDRESS	CITY	ZIP	COUNTY	PREMISES MGR
10075885	WALGREENS #07516	2411 W ANTHEM WAY	ANTHEM (IN PHX)	85086	Maricopa	Gary Carpenter
9070058	WALGREENS #2963	11545 E APACHE Trail	APACHE JUNCTION	85120	Pinal	Vicente A Martinez
09110003	WALGREENS #4188	55 W APACHE Trail	APACHE JUNCTION	85120	Pinal	Vicente A Martinez
09070236	WALGREENS #05776	1451 N DYSART Road	AVONDALE	85323	Maricopa	Reeane N Ramos
10075948	WALGREENS #07387	10710 W MCDOWELL Road	AVONDALE	85392	Maricopa	Reeane N Ramos
09073502	WALGREENS #09175	23477 W YUMA ROAD	BUCKEYE	85326	Maricopa	Reeane N Ramos
09070113	WALGREENS #11470	25073 W SOUTHERN Avenue	BUCKEYE	85326	Maricopa	Reeane N Ramos
09080040	WALGREENS #3913	2360 HWY 95	BULLHEAD CITY	86442	Mohave	Adam J Bruha
10133214	WALGREENS #12385	475 W FINNIE FLATS Road	CAMP VERDE	86322	Yavapai	Gary Carpenter
09110020	WALGREENS #04344	1514 E FLORENCE Boulevard	CASA GRANDE	85122	Pinal	Joseph Friello
10113193	WALGREENS #06129	2021 N PINAL Avenue	CASA GRANDE	85122	Pinal	Joseph Friello
10113192	WALGREENS #10505	2785 N PINAL Avenue	CASA GRANDE	85122	Pinal	Joseph Friello
10113196	WALGREENS #10998	2483 E FLORENCE BOULEVARD	CASA GRANDE	85122	Pinal	Joseph Friello
10076042	WALGREENS #03726	1985 E CHANDLER BLVD	CHANDLER	85225	Maricopa	Kathie S Thun
10076043	WALGREENS #04077	3005 E RIGGS ROAD	CHANDLER	85249	Maricopa	Joseph Friello
10076041	WALGREENS #04793	1975 S ALMA SCHOOL Road	CHANDLER	85286	Maricopa	Joseph Friello
10076039	WALGREENS #07723	975 E OCOTILLO ROAD	CHANDLER	85249	Maricopa	Joseph Friello
10076040	WALGREENS #2056	1925 W CHANDLER BLVD	CHANDLER	85224	Maricopa	Kathie S Thun
09070306	WALGREENS #3531	4949 W CHANDLER Boulevard	CHANDLER	85226	Maricopa	Kathie S Thun
09070283	WALGREENS #3727	1919 N DOBSON Road	CHANDLER	85224	Maricopa	Kathie S Thun
10133213	WALGREENS #09571	1020 N STATE RT 89	CHINO VALLEY	96323	Yavapai	Adam J Bruha
10113190	WALGREENS #09652	1575 N ARIZONA Boulevard	COOLIDGE	85228	Pinal	Joseph Friello
10133210	WALGREENS #05567	550 S MAIN Street	COTTONWOOD	86326	Yavapai	Gary Carpenter
09070602	WALGREENS #07026	12244 W CACTUS Avenue	EL MIRAGE	85335	Maricopa	Adam Bruha
09030027	WALGREENS #05221	1025 S MILTON Road	FLAGSTAFF	86001	Coconino	Gary Carpenter
09030039	WALGREEN'S #15206	2610 E RT 66	FLAGSTAFF	86004	Coconino	Gary Carpenter
10075913	WALGREENS #06060	16415 E PALISADES BLVD	FOUNTAIN HILLS	85268	Maricopa	Vicente A Martinez
09079019	WALGREENS #03008	785 S COOPER Road	GILBERT	85233	Maricopa	Kathie S Thun
10075898	WALGREENS #03184	1585 E GUADALUPE ROAD	GILBERT	85234	Maricopa	Kathie S Thun
10075877	WALGREENS #04018	2345 E BASELINE Road	GILBERT	85234	Maricopa	Kathie S Thun
10075946	WALGREENS #04543	805 S VAL VISTA DRIVE	GILBERT	85296	Maricopa	Kathie S Thun
10075938	WALGREENS #05215	2363 S LINDSAY Road	GILBERT	85296	Maricopa	Joseph Friello
10075943	WALGREENS #05799	754 N HIGLEY ROAD	GILBERT	85234	Maricopa	Kathie S Thun
10075951	WALGREENS #06062	76 W GUADALUPE	GILBERT	85233	Maricopa	Kathie S Thun
10075947	WALGREENS #06692	4766 E QUEEN CREEK Road	GILBERT	85297	Maricopa	Joseph Friello
10076009	WALGREENS #06880	2431 S HIGLEY Road	GILBERT	85295	Maricopa	Joseph Friello
10075992	WALGREENS #07747	3233 E GERMANN Road	GILBERT	85297	Maricopa	Joseph Friello
10076005	WALGREENS #10260	3230 E CHANDLER HEIGHTS	GILBERT	85298	Maricopa	Joseph Friello
010070032275	WALGREENS #21450	4750 S VAL VISTA DRIVE	GILBERT	85297	Maricopa	Joseph Friello
10076001	WALGREENS #03385	5421 W THUNDERBIRD Road	GLENDALE	85306	Maricopa	Adam Bruha
10075983	WALGREENS #04020	5895 W PEORIA	GLENDALE	85302	Maricopa	Lawrence P Clements
10076003	WALGREENS #04434	22280 N 67TH AVENUE	GLENDALE	85310	Maricopa	Adam J Bruha
09070547	WALGREENS #05266	21632 N 35TH Avenue	GLENDALE	85308	Maricopa	Adam J Bruha
10075991	WALGREENS #05775	8309 W GLENDALE Avenue	GLENDALE	85305	Maricopa	Reeane N Ramos
10075879	WALGREENS #06065	9009 N 67TH Avenue	GLENDALE	85302	Maricopa	Lawrence P Clements
09070734	WALGREENS #1969	6006 N 67TH Avenue	GLENDALE	85301	Maricopa	Reeane N Ramos
09070134	WALGREENS #3003	6690 W UNION HILLS DRIVE	GLENDALE	85308	Maricopa	Lawrence P Clements
09070564	WALGREENS #3049	4965 W BELL Road	GLENDALE	85308	Maricopa	Lawrence P Clements
10113197	WALGREENS #06440	6951 S KINGS RANCH Road	GOLD CANYON	85218	Pinal	Vicente A Martinez
10075903	WALGREENS #02243	387 N ESTRELLA PARKWAY Parkw	GOODYEAR	85338	Maricopa	Reeane N Ramos
10076026	WALGREENS #12334	1654 N PEBBLE CREEK Parkway	GOODYEAR	85395	Maricopa	Reeane N Ramos
10076350	WALGREENS #12386	9800 S ESTRELLA Parkway	GOODYEAR	85338	Maricopa	Reeane N Ramos
09070533	WALGREENS #3657	3361 N LITCHFIELD ROAD	GOODYEAR	85338	Maricopa	Reeane N Ramos
09100097	WALGREENS #05312	375 W CONTINENTAL ROAD	GREEN VALLEY	85614	Pima	Beatriz P Banuelos
10103566	WALGREENS #09186	18600 S NOGALES Highway	GREEN VALLEY	85614	Pima	Beatriz P Banuelos
09100100	WALGREENS #2232	313 W ESPERANZA Boulevard	GREEN VALLEY	85614	Pima	Beatriz P Banuelos
09080001	WALGREENS #12880	1925 ANDY DEVINE Avenue	KINGMAN	86401	Mohave	Adam J Bruha
09080034	WALGREENS #3245	3485 STOCKTON HILL Road	KINGMAN	86401	Mohave	Adam J Bruha

WALGREEN ARIZONA DRUG CO.
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09080020	WALGREENS #5208	25 LAKE HAVASU AVE S	LAKE HAVASU CITY	86403	Mohave	Adam J Bruha
10075884	WALGREENS #07582	13014 W CAMELBACK ROAD	LITCHFIELD PARK	85340	Maricopa	Reeane N Ramos
10103582	WALGREENS #05156	7800 N CORTARO ROAD	MARANA	85743	Pima	Beatriz P Banuelos
10103581	WALGREENS #07209	3800 W INA ROAD	MARANA	85741	Pima	Beatriz P Banuelos
09100090	WALGREENS #9952	12050 N DOVE MOUNTAIN Boulevard	MARANA	85653	Pima	Beatriz P Banuelos
10113195	WALGREENS #09264	21274 N JOHN WAYNE Parkway	MARICOPA	85139	Pinal	Joseph Friello
010110011481	WALGREENS #21293	41840 W MARICOPA-CASA GRAN	MARICOPA	85138	Pinal	Joseph Friello
10075912	WALGREENS #06177	1135 N MESA Drive	MESA	85201	Maricopa	Kathie S Thun
10075896	WALGREENS #03670	1159 E SOUTHERN Avenue	MESA	85204	Maricopa	Kathie S Thun
10075873	WALGREENS #03767	2737 E MCKELLIPS Road	MESA	85213	Maricopa	Vicente A Martinez
10075915	WALGREENS #04435	4420 E BROWN Road	MESA	85205	Maricopa	Vicente A Martinez
10075921	WALGREENS #05039	746 W UNIVERSITY Drive	MESA	85201	Maricopa	Vicente A Martinez
10075920	WALGREENS #05392	420 S SOSSAMAN ROAD	MESA	85208	Maricopa	Vicente A Martinez
10075922	WALGREENS #05701	1158 S CRIMSON ROAD	MESA	85208	Maricopa	Vicente A Martinez
10075906	WALGREENS #06582	9230 E MAIN STREET	MESA	85207	Maricopa	Vicente A Martinez
10075910	WALGREENS #06784	2024 W MAIN STREET	MESA	85201	Maricopa	Vicente A Martinez
10075894	WALGREENS #07558	9233 E GUADALUPE Road	MESA	85212	Maricopa	Kathie S Thun
10075918	WALGREENS #07828	6002 E MAIN Street	MESA	85205	Maricopa	Vicente A Martinez
10075876	WALGREENS #09202	1142 W GUADALUPE Road	MESA	85210	Maricopa	Kathie S Thun
10076031	WALGREENS #11182	1130 W SOUTHERN Avenue	MESA	85210	Maricopa	Kathie S Thun
10076025	WALGREENS #12335	10825 E BASELINE Road	MESA	85240	Maricopa	Kathie S Thun
09070562	WALGREENS #2771	1305 S GREENFIELD Avenue	MESA	85206	Maricopa	Kathie S Thun
09070078	WALGREENS #3215	1935 N POWER Road	MESA	85205	Maricopa	Vicente A Martinez
09070292	WALGREENS #3591	2811 E BROADWAY	MESA	85204	Maricopa	Vicente A Martinez
09070281	WALGREENS #3728	7059 E BASELINE Road	MESA	85208	Maricopa	Kathie S Thun
10123052	WALGREENS #07623	1959 N GRAND Avenue	NOGALES	85621	Santa Cruz	Beatriz P Banuelos
10103556	WALGREENS #04103	10405 N LA CANADA Drive	ORO VALLEY	85737	Pima	Beatriz P Banuelos
09100157	WALGREENS #3447	12965 N ORACLE ROAD	ORO VALLEY	85739	Pima	Beatriz P Banuelos
09100094	WALGREENS #6411	11951 N 1ST Avenue	ORO VALLEY	85737	Pima	Beatriz P Banuelos
10043057	WALGREENS #06533	100 S BEELINE Highway	PAYSON	85541	Gila	Gary Carpenter
10075939	WALGREENS #04742	8310 W DEER VALLEY ROAD	PEORIA	85382	Maricopa	Adam J Bruha
10075950	WALGREENS #05222	9040 W PEORIA AVENUE	PEORIA	85345	Maricopa	Adam J Bruha
10075998	WALGREENS #05353	20266 N LAKE PLEASANT Road	PEORIA	85382	Maricopa	Adam J Bruha
10075940	WALGREENS #10241	28516 N EL MIRAGE Road	PEORIA	85383	Maricopa	Adam J Bruha
09070086	WALGREENS #3048	9050 W UNION HILLS Drive	PEORIA	85382	Maricopa	Adam J Bruha
09070118	WALGREENS #3427	7448 W THUNDERBIRD	PEORIA	85381	Maricopa	Lawrence P Clements
09070288	WALGREENS #16082	10602 N 32ND Street	PHOENIX	85028	Maricopa	Lawrence P Clements
10075927	WALGREENS #03191	10865 N TATUM Boulevard	PHOENIX	85028	Maricopa	Gary Carpenter
10075942	WALGREENS #05569	1315 E CHANDLER Boulevard	PHOENIX	85048	Maricopa	Reeane N Ramos
10075958	WALGREENS #06599	13227 N 7TH Street	PHOENIX	85022	Maricopa	Lawrence P Clements
10076090	WALGREENS #12739	15450 N TATUM Boulevard	PHOENIX	85032	Maricopa	Gary Carpenter
10075936	WALGREENS #03769	1616 E THOMAS Road	PHOENIX	85016	Maricopa	Lawrence P Clements
10075996	WALGREENS #06021	1620 N 59TH Avenue	PHOENIX	85035	Maricopa	Reeane N Ramos
10076008	WALGREENS #06063	1825 W BETHANY HOME Road	PHOENIX	85015	Maricopa	Lawrence P Clements
10075967	WALGREENS #09057	18433 N 19TH Avenue	PHOENIX	85023	Maricopa	Lawrence P Clements
09070673	WALGREENS #3477	204 E BELL Road	PHOENIX	85022	Maricopa	Lawrence P Clements
09070285	WALGREENS #3132	2415 E UNION HILLS Drive	PHOENIX	85050	Maricopa	Lawrence P Clements
10075961	WALGREENS #06535	2420 E BASELINE Road	PHOENIX	85042	Maricopa	Reeane N Ramos
09070312	WALGREENS #3593	2610 W THUNDERBIRD Road	PHOENIX	85023	Maricopa	Lawrence P Clements
09070280	WALGREENS #09472	2707 W CAREFREE Highway	PHOENIX	85085	Maricopa	Gary Carpenter
10075941	WALGREENS #04909	2921 N 83RD Avenue	PHOENIX	85033	Maricopa	Reeane N Ramos
10075968	WALGREENS #06872	2930 N 67TH Avenue	PHOENIX	85033	Maricopa	Reeane N Ramos
10075984	WALGREENS #03912	29660 N TATUM Boulevard	PHOENIX	85331	Maricopa	Gary Carpenter
09078001	WALGREENS #03464	3402 N CENTRAL Avenue	PHOENIX	85012	Maricopa	Lawrence P Clements
10075934	WALGREENS #04508	3431 W UNION HILLS Drive	PHOENIX	85027	Maricopa	Lawrence P Clements
10075988	WALGREENS #10111	3434 W SOUTHERN Avenue	PHOENIX	85041	Maricopa	Reeane N Ramos
10075933	WALGREENS #04139	3450 W DUNLAP Avenue	PHOENIX	85051	Maricopa	Lawrence P Clements
10075935	WALGREENS #03789	3605 E THOMAS Road	PHOENIX	85018	Maricopa	Gary Carpenter
10076000	WALGREENS #04422	3945 E SOUTHERN Avenue	PHOENIX	85040	Maricopa	Reeane N Ramos

WALGREEN ARIZONA DRUG CO.
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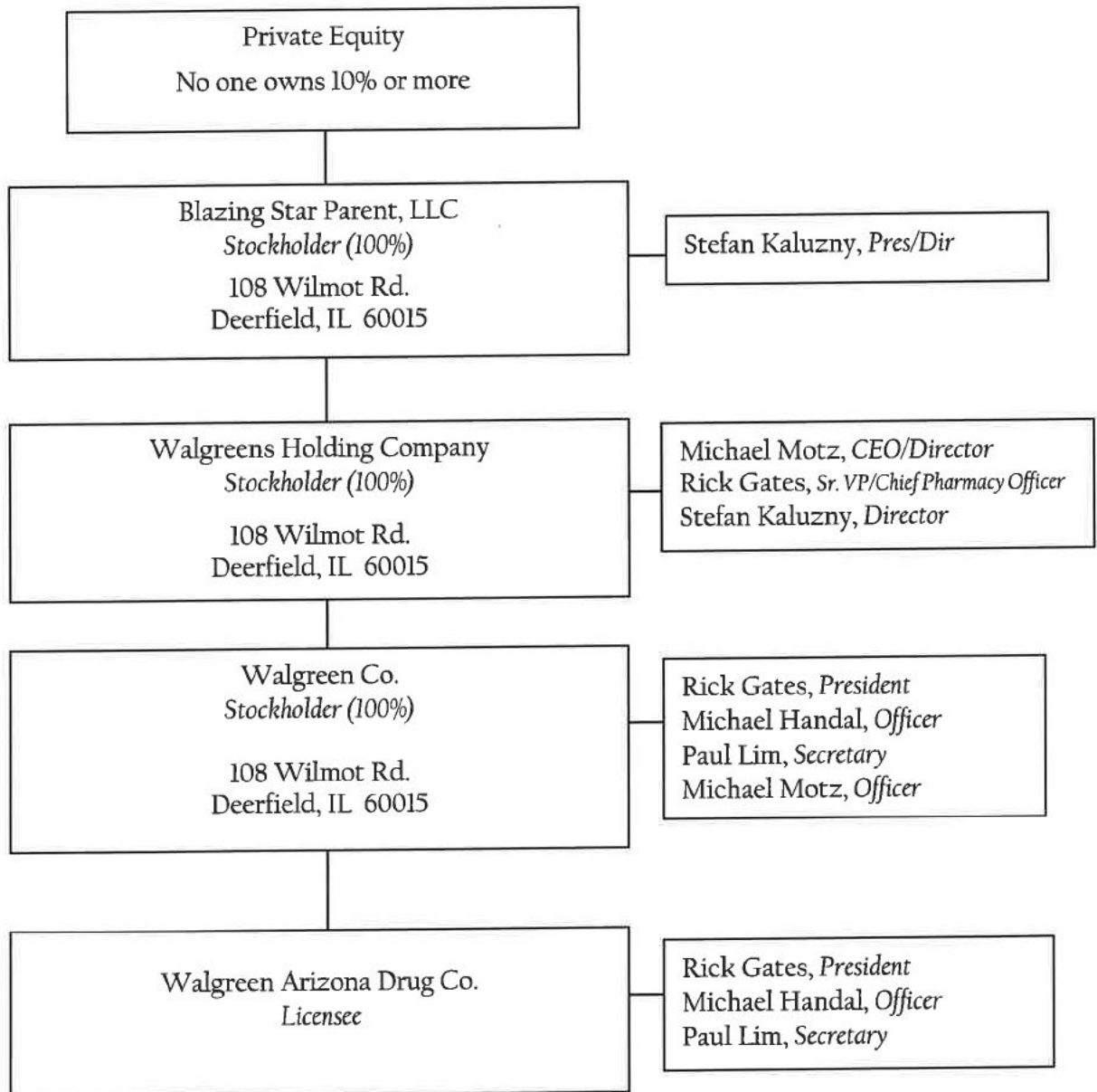
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10075964	WALGREENS #04046	3960 E CHANDLER Boulevard	PHOENIX	85044	Maricopa	Kathie S Thun
09070347	WALGREENS #05938	4134 N 44TH STREET	PHOENIX	85018	Maricopa	Gary Carpenter
10075959	WALGREENS #05937	4315 W MCDOWELL Road	PHOENIX	85035	Maricopa	Reeane N Ramos
10075960	WALGREENS #06736	4410 W CACTUS Road	PHOENIX	85304	Maricopa	Lawrence P Clements
10075956	WALGREENS #09261	4710 E ROSE GARDEN Lane	PHOENIX	85050	Maricopa	Gary Carpenter
10076154	WALGREENS #13870	4875 E ELLIOT Road	PHOENIX	85044	Maricopa	Kathie S Thun
10075926	WALGREENS #01272	5101 W INDIAN SCHOOL Road	PHOENIX	85031	Maricopa	Reeane N Ramos
10075997	WALGREENS #09179	5115 W BASELINE Road	PHOENIX	85339	Maricopa	Reeane N Ramos
09070063	WALGREENS #3087	5625 E THOMAS Road	PHOENIX	85018	Maricopa	Gary Carpenter
10075979	WALGREENS #07110	6640 W HAPPY VALLEY Road	PHOENIX	85310	Maricopa	Adam J Bruha
10075963	WALGREENS #07018	6838 N 7TH Street	PHOENIX	85014	Maricopa	Lawrence P Clements
09070579	WALGREENS #2851	7000 N 16TH Street	PHOENIX	85020	Maricopa	Lawrence P Clements
10076002	WALGREENS #06697	7606 S 7TH Street	PHOENIX	85040	Maricopa	Reeane N Ramos
10075966	WALGREENS #06400	8030 N 19TH Avenue	PHOENIX	85021	Maricopa	Lawrence P Clements
10075965	WALGREENS #07663	8280 W LOWER BUCKEYE Road	PHOENIX	85043	Maricopa	Reeane N Ramos
10075973	WALGREENS #05668	8301 W CAMELBACK Road	PHOENIX	85037	Maricopa	Reeane N Ramos
10133209	WALGREENS #09292	1310 WILLOW CREEK Road	PRESCOTT	86301	Yavapai	Adam J Bruha
09130016	WALGREENS #2555	178 E SHELDON	PRESCOTT	86301	Yavapai	Adam J Bruha
10133211	WALGREENS #06666	2880 N CENTRE Court	PRESCOTT VALLEY	86314	Yavapai	Adam J Bruha
10113189	WALGREENS #01076	333 E HUNT HIGHWAY	QUEEN CREEK	85142	Pinal	Joseph Friello
10113199	WALGREENS #09840	3111 W HUNT Highway	QUEEN CREEK	85242	Pinal	Joseph Friello
10075887	WALGREENS #11116	21212 E OCOTILLO Road	QUEEN CREEK	85142	Maricopa	Joseph Friello
10053024	WALGREENS #02429	1995 W THATCHER Boulevard	SAFFORD	85546	Graham	Gilberto Garcia
09110072	WALGREENS #09460	40663 N GANTZEL Road	SAN TAN VALLEY	85140	Pinal	Joseph Friello
10075974	WALGREENS #01950	10135 E VIA LINDA	SCOTTSDALE	85258	Maricopa	Vicente A Martinez
09070001	WALGREENS #06729	10929 E DYNAMITE Boulevard	SCOTTSDALE	85262	Maricopa	Gary Carpenter
10075987	WALGREENS #05890	11250 E VIA LINDA	SCOTTSDALE	85259	Maricopa	Vicente A Martinez
09070029	WALGREENS #04507	15025 N THOMPSON PEAK PWY	SCOTTSDALE	85260	Maricopa	Vicente A Martinez
10075980	WALGREENS #06534	20631 N SCOTTSDALE Road	SCOTTSDALE	85255	Maricopa	Gary Carpenter
09070646	WALGREENS #03163	3420 N SCOTTSDALE Road	SCOTTSDALE	85251	Maricopa	Vicente A Martinez
10075986	WALGREENS #03766	34402 N SCOTTSDALE Road	SCOTTSDALE	85262	Maricopa	Gary Carpenter
09070525	WALGREENS #13758	6200 N SCOTTSDALE Road	SCOTTSDALE	85253	Maricopa	Gary Carpenter
10075957	WALGREENS #05453	6501 E GREENWAY Parkway BLDC	SCOTTSDALE	85254	Maricopa	Gary Carpenter
10075985	WALGREENS #03177	7011 E SHEA Boulevard	SCOTTSDALE	85254	Maricopa	Gary Carpenter
09070305	WALGREENS #02599	7337 VIA PASEO DEL SUR	SCOTTSDALE	85258	Maricopa	Vicente A Martinez
10075989	WALGREENS #04138	7923 E MCDOWELL	SCOTTSDALE	85257	Maricopa	Vicente A Martinez
10075978	WALGREENS #09262	8469 E MCDONALD Drive	SCOTTSDALE	85250	Maricopa	Vicente A Martinez
09070295	WALGREENS # 3602	8816 E PINNACLE PEAK	SCOTTSDALE	85255	Maricopa	Vicente A Martinez
09130012	WALGREENS #4065	1995 HWY 89A	SEDONA	86336	Yavapai	Gary Carpenter
09090049	WALGREENS #05090	5160 S WHITE MOUNTAIN Road	SHOW LOW	85901	Navajo	Gary Carpenter
09020028	WALGREENS #05027	1950 E FRY Boulevard	SIERRA VISTA	85635	Cochise	Beatriz P Banuelos
09070307	WALGREENS #5568	10707 W PEORIA Avenue	SUN CITY	85351-4061	Maricopa	Adam Bruha
09070573	WALGREENS #813	15442 N 99TH Avenue	SUN CITY	85351	Maricopa	Adam Bruha
09070289	WALGREENS #6128	19003 N R H JOHNSON Boulevard	SUN CITY WEST	85375	Maricopa	Adam Bruha
09070543	WALGREENS #3669	10324 E RIGGS Road	SUN LAKES	85248	Maricopa	Joseph Friello
10076577	WALGREENS # 12087	13723 N LITCHFIELD Road	SURPRISE	85379	Maricopa	Adam Bruha
10075878	WALGREENS #04620	15490 W BELL Road	SURPRISE	85374	Maricopa	Adam Bruha
10075875	WALGREENS #06806	17088 W BELL Road	SURPRISE	85374	Maricopa	Adam Bruha
09070460	WALGREENS #07933	15514 W WADDELL Road	SURPRISE	85379	Maricopa	Adam Bruha
09070287	WALGREENS #4791	14285 W GRAND Avenue	SURPRISE	85374	Maricopa	Adam Bruha
09070099	WALGREENS #01197	1745 E SOUTHERN Avenue	TEMPE	85282	Maricopa	Kathie S Thun
10076032	WALGREENS #03768	6404 S MCCLINTOCK Drive	TEMPE	85283	Maricopa	Kathie S Thun
10075897	WALGREENS #04376	1825 E WARNER Road	TEMPE	85284	Maricopa	Kathie S Thun
09070294	WALGREENS #2398	925 BASELINE Road #108	TEMPE	85283	Maricopa	Kathie S Thun
10103576	WALGREEN'S #07104	1145 S HARRISON Road	TUCSON	85748	Pima	Gilberto Garcia
10103561	WALGREENS #06491	1351 W PRINCE ROAD	TUCSON	85705	Pima	Beatriz P Banuelos
09100237	WALGREENS #3463	1415 W RIVER Road	TUCSON	85704	Pima	Beatriz P Banuelos
09100179	WALGREENS #3837	1550 W VALENCIA	TUCSON	85746	Pima	Beatriz P Banuelos
10103578	WALGREENS #06766	1880 E IRVINGTON Road	TUCSON	85714	Pima	Gilberto Garcia

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Walgreen Arizona Drug Co.
Ownership Chart | 07/24/2026 - final



Delaware

The First State

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I, CHARUNI PATIBANDA-SANCHEZ, SECRETARY OF STATE OF THE
STATE OF DELAWARE, DO HEREBY CERTIFY THE ATTACHED IS A TRUE AND
CORRECT COPY OF THE CERTIFICATE OF AMENDMENT OF "WALGREENS
BOOTS ALLIANCE, INC.", CHANGING ITS NAME FROM "WALGREENS BOOTS
ALLIANCE, INC." TO "WALGREENS HOLDING COMPANY", FILED IN THIS
OFFICE ON THE THIRTIETH DAY OF DECEMBER, A.D. 2025, AT 8:30
O'CLOCK A.M.



5580041 8100
SR# 20255024688

You may verify this certificate online at corp.delaware.gov/authver.shtml

C. P. Sanchez

Charuni Patibanda-Sanchez, Secretary of State

Authentication: 205748161
Date: 12-30-25

**CERTIFICATE OF AMENDMENT
OF
THE CERTIFICATE OF INCORPORATION
OF
WALGREENS BOOTS ALLIANCE, INC.**

December 30, 2025

Pursuant to Section 242 of the General
Corporation Law of the State of Delaware

* * * * *

Walgreens Boots Alliance, Inc., a Delaware corporation (hereinafter called the
“Corporation”), does hereby certify as follows:

1. Article FIRST of the Corporation’s Certificate of Incorporation is hereby amended
by striking out Article FIRST thereof and by substituting in lieu of said Article the following new
Article:

FIRST: The name of the corporation is Walgreens Holding Company (the
“Corporation”).

2. The foregoing amendment of the Certificate of Incorporation of the Corporation
herein certified was duly adopted in accordance with Section 242 of the General Corporation Law
of the State of Delaware.

IN WITNESS WHEREOF, the undersigned has executed this Certificate of Amendment
as of the date first set forth above.

By: 
Name: Kevin Burke
Title: Vice President

*[Signature Page to Certificate of Amendment of Certificate of Incorporation of Walgreens Boots
Alliance, Inc. (Name Change)]*



Arizona Department of Liquor Licenses and Control
<https://www.azliquor.gov>
 (602) 542-5141

Personal Information Questionnaire

DLLC USE ONLY

Job #: 408077

Date Accepted: 8/3/26

LC: SA

License #

ATTENTION APPLICANT: This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

THE COMPLETED QUESTIONNAIRE NEEDS TO BE SUBMITTED TO THE DEPARTMENT ALONG WITH A \$22. FEE, AND FD-258 FINGERPRINT CARD, THAT HAS BEEN SEALED IN AN ENVELOPE, AND SIGNED OR INITIALED BY THE FINGERPRINT TECHNICIAN, MUST INCLUDE THE FINGERPRINT VERIFICATION FORM. MUST BE COMPLETED BY A RECOGNIZED FINGERPRINT SERVICE OR LAW ENFORCEMENT AGENCY.

FP 8/25/27

Agent: a person who is designated by an applicant or licensee to receive communications from the department and to file and sign documents submitted to the department on behalf of the applicant or licensee. An agent is not a manager.

A.R.S. §4-202(A).

Controlling Person: person directly or indirectly possessing control of an applicant or licensee.

A.R.S. §4-101(10).

Manager: An individual (not an entity) approved by the Department of Liquor who has the authority to organize, direct, carry out, control or to otherwise operate the day-to-day operations of a liquor-licensed business.

A.R.S. §4-101(22) and
A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☒ AGENT

☐ CONTROLLING PERSON

☐ MANAGER

- Name: LEWKOWITZ ANDREA DAHLMAN
 Last First Middle
- Social Security #: [REDACTED] Birth Date: [REDACTED]
(NOT a public record) (NOT a public record)
- Driver's License #: [REDACTED] State Issued: AZ
(NOT a public record)
- Are you a resident of Arizona? ☒ Yes ☐ No Date of residency: 04 / 01 / 1961
- Email address: [REDACTED]
- Home Address: [REDACTED]
- Daytime phone #: [REDACTED] Alternative phone #: [REDACTED]

SECTION 2 – LICENSED BUSINESS INFORMATION

- License Number: SEE ATTACHED
- Business Name (doing business as): SEE ATTACHED
- Business Address: SEE ATTACHED

SECTION 3 – DAY TO DAY OPERATION OF BUSINESS

Must attach copies of Basic and Management Title 4 training certificates for person managing the day to day operation of the licensed business.

Who is managing the day to day operations? ☐ Agent ☐ Controlling Person ☒ Manager

Name of persons who will be handling the day to day operations: SEE ATTACHED

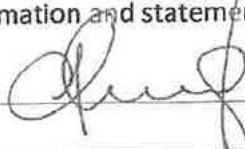
SECTION 4 – BACKGROUND

If you answer "YES" to any Question 1 through 5 YOU MUST attach a signed statement. Give complete details including dates, agencies involved and dispositions. CHANGES TO QUESTIONS 1-5 MAY NOT BE ACCEPTED

1. Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes ☐ No ☒
2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☐ No ☒
3. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last 5 years? A.R.S. §4-202(D) Yes ☐ No ☒
4. Have you had ANY administrative law citations, compliance actions, or consents, in any jurisdiction in the past 5 years? (Do not include civil traffic tickets)
A.R.S. §4-202, 4-210
*Administrative Law Violations are any civil penalties, fines, suspension, or revocations of your liquor license. Yes ☐ No ☒
5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☒

SIGNATURE

I, (Print Full Name) ANDREA DAHLMAN LEWKOWITZ hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: 

Date: 07/24/2026



Arizona Department of Liquor Licenses and Control
<https://www.azliquor.gov>
 (602) 542-5141

ALIEN STATUS

DILC USE ONLY	
Job #:	408077
Date Accepted:	8/3/26
LC:	SAH
License #:	

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

Arizona Revised Statutes § 41-1080 requires, in general, that a person applying for a license must submit documentation to the license agency that satisfactorily demonstrates the applicant's presence in the United States is authorized under federal law.

Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III.

Submit this completed form and a copy of one or more document(s) from the attached "Evidence of U.S. Citizenship, U.S. National Status, or Alien Status" with your application for license or renewal. If the document you submit does not contain a photograph, you must also provide a government issued document that contains your photograph. You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

SECTION I – APPLICANT INFORMATION

APPLICANT NAME (Print or type) ANDREA DAHLMAN LEWKOWITZ

SECTION II – CITIZENSHIP OR NATIONAL STATUS

Are you a citizen or national of the United States? ☒ Yes ☐ No - If yes, indicate place of birth:

City MANKATO State MN COUNTRY USA

If you answered **Yes, 1)** Attach a legible copy of a document from the list below.

2) Name of document: AZ DRIVER LICENSE

If you answered **No**, you must complete Sections III.

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

You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

Evidence showing authorized presence in the United State includes the following:

1. An Arizona driver license issued after 1996 or an Arizona non-operating identificationcard.
2. A driver license issued by a state that verifies lawful presence in the UnitedStates.
3. A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after Jan. 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time)
4. A United States certificate of birth abroad.
5. A United States passport. ***Passport must be signed***
6. A foreign passport with a United States visa.
7. An I-94 form with a photograph.
8. A United States citizenship and immigration services employment authorization document or refugee travel document.
9. A United States certificate of naturalization.
10. A United States certificate of citizenship.
11. A tribal certificate of Indian blood.
12. A tribal or bureau of Indian affairs affidavit of birth.
13. Any other license that is issued by the federal government, any other state government, an agency of this state or a political subdivision of this state that requires proof of citizenship or lawful alien status before issuing the license.

SECTION III - QUALIFIED ALIEN

Applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of a document from the attached list or other document as evidence of your status.

Name of document provided

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

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

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

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

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

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

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

- 11. A nonimmigrant whose visa for entry is related to employment in the United States, or
- 12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia. 48 U.S.C. § 1901 et seq.];
- 13. A foreign national not physically present in the United States.
- 14. **Otherwise Lawfully Present**
- 15. A person not described in categories 1-13 who is otherwise lawfully present in the United States.

PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. §

ANDREA DAHLMAN LEWKOWITZ

Print Name

Signature

07/24/2026

Date

5/5/2025

Page 3 of 3

LIC-GEN-ALIENSTAT-001

Individuals requiring ADA accommodations please call (602)542-2999



ARIZONA
 The Grand Canyon State

DRIVER LICENSE





4d DL [REDACTED] 4b EXP [REDACTED]

4a ISS **12/24/2025** 3 DOB [REDACTED]

1 **LEWKOWITZ**

2 **ANDREA DAHLMAN**

8 [REDACTED]

15 SEX	16 HGT	18 EYES	17 WGT
F	5'-07"	HAZ	145 lb

9 CLASS **D** 9a ENDORSEMENTS **NONE**

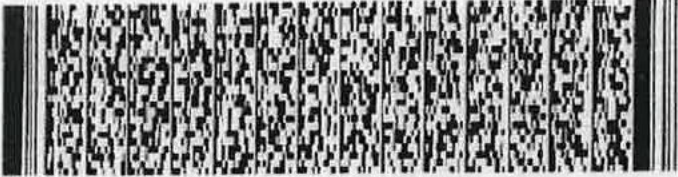
12 RESTRICTIONS **NONE**

5 DD: **001403E45L083605**



48104791810





9 CLASS D - Operator

9a ENDORSEMENTS
NONE

12 RESTRICTIONS
NONE

Rev: 02/28/2023

You Must Report a Change of Address Within 10 Days

03-AUG-26 09:25



Arizona Department of Liquor Licenses and Control
<https://www.azliquor.gov>
 (602) 542-5141

DLLC USE ONLY

Job #:	408077
Date Accepted:	8/3/26
LC:	SA
License #	

Personal Information Questionnaire

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THE COMPLETED QUESTIONNAIRE NEEDS TO BE SUBMITTED TO THE DEPARTMENT ALONG WITH A \$22. FEE, AND FD-258 FINGERPRINT CARD, THAT HAS BEEN SEALED IN AN ENVELOPE, AND SIGNED OR INITIALED BY THE FINGERPRINT TECHNICIAN, MUST INCLUDE THE FINGERPRINT VERIFICATION FORM. MUST BE COMPLETED BY A RECOGNIZED FINGERPRINT SERVICE OR LAW ENFORCEMENT AGENCY.

Agent: a person who is designated by an applicant or licensee to receive communications from the department and to file and sign documents submitted to the department on behalf of the applicant or licensee. An agent is not a manager.

A.R.S. §4-202(A).

Controlling Person: person directly or indirectly possessing control of an applicant or licensee.

A.R.S. §4-101(10).

Manager: An individual (not an entity) approved by the Department of Liquor who has the authority to organize, direct, carry out, control or to otherwise operate the day-to-day operations of a liquor-licensed business.

A.R.S. §4-101(22) and
 A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☐ AGENT

☒ CONTROLLING PERSON

☐ MANAGER

1. Name: Gates Richard Paul
Last First Middle
2. Social Security #: [REDACTED] Birth Date: [REDACTED]
(NOT a public record) (NOT a public record)
3. Driver's License #: [REDACTED] State Issued: Illinois
(NOT a public record)
5. Are you a resident of Arizona? ☐ Yes ☒ No Date of residency: ___/___/___
6. Email address: [REDACTED]
7. Home Address: [REDACTED]
8. Daytime phone #: [REDACTED] Alternative phone #: [REDACTED]

SECTION 2 – LICENSED BUSINESS INFORMATION

1. License Number: SEE ATTACHED
2. Business Name (doing business as): SEE ATTACHED
3. Business Address: SEE ATTACHED

SECTION 3 – DAY TO DAY OPERATION OF BUSINESS

Must attach copies of Basic and Management Title 4 training certificates for person managing the day to day operation of the licensed business.

Who is managing the day to day operations? ☐ Agent ☐ Controlling Person ☒ Manager

Name of persons who will be handling the day to day operations: SEE ATTACHED

SECTION 4 – BACKGROUND

If you answer "YES" to any Question 1 through 5 **YOU MUST** attach a signed statement. Give complete details including dates, agencies involved and dispositions. CHANGES TO QUESTIONS 1-5 MAY NOT BE ACCEPTED

1. Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes ☒ No ☐
2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☐ No ☒
3. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last 5 years? *A.R.S. §4-202(D)* Yes ☐ No ☒
4. Have you had ANY administrative law citations, compliance actions, or consents, in any jurisdiction in the past 5 years? (Do not include civil traffic tickets)
A.R.S. §4-202, 4-210
**Administrative Law Violations are any civil penalties, fines, suspension, or revocations of your liquor license.* Yes ☐ No ☒
5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☒

SIGNATURE

I, (Print Full Name) Richard Paul Gates hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: Richard Gates
015245AE30925CD

Date: 4/13/2026 | 11:43:37 AM CDT

03-AUG '26 AM09:25

AZ Dept. of Liquor
Questionnaire Supplement
SECTION 4, Question 1 – YES

Name Richard Gates

Walgreen Co. and its subsidiaries currently operate more than 8,300 stores in the United States with thousands of licenses in various jurisdictions, some of which have received citations for alleged violations resulting in disciplinary action. Walgreens is in the process of updating their licenses and I will be a part of it. I have not been cited personally for a liquor violation in the past 5 years.

DocuSigned by:

015245AE30924CD...
Signature



Arizona Department of Liquor Licenses and Control
<https://www.azliquor.gov>
 (602) 542-5141

FINGERPRINT VERIFICATION

DLLC USE ONLY

Job #:	408077
Date Accepted:	8/3/26
LC:	SA
License #:	

805-462

ATTENTION FINGERPRINT TECHNICIAN:

Please follow the instructions below for fingerprinting this applicant.

1. Please fill out or ensure that the applicant has filled out all the required boxes on the fingerprint card prior to taking the fingerprints.
2. Request a valid, unexpired government-issued photo ID from the applicant and compare the physical descriptors on the applicant's photo ID to the applicant and to the information on the fingerprint card.
3. Fill out the information in the boxes below. **Please print clearly.**
4. Once the prints have been taken, place the fingerprint card and this form into the envelope and seal it. Please write your name or identification across the edge of the seal. Return the sealed envelope to the applicant.
5. **Write applicants name on front of sealed envelope.**

Do not give the applicant the fingerprint card without first sealing it inside the envelope.

DO NOT FOLD FINGERPRINT CARDS

Please print in the following fields:

Date 12/17/2025	Name of Applicant: RICHARD GATES
Name of Fingerprint Technician: MARK SENDER	
Fingerprint technician's Signature: 	
Fingerprint technician's Agency/company Name: WALCARENS CORP	Phone Number:
Type of Photo ID Provided (check one):	
☒ Driver's License	☐ Passport
☐ Other (Please specify)	



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DLLC USE ONLY

Job #:	4056077
Date Accepted:	8/3/26
LC:	SA
License #	

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Manager: An individual (not an entity) approved by the Department of Liquor who has the authority to organize, direct, carry out, control or to otherwise operate the day-to-day operations of a liquor-licensed business.

A.R.S. §4-101(22) and
 A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☐ AGENT

☒ CONTROLLING PERSON

☐ MANAGER

- Name: Handal Michael George
Last First Middle
- Social Security: [REDACTED] Birth Date: [REDACTED]
(NOT a public record) (NOT a public record)
- Driver's License #: [REDACTED] State Issued: Illinois
(NOT a public record)
- Are you a resident of Arizona? ☐ Yes ☒ No Date of residency: / /
- Email address: [REDACTED]
- Home Address: 6010 Rosenead Drive, Long Grove, Illinois 60067
- Daytime phone #: [REDACTED] Alternative phone #: N/A

SECTION 2 – LICENSED BUSINESS INFORMATION

- License Number: SEE ATTACHED
- Business Name (doing business as): SEE ATTACHED
- Business Address: SEE ATTACHED

SECTION 3 – DAY TO DAY OPERATION OF BUSINESS

Must attach copies of Basic and Management Title 4 training certificates for person managing the day to day operation of the licensed business.

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Name of persons who will be handling the day to day operations: SEE ATTACHED

SECTION 4 – BACKGROUND

If you answer "YES" to any Question 1 through 5 **YOU MUST** attach a signed statement. Give complete details including dates, agencies involved and dispositions. CHANGES TO QUESTIONS 1-5 MAY NOT BE ACCEPTED

1. Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes ☒ No ☐
2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☐ No ☒
3. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last 5 years? A.R.S. §4-202(D) Yes ☐ No ☒
4. Have you had ANY administrative law citations, compliance actions, or consents, in any jurisdiction in the past 5 years? (Do not include civil traffic tickets)
A.R.S. §4-202, 4-210
*Administrative Law Violations are any civil penalties, fines, suspension, or revocations of your liquor license. Yes ☐ No ☒
5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☒

SIGNATURE

I, (Print Full Name) Michael George Handal hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

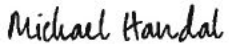
Signed by: Michael Handal Date: 4/6/2026 | 5:56:13 AM PDT
Signature: 81B247358A24419...

03-AUG '26 AM09:26

AZ Dept. of Liquor
Questionnaire Supplement
SECTION 4, Question 1 – YES

Name Michael Handal

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Signature



Arizona Department of Liquor Licenses and Control
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 (602) 542-5141

FINGERPRINT VERIFICATION

DLLC USE ONLY

Job #:	408077
Date Accepted:	8/3/26
LC:	SA
License #:	

805-862

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2. Request a valid, unexpired government-issued photo ID from the applicant and compare the physical descriptors on the applicant's photo ID to the applicant and to the information on the fingerprint card.
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5. **Write applicants name on front of sealed envelope.**

Do not give the applicant the fingerprint card without first sealing it inside the envelope.

DO NOT FOLD FINGERPRINT CARDS

Please print in the following fields:

Date 12/17/2025	Name of Applicant: MICHAEL HANDAL
Name of Fingerprint Technician: MARK SENOER	
Fingerprint technician's Signature: 	
Fingerprint technician's Agency/company Name: WACONEUS CORP	Phone Number:
Type of Photo ID Provided (check one): ☒ Driver's License ☐ Passport ☐ Other (Please specify)	



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A.R.S. §4-101(22) and
 A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☐ AGENT

☒ CONTROLLING PERSON

☐ MANAGER

1. Name: Lim Paul Sung Soo
Last First Middle
2. Social Security # [REDACTED] Birth Date [REDACTED]
(NOT a public record) (NOT a public record)
3. Driver's License # [REDACTED] State Issued: Illinois
(NOT a public record)
5. Are you a resident of Arizona? ☐ Yes ☒ No Date of residency: / /
6. Email address: [REDACTED]
7. Home Address: [REDACTED]
8. Daytime phone # [REDACTED] Alternative phone #: N/A

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1. License Number: SEE ATTACHED
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SECTION 4 – BACKGROUND

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2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☐ No ☒
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5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☒

SIGNATURE

I, (Print Full Name) Paul Sung Soo Lim hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: Paul Lim
388240010081462

Date: 1/14/2026 | 7:18:55 PM GMT

03-AUG '26 10:09:27

AZ Dept. of Liquor
Questionnaire Supplement
SECTION 4, Question 1 – YES

Name Paul Lim

Walgreen Co. and its subsidiaries currently operate more than 8,300 stores in the United States with thousands of licenses in various jurisdictions, some of which have received citations for alleged violations resulting in disciplinary action. Walgreens is in the process of updating their licenses and I will be a part of it. I have not been cited personally for a liquor violation in the past 5 years.

DocuSigned by:

Paul Lim

30B24DD1DC81462...

Signature

03-AUG '26 AM09:33



Arizona Department of Liquor Licenses and Control
<https://www.azliquor.gov>
 (602) 542-5141

FINGERPRINT VERIFICATION

DLIC USE ONLY

Job #:	408077
Date Accepted:	8/3/26
LC:	SA
License #:	

805-662

ATTENTION FINGERPRINT TECHNICIAN:

Please follow the instructions below for fingerprinting this applicant.

1. Please fill out or ensure that the applicant has filled out all the required boxes on the fingerprint card prior to taking the fingerprints.
2. Request a valid, unexpired government-issued photo ID from the applicant and compare the physical descriptors on the applicant's photo ID to the applicant and to the information on the fingerprint card.
3. Fill out the information in the boxes below. **Please print clearly.**
4. Once the prints have been taken, place the fingerprint card and this form into the envelope and seal it. Please write your name or identification across the edge of the seal. Return the sealed envelope to the applicant.
5. **Write applicants name on front of sealed envelope.**

Do not give the applicant the fingerprint card without first sealing it inside the envelope.

DO NOT FOLD FINGERPRINT CARDS

Please print in the following fields:

Date 12/17/2025	Name of Applicant: LIM, PAUL
Name of Fingerprint Technician: MARK SINGER	
Fingerprint technician's Signature: 	
Fingerprint technician's Agency/company Name: WALGREENS CORP.	Phone Number:
Type of Photo ID Provided (check one):	
☒ Driver's License ☐ Passport ☐ Other (Please specify)	

03-AUG '26 AM 09:28



Arizona Department of Liquor Licenses and Control
<https://www.azliquor.gov>
 (602) 542-5141

Personal Information Questionnaire

DLLC USE ONLY

Job #:	406077
Date Accepted:	8/3/26
LC:	SA
License #	

ATTENTION APPLICANT: This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

THE COMPLETED QUESTIONNAIRE NEEDS TO BE SUBMITTED TO THE DEPARTMENT ALONG WITH A \$22. FEE, AND FD-258 FINGERPRINT CARD, THAT HAS BEEN SEALED IN AN ENVELOPE, AND SIGNED OR INITIALED BY THE FINGERPRINT TECHNICIAN, **MUST** INCLUDE THE FINGERPRINT VERIFICATION FORM. MUST BE COMPLETED BY A RECOGNIZED FINGERPRINT SERVICE OR LAW ENFORCEMENT AGENCY.

Agent: a person who is designated by an applicant or licensee to receive communications from the department and to file and sign documents submitted to the department on behalf of the applicant or licensee. An agent is not a manager.

A.R.S. §4-202(A).

Controlling Person: person directly or indirectly possessing control of an applicant or licensee.

A.R.S. §4-101(10).

Manager: An individual (not an entity) approved by the Department of Liquor who has the authority to organize, direct, carry out, control or to otherwise operate the day-to-day operations of a liquor-licensed business.

A.R.S. §4-101(22) and
A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☐ AGENT

☒ CONTROLLING PERSON

☐ MANAGER

1. Name: MOTZ MICHAEL JAMES
Last First Middle
2. Social Security # [REDACTED] Birth Date: [REDACTED]
(NOT a public record) (NOT a public record)
3. Driver's License # [REDACTED] State Issued: ONTARIO, CANADA
(NOT a public record)
5. Are you a resident of Arizona? ☐ Yes ☒ No Date of residency: / /
6. Email address: [REDACTED]
7. Home Address: [REDACTED]
8. Daytime phone #: [REDACTED] Alternative phone #: [REDACTED]

SECTION 2 – LICENSED BUSINESS INFORMATION

1. License Number: SEE ATTACHED
2. Business Name (doing business as): SEE ATTACHED
3. Business Address: SEE ATTACHED

SECTION 3 – DAY TO DAY OPERATION OF BUSINESS

Must attach copies of Basic and Management Title 4 training certificates for person managing the day to day operation of the licensed business.

Who is managing the day to day operations? ☐ Agent ☐ Controlling Person ☒ Manager

Name of persons who will be handling the day to day operations: SEE ATTACHED

SECTION 4 – BACKGROUND

If you answer "YES" to any Question 1 through 5 **YOU MUST** attach a signed statement. Give complete details including dates, agencies involved and dispositions. CHANGES TO QUESTIONS 1-5 MAY NOT BE ACCEPTED

1. Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes ☒ No ☐
2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☐ No ☒
3. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last 5 years? A.R.S. §4-202(D) Yes ☐ No ☒
4. Have you had ANY administrative law citations, compliance actions, or consents, in any jurisdiction in the past 5 years? (Do not include civil traffic tickets)
A.R.S. §4-202, 4-210
**Administrative Law Violations are any civil penalties, fines, suspension, or revocations of your liquor license.* Yes ☐ No ☒
5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☒

SIGNATURE

I, (Print Full Name) Michael James Motz hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: Michael Motz Date: 3/18/2026 | 7:53:16 AM PDT

03-AUG '26 AM 09:28

AZ Dept. of Liquor
Questionnaire Supplement
SECTION 4, Question 1 – YES

Name Michael Motz

Walgreen Co. and its subsidiaries currently operate more than 8,300 stores in the United States with thousands of licenses in various jurisdictions, some of which have received citations for alleged violations resulting in disciplinary action. Walgreens is in the process of updating their licenses and I will be a part of it. I have not been cited personally for a liquor violation in the past 5 years.

Signed by
Michael Motz

Signature

03-AUG '26 AM 09:33



Arizona Department of Liquor Licenses and Control
<https://www.azliquor.gov>
 (602) 542-5141

FINGERPRINT VERIFICATION

DLIC USE ONLY

Job #:	408077
Date Accepted:	
LC:	
License #:	

805-862

ATTENTION FINGERPRINT TECHNICIAN:

Please follow the instructions below for fingerprinting this applicant.

1. Please fill out or ensure that the applicant has filled out all the required boxes on the fingerprint card prior to taking the fingerprints.
2. Request a valid, unexpired government-issued photo ID from the applicant and compare the physical descriptors on the applicant's photo ID to the applicant and to the information on the fingerprint card.
3. Fill out the information in the boxes below. **Please print clearly.**
4. Once the prints have been taken, place the fingerprint card and this form into the envelope and seal it. Please write your name or identification across the edge of the seal. Return the sealed envelope to the applicant.
5. **Write applicants name on front of sealed envelope.**

Do not give the applicant the fingerprint card without first sealing it inside the envelope.

DO NOT FOLD FINGERPRINT CARDS

Please print in the following fields:

Date 12/17/2025	Name of Applicant: MICHAEL MOTZ
Name of Fingerprint Technician: MARK SENGEL	
Fingerprint technician's Signature: 	
Fingerprint technician's Agency/company Name: WALGREENS CORP	Phone Number:
Type of Photo ID Provided (check one):	
☒ Driver's License	☐ Passport ☐ Other (Please specify)



Arizona Department of Liquor Licenses and Control
<https://www.azliquor.gov>
 (602) 542-5141

Personal Information Questionnaire

DLIC USE ONLY

Job #:	408077
Date Accepted:	8/3/26
LC:	SA
License #	

ATTENTION APPLICANT: This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

THE COMPLETED QUESTIONNAIRE NEEDS TO BE SUBMITTED TO THE DEPARTMENT ALONG WITH A \$22. FEE, AND FD-258 FINGERPRINT CARD, THAT HAS BEEN SEALED IN AN ENVELOPE, AND SIGNED OR INITIALED BY THE FINGERPRINT TECHNICIAN, MUST INCLUDE THE FINGERPRINT VERIFICATION FORM. MUST BE COMPLETED BY A RECOGNIZED FINGERPRINT SERVICE OR LAW ENFORCEMENT AGENCY.

Agent: a person who is designated by an applicant or licensee to receive communications from the department and to file and sign documents submitted to the department on behalf of the applicant or licensee. An agent is not a manager.

A.R.S. §4-202(A).

Controlling Person: person directly or indirectly possessing control of an applicant or licensee.

A.R.S. §4-101(10).

Manager: An individual (not an entity) approved by the Department of Liquor who has the authority to organize, direct, carry out, control or to otherwise operate the day-to-day operations of a liquor-licensed business.

A.R.S. §4-101(22) and
A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☐ AGENT

☒ CONTROLLING PERSON

☐ MANAGER

1. Name: Kaluzny Stefan Lanier
Last First Middle
2. Social Security #: [REDACTED] Birth Date: [REDACTED]
(NOT a public record) (NOT a public record)
3. Driver's License #: [REDACTED] State Issued: FL
(NOT a public record)
5. Are you a resident of Arizona? ☐ Yes ☒ No Date of residency: / /
6. Email address: [REDACTED]
7. Home Address: [REDACTED]
8. Daytime phone #: [REDACTED] Alternative phone #: [REDACTED]

SECTION 2 – LICENSED BUSINESS INFORMATION

1. License Number: SEE ATTACHED
2. Business Name (doing business as): SEE ATTACHED
3. Business Address: SEE ATTACHED

SECTION 3 – DAY TO DAY OPERATION OF BUSINESS

Must attach copies of Basic and Management Title 4 training certificates for person managing the day to day operation of the licensed business.

Who is managing the day to day operations? ☐ Agent ☐ Controlling Person ☒ Manager

Name of persons who will be handling the day to day operations: SEE ATTACHED

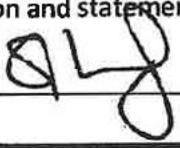
SECTION 4 – BACKGROUND

If you answer "YES" to any Question 1 through 5 **YOU MUST** attach a signed statement. Give complete details including dates, agencies involved and dispositions. **CHANGES TO QUESTIONS 1-5 MAY NOT BE ACCEPTED**

1. Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes ☒ No ☐
2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☐ No ☒
3. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last 5 years? *A.R.S. §4-202(D)* Yes ☐ No ☒
4. Have you had ANY administrative law citations, compliance actions, or consents, in any jurisdiction in the past 5 years? (Do not include civil traffic tickets)
A.R.S. §4-202, 4-210
**Administrative Law Violations are any civil penalties, fines, suspension, or revocations of your liquor license.* Yes ☐ No ☒
5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☒

SIGNATURE

I, (Print Full Name) Stefan Kaluzny hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: 

Date: April 14, 2026

AZ Dept. of Liquor
Questionnaire Supplement
SECTION 4, Question 1 – YES

Name Stefan Kaluzny

Walgreen Co. and its subsidiaries currently operate more than 8,300 stores in the United States with thousands of licenses in various jurisdictions, some of which have received citations for alleged violations resulting in disciplinary action. Walgreens is in the process of updating their licenses and I will be a part of it. I have not been cited personally for a liquor violation in the past 5 years.


Signature



Arizona Department of Liquor Licenses and Control
<https://www.azliquor.gov>
 (602) 542-5141

FINGERPRINT VERIFICATION

DLIC USE ONLY

Job #:	408077
Date Accepted:	
LC:	
License #:	

805-9602

ATTENTION FINGERPRINT TECHNICIAN:

Please follow the instructions below for fingerprinting this applicant.

1. Please fill out or ensure that the applicant has filled out all the required boxes on the fingerprint card prior to taking the fingerprints.
2. Request a valid, unexpired government-issued photo ID from the applicant and compare the physical descriptors on the applicant's photo ID to the applicant and to the information on the fingerprint card.
3. Fill out the information in the boxes below. **Please print clearly.**
4. Once the prints have been taken, place the fingerprint card and this form into the envelope and seal it. Please write your name or identification across the edge of the seal. Return the sealed envelope to the applicant.
5. **Write applicants name on front of sealed envelope.**

Do not give the applicant the fingerprint card without first sealing it inside the envelope.

DO NOT FOLD FINGERPRINT CARDS

Please print in the following fields:

Date 6/29/26	Name of Applicant: Stefan Kaluzny
Name of Fingerprint Technician: Valerie VAN Schuyler	
Fingerprint technician's Signature: [Signature]	
Fingerprint technician's Agency/company Name: JAVS	Phone Number: [Redacted]
Type of Photo ID Provided (check one): ☒ Driver's License ☐ Passport ☐ Other (Please specify)	



Arizona Department of Liquor Licenses and Control
https://www.azliquor.gov
(602) 542-5141

26 8 19 Lic. Dept PM12:49

DLIC USE ONLY

Job #: **408077**
Date Accepted: **5/3/20**
LC: **[Signature]**
License #

**Personal Information
Questionnaire**

ATTENTION APPLICANT: This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

THE COMPLETED QUESTIONNAIRE NEEDS TO BE SUBMITTED TO THE DEPARTMENT ALONG WITH A \$22. FEE, AND FD-258 FINGERPRINT CARD, THAT HAS BEEN SEALED IN AN ENVELOPE, AND SIGNED OR INITIALED BY THE FINGERPRINT TECHNICIAN, **MUST** INCLUDE THE FINGERPRINT VERIFICATION FORM. **MUST** BE COMPLETED BY A RECOGNIZED FINGERPRINT SERVICE OR LAW ENFORCEMENT AGENCY.

AD00899273
5/11/28

Agent: a person who is designated by an applicant or licensee to receive communications from the department and to file and sign documents submitted to the department on behalf of the applicant or licensee. An agent is not a manager.

A.R.S. §4-202(A).

Controlling Person: person directly or indirectly possessing control of an applicant or licensee.

A.R.S. §4-101(10).

Manager: An individual (not an entity) approved by the Department of Liquor who has the authority to organize, direct, carry out, control or to otherwise operate the day-to-day operations of a liquor-licensed business.

A.R.S. §4-101(22) and
A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☐ AGENT ☐ CONTROLLING PERSON ☒ MANAGER

- Name: Clements Lawrence Paul
Last First Middle
- Social Security #: [REDACTED] Birth Date: [REDACTED]
(NOT a public record)
- Driver's License #: [REDACTED] State Issued: Arizona
(NOT a public record)
- Are you a resident of Arizona? ☒ Yes ☐ No Date of residency: 01 / 01 / 1985
- Email address: Lawrence.Clements@Walgreens.com
- Home Address: [REDACTED]
- Daytime phone #: [REDACTED] Alternative phone #: [REDACTED]

SECTION 2 - LICENSED BUSINESS INFORMATION

- License Number: MULTIPLE - SEE ATTACHED
- Business Name (doing business as): WALGREENS
- Business Address: MULTIPLE - SEE ATTACHED

5/5/2025

Page 1 of 2
Individuals requiring ADA accommodations please call (602)542-2999

SECTION 3 – DAY TO DAY OPERATION OF BUSINESS

Must attach copies of Basic and Management Title 4 training certificates for person managing the day to day operation of the licensed business.

Who is managing the day to day operations? ☐ Agent ☐ Controlling Person ☒ Manager

Name of persons who will be handling the day to day operations: Lawrence Clements

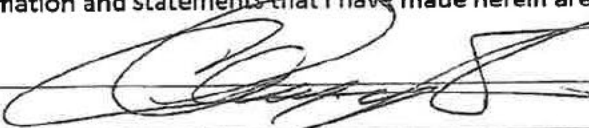
SECTION 4 – BACKGROUND

If you answer "YES" to any Question 1 through 5 **YOU MUST** attach a signed statement. Give complete details including dates, agencies involved and dispositions. **CHANGES TO QUESTIONS 1-5 MAY NOT BE ACCEPTED**

1. Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes ☐ No ☒
2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☐ No ☒
3. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last 5 years? A.R.S. §4-202(D) Yes ☐ No ☒
4. Have you had ANY administrative law citations, compliance actions, or consents, in any jurisdiction in the past 5 years? (Do not include civil traffic tickets)
A.R.S. §4-202, 4-210
*Administrative Law Violations are any civil penalties, fines, suspension, or revocations of your liquor license. Yes ☐ No ☒
5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☒

SIGNATURE

I, (Print Full Name) Lawrence Clements hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature: 

Date: 04.06.26

ARIZONA

RECEIPT

Date: 05/01/2026

Order ID: 966563310479580

Authorization #: 7466601

Please reference these numbers in any correspondence regarding your transaction



Billing Information

Lawrence Clements



Account Information

Payment Method: Master Card

XXXXXXXXXXXX [Redacted]

Product ID	Item Description	Amount	Quantity	Gross
PSAPT001	Conduct Criminal Background Checks for Pre-Employment Screening - State & Federal Agencies	\$22.00	1	\$22.00
PSPSPCC1	Service Fees	\$0.44	1	\$0.44
			TOTAL	\$22.44

Notes:

Arizona Department of Public Safety: This is a transaction for AZDPS for A000899273

Certificate #891826

Certificate of Completion For Title 4 **MANAGEMENT** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

Basic Title 4 training is a prerequisite for MANAGEMENT Title 4 training. A valid Certificate of Completion for BASIC Title 4 training must be on file at the Department of Liquor and satisfactory completion of a State-approved BASIC Title 4 course must be verified by the training provider prior to issuing a Certificate of Completion for MANAGEMENT Title 4 training.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Lawrence Clements

Full Name (please print)

04-25-2026

Training Completion Date

04-24-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

I, Robert Graham, certify that the above named individual did successfully complete
Instructor Name (please print)
Title 4 MANAGEMENT Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code
(A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor
Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of
State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Robert V. Graham

Instructor Signature

25 / 04 / 2026
Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)
Conveyance (series 8)
Restaurant (series 12)

Government (series 5)
Liquor Store (series 9)
In-state Farm Winery (series 13)

Bar (series 6)
Private Club (series 14)

Beer & Wine Bar (series 7)
Hotel/Motel w/restaurant (series 11)
Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

July 11, 2013

Certificate #891826

Certificate of Completion
For
Title 4 **BASIC** Liquor Law Training

☐ On-sale
☐ Off-sale
☒ On- and off-sale

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

The State requires BASIC Title 4 training only as a prerequisite for MANAGEMENT Title 4 training or as a result of a liquor law violation. Persons required to have BASIC Title 4 training are listed at the base of this Certificate. Licensees sometimes require BASIC Title 4 Training a condition of employment.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Lawrence Clements
Full Name (please print)



04-25-2026 04-24-2029
Training Completion Date Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

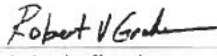
P.O. Box 192, Madison, South Dakota 57042

Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

I, Robert Graham, certify that the above named individual did successfully complete
Instructor Name (please print)
Title 4 BASIC Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).


Instructor Signature

25 / 04 / 2026
Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 Training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)	Government (series 5)	Bar (series 6)	Beer & Wine Bar (series 7)
Conveyance (series 8)	Liquor Store (series 9)	Private Club (series 14)	Hotel/Motel w/restaurant (series 11)
Restaurant (series 12)	In-state Farm Winery (series 13)		Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

July 11, 2013

Certificate of Completion

03-AUG '26 AM09:29

For
Title 4 **MANAGEMENT** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

Basic Title 4 training is a prerequisite for MANAGEMENT Title 4 training. A valid Certificate of Completion for BASIC Title 4 training must be on file at the Department of Liquor and satisfactory completion of a state-approved BASIC Title 4 course must be verified by the training provider prior to issuing a Certificate of Completion for MANAGEMENT Title 4 training.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Gary Carpenter

Full Name (please print)

Signature

03-02-2026

Training Completion Date

03-01-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

I, Robert Graham certify that the above named individual did successfully complete
Instructor Name (please print)

Title 4 MANAGEMENT Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.) R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Robert V. Graham

Instructor Signature

02 / 03 / 2026
Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)
Conveyance (series 8)
Restaurant (series 12)

Government (series 5)
Liquor Store (series 9)
In-state Farm Winery (series 13)

Bar (series 6)
Private Club (series 14)

Beer & Wine Bar (series 7)
Hotel/Motel w/restaurant (series 11)
Beer & Wine Store (series 10)

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July 11, 2013

Certificate #867477

Certificate of Completion For Title 4 BASIC Liquor Law Training

☐ On-sale
☐ Off-sale
☒ On- and off-sale

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

The State requires BASIC Title 4 training only as a prerequisite for MANAGEMENT Title 4 training or as a result of a liquor law violation. Persons required to have BASIC Title 4 training are listed at the base of this Certificate. Licensees sometimes require BASIC Title 4 Training a condition of employment.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Gary Carpenter

Full Name (please print)

Signature

03-02-2026

Training Completion Date

03-01-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

I, Robert Graham, certify that the above named individual did successfully complete
 Instructor Name (please print)
 Title 4 BASIC Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.) R19-1-103
 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control.
 I understand that misuse of this Certificate of Completion can result in the revocation of State approval for the Title
 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Robert V. Graham

Instructor Signature

02 / 03 / 2026
 Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
 2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below.

In-state Microbrewery (series 3)
 Conveyance (series 8)
 Restaurant (series 12)

Government (series 5)
 Liquor Store (series 9)
 In-state Farm Winery (series 13)

Bar (series 6)
 Private Club (series 14)

Beer & Wine Bar (series 7)
 Hotel/Motel w/restaurant (series 11)
 Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

July 11, 2013

Certificate #870349

03-AUG '26 11:09:29

Certificate of Completion
For
Title 4 **MANAGEMENT** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

Basic Title 4 training is a prerequisite for MANAGEMENT Title 4 training. A valid Certificate of Completion for BASIC Title 4 training must be on file at the Department of Liquor and satisfactory completion of a State-approved BASIC Title 4 course must be verified by the training provider prior to issuing a Certificate of Completion for MANAGEMENT Title 4 training.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Vicente Martinez

Full Name (please print)

[Signature]
Signature

03-14-2026

Training Completion Date

03-13-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

I, Robert Graham, certify that the above named individual did successfully complete
Instructor Name (please print)

Title 4 MANAGEMENT Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.) R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

[Signature]

Instructor Signature

14 / 03 / 2026
Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

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Conveyance (series 8)
Restaurant (series 12)

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Liquor Store (series 9)
In-state Farm Winery (series 13)

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Private Club (series 14)

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Beer & Wine Store (series 10)

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July 11, 2013

Certificate #870349

03-AUG '26 AM 09:29

☐ On-sale
☐ Off-sale
☒ On- and off-sale

Certificate of Completion
For
Title 4 **BASIC** Liquor Law Training

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A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Vicente Martinez

Full Name (please print)

[Signature]
Signature

03-14-2026

Training Completion Date

03-13-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

I, Robert Graham, certify that the above named individual did successfully complete
Instructor Name (please print)

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Robert V. Graham

Instructor Signature

14 / 03 / 2026
Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

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Restaurant (series 12)

Government (series 5)
Liquor Store (series 9)
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Beer & Wine Bar (series 7)
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Beer & Wine Store (series 10)

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July 11, 2013

Certificate of Completion For Title 4 **MANAGEMENT** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

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A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Reeane Ramos

Full Name (please print)

Signature

04-20-2026

Training Completion Date

04-19-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

I, Robert Graham, certify that the above named individual did successfully complete
Instructor Name (please print)

Title 4 MANAGEMENT Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Robert V. Graham

Instructor Signature

20 / 04 / 2026

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

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July 11, 2013

Certificate # 890791

Certificate of Completion
For
Title 4 **BASIC** Liquor Law Training

☐	On-sale
☐	Off-sale
☒	On- and off-sale

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

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A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Reeann Ramos

Full Name (please print)

Signature

04-20-2026

Training Completion Date

04-19-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

I, Robert Graham, certify that the above named individual did successfully complete
Instructor Name (please print)

Title 4 BASIC Training in accordance with A.R.S. § 4-112(G)(2) and Arizona Administrative Code (A.A.C.) R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Robert V. Graham

Instructor Signature

20 / 04 / 2026
Day Mo Year

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Beer & Wine Bar (series 7)
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Beer & Wine Store (series 10)

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July 11, 2013

Certificate #870404

03-AUG '26 09:29

Certificate of Completion
For
Title 4 **MANAGEMENT** Liquor Law Training

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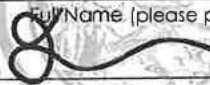
A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Joseph Friello

Full Name (please print)

Joseph



Signature

03-15-2026

Training Completion Date

03-14-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

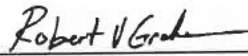
Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

I, Robert Graham, certify that the above named individual did successfully complete
Instructor Name (please print)

Title 4 MANAGEMENT Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).



Instructor Signature

15 / 03 / 2026
Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
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July 11, 2013

Certificate #870404

Certificate of Completion
For
Title 4 **BASIC** Liquor Law Training

☐	On-sale
☐	Off-sale
☒	On- and off-sale

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Student Information

Joseph Friello

Full Name (please print)

Signature

03-15-2026

Training Completion Date

03-14-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

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Instructor Name (please print)

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Robert V Graham

Instructor Signature

15 / 03 / 2026
Day Mo Year

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July 11, 2013

Certificate #872011

03-AUG '26 10:09:29

Certificate of Completion
For
Title 4 **MANAGEMENT** Liquor Law Training

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A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Kathie Thun

Full Name (please print)

[Signature]

Signature

03-22-2026

Training Completion Date

03-21-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

I, Robert Graham, certify that the above named individual did successfully complete
Instructor Name (please print)

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Robert V. Graham

Instructor Signature

22 / 03 / 2026

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
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July 11, 2013

Certificate #872011

Certificate of Completion
For
Title 4 **BASIC** Liquor Law Training

☐ On-sale
☐ Off-sale
☒ On- and off-sale

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A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Kathie Thun

Full Name (please print)

Signature

03-22-2026

Training Completion Date

03-21-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

Mailing Address

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Daytime Contact Phone Number

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Robert V. Graham

Instructor Signature

22 / 03 / 2026

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
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July 11, 2013

Certificate #869976

03-AUG '26 09:30

Certificate of Completion
For
Title 4 **MANAGEMENT** Liquor Law Training

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A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Beatriz P Banuelos

Full Name (please print)

Signature

03-12-2026

Training Completion Date

03-11-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

I, Robert Graham, certify that the above named individual did successfully complete
Instructor Name (please print)

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Robert V Graham

Instructor Signature

12 / 03 / 2026
Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
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Government (series 5)
Liquor Store (series 9)
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Bar (series 6)
Private Club (series 14)

Beer & Wine Bar (series 7)
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Beer & Wine Store (series 10)

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July 11, 2013

Certificate #869976

Certificate of Completion
For
Title 4 **BASIC** Liquor Law Training

☐	On-sale
☐	Off-sale
☒	On- and off-sale

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A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Beatriz P Banuelos

Full Name (please print)

Signature

03-12-2026

Training Completion Date

03-11-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

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Mailing Address

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Daytime Contact Phone Number

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Instructor Name (please print)

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Robert V Graham

Instructor Signature

12 / 03 / 2026
Day Mo Year

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Conveyance (series 8)
Restaurant (series 12)

Government (series 5)
Liquor Store (series 9)
In-state Farm Winery (series 13)

Bar (series 6)
Private Club (series 14)

Beer & Wine Bar (series 7)
Hotel/Motel w/restaurant (series 11)
Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

July 11, 2013

Certificate #869725

Certificate of Completion For Title 4 BASIC Liquor Law Training

☐ On-sale
☐ Off-sale
☒ On- and off-sale

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

The State requires BASIC Title 4 training only as a prerequisite for MANAGEMENT Title 4 training or as a result of a liquor law violation. Persons required to have BASIC Title 4 training are listed at the base of this Certificate. Licensees sometimes require BASIC Title 4 training a condition of employment.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Gilberto Garcia

Full Name (please print)

Gilberto Garcia

Signature

03-11-2026

Training Completion Date

03-10-2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Professional Server Certification Corporation (PSCC)

Company Name

P.O. Box 192, Madison, South Dakota 57042

Mailing Address

1- (800) 247-7737

Daytime Contact Phone Number

I, Robert Graham, certify that the above named individual did successfully complete
 Instructor Name (please print)

Title 4 BASIC Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.) R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Robert Graham

Instructor Signature

11 / 03 / 2026

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
 2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)
 Conveyance (series 8)
 Restaurant (series 12)

Government (series 5)
 Liquor Store (series 9)
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July 11, 2013

Certificate #869725

Certificate of Completion
For
Title 4 **MANAGEMENT** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

Basic Title 4 training is a prerequisite for MANAGEMENT Title 4 training. A valid Certificate of Completion for BASIC Title 4 training must be on file at the Department of Liquor and satisfactory completion of a State-approved BASIC Title 4 course must be verified by the training provider prior to issuing a Certificate of Completion for MANAGEMENT Title 4 training.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

Gilberto Garcia

Full Name (please print)

Gilberto Garcia

Signature

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11 / 03 / 2026
Day Mo Year

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July 11, 2013



Town Council

Agenda Information Memorandum

Meeting Date: October 7, 2026

Agenda Item Type:

- | | | |
|--|---|--|
| ☐ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☒ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Utilities Department

Staff Resource: Utilities Director Lisa Vaughan

Agenda Title: Discussion and possible action regarding the purchasing agreement for two Water Utilities vehicles.

Attached Documents:

- FY27 CIP Sheet – Water Fleet Vehicles

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 5 minutes

Reviewed By:

- | | | | | |
|--|---|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|---|--|----------------------------------|---------------------------------|

Financial Review (if applicable):

- Funding Source / GL Account Number: Courts special funds: Water Enterprise Account 33-495-20-821000
- Approved in the FY27 Budget? ☒ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☒ Yes ☐ No ☐ N/A ☐ Other:

Background Information:

The Water Division is looking to enter into a purchasing agreement for two new work trucks replacing aging vehicles in their fleet. The existing trucks to be replaced have more than 165,000 miles each and require a lot of maintenance. Repairs have resulted in additional maintenance costs, reliability and safety issues, and operator downtimes.

Having appropriately sized and dependable trucks is essential to employees completing their work safely, reliably, and efficiently. Replacing these high-mileage trucks will reduce breakdowns, downtime, and provide the Water Division with reliable equipment for many years to come.

The Water Utilities Trucks were approved as a Capital Improvement Project (CIP) for this fiscal year, FY 27, in the amount of \$200,000.

We are looking to enter into a purchasing agreement the vehicles with Enterprise Fleet Management. The quote for the two Ford F-350 utility trucks, including installation of the utility beds, is \$80,894.06 per vehicle or \$161,788.12 in total. This number comes from the cost of the vehicle, \$64,582.00, plus the cost of Sun Country labor and materials to remove the existing bed and replace it with a utility bed, \$16,312.06.

Enterprise Fleet Management will charge a monthly rental rate of \$1,576.42 per vehicle for 60 months (5 years), for a total monthly cost of \$3,152.84 for the two vehicles.

Question(s) before the Council:



Town Council Agenda Information Memorandum

- Does Council have any questions for staff?

Proposed Motion(s):

Move to **APPROVE** the two (2) water utility vehicle purchasing agreement for a total monthly cost of \$3,152.84.

OR

Move to **APPROVE** the two (2) water utility vehicle purchasing agreement for a total monthly cost of \$3,152.84 **with the following changes....**

OR

Move to **DENY** the two (2) water utility vehicle purchasing agreement for a total monthly cost of \$3,152.84.

TOWN OF CAMP VERDE

FY27 Capital Plan Project Sheets

Project Title: *Water Fleet Vehicles*

FY27 Impact: \$200,000

5-Yr Project Cost: \$200,000

New Project or Rollover: *New Project*

Dept/Div: *Water*

Contact: *R. Jewell*

Requested by: *R. Jewell*

Date Completed: *1/20/26*

Project Summary:

Replace two (2) 2007 Water Service Trucks with over 160,000 miles with two (2) new 1-ton diesel 4x4 utility cab service trucks.

Location: Town



Community Impact:

The Water Division needs to replace two (2) 2007 service trucks with over 160,000 miles and in continual need of repair with two (2) new 1 ton diesel 4x4 utility cab service trucks.

Project Title: *Water Fleet Vehicles*

Operational Impact:

Impact on Staffing: No impact on current staff.

Impact on operational costs: New vehicle will require less maintenance and less operational time and cost.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY27	Purchase (2) 1-Ton Utility Trucks with Cab		\$ 200,000
	Total		\$ 200,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY27	Wages & ERE	\$ 0
FY25	Supplies & Electricity	\$ 0
	Total	\$ 0

Project Funding:

Tracking Fund: Water Fund

Funding Source: Lease Financing

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points
4.9	1.8	4.1	5.0	15.8



Meeting Date: October 7, 2026

Agenda Item Type:

- | | | |
|--|---|--|
| ☐ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☒ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Public Works **Staff Resource:** CIP Project Manager Martin Smith

Agenda Title: Discussion and possible action regarding the purchase of a Town-wide camera system from Oculens, LLC in the amount of \$221,546.60, as approved in the FY27 Capital Plan and giving authority to the Finance Director to sign any and all documents for the procurement of a five-year loan/lease to fund said purchase.

Attached Documents:

- Oculens Price Quote
- Cooperative Purchasing Agreement

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 15 minutes

Reviewed By:

- | | | | | |
|--|---|--|---|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☒ Finance | ☐ Other: |
|--|---|--|---|---------------------------------|

Financial Review (if applicable):

- | | | | |
|--|-----------------------------|------------------------------|---------------------------------|
| • Funding Source / GL Account Number: 03-420-20-831000 | | | |
| • Approved in the FY27 Budget? ☒ Yes | ☐ No | ☐ N/A | ☐ Other: |
| • Is this an approved CIP Project? ☒ Yes | ☐ No | ☐ N/A | ☐ Other: |

Background Information:

The Town of Camp Verde has experienced a significant increase in vandalism occurring on and around Town-owned properties and facilities. This increase has resulted in additional demands on the Town's Maintenance Department, including staff time, materials, and repair costs necessary to address and remediate damage caused by vandalism. Over the past year, the Town has expended more than \$24,800 and approximately 600 employee hours responding to and repairing vandalism-related damage on Town grounds. In addition to the direct costs associated with repairs, the continued occurrence of vandalism creates operational challenges and diverts staff resources from routine maintenance activities and other priority projects.

The Town currently utilizes three separate security camera systems to monitor Town-owned facilities and properties. The original system was installed to monitor the primary Town complex and associated facilities, including Public Works, Town Hall, Community Park, the Gymnasium, and the Redinger Ramada. When the Town began operating Butler Park, Heritage Pool, and the adjacent Skate Park, a separate security camera system was installed to monitor those facilities. A third, independent system was installed at the Public Library when that facility was constructed.



Town Council Agenda Information Memorandum

The three existing systems utilize different technologies and are not compatible with one another. As a result, the Town is unable to operate and monitor all of its security cameras through a single centralized software platform. Staff must instead utilize separate systems to access and monitor different Town properties. This lack of integration limits the Town's ability to efficiently monitor its facilities and respond to security concerns across multiple locations.

In addition to the lack of compatibility, the Town's existing camera systems utilize aging technology that has become increasingly inadequate for the Town's current security needs. The image quality of many of the existing cameras is limited, making it difficult to obtain clear images or positively identify individuals involved in vandalism or other incidents. The existing cameras also have limited functionality and generally lack pan, tilt, and zoom capabilities. These limitations can result in areas that are not adequately visible from the cameras and create potential blind spots throughout Town facilities.

To evaluate available technology and identify a system capable of addressing these deficiencies, Staff solicited demonstrations from three companies specializing in security camera and surveillance technology: Oculens, Leverage Technologies, and Everon. Each company provided sample equipment and installed demonstration cameras at various Town facilities. Staff was provided complimentary access to each system for approximately one month, allowing personnel to evaluate the equipment under actual operating conditions and assess image quality, functionality, monitoring capabilities, ease of use, and overall suitability for the Town's needs.

Following the evaluation period, Staff met to review the performance of each system and discuss the advantages and limitations of the products demonstrated. Based on the results of the evaluation and Staff's experience using each system, the consensus recommendation was to proceed with Oculens.

The proposed Oculens system would significantly improve the Town's ability to monitor its properties and respond to vandalism and other security-related incidents. The new cameras utilize high-definition imaging technology capable of producing substantially clearer video and still images than the Town's existing equipment. The cameras also provide pan, tilt, and zoom functionality, allowing operators to focus on areas of interest and reduce potential blind spots. In addition, the system incorporates intelligent camera technology that can assist in tracking individuals as they move from the field of view of one camera into the coverage area of another camera. This functionality will provide Staff with a more comprehensive view of activity occurring across Town properties.

As part of this procurement, the Town proposes to purchase 100 security cameras, along with the associated mounting, installation, networking, and other necessary equipment. The cameras are proposed for installation at the following Town facilities and properties:

- | | | |
|----------------------------|------------------------------|---------------------|
| • Streets Facility | • BRIC Building | • Finance Building |
| • Animal Shelter | • Redinger Ramada | • Marshal's Office |
| • Heritage Pool | • 300 Building | • Sports Complex |
| • Skate Park | • 200 Building | • Equestrian Center |
| • Butler Park | • 100 Building | |
| • Library / Rezzonico Park | • Lower Maintenance Building | |



Town Council

Agenda Information Memorandum

The procurement process was initiated prior to the Town's acquisition of the Verde Lakes Ponds property. Consequently, that property was not included in the original evaluation or proposed camera installation plan. Once the new system has been installed and operational at the identified facilities, Staff anticipates that any cameras remaining available from the procurement could potentially be allocated to the Verde Lakes Ponds property, subject to the equipment requirements and coverage needs at that location.

The proposed system will provide the Town with a more modern and integrated approach to security monitoring while addressing significant limitations associated with the existing camera infrastructure. In addition to improved image quality and expanded camera functionality, the ability to manage multiple Town facilities through an integrated system will improve Staff's ability to monitor Town properties, review incidents, and provide useful video evidence when vandalism or other incidents occur.

Based on the evaluation conducted by Staff, the demonstrated performance of the Oculens equipment, and the need to replace the Town's aging and incompatible security systems, Staff is confident that Oculens can provide and install the equipment necessary to substantially improve security monitoring throughout Town facilities. Staff therefore recommends that the Town Council approve the purchase and installation of the proposed security cameras and associated equipment from Oculens.

Connection to the [FY27 Strategic Plan](#)

This project complies with the Community Infrastructure focus area of the FY27 Strategic Plan.

Question(s) before the Council:

- Does Council have any questions for Staff?

Proposed Motion(s):

I move to approve the purchase of a Town-wide camera system from Oculens, LLC in the amount of \$221,546.60, as approved in the FY27 Capital Plan and give authority to the Finance Director to sign any and all documents for the procurement of a five-year loan/lease to fund said purchase.

-or-

I move to approve the purchase of a Town-wide camera system from Oculens, LLC in the amount of \$221,546.60, as approved in the FY27 Capital Plan and give authority to the Finance Director to sign any and all documents for the procurement of a five-year loan/lease to fund said purchase **with the following stipulations...**

-or-

I move to reject the purchase of a Town-wide camera system from Oculens, LLC in the amount of \$221,546.60, as approved in the FY27 Capital Plan and give authority to the Finance Director to sign any and all documents for the procurement of a five-year loan/lease to fund said purchase.

Oculens LLC

Sales Agreement

End Customer City of Camp Verde

Date 8/18/2026

Attention to

Address

Product Code	Product	List Price	Sales Price	Quantity	Total Price
ACC-SOLP-100W-1	100 Watt Solar Panel	\$299.00	\$209.30	4.00	\$837.20
Switch	5 Port PoE Switch	\$138.00	\$138.00	3.00	\$414.00
Switch	8 Port PoE Switch	\$207.00	\$207.00	2.00	\$414.00
ACC-MNT-ANGLE-1	Angle Mount	\$189.00	\$132.30	3.00	\$396.90
ACC-MNT-ARM-1	Arm Mount	\$129.00	\$90.30	8.00	\$722.40
CB52-256E-HW	CB52-E Outdoor Bullet Camera	\$1,899.00	\$1,329.30	3.00	\$3,987.90
CB62-512E-HW	CB62-E Outdoor Bullet Camera	\$2,399.00	\$1,679.30	9.00	\$15,113.70
CD43-256-HW	CD43 Indoor Dome Camera	\$1,199.00	\$839.30	2.00	\$1,678.60
CD43-256E-HW	CD43-E Outdoor Dome Camera	\$1,399.00	\$979.30	12.00	\$11,751.60
CD53-256-HW	CD53 Indoor Dome Camera	\$1,599.00	\$1,119.30	1.00	\$1,119.30
CD53-256E-HW	CD53-E Outdoor Dome Camera	\$1,799.00	\$1,259.30	2.00	\$2,518.60
CD63-512-HW	CD63 Indoor Dome Camera	\$2,099.00	\$1,469.30	4.00	\$5,877.20
CD63-512E-HW	CD63-E Outdoor Dome Camera	\$2,299.00	\$1,609.30	4.00	\$6,437.20
CF83-512E-HW	CF83-E Outdoor Fisheye Camera	\$2,099.00	\$1,469.30	16.00	\$23,508.80
CH53-1TBE-HW	CH53-E Outdoor Four-Camera Multisensor	\$3,899.00	\$2,729.30	3.00	\$8,187.90
ACC-MNT-CJBOX-1	Circle Junction Box	\$129.00	\$90.30	1.00	\$90.30
CM41-30E-HW	CM41-E Outdoor Mini Dome Camera	\$999.00	\$699.30	3.00	\$2,097.90
CM42-256-HW	CM42 Indoor Mini Dome Camera	\$899.00	\$629.30	27.00	\$16,991.10
ACC-MNT-CORNER-1	Corner Mount	\$229.00	\$160.30	7.00	\$1,122.10
CP52-512E-HW	CP52 Outdoor PTZ Camera	\$4,299.00	\$3,009.30	2.00	\$6,018.60
CR63-512E-HW	CR63-E LTE Camera	\$4,099.00	\$2,869.30	4.00	\$11,477.20
CY53-512E-HW	CY53-E Two-Camera Multisensor	\$2,299.00	\$1,609.30	8.00	\$12,874.40
ACC-MNT-HPEND-1	Four-Camera Multisensor Pendant Cap Mount	\$159.00	\$111.30	3.00	\$333.90
ACC-MNT-XLARM-1	Large Arm Mount (PTZ)	\$189.00	\$132.30	4.00	\$529.20
ACC-MNT-MJBOX-1	Mini Junction Box Mount	\$89.00	\$62.30	2.00	\$124.60
INJ-POE-PLUS	PoE Plus (802.3at) Injector, GigE	\$129.00	\$90.30	6.00	\$541.80
ACC-POE-60WHS-NA	PoE++ Injector, GigE, High Surge Protect	\$179.00	\$125.30	5.00	\$626.50
ACC-MNT-SOLP-1	Solar Panel Mount for LTE Camera	\$549.00	\$384.30	4.00	\$1,537.20
ACC-MNT-SJBOX-1	Square Junction Box	\$109.00	\$76.30	8.00	\$610.40
SV23-HW	SV23 Environmental Sensor	\$999.00	\$699.30	16.00	\$11,188.80
ACC-MNT-YJBOX-1	Two-Camera Multisensor Junction Box	\$169.00	\$118.30	1.00	\$118.30
ACC-MNT-YPEND-1	Two-Camera Multisensor Pendant Cap Mount	\$129.00	\$90.30	5.00	\$451.50
UNB-LAP120	Ubiquiti Point to Multi Point: LAP-120-US	\$138.00	\$138.00	3.00	\$414.00
ACC-MNT-UPEND-1	Umbrella Pendant Cap	\$89.00	\$62.30	2.00	\$124.60

VX52-HW	VX52 Viewing Station	\$549.00	\$384.30	2.00	\$768.60
Nema Box	Weatherproof Nema Box Enclosure	\$677.88	\$677.88	1.00	\$677.88

Installation	\$55,731.71
Subtotal	\$207,415.89
Tax	\$12,130.91
Shipping	\$1,999.80
Total	\$221,546.60

Payment terms: Proposal prices are valid if accepted by Customer within thirty (30) days of the proposal date above. This Sales Agreement is subject to and qualified by the Oculens, LLC standard Terms and Conditions provided herewith. Payment terms are 100% of Product Hardware, Software, Shipping and Sales Tax and 50% of Installation due upon proposal acceptance on a Net-30 basis, remaining balance due on Net-30 basis from the day of project completion; provided, that for goods or services delivered and/or installed in part or in installments, Oculens, LLC may issue invoices payable by Customer upon presentation even if substantial completion has not yet occurred. Shipping & handling costs may vary from that shown above.

Thank you for the opportunity to present you our proposal. If you have any questions concerning this Sales Agreement, contact Alex@oculens.us, 708-548-8462.

For Oculens, LLC: _____
Alex Littleton, Authorized Signatory

Accepted and Agreed as of _____

Customer/Company Full Legal Name: _____

Signature: _____

Signer Name & Title: _____

Thank you for your business!

OCULENS, LLC - Sales Agreement

Standard Terms and Conditions

1. AGREEMENT. These Standard Terms and Conditions ("Terms and Conditions") are part of the Sales Agreement (together, the "Sales Agreement") between Oculens, LLC ("Oculens" or "Seller") and the customer identified in the Sales Agreement accepted by the customer by signature of its duly authorized representative ("Customer"), and are binding upon Seller and Customer as part of the Sales Agreement. Seller will notify Customer, and Customer will bear, any applicable increase in prices proposed, if Customer has signed and returned the Sales Agreement after the date specified in the Sales Order. The Sales Agreement may be signed by a party by manual, facsimile, electronic or digital signature of its authorized representative, and may be transmitted in a .pdf file or other electronic form, or also by online agreement. Capitalized terms used herein have the meanings assigned to them in these Terms and Conditions.
2. GOODS, SERVICES AND PAYMENT. The goods and services to be provided by Seller are those set forth in the Sales Agreement, and Seller does not undertake to provide goods and services other than those set forth in the Sales Agreement as qualified by these Terms and Conditions. The Customer agrees to make timely payment of amounts due under the Sales Agreement according to the payment terms thereof (a separate invoice for which is not a pre-condition of Customer's payment obligation), and to pay each of Seller's invoice when due, irrespective of the timing of delivery of subsequent installments of goods and services. Seller may issue its invoice(s) for additional required payment installments for goods or services delivered and/or installed in part or in installments, prior to substantial completion, in amounts determined by Seller to be commensurate with such portions of goods or services delivered or installed. Such invoices are due and payable by Customer upon presentation. The Customer is responsible for all applicable Taxes, installation, and freight charges. In the event of any payment delay by the Customer past the due date for the payment, a service charge of five percent (5%) of the total amount due shall be applied, along with an interest rate of one and one-half percent (1.5%) per month of the total amount due and unpaid, or the maximum legal rate allowed by law, whichever is less. Additionally, the Customer shall incur a \$20.00 service charge for any returned checks. All collection expenses incurred by Seller, including but not limited to court, attorney, and accounting fees, shall be borne by the Customer.
3. TAXES. Customer shall be responsible for all applicable sales tax, use tax, services tax or other taxes (including, without limitation, personal property taxes assessable on the equipment) and fees related to the Sales Agreement imposed by any governmental, regulatory or tax authority ("Taxes" or "Tax"). In the case of Taxes paid or payable by Seller in connection with the Sales Agreement, the Customer agrees to reimburse Seller for these Tax amounts. However, the Customer shall not be held responsible for Taxes imposed upon Seller based on its gross or net income.

4. **NON-CANCELABLE BY CUSTOMER; RETURNS.** Once the Sales Agreement has been accepted by Customer, it may not be canceled or terminated by Customer without the prior written consent of Seller in its sole discretion and which may be withheld for any reason or no reason. Regardless of any attempted or actual cancellation or termination by Customer of a Sales Agreement or any portion thereof without the advance written approval of Seller, Customer remains obligated to pay the full amount of the Sales Agreement and Seller's invoices pursuant thereto, and all amounts paid by Customer are non-refundable, even if delivery of the goods or commencement of the services is refused by Customer after acceptance by Customer of the Sales Agreement. A return by Customer of any goods will not be accepted by Seller without advance prior written authorization in accordance with Seller's return policy in effect from time to time. Generally, goods are not returnable except to the extent due to material non-conformity with the specifications of the Sales Agreement, as qualified by these Terms and Conditions. Costs of return and any applicable restocking fees are borne by the Customer except as otherwise provided in said return policy. Once installed, goods may not be returned. Seller may require, in connection with any return, that Customer accept a credit towards new or replacement purchases from Seller, rather than a refund.
5. **RIGHT TO SUBSTITUTE OR CANCEL.** The availability of goods and services is subject to stock and logistical considerations. In cases where specific models as may be listed in the Sales Agreement are not reasonably available, or parts thereof become unavailable, the Seller reserves the right to substitute them with models of comparable specifications, if feasible. The Seller retains the right to cancel any part of the order in the Sales Agreement, without cause at any time and without penalty. Should such cancellation by Seller occur, the Seller's sole obligation will be to refund any portion of the down payment paid by the Customer corresponding to the portion of the order which has been cancelled by Seller. In such event, Seller will notify Customer.
6. **DELIVERY AND INSTALLATION.** Seller will utilize standard packaging for the goods being purchased by Customer under the Sales Agreement, which may include but are not limited to electronics. The method of delivery will be chosen by the Seller, and the Seller reserves the right to deliver the goods in installments i.e. partial shipments. Any delay in delivering any installments shall not relieve the Customer of its obligations to accept the remaining installments. At the Customer's sole cost and expense, the Customer shall ensure upon delivery that the goods are placed and stored in an environment that conforms to the manufacturer's specifications and requirements. The Customer shall bear all costs and expenses associated with any additional necessities required for installation and operation, such as telephone and electrical wiring, remodeling, noise reduction, permits, power requirements, and any necessary substructures. Any electrical work external to the goods (e.g., associated peripheral equipment, power, transmission, and phone lines) and equipment line cord are not covered by the Sales Agreement unless otherwise specified. Any price provided for installation includes assumptions about the work required based upon information available at time of pricing; if those assumptions prove to be inaccurate and greater amount of work will be required for the installation, then there will be delays and Seller will update the installation price and may require additional deposit from Customer. Seller is not responsible or liable for failure in its assumptions based upon latent or non-obvious items outside of Seller's control. Customer agrees to bring to Seller's attention prior to Seller's providing pricing, any facts regarding the conditions, deficiencies or issues at the premises where installation will be made.
7. **TITLE AND RISK OF LOSS.** The goods purchased by Customer from Seller pursuant to the Sales Agreement and these Terms and Conditions, are goods identified to the contract, and risk of loss with respect to the goods shall pass to customer when the goods are placed in the hands of the carrier. For goods purchased outright, title will pass to customer upon payment by customer to Seller in full. For goods purchased on an installment payment basis, title will pass to Customer on the installation date.
8. **SECURITY INTEREST.** Customer grants Seller a security interest in the goods hereunder, until Seller has been paid in full for such goods. Customer agrees to notify the Seller prior to relocating, selling, transferring or disposing of any goods for which the Seller holds a security interest. The Customer shall execute any other document, including a financing statement or other document similar to the UCC-1, necessary to protect the Seller's security interest in the goods. The Customer authorizes the Seller to file, at the Customer's expense, any financing statement related to the goods without the Customer's signature, except where required by law.
9. **NO WARRANTIES BY SELLER.** Any applicable warranty provided by the manufacturer for the goods or services, will pass through to the Customer. Customer shall timely submit all equipment warranty claims to the manufacturer of the equipment, in accordance with the manufacturer warranty and subject to its stated limitations. Seller is not the manufacturer of the goods and services. The Customer understands and agrees that, as between Seller and Customer, the goods and services are provided 'as is,' and Seller disclaims all warranties of any kind, express or implied, including without limitation any warranty of merchantability, fitness for a particular purpose, non-infringement, or title regarding or relating to the goods and services or any materials, services, or installation furnished or provided to the Customer in connection with the Sales Agreement, including updates or support. Seller makes no warranty or representation regarding the results that may be obtained from the use of the goods and services, the accuracy or reliability of any information obtained through the goods and services, that the goods and services will meet the Customer's needs or expectations, or be uninterrupted, timely, secure, or error-free, or that defects will be corrected. The use of the goods and services is at the Customer's sole risk. Any material and/or data downloaded or otherwise obtained through the use of the goods and services are at the Customer's discretion and risk. The Customer will be solely responsible for any damage resulting from the use of the goods and services. It is the Customer's responsibility to review the warranty terms of the manufacturer applicable to the goods, in advance of entering into the Sales Agreement. By executing the Sales Agreement, Customer confirms to Seller the terms of warranty of the applicable manufacturer are acceptable to Customer.
10. **LIMITATION OF LIABILITY.** TO THE MAXIMUM EXTENT PERMITTED BY LAW, OTHER THAN DAMAGES PROXIMATELY CAUSED BY WILLFUL MISCONDUCT ON THE PART OF SELLER, ITS REPRESENTATIVES, SUCCESSORS AND ITS AFFILIATES, SELLER TOGETHER WITH ANY SUBCONTRACTORS AND AFFILIATES OF SELLER DO NOT ACCEPT LIABILITY BEYOND THE REMEDIES SET FORTH HEREIN. THIS INCLUDES ANY LIABILITY CAUSED BY THE GOODS AND SERVICES NOT BEING AVAILABLE FOR USE OR FOR LOST OR CORRUPTED DATA OR PRODUCTS, BUSINESS INTERRUPTION, FAILURE OR MALFUNCTION OF THE GOODS AND SERVICES, LOSS, OR ANY OTHER PROVISION OF THE GOODS AND SERVICES, EVEN IF NEGLIGENT. SELLER PROVIDES THE GOODS AND SERVICES TO THE CUSTOMER "AS IS" AND WITH ALL FAULTS. SELLER DOES NOT WARRANT THE ERROR-FREE OPERATION OF THE GOODS AND SERVICES. THE CUSTOMER ACKNOWLEDGES THIS ALLOCATION OF RISK BY EXECUTING THE SALES AGREEMENT AND/OR BY THE PAYMENT OF FEES TO OCULENS, LLC. IN NO EVENT WILL SELLER BE LIABLE FOR LOST PROFITS, LOSS OF BUSINESS, OR OTHER CONSEQUENTIAL, SPECIAL, INCIDENTAL, EXEMPLARY, INDIRECT, OR PUNITIVE DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, OR FOR ANY CLAIM BY ANY THIRD PARTY, EXCEPT AS EXPRESSLY PROVIDED TO THE CONTRARY IN THE SALES AGREEMENT OR THESE TERMS AND CONDITIONS. OTHER THAN AS EXPRESSLY PROVIDED IN THE SALES AGREEMENT AND THESE TERMS AND CONDITIONS, SELLER MAKES NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR USE, ALL OF WHICH ARE EXPRESSLY DISCLAIMED. IN NO EVENT SHALL THE AGGREGATE LIABILITY OF SELLER AND ITS AFFILIATES TOGETHER WITH ITS AND THEIR PERSONNEL, SUBCONTRACTORS, SUPPLIERS, AGENTS AND REPRESENTATIVES, ARISING OUT OF OR IN CONNECTION WITH THE SALES AGREEMENT AND THESE TERMS AND CONDITIONS, EXCEED THE AMOUNT OF FEES ACTUALLY PAID TO SELLER DURING THE 90-DAY PERIOD IMMEDIATELY PRECEDING THE ALLEGED CLAIM AND/OR CANCELLATION OR TERMINATION OF THE SALES AGREEMENT IN ACCORDANCE WITH THE SALES AGREEMENT AND THESE TERMS AND CONDITIONS.
11. **INDEPENDENT CONTRACTOR.** The relationship of Seller with Customer is that of an independent contractor in relation to its provision of the goods and services, and not as an employee or agent of Customer or any of Seller's suppliers.
12. **RISK OF LOSS; INDEMNIFICATION BY CUSTOMER.** The Customer shall bear all risk of theft, loss, or damage not caused by Seller's employees, subcontractors, affiliates or agents to all goods and services installed or to be installed pursuant to the Sales Agreement. Seller is not responsible for loss or damage caused by the carrier or in transit of any goods for delivery to Customer. The Customer agrees to indemnify, defend, and hold harmless Seller, its officers, directors, employees, subcontractors and agents from all loss, liability, claims, or expenses (including reasonable attorney's fees) arising from the Customer's use of the goods and services, including but not limited to liabilities arising from bodily injury, including death, or property damage to any person, unless caused solely as the result of an intentional act or intentional omission by Seller.

13. **FORCE MAJURE.** With the exception of Customer's obligation to make timely payment in accordance with the Sales Agreement, these Terms and Conditions, and the invoices of Seller, neither party shall be responsible for delays or failure in performance of the Sales Agreement or these Terms and Conditions to the extent that such party was hindered in its performance by an act of God, abuse, misuse, excess of voltage or power surges, repairs other than those provided by Seller authorized personnel, civil commotion, labor dispute, pandemic, supply chain issues, labor shortage, governmental action or any other occurrence beyond its reasonable control.
14. **SEVERABILITY.** If any provision of the Sales Agreement or these Terms and Conditions shall be unlawful, void, or for any reason unenforceable, then that provision shall be deemed severable and shall not affect the validity and enforceability of the remaining provisions of the Sales Agreement and these Terms and Conditions.
15. **APPLICABLE LAW; DISPUTE RESOLUTION BY ARBITRATION.** The Sales Agreement and these Terms and Conditions shall be governed by the law of the state where the goods are installed for Customer and the Uniform Commercial Code as adopted therein without regard to choice of law principles; if there are more than one such state, then the governing law will be the law of the State of Arizona. In the event of arbitration, litigation or other proceedings by Seller to enforce or defend any term or provision of the Sales Agreement and these Terms and Conditions, Customer agrees to pay all costs and expenses sustained by Seller, including but not limited to, reasonable attorney's fees. In no event shall Seller be liable or responsible for any attorneys' fees or costs of Customer. Any and all disputes between Seller and Customer arising out of the Sales Agreement and/or these Terms and Conditions and any goods or services provided or to be provided pursuant to the Sales Agreement, shall be resolved in arbitration by a single arbitrator pursuant to the Commercial Arbitration Rules of the American Arbitration Association, and the Commercial Expedited Procedures thereof. The place of the arbitration shall be Phoenix, Arizona.
16. **NOTICES.** All notices required to be given under the Sales Agreement and these Terms and Conditions shall be in writing and shall be sent by U.S. first-class mail or nationally-recognized overnight courier to the parties at the address listed on the Sales Agreement.
17. **ASSIGNMENT.** The Sales Agreement is binding upon the parties and their successors and permitted assigns. The Sales Agreement shall not be assigned by the Customer without the Seller's express written consent. Seller may transfer and assign the Sales Agreement in connection with the sale of all of its business or assets, whether by sale of ownership, merger, sale of assets or otherwise, and may also transfer and assign the Sales Agreement to any affiliate of Seller owned by, under common ownership or control with Seller.
18. **SELLER'S AGENTS.** Customer acknowledges that it has been advised that no agent, employee, or representative of Seller has any authority to bind Seller to any affirmation promise, representation, or warranty concerning any goods and services, unless such affirmation, promise, representation, or warranty is specifically and expressly set forth in the Sales Agreement and these Terms and Conditions.
19. **ENTIRE AGREEMENT.** The Sales Agreement inclusive of these Terms and Conditions, together with any attachments hereto provided by Seller, are the entire agreement between Customer and Seller for the goods and services set forth in the Sales Order, and supersede any discussions, exchanges of information, communications, and earlier proposals which were not duly accepted, relating to the subject matter of the Sales Order or these Terms and Conditions.
20. **NO OTHER TERMS.** These Terms and Conditions, together with the Sales Agreement, shall supersede any terms and conditions which may be contained on any purchase order, order acknowledgement, or other document which may be issued by Customer. Terms of any Customer purchase order, order acknowledgement or similar document of Customer that conflict with or are different or additional terms as compared to the Sales Agreement and these Terms and Conditions, will not be accepted by Seller and are expressly rejected.
21. **MAINTENANCE. SUPPORT AND SERVICE.** Any and all maintenance, support, and service related to the goods and services shall be obtained directly from the manufacturer, unless the parties have separately agreed to additional services in writing under a separate written agreement. Seller, as a reseller and installer of the goods, does not presently directly offer support, education, maintenance, or repairs in connection with the goods and services. Seller is not acting as an employee or agent of the manufacturer in conjunction with the resale or installation of the goods.
22. **MONITORING SERVICES AND MONITORING ADDENDUM.** If monitoring services provided by one of Seller's suppliers are purchased through Seller as part of a Sales Agreement, the terms of the Monitoring Addendum will apply. Seller's role for any purchase or subscription by Customer for monitoring services, is limited to placing the order with the monitoring services supplier, and Seller does not undertake to perform or support any monitoring services or that they will be uninterrupted or error free. Customer agrees to indemnify, defend and hold harmless Seller and its affiliated entities owned by or under common control with Seller, and its and their personnel, representatives and agents, from any and all claims, liabilities and causes of action arising out of use (and any error or failure) of any such monitoring service. Customer agrees that any claim of Customer or any third party in relation to the monitoring service must be brought directly against the monitoring service provider.

AGREEMENT TO PROVIDE SERVICES/SUPPLIES PURSUANT TO A COOPERATIVE
PURCHASING CONTRACT (Bridging Agreement)

This Agreement is made and entered into by and between the Town of Camp Verde, Arizona, a municipal corporation ("Camp Verde"), and Oculens LLC, a limited liability company ("Contractor").

Recitals:

A. Contractor has contracted with Mary C. O'Brien Accommodation School/Pinal County ESA, the lead public agency for the National Purchasing Cooperative (1GPA), to provide services, materials and/or equipment pursuant to **Contract No. 25-07P-22**, "Safety and Security Products, Services and Systems" (the "Cooperative Purchasing Contract"); and

B. Pursuant to A.R.S. § 41-2631 et seq. and Camp Verde's Financial Operations Guide, Camp Verde has authority to utilize cooperative purchasing contracts and engage contractors under the Cooperative Purchasing Contract's terms.

CONTRACTOR AND CAMP VERDE, FOR THE CONSIDERATION SET FORTH IN THIS AGREEMENT, PROMISE, COVENANT AND AGREE AS FOLLOWS:

1. Scope of Work.

1.1 Contractor shall furnish, deliver, and install a Verkada-based video surveillance and environmental sensor system, including all cameras, sensors, viewing stations, mounts, network components, and enclosures, together with installation services and the associated software licensing, as described in the Cooperative Purchasing Contract documents attached as **Exhibit A** and the quotes and specifications attached as **Exhibit B**. As used in this Agreement, all references in the Cooperative Purchasing Contract to Mary C. O'Brien Accommodation School/Pinal County ESA or to 1GPA (as the purchasing member) shall mean Camp Verde.

1.2 Contractor shall comply with all specific requirements and/or options of Camp Verde, as specified in **Exhibit B**, which shall include the Scope of Work, as applicable.

2. Completion of Work.

The Contractor shall complete delivery and installation of the equipment set forth in the Scope of Work. Software licenses shall run for the license term set forth in **Exhibit B** commencing on activation.

3. Payment

The Contract Fee is **\$287,131.30** (\$221,546.60 initial purchase and \$65,584.70, for the 3-Year license option selected). Payment to the Contractor for the services, materials and/or equipment

provided shall be made in accordance with the price list and terms set forth in the Cooperative Purchasing Contract and **Exhibit B**.

Payment to the Contractor shall be made in accordance with the following schedule:

1. Deposit: The Town shall pay the Contractor a deposit equal to fifty percent (50%) of the total Contract Fee, or \$143,565.65, upon execution of this Agreement and receipt of a properly submitted invoice.
2. Remaining Balance: The remaining fifty percent (50%) of the total Contract Fee, or \$143,565.65, shall be due and payable within thirty (30) days following completion of the installation, provided that the equipment and systems have been delivered, installed, tested, and accepted by the Town and the Town has received a properly submitted and undisputed invoice.

Notwithstanding any contrary provision contained in the Contractor's quotation, proposal, invoice, standard terms and conditions, or other documents incorporated by reference, the payment terms set forth in this Agreement shall control. The Contractor shall not be entitled to any additional payment, fee, charge, or expense except as expressly authorized by this Agreement or approved in writing by the Town.

Payment shall not constitute acceptance of defective, incomplete, or nonconforming goods or services and shall not waive any rights or remedies available to the Town under this Agreement, the Cooperative Purchasing Contract, or applicable law.

4. Terms of Cooperative Purchasing Contract Apply.

All provisions of the Cooperative Purchasing Contract documents are incorporated in and shall apply to this Agreement, except as otherwise provided for in this Agreement or in **Exhibit B**. In the event of a conflict, the order of precedence shall be: (1) this Agreement; (2) Exhibit B (Specific Requirements/Options of Town); (3) the Cooperative Purchasing Contract documents (Exhibit A); and (4) Contractor's quotes. Contractor's, Verkada's, or any manufacturer's preprinted, click-through, shrink-wrap, or standard terms and conditions shall not apply to, and shall not modify, this Agreement unless expressly attached to and incorporated by **Exhibit B** and signed by Camp Verde.

5. Contract Term.

The term of this Agreement shall commence upon approval by the Camp Verde Town Council and shall continue through the then-current term of the Cooperative Purchasing Contract, together with any survival of warranty, license, indemnification, and data-security obligations set forth in **Exhibit B**. Camp Verde's obligation to pay amounts due under this Agreement is subject

to annual appropriation of funds by the Town Council; if funds are not appropriated, this Agreement may be terminated as provided in **Exhibit B**.

6. Certificates of Insurance.

All insurance provisions of the Cooperative Purchasing Contract shall apply, including without limitation, the requirement to name Camp Verde as an additional insured. Prior to commencing work under this Agreement, Contractor shall furnish Camp Verde with Certificates of Insurance, or formal endorsements as required by the Contract, issued by the Contractor's insurer(s) as evidence that policies providing the required coverages, conditions and limits required by this Agreement are in full force and effect.

7. Israel.

To the extent A.R.S. § 35-393 through § 35-393.03 is applicable, Contractor certifies that it is not currently engaged in, and agrees for the duration of this Agreement that it will not engage in, a boycott of Israel, as that term is defined in A.R.S. § 35-393.

8. China.

Pursuant to and in compliance with A.R.S. § 35-394, Contractor hereby agrees and certifies that it does not currently, and agrees for the duration of this Agreement that Contractor will not, use: (i) the forced labor of ethnic Uyghurs in the People's Republic of China; (ii) any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; or (iii) any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year last set forth below.

“Camp Verde”

TOWN OF CAMP VERDE, ARIZONA,

a municipal corporation

Marie Moore, Mayor

Date

ATTEST:

Leah Rhodes, Town Clerk

APPROVED AS TO FORM:

Trish Stuhan, Town Attorney
Pierce Coleman PLLC

“Contractor”

OCULENS LLC,

a limited liability company

By: _____

Name: _____

Date

Title: _____

EXHIBIT A — COOPERATIVE PURCHASE AGREEMENT

The IGPA Contract No. 25-07P-22, "Safety and Security Products, Services and Systems," contract documents are attached and incorporated as Exhibit A, including:

1. Request for Proposal #25-07P (Safety and Security Products, Services and Systems), including specifications and general and special terms and conditions.
2. Executive Summary and award recommendation, RFP #25-07P.
3. General Solicitation / OpenGov Posting for RFP #25-07P.
4. Solicitation Amendment #1 to RFP #25-07P.
5. Solicitation Amendment #2 to RFP #25-07P (revised warranty terms).
6. Offeror's Proposal and Contract Acceptance (Oculens LLC), Contract No. 25-07P-22, awarded January 6, 2025, effective January 19, 2025.
7. Consolidated Contract Forms (certifications, insurance requirements, W-9, and vendor contact forms).

[Copies of each of the foregoing, including amendments, addenda, and any renewal or extension documentation, shall remain on file with the Town Clerk and be attached before execution.]

EXHIBIT B — SPECIFIC REQUIREMENTS/OPTIONS OF TOWN

B-1. Attached Quotes and Specifications. The following Oculens LLC quotes (each referencing 1GPA Contract No. 25-07P-22) are attached and constitute the Scope of Work and price list:

Quote	Date	Total (incl. tax/shipping)
Camp Verde — Equipment v2 (hardware and installation)	8/18/2026	\$221,546.60
Camp Verde — 3-Year Licenses (software licensing)	8/25/2026	\$65,584.70

B-2. Notices.

All notices required under this Agreement shall be sent to:

Town Manager
Town of Camp Verde
473 S Main Street
Camp Verde, Arizona 86322

To Contractor: Oculens LLC, 410 N Scottsdale Rd, Tempe, AZ 85288, Attn: Alexander Littleton, CEO.

B-3. Other Requirements Specific to Town.

The following Town-specific requirements supplement and, where in conflict, control over the Cooperative Purchasing Contract and Contractor's quotes and standard terms:

Acceptance. Camp Verde shall have thirty days following installation to test and accept the system. Payment obligations are contingent on Camp Verde's written acceptance that the system substantially conforms to the specifications demonstrated during the Town's evaluation.

Indemnification. Contractor shall defend, indemnify, and hold harmless Camp Verde and its officials, employees, and agents from and against all claims, damages, losses, and expenses (including reasonable attorneys' fees) arising out of or resulting from Contractor's negligent acts, errors, or omissions or willful misconduct, or Contractor's breach of this Agreement, including any breach of data-security obligations. This obligation is in addition to, and not in limitation of, any indemnification set forth in the Cooperative Purchasing Contract. Any limitation-of-liability, waiver-of-consequential-damages, or damages-cap provision shall not apply to Contractor's indemnification obligations. Any remaining cap shall be no less than the greater of the Contract Fee or applicable insurance proceeds.

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**Meeting Date:** October 7, 2026**Agenda Item Type:**

- | | | |
|--|---|--|
| ☐ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☒ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Public Works**Staff Resource:** CIP Project Manager Martin Smith

Agenda Title: Discussion and possible action regarding the purchase of a 3-year software agreement with Oculens in the amount of \$65,584.70 for the use of proprietary software for monitoring the new camera hardware, as approved in the FY27 Capital Plan and giving authority to the Finance Director to sign any and all documents for the procurement of a three-year loan/lease to fund said purchase.

Attached Documents:

- Oculens Price Quote

Estimated Presentation Time: 5 minutes**Estimated Discussion Time:** 15 minutes**Reviewed By:**

- | | | | | |
|--|---|--|---|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☒ Finance | ☐ Other: |
|--|---|--|---|---------------------------------|

Financial Review (if applicable):

- Funding Source / GL Account Number: 01-180-20-704200
- Approved in the FY27 Budget? ☒ Yes ☐ No ☐ N/A ☐ Other:
- Is this an approved CIP Project? ☒ Yes ☐ No ☐ N/A ☐ Other:

Background Information:

As discussed in the preceding agenda item, the Town of Camp Verde is undertaking an upgrade of its security camera infrastructure in response to increasing incidents of vandalism and the limitations of the Town's existing camera systems. The proposed camera equipment will replace aging technology and provide improved image quality, expanded camera functionality, and greater coverage of Town-owned properties.

The Town currently operates three separate security camera systems that utilize different technologies and software platforms. These systems are not compatible with one another, requiring Staff to access and monitor different Town properties through separate software applications. This limits the Town's ability to efficiently monitor its facilities from a centralized location and makes it more difficult to review and manage video from multiple properties when an incident occurs.

In addition to the compatibility issues, the existing software platforms are difficult and time-consuming to use. The current systems do not provide Staff with an efficient means of searching recorded video. In particular, the existing software does not provide the ability to quickly fast-forward through recorded footage; footage is generally reviewed in real time. As a result, locating a specific incident or time period can require Staff to spend significant amounts of time manually reviewing video. This creates an



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inefficient and time-intensive process for investigating incidents and obtaining relevant footage, particularly when the approximate time of an incident is not known.

The limitations of the existing systems are particularly significant given the increased amount of vandalism occurring on Town-owned properties. Over the past year, the Town has expended more than \$24,800 and approximately 600 employee hours responding to and repairing vandalism-related damage on Town grounds. Efficient access to security footage is an important tool in identifying individuals responsible for vandalism, documenting incidents, and providing information to law enforcement when appropriate.

The existing systems also present concerns regarding access control and the management of recorded video that may be used as evidence. At this time, the Town does not have a definitive accounting of the number of individuals who have access to the various existing camera software platforms or the extent of access available to each user. The use of multiple systems with potentially numerous users creates challenges in maintaining consistent control over recorded video and establishing a clear chain of custody when footage is obtained for use as evidence.

Maintaining appropriate control over video evidence is particularly important when footage is provided to law enforcement or may otherwise be used in an investigation or legal proceeding. The current decentralized system makes it more difficult for the Town to establish a consistent process for determining who has access to recorded footage, who retrieves or exports footage, and how that footage is maintained following an incident. This creates unnecessary administrative, evidentiary, and potential liability concerns for the Town.

The proposed Oculens software platform is designed to address these limitations by providing a centralized system for accessing, monitoring, managing, and reviewing the Town's security cameras. Rather than requiring Staff to utilize three separate software platforms, the new system will provide a common interface through which authorized personnel can access the Town's camera network.

The new software will also significantly improve the process of locating and reviewing recorded footage. Unlike the Town's existing systems, the proposed platform will provide tools that allow users to efficiently navigate recorded video and locate specific incidents without having to review footage entirely in real time. This will substantially reduce the amount of Staff time required to identify and retrieve video associated with vandalism, accidents, property damage, or other incidents.

The new system will also allow the Town to establish a more controlled and consistent process for access to security camera footage. User access can be limited to authorized personnel, with administration of the system and user permissions anticipated to be facilitated through the Camp Verde Marshal's Office. Centralizing administration and establishing defined user permissions will provide the Town with greater control over who can access recorded footage and create a more consistent process for retrieving, exporting, and maintaining video that may constitute evidence.

This centralized approach is expected to reduce the Town's exposure to unnecessary liability associated with uncontrolled or unclear access to recorded video and improve the Town's ability to document the



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handling of video evidence. Establishing a designated administrative authority and controlled access structure will also provide greater accountability regarding who accesses or retrieves footage and when that access occurs.

The software platform is an essential component of the proposed security camera upgrade. While the cameras provide the physical means to capture video, the associated software provides the functionality necessary to operate and monitor the cameras, manage video feeds, review recorded footage, control user access, and utilize the system's advanced security and monitoring capabilities. The software will also allow the Town to take advantage of the integrated functionality of the new camera system, including the ability to monitor activity across multiple cameras and track subjects as they move between camera views.

As part of the evaluation process described in the preceding agenda item, Staff was provided an opportunity to use and evaluate the Oculens software platform in conjunction with the demonstration cameras installed at Town facilities. Staff evaluated the system for approximately one month and considered its functionality, ease of use, monitoring capabilities, video management features, search capabilities, and overall suitability for the Town's operational needs. Following the evaluation, Staff determined that the Oculens platform best met the Town's requirements and would provide the functionality necessary to operate the proposed camera system effectively.

The proposed software procurement will provide the Town with the necessary software licenses, system functionality, and related services required to operate and monitor the new Oculens security camera infrastructure. The software will be used in conjunction with the 100 security cameras and associated equipment proposed for installation at Town facilities.

The proposed software agreement is structured as a three-year lease with a total contract value of \$65,584.70. The lease term is for three years and does not provide for early termination by the Town. Accordingly, approval of this agreement represents a three-year contractual commitment by the Town for the Oculens software and associated services. The total cost of \$65,584.70 represents the Town's financial commitment for the full three-year lease term.

Staff has considered the term and financial commitment associated with the agreement in evaluating the proposed system. Staff believes the benefits provided by the centralized software platform, including improved video search and management capabilities, enhanced user access controls, centralized administration, and integration with the proposed camera equipment, justify the three-year commitment.

By implementing the Oculens software platform in conjunction with the new camera equipment, the Town will transition from three incompatible security camera systems to a more centralized and integrated security monitoring solution. The new system will improve Staff's ability to monitor Town properties, efficiently investigate incidents, locate and preserve relevant video, and provide video information to law enforcement when appropriate.



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The proposed system will also establish a more structured approach to user access and video management. Designating the Camp Verde Marshal's Office as the anticipated administrative point for the system will provide the Town with a centralized method of controlling access to the camera network and managing video that may be used as evidence. This will provide greater accountability and consistency in the handling of recorded footage while reducing the risks associated with the current decentralized access structure.

Based on Staff's evaluation of the Oculens system and software, Staff believes the proposed platform will provide the functionality, reliability, ease of use, and access controls necessary to support the Town's upgraded security camera infrastructure. Staff recommends that the Town Council approve the three-year lease agreement with Oculens in the total amount of \$65,584.70 for the security camera management software and related services necessary to operate and monitor the Town's new security camera system.

Connection to the [FY27 Strategic Plan](#)

This project complies with the Community Infrastructure focus area of the FY27 Strategic Plan.

Question(s) before the Council:

- Does Council have any questions for Staff?

Proposed Motion(s):

I move to approve the purchase of a 3-year software agreement with Oculens in the amount of \$65,584.70 for the use of proprietary software for monitoring the new camera hardware, as approved in the FY27 Capital Plan and giving authority to the Finance Director to sign any and all documents for the procurement of a three-year loan/lease to fund said purchase.

-or-

I move to approve the purchase of a 3-year software agreement with Oculens in the amount of \$65,584.70 for the use of proprietary software for monitoring the new camera hardware, as approved in the FY27 Capital Plan and giving authority to the Finance Director to sign any and all documents for the procurement of a three-year loan/lease to fund said purchase **with the following stipulations...**

-or-

I move to reject the purchase of a 3-year software agreement with Oculens in the amount of \$65,584.70 for the use of proprietary software for monitoring the new camera hardware, as approved in the FY27 Capital Plan and giving authority to the Finance Director to sign any and all documents for the procurement of a three-year loan/lease to fund said purchase.



Oculens LLC

Sales Agreement

End Customer City of Camp Verde
Attention to
Address

Date 8/18/2026

Product Code	Product	List Price	Sales Price	Quantity	Total Price
LIC-CAM-3Y-CAP	3-Year Camera License, Capacity Increase	\$659.00	\$461.30	89.00	\$41,055.70
LIC-CAM-MLT4-3Y-CAP	3-Year Four-Camera Multisensor License, Capacity Increase	\$1,949.00	\$1,364.30	3.00	\$4,092.90
LIC-SV-3Y-CAP	3-Year Sensor License, Capacity Increase	\$599.00	\$419.30	16.00	\$6,708.80
LIC-CAM-MLT2-3Y-CAP	3-Year Two-Camera Multisensor License, Capacity Increase	\$1,199.00	\$839.30	8.00	\$6,714.40
LIC-VX-3Y-CAP	3-Year Viewing Station License, Capacity Increase	\$1,499.00	\$1,049.30	2.00	\$2,098.60

Installation	\$0.00
Subtotal	\$60,670.40
Tax	\$4,914.30
Total	\$65,584.70

Proposal prices are valid if accepted by Customer within thirty (30) days of the proposal date above. This Sales Agreement is subject to and qualified by the Oculens, LLC standard Terms and Conditions provided herewith. *Payment terms* are 100% of Subtotal due upon proposal acceptance. Shipping & handling costs may vary from that shown above.

Thank you for the opportunity to present you our proposal. If you have any questions concerning this Sales Agreement, contact Alex@oculens.us, 708-548-8462.

For Oculens, LLC: _____
Alex Littleton, *Authorized Signatory*

Accepted and Agreed as of _____

Customer/Company Full Legal Name: _____

Signature: _____

Signer Name & Title: _____

Thank you for your business!

OCULENS, LLC - Sales Agreement

1. **AGREEMENT.** These Standard Terms and Conditions ("Terms and Conditions") are part of the Sales Agreement (together, the "Sales Agreement") between Oculens, LLC ("Oculens" or "Seller") and the customer identified in the Sales Agreement accepted by the customer by signature of its duly authorized representative ("Customer"), and are binding upon Seller and Customer as part of the Sales Agreement. Seller will notify Customer, and Customer will bear, any applicable increase in prices proposed, if Customer has signed and returned the Sales Agreement after the date specified in the Sales Order. The Sales Agreement may be signed by a party by manual, facsimile, electronic or digital signature of its authorized representative, and may be transmitted in a .pdf file or other electronic form, or also by online agreement. Capitalized terms used herein have the meanings assigned to them in these Terms and Conditions.
2. **GOODS, SERVICES AND PAYMENT.** The goods and services to be provided by Seller are those set forth in the Sales Agreement, and Seller does not undertake to provide goods and services other than those set forth in the Sales Agreement as qualified by these Terms and Conditions. The Customer agrees to make timely payment of amounts due under the Sales Agreement according to the payment terms thereof (a separate invoice for which is not a pre-condition of Customer's payment obligation), and to pay each of Seller's invoice when due, irrespective of the timing of delivery of subsequent installments of goods and services. Seller may issue its invoice(s) for additional required payment installments for goods or services delivered and/or installed in part or in installments, prior to substantial completion, in amounts determined by Seller to be commensurate with such portions of goods or services delivered or installed. Such invoices are due and payable by Customer upon presentation. The Customer is responsible for all applicable Taxes, installation, and freight charges. In the event of any payment delay by the Customer past the due date for the payment, a service charge of five percent (5%) of the total amount due shall be applied, along with an interest rate of one and one-half percent (1.5%) per month of the total amount due and unpaid, or the maximum legal rate allowed by law, whichever is less. Additionally, the Customer shall incur a \$20.00 service charge for any returned checks. All collection expenses incurred by Seller, including but not limited to court, attorney, and accounting fees, shall be borne by the Customer.
3. **TAXES.** Customer shall be responsible for all applicable sales tax, use tax, services tax or other taxes (including, without limitation, personal property taxes assessable on the equipment) and fees related to the Sales Agreement imposed by any governmental, regulatory or tax authority ("Taxes" or "Tax"). In the case of Taxes paid or payable by Seller in connection with the Sales Agreement, the Customer agrees to reimburse Seller for these Tax amounts. However, the Customer shall not be held responsible for Taxes imposed upon Seller based on its gross or net income.
4. **NON-CANCELABLE BY CUSTOMER; RETURNS.** Once the Sales Agreement has been accepted by Customer, it may not be canceled or terminated by Customer without the prior written consent of Seller in its sole discretion and which may be withheld for any reason or no reason. Regardless of any attempted or actual cancellation or termination by Customer of a Sales Agreement or any portion thereof without the advance written approval of Seller, Customer remains obligated to pay the full amount of the Sales Agreement and Seller's invoices pursuant thereto, and all amounts paid by Customer are non-refundable, even if delivery of the goods or commencement of the services is refused by Customer after acceptance by Customer of the Sales Agreement. A return by Customer of any goods will not be accepted by Seller without advance prior written authorization in accordance with Seller's return policy in effect from time to time. Generally, goods are not returnable except to the extent due to material non-conformity with the specifications of the Sales Agreement, as qualified by these Terms and Conditions. Costs of return and any applicable restocking fees are borne by the Customer except as otherwise provided in said return policy. Once installed, goods may not be returned. Seller may require, in connection with any return, that Customer accept a credit towards new or replacement purchases from Seller, rather than a refund.
5. **RIGHT TO SUBSTITUTE OR CANCEL.** The availability of goods and services is subject to stock and logistical considerations. In cases where specific models as may be listed in the Sales Agreement are not reasonably available, or parts therefor become unavailable, the Seller reserves the right to substitute them with models of comparable specifications, if feasible. The Seller retains the right to cancel any part of the order in the Sales Agreement, without cause at any time and without penalty. Should such cancellation by Seller occur, the Seller's sole obligation will be to refund any portion of the down payment paid by the Customer corresponding to the portion of the order which has been cancelled by Seller. In such event, Seller will notify Customer.
6. **DELIVERY AND INSTALLATION.** Seller will utilize standard packaging for the goods being purchased by Customer under the Sales Agreement, which may include but are not limited to electronics. The method of delivery will be chosen by the Seller, and the Seller reserves the right to deliver the goods in installments i.e. partial shipments. Any delay in delivering any installments shall not relieve the Customer of its obligations to accept the remaining installments. At the Customer's sole cost and expense, the Customer shall ensure upon delivery that the goods are placed and stored in an environment that conforms to the manufacturer's specifications and requirements. The Customer shall bear all costs and expenses associated with any additional necessities required for installation and operation, such as telephone and electrical wiring, remodeling, noise reduction, permits, power requirements, and any necessary substructures. Any electrical work external to the goods (e.g., associated peripheral equipment, power, transmission, and phone lines) and equipment line cord are not covered by the Sales Agreement unless otherwise specified. Any price provided for installation includes assumptions about the work required based upon information available at time of pricing; if those assumptions prove to be inaccurate and greater amount of work will be required for the installation, then there will be delays and Seller will update the installation price and may require additional deposit from Customer. Seller is not responsible or liable for failure in its assumptions based upon latent or non-obvious items outside of Seller's control. Customer agrees to bring to Seller's attention prior to Seller's providing pricing, any facts regarding the conditions, deficiencies or issues at the premises where installation will be made.
7. **TITLE AND RISK OF LOSS.** The goods purchased by Customer from Seller pursuant to the Sales Agreement and these Terms and Conditions, are goods identified to the contract, and risk of loss with respect to the goods shall pass to customer when the goods are placed in the hands of the carrier. For goods purchased outright, title will pass to customer upon payment by customer to Seller in full. For goods purchased on an installment payment basis, title will pass to Customer on the installation date.
8. **SECURITY INTEREST.** Customer grants Seller a security interest in the goods hereunder, until Seller has been paid in full for such goods. Customer agrees to notify the Seller prior to relocating, selling, transferring or disposing of any goods for which the Seller holds a security interest. The Customer shall execute any other document, including a financing statement or other document similar to the UCC-1, necessary to protect the Seller's security interest in the goods. The Customer authorizes the Seller to file, at the Customer's expense, any financing statement related to the goods without the Customer's signature, except where required by law.
9. **NO WARRANTIES BY SELLER.** Any applicable warranty provided by the manufacturer for the goods or services, will pass through to the Customer. Customer shall timely submit all equipment warranty claims to the manufacturer of the equipment, in accordance with the manufacturer warranty and subject to its stated limitations. Seller is not the manufacturer of the goods and services. The Customer understands and agrees that, as between Seller and Customer, the goods and services are provided 'as is,' and Seller disclaims all warranties of any kind, express or implied, including without limitation any warranty of merchantability, fitness for a particular purpose, non-infringement, or title regarding or relating to the goods and services or any materials, services, or installation furnished or provided to the Customer in connection with the Sales Agreement, including updates or support. Seller makes no warranty or representation regarding the results that may be obtained from the use of the goods and services, the accuracy or reliability of any information obtained through the goods and services, that the goods and services will meet the Customer's needs or expectations, or be uninterrupted, timely, secure, or error-free, or that defects will be corrected. The use of the goods and services is at the Customer's sole risk. Any material and/or data downloaded or otherwise obtained through the use of the goods and services are at the Customer's discretion and risk. The Customer will be solely responsible for any damage resulting from the use of the goods and services. It is the Customer's responsibility to review the warranty terms of the manufacturer applicable to the goods, in advance of entering into the Sales Agreement. By executing the Sales Agreement, Customer confirms to Seller the terms of warranty of the applicable manufacturer are acceptable to Customer.
10. **LIMITATION OF LIABILITY.** TO THE MAXIMUM EXTENT PERMITTED BY LAW, OTHER THAN DAMAGES PROXIMATELY CAUSED BY WILLFUL MISCONDUCT ON THE PART OF SELLER, ITS REPRESENTATIVES, SUCCESSORS AND ITS AFFILIATES, SELLER TOGETHER WITH ANY SUBCONTRACTORS AND AFFILIATES OF SELLER DO NOT ACCEPT LIABILITY BEYOND THE REMEDIES SET FORTH HEREIN. THIS INCLUDES ANY LIABILITY CAUSED BY THE GOODS AND SERVICES NOT BEING AVAILABLE FOR USE OR FOR LOST OR CORRUPTED DATA OR PRODUCTS, BUSINESS INTERRUPTION, FAILURE OR MALFUNCTION OF THE GOODS AND SERVICES, LOSS, OR ANY OTHER PROVISION OF THE GOODS AND SERVICES, EVEN IF NEGLIGENT. SELLER PROVIDES THE GOODS AND SERVICES TO THE CUSTOMER "AS IS" AND WITH ALL FAULTS.

SELLER DOES NOT WARRANT THE ERROR-FREE OPERATION OF THE GOODS AND SERVICES. THE CUSTOMER ACKNOWLEDGES THIS ALLOCATION OF RISK BY EXECUTING THE SALES AGREEMENT AND/OR BY THE PAYMENT OF FEES TO OCULENS, LLC. IN NO EVENT WILL SELLER BE LIABLE FOR LOST PROFITS, LOSS OF BUSINESS, OR OTHER CONSEQUENTIAL, SPECIAL, INCIDENTAL, EXEMPLARY, INDIRECT, OR PUNITIVE DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, OR FOR ANY CLAIM BY ANY THIRD PARTY, EXCEPT AS EXPRESSLY PROVIDED TO THE CONTRARY IN THE SALES AGREEMENT OR THESE TERMS AND CONDITIONS. OTHER THAN AS EXPRESSLY PROVIDED IN THE SALES AGREEMENT AND THESE TERMS AND CONDITIONS, SELLER MAKES NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR USE, ALL OF WHICH ARE EXPRESSLY DISCLAIMED. IN NO EVENT SHALL THE AGGREGATE LIABILITY OF SELLER AND ITS AFFILIATES TOGETHER WITH ITS AND THEIR PERSONNEL, SUBCONTRACTORS, SUPPLIERS, AGENTS AND REPRESENTATIVES, ARISING OUT OF OR IN CONNECTION WITH THE SALES AGREEMENT AND THESE TERMS AND CONDITIONS, EXCEED THE AMOUNT OF FEES ACTUALLY PAID TO SELLER DURING THE 90-DAY PERIOD IMMEDIATELY PRECEDING THE ALLEGED CLAIM AND/OR CANCELTION OR TERMINATION OF THE SALES AGREEMENT IN ACCORDANCE WITH THE SALES AGREEMENT AND THESE TERMS AND CONDITIONS.

11. **INDEPENDENT CONTRACTOR.** The relationship of Seller with Customer is that of an independent contractor in relation to its provision of the goods and services, and not as an employee or agent of Customer or any of Seller's suppliers.
12. **RISK OF LOSS; INDEMNIFICATION BY CUSTOMER.** The Customer shall bear all risk of theft, loss, or damage not caused by Seller's employees, subcontractors, affiliates or agents to all goods and services installed or to be installed pursuant to the Sales Agreement. Seller is not responsible for loss or damage caused by the carrier or in transit of any goods for delivery to Customer. The Customer agrees to indemnify, defend, and hold harmless Seller, its officers, directors, employees, subcontractors and agents from all loss, liability, claims, or expenses (including reasonable attorney's fees) arising from the Customer's use of the goods and services, including but not limited to liabilities arising from bodily injury, including death, or property damage to any person, unless caused solely as the result of an intentional act or intentional omission by Seller.
13. **FORCE MAJURE.** With the exception of Customer's obligation to make timely payment in accordance with the Sales Agreement, these Terms and Conditions, and the invoices of Seller, neither party shall be responsible for delays or failure in performance of the Sales Agreement or these Terms and Conditions to the extent that such party was hindered in its performance by an act of God, abuse, misuse, excess of voltage or power surges, repairs other than those provided by Seller authorized personnel, civil commotion, labor dispute, pandemic, supply chain issues, labor shortage, governmental action or any other occurrence beyond its reasonable control.
14. **SEVERABILITY.** If any provision of the Sales Agreement or these Terms and Conditions shall be unlawful, void, or for any reason unenforceable, then that provision shall be deemed severable and shall not affect the validity and enforceability of the remaining provisions of the Sales Agreement and these Terms and Conditions.
15. **APPLICABLE LAW; DISPUTE RESOLUTION BY ARBITRATION.** The Sales Agreement and these Terms and Conditions shall be governed by the law of the state where the goods are installed for Customer and the Uniform Commercial Code as adopted therein without regard to choice of law principles; if there are more than one such state, then the governing law will be the law of the State of Arizona. In the event of arbitration, litigation or other proceedings by Seller to enforce or defend any term or provision of the Sales Agreement and these Terms and Conditions, Customer agrees to pay all costs and expenses sustained by Seller, including but not limited to, reasonable attorney's fees. In no event shall Seller be liable or responsible for any attorneys' fees or costs of Customer. Any and all disputes between Seller and Customer arising out of the Sales Agreement and/or these Terms and Conditions and any goods or services provided or to be provided pursuant to the Sales Agreement, shall be resolved in arbitration by a single arbitrator pursuant to the Commercial Arbitration Rules of the American Arbitration Association, and the Commercial Expedited Procedures thereof. The place of the arbitration shall be Phoenix, Arizona.
16. **NOTICES.** All notices required to be given under the Sales Agreement and these Terms and Conditions shall be in writing and shall be sent by U.S. first-class mail or nationally-recognized overnight courier to the parties at the address listed on the Sales Agreement.
17. **ASSIGNMENT.** The Sales Agreement is binding upon the parties and their successors and permitted assigns. The Sales Agreement shall not be assigned by the Customer without the Seller's express written consent. Seller may transfer and assign the Sales Agreement in connection with the sale of all of its business or assets, whether by sale of ownership, merger, sale of assets or otherwise, and may also transfer and assign the Sales Agreement to any affiliate of Seller owned by, under common ownership or control with Seller.
18. **SELLER'S AGENTS.** Customer acknowledges that it has been advised that no agent, employee, or representative of Seller has any authority to bind Seller to any affirmation promise, representation, or warranty concerning any goods and services, unless such affirmation, promise, representation, or warranty is specifically and expressly set forth in the Sales Agreement and these Terms and Conditions.
19. **ENTIRE AGREEMENT.** The Sales Agreement inclusive of these Terms and Conditions, together with any attachments hereto provided by Seller, are the entire agreement between Customer and Seller for the goods and services set forth in the Sales Order, and supersede any discussions, exchanges of information, communications, and earlier proposals which were not duly accepted, relating to the subject matter of the Sales Order or these Terms and Conditions.
20. **NO OTHER TERMS.** These Terms and Conditions, together with the Sales Agreement, shall supersede any terms and conditions which may be contained on any purchase order, order acknowledgement, or other document which may be issued by Customer. Terms of any Customer purchase order, order acknowledgement or similar document of Customer that conflict with or are different or additional terms as compared to the Sales Agreement and these Terms and Conditions, will not be accepted by Seller and are expressly rejected.
21. **MAINTENANCE. SUPPORT AND SERVICE.** Any and all maintenance, support, and service related to the goods and services shall be obtained directly from the manufacturer, unless the parties have separately agreed to additional services in writing under a separate written agreement. Seller, as a reseller and installer of the goods, does not presently directly offer support, education, maintenance, or repairs in connection with the goods and services. Seller is not acting as an employee or agent of the manufacturer in conjunction with the resale or installation of the goods.
22. **MONITORING SERVICES AND MONITORING ADDENDUM.** If monitoring services provided by one of Seller's suppliers are purchased through Seller as part of a Sales Agreement, the terms of the Monitoring Addendum will apply. Seller's role for any purchase or subscription by Customer for monitoring services, is limited to placing the order with the monitoring services supplier, and Seller does not undertake to perform or support any monitoring services or that they will be uninterrupted or error free. Customer agrees to indemnify, defend and hold harmless Seller and its affiliated entities owned by or under common control with Seller, and its and their personnel, representatives and agents, from any and all claims, liabilities and causes of action arising out of use (and any error or failure) of any such monitoring service. Customer agrees that any claim of Customer or any third party in relation to the monitoring service must be brought directly against the monitoring service provider.

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**Meeting Date:** October 7, 2026**Agenda Item Type:**

- | | | |
|---|---|---|
| ☐ Consent Agenda | ☐ Informational Presentation | ☒ Discussion Item |
| ☐ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Development Services **Staff Resource:** Christian Green Development Service Director**Agenda Title:** Discussion and possible direction regarding the Town of Camp Verde Public Art Display Policy.**Attached Documents:****Estimated Presentation Time:** 10 minutes**Estimated Discussion Time:** 10 minutes**Reviewed By:**

- | | | | | |
|--|---|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|---|--|----------------------------------|---------------------------------|

Financial Review (if applicable):

- | | |
|---|---|
| • Funding Source / GL Account Number: | Courts special funds: |
| • Approved in the FY27 Budget? ☐ Yes | ☐ No ☒ N/A ☐ Other: |
| • Is this an approved CIP Project? ☐ Yes | ☐ No ☒ N/A ☐ Other: |

Background Information:**Initiative Origin & Initial Discussions**

The effort to establish a formal public art strategy within municipal spaces originated with a proposal from the Artist Guild of Camp Verde. Recognizing the value of integrating local creative work into civic spaces, the Guild proposed utilizing municipal property to highlight locally produced artwork. This request led to a formal discussion during the Town Council meeting on June 17, 2026, where members reviewed options for introducing recurring, managed art displays on town-owned premises.

Scope & Facility Assessment

The initial review centered on two distinct spatial functions:

- **Council Chambers (473 S. Main Street):** Establishing a structured policy to select, hang, and safely maintain rotational visual artwork within the primary public proceedings area.
- **Community & Business Hubs:** Evaluating companion spaces, such as the Business Resource and Innovation Center (BRIC), to host broader community art programming, artist showcases, and creative placemaking initiatives.

Administrative Policy Development



Town Council Agenda Information Memorandum

Following the direction established at the June 17 discussion, the Town Council tasked the Development Services Department with drafting a comprehensive policy. Development Services drafted administrative guidelines to govern the display of public art in municipal facilities. The resulting draft policy addresses criteria for artwork selection, loan agreements, safety standards, content guidelines, liability, and display rotations for official Town Council review and consideration.

Connection to the [FY27 Strategic Plan](#)

Question(s) before the Council:

- Does Council have any questions for staff?

Proposed Motion(s):

Staff requests direction and feedback from Town Council regarding the proposed Public Art Display Policy. Intent of staff is to take recommendations from Council and present the final policy document to Council at a future date.

Town of Camp Verde Public Art Display Policy

1. Purpose and Public Benefit

The Town of Camp Verde (the "Town") supports and promotes the arts as an important part of community life. Public art enriches the community, preserves local history, and contributes to the Town's civic and economic vitality. This policy establishes clear, consistent, and content-neutral guidelines for temporarily displaying artwork and exhibits in the Council Chambers and other public spaces the Town designates for that purpose (each, a "Display Space").

The Town provides Display Space to advance these public purposes. In exchange for the temporary, non-exclusive use of Display Space, each exhibitor agrees to the display standards, insurance, indemnification, and other obligations set out in this policy and in the Display Application/Agreement.

This policy does not create a public forum for unrestricted expression. The Town retains editorial and administrative control over the Display Spaces and reserves the right to decline, condition, relocate, or remove any display as provided below.

2. Definitions

"Working Group" means the Arts and Culture Working Group established in Section 7.

"Display Space" means the Council Chambers and any other Town-owned or Town-controlled space the Town designates in writing for public art display.

"Exhibitor" means the artist, owner, or organization that applies to display artwork and, if selected, signs the Display Application/Agreement.

"Display Application/Agreement" means the Town's standard application and agreement form, which every Exhibitor must complete and sign before installing any display.

"Rotation Quarter" means the calendar quarter during which selected artwork is displayed.

3. Eligible Displays

Eligible content. The Town may consider displays that are educational, cultural, civic, or recreational in nature and that meet the display standards in this policy.

Temporary, non-exclusive use. All displays are temporary. Selection does not grant any Exhibitor a lease, license, easement, or other continuing right to any Display Space.

Application required. An artist or organization wishing to display work must complete and submit a Display Application/Agreement. No artwork may be installed until the Town has selected the display and the Exhibitor has signed the Display Application/Agreement.

4. Application, Priority, and Selection

Town review. The Working Group reviews all timely, complete Display Application/Agreement forms at its regularly scheduled meetings and recommends artwork on the merits, applying the criteria in this Section.

Order of application as priority, not entitlement. The Town schedules review and, among displays the Working Group finds suitable, gives priority to complete applications in the order received. Order of application is a priority and tie-breaking factor only. Submitting an application — whether first or at any time — does not entitle any Exhibitor to a display slot or guarantee that any artwork will be posted. Display Space is limited, and the Town may decline any application.

Selection criteria. The Working Group evaluates each submission against the following objective criteria:

- (a) whether the work fits the physical dimensions, weight, mounting, and layout of the intended Display Space;
- (b) whether the work can be installed and displayed safely, without damage to Town property and without creating a hazard to the public or staff;
- (c) whether the work meets the content standards in Section 5;
- (d) whether the medium, materials, and condition are suitable for an unattended public space; and
- (e) whether display of the work would materially interfere with the ordinary functions conducted in the Display Space.

Recommendation and approval. The Working Group forwards its recommendations to the Town Manager to make the final decision and approve displays administratively, confirming availability, scheduling, safety, consistency with the criteria in this policy, and completion of the Display Application/Agreement.

Notice of decision. The Town will notify each applicant of the decision in writing. If an application is declined, the notice will state the reason with reference to the criteria in this policy.

Reconsideration. An applicant may request reconsideration by submitting a written request to the Town Manager within ten (10) business days after the date of the decision notice. The Town Manager, or a designee who did not make the original decision, will review the request and issue a written decision. The decision on reconsideration is final.

5. Content Standards

Display Spaces serve all members of the public, including families, youth, and residents conducting civic business. The following content standards apply to every display and are enforced evenhandedly, without regard to the viewpoint expressed.

Mandatory exclusions. The Town will not select or display artwork that:

- (a) depicts, promotes, or advertises a product, service, or activity that is prohibited or restricted by the Town Code or other applicable law;
- (b) is obscene, constitutes an unlawful public display of explicit sexual material under A.R.S. § 13-3507, or is otherwise unlawful;
- (c) constitutes commercial advertising, or is primarily intended to promote the sale of goods or services or the commercial interests of the Exhibitor or a third party;
- (d) promotes tobacco products, or sexual or adult-oriented products or services, where the audience to which the display is directed includes individuals under eighteen (18) years of age;
- (e) promotes alcoholic beverages where the audience to which the display is directed includes individuals under the legal drinking age;
- (f) advocates for or against a candidate for public office, a political party, or a ballot measure (all such campaign advocacy is excluded, regardless of the position taken);
- (g) promotes the use of illegal drugs;
- (h) uses words, representations, or descriptive materials having more than one meaning that could cause confusion in locating Town facilities or otherwise impair Town operations; or
- (i) cannot be installed or displayed safely, or poses a physical safety hazard to the public, staff, or Town property.

Additional discretionary standards. Because Display Spaces are frequented by minors and by members of the public conducting civic business, the Town may also decline to display artwork that, judged as a whole:

- (a) depicts or describes nudity, sexual conduct, or sexual excitement in a manner that is harmful to minors as defined by Arizona law, or contains profane, obscene, or lewd matter or characterizations that depict or promote sexually oriented products, activities, or materials; or
- (b) depicts, suggests, or glorifies acts of a violent nature in a manner harmful to minors.

The Town applies the discretionary standards to the manner of depiction, not to any idea or viewpoint expressed, and construes them no more broadly than necessary to protect minors and to preserve the function of the Display Spaces.

Construction. These content standards are intended to be applied in a viewpoint-neutral manner consistent with the United States and Arizona Constitution. If application of any standard to a particular display would violate those protections, the standard will be construed narrowly and applied only to the extent permitted by law. The identity of the Exhibitor, the popularity of the work, and the fact that a work may be controversial or provoke disagreement are not, by themselves, grounds for exclusion. Every decision under this Section must rest on the standards stated here.

6. Relocation and Removal

Relocation. Town staff may move or relocate artwork within Display Spaces as needed for operational purposes. If relocation occurs, Town staff will notify the Exhibitor by email.

Removal for cause. The Town may remove a display, or require the Exhibitor to remove it, if the display or Exhibitor fails to meet the content standards in Section 5, the terms of this policy, or the Display Application/Agreement, or if the display was installed without required approval. Except in the case of an immediate safety or operational hazard, the Town will give the Exhibitor written notice and a reasonable opportunity to cure or remove the display.

Immediate removal for safety or operational hazards. Town staff may immediately remove any item that presents a physical safety hazard or that causes substantial disruption of, or material interference with, Town functions. Immediate removal is limited to those grounds and is not a means of content-based removal.

7. Arts and Culture Working Group

Establishment. The Town Manager establishes an internal Arts and Culture Working Group (the "Working Group") to advise the Town Manager on public art under this policy. The Working Group is an administrative advisory body to the Town Manager; it is not a commission, board, or committee of the Town Council, and it exercises no independent decision-making authority. All display decisions are made administratively by the Town Manager or his or her designee.

Purpose. The Working Group provides a transparent and objective framework for reviewing and recommending public art for display in Display Spaces under this policy.

Composition. The Town Manager appoints the members of the Working Group. The Working Group consists of five (5) members. To support a balanced and qualified perspective, appointments should, where practicable, include:

- (a) one (1) professional artist or arts educator;
- (b) one (1) representative from a local historical, cultural, or Indigenous organization, such as the Yavapai-Apache Nation or a local historical society;
- (c) one (1) local business owner or a representative of the Verde Valley Chamber of Commerce; and
- (d) two (2) residents-at-large representing broader community interests.

Terms. Members serve staggered two-year terms.

Staff Liaison. The Town Manager will designate a staff liaison to provide administrative support to the Working Group.

Records and transparency. The Working Group will keep a written record of the applications it reviews, the criteria applied, and the recommendations it makes to the Town Manager. Display Application/Agreement forms, submitted materials, and the Working Group's written records and recommendations are public records subject to inspection and copying under the Arizona Public Records Law, A.R.S. § 39-121 et seq.

8. Exhibition Schedule

Quarterly rotation. To keep Display Spaces active and provide opportunities for diverse local talent, the Town generally rotates selected artwork each Rotation Quarter, subject to available space and Town needs.

Exhibitor notice. Selected Exhibitors are notified at least thirty (30) days before their Rotation Quarter of the setup and removal dates, absent need for immediate removal in accordance with this policy. Exhibitors must coordinate installation and removal with designated Town staff.

9. Endorsement, Liability, Indemnification, and Insurance

No endorsement. Permission to exhibit does not imply sponsorship by the Town and does not constitute endorsement of the content, policies, or beliefs of the Exhibitor.

Exhibitor responsibility. The Exhibitor is fully responsible for the exhibit, including the content and accuracy of any statements or representations in the materials.

Exhibitor property; release. The Town does not insure and is not responsible for loss of or damage to artwork or other property displayed or owned by an Exhibitor. The Exhibitor displays artwork at the Exhibitor's own risk and, as a condition of using Display Space, releases and waives all claims against the Town and its officials, employees, and agents for loss of or damage to the Exhibitor's property, except to the extent caused by the Town's gross negligence or willful misconduct.

Indemnification and defense. As a condition of using Display Space, the Exhibitor agrees to save, hold harmless, defend, and indemnify the Town and its officials, employees, and agents from and against any and all claims, demands, suits, losses, damages, liabilities, judgments, and expenses (including reasonable attorneys' fees and costs of defense) arising out of or resulting from the exhibit, the Exhibitor's artwork, or the Exhibitor's acts or omissions, including claims based on the content of the exhibit and claims for personal injury or property damage occurring during or resulting from the exhibit. This obligation does not extend to losses caused by the Town's own negligence or willful misconduct.

Insurance. The Town may require an Exhibitor to provide, before installation, a certificate of insurance evidencing commercial general liability coverage in an amount the Town specifies and naming the Town as an additional insured, where the nature, size, or method of installation of the display warrants it. The Town will state any insurance requirement in the Display Application/Agreement.

10. Logistics, Installation, and Care

Setup and removal. The Exhibitor is solely responsible for setting up and removing displays during normal Town operating hours and when staff is available.

Storage. The Town will not provide storage for property belonging to an Exhibitor.

Failure to remove. If an Exhibitor fails to remove a display by the scheduled removal date, the Town may remove and store it at the Exhibitor's expense and risk, and may dispose of it as abandoned property if it is not reclaimed within a reasonable time after written notice.

11. Sales

Staff restrictions. Town staff will not facilitate, manage, or process sales of artwork or displays.

Transaction management. The Exhibitor is solely responsible for managing all sales and for removing any sold items in accordance with the exhibition schedule.



Meeting Date: October 7, 2026

Agenda Item Type:

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| ☐ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☒ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Development Services | **Staff Resource:** Development Service Director Christian Green.

Agenda Title: Discussion and possible action regarding the Northern Arizona Council of Governments (NACOG) U.S. Environmental Protection Agency (EPA) Brownfield Coalition Assessment and Planning Grant for the Camp Verde Downtown Area Wide Plan (AWP).

Attached Documents: NACOG – Stantec Scope of Services

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 minutes

Reviewed By:

- | | | | | |
|--|---|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|---|--|----------------------------------|---------------------------------|

Financial Review (if applicable):

- | | | |
|---|-----------------------------|---|
| • Funding Source / GL Account Number: | Courts special funds: | |
| • Approved in the FY27 Budget? ☐ Yes | ☐ No | ☒ N/A ☐ Other: |
| • Is this an approved CIP Project? ☐ Yes | ☐ No | ☒ N/A ☐ Other: |

Summary:

The Town of Camp Verde has secured Yavapai County's single \$50,000 area-wide planning grant allocation under the Northern Arizona Council of Governments (NACOG) U.S. Environmental Protection Agency (EPA) Brownfield Coalition Assessment and Planning Grant. This allocation requires **no local matching funds** from the Town. Professional planning services are being performed directly by Stantec Engineering under contract through NACOG.

Following recent administrative transitions within Development Services, staff initiated direct coordination with NACOG leadership to confirm project parameters, clarify inter-agency commitments, and establish continuous management of the project scope. Staff formally confirmed to NACOG that Camp Verde's \$50,000 grant allocation is dedicated strictly to non-residential Main Street downtown redevelopment and area-wide revitalization planning. No brownfield site-specific environmental assessments have been conducted or requested under this allocation.

Background Information:

Grant Origin, Administration, and Regional Availability

The EPA Brownfield Coalition Grant program was originally established in Northern Arizona around 2012 through a regional coalition led by the City of Flagstaff. After Flagstaff's four-year administration ended, the Northern Arizona Council of Governments (NACOG) was encouraged to apply to maintain regional



Town Council Agenda Information Memorandum

access to funding. NACOG successfully secured its initial grant round in 2019 and subsequently applied for and received a new cycle of funding under an application authored by consultant Stantec Engineering.

NACOG administers the current four-year coalition grant, which includes NACOG, Navajo County, Coconino County, and Mohave County. Under this framework, any municipality in these member counties can use grant funds for either area-wide revitalization planning or site-specific environmental assessments of previously developed properties intended for reuse. Due to strong regional demand, the four-year grant allocation is being expended ahead of schedule, with full utilization anticipated within approximately three years.

Area-Wide Planning Allocation and Camp Verde Engagement

The coalition grants specifically earmark funding for four area-wide plans, allocating one plan per county. Once an area-wide slot is allocated, no additional area-wide planning funds remain available for that jurisdiction. Regional allocations to date include:

- **Navajo County:** The City of Winslow is utilizing its slot for a water and wastewater feasibility study to support major development.
- **Mohave County:** The City of Kingman requested an area-wide plan focused on its downtown core.
- **Coconino County:** Currently refining its plan focus, with one year remaining before funds expire.
- **Yavapai County / Town of Camp Verde:** Camp Verde initiated engagement by attending the regional kickoff in April of last year. Staff was informed that Yavapai County's single area-wide planning slot was available.

Connection to the [FY27 Strategic Plan](#)

The Downtown Area-Wide Plan (AWP) serves as an action-oriented implementation tool that translates the broad long-range policy vision of the newly adopted **2026 General Plan** into physical, site-level spatial design strategies along the downtown corridor. Key priorities of the plan include:

- **Heritage & Core Character Preservation:** Prioritizing cohesive street frontages, pedestrian scale, and character preservation around cultural anchors like Fort Verde State Historic Park.
- **Study Area Boundaries:** Non-residential properties bordering approximately 1½ miles of Main Street (from Finnie Flat Road south to General Crook Trail) and eastern Hollamon Street to Marksberry Street.
- **Streetscape & Multimodal Enhancements:** Conceptual designs for Hollamon Street, pedestrian crosswalk placement, curb-cut consolidation, and bicycle facilities.
- **Main Street Critical Mass Analysis:** Block-by-block infill evaluations, parcel consolidation opportunities, building test-fits, and storefront continuity planning.
- **District Parking & Event Spaces:** Conceptualization of a "park once" strategy near Main and Hollamon Streets and functional upgrades for the Ramada area at Hollamon/Woods.



Town Council

Agenda Information Memorandum

FINANCIAL IMPACT

- **Total Project Cost:** \$50,000
- **Town Financial Obligation:** \$0.00 (100% grant-funded via NACOG / EPA Coalition Grant; no municipal match required)

Question(s) before the Council:

- Does Council have any questions for staff?

Proposed Motion(s):

Option 1: Primary Motion (Approval and Acceptance)

Move to approve and accept the \$50,000 non-matching EPA Brownfield Coalition Grant allocation administered through NACOG, and authorize staff to execute all necessary agreements and proceed with the scope of work for the Main Street Downtown Area-Wide Plan in partnership with Stantec Engineering.

Option 2: Alternative Motion (Directing Further Action or Modifications)

Move to direct staff to move forward with the Main Street Downtown Area-Wide Plan utilizing the \$50,000 NACOG EPA Coalition Grant allocation, with the condition that staff return to Council with updates following Task 2 (Community Engagement) and Task 4 (Main Street Critical Mass Analysis) prior to finalizing the ultimate plan recommendations.

Option 3: Motion to Table / Postpone

Move to table discussion on the Main Street Downtown Area-Wide Plan grant allocation until (Date Chosen), to allow staff to provide additional information regarding [specific issue, e.g., TAG committee makeup / additional public input steps].

Staff Recommendation

Staff recommend Alternative 1, Move to approve and accept the \$50,000 non-matching EPA Brownfield Coalition Grant allocation administered through NACOG, and authorize staff to execute all necessary agreements and proceed with the scope of work for the Main Street Downtown Area-Wide Plan in partnership with Stantec Engineering.

To: **Christian Green, Cory Mulcaire** From: **Rhonda Bell, Planner/Urban**
Development Services Designer
Town of Camp Verde Rhonda.Bell@stantec.com

Cc: **David Meyers, NACOG**
Dave Laney, Stantec

Project/File: NACOG – Camp Verde AWP Date: June 22, 2026

Reference: NACOG – Downtown Area-Wide Plan (AWP)

Stantec appreciates this opportunity to work with the Town of Camp Verde in preparing an Area Wide Plan (AWP) for the Main Street corridor through downtown. This effort will build on and complement the Town's recent policy updates and will focus on physical and site planning recommendations. This memorandum provides a work plan outline for downtown improvements along the approximately ½-mile Main St corridor in downtown Camp Verde. Stantec met virtually with Town staff in mid-November 2025, and on-site on April 7, 2026 to discuss options for use of Brownfields planning funds.

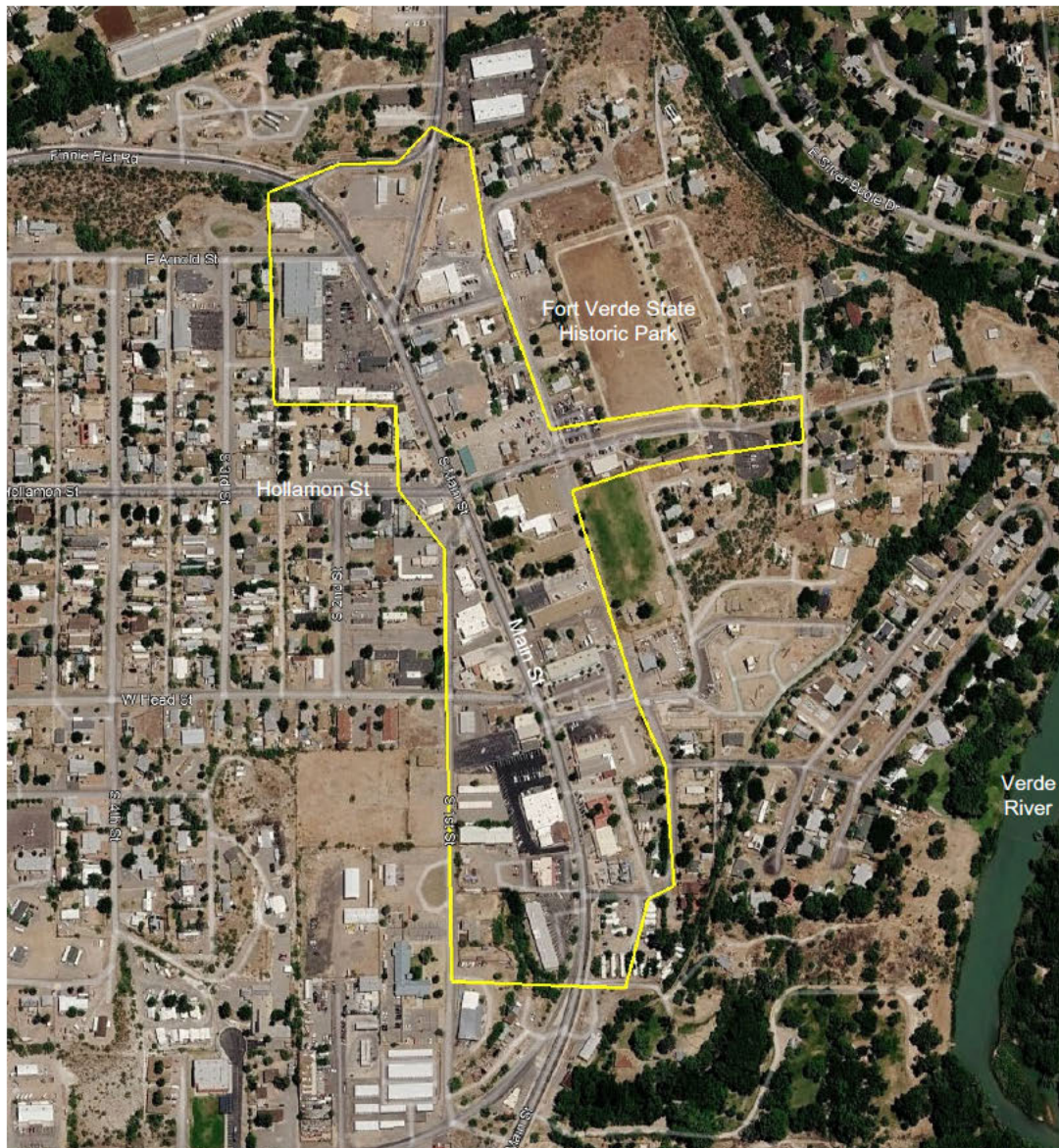
The AWP study will be conducted as part of the *Northern Arizona Council of Governments U.S. Environmental Protection Agency Coalition Assessment and Planning Grant*. The grant provides funding for local communities to fund environmental site assessments and cleanup, site reuse and area wide planning activities that support brownfield reuse and redevelopment.

1.0 - Project Overview

Study Area

The study area includes non-residential properties abutting both sides of Main Street in downtown Camp Verde, extending from Finnie Flat Rd in the north to the 'Y' split of Main St and General Crook Trail. The study area will also include the east segment of Hollamon St, from Main St to Marksberry St.

Reference: NACOG – Downtown Area-Wide Plan (AWP)



Recommended AWP Study Area (boundary depicted as a **yellow** line)
Source: Google Earth Pro

Reference: NACOG – Downtown Area-Wide Plan (AWP)

2.0 – Scope of Services

Task 1: Project Management

Stantec will provide overall project management and coordination, including facilitating communication among the project team and with City staff. This will include organizing and leading regular coordination meetings (approximately four meetings total, including one scoping meeting (complete)) to support alignment on scope, schedule, and key project decisions.

Task 2: Community Engagement

The City has identified the existing Technical Advisory Group (TAG) as a diverse and effective group to represent community interests. Stantec will meet with the Committee three times over the course of the project. All meetings will be virtual; the City will be responsible for coordination with the group, including date identification and invites. Meeting topics will cover these key topics:

- Meeting 1: Project Overview and Visioning/Priorities (discussion session)
- Meeting 2: Draft Vision, Priorities and Recommendations
- Meeting 3: Draft Plan

Task 3: Policy Review and Site Visit

Stantec will review existing zoning and city standards related to the corridor, including required parking ratio, open space requirements, and access requirements. We will also conduct an in-person site visit/walking tour with Town Staff (site visit completed on April 7, 2026).

Task 4: Main Street Critical Mass

Main Street already has enhanced streetscape, but lacks a consistent street frontage. Space between buildings, and storefronts can increase the perceived distance between destinations and have a negative impact on walkability and downtown character.

Stantec will carry out a block-by-block analysis of Main Street to determine where and how infill should be prioritized to create a critical mass and encourage walkability along main street. We will test-fit where buildings can fit onto existing parcels, or where existing parcels would need to be combined (and buildings potentially removed and reconstructed). Test fits could include a more central location for the brewery which is currently exploring the 'triangle' parcel at the north end of the study area, and/or conceptual infill of any portion of Astoria Center. This effort will consider typical building footprints, as well as required parking to serve project uses (and/or a district parking approach, as noted in Task 6)

Task 5: Streetscape Enhancements

Downtown has the opportunity to create a '100% corner' at Main & Hollamon, and to promote a 'park once' approach that could encourage people to visit Main St and the state park from one central starting point.

This effort will create a concept for Hollamon streetscape enhancements from Main Street to General Crook Trail. Improvements could include: improvements to sidewalk, crosswalks, introduction of shade and other pedestrian and bike amenities.

This effort will also evaluate any opportunities for further enhancement of Main Street public realm, including suggested locations for marked crosswalks. We will also evaluate whether there may be opportunities for consolidation of existing drives/curb cuts, particularly if parking lots can be accessed from the rear or side instead of Main Street, in order to reduce the potential for pedestrian/vehicular conflict.

Reference: NACOG – Downtown Area-Wide Plan (AWP)

Task 6: Public Event Space and District Parking

A desire for more events and programming – targeted at both local residents and tourists – is mentioned in several of the town’s plans. This effort will provide concept-level site design to enhance the existing Ramada at Hollamon and Woods; enhancements could include adjacent outdoor space on either side or to the rear (depending on property constraints). Another option could be removal of head-in parking (coupled with a district parking approach) to provide a more ‘front door’ to the existing structure.

Task 7: Signage and Wayfinding

Existing signage does not adequately advertise adjacent businesses; signs could be larger, better placed, or more aesthetically designed to attract tourists. We would propose to prepare examples of appropriate signage, and identify particular locations that could benefit from improvements.

In a related effort, we would propose to provide examples of mode-specific wayfinding signage (pedestrian vs motorist) and identify appropriate locations to sequence visitors into town, including directional signage guiding visitors to existing river access points.

Task 8: Final Report

This effort will produce a concise, graphically-oriented plan for the study area. As noted in the overview and in light of the Town’s extensive, recent policy updates the plan will focus on the physical improvements and will include few (if any) policy recommendations. We will produce a draft report for presentation to and review by the Town’s economic development department and by the Technical Advisory Group (TAG). We will update the plan according to direction from these groups, and create a final document.

3.0 – AWP Breakdown

Camp Verde – Downtown Area-Wide Plan	
Task	Description
Task 1.0: Project Management and Coordination	• Project management and reporting (i.e., EPA Grant) • Team coordination • City/Stantec coordination meetings (~4 virtual meetings)
Task 2.0: Community Engagement	• Conduct 3 virtual meetings with TAG
Task 3.0: Policy Review and Site Visit	• Document area conditions (i.e., land use patterns, area character, notable uses/properties) – including <u>one</u> trip to the Focus Area. • Summarize current (or proposed) zoning and land use standards/policies.
Task 4.0: Main St Critical Mass	• Conduct block-by-block analysis of redevelopment/infill opportunities • Site-specific test fits (up to 3)

Reference: NACOG – Downtown Area-Wide Plan (AWP)

Camp Verde – Downtown Area-Wide Plan	
Task	Description
Task 5.0: Streetscape Enhancements	• Prepare concept level streetscape recommendations for Hollamon St • Identify additional potential enhancements for Main St streetscape • Identify potential locations for marked crosswalks, related to existing land uses and pedestrian circulation patterns • Evaluate potential for curb cut consolidations
Task 6.0: Public Event Space and District Parking	• Provide concept-level site enhancements for existing Ramada • Identify potential locations for shared/district parking
Task 7.0: Signage and Wayfinding	• Provide photographic and graphic examples of business and directional signage • Identify locations that could benefit from enhanced business/retail signage • Recommend locations for wayfinding signage
Task 8.0: Area-Wide Planning Document	• Author narratives explaining the planning process, existing conditions findings, engagement responses/community priorities, the UFP, revitalization strategies, and action plan. • Prepare supportive maps and exhibits. • Prepare a document layout in Adobe InDesign. • Provide 1 round of revisions based on City staff comments. • Provide a final AWP document in PDF format.

We are excited to partner with the Town to explore redevelopment potential and public realm enhancements for this key downtown corridor.

Regards,

STANTEC CONSULTING SERVICES INC.



Rhonda Bell AICP
 Principal
 Phone: (303) 575-8516
 Mobile: 720 404 3385
 rhonda.bell@stantec.com



Town Council

Agenda Information Memorandum

Meeting Date: October 7, 2026

Agenda Item Type:

- | | | |
|--|---|--|
| ☐ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☒ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Development Services **Staff Resource:** Development Services Director
Christian Green

Agenda Title: Discussion and possible action regarding the Camp Verde Unified School District Investigation Fee Waiver.

Attached Documents:

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Reviewed By:

- | | | | | |
|--|---|--|----------------------------------|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☐ Finance | ☐ Other: |
|--|---|--|----------------------------------|---------------------------------|

Financial Review (if applicable):

- | | |
|---|---|
| • Funding Source / GL Account Number: | Courts special funds: |
| • Approved in the FY27 Budget? ☐ Yes | ☐ No ☒ N/A ☐ Other: |
| • Is this an approved CIP Project? ☐ Yes | ☐ No ☒ N/A ☐ Other: |

Background Information:

BACKGROUND

The Camp Verde Unified School District undertook a remodel of the library building that included converting existing open book stack areas into several classrooms and a meeting area. A portion of the remodel had been completed when Town staff became aware that the work had been performed without the required building permit.

Upon being notified of the permitting requirement, the district's project representative was apologetic and explained that the district did not realize that schools were required to obtain building permits for this type of construction work. There was no indication that the district intentionally attempted to avoid the Town's permitting requirements or the associated permit and plan review process.

The representative has since submitted the required building permit application and is working with Town staff to bring the project into compliance.

DISCUSSION

The Town Code provides that when work is performed without the required permit, an investigation fee shall be charged. Under the applicable provisions of the Town Code, the investigation fee for this project would be equal to the cost of the building permit and plan review. Based on the current permit valuation and applicable fees, the investigation fee would be just under \$11,000.



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Staff recognize the importance of maintaining compliance with the Town's building permit requirements. Building permits provide an important mechanism for ensuring that construction is reviewed for compliance with applicable building codes, life-safety requirements, and other adopted standards. Waiving the investigation fee in this instance would not waive the requirement for the district to obtain the necessary building permit or to satisfy all applicable building and inspection requirements.

The circumstances of this project, however, are unusual. The district's representative acknowledged the oversight, expressed an understanding of the permitting requirement once it was brought to their attention, and subsequently submitted the required permit application. The available information indicates that the failure to obtain a permit was the result of a misunderstanding rather than an intentional effort to circumvent the Town's regulatory requirements.

Additionally, the project involves the remodel of an existing building rather than the construction of an entirely new structure. The district is now subjecting the project to the Town's normal permitting, plan review, and inspection processes. As a result, the Town will have the opportunity to review the work and require any necessary corrections to ensure compliance with applicable requirements.

The investigation fee would be a significant additional cost to the district, at just under \$11,000, in addition to the regular permit and plan review fees. Staff believe that waving the investigation fee under these specific circumstances would be a reasonable and equitable outcome while still requiring the district to complete the permitting process and comply with all applicable building requirements.

Approval of this request should be understood as a case-specific waiver based on the circumstances of this project and should not be interpreted as establishing that schools, school districts, or other property owners are exempt from the Town's building permit requirements. Future projects would remain subject to all applicable permitting requirements and fees.

FISCAL IMPACT

If the investigation fee is waived, the Town would forgo approximately \$11,000 in investigation fee revenue associated with this project.

The district remains responsible for the applicable building permit and plan review fees unless otherwise waived or modified by Council. The project will also remain subject to the Town's normal plan review, permitting, inspection, and applicable code-compliance requirements.

Connection to the [FY27 Strategic Plan](#)

This request supports the Town Council's Effective Government strategic priority by allowing the Town to apply its regulations in a fair, reasonable, and responsive manner while maintaining the Town's permitting and building-code requirements. The requested waiver would not eliminate the requirement for the School District to obtain the necessary permit or comply with applicable building and safety standards. Rather, it would allow Council to consider the specific circumstances of the permitting oversight and the district's subsequent cooperation in bringing the project into compliance.



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The request also has a secondary connection to Community Infrastructure through the improvement of an existing community-serving school facility. The remodel will provide additional classroom and meeting space while allowing the existing facility to continue serving the community.

Question(s) before the Council:

- Does Council have any questions for staff?

Proposed Motion(s):

Alternative 1 – Approve the requested waiver.

Council may approve the waiver based on the specific circumstances of the project and the district's cooperation in bringing the work into compliance.

Alternative 2 – Deny the requested waiver.

Council may deny the request, in which case the investigation fee would be assessed in accordance with the Town Code.

Alternative 3 – Continue the item.

Council may continue the matter to a future meeting and request additional information from staff or the School District.

Staff Recommendation

Staff recommend Alternative 1, approval of the investigation fee waiver. The district's failure to obtain the required permit appears to have been inadvertent, the district has acknowledged the oversight and taken steps to correct it, and the project will still be subject to the Town's normal permitting and code-compliance process. Given these circumstances, staff believe that waiving the approximately \$11,000 investigation fee is appropriate and would not compromise the Town's permitting or building-code requirements.

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**Meeting Date:** October 7, 2026**Agenda Item Type:**

- | | | |
|--|---|--|
| ☐ Consent Agenda | ☐ Informational Presentation | ☐ Discussion Item |
| ☒ Action/Decision Item | ☐ Executive Session Request | ☐ Other: |

Requesting Department: Finance**Staff Resource:** Finance Director Michael Showers

Agenda Title: Discussion and possible re-certification of Ordinance 2026-A513, an ordinance of the Mayor and Council of the Town of Camp Verde, Yavapai County, Arizona, increasing the rate of taxation in Chapter 8 – Transaction Privilege Tax, Article 8-1 – Adoption of Tax Code, relating to an increase in the transient lodging transaction privilege tax levied by the Town of Camp Verde from 3.00% to 8.00%; amending the Town Tax Code; providing for repeal of conflicting ordinances; providing for severability; and providing for penalties for violations thereof.

Attached Documents:

- Ordinance 2026-A513

Estimated Presentation Time: 10 minutes**Estimated Discussion Time:** 15 minutes**Reviewed By:**

- | | | | | |
|--|---|--|---|---------------------------------|
| ☒ Town Manager | ☒ Legal | ☐ Risk Management | ☒ Finance | ☐ Other: |
|--|---|--|---|---------------------------------|

Financial Review (if applicable): N/A

- | | | | | |
|---------------------------------------|------------------------------|-----------------------------|---|---------------------------------|
| • Funding Source / GL Account Number: | | | | |
| • Approved in the FY27 Budget? | ☐ Yes | ☐ No | ☒ N/A | ☐ Other: |
| • Is this an approved CIP Project? | ☐ Yes | ☐ No | ☒ N/A | ☐ Other: |

Background Information:

At the May 27, 2026 meeting, the Town Council held a public hearing and subsequently approved Ordinance 2026-A513, increasing the Town's Transient Lodging Transaction Privilege Tax, commonly referred to as the hotel/motel or bed tax, from 3% to 8%. The approved Ordinance was not submitted to the State within 10 days of the approval and so must be re-certified to meet the State requirement.

At the March 25, 2026 meeting, Town Council reviewed the proposed increase and provided direction to move forward with increasing the bed tax from 3% to 8% as part of the FY27 budget process. In accordance with A.R.S. § 9-499.15, the required Notice of Intent was subsequently published on the Town's website for the required 60-day notice period prior to consideration of the ordinance, which can be accessed here: [Notice of Intent – Proposed Rate, Fee, and Service Charge Adjustments - Lodging tax](#). This notice is still in effect for the recertification.



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Under A.R.S. § 9-500.06, municipalities may increase the transient lodging tax through adoption of an ordinance by the governing body and voter approval is not required unless mandated by a municipality's charter or local code. The Town of Camp Verde does not have such a requirement.

CURRENT TAX STRUCTURE

The current tax structure for short-term lodging in Camp Verde is as follows:

- State Transaction Privilege Tax: 5.5%
- Yavapai County Tax: 0.825%
- Town General TPT: 3.65%
- Town Additional Hotel/Motel Tax: 3.00%

These rates result in a combined lodging tax rate of approximately 12.975% for short-term lodging in Camp Verde. If the Town adopts the proposed increase from 3% to 8%, the combined lodging tax rate would increase to approximately 17.975%.

USE OF BED TAX REVENUE

Under A.R.S. § 9-500.06, Arizona law places certain requirements on how municipal lodging tax revenue may be used. However, the statute includes an exemption threshold related to the portion of the tax that exceeds the municipality's general transaction privilege tax rate.

Currently, the Town's general transaction privilege tax rate is 3.65%. Under Arizona law, the first two percentage points above the general tax rate are exempt from the tourism expenditure requirement. This means the exemption applies to the first 5.65% of the lodging tax rate (3.65% + 2.00%). Only the portion of the lodging tax exceeding 5.65% is subject to the statutory requirement that revenues be used for tourism promotion and tourism-related attraction development.

Therefore, if the Town increases the lodging tax to 8%, only 2.35% of the total rate would be restricted for tourism-related expenditures, while the remaining 5.65% would be General Fund revenue.

Permitted uses for the restricted tourism-related portion include:

- Direct expenditures by the Town to promote tourism, such as sporting events, festivals, or cultural exhibits
- Contracts between the Town and nonprofit organizations or associations for tourism promotion
- Development, improvement, or operation of tourism-related attractions or facilities
- Planning and promotion of tourism-related attractions and facilities

Development Services Director Christian Green has provided a preliminary proposal outlining potential uses for the 2.35% portion of lodging tax revenues that would be restricted for tourism-related expenditures under A.R.S. § 9-500.06. These concepts are intended to help guide future discussions regarding tourism promotion, tourism-related infrastructure, events, and community amenities that support Camp Verde's visitor economy.



Town Council Agenda Information Memorandum

It is important for Council to note that while the proposed tax increase would become effective in FY27, the restricted tourism-related revenues will need time to accumulate. As such, execution or implementation of many of the proposed initiatives may need to wait until FY28 or later, depending on actual revenue generation and available fund balance.

POSSIBLE REVENUE

The proposed 5% increase in the Transient Lodging Tax is projected to increase the Town's Accommodation Tax revenue category by approximately \$390,000 in FY27, resulting in total estimated annual revenues of approximately \$910,000.

Of the estimated total revenue, approximately \$727,000 would remain unrestricted and available for general governmental purposes within the General Fund. The remaining estimated \$183,000 would represent the portion of revenues subject to the tourism expenditure requirements outlined in A.R.S. § 9-500.06.

PUBLIC COMMENT

On March 23, 2026, Mike Harrison, Chief Operating Officer for CRR Hospitality, provided a letter of concern, which is included in the agenda packet.

On May 19, 2026, Town staff met with the Tourism Working & Engagement Group (TWEG) to discuss the proposed increase. As a group, TWEG did not express concerns regarding the proposed increase.

There have been no other comments received.

Question(s) before the Council:

- Does the Town Council have any questions, concerns or amendments to the recommended bed tax increase?
- Does the Council have any feedback about the proposed uses of the 2.35% funds that must be used for tourism-related expenditures?

Proposed Motions:

I move to **RE-CERTIFY** Ordinance 2026-A513 an ordinance of the Mayor and Council of the Town of Camp Verde, Yavapai County, Arizona, increasing the rate of taxation in Chapter 8 – Transaction Privilege Tax, Article 8-1 – Adoption of Tax Code, relating to an increase in the transient lodging transaction privilege tax levied by the Town of Camp Verde from 3.00% to 8.00%.

OR

I move to **NOT RE-CERTIFY** Ordinance 2026-A513.



ORDINANCE NO. 2026-A513

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, INCREASING THE RATE OF TAXATION IN CHAPTER 8 – TRANSACTION PRIVILEGE TAX, ARTICLE 8-1 – ADOPTION OF TAX CODE, RELATING TO AN INCREASE IN THE TRANSIENT LODGING TRANSACTION PRIVILEGE TAX LEVIED BY THE TOWN OF CAMP VERDE FROM THREE PERCENT (3.00%) TO EIGHT PERCENT (8.00%); AMENDING THE TOWN TAX CODE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF.

BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA AS FOLLOWS:

Section 1. General. The tax rate in the following section of the Town tax code is increased from three percent (3.00%) to eight percent (8.00%):

Section 8-447 Rental, leasing, and licensing for use of real property:
 additional tax upon transient lodging.

Section 2. Providing for Repeal of Conflicting Ordinances. All ordinances and parts of ordinances in conflict with the provisions of this Ordinance or any part of the Code adopted herein by reference are hereby repealed.

Section 3. Providing for Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance or any part of the Code adopted herein by reference is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 4. Providing for Penalties. Unless otherwise provided, any person found guilty of violating any provisions of this Ordinance shall be guilty of a Class 2 misdemeanor, and upon conviction thereof shall be punished as provided by law. Each day that a violation continues shall be a separate offense punishable as herein described.

Section 5. The tax imposed pursuant to Section 1 of this Ordinance shall not apply to contracts entered into prior to the effective date of this Ordinance.

Section 6. Effective Date. The provisions of this ordinance shall become effective on

December 1, 2026.

**PASSED, ADOPTED AND APPROVED BY A MAJORITY VOTE OF THE MAYOR
AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY,
ARIZONA, THIS 7th DAY OF OCTOBER, 2026.**

Marie Moore, Mayor

ATTEST:

Leah Rhodes, Town Clerk

APPROVED AS TO FORM:

Trish Stuhan, Town Attorney
Pierce Coleman, PLLC

I, LEAH RHODES, TOWN CLERK, DO HEREBY CERTIFY THAT A TRUE AND
CORRECT COPY OF THE ORDINANCE NO. 2026-A513 ADOPTED BY THE
COMMON COUNCIL OF THE TOWN OF CAMP VERDE ON THE 7 DAY OF
OCTOBER, 2026, WAS POSTED IN THREE PLACES ON THE _____, DAY OF
_____, 2026.

Leah Rhodes, Town Clerk