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**AGENDA  
TOWN OF CAMP VERDE  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
WEDNESDAY, MAY 2, 2018 at 6:30 P.M.**

**If you want to speak ON ANY ITEM ON THE AGENDA, PLEASE complete the Request to Speak Form**

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

**1. Call to Order**

**2. Roll Call.** Council Members Jackie Baker, Buck Buchanan, Dee Jenkins, Brad Gordon, Robin Whatley; Vice Mayor Jessie Murdock; and Mayor Charles German.

**3. Pledge of Allegiance**

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

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**a) Approval of the Minutes:**

- 1) Regular Session – April 18, 2018
- 2) Budget Session – April 20, 2018

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

- 1) Friday, May 4, 2018 at 8:00 a.m. – Special Budget Session
- 2) Wednesday, May 9, 2018 at 5:30 p.m. – Work Session
- 3) Wednesday, May 16, 2018 at 6:30 p.m. – Regular Session
- 4) Wednesday, May 23, 2018 at 6:30 p.m. – Council Hears P&Z Matters

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**c) Request for authorization for the Marshal’s Office to apply for grant funding from the Arizona Community Foundation (ACF) Sedona Animal Welfare Fund, and the Arizona Auto Theft Authority (AATA) to pay for equipment and capital improvement expenses to be incurred in FY2018-2019. [Staff Resources: Russ Martin, Brian Armstrong]**

**5. Special Announcements and presentations.**

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**5.1. Proclamation to declare May 15<sup>th</sup> of each year to be Peace Officers Memorial Day, and the calendar week of each year during which May 15<sup>th</sup> occurs as Police Week, which was originally proclaimed by the U.S. Congress and signed by President John F. Kennedy on October 1, 1962. [Staff Resource: CDR Brian Armstrong]**

n/a

**5.2. Fort Verde State Park request for presentation of Certificates of Appreciation to volunteers serving on the Welcome Home Vietnam Veterans Day Steering Committee. [Requested by Sheila Stubler, Park Manager]**

n/a

**5.3. Presentation by Chandler Plante to the Town of Camp Verde, a check for**

**handicap accessible swing equipment at Butler Park.** [Staff Resource: Russ Martin]

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**5.4. Building Safety Month, May 2018 Proclamation.** [Staff Resource: Robert Foreman]

**6. 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 A.R.S. §38-431.01(H))

**7. Business. Legal action can be taken.**

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**7.1. Public Hearing followed by discussion, consideration and possible approval of a Class 13 (In-State Farm Winery) Liquor License Application for NAJAR Cellars, LLC – Allan Martin Sanchez, located at 4626 Old Highway 279, Bay #6, Camp Verde, AZ.** [Staff Resource: Virginia Jones, Judy Morgan]

**7.1.1. Staff Comments**

**7.1.2. Public Hearing Open**

**7.1.3. Public Hearing Closed**

**7.1.4. Council Discussion**

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**7.2. Camp Verde Public Safety Association's request to consider expanding Marshal's residency to Verde Valley.** [Staff Resource: Dave Freeman]

**8. Call to the Public for items not on the agenda. (Please complete Request to Speak Card and turn in to the Clerk.)**

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

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

**11. Adjournment**

Posted by: **vjones**

Date/Time: **04-26-2018 3:00 p.m.** TC Agenda 050218.docx

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

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

38-431.01 Meetings shall be open to the public

A. 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.

- Bashas's Community Board
- Town Hall
- Website

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*Support your local merchants*

**DRAFT MINUTES**  
**TOWN OF CAMP VERDE**  
**REGULAR SESSION**  
**MAYOR AND COUNCIL**  
**473 S. MAIN STREET, SUITE 106**  
**WEDNESDAY, APRIL 18, 2018 at 6:30 P.M.**

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

**1. Call to Order**

Mayor German called the meeting to order at 6:30 p.m.

- 2. Roll Call.** Council Members Jackie Baker, Buck Buchanan, Dee Jenkins, Brad Gordon, Robin Whatley; Vice Mayor Jessie Murdock; and Mayor Charles German were present.

**Also Present:** Town Manager Russ Martin, Town Clerk Judy Morgan, Commander Brian Armstrong, Library Director Kathy Hellman, Director of Public Works Ron Long, Finance Director Mike Showers, Building Official Robert Foreman, and Recording Secretary Marie Moore.

**3. Pledge of Allegiance**

Mayor German led the Pledge of Allegiance.

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

**a) Approval of the Minutes:**

- 1) Special Session – March 28, 2018
- 2) Special Session – April 4, 2018
- 3) Regular Session – April 4, 2018

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

- 1) Friday, April 20, 2018 at 8:00 a.m. – Day 2 of Council Budget Presentations
- 2) Wednesday, April 25, 2018 at 6:30 p.m. – Council Hears P&Z Matters and Special Session
- 3) Wednesday, May 2, 2018 at 6:30 p.m. - Regular Session
- 4) Friday, May 4, 2018 at 8:00 a.m. – Budget – Council review with Town Manager & Finance Director
- 5) Wednesday, May 9, 2018 at 5:30 p.m. – Work Session
- 6) Wednesday, May 16, 2018 at 6:30 p.m. – Regular Session

- c) Possible authorization to execute the Scope of Professional Services with Kimley-Horn and Associates in the amount of \$312,830, under Professional On-Call Consulting Service Agreement #15-112; to provide Engineered Plans for a Site Plan, Sports Fields and Courts within the Sports Complex. [Staff Resource: Ron Long]**

- d) **Possible approval of Special Event Liquor Application for the American Legion, Post 93 located at 286 S 3<sup>rd</sup> Street in Camp Verde for Event on May 19, 2018.** (Staff Resource: Judy Morgan)
- e) **Possible approval for Extension of Premises/Patio Permit for Kevin Norton-Salt Mine Wine located at 536 West Salt Mine Road in Camp Verde.** (Staff Resource: Judy Morgan)

On a motion by Councilor Gordon, seconded by Councilor Baker, Council unanimously approved the Consent Agenda.

## **5. Special Announcements and presentations.**

### **5.1. Arbor/Earth Day Proclamation.**

Mayor German proclaimed Arbor/Earth Day, event to take place at 10:00 am at the Yavapai-Apache Nation Park on Saturday, April 21, 2018.

### **5.2. Call of Election.** [Staff Resource: Judy Morgan]

Notice to the public for four candidacy spots on Council. Record reflects the call of election.

### **5.3. Introduction of 2018 Youth Advisory Council Members.** [Staff Resource: Kathy Hellman and Zack Garcia]

Library Director Kathy Hellman introduced the Youth Advisory Council Member Zack Garcia.

Zack Garcia, Teen Librarian at the community library spoke regarding the history of the Youth Advisory Council and what it has now become. After thorough research, and invitations extended to middle and high school students, interviews were conducted and there are now six (6) members of the program.

The 6 members introduced themselves to Council and spoke of their goals within the Youth Advisory Council and the difference they want to make in the community, events they are volunteering for, creating a community garden, bringing in potential businesses and creating an LBGT group for the community youth.

Mayor German expressed his desire to sit down with the group during a work session to speak more in depth on their project ideas.

## **6. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)**

Douglas Roach spoke of his advocacy toward animal abuse and the Town Code regarding such actions. Stated that he spoke with the Marshals Office regarding an incident involving wild animal abuse and the process he had to take to find out on how to protect the animal from further harassment. After further investigation, he was informed that the AZ Game & Fish does has a law regarding the matter and asks the Town to extend their code to include the law.

Krys Vogler presented a plaque to Russ Martin on behalf of Toys-for-Tots and his extended participation.

## **7. Business. Legal action can be taken.**

- 7.1. Discussion, consideration & possible approval of Resolution 2018-1006, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, acting as Trustees of Camp Verde Sanitary District of Yavapai County, Arizona, approving the form and authorizing the execution and delivery of a loan agreement with the Water Infrastructure Finance Authority (WIFA) of Arizona from its Clean Water Revolving Fund Program; delegating the determination of certain matters relating thereto to the Manager and the Finance Director; providing for the transfer of certain moneys and making certain covenants and agreements with respect thereto and authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by such loan agreement and this resolution.**

Finance Director Mike Showers explained that this is simply refinancing one of the loans on the Sanitary District. This refinance will save over \$400,000 due to a lower interest rate. The refinance does not extend the loan and property taxes will be lowered because of the savings. Councilor Baker questioned how much of a decrease citizen's will see on their taxes. Mr. Showers indicated that homeowners will not see a significant reduction, but there will be some.

On a motion by Vice Mayor Murdock, seconded by Councilor Baker, Council unanimously approved Resolution 2018-1006, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, acting as Trustees of Camp Verde Sanitary District of Yavapai County, Arizona, approving the form and authorizing the execution and delivery of a loan agreement with the Water Infrastructure Finance Authority (WIFA) of Arizona from its Clean Water Revolving Fund Program; delegating the determination of certain matters relating thereto to the Manager and the Finance Director; providing for the transfer of certain moneys and making certain covenants and agreements with respect thereto and authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by such loan agreement and this resolution.

- 7.2. Discussion, consideration & possible approval of Resolution 2018-1007, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, approving the form and authorizing the execution and delivery of a loan agreement with the Water Infrastructure Finance Authority (WIFA) of Arizona from its Clean Drinking Water Revolving Fund Program; delegating the determination of certain matters relating thereto to the Manager and the Finance Director; providing for the transfer of certain moneys and making certain covenants and agreements with respect thereto; authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by such loan agreement and this Resolution, and declaring an emergency. [Staff Resource: Michael Showers]**

Finance Director Mike Showers explained that this is the final loan for the completion of the Waste Water Treatment plant. The total loan is for \$3.5 million dollars with a \$1.5 million forgivable principle. Once the plant is completed, the Town will become completely compliant with ADEQ specifications.

On a motion by Vice Mayor Murdock, seconded by Councilor Baker, Council

unanimously approves Resolution 2018-1007, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, approving the form and authorizing the execution and delivery of a loan agreement with the Water Infrastructure Finance Authority (WIFA) of Arizona from its Clean Drinking Water Revolving Fund Program; delegating the determination of certain matters relating thereto to the Manager and the Finance Director; providing for the transfer of certain moneys and making certain covenants and agreements with respect thereto; authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by such loan agreement and this Resolution, and declaring an emergency.

**7.3 Discussion and possible approval of Resolution 2018-1003, A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structure(s) located on Parcel 403-20-064, 2375 W. Verde West Dr., Camp Verde, Arizona; Directing and authorizing the Building Official to issue a Start Work Order on Hollamon Generations for the purpose of demolishing and removing the above referenced structure(s); and approving and authorizing the Town Manager to allocate any additional funds, if required, to complete the abatement process. [Staff Resources: Robert Foreman]**

Building Official Robert Foreman explained that the Town has exhausted all options to contact the owner and resolve the issue.

Councilor Jenkins inquired if a lien would be put on the property for further issues, Foreman indicated a lien would be placed on the property.

Councilor Gordon questioned what kind of interaction the Town has had with the property owner, Foreman explained that there has been no success in contacting the owner.

Councilor Baker questioned if the lien would be placed on the property after the demolition is complete, Foreman explained that the lien would go into effect the day demolition begins.

Mayor German questioned if the property is fenced off or open to the public. Foreman indicated that it is currently open to the public which is a hazard.

Councilor Baker made a motion to approve Resolution 2018-1003, A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structure(s) located on Parcel 403-20-064, 2375 W. Verde West Dr., Camp Verde, Arizona; Directing and authorizing the Building Official to issue a Start Work Order on Hollamon Generations for the purpose of demolishing and removing the above referenced structure(s); and approving and authorizing the Town Manager to allocate any additional funds, if required, to complete the abatement process, as presented. It was seconded by Councilor Whatley. Councilor Gordon indicated that he has difficulty agreeing to deprive someone of their property rights and therefore will be opposing the vote.

Vice Mayor Murdock questioned how long the property been vacant for. Foreman indicated that an exact date is not known but the surrounding neighbors have indicated it has been several years and it is now becoming an issue with people

entering and vandalizing the property. There was discussion on public health and safety laws.

A vote was taken on the motion, passing with a 6-1 vote in favor, Councilor Gordon voting against.

**8. Call to the Public for items not on the agenda. (Please complete Request to Speak Card and turn in to the Clerk.)**

None

**9. Council Informational Reports.**

Councilor Whatley attended the volunteer luncheon event on Saturday at the library and commended the great job the volunteers do for the library.

Councilor Buchanan attended the Yavapai College District Governing Board meeting at the Ruger Road facility and was impressed by all the corporate donations of equipment that is there for the students to use.

Mayor German attended the volunteer luncheon and indicated that the volunteers have saved over \$150,000 to the town. Mayor German expressed his appreciation toward all the volunteers in our community.

Council Baker spoke in reverence of the volunteers and expressed her enjoyment of the luncheon. She also attended the MAT Force Meeting and indicated that there will be workshops coming up as well as DUMP The Drugs event on April 28 from 10-2 which takes place at local Police Departments.

**10. Manager/Staff Report**

Town Manager Russ Martin informed Council that the Code Enforcement officer obtained over 80 surveys for the CDBG project and only 77 were needed. The sidewalk planning can now begin. Martin expressed his gratitude for staff commitment to the project. Martin informed Council of potential development behind the local post office.

**11. Adjournment**

The meeting adjourned at 7:07 pm.

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

\_\_\_\_\_  
Attest: Town Clerk Judy Morgan

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during Council Meeting of the Town Council of Camp Verde, Arizona, held on April 18, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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Judy Morgan, Town Clerk



**DRAFT MINUTES**  
**TOWN OF CAMP VERDE**  
**SPECIAL SESSION – BUDGET**  
**COUNCIL BUDGET PRESENTATIONS DAY 2**  
**MAYOR AND COUNCIL**  
**473 S MAIN STREET, SUITE 106**  
**FRIDAY, APRIL 20, 2018 AT 8:00 AM**

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

**1. Call to Order.**

Mayor German called the meeting to order at 8:00 a.m.

- 2. Roll Call.** Mayor Charles German, Vice Mayor Jessie Murdock, Council Members Jackie Baker, Dee Jenkins, Brad Gordon, Buck Buchanan and Robin Whatley were present.

**Also Present:** Town Manager Russ Martin, Town Clerk Judy Morgan, Risk Manager Carol Brown, Building Inspector/Plans Examiner Jon Rivero, Human Resources Specialist Barbara Bridge, Acting Marshal Brian Armstrong, Public Works Director Ron Long, Street Supervisor Stacy Perry and Maintenance Supervisor Mike Dumas, Deputy Public Works Director Troy Odell and Wastewater Treatment Plant Manager Jerry Tinagero, Parks and Recreation Coordinator Shawna Figy, Community Development Director Carmen Howard and Recording Secretary Lynn Riordan.

- 3. Pledge of Allegiance.** Led by Mayor German.

- 4. Special Session for FY2018-19 Budget Deliberation – Day 2 of Council Budget Presentations.** Legal action can be taken. Council deliberation and possible action to modify Preliminary Budget content.

**4.1. Discussion between Council and Staff regarding Departmental Budget Presentations for Fiscal Year 2019 Budget.** [Staff Resource: Michael Showers]

Finance Director Mike Showers was not present due to previous obligations. Town Manager Russ Martin addressed the Mayor and Common Council explaining each department that was scheduled today would be addressing budget issues.

**Marshal's Office:** Acting Marshal Brian Armstrong addressed the Mayor and Common Council advising of his department's request for fiscal year 2018-19 was not much different from what the Town Manager recommended, except the request for an additional dispatch position. Acting Marshal Armstrong explained the current dispatch supervisor is taking shifts as a dispatcher that prevents her from completing necessary tasks as a supervisor, and one person from records is covering dispatch shifts. Without an additional dispatch position, the current

employees are unable to take any vacation, and if anyone is off work for injury or illness it necessitates overtime outlays. Presently, the Marshal's Office has one dispatcher off work for maternity leave, one dispatcher is new and there is one position that has not been filled. Just covering necessary shifts has caused overtime expenses. This has caused CVMO to go over budget for its overtime line item. Acting Marshal Armstrong stated he believed he would be able to stay within the budget if the Council approved his request, and he could fill another dispatch position, making the position available in September. Additionally, Acting Marshal Armstrong advised he could wait until January to fill the one officer vacancy, which will help balance the budget and provide funding for the additional position he is requesting.

Councilor Gordon inquired about the availability of an officer being assigned to the Court for security/safety, stating Court safety is a serious concern. Councilor Baker inquired of funding, potentially from the Court, for court security/safety. Town Manager Russ Martin stated the Court currently does not have an armed officer for security/safety, the Court is in session only a couple of days a week, additional funding is not available for Court security/safety in the CVMO budget, the Court security issues are being mandated by the Supreme Court/Administrative Office of the Courts and the Court has applied for grant funding. The Yavapai County Sheriff provides armed officers when in-custody defendants are brought to the Courts. Mr. Martin advised any additional funding would come from the general fund. Acting Marshal Armstrong advised that revenue from traffic enforcement should be increasing as CVMO currently has 21 sworn officers at this time.

Public Works – Engineering: Ron Long addressed the Mayor and Common Council advising he concurred with the Town Manager's recommendations; Mr. Long also advised that the Engineering Department provided administrative and staff support for Public Works.

Public Works – Storm-water: Ron Long and Troy Odell addressed the Mayor and Common Council advising they concurred with the Town Manager's recommendations except funding for permits; Mr. Odell advised the Manager's recommendations for permits only covered MS4 permits, but additional funding would be needed for several projects. Town Manager Russ Martin advised that additional permits are project oriented and funding for these permits would become available as the projects materialized.

Public Works – Road/Streets: Ron Long and Stacy Perry addressed the Mayor and Common Council advising there were some differences between the Department requests and the Manager's recommendation. Town Manager Russ Martin advised that some of the HURF (Highway Users Revenue Fund) requests were actually CIP (Capital Improvement Projects) or were marked to transfer funding (operating transfers) to debt service for purchase or lease of vehicles and/or equipment. Mr. Martin explained what the Town is currently paying for (current debt obligations) and what will be purchased during fiscal year 2018-19 advised that a portion of the funding will be debt service (financed), a portion from General Fund and a portion from HURF. Mayor German commented on the continued reduction of HURF funding from the State. Mr. Martin advised that

the dollar amount that the State withheld from promised HURF funding exceeded \$1,000,000 over the past ten years, with this shortfall becoming the Town's financial burden. Mr. Martin stated that new legislation may cause the reinstatement of HURF funding to cities and towns next year, advising he would keep the Council informed of changes in HURF funding availability.

Mr. Martin introduced Dorie Blair, new employee in the Public Works Department.

Public Works - Maintenance: Mike Dumas addressed the Mayor and Common Council advising he concurred with the Manager's recommendations, however, to accomplish all the Town requests in maintenance and remodels, the Town would need to provide more funding and personnel. Councilor Whatley stated she would like to see upgrades and/or remodeling of Council Chambers, noting that it appears maintenance is already in progress for some minor upgrades. Ms. Whatley thanked Mr. Dumas for completing the kitchen upgrade and stated she would like to see the kitchen remodel completed. Mr. Dumas advised the kitchen remodel is requested in the CIP budget. At the request of Councilor Jenkins, Mr. Martin clarified the wage variation and costs (full-time employees, part-time employees and seasonal), advising that new employees and seasonal employees are not included in the scheduled COLA or wage adjustments.

Public Works – Wastewater: Troy Odell and Jerry Tinagero addressed the Mayor and Common Council advising that they agree with the Manager's recommendations for operations. Mayor German requested a map or chart of proposed and completed projects for the Council to review. Mr. Odell advised that he provides the Wastewater Department's schedule of projects and funding. Mr. Odell advised the current B rating of recycled water was sufficient for construction of parks, and the Department would have an A+ rating of recycled water for use on irrigation of parks prior to completion of the new community park (sports complex).

Mayor German advised that he, and Ron Long had been working on getting state land and forest service easements for utilities and access, however the process was slow and uneventful at this time.

At the request of Councilor Jenkins, Mr. Martin advised that funding for some of the wastewater improvements and expansion for growth may need to be paid from General Fund Reserves or financed, but will be recovered by user fees and new hookups.

Public Works – Parks and Recreation: With Mike Marshall being absent from the meeting, Shawna Figy addressed the Mayor and Common Council advising they concur with the Manager's recommendations for operations except for programs. Ms. Figy advised that the Department needs staff, for the scheduled summer camp program – with ½ of the camp staff wages being allocated in fiscal year 2017-18 and the other half needing to be approved for fiscal year 2018-19, in addition to the Department needing additional part-time staff.

Break 9:24 – 9:32 a.m.

Human Resources: Barbara Bridge addressed the Mayor and Common Council advising she concurred with the Manager's recommendations. Ms. Bridge announced that she had completed the Human Resources Certification Program. Ms. Bridge gave a brief overview of the costs for turnover, training, and the new employee retention program which includes welcome packages (at a minimal cost to the Town). Ms. Bridge advised that her intent is to keep employee retention as high as possible and believes the new wage adjustment, if approved by Council, will help meet those goals and reduce employment costs overall.

Risk Management: Carol Brown addressed the Mayor and Common Council advising the Risk Management Department has collected \$450,000 in old claims, settlements and restitution; the Workman's Compensation EMOD is at .74 which is 20% lower than average. Ms. Brown advised she had finished her education and now has her Risk Management Degree. Ms. Brown advised she has begun succession planning for Jon Rivero, requesting Mr. Rivero's time be increased with Risk Management from 10% to 20%, and advising she is already utilizing the services of Jon Stewart (safety officer with Berkeley Risk).

Mayor and Council: Mayor German advised that he had no objection to the Manager's recommendations. Mr. Martin reminded all council members that funding was available for seminars and updates, and encouraged each of them to attend seminars that may be beneficial to the Town.

Town Clerk: Town Clerk Judy Morgan addressed the Mayor and Common Council advising she concurred with the Manager's recommendation with the exception of staff requests. Ms. Morgan advised the Clerk's Office serves the Town as the General Information Desk and switchboard, and is in need of a Receptionist position. Ms. Morgan advised that most of telephone and personal contact with the public is not for the Clerk's Office, but needs direction to, or with, other departments. Ms. Morgan advised that the Clerk's Office previously had a receptionist position, but it was cut years ago due to budget restraints, and was never re-instated. Mr. Martin agreed that the Clerk's Office receptionist position was a necessity, but he did not include it in his recommendations as it is a matter of balancing the budget.

Community Development: Carmen Howard addressed the Mayor and Common Council advising she concurs with the Manager's recommendations. Ms. Howard advised the Community Development Department has undergone substantial and successful technology and staff changes during the past year. Mr. Howard advised that she is working on code changes, and looks forward to the new IT contract, support, and software. Mayor German stated he had heard positive things about Community Development within the community.

Information Technologies (IT): Russ Martin gave an overview on the current IT contract providers, MerIT, requesting a substantial increase in their contract. He is recommending phasing the increase in over a few years. Councilor Jenkins questioned the efficiency of having an IT consulting contract versus an inhouse IT department or person. Mr. Martin advised that the IT contract was financially feasible and personnel would be available for all Town departments, stating the amount budgeted for the contract would not be sufficient to hire a qualified, full-time IT person or staff an IT Department. Mr. Martin stated the amount of savings

(which is substantial) with the new contract will help offset the operational costs for Community Development.

Town Manager: Town Manager Russ Martin advised the increase in this Department was for the pay adjustments to Town employees. As previously directed and discussed, the pay adjustments at 100% will cost \$250,000 with \$100,000 being COLA increases and \$150,000 being base salary/hourly adjustment to be competitive with other communities. Mr. Martin advised that being at 100% increases employee retention and moral, the proposed budget amount will cause base increases only for those employees who are currently employed at less than the 100% competitive rate (excluding the Town Manager, who will remain at 90%), all employees will receive COLA. Mr. Martin advised that Council may elect to increase competitive wages to only 90%, which would make \$40,000 available for new staff requests. Mr. Martin stated personnel to staff all Town Departments and paying a competitive wage is the highest priority for the Town to operate efficiently. Councilor Whatley suggested that providing some of the requested positions to relieve work over-load may help many departments, but also supports pay adjustments at minimum to 90%. Councilor Buchanan stated his support of the Town Manager's recommendations and commended the Town Manager for accurate and efficient work with the budget preparation.

**5. Adjournment.**

Mayor German adjourned the Work Session at 11:01 a.m.

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Charles German, Mayor

Attest:

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Judy Morgan, Town Clerk

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Budget Work Session of the Town Council of Camp Verde, Arizona, held on April 20, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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Judy Morgan, Town Clerk

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**Agenda Item Submission Form – Section I**

**Meeting Date:** May 2, 2018

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

**Requesting Department:** Marshal's Office

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

**Agenda Title (be exact):** Request for authorization for the Marshal's Office to apply for grant funding from the Arizona Community Foundation (ACF) Sedona Animal Welfare Fund, and the Arizona Auto Theft Authority (AATA) to pay for equipment and capital improvement expenses to be incurred in FY 2018-2019.

**List Attached Documents:**

**Estimated Presentation Time:** 10 Minutes

**Estimated Discussion Time:** 10 Minutes

**Reviews and comments Completed by:**

- Town Manager:** \_\_\_\_\_  **Department Head:** Brian Armstrong
- Town Attorney Comments:** \_\_\_\_\_
- Risk Management:** \_\_\_\_\_
- Finance Department**  
**Fiscal Impact:**  
**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_  
**Comments:**

**Background Information:**

The Marshal's Office is seeking to apply for funding through two grant sources to pay for investigative equipment along with capital improvement expenses for projects at the CVMO animal impound facility, which will not require matching funds on the part of the Town. These are new grant opportunities the Marshal's Office has not applied for in the past.

**Arizona Automobile Theft Authority (AATA)**

1. **Operation "Night Watch" Automated License Plate Reader (LPR).** Grant request for \$32,570 to purchase an automated license plate reader system, along with associated software and licenses, to be installed in one CVMO patrol vehicle. The LPR system reads license plates of vehicles as they pass the system (patrol vehicle) and queries local, state, and federal databases to identify stolen vehicles. The

primary function is to identify, locate, and recover stolen vehicles. This is a new grant opportunity, and AATA is supportive of Camp Verde obtaining the system since we are located at the crossroads of I-17 and SR260, which brings high traffic volume and the potential to identify and recover stolen vehicles traveling through Arizona. The system is linked nationally with other users on the database, which allows for tracking of license plates of suspect vehicles in other crimes to show location history and aid in locating suspects. There is no obligation to match funds for the purchase, however; there would be annual (*optional*) maintenance fees of \$6,995 beginning in year two of the contract and an additional \$1,575 beginning in year six. These fees *may* be eligible to be covered by additional AATA grant funds, but application would need to be made each year.

\*If the maintenance fees were not paid, the system would still be operational for identifying stolen vehicles, but would not share tracking data nationwide or enhanced features.

#### **Arizona Community Foundation**

2. **Sedona Animal Welfare Fund.** Request for \$5,334 to provide for improvements to the Marshal's Office animal rescue/impound facility. Our project proposal is to construct fencing for two additional external dog runs, and cut three "doggie doors" into the block wall of the building to allow the dogs access to the new runs. The facility has five indoor kennels, but only two have external runs that allow the dogs to go outside. The remaining three kennels do not have access to the outside, so the dogs are required to stay indoors. This will result in the facility having a total of five kennels with external runs, which will provide for a better, safer, and healthier environment for the dogs and to increase the holding capacity. There is no obligation to match funds.

#### ***Recommended Action (Motion):***

Move to approve the Marshal's Office to apply for grant funding from the Arizona Community Foundation (ACF) Sedona Animal Welfare Fund, and the Arizona Auto Theft Authority (AATA) to pay for equipment and capital improvement expenses to be incurred in FY 2018-2019.

#### ***Instructions to the Clerk:***



**Agenda Item Submission Form – Section I**

**Meeting Date:** May 2, 2018

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

**Requesting Department:** Marshal's Office

**Staff Resource/Contact Person:** Brian Armstrong

**Agenda Title (be exact):** Proclamation to declare May 15<sup>th</sup> of each year to be **Peace Officers Memorial Day**, and the calendar week of each year during which May 15<sup>th</sup> occurs as Police Week, which was originally proclaimed by the U.S. Congress and signed by President John F. Kennedy on October 1, 1962.

**List Attached Documents:** Proclamation

**Estimated Presentation Time:** 10 Minutes

**Estimated Discussion Time:** 10 Minutes

**Reviews and comments Completed by:**

- Town Manager: \_\_\_\_\_  **Department Head:** Brian Armstrong
- Town Attorney Comments:** \_\_\_\_\_
- Risk Management:** \_\_\_\_\_
- Finance Department**  
**Fiscal Impact:**  
**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_  
**Comments:**

**Background Information:**

In 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.

On 4-21-16, the Mayor and Common Council passed a similar proclamation declaring May 15,2016 as Peace Officers Memorial Day and the week of May 15, 2016 as Police Week.

**Recommended Action (Motion):**

Move to Proclaim May 15, 2018 as *Peace Officers Memorial Day*, and the calendar week of May 15, 2018 as Police Week.

*Instructions to the Clerk:*



**PROCLAMATION**

**DESIGNATING  
MAY 15, 2018  
AS  
PEACE OFFICERS MEMORIAL DAY  
AND  
THE WEEK OF MAY 15, 2018 AS POLICE WEEK**

**WHEREAS**, the 87th Congress of the United States of America, signed on October 1, 1962, by President John F. Kennedy proclaimed May 15<sup>th</sup> of each year as Peace Officers Memorial Day and the calendar week of each year during which May 15<sup>th</sup> occurs as Police Week.

**WHEREAS**, the National Law Enforcement Officer's Memorial located in Washington DC, honors all of America's Federal, State, Tribal and local law enforcement officers killed in the line-of-duty. Inscribed on the Memorial's marble walls are the names of more than 21,500 officers, dating back to the first known death in 1792.

**WHEREAS**, there are 255 Police Officers who were killed in the line of duty in Arizona and their names are inscribed on the Wall of Honor at the National Law Enforcement Officer's Memorial in Washington DC. There were 129 law enforcement officers killed in the line of duty in 2017.

**THEREFORE, BE IT RESOLVED** that the Mayor and Common Council of the Town of Camp Verde do hereby proclaim May 15, 2018 as Peace Officers Memorial Day and the week of May 15, 2018 as Police Week.

Proclaimed by the Mayor and Common Council at the Regular Session of May 2, 2018.

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

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Judy Morgan, Town Clerk

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## Town of Camp Verde *Proclamation*

Building Safety Month – May 2018

Building Codes: Driving Growth through Innovation, Resilience and Safety

**WHEREAS**, our Town’s continuing efforts to address the critical issues of safety, energy efficiency, water conservation, and resilience in the built environment that affect our citizens, both in everyday life and in times of natural disaster, give us confidence that our structures are safe and sound, and;

**WHEREAS**, our confidence is achieved through the devotion of vigilant guardians – building safety and fire prevention officials, architects, engineers, builders, tradespeople, laborers and others in the construction industry – who work year-round to ensure the safe construction of buildings, and;

**WHEREAS**, these guardians – dedicated members of the International Code Council – use a governmental consensus process that brings together local, state and federal officials with expertise in the built environment to create and implement the highest-quality codes to protect Americans in the buildings where we live, learn, work, worship, play, and;

**WHEREAS**, the International Codes, the most widely adopted building safety, energy and fire prevention codes in the nation, are used by most U.S. cities, counties and states; these modern building codes also include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires and earthquakes, and;

**WHEREAS**, Building Safety Month is sponsored by the International Code Council, to remind the public about the critical role of our communities’ largely unknown guardians of public safety – our local code officials – who assure us of safe, efficient and livable buildings, and;

**WHEREAS**, “Building Codes: Driving Growth through Innovation, Resilience and Safety” the theme for Building Safety Month 2018, encourages all Americans to raise awareness of the importance of building safe and resilient construction; fire prevention; disaster mitigation, water safety and conservation; energy efficiency and new technologies in the construction industry. Building Safety Month 2018 encourages appropriate steps everyone can take to ensure that the places where we live, learn, work, worship and play are safe and sustainable, and recognizes that countless lives have been saved due to the implementation of safety codes by local and state agencies, and,

**WHEREAS**, each year, in observance of Building Safety Month, Americans are asked to consider projects to improve building safety and sustainability at home and in the community, and to

PROCLAMATION – BUILDING SAFETY MONTH – MAY 2018  
05/02/2018

acknowledge the essential service provided to all of us by local and state building departments and federal agencies in protecting lives and property.

***NOW, THEREFORE,*** The Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona do hereby proclaim the month of May 2018 as Building Safety Month. Accordingly, we encourage our citizens to join with their community in participation in Building Safety Month activities.

Proclaimed this 2nd day of May 2018.

\_\_\_\_\_  
Charles German, Mayor, Town of Camp Verde

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Judy Morgan, Town Clerk

\_\_\_\_\_  
Date

Agenda Item 7.1.



Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date: May 2, 2018**

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

**Requesting Department: Clerk's Office**

**Staff Resource/Contact Person: Judy Morgan**

**Agenda Title: Public Hearing followed by discussion, consideration and possible approval of a Class 13 (In-State Farm Winery) Liquor License Application for NAJAR Cellars, LLC – Allan Martin Sanchez, located at 4626 Old Highway 279 Bay #6, Camp Verde, AZ**

**List Attached Documents: – Liquor License Application for License # 13406**

**Estimated Presentation Time: 5**

**Estimated Discussion Time: 5**

**Reviews Completed by:**

Department Head: Judy Morgan       Town Attorney Comments: N/A

Finance Department N/A

**Fiscal Impact: None**

**Budget Code: N/A      Amount Remaining: \_\_\_\_\_**

**Comments:**

**Background Information:**

Staff Received the application on April 6, 2018 and posted the necessary documents on April 9, 2018 for the required 20 days. Staff has not received any comments or concerns.

**Recommended Action (Motion) Possible approval of a Class 13 (In-State Farm Winery) Liquor License Application for NAJAR Cellars LLC-Allan Martin Sanches, located at 4626 Old Highway 279, Camp Verde, AZ**

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



18 MAR 23 10:11 AM '18

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

DLIC USE ONLY

License # 13406
Date Accepted: 3-23-18
CSR: SG

Application for Liquor License
Type or Print with Black Ink

APPLICATION FEE AND INTERIM PERMIT FEES (IF APPLICABLE) ARE NOT REFUNDABLE
A service fee of \$25 will be charged for all dishonored checks (A.R.S. § 44-6852)

SECTION 1 Type of License

- Interim Permit
New License
Person Transfer (series 6, 7 and 9)
Location Transfer (series 6, 7 and 9)
Probate/ Will Assignment/ Divorce Decree (No Fees)
Seasonal

SECTION 2 Type of Ownership

- J.T.W.R.O.S.
Individual
Partnership
Corporation
Limited Liability Co
Club
Government
Trust
Tribe
Other (Explain)

SECTION 3 Type of Privilege

- Add Sampling Privilege for Series 9 and 10 only (Complete Sampling Privilege application)
Add Growler privileges (restaurant, series 12, license only. 300-foot restriction applies)

1. Type of License (Series of license): In-State Farm Winery
2. LICENSE # 13

SECTION 4 Applicants

1. Agent's Name: Sanchez, Allan Martin
2. Individual/Owner Name: Allan Martin Sanchez - Najar Cellars LLC
3. Business Name (Doing Business As-DBA): Najar Cellars, LLC
4. Business Location Address: 4626 Old Hwy 279, Camp Verde, AZ, 86322, Yavapai County
5. Mailing Address: 290 South Willow Street Prescott, Arizona 86303
6. Business Phone: 520-248-4424 Daytime Contact Phone:
7. Email Address:

8. Is the Business located within the incorporated limits of the above city or town? Yes No
If you checked no, in what City, Town, County or Tribal/Indian Community is this business located? N/A

9. Total Price paid for Series 6 Bar, Series 7 Beer & Wine Bar or Series 9 Liquor Store (license only) \$ N/A

Table with 5 columns: Fees, Department Use Only, Finger Prints, Total of All Fees. Values include 100.00, 22.00, 13.00, 135.00.

**SECTION 5 Interim Permit**

If you intend to operate business while the application is pending, you will need an interim permit pursuant to A.R.S.§4-203.01. For approval of an interim permit:

- There **must** be a valid license of the same series issued to the current location you are applying for, **OR**
- A Hotel/Motel license is being replaced with a restaurant license pursuant to A.R.S.§4-203.01 (A)

1. Enter license number currently at the location: N/A

2. Is the license currently in use?  Yes  No If no, how long has it been out of use? N/A

**NOTARY**

I (Print Full Name) \_\_\_\_\_ hereby declare that I am the Agent, Current Owner, or Controlling Person on the stated license and location.

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

My Commission Expires on: \_\_\_\_\_ Date \_\_\_\_\_ Day of \_\_\_\_\_ Month \_\_\_\_\_ Year

\_\_\_\_\_  
Signature of Notary

**SECTION 6 Background Check**

EACH PERSON LISTED MUST SUBMIT A QUESTIONNAIRE, FINGERPRINT CARD, AND \$22 PROCESSING FEE PER CARD.

1. If the applicant is an entity, and not an individual, answer questions 1 a-b.

a) Date Incorporated/Organized: 5/19/2017 State where Incorporated/Organized: Arizona

b) AZ Corporation or AZ L.L.C. File No: L21884887 Date authorized to do business in AZ: 05/26/2017

2. List any individual or entity that owns a beneficial interest of 10% or more and/or controls the applicant or licensee. If the applicant is owned by another entity, attach an organizational chart showing the ownership structure. Attach additional sheets as needed. Disclose all controlling persons and members, shareholders or general partners who own a beneficial interest of 10% or more of the applicant or licensee.

Last	First	Middle	Title	%Owned	Mailing Address	City	State	Zip
Sanchez, Allan,	Martin		Manager	100%	290 S. Willow St.	Prescott, Arizona,		86303
			managing					
			member					

(Attach additional sheet if necessary)

**SECTION 7 Probate, Receiver, Bankruptcy Trustee, Assignment, or Divorce Decree of an existing liquor license A.R.S.§4-204**

EACH PERSON LISTED MUST SUBMIT A QUESTIONNAIRE, FINGERPRINT CARD, AND \$22 PROCESSING FEE PER CARD.

1. Current Licensee's Name: N/A

(Exactly as it appears on the license) Last First Middle

2. Assignee's Name: N/A

Last First Middle

3. License Number: N/A

**ATTACH A COPY OF THE DOCUMENT THAT SPECIFICALLY ASSIGNS THE LIQUOR LICENSE TO THE ASSIGNEE.**

**SECTION 8 Government (for Cities, Towns or Counties only)**

1. Government Entity: \_\_\_\_\_  
2. Person/Designee: \_\_\_\_\_  
Last First Middle Daytime Contact Phone #

**SECTION 9 Person to Person Transfer ARS§4-203(C), (D), (G)  
(Bar and Liquor Stores only – Series 06, 07, and 09)**

1. License #: N/A  
2. Individual Owner/Agent Name: N/A  
Last First Middle  
3. Ownership Name: N/A  
(Exactly as it appears on the license)  
4. Current Business Name: N/A  
(Exactly as it appears on the license)  
5. Business Location Address: N/A  
Street City State County Zip  
6. Current Daytime Phone: N/A Primary Email Address: N/A  
7. Does current licensee intend to operate the business while this application is pending?  Yes  No  
8. I, (Signature): \_\_\_\_\_ authorize the transfer of this license to the applicant.

**NOTARY**

I (Print Full Name) \_\_\_\_\_ hereby declare that I am the Individual Agent, Owner, Or Controlling Person on the stated license and location.

Signature: \_\_\_\_\_ State of \_\_\_\_\_ County of \_\_\_\_\_  
The foregoing instrument was acknowledged before me this \_\_\_\_\_  
My Commission Expires on: \_\_\_\_\_ Day of \_\_\_\_\_  
Date Day Month Year

\_\_\_\_\_  
Signature of Notary

**SECTION 10 Location Transfer- Current Licensee Information ARS§4-203(C), (D), (G)  
(Bar and Liquor Stores only – Series 06, 07, and 09)**

1. Current Business: Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
(exactly as it appears on license)  
2. New Business: Name: \_\_\_\_\_  
Address: \_\_\_\_\_

**SECTION 11 Proximity to Church or School - Questions to be completed by 6, 7, 9, 10 and 12G applicants.**

**A.R.S. §4-207.** (A) and (B) state that no **retailer's license** shall be issued for any premises which are at the time the license application is received by the director, within three hundred (300) horizontal feet of a church, within three hundred (300) horizontal feet of a public or private school building with kindergarten programs or grades one (1) through (12), or within three hundred (300) horizontal feet of a fenced recreational area adjacent to such school building.

The above paragraph DOES NOT apply to:

- a) Restaurants that do not sell growlers (A.R.S. §4-205.02) Series 12
- b) Hotel/motel license (A.R.S. §4-205.01) Series 11
- c) Microbrewery (A.R.S. §4-205.08) Series 03
- d) Craft Distillery (A.R.S. §4-205.10) Series 18
- e) Government license (A.R.S. §4-205.03) Series 05
- f) Playing area of a golf course (A.R.S. §4-207 (B)(5))
- g) Wholesaler/Distributor Series 04
- h) Farm Winery Series 13
- i) Producer Series 01

1. Distance to nearest School: 2 miles  
(If less than one (1) mile, note footage)

Name of School: Yavapai Apache Montessori  
Address: 3580 Smith Ave., Camp Verde, AZ 86322

2. Distance to nearest Church: 1.4  
(If less than one (1) mile, note footage)

Name of Church: Middle Verde Rock Church  
Address: 2221 Reservation Loop Rd • Camp Verde  
Arizona 86322

**SECTION 12 Business Financials A.R.S. §4-202(F)**

1. I am the:

- Tenant: a person who holds the lease of a property; a lessee.
- Sub-tenant: a person who holds a lease which was given to another person (tenant) for all or part of a property.
- Owner
- Purchaser
- Management Company

2. If the premises is leased give lessors:

Name: Caduceus Cellars, LLC  
Address: P.O Box 905, Camp Verde, Az, 86331  
Street City State Zip

3. What is the penalty if the lease is not fulfilled? \$ 0 or Other: \_\_\_\_\_

4. Total money borrowed for the Business, not including lease? \$ 0

Please List Lenders/People you owe money to for business.

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

(Attach additional sheet if necessary)

i. Has a license or a transfer license for the premises on this application been denied by the state within the past year?

Yes  No If yes, attach explanation.

. Does any spirituous liquor manufacturer, wholesaler, or employee have an interest in your business?

Yes  No If yes, attach explanation.

**SECTION 13 Diagram of Premises**

Check ALL boxes that apply to your business:

Walk-up or drive-through windows

Patio: Contiguous

Patio: Non-Contiguous within 30 feet

1. Is your licensed premises now closed due to construction, renovation or redesign or rebuild?

Yes  No If yes, what is your estimated completion date? \_\_\_/\_\_\_/\_\_\_

2. What type of business will this license be used for? (be Specific) Winery

3. Please attach a diagram of the premises which clearly shows only the areas where spirituous liquor will be sold, served, consumed, dispensed, possessed or stored. Include entrances, exits, interior walls, bar areas, dining areas, dance floor, stage, game room and kitchen.

**DO NOT INCLUDE**

Parking lots, living quarters or areas where business is not conducted under this liquor license. Please identify which orientation is North on the diagram.

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



**IMPORTANT NOTE:** As stated in A.R.S.§4-207.01 (B), it is the licensee's responsibility to notify the Department of Liquor Licenses and Control when there are changes to the service areas or the square footage of the licensed premises, either by increase or decrease.

**RESTAURANTS AND HOTELS/MOTELS ONLY**

(IMPORTANT NOTE: A site inspection must be conducted prior to activation of the license. A \$50.00 fee for the inspection will be due and payable upon submitting this application.)

5a. Provide a detailed drawing of the kitchen and dining areas, including the locations of all kitchen equipment and dining furniture. These are required as part of the diagram. A.R.S.§4-205.02(C)

5b. Provide a restaurant operation plan.

**SECTION 14 SIGNATURE BLOCK**

**NOTARY**

I (Print Full Name) Allan Martin Sanchez hereby declare that I am the Individual Agent, Owner, Or Controlling Person on the stated license and location.

Signature: [Signature] State of AZ County of Yavapai  
The foregoing instrument was acknowledged before me this

My Commission Expires on: August 21, 2021 22 Day of March, 2018  
Day, Month, Year



**KIMBERLY STONE**  
Notary Public, State of Arizona  
Yavapai County  
My Commission Expires  
August 21, 2021

[Signature]  
Signature of Notary

**A.R.S. §41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice**

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

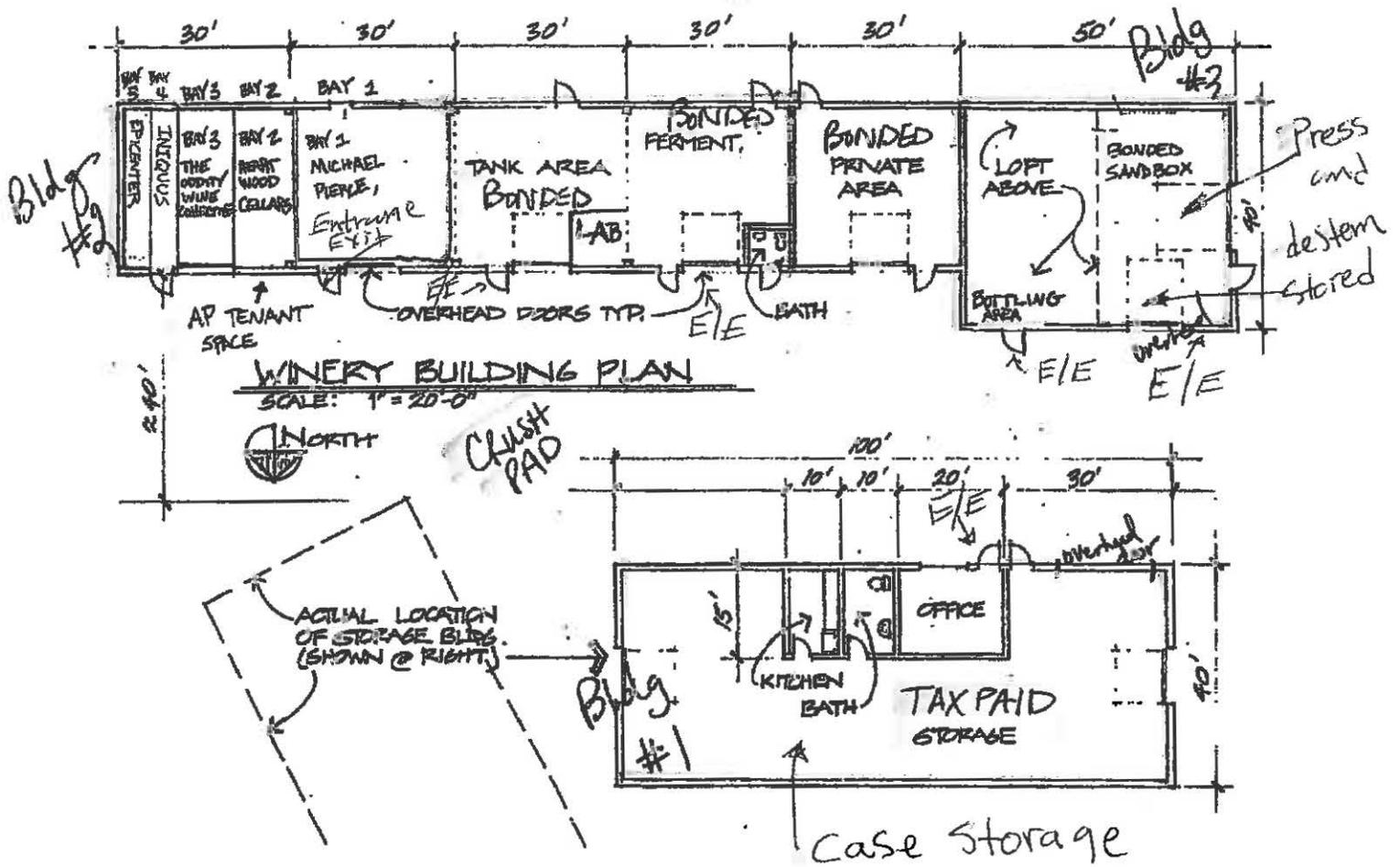
D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.

# Winery Diagram

- CAD 5000.29 P. 2



Agenda Item 7.2.

**Judy Morgan**

---

**From:** Russ Martin  
**Sent:** Wednesday, April 18, 2018 10:24 AM  
**To:** Judy Morgan; Dave Freeman  
**Subject:** Fwd: Council agenda

Dave,

Please work with Judy to get an agenda item together. I would think May 2 would work.

Russ

Begin forwarded message:

**From:** Dave Freeman <[Dave.Freeman@campverde.az.gov](mailto:Dave.Freeman@campverde.az.gov)>  
**Date:** April 18, 2018 at 9:41:32 AM MST  
**To:** Russ Martin <[Russ.Martin@campverde.az.gov](mailto:Russ.Martin@campverde.az.gov)>  
**Subject:** Council agenda

Russ, can you please put the Camp Verde Public Safety Assn on the next council meeting agenda. requesting council to consider expanding Marshal's residency to Verde Valley.

---

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Furthermore, to ensure compliance with the Open Meeting Law, Council or Board / Commission / Committee members who are recipients of this message should not forward it to other members of the Council or Board / Commission / Committee of the Town of Camp Verde. Council Members or Board / Commission / Committee members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council or Board / Commission / Committee members.

Please consider our environment before printing this email. 

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