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**AGENDA  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S MAIN STREET, SUITE 106  
WEDNESDAY, DECEMBER 2, 2015 at 6:30 P.M.**

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

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
  - a) **Approval of the Minutes:**
    - 1) Regular Session – November 18, 2015
    - 2) Work Session – November 20, 2015
  - b) **Set Next Meeting, Date and Time:**
    - 1) Wednesday, December 9, 2015 at 5:30 p.m. Work Session
    - 2) Friday, December 11, 2015 at 8:00 a.m. Work Session
    - 3) Wednesday, December 16, 2015 at 6:30 p.m., Regular Session combined with Council Hears Planning & Zoning Matters.
    - 4) Wednesday, December 23, Council Hears Planning & Zoning Matters – Cancelled
  - c) **Possible authorization for the Mayor to execute the required documents to facilitate the donation of parcel 404-32-155 from Felipe R. and Rita R. Gomez to the Town of Camp Verde.** Staff Resource: Russ Martin.
  - d) **Possible approval of Intergovernmental Agreement between the Town of Camp Verde and Yavapai Apache Nation for Dispatch services from July 1, 2015 to June 30, 2016.** Staff Resource: Marshal Nancy Gardner.
  - e) **Possible approval of Resolution 2015-942, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, requesting that the Arizona Governor and State Legislature restore Highway User Revenue Funds.**
5. **Special Announcements and presentations:**
  - **Recognition to Steve Ayers, Chip Norton and Barbara Bridge for being the driving forces behind the scenes for National Geographic Marketing Program.**
6. **Call to the Public for Items not on the Agenda.**
7. **Public Hearing, followed by discussion, consideration and possible approval of Class 12 (Restaurant) Liquor License Application for Salvatore Moscato/Moscato Italian Restaurant, located at 396 S Main Street-Camp Verde. AZ. 86322.** Staff Resource: Town Clerk Virginia Jones
  - **Staff Comments**
  - **Public Hearing Open**
  - **Public Hearing Closed**
  - **Council Discussion**

8. **Public Hearing, followed by discussion, consideration and possible approval of Class 3 (Microbrewery) Liquor License application for Alexander Joseph Goetting/Verde Brewing Company LLC, located at 724 N Industrial Drive, Unit 7A, Camp Verde, AZ 86322/ Staff Resource: Town Clerk Virginia Jones**
  - Staff Comments
  - Public Hearing Open
  - Public Hearing Closed
  - Council Discussion
9. **Discussion, consideration and possible direction to staff regarding the Town of Camp Verde Complaint process including, but not limited to forms, Code Enforcement, Law Enforcement and personnel related complaints. Staff Resource: Russ Martin, Virginia Jones, Mike Jenkins, Nancy Gardner**
10. **Discussion, consideration, review and possible approval of Town Manager's Goals. Staff Resource: Russ Martin**
11. **Call to the Public for items not on the agenda.**
12. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Fire District, 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.
13. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
14. **Adjournment**

Posted by:



Date/Time:

11/25/15 4:10 PM

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.

4.a.1

**DRAFT MINUTES  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S MAIN STREET, SUITE 106  
WEDNESDAY, NOVEMBER 18, 2015 at 6:30 P.M.**

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

**1. Call to Order**

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

**2. Roll Call**

Mayor Charles German, Vice Mayor Bruce George, Councilor Robin Whatley, Councilor Brad Gordon, Councilor Carol German, and Councilor Jessie Jones-Murdock were present. Councilor Jackie Baker was absent.

**Also Present**

Town Manager Russ Martin, Finance Director Michael Showers, Risk Manager Carol Brown, Marshall Nancy Gardner, Jan Grogan Sewer/Sanitary District, Town Clerk Virginia Jones, and Recording Secretary Lynn Riordan.

**3. Pledge of Allegiance**

Mayor Charles 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) Council Hears Planning & Zoning Matters - October 28, 2015
- 2) Regular Session – November 4, 2015

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

- 1) Friday, November 20, 2015 at 8:00 a.m. Work Session – Finance Strategic Plan & General Plan
- 2) Wednesday, November 25, 2015 at 6:30 p.m. Council Hears Planning & Zoning-CANCELLED
- 3) Wednesday, December 2, 2015 at 6:30 p.m.
- 4) Wednesday, December 9, 2015 at 5:30 p.m. Work Session
- 5) Friday, December 11, 2015 at 8:00 a.m. Work Session
- 6) Wednesday, December 16, 2015 at 6:30 p.m., Regular Session combined with Council Hears Planning & Zoning Matters.
- 7) Wednesday, December 23, Council Hears Planning & Zoning Matters – Cancelled

**c) Possible approval of the Fiscal year 2016-17 Budget Calendar-** Staff Resource: Michael Showers

**d) Possible approval of Finance Director to close the National Bank Sanitary District Public Funds Account and three (3) Sanitary District Account's with the County per the attached Schedule.**

Staff Resource: Michael Showers.

Upon a motion by Vice Mayor George, seconded by Councilor Gordon, the Council unanimously approved the Consent Agenda.

**5. Special Announcements and presentations:**

- There are no Special Announcements or presentations

**6. Call to Public**

Wendy Cook Roberts addressed the Mayor and Council stating she works with the teen program at the Library and presented a video. Ms. Cook Roberts advised the library would be hosting an Open House on

December 11, 2015 from 1:00 pm to 2:30 pm, and encouraged the Council to attend.

**Carol Brown, Risk Management**, addressed the Mayor and Council and presented the Town with the 2014 Safety Award, Award of Excellence, earned by the Town Employees (risk management). Ms. Brown stated the Town employees are doing an excellent job and doing it safely. Ms. Brown stated she recently attended Public Risk Manager's Institute in Albuquerque, New Mexico, and was able to attend and participate on a scholarship, with no expense to the Town.

**Ed Lee, OLLIE**, addressed the Mayor and Council stating the OLLIE fall semester has concluded. OLLIE has been very successful during fall semester with great participation and attendance. Mr. Lee thanked the Council for their support of OLLI and requested continued support of the program. The spring semester starts January 25, 2016.

**James Stromma** addressed the Mayor and Council stating the Town suffers from a lack of fire hydrants, however, he noticed a new fire hydrant had been installed on Salt Mine Road. Councilor Gordon addressed Mr. Stromma's comments, stating that another hydrant was scheduled on Salt Mine Road and a hydrant (replace old hydrant) was scheduled for installation at the park. Installation of new hydrants is dependent of available water lines and supply and available funding – noting that the Town does not own the water company(ies) and can only install hydrants where water lines and supply is available. Mr. Martin advised that three new hydrants had been approved at a cost of about \$20,000 – funding provided from revenues of the recent sales tax increase.

**Agenda Items 7, 8 and 9 withdrawn from the Agenda:**

- ~~7. **Acceptance of Former Vice Mayor Bruce George's resignation effective November 9, 2015 and presentation of a Certificate of Appreciation for his service.**~~
- ~~8. **Discussion, consideration, and possible appointment of a Vice Mayor to complete the two-year term left vacant by the resignation of Bruce George.**~~
- ~~9. **Discussion, consideration and possible direction to staff relative to filling the vacant Council Seat left by the resignation of previous Vice Mayor Bruce George pursuant to state statute, this position will serve until the next regularly scheduled election. THE TOWN ATTORNEY WILL BRIEF THE COUNCIL ON THE NOVEMBER 13, 2015 ORDER IN THE MATTER OF CAMP VERDE FOR GOOD GOVERNMENT V. TOWN OF CAMP VERDE, CASE NO. V1300CV201580323. COUNCIL MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO ARS §38-431.03(A)(3)(4) FOR DISCUSSION OR CONSULTATION WITH THE ATTORNEY FOR LEGAL ADVICE. STAFF RESOURCE: BILL SIMS AND JEFF MURRAY.**~~

**Mayor German** advised this matter has been withdrawn pursuant to the telephone call and email from Mr. Murray (attorney). Vice Mayor Bruce's resignation has been rescinded and the Town has called an election (re-call election) pursuant to Court Order. The election is scheduled for March 8, 2016. **The Council took no action on this Agenda item.**

10. **Discussion, consideration and possible approval for Finance Director to apply for and utilize the P-Card system through Chase Bank. Staff Resource: Michael Showers**

Upon a motion by Vice Mayor George, seconded by Councilor German, the Council unanimously approved the proposed application and authorization for the use of a P-Card system through Chase Bank.

Finance Director Mike Showers advised the Mayor and Council that a P-Card System had previously been

approved by Council, however, the P-Card System previously approved was through American Express and had associated costs. Mr. Showers stated he was able to secure a system through Chase Bank MasterCard that is the same concept but with less cost to the Town and provided more control and tracking, with the ability to change limits on each card and being able to restrict card.

12a – Addressed out of order upon request of Town Manager, Russ Martin:

**12A. DISCUSSION, CONSIDERATION AND POSSIBLE APPROVAL OF A SEWER LINE BUY-IN AGREEMENT BETWEEN VERDE VALLEY MEDICAL CENTER, CAMP VERDE SANITARY DISTRICT CURRENTLY BEING OPERATED BY THE TOWN OF CAMP VERDE, AND SIMONTON RANCH 18, AN ARIZONA LIMITED LIABILITY COMPANY. STAFF RESOURCE: RUSS MARTIN.**

Upon a motion by Vice Mayor George, seconded by Councilor Gordon, the Council unanimously approved the Sewer Line Buy-in Agreement with Verde Valley Medical Center and authorizing the signature of Town Manager Russ Martin as directed by Council, acting as Trustee for the Camp Verde Sanitary District.

*Per 48-2029.D. If the sanitary district has a bonded indebtedness or legal indebtedness following approval of dissolution, as herein before provided, the sanitary district shall be administered as provided by this section. Pending dissolution, the administration of district affairs **shall vest in trust in the governing body of the city or town. Members of the governing body of such city or town shall be trustees of the district for all purposes of such district and as such have the powers and duties prescribed for the board of directors of the district organized pursuant to this chapter.** Such trustees may, without limitation, except as provided by law and within this section, operate the facilities of the district and may issue and sell bonds previously authorized for improvements prior to dissolution of the district.*

Mayor German advised that he received a call from Councilor Baker, stating the Councilor Baker requested this item be withdrawn from the Agenda until such a time that all council members were present to vote on this matter (Councilor Baker is absent). The Council took no action on Councilor Baker's request.

Rick Peterson, VVMC, addressed the Mayor and Council with respect to the proposed Buy-in Agreement, advising that VVMC is ready to commit to the Agreement. The proposed Agreement is similar to other Agreements VVMC has entered into in other communities for expansion of, and provisions, of infrastructure for the need of the medical facility. Town Manager Russ Martin advised the proposed Sewer line will eventually become the property of the Camp Verde Sanitary District, with fees being assessed to future development to tie into the line. Additionally, the future tie-ins and sewer fees will assist in meeting the 20 year payback policy for the sewer district.

Councilor Gordon requested the typographical errors be corrected in the Agreement (new development). Mr. Martin stated the "red-line" version of the Agreement corrects the typographical errors and sentence structure without changing the language or intent of the Agreement.

Jan Grogan, Camp Verde Sanitary District, advised that the District is in favor of the Agreement as it will enable the District to provide more service to the community and proposed new development without any expense to the District or the Town.

Councilor German advised this will be setting the precedence for infrastructure and underground utilities, and inquired if natural gas will also be available. Councilor German also requested clarification of the proposed map indicating the underground sewer lines/easements. Russ Martin and Jan Grogan advised that other underground utilities may also use the utility easement, but few utilities want to partner in the underground waste water/sewer ditch. Additionally, the main sewer line to VVMC proposes and makes provisions for future hook-ins and future expansion. Mr. Peterson addressed and provided clarification with

respect to future development. Council thanked Mr. Peterson and stated appreciation for his and Scott Simonton's efforts to facilitate and complete this project.

**11. Discussion, and update by staff regarding the Public Safety Pension System.** Staff Resource: Russ Martin

It was the CONSENSUS of the Mayor and Council to direct the Town Manager to look into funding options vs the current "status quo" for support of the Public Safety Pension System, including but not limited to a proposal for a new PSPS for new employees/recruits, and prepare a comprehensive report for Council consideration before next year's budget process.

Town Manager Russ Martin advised the Council of the pending problems with the Public Safety Pension System (PSPS) liability problem, currently funded at approximately 60%. Public Safety employees have a separate Pension System which is a financial liability to the Town. All other Town employees are covered (and pay into) the Arizona State Retirement System – statewide currently funded at approximately 80%.

The required contribution to the Public Safety Pension System fluctuates which causes an acceleration of liability. Mr. Martin requested direction from the Council with respect to the desire to continue with "status quo" and paying the required fluctuating contributions, or the possibility of looking into other options to finance – stable an finite annual costs - the Public Safety Pension Fund over a long term plan, including a possibility of changing the PSPS for future Public Safety employees/recruits.

Marshall Gardner addressed the Mayor and Council with respect to the funding of the PSPS, advising that every Town/City has its own actuary. Councilor German suggested a work session be set for the Council, Finance Director, Marshall and Town Manager to review and consider options regarding the PSPS funding and future plans.

Vice Mayor George inquired if interest rates increase, will it affect the PSPS contributions if we remain "status quo". Councilor Gordon advised that if a new PSPS is proposed or put into place for new Public Safety Employees, it will not reduce the current PSPS liability, but will reduce the contributions/costs in the future.

**12. Update by Town Manager regarding his attendance at the League of Arizona Cities and Towns Conference and the Managers Conference.** Staff Resource: Russ Martin

Town Manager Russ Martin addressed the Mayor and Council reported:

1) The Public Safety Pension System and possible resolutions, were highlighted at the Conference as this matter has a large and lasting effect on every Town/City budget.

2) Verde Valley Medical Center was happy with the current development and process of their facility in Camp Verde.

3) Mr. Ayres, Economic Development Director, is in the process of acquiring (positive) letters from Camp Verde businesses and tourists and putting together a marketing portfolio, which potentially will assist and encourage economic development.

4) Mr. Martin stated he is considering putting together a process/program to increase communication within the Town that will include "having coffee with the Manager" for Town employees and hopefully can set aside and schedule a day each month to go and "hands on" actually work with Town employees in each department to better understand what their responsibilities and concerns are to better understand the staff,

answer staff questions, keep the employees informed of Town business, and increase communication.

5) Advised Council regarding Credit Card fraud issues becoming a priority for banks and credit card companies, and for added security, and to eliminate or reduce costs to the Town in potential credit card fraud, the Town will need to update technology to accept "chipped" credit cards.

6) Code Enforcement – the Town of Camp Verde is doing an excellent job with code enforcement.

7) Continued efforts of the Angel Fund and working on putting into place an on-line ability for credit card processing Town-wide; the Angel Fund not only accepts donations, but gives staff insight to what is important to residents.

Councilor German stated she is in support of the Manager's proposed program to spending time "hands-on" with department employees.

Councilor Whatley stated she also attended the League Conference where good presentation encouraged "thinking outside the box".

**13. Discussion and update regarding Managing Public Records sent and Received via Electronic Mail.**

Town Manager Russ Martin addressed the Mayor and Council stating the Town's current preservation of email records and completing records requests are not efficient or cost effective. Mr. Martin stated that he and Town Clerk Virginia Jones will compile a proposal for destruction and/or preservation of email records that complies with state statutes for records retention.

Town Clerk Virginia Jones advised that the current backlog of retained records bogs down the Town-wide email system and server as there are too many unnecessary retained records, records destruction and/or retention will be time consuming, but will result in a positive, efficient and cost effective record retention system.

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

Ed Lee addressed the Mayor and Council advising the he has done more research on the structure and current standing of the Camp Verde Chamber of Commerce, advising that although the by-laws makes provisions for a member or appointee from the municipalities, the Chamber is not in good standing with the Arizona Corporation Commission and is not in compliance. Mr. Lee will continue to look into the practices of the Chamber of Commerce and the potential for appropriate development and structure of the Chamber, as he feels it is necessary for the community to have a strong co-op between the Council, Chamber and Economic Development for planned and successful growth of the community.

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

Councilor Whatley advised that she attended the Open Meeting Law Presentation and even though she had attended the training at the League Conference, she learned new information. Councilor Whatley stated she attended the National Geographic presentation at Blazin' M Ranch. Councilor Whatley stated the Senior Center Open House is December 5 – they will be opening their Christmas Store for the season on that date.

**Councilor Gordon** advised that he attended the Rockin' River Ranch State Park presentation, stating that the proposed park is beautiful and will be an asset to the community and all of the Verde Valley. Councilor Gordon also attended an OLLIE class during the fall semester (he wanted to attend more classes, but they were already full), he attended the National Geographic presentation at Blazin' M Ranch recognizing that there are only 22 areas in the world that are designated for economic development with one being in the Verde Valley largely to the assistance, and facilitation, of Camp Verde's Economic Development Director Steve Ayres. Councilor Gordon also attended the Open Meeting Law presentation, Fire Department Meeting, met with Tony Gioia regarding water resources for the Town, and the ADOT transportation meeting – requesting all public comment be forwarded to ADOT prior to December 4, 2015 regarding the transportation plan.

**Vice Mayor George** advised that he attended the presentation at the proposed Rockin' River Ranch State Park, stating that Sue Black, State Parks, is doing an excellent job designing and developing the new state park. Vice Mayor George stated that development of this park may partially be contributed to the efforts of Camp Verde's Economic Development Director Steve Ayres.

**Mayor German** requested time be set aside on a future Agenda to specifically recognize Chip Norton and Steve Ayres for their continued efforts to facilitate the design and development of Rockin' River Ranch State Park and the designation from National Geographic.

**Councilor Jones-Murdock** advised that she attended the tour/presentation at Rockin' River Ranch State Park and the National Geographic presentation at Blazin' M Ranch, stating that Camp Verde is making positive strides in economic tourism. Councilor Jones-Murdock commented on Veteran's Day thanking all US service members/military for their continued service to our country and citizens.

**Councilor German** advised that she attended the tour/presentation at Rockin' River Ranch State Park and commented on Sue Black's (State Parks) enthusiasm and energy. Councilor German also attended the National Geographic presentation at Blazin' M Ranch and is impressed with their website. Councilor German stated that the YC committee meets tomorrow (November 19), and she is hoping to see Camp Verde selected for the site for a new Allied Health Center (co-op with VVMD and NAHC).

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

Town Manager Russ Martin stated all Town Offices (except public safety – CVMO, emergency services and fire) will be closed for Thanksgiving on Thursday, November 26 and Friday, November 27, 2015. The new date and time for the Council – Staff Christmas Party is Friday, December 11, 2015 at 5:30 p.m. in the gym.

**Adjournment.** Mayor German, with no objection from Council, pronounced the meeting adjourned at 8:10 p.m.

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Charles German, Mayor

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Lynn Riordan, Recording Secretary

#### **CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session Mayor and Common Council of the

Town Council of Camp Verde, Arizona, held on November 18, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Virginia Jones, Town Clerk

4. a2

**DRAFT MINUTES  
 WORK SESSION  
 MAYOR AND COMMON COUNCIL  
 Of the TOWN OF CAMP VERDE  
 COUNCIL CHAMBERS · 473 S. MAIN STREET ROOM 106  
 FRIDAY, NOVEMBER 20, 2015 at 8:00 a.m.**

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

1. **Call to Order**  
 Call to Order at 8:00 a.m.
  
2. **Roll Call**  
 Mayor Charles German, Vice Mayor Bruce George, Councilors Carol German, Robyn Whatley, and Brad Gordon are present. Councilors Jackie Baker and Jessie Jones-Murdock were absent.

**Also Present**

Finance Director Michael Showers, Town Manager Russ Martin, Town Clerk Virginia Jones, and Recording Secretary Lynn Riordan. (8:00 a.m.)

Planning & Zoning Chairman B. J. Davis and Vice Chairman Dave Freeman, Community Development Director Michael F. Jenkins, subcommittee member Tony Gioia and Assistant Planner Kendall Welch arrived at 11:20 a.m.

3. **Pledge of Allegiance**  
 Mayor German led the pledge.
  
4. **Discussion with Finance Director Michael Showers regarding the Town of Camp Verde Strategic Plan Development.** Staff Resource: Michael Showers

Finance Director Michael Showers advised that the purpose of this work session is to create a Strategic Plan for the Town, with both short-term and long-term goals and priorities that will help govern the annual budget(s). Mr. Showers presented a worksheet and strategic goal exercise requesting all Council members participate in analyzing what the Council would like to accomplish for the best interest of the Town and its residents. This Strategic Plan will also be a launching point for CIP priorities and budget requests for next budget year, and will assist Department Heads in preparing their individual/department budgets.

The Mayor and Council participated in an exercise of worksheets and discussion to determine priorities for the Town, including status, expectations of the future, values, defining, and prioritizing the direction of the Town of Camp Verde's future. The exercise and discussion covered Town Government, Smart Growth, Economy, Tourism, Business, Families, Community, Heritage, Natural Resources, Activities, Public Services (safety and enforcement, recreation and events, social services, maintenance of structures, parks, and equipment, infrastructure analysis of storm water, streets, sewer, parking public restrooms, lighting, power and water, environmental analysis of river, public lands, air quality, dark skies, cleanliness, cultural, historical and wildlife, and staff support), and analysis of attractions and amenities.

It was the CONSENSUS of the Mayor and Council that the following VALUE Statement include: Character and history, Resources (Water, River, and Tourism), Managed and planned growth, Families (good jobs, recreation and programs, activities and resources), and stable government.

It was the CONSENSUS of the Mayor and Council that the following SWOT (Strengths, Weaknesses, Opportunities, Threats) priorities include (in no particular order of priority): Infrastructure (installation,

improvements and maintenance) to enhance business growth, Parks and Ball Fields (and increase in parks and recreation programs and staff), River Access and Preservation, Storm Water and Flood Control, Water Conservation and acquisition of Water company(ies), Street maintenance, and Building and Park maintenance, with all of these priorities designed to enhance the quality of life for Camp Verde residents and increase business and revenue with smart growth planning, while maintaining Camp Verde's character and heritage.

Mr. Showers requested that another workshop be set, when all Council Members can be present, to set these items in a Strategic Plan in order by priority.

Break 11:15 a.m. – 11:20 a.m.

**5. Update by Planning & Zoning Chairman B. J. Davis, and other members of the P&Z Commission regarding the General Plan Process, various elements of the General Plan and Character Areas that are included in the General Plan.**

Chairman B. J. Davis addressed the Mayor and Common Council, stating each council member has been provided a written handout that outlines the General Plan Chapters (Economic Development, Housing, Open Space and Recreation, Environmental, and Water) including a Vision Statement, Introduction, and Goals

\*Hand-out is available at the Clerk's Office or on the Town's Website.

Chairman Davis advised that the subcommittee and Planning and Zoning Commission continue to review and revise the proposed General Plan, keeping the intent of the 2005 General Plan with Camp Verde's unique history and rural character while planning for, and encouraging development, primarily in the growth areas. The Planning and Zoning Commission will present the Proposed General Plan in final form to the Council for consideration in January 2016. All Commissioners are available to answer any questions from Council members to insure all Council members are familiar with the changes and are able to address any public comment or questions when the Proposed General Plan is complete and available to the public in January 2016.

Chairman Davis and Vice Chairman Freeman explained the information contained in the handout and the progress currently underway by the sub-committee and Planning and Zoning Commission. Chairman Davis explained the Chapter 4, Economic Development and its goals as outlined in the proposed General Plan. The Focus Future report will be available soon. Chairman Davis advised Camp Verde currently has a short supply of high density (PUH) and rentals, including apartments. Chairman Davis gave an overview of the Vision and Goals of Open Space and Recreation as proposed in the General Plan.

Chairman Davis stated the Trails Map is under construction and revisions by Terri Nelson, Yavapai County, should be available soon. Chairman Davis advised that the maps will be comprehensive and easy to see and follow. Vice Chairman Freeman advised that the General Plan will continue to encourage water conservation.

The General Plan will not be available to the Public until January 2016.

Kendall Welch suggested a web site be set up for public comment during the 60 days consideration period once the General Plan is available to the public with Chairman Davis suggesting weekly meetings to allow the public to review, comment and ask questions regarding the proposed General Plan prior to the election in August 2016.

**Adjournment.** Mayor German adjourned the meeting at 12:10 p.m.

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

\_\_\_\_\_  
Lynn Riordan, Recording Secretary

**CERTIFICATION**

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Virginia Jones, Town Clerk



Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date:** December 2, 2015

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

**Requesting Department:** Administration

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

**Agenda Title (be exact):** Possible authorization for the Mayor to execute the required documents to facilitate the donation of parcel 404-32-155 from Felipe R. and Rita R Gomez to the Town of Camp Verde

**List Attached Documents:** location map (1 page)

**Estimated Presentation Time:** N/A

**Estimated Discussion Time:**

**Reviews Completed by:** N/A

**Department Head:**                       **Town Attorney Comments:** approved

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

**Finance Director Comments/Fund:**

**Fiscal Impact:** *Budget Code: 01-999-20-758100 Non-Departmental*

**Comments:** This will cover Title and recording fees

**Background Information:** Mrs. Rita Gomez has been in contact with staff requesting the Town accept the donation of parcel 404-32-155 of Verde Lakes unit 4, which is owned by Felipe R. & Rita R Gomez. This lot is located adjacent to the West Clear Creek channel, the property is not suitable for development. The Town owns other lots in this area as shown on the attached map. Staff has inspected the property and found no issues of illegal dumping or structures that would be of concern.

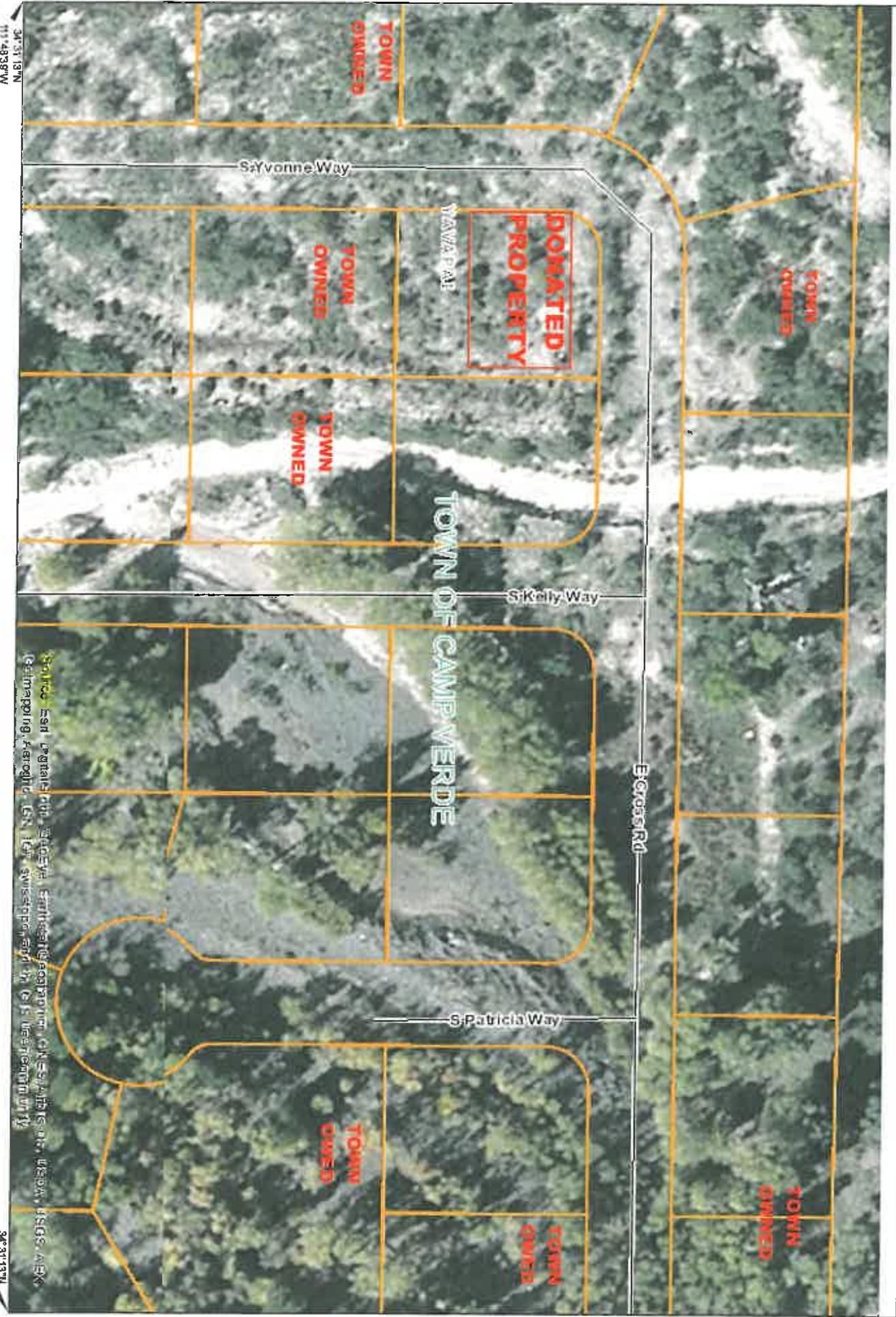
A Standard Title policy will be obtained to ensure clear title to the property prior to the transfer deed to the Town.

**Recommended Action (Motion):** Move to approve and authorize the Mayor to execute the required documents to facilitate the donation of parcel 404-32-155 from Felipe R. and Rita R Gomez to the Town of Camp Verde

**Instructions to Clerk:** Provide the approved Minutes of the Dec. 2<sup>nd</sup> Council Meeting to Yavapai Title and Obtain the Mayor's signature on Escrow documents

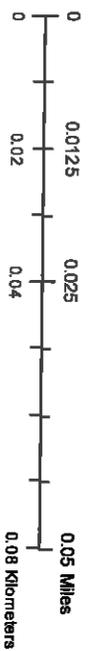
34° 31' 18" N  
111° 48' 39" W

34° 31' 18" N  
111° 48' 39" W



**Disclaimer:**  
Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.

Source: Esri, DigitalGlobe, GeoEye, Earthstar/Earthpoint, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, Emap, Swisstopo, and the GIS User Community



Yavapai County assumes no responsibility for errors, omissions, and/or inaccuracies in this mapping product.

Map Created 11/23/2015



**Agenda Item Submission Form – Section I**

**Meeting Date: December 2, 2015**

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

**Requesting Department:** Marshal's Office

**Staff Resource/Contact Person:** Marshal Nancy Gardner

**Agenda Title (be exact):** The Camp Verde Marshal's Office is requesting approval of the Intergovernmental Agreement between the Town of Camp Verde and the Yavapai Apache Nation for Dispatch services from July 1, 2015 to June 30, 2016..

**List Attached Documents:** Interagency Agreement

**Estimated Presentation Time:**

**Estimated Discussion Time:**

**Reviews Completed by:**

- Department Head:                       Town Attorney Comments:

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

**Fiscal Impact:**

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

**Comments:**

**Background Information:** The Town of Camp Verde Marshal's Office requests to enter into an intergovernmental Agreement with the Yavapai-Apache Nation for a one year period beginning July 1, 2015 and ending on June 30, 2016. The amount of the services will be two payments of \$36,800. Prior IGA's have been for 3 year terms, however, it is the intent of the Marshal's Office to increase the service fees beginning July 1, 2016.

**Recommended Action (Motion):** Approve the recommended IGA.

**Instructions to the Clerk:** Provide a copy of the Signed IGA's to the Marshal's Office and the Yavapai-Apache Nation.

**RESOLUTION NO. 175 -15**  
**OF THE GOVERNING BODY OF THE**  
**YAVAPAI-APACHE NATION**

**A Resolution Approving the Intergovernmental Agreement Between the Yavapai-Apache Nation and the Town of Camp Verde for Law Enforcement Dispatching Services**

- WHEREAS:** The Yavapai-Apache Tribal Council ("Council") is authorized to represent the Yavapai-Apache Nation ("Nation") and act on all matters that concern the health and welfare of the Nation, and to make decisions not inconsistent with or contrary to the Constitution of the Yavapai-Apache Nation ("Constitution") as provided under Article V(a) of the Constitution; and
- WHEREAS:** The Council is authorized to negotiate and enter into agreements with Federal, State and local governments as provided under Article V(b) of the Constitution; and
- WHEREAS:** The Council, as the legislative body of the Nation, is authorized to enact laws, ordinances and resolutions incidental to the exercise of its legislative powers as provided under Article V(v) of the Constitution; and
- WHEREAS:** The Council, as the legislative body of the Nation, is authorized to take any and all actions necessary and proper for the exercise of its Constitutional powers and duties, including those powers and duties not enumerated, and all other powers and duties now or hereafter delegated to the Tribal Council, or vested in the Tribal Council through its inherent sovereignty, as provided under Article V(w) of the Constitution; and
- WHEREAS:** On July 19, 2012, the Council passed Resolution No. 127-12 approving an Intergovernmental Agreement with the Town of Camp Verde for the provision of law enforcement dispatching services; and
- WHEREAS:** The term of the Intergovernmental Agreement was three years ending on June 30, 2015; and
- WHEREAS:** The Nation's Chief of Police is recommending that the Nation enter into new Intergovernmental Agreement with the Town of Camp Verde to continue receiving centralized and uniform law enforcement dispatching services from the dispatch center of the Camp Verde Marshal's Office, which allows for economical operations and better response times; and
- WHEREAS:** The annual compensation of Seventy Three Thousand Six Hundred and 00/100 Dollars (\$73,600) under the new Intergovernmental Agreement is the same as the prior Intergovernmental Agreement; and

**WHEREAS:** The term of the new Intergovernmental Agreement is one (1) year beginning retroactive to July 1, 2015 and ending on June 30, 2016; and

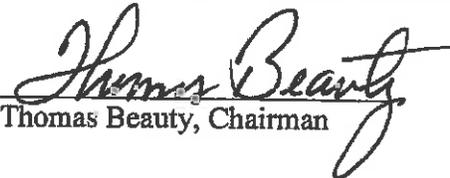
**WHEREAS:** The Council has reviewed the new Intergovernmental Agreement with the Town of Camp Verde for law enforcement dispatching services (*attached to this Resolution as Exhibit A and incorporated herein by reference*) and finds it to be in the best interest of the Nation to enter into the Intergovernmental Agreement with the Town of Camp Verde.

**NOW THEREFORE BE IT RESOLVED** that the Yavapai-Apache Tribal Council, in Council assembled, at which a quorum is present, hereby approves the Intergovernmental Agreement between the Nation and the Town of Camp Verde for law enforcement dispatching services (*attached to this Resolution as Exhibit A*).

**BE IT FINALLY RESOLVED** that the Chairman and Vice-Chairwoman, or either of them, are hereby authorized to take such further action as deemed necessary to carry out the purposes and intent of this Resolution.

#### CERTIFICATION

I hereby certify that the foregoing resolution was adopted by an affirmative vote of the Tribal Council, with a quorum in attendance, presented for approval on November 12 2015, by a vote of 7 7 in favor, 0 opposed and 0 abstaining, pursuant to the authority contained under the Constitution of the Yavapai-Apache Nation as cited above.

  
Thomas Beauty, Chairman

**ATTEST:**

  
Karla Reimer, Council Secretary

Approved as to Form:

  
Office of the Attorney General

# EXHIBIT A

Intergovernmental Agreement  
with the Town of Camp Verde

Law Enforcement Dispatching Services

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE YAVAPAI-  
APACHE NATION AND THE TOWN OF CAMP VERDE LAW  
ENFORCEMENT DISPATCHING AGENCY**

This Intergovernmental Agreement between the Yavapai-Apache Nation and the Town of Camp Verde Law Enforcement Dispatching Agency ("Agreement") is made pursuant to State and Tribal law authorizing intergovernmental agreements between public agencies for the purpose of contracting services, exercise of common powers, and mutual aid, by and between the town of Camp Verde, Arizona, a municipal corporation, hereinafter called ("TOWN"), and the Yavapai-Apache Nation, Arizona, a federally recognized Tribe, hereinafter called ("NATION") (collectively, "the parties"). The Yavapai-Apache Nation is authorized to negotiate with state, local, and federal governments pursuant to Article V(b) of the Yavapai-Apache Nation's Constitution and to take action in all matters that concern the health and welfare of the Nation (Article V(a)). The Town of Camp Verde is empowered by ARS §11-952 and ARS §13-3872 to enter into cooperative and/or mutual aid agreements with entities such as the Yavapai-Apache Nation.

**WITNESSETH:**

**WHEREAS**, it would be in the best interests of the TOWN and the NATION to consolidate law enforcement dispatching systems in their adjoining jurisdictions for economical operations and better response times; and

**WHEREAS**, the TOWN has facilities and equipment for providing said law enforcement dispatching services; and

**WHEREAS**, pursuant to ARS 9-240.B (12) the TOWN has authority to enter in to this Agreement; and

**WHEREAS**, pursuant to the Nation's Constitution, Article V, Section (a),(b), and (w) the NATION has authority to enter into this Agreement.

**NOW THEREFORE**, the parties mutually agree as follows:

1.     **Purpose**       This Agreement is made to provide centralized and uniform dispatching of police on a twenty-four (24) hour basis within the jurisdictional areas of the TOWN and the NATION.

2.     **Services**       The TOWN agrees to relay messages received by the dispatch center of the Camp Verde Marshal's Office to personnel of the Yavapai-Apache Nation Police Department authorized to receive such messages. Messages shall be transmitted by radio and then by telephone or any other reasonable and appropriate method agreed to by the parties on a twenty-four (24) hour basis. The TOWN shall not be under a duty to send employees or equipment to the NATION in response to any messages received (excluding mutual aid required by law or agreement). The NATION shall at all times maintain an accurate and updated list of the NATION's personnel authorized to receive said messages, their telephone numbers, and any preference as to the order of call and shall provide a copy of the list to the TOWN dispatcher's office.

3.     **Compensation.**     The NATION will pay the TOWN for such dispatching message services, the annual sum of Seventy-Three Thousand Dollars (\$73,000.00), paid bi-annually in the amount of Thirty-Six Thousand Eight Hundred Dollars (\$36,800.00) for the 2015-2016 TOWN fiscal year. The bi-annual payment shall be paid by the NATION upon receipt of the TOWN's bi-annual invoice.

4.     **Indemnification.**    To the extent permitted by law, each party hereby indemnifies and holds the other party as well as their respective agents, representatives,

principals, employees, officers, elected officials and directors herein after known as "Agents" harmless for, from, and against any loss, damage or expense, including reasonable attorney's fees and costs incurred or suffered by or threatened against the indemnified party, or any of their Agents, in connection with or as a result of any claim for personal injury or property damage or otherwise brought by or on behalf of any third party person, firm or corporation as a result of or in connection with the negligence or willful misconduct of the indemnifying party or its Agents, which claim does not result from the negligence or willful misconduct of the indemnified party or its Agents.

5. **Communications Concerning Dispatch Services.** It is understood and agreed to by the parties that the NATION'S representative or designee may bring concerns regarding the dispatched messages or services to the direct attention of the Dispatching Supervisor of the TOWN, the Town of Camp Verde Marshal, and/or TOWN Manager. The NATION's Chief of Police and the Town of Camp Verde Marshal shall meet periodically to review the delivery of the services provided under Section 2 above and to discuss any adjustments or improvements needed to improve the delivery of said services.

6. **Duration.** The term of this Agreement shall be for a period of one (1) year, commencing on July 1, 2015, or as soon thereafter as it has been approved and executed by both parties and expiring on June 30, 2016.

7. **Cancellation.** Either party may terminate this Agreement, upon thirty (30) days written notice to the other party pursuant to Section 10, subject to the requirements of this section. Notice is hereby given that this Agreement is subject to cancellation by the TOWN pursuant to ARS 38-511, the pertinent provisions of which are

incorporated by reference. Upon cancellation by the TOWN, the NATION shall have no further obligation except for payment due the TOWN for services rendered under Section 2 above prior to the effective date of said cancellation. The NATION may cancel this Agreement by sending written notice of the cancellation to the TOWN pursuant to Section 10. Written cancellation by either party shall become effective thirty (30) calendar days from the date the cancellation is sent.

8. Immunities            The TOWN enjoys immunities under state law, including but not limited to ARS 12-820 through 12-820.05. Nothing in this Agreement shall be construed to constitute a waiver of the TOWN's immunities. The Yavapai-Apache Nation is a federally recognized Tribe which enjoys sovereign immunity. Nothing in this Agreement shall be construed to constitute a waiver of the sovereign immunity of the Yavapai-Apache Nation, its agents, employees, or attorneys, for any purpose whatsoever.

9. Amendments.            This Agreement shall not be amended except through a written instrument formally executed by the governing bodies of both parties hereto.

10. Notice.            Any notice required or permitted to be given under this Agreement shall be deemed sufficient if given in writing and sent by registered or certified mail to:

Chairman

Yavapai-Apache Nation

2400 W. Datsi Street

Camp Verde, AZ 86322

Mayor

Town of Camp Verde

473 S. Main Street, Ste. 102

Camp Verde, AZ 86322

11. Entire Agreement. Once executed, this Agreement constitutes the entire Agreement between the parties. All written agreements previously entered into between the parties regarding dispatching services are mutually rescinded upon execution of this Agreement.

12. A copy of this Agreement shall be filed with the Yavapai County Recorder's Office and the Secretary of the Nation following the approval and execution by both parties.

IN WITNESS WHEREOF, the parties have executed this Agreement the date and year as set forth below:

Town of Camp Verde

\_\_\_\_\_  
Charlie German, Mayor

\_\_\_\_\_  
DATE

ATTEST:

\_\_\_\_\_  
Virginia Jones, Town Clerk

Yavapai-Apache Nation

  
\_\_\_\_\_  
Thomas Beauty, Chairman

\_\_\_\_\_  
DATE

ATTEST:

\_\_\_\_\_  
KARLA REIMER, Tribal Secretary

I certify that this Agreement is in proper form and is within the power and authority granted under the laws of this state and/or the laws of the Nation to such public agency, board, council or commission.

**APPROVED AS TO CONTENT AND FORM:**

\_\_\_\_\_  
Town of Camp Verde Attorney

Lisa Bluelake  
Yavapai-Apache Nation  
Office of Attorney General

\_\_\_\_\_  
DATE

10-27-15  
DATE



**RESOLUTION 2015-942**

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

**WHEREAS**, the Town of Camp Verde is a Municipality which performs and coordinates a variety of functions, including transportation planning; and

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

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

**WHEREAS**, the State has diverted over \$1.9 billion in highway and road funding to pay for an increasingly larger portion of Department of Public Safety (DPS) operations since 2001; and

**WHEREAS**, despite an annual statutory cap of \$20 million, approximately \$104 million in HURF was diverted to fund DPS operations in the current fiscal year; and

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

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

**NOW, THEREFORE**, Be it resolved by Mayor and Common Council of the Town of Camp Verde, that in 2016 the Arizona Governor and State Legislature are respectfully requested to:

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

PASSED AND APPROVED by a majority vote of the Common Council at the regular meeting on the 2<sup>nd</sup> Day of December, 2015.

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

\_\_\_\_\_  
December 2, 2015

ATTEST:

Approved as to Form:

\_\_\_\_\_  
Virginia Jones, Town Clerk

\_\_\_\_\_  
William J. Sims III, Town Attorney



Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date:, December 2,2015**

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

**Requesting Department: Clerk's Office**

**Staff Resource/Contact Person: Virginia Jones**

**Agenda Title (be exact: ) Public hearing, followed by discussion, Consideration and possible approval of Class 12 Liquor License application for Salvatore Moscato/Moscato Italian Restaurant, located at 396 S. Main St., Camp Verde AZ 86322**

**List Attached Documents: – Liquor License Application for #12133640**

**Estimated Presentation Time: 5**

**Estimated Discussion Time: 5**

**Reviews Completed by:**

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

Finance Department N/A

**Fiscal Impact: None**

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

**Comments:**

**Background Information:**

**Recommended Action (Motion): approve Liquor License application for Salvatore Moscato/Moscato Italian Restaurant, located at 396 S. Main St., Camp Verde AZ 86322.**

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



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

15 NOV 2 10:11 AM '15

**Application for Liquor License**  
 Type or Print with **Black Ink**

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

- Interim Permit (Complete Section 5)
- New License (Complete Sections 2, 3, 4, 13, 14, 15, 16)
- Person Transfer (Complete Section 2, 3, 4, 12, 13, 14, 16)
- Location Transfer (Bars and Liquor Stores Only)  
(Complete Section 2, 3, 4, 11, 13, 14, 16)
- Probate/ Will Assignment/ Divorce Decree  
(Complete Sections 2, 3, 4, 9, 13, 14, 16)  
(Fee not required)
- Government (Complete Sections 2, 3, 4, 10, 13, 16)
- Seasonal

**SECTION 2** Type of Ownership:

- J.T.W.R.O.S (Complete Section 6)
- Individual (Complete Section 6)
- Partnership (Complete Section 6)
- Corporation (Complete Section 7)
- Limited Liability Co (Complete Section 7)
- Club (Complete Section 8)
- Government (Complete Section 10)
- Trust (Complete Section 6)
- Tribe (Complete Section 6)
- Other (Explain) \_\_\_\_\_

**SECTION 3** Type of license

LICENSE #

12133640

1. Type of License: ~~BEER & WINE FOR RESTAURANT~~ RESTAURANT LICENSE

**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 4** Applicants

1. Individual Owner/Agent's Name: MOSCATO SALVATORE PI074931  
Last First Middle

2. Owner Name: MOSCATO LLC B1055547  
(Ownership name for type of ownership checked on section 2)

3. Business Name: MOSCATO ITALIAN RESTAURANT B1033040  
(Exactly as it appears on the exterior of premises)

4. Business Location Address: 396 S. MAIN ST CAMP VERDE AZ 86322 YAVAPAI  
(Do not use PO Box) Street City State Zip Code County

5. Mailing Address: 396 S. MAIN ST CAMP VERDE AZ 86322  
(All correspondence will be mailed to this address) Street City State Zip Code

6. Business Phone: 928 821 6561 Daytime Contact Phone: 928 821 6561

7. Email Address: SILVANO75@HOTMAIL.COM

8. Is the Business located within the incorporated limits of the above city or town?  Yes  No

9. Does the Business location address have a street address for a City or Town but is actually in the boundaries of another City, Town or Tribal Reservation?  Yes  No

If Yes, what City, Town or Tribal Reservation is this Business located in: \_\_\_\_\_

10. Total Price paid for Series 6 Bar, Series 7 Beer & Wine Bar or Series 9 Liquor Store (license only) \$ 1

Fees: <u>100<sup>00</sup></u>	<u>50<sup>00</sup></u>	Department Use Only <u>44+26</u>	<u>220<sup>00</sup></u>
Application	Interim Permit	Site Inspection	Finger Prints
Is Arizona Statement of Citizenship & Alien Status for State Benefits complete? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Accepted by: <u>CS</u>	Date: <u>11/2/15</u>	License # <u>12133640</u>	
<b>Total of All Fees</b>			

**SECTION 5 Interim Permit**

- If you intend to operate business when your application is pending you will need an interim permit pursuant to ARS § 4-203.01
- There **MUST** be a valid license of the same type you are applying for currently issued to the location or for the replacement of a Hotel/Motel license with a Restaurant license pursuant to A.R.S § 4-203.01.

1. Enter license number currently at the location: \_\_\_\_\_  
 2. Is the license currently in use?  Yes  No If no, how long has it been out of use? \_\_\_\_\_

**Attach a copy of the license currently issued at this location to this application.**

I, \_\_\_\_\_ declare that I am the CURRENT OWNER, AGENT, OR CONTROLLING  
 (Print Full Name) PERSON on the stated license and location.

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

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

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

My Commission Expires on: \_\_\_\_\_  
 Date

\_\_\_\_\_  
 (Signature of Notary Public)

**SECTION 6 Individual, Partnership, J.T.W.R.O.S, Trust, Tribe Ownerships**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE, AN "APPLICANT" TYPE FINGERPRINT CARD AND \$22 PROCESSING FEE FOR EACH CARD.

**Individual**

Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code

Is any person other than above, going to share in profit/losses of the business?  Yes  No

If Yes, give name, current address, and telephone number of person(s). Use additional sheets if necessary.

Last	First	Middle	Mailing Address	City	State	Zip Code	Phone #

**Partnership**

Name of Partnership: \_\_\_\_\_

General-Limited	Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								

**J.T.W.R.O.S (Joint Tenant with Rights of Survivorship)**

Name of J.T.W.R.O.S: \_\_\_\_\_

Last	First	Middle	Mailing Address	City	State	Zip Code

**SECTION 6 - continued**

**TRUST**

Name of Trust: \_\_\_\_\_

Last	First	Middle	Mailing Address	City	State	Zip Code

**TRIBE**

Name of Tribal Ownership: \_\_\_\_\_

Last	First	Middle	Mailing Address	City	State	Zip Code

**SECTION 7 Corporations/ Limited Liability Co**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE AN "APPLICANT" TYPE FINGERPRINT CARD AND \$22 PROCESSING FEE FOR EACH CARD.

- Corporation Complete Questions 1, 2, 3, 4, 5, 6, and 7
- L.L.C. Complete Questions 1, 2, 3, 4, 5, 6, and 7

1. Name of Corporation/ LLC: MOSCATO LLC
2. Date Incorporated/Organized: 9/21/2015 State where Incorporated/Organized: ARIZONA
3. AZ Corporation or AZ LLC File No: L-2034635-8 Date authorized to do Business in AZ: 9/21/2015
4. Is Corp/LLC Non Profit?  Yes  No
5. List Directors, Officers, Members in Corporation/LLC:

Last	First	Middle	MEMBER	Mailing Address	City	State	Zip Code
MOSCATO	SALVATORE		CO-OWNER	65 VERDE VALLEY SCHOOL RD H12	SEDONA	AZ	86351
ROBBINS	JENNIFER	JANE	CO-OWNER	3490 OLD SCOUT TRAIL N.	CAMP VERDE	AZ	86322
			MEMBER				

(Attach additional sheet if necessary)

6. List all Stockholders/ percentage owners who own 10% or more:

Last	First	Middle	% Owned	Mailing Address	City	State	Zip Code
MOSCATO	SALVATORE		50%	65 VERDE VALLEY SCHOOL RD H12	SEDONA	AZ	86351
ROBBINS	JENNIFER	JANE	50%	3490 OLD SCOUT TRAIL N.	CAMP VERDE	AZ	86322

(Attach additional sheet if necessary)

7. If the corporation/ LLC are owned by another entity, attach an Organizational FLOWCHART showing the structure of the ownership. Attach additional sheets as needed in order to disclose the Officers, Directors, Members, Managers, Partners, Stockholders and percentage owners of those entities.



**SECTION 12** Person to Person Transfer

Questions to be completed by Current Licensee (Bar and Liquor Stores Only- Series, 06, 07, and 09)

1. Individual Owner / Agent Name: \_\_\_\_\_ Entity: \_\_\_\_\_  
Last First Middle (Individual, Agent, Etc)

2. Ownership Name: \_\_\_\_\_  
(Exactly as it appears on license)

3. Business Name: \_\_\_\_\_  
(Exactly as it appears on license)

4. Business Location Address: \_\_\_\_\_  
Street City State Zip

5. License Type: \_\_\_\_\_ License Number: \_\_\_\_\_

6. Current Mailing Address: \_\_\_\_\_  
Street City State Zip

7. Have all creditors, lien holders, interest holders, etc. been notified?  Yes  No

8. Does the applicant intend to operate the business while this application is pending?  Yes  No

If yes, complete Section 5 (Interim Permit) of this application; attach fee, and current license to this application.

9. I, (Print Full Name) \_\_\_\_\_ hereby authorize the department to process this Application to transfer the privilege of the license to the applicant provided that all terms and conditions of sale are met. Based on the fulfillment of these conditions, I certify that the applicant now owns or will own the property rights of the license by the date of issue.

I, (Print Full Name) \_\_\_\_\_, declare that I am the **CURRENT OWNER, MEMBER, PARTNER STOCKHOLDER or LICENSEE** of the stated license. I have read the above Section 12 and confirm that all statements are true, correct, and complete.

X \_\_\_\_\_  
(Signature of CURRENT Individual Owner/Agent)

NOTARY

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

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_  
Day Month Year

My commission expires on \_\_\_\_\_  
Day/ Month/Year Signature of NOTARY PUBLIC

**SECTION 13 Proximity to Church or School**

Questions to be completed by all in-state applicants EXCLUDING those applying for a Series 5 Government, Series 11 Hotel/Motel, and Series 12 Restaurant licenses.

A.R.S. § 4-207 (A) and (B) state that no retailer's license shall be issued for any premises which are at the time the license application is received by the director, within three hundred (300) horizontal feet of a church, within three hundred (300) horizontal feet of a public or private school building with kindergarten programs or grades one (1) through (12) or within three hundred (300) horizontal feet of a fenced recreational area adjacent to such school building. The above paragraph DOES NOT apply to:

- a) Restaurant license (§ 4-205.02)
- b) Hotel/motel license (§ 4-205.01)
- c) Government license (§ 4-205.03)
- d) Fenced playing area of a golf course (§ 4-207(B)(5))

1. Distance to nearest School: \_\_\_\_\_ Name of School: \_\_\_\_\_  
(if less than one (1) mile note footage)

Address: \_\_\_\_\_

2. Distance to nearest Church: \_\_\_\_\_ Name of Church: \_\_\_\_\_  
(if less than one (1) mile note footage)

Address: \_\_\_\_\_

**SECTION 14 Business Financials**

1. I am the:  Lessee  Sub-lessee  Owner  Purchaser  Management Company

2. If the premise is leased give lessors: Name: SCUN STRATHMERE  
 Address: 396 MAIN ST. CAMP VERDE AZ 86322

3. Monthly Rent/ Lease Rate: \$ 1000 FOR 6 MONTHS - THEN RAISED TO 1800 FOR 6 MONTHS

4. What is the remaining length of the lease? 1 yrs \_\_\_\_\_ months

5. What is the penalty if the lease is not fulfilled? \$ \_\_\_\_\_ or other: REMAINDER OF RENT OWED.  
(Give details-attach additional sheet if necessary)

6. 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

(Attach additional sheet if necessary)

7. What type of business will this license be used for (be specific)?  
ITALIAN FAMILY RESTAURANT SERVING WINE & BEER

8. Has a license or a transfer license for the premises on this application been denied by the state with in the past (1) year?  Yes  No If yes, attach explanation.

9. Does any spirituous liquor manufacture, wholesaler, or employee have an interest in your business?  Yes  No

10. Is the premises currently license with a liquor license?  Yes  No

If yes, give license number and licensee's name:

License #: \_\_\_\_\_ Individual Owner /Agent Name: \_\_\_\_\_  
(Exactly as it appears on license)

**SECTION 15 Restaurant or hotel/motel license applicants**

1. Is there an existing Restaurant or Hotel/Motel Liquor License at the proposed location?  Yes  No
2. If the answer to Question 1 is YES, you may qualify for an Interim Permit to operate while your application is pending; consult A.R.S § 4-203.01; and complete SECTION 5 of this application.
3. All Restaurant and Hotel/Motel applicants must complete a Restaurant Operation Plan form provided by the Department of Liquor Licenses and Control.
4. As stated in A.R.S § 4-205.02. (H)(2), a Restaurant is an establishment which derives at least forty (40) percent of its gross revenue from the sale of food. Gross revenue is the revenue derived from sales of food and spirituous liquor on the licensed premises. By applying for this  Restaurant  Hotel/Motel, I certify that I understand that I must maintain a minimum of forty (40) percent food sales based on these definitions and have included the Restaurant Hotel/Motel Records Required for Audit form with this application.

*Schutor Meseob*  
(Applicant's Signature)

5. I understand it is my responsibility to contact the Department of Liquor Licenses and Control to schedule an inspection when all tables and chairs are on site, kitchen equipment, and, if applicable, patio barriers are in place on the licensed premises. With the exception of the patio barriers, these items are not required to be properly installed for this inspection. Failure to schedule an inspection will delay issuance of the license. If you are not ready for your inspection 90 days after filing your application, please request an extension in writing; specify why the extension is necessary; and the new inspection date you are requesting.

*DM*  
(Applicant's Initials)

**SECTION 16 Diagram of Premises**

Check ALL boxes that apply to your business:

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

1. Is your licensed premises currently closed due to construction, renovation or redesign?  Yes  No  
If yes, what is your estimated completion date? 12/15/2015.  
Month/Day/Year

2. Restaurants and Hotel/Motel applicants are required to draw a detailed floor plan of the kitchen and dining areas including the locations of all kitchen equipment and dining furniture. Place for diagram is on section 16 number 6.
3. The diagram (a detailed floor plan) you provide is required to disclose only the area(s) where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored on the premises unless it is a restaurant (see # 3 above).
4. Provide the square footage or outside dimensions of the licensed premises. Please do not include non-licensed premises such as parking lots, living quarters, etc.

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

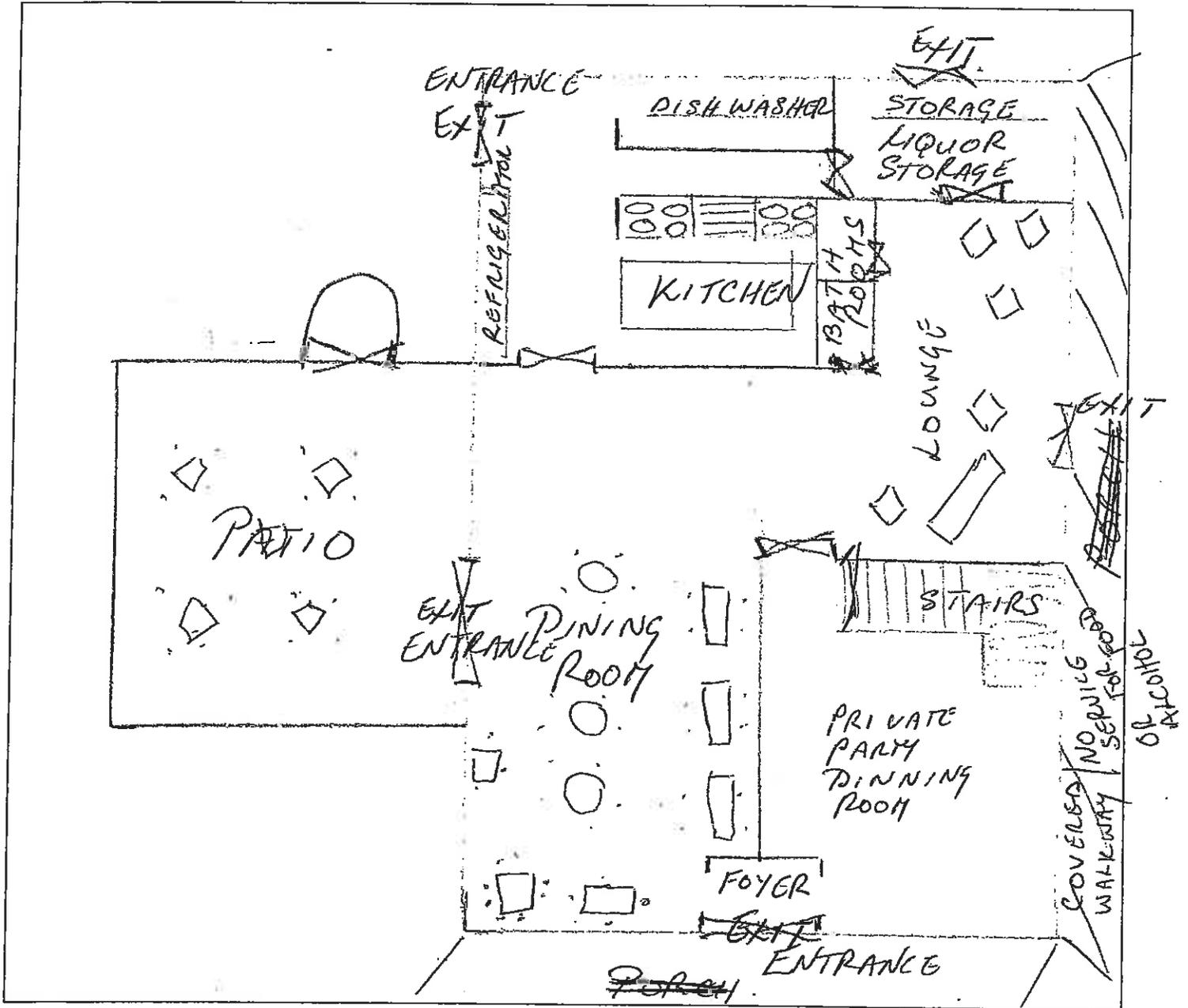
*DM*  
(Applicant's Initials)

**SECTION 16** Diagram of Premises – continued

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

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

**DIAGRAM OF PREMISES**

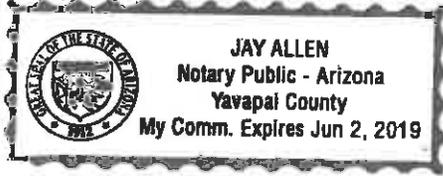


TOTAL SQUARE FOOT 17000'

**SECTION 17 SIGNATURE BLOCK**

I, (Print Full Name) SALVATORE MOSCATO, hereby declare that I am the Owner/Agent filing this application as stated in Section 4# 1. I have read this application and verify all statements to be true, correct and complete.

X (Signature) *Salvatore Moscato*



State of Arizona County of Yavapai

The foregoing instrument was acknowledged before me this

27 of October, 2015

Day Month Year

*J. Allen*  
Signature of NOTARY PUBLIC

My commission expires on: 06/02/19

**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.

15 NOV 2 11:41 AM '15

8.



Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date: December 2, 2015**

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

**Requesting Department: Clerk's Office**

**Staff Resource/Contact Person: Virginia Jones**

**Agenda Title (be exact: ) Public hearing, followed by discussion, Consideration and possible approval of Class 3 Microbrewery Liquor License application for Alexander Joseph Goetting/Verde Brewing Company LLC, located at 724. N. Industrial, Unit 7A, Camp Verde AZ 86322**

**List Attached Documents: – Liquor License Application for #03133021**

**Estimated Presentation Time: 5**

**Estimated Discussion Time: 5**

**Reviews Completed by:**

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

Finance Department N/A

**Fiscal Impact: None**

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

**Comments:**

**Background Information:**

**Recommended Action (Motion): approve Liquor License application for Alexander Joseph Goetting/Verde Brewing Company LLC, located at 724 N. Industrial, Unit 7A, Camp Verde AZ 86322.**

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



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

15 OCT 30 11:49 AM '15

**Application for Liquor License**  
 Type or Print with Black Ink

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

- Interim Permit (Complete Section 5)
- New License (Complete Sections 2, 3, 4, 13, 14, 15, 16)
- Person Transfer (Complete Section 2, 3, 4, 12, 13, 14, 16)
- Location Transfer (Bars and Liquor Stores Only)  
(Complete Section 2, 3, 4, 11, 13, 14, 16)
- Probate/ Will Assignment/ Divorce Decree  
(Complete Sections 2, 3, 4, 9, 13, 14, 16)  
(Fee not required)
- Government (Complete Sections 2, 3, 4, 10, 13, 16)
- Seasonal

**SECTION 2** Type of Ownership:

- J.T.W.R.O.S. (Complete Section 6)
- Individual (Complete Section 6)
- Partnership (Complete Section 6)
- Corporation (Complete Section 7)
- Limited Liability Co (Complete Section 7)
- Club (Complete Section 8)
- Government (Complete Section 10)
- Trust (Complete Section 6)
- Tribe (Complete Section 6)
- Other (Explain) \_\_\_\_\_

**SECTION 3** Type of license

LICENSE # 13133021

1. Type of License: Microbrewery

**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 4** Applicants

1. Individual Owner/Agent's Name: Goetting Alexander Joseph  
Last First Middle

2. Owner Name: Verde Brewing Company LLC 91050353  
(Ownership name for type of ownership checked on section 2)

3. Business Name: Verde Brewing Company  
(Exactly as it appears on the exterior of premises)

4. Business Location Address: 724. N Industrial, Unit 7A, Camp Verde, AZ, 86322, Yavapai  
(Do not use PO Box) Street City State Zip Code County

5. Mailing Address: 325 S. Main St. Camp Verde, AZ, 86322  
(All correspondence will be mailed to this address) Street City State Zip Code

6. Business Phone: 928 567 7033 Daytime Contact Phone: 703 969 5047

7. Email Address: Alex@spurhq.com

8. Is the Business located within the incorporated limits of the above city or town?  Yes  No

9. Does the Business location address have a street address for a City or Town but is actually in the boundaries of another City, Town or Tribal Reservation?  Yes  No

If Yes, what City, Town or Tribal Reservation is this Business located in: \_\_\_\_\_

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

Fees: <u>100</u>	<b>Department Use Only</b>	
<small>Application</small>	<small>Interim Permit</small>	<small>Site Inspection</small>
		<u>22<sup>1/3</sup></u>
		<small>Finger Prints</small>
		\$ <u>135</u>
		<small>Total of All Fees</small>
Is Arizona Statement of Citizenship & Alien Status for State Benefits complete? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Accepted by: <u>MIS</u> Date: <u>10/10/2015</u> License # <u>13133021</u>		

**SECTION 5 Interim Permit**

- If you intend to operate business when your application is pending you will need an interim permit pursuant to ARS § 4-203.01
- There **MUST** be a valid license of the same type you are applying for currently issued to the location or for the replacement of a Hotel/Motel license with a Restaurant license pursuant to A.R.S. § 4-203.01.

1. Enter license number currently at the location: \_\_\_\_\_  
 2. Is the license currently in use?  Yes  No If no, how long has it been out of use? \_\_\_\_\_

**Attach a copy of the license currently issued at this location to this application.**

I, \_\_\_\_\_ declare that I am the CURRENT OWNER, AGENT, OR CONTROLLING  
 (Print Full Name) PERSON on the stated license and location.

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

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

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

My Commission Expires on: \_\_\_\_\_  
 Date

\_\_\_\_\_  
 (Signature of Notary Public)

**SECTION 6 Individual, Partnership, J.T.W.R.O.S, Trust, Tribe Ownerships**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE, AN "APPLICANT" TYPE FINGERPRINT CARD AND \$22 PROCESSING FEE FOR EACH CARD.

**Individual**

Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code

Is any person other than above, going to share in profit/losses of the business?  Yes  No

If Yes, give name, current address, and telephone number of person(s). Use additional sheets if necessary.

Last	First	Middle	Mailing Address	City	State	Zip Code	Phone #

**Partnership**

Name of Partnership: \_\_\_\_\_

General-Limited	Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								
<input type="checkbox"/> <input type="checkbox"/>								

**J.T.W.R.O.S (Joint Tenant with Rights of Survivorship)**

Name of J.T.W.R.O.S: \_\_\_\_\_

Last	First	Middle	Mailing Address	City	State	Zip Code

**SECTION 6 - continued**

**TRUST**

Name of Trust: \_\_\_\_\_

Last	First	Middle	Mailing Address	City	State	Zip Code

**TRIBE**

Name of Tribal Ownership: \_\_\_\_\_

Last	First	Middle	Mailing Address	City	State	Zip Code

**SECTION 7 Corporations/ Limited Liability Co**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE AN "APPLICANT" TYPE FINGERPRINT CARD AND \$22 PROCESSING FEE FOR EACH CARD.

Corporation Complete Questions 1, 2, 3, 4, 5, 6, and 7

LLC. Complete Questions 1, 2, 3, 4, 5, 6, and 7

1. Name of Corporation/ L.L.C.: Verde Brewing Company, LLC

2. Date Incorporated/Organized: 3/14/13 State where Incorporated/Organized: Arizona

3. AZ Corporation or AZ L.L.C File No: L18322018 Date authorized to do Business in AZ: 4/1/13

4. Is Corp/LLC. Non Profit?  Yes  No

5. List Directors, Officers, Members in Corporation/LLC:

Last	First	Middle	Title	Mailing Address	City	State	Zip Code
Goetting	Alexander	Joseph	Manager, <i>Member</i>	325 S. Main St	Camp Verde, AZ	86322	

(Attach additional sheet if necessary)

6. List all Stockholders / percentage owners who own 10% or more:

Last	First	Middle	%Owned	Mailing Address	City	State	Zip Code
Goetting	Alexander	Joseph	100	<del>2570 S. Anapaya,</del> Camp Verde, AZ, 86322			
				325 S. Main St, Camp Verde, AZ			86322

(Attach additional sheet if necessary)

7. If the corporation/ L.L.C are owned by another entity, attach an Organizational **FLOWCHART** showing the structure of the ownership. Attach additional sheets as needed in order to disclose the Officers, Directors, Members, Managers, Partners, Stockholders and percentage owners of those entities.



**SECTION 12 Person to Person Transfer**

**Questions to be completed by Current Licensee (Bar and Liquor Stores Only- Series, 06, 07, and 09)**

1. Individual Owner / Agent Name: \_\_\_\_\_ Entity: \_\_\_\_\_  
Last First Middle (Individual, Agent, Etc)

2. Ownership Name: \_\_\_\_\_  
(Exactly as it appears on license)

3. Business Name: \_\_\_\_\_  
(Exactly as it appears on license)

4. Business Location Address: \_\_\_\_\_  
Street City State Zip

5. License Type: \_\_\_\_\_ License Number: \_\_\_\_\_

6. Current Mailing Address: \_\_\_\_\_  
Street City State Zip

7. Have all creditors, lien holders, interest holders, etc. been notified?  Yes  No

8. Does the applicant intend to operate the business while this application is pending?  Yes  No

If yes, complete Section 5 (Interim Permit) of this application; attach fee, and current license to this application.

9. I, (Print Full Name) \_\_\_\_\_ hereby authorize the department to process this Application to transfer the privilege of the license to the applicant provided that all terms and conditions of sale are met. Based on the fulfillment of these conditions, I certify that the applicant now owns or will own the property rights of the license by the date of issue.

I, (Print Full Name) \_\_\_\_\_, declare that I am the **CURRENT OWNER, MEMBER, PARTNER STOCKHOLDER or LICENSEE** of the stated license. I have read the above Section 12 and confirm that all statements are true, correct, and complete.

X \_\_\_\_\_  
(Signature of CURRENT individual Owner/Agent)

NOTARY

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

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
Day Month Year

My commission expires on \_\_\_\_\_  
Day/ Month/Year Signature of NOTARY PUBLIC

**SECTION 13 Proximity to Church or School**

Questions to be completed by all in-state applicants **EXCLUDING** those applying for a **Series 5 Government, Series 11 Hotel/Motel, and Series 12 Restaurant licenses.**

A.R.S. § 4-207 (A) and (B) state that no retailer's license shall be issued for any premises which are at the time the license application is received by the director, within three hundred (300) horizontal feet of a church, within three hundred (300) horizontal feet of a public or private school building with kindergarten programs or grades one (1) through (12) or within three hundred (300) horizontal feet of a fenced recreational area adjacent to such school building. The above paragraph DOES NOT apply to:

- a) Restaurant license (§ 4-205.02)
- b) Hotel/motel license (§ 4-205.01)

- c) Government license (§ 4-205.03)
- d) Fenced playing area of a golf course (§ 4-207 (B)(5))

1. Distance to nearest School: 1.7 miles  
(if less than one (1) mile note footage)

Name of School: Camp Verde MS/HS

Address: 201 W. Apache Trail, Camp Verde, AZ 86322

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

Name of Church: Seventh Day Adventist Church

Address: 1406 N. Boot Dr., Camp Verde, AZ 86322

**SECTION 14 Business Financials**

1. I am the:  Lessee  Sub-lessee  Owner  Purchaser  Management Company

2. If the premise is leased give lessors:

Name: HMW Holdings

Address: 724 N. Industrial Dr, Camp Verde, AZ, 86322  
Street City State Zip

3. Monthly Rent/ Lease Rate: \$ 1650

4. What is the remaining length of the lease? 5 yrs 0 months

5. What is the penalty if the lease is not fulfilled? \$ \_\_\_\_\_ or other: Remaining Balance due  
(Give details-attach additional sheet if necessary)

6. 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

(Attach additional sheet if necessary)

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

Brewing, conditioning, kegging, and bottling craft beer

8. Has a license or a transfer license for the premises on this application been denied by the state with in the past (1) year?  Yes  No If yes, attach explanation.

9. Does any spirituous liquor manufacture, wholesaler, or employee have an interest in your business?  Yes  No

10. Is the premises currently license with a liquor license?  Yes  No

If yes, give license number and licensee's name:

License #: \_\_\_\_\_ Individual Owner /Agent Name: \_\_\_\_\_

(Exactly as it appears on license)

**SECTION 15 Restaurant or hotel/motel license applicants**

1. Is there an existing Restaurant or Hotel/Motel Liquor License at the proposed location?  Yes  No
2. If the answer to Question 1 is YES, you may qualify for an Interim Permit to operate while your application is pending; consult A.R.S. § 4-203.01; and complete SECTION 5 of this application.
3. All Restaurant and Hotel/Motel applicants must complete a Restaurant Operation Plan form provided by the Department of Liquor Licenses and Control.
4. As stated in A.R.S. § 4-205.02. (H)(2), a Restaurant is an establishment which derives at least forty (40) percent of its gross revenue from the sale of food. Gross revenue is the revenue derived from sales of food and spirituous liquor on the licensed premises. By applying for this  Restaurant  Hotel/Motel, I certify that I understand that I must maintain a minimum of forty (40) percent food sales based on these definitions and have included the Restaurant Hotel/Motel Records Required for Audit form with this application.

\_\_\_\_\_  
(Applicant's Signature)

5. I understand it is my responsibility to contact the Department of Liquor Licenses and Control to schedule an inspection when all tables and chairs are on site, kitchen equipment, and, if applicable, patio barriers are in place on the licensed premises. With the exception of the patio barriers, these items are not required to be properly installed for this inspection. Failure to schedule an inspection will delay issuance of the license. If you are not ready for your inspection 90 days after filing your application, please request an extension in writing; specify why the extension is necessary; and the new inspection date you are requesting.

\_\_\_\_\_  
(Applicant's Initials)

**SECTION 16 Diagram of Premises**

Check ALL boxes that apply to your business:

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Entrances/Exits | <input checked="" type="checkbox"/> Liquor storage areas | <b>Patio:</b> <input type="checkbox"/> Contiguous |
| <input type="checkbox"/> Walk-up windows            | <input type="checkbox"/> Drive-through windows           | <input type="checkbox"/> Non Contiguous           |

1. Is your licensed premises currently closed due to construction, renovation or redesign?  Yes  No  
If yes, what is your estimated completion date? \_\_\_\_\_

Month/Day/Year

2. **Restaurants and Hotel/Motel** applicants are required to draw a detailed floor plan of the kitchen and dining areas including the locations of all kitchen equipment and dining furniture. Place for diagram is on section 16 number 6.
3. The diagram (a detailed floor plan) you provide is required to disclose only the area(s) where spirituous liquor is to be sold, served, consumed, dispensed, possessed or stored on the premises unless it is a restaurant (see # 3 above).
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**As stated in A.R.S. § 4-207.01 (B), I understand it is my responsibility to notify the Department of Liquor Licenses and Control when there are changes to the boundaries, entrances, exits, added or deleted doors, windows, service windows or increase or decrease to the square footage after submitting this initial diagram.**

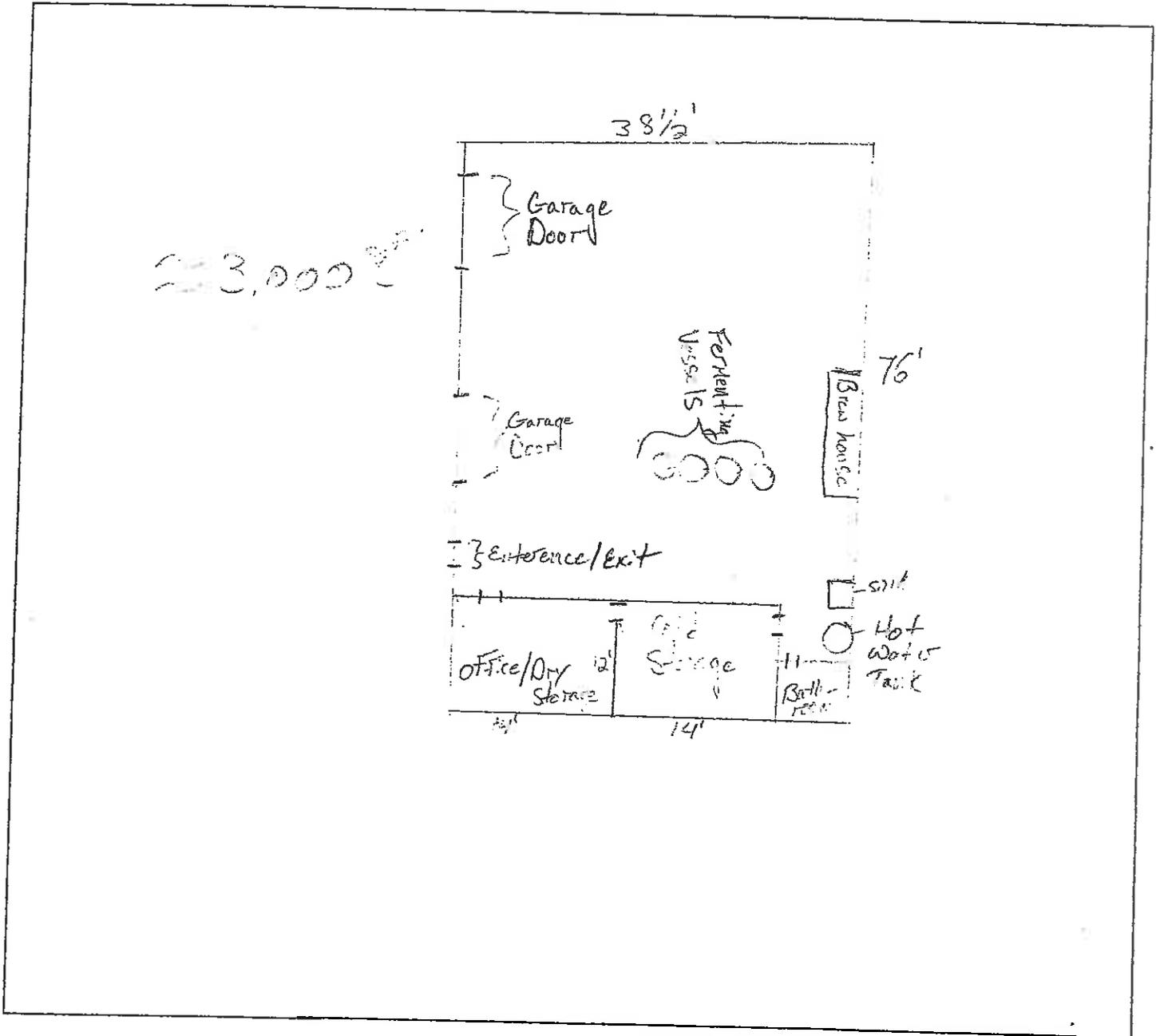
\_\_\_\_\_  
(Applicant's Initials)

**SECTION 16 Diagram of Premises - continued**

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

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

**DIAGRAM OF PREMISES**



**SECTION 17 SIGNATURE BLOCK**

*Joseph*

I, (Print Full Name) Alexander Goetting

hereby declare that I am the Owner/Agent filing this application as stated in Section 4 # 1. I have read this application and verify all statements to be true, correct and complete.

X (Signature) *Alex Goetting*

State of ARIZONA County of MARICOPA

The foregoing instrument was acknowledged before me this

29 of OCTOBER, 2015

Day Month Year



My commission expires on:

*Jennifer Benson*  
Signature of NOTARY PUBLIC

**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.

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



**Agenda Item Submission Form – Section I**

**Meeting Date:** December 2, 2015 Regular Session

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

**Requesting Department:** Administration

**Staff Resource/Contact Person(s):** Russ Martin, Virginia Jones, Mike Jenkins, Nancy Gardner

**Agenda Title (be exact):** Discussion, consideration and possible direction to staff regarding the Town's complaint process including but not limited to forms, Code Enforcement, Law Enforcement and personnel related complaints.

**Estimated Presentation Time:** 10 min.

**Estimated Discussion Time:** 10 min.

**Reviews Completed by:**

- Department Head:** Russ Martin, comments included.

**Background Information:** During recent meetings Town Council has been asked to review the Town's policy in regards to its complaint process. Attached are the three forms currently used based on the type of complaint that comes in. Staff understands that differences in approach to these different situations is necessary to the complainant more than anything. Complaints in about 2010 were all taken only if the person was willing to come in and sign the complaints in code enforcement and personnel, this caused many to lose faith especially in code enforcement because they would not want to formally fill out a complaint and wonder why our staff did not "just see it" and do something. This has changed and we have just purchased tracking software that reminds us where any complaint is in the process. Many of the complaints do now come anonymously and we work through them.

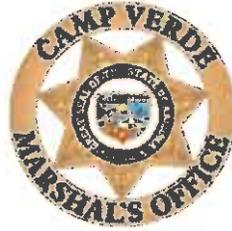
In the Marshal's office it is difficult to complain anonymously as the person comes in may be recognized or if the person calls the emergency number or states their name/address the call is tracked to that person or address. Additionally the Constitution protects individual's rights to know their accuser if legal action is taken complicating our ability to assure any complaint will remain anonymous.

Public Works issues/complaints are handled through a work order system that tracks requests through the process to completion depending on which area (maintenance/streets/parks, etc.) the request/complaint came in from.

One final consideration is the time it takes to review the complaint that currently is set at 10 days. Staff has occasionally had difficulty in reviewing and getting responses to complex or multiple person/incident complaints. Staff would like the option stated in the form to contact the person who complains within that 10 day timeframe and explain delays or project a timeframe that may be necessary to thoroughly review and respond.

**Recommended Action (Motion):**

**Move to direct staff to edit the forms for timeframe allowing irregular complaints to take longer with the stipulation that contact shall be made within that 10 day timeframe.**



Complaint # \_\_\_\_\_  
 Received by: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Forwarded to: \_\_\_\_\_  
 Review Deadline: \_\_\_\_\_  
 (10 working days)

**CAMP VERDE MARSHAL'S OFFICE  
 CITIZEN COMPLAINT PROCEDURE**

646 S 1<sup>st</sup> Street – Camp Verde, AZ 86322  
 928-567-6621

It is the policy of the Camp Verde Marshal's Office to investigate all complaints against the department or its employees. This ensures the integrity of the department and protects the rights and interests of both citizens and department employees. The department will take complaints in any form and they may be made anonymously. The following is a brief synopsis of what you may expect to happen:

**How to File a Complaint:**

Complete the written complaint form following the instructions listed below. Complaint Forms are on file in the Marshal's Office Administrative Department located at 646 S. 1<sup>st</sup> Street, Camp Verde.

You must sign and date a written complaint form and mail or hand-deliver it to the Marshal's Office. (Under no circumstances, will phone calls, emails, faxes or other forms of telecommunication be accepted). The Complaint must state specific dates, facts, and other pertinent information. You may attach any relevant documents supporting your claim. If you plan to include comments or statements by other witnesses, you must submit their signed and dated statements with your complaint. Your complaint cannot be amended nor may the employees at the Marshal's Office receive additional information related to your complaint once it has been submitted.

**TYPE OF COMPLAINT**

- Personnel: Name of Employee: \_\_\_\_\_
- Non-Personnel: Department: \_\_\_\_\_
- Be Specific: \_\_\_\_\_

**What to expect:**

1. Upon receipt of your written complaint, the Marshal's Office will date stamp the complaint, assign a complaint Number (i.e. CVMO-12-01) and forward to the appropriate supervisor. You will receive in writing notification of the complaint number, date received, and person who received the written complaint.
2. The supervisor has ten (10) working days after receipt of the complaint from the administration to respond in writing. This written response will be mailed to you and a copy will be filed in the Marshal's Office.
3. If the response is not satisfactory to you, you have ten (10) working days from the date of the written response to request that the Town Manager review the matter. The request must be filed, in writing, with the Clerk's Office, and must reference the original complaint number. Note: phone calls, emails, faxes or other forms of communication will not be considered. The Town Manager will review the matter within ten (10) working days, and notify you of his determination with regard to your complaint. The Town Manager may concur with the response of the Department Head or recommend additional action.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

**State the details of your complaint or information: Use the reverse side or additional pages if necessary. If you have any relevant documents, please attach photo copies only. DO NOT ATTACH ORIGINAL DOCUMENTS.**

The information presented in this complaint form is true, correct and complete to the best of my knowledge, Furthermore, I acknowledge that I have read and understand the procedures. Note: a complaint is a public record and by law we must provide the name of the complainant. **If you intentionally make a false report to this department, you should know that making the false report could result in criminal and/or civil legal proceedings being filed against you.**

X  
\_\_\_\_\_  
**Signature**

X  
\_\_\_\_\_  
**Date**

**For Office Use Only**

**Sent to Department head for review** \_\_\_\_\_ **Review Deadline** \_\_\_\_\_  
Date Date (10 working days)

**Action Taken** \_\_\_\_\_  
Date

**Manager Review (if applicable)** \_\_\_\_\_ **Review Deadline** \_\_\_\_\_  
Date (if applicable) Date (if applicable)



FOR OFFICE USE ONLY

Complaint # \_\_\_\_\_  
Received by: \_\_\_\_\_  
Date: \_\_\_\_\_  
Forwarded to: \_\_\_\_\_  
Review Deadline: \_\_\_\_\_  
(10 working days)

**TOWN OF CAMP VERDE  
CITIZEN COMPLAINT PROCEDURE**  
473 S. Main Street, Suite 102 – Camp Verde, AZ 86322  
928-567-6631

The Town of Camp Verde has initiated a policy for receiving citizen complaints to ensure a fair review of concerns of the public about policy, procedures, ordinances, codes, personnel, and/or similar issues.

Have you attempted to resolve your complaint with the appropriate department?  Yes  No

**When to File a Formal Complaint**

If, after notifying a Department Head that you have a valid concern and you have not received a satisfactory response, you may proceed to the next step by filing a Formal Complaint.

**How to File a Complaint:**

Complete the written complaint form following the instructions listed below. Complaint Forms are on file in the Clerk's Office at 473 S. Main, Ste. 102 or you can download a blank copy online at [www.campverde.az.gov](http://www.campverde.az.gov)

You must sign and date a written complaint form and mail or hand-deliver it to the Clerk's Office. (Under no circumstances, will phone calls, emails, faxes or other forms of tele-communication be accepted). The Complaint must state specific dates, facts, and other pertinent information. You may attach any relevant documents supporting your claim. If you plan to include comments or statements by other witnesses, you must submit their signed and dated statements with your complaint. Your complaint cannot be amended and the Clerk's Office cannot receive additional information related to your complaint once it has been submitted.

**TYPE OF COMPLAINT**

- Personnel**                      **Name of Employee:** \_\_\_\_\_
- Non-Personnel**                **Department:** \_\_\_\_\_
- Zoning**                            **Location:** \_\_\_\_\_ **Parcel#:** \_\_\_\_\_
- Other**                              **Be Specific:** \_\_\_\_\_

**What to expect:**

1. Upon receipt of your written complaint, the Clerk's Office will date stamp the complaint, assign a complaint Number (i.e. C-09-01) and forward by e-mail to the appropriate department head, and to the Town Manager. You will receive a receipt noting the complaint number, date received, and person who received the written complaint.
2. The Department Head has ten (10) working days after receipt of the complaint from the Clerk's Officer to respond in writing. This written response will be mailed to you and a copy will be filed in the Clerk's Office. A copy of the response will be submitted by the Clerk's Office to the Town Manager. All original complaints and responses will be on file in the Clerk's Office. If the complaint is concerning land use activity and it is found to be justified, the Community Development Department will begin the compliance process as outlined in Section 102 of the Planning & Zoning Ordinance.
3. If the response is not satisfactory to you, you have ten (10) working days from the date of the written response to request that the Manager to review the matter. The request must be filed, in writing, with the Clerk's Office, and must reference the original complaint number. Note: phone calls, emails, faxes or other forms of communication will not be considered. The Manager will review the matter within ten (10) working days, and notify you of his determination with regard to your complaint. The Manager may concur with the response of the Department Head or recommend additional action.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

State the details of your complaint or information: Use the reverse side if necessary. If you have any relevant documents, please attach photo copies only. DO NOT ATTACH ORIGINAL DOCUMENTS.

The information presented in this complaint form is true, correct and complete to the best of my knowledge, Furthermore, I acknowledge that I have read and understand the procedures. Note: a complaint is a public record and by law we must provide the name of the complainant.

X \_\_\_\_\_  
Signature

X \_\_\_\_\_  
Date

NOTE: The Administrator shall arrange to provide assistance in the preparation of a written complaint in compliance with 504/ADA requirements and for those who are limited or non-English speaking clients. (11-2013)

For Office Use Only			
<input type="checkbox"/>	Copy to Manager _____	Date _____	
<input type="checkbox"/>	Sent to Department head for review _____	Date _____	Review Deadline _____ Date (10 working days)
<input type="checkbox"/>	Action Taken _____	Date _____	
<input type="checkbox"/>	Manager Review (if applicable) _____	Date (if applicable) _____	Review Deadline _____ Date (if applicable)
<b>RELEVANT DEPARTMENT</b>			
<input type="checkbox"/>	Administration	<input type="checkbox"/>	Building
<input type="checkbox"/>	Parks & Recreation	<input type="checkbox"/>	Maintenance
<input type="checkbox"/>	Community Development	<input type="checkbox"/>	Marshal's Office
<input type="checkbox"/>	Commission: _____	<input type="checkbox"/>	Clerk's Office
		<input type="checkbox"/>	Library
		<input type="checkbox"/>	Magistrate Court
		<input type="checkbox"/>	Public Works



**Town of Camp Verde**  
 Community Development  
 473 S. Main St., Suite 108  
 Camp Verde, AZ 86322  
 Tel: (928) 567-8513 Ext. 119  
 Fax: (928) 567-7401  
**CODE ENFORCEMENT**

For Office Use Only
Complaint # Z – N _____
Received by _____
Date: _____
Code Enforcement Officer Taking this case: _____
Building Official Taking this case: _____

## TOWN OF CAMP VERDE ZONING – NUISANCE & BUILDING VIOLATIONS

### COMPLAINT FORM AND PROCEDURES

There are typically (3) three kinds of land or business use violations and several building code violations that the Town of Camp Verde enforces as listed below:

- **Zoning Violations:** Violations to the Planning & Zoning Ordinance as adopted by the Town Council. Violation procedures are listed in the Town Code under Section 7-7-1 thru 7-7-4.
- **Nuisance Violations:** Violation procedures are listed in the Town Code under Section 10-2-1 thru 10-2-8. Declaration of Nuisance.
- **Off – Premises Canvassing and Signage:** Violation procedures are listed in the Town Code under Section 9-2 thru 9-2-4 of the Town Code.
- **Building Code Violations:** Violation procedures are listed in the Town Code under Article 7-2 (Administrative Building Code) of the Town Code and the 2006 International Building Code.

It is the Code Enforcement Officer’s responsibility to determine which type of violation your complaint will fall under. It is your responsibility to describe the violation in as much detail as you can such as the examples listed below:

- Yard is full of Garbage, junk, weeds and/or debris.
- The property in question possibly has too many animals for its size and appears to be in violation of the Planning and Zoning Ordinance.
- Someone is possibly occupying a vacant piece of property and appears to be living in a recreational vehicle.
- Someone is building without a building permit.
- There is a dangerous building located on this subject property.

**What to expect:**

Once the Code Enforcement Officer has inspected the complaint, the officer will determine what codes are being violated, if any. There are different procedures for Code Enforcement set in the Town Code depending on the type of violation and each of these procedures take varying amounts of time. If the Code Enforcement Officer determines that no violation has occurred, the officer will respond to you, as the person filing this complaint, as soon as possible, depending on current work-loads. If the Code Enforcement Officer does determine that a violation has occurred, the officer must follow the enforcement procedures as set forth in the Town Code and will not contact you until the case has been closed and the violation has been removed or unless otherwise determined by the Board of Adjustments or the Court system.

# Zoning/Nuisance Complaint form

Date: \_\_\_\_\_

Location of problem: \_\_\_\_\_

Name of Owner/Tenant (if known) \_\_\_\_\_

State the details of your complaint; you may attach additional pages if necessary. DO NOT ATTACH ORIGINAL DOCUMENTS.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

You may remain anonymous if you wish, however you will not be contacted of any progress with this complaint.

Name: \_\_\_\_\_ Mailing address: \_\_\_\_\_  
Person making complaint

Physical address (if different): \_\_\_\_\_ Phone #: \_\_\_\_\_

I wish to be contacted by:  Phone  Mail  Email: \_\_\_\_\_

The information presented in this complaint form is true, correct and complete to the best of my knowledge. I acknowledge that I have read and understand the procedures. NOTE: A complaint is a public record and by law we must provide the name of the complainant.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

## For Office Use Only

Received by Department for Review: \_\_\_\_\_

Date Inspected: \_\_\_\_\_

Violation Found - Code #'s: \_\_\_\_\_

Owner/Tenant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/Town \_\_\_\_\_

Zip Code: \_\_\_\_\_

Action Taken: \_\_\_\_\_ Date: \_\_\_\_\_

Community Development Director Review (if applicable): \_\_\_\_\_ Date \_\_\_\_\_ Review Deadline: \_\_\_\_\_ Date


**Agenda Item Submission Form – Section I**

**Meeting Date:** December 2, 2015 Regular Session

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

**Requesting Department:** Administration

**Staff Resource/Contact Person(s):** Russ Martin

**Agenda Title (be exact):** Discussion, consideration and possible approval of the Town Manager's goals.

**Estimated Presentation Time:** 10 min.

**Estimated Discussion Time:** 10 min.

**Reviews Completed by:**

- Department Head:** Russ Martin, comments included.

**Background Information:** Attached is a memo sent out at the end of October, at this time I am placing these goals in front of you for Town Council changes and/or approval.

**Recommended Action (Motion):**

**Move to approve the Town Managers Goals as submitted.**



## *Memorandum*

To: Mayor and Council  
From: Russ Martin, Town Manager  
Date: ~~October 6, 2015~~ *SENT OCT. 26, 2015*  
Cc: Department Heads  
Re: 1\* Draft of Town Manager's Goals

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The following is the Town Manager's goals from our work session on September 18<sup>th</sup>:

From that meeting we broke out two different types of goals, one that was based on Town Goals external to the operations of Town staff and day to day procedures and the other more oriented towards professional goals internal to the operations as the Town Manager.

### **Town Manager's Goals**

1. **Park**
  - a. Build the Road entering the Park along with a parking area.
  - b. Develop a Committee dedicated to park development and timeline for development.
  - c. Develop water source through upgrading the effluent from the wastewater plant.
2. **Marketing Plan**
  - a. Complete the River Recreation Plan identifying proper access and community goals for the River and its use.
  - b. Follow recommendations in Focus Future II to develop marketing for the Downtown Area.
  - c. Increase promotion activities leading to increased web site usage.
3. **Bicycle Plan**
  - a. Develop a bicycle plan for increased bicycle friendly facilities and infrastructure.
4. **Water Company**
  - a. Work with all the water companies to determine possibilities of transfer/acquisition.

5. Community Outreach and Information

- a. Develop a community page or Facebook page for the Manager for direct communication on issues or activities.
- b. Continued promotion of the Newsletter increasing its usage
- c. Develop training/forum(s) for Town Council and the general public to understand the Council/Manager form of government.

6. Standard Operating Procedures (SOP) Manuals

- a. Complete SOP Manuals for 80% of current staff positions.
- b. Complete at least 5 cross-training activities internal and external to individual departments.
- c. Complete a comprehensive emergency preparedness training for all staff.

I am sure I did not completely get every nuance to the discussion and may have not fully represented your idea(s) as well as provided in some cases inadequate measures for determining success. I am hoping that this draft can be commented to by not only the Town Council but by Staff who may have a better handle on existing conditions of these items above.

*For questions or comments, or appointments please contact me at russ.martin@campverde.az.gov or at 554-0001.*

**MINUTES  
WORK SESSION  
MAYOR AND COMMON COUNCIL  
Of the TOWN OF CAMP VERDE  
COUNCIL CHAMBERS · 473 S. Main Street, Room #106  
FRIDAY, September 18, 2015 at 8:00 a.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 8:00 a.m.

**2. Roll Call**

Mayor Charles German, Vice Mayor Bruce George, Councilors Jackie Baker, Robin Whatley, Brad Gordon, and Jessi Jones were present. Councilor Carol German was absent.

**Also Present**

Town Manager Russ Martin, Town Clerk Virginia Jones and Recording Secretary Lynn Riordan.

**3. Pledge of Allegiance**

Mayor Charles German led the Pledge of Allegiance.

**4. Discussion of and setting goals for the Manager for the upcoming year.**

Town Manager Russ Martin advised that this was the time set for discussion to set achievable and measurable goals for the Manager and the Town. Mr. Martin stated he was hopeful that this work session would produce a list for him to follow, and the Mayor and Council would feel that the Town has direction for the upcoming year and beyond. Mayor, Councilors and Town Manager discussed in detail the following goals, need and balance of attaining:

Community Education and Involvement  
Success of volunteers (as with Library project) and fund raising  
Government Responsibility and Ethics  
Park Improvements  
Recreational Facilities, including bike lanes and hiking trails and river access  
River preservation and water rights  
Acquisition of water companies  
Use of reclaimed water  
Smart Economic Growth and Marketing Plan  
Cross-training of employees

Taking into consideration the Town of Camp Verde currently owns property that is designated for parks/parks & recreation, and acknowledging the Town does not impose a property tax and does not receive any portion of the Yavapai County Property Tax Assessments/Payments, all improvements and capital projects are contingent upon available funding/revenue. The Mayor and Council discussed potential fund raising projects, involvement of volunteers, donations and co-op with schools, state parks, federal lands.

**Public Comment**

Ron Posten addressed the Mayor and Council stating he was disappointed that so few residents were present for this workshop. Mr. Posten stated support for recreation, park improvements, bike lanes and hiking trails, and public river access. Mr. Posten stated support for an "in-town" community park, with perhaps the McCracken property being improved for a "sports" park (ball fields, skate park, etc.).

**After additional discussion, it was the CONCENSUS of the Council to provide the following list to Town Manager as**

**priority, attainable goals (taking into consideration all matters/improvements and goals are funding dependent):**

1. Parks – completion and improvements, including public river access.
2. Marketing plan and strategy, including maps, marketing river access and parks, downtown character, bicycle lanes and hiking trails.
3. Designation of, and mapping, bicycle lanes and hiking trails (co-op with forest service/state parks as necessary).
4. Acquisition of water company(ies).

**Not numbered on the list, but included as priority:**

Completion of Hwy 260 improvements and installation of utility sleeves. Marketing of Hwy 260 corridor (business) and completion of the General Plan.

Standard Operating Procedure Manuals for each department (including cross-training – already underway)

Community Outreach and establishment of an avenue for community and staff feedback (i.e. Facebook page) on Town and department management and Council decisions, also gives an avenue for public awareness, education, updates, and comments/suggestions)

Communication improvement (Council and Town Manager) and delivery of communication and topics to the public

**Additional ideas and priorities (long-term), and not required to be attainable in the next fiscal year:**

Regional Sports Park (potential location: McCracken – possibly a co-op with schools, other local communities and/or organizations and/or state parks))

Main street skate extension

Re-construction of Hwy 279 – and development/marketing availability

Town-wide street improvements (potentially a bond issue)

Library – downtown connection (streetscape to connect new Library to Historic Downtown) and improvement of Rezzonico Park (connection to Library and quiet atmosphere with river access)

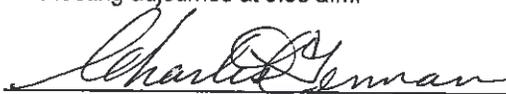
Maintain downtown character with improvements (sidewalks, lights, community park)

Solar connections

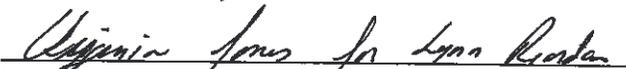
Creation of Storm Water district/utility

**5. Adjournment**

Meeting adjourned at 9:58 a.m.



Charles German, Mayor



Lynn Riordan, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on September 9, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 8 day of October, 2015.



Virginia Jones, Town Clerk