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**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
AND EXECUTIVE SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, DECEMBER 19, 2018 at 6:30 P.M.**

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

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

1. Call to Order

2. Roll Call. Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German.

3. Pledge of Allegiance

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

a) Approval of the Minutes:

- 1) Council Hears P&Z Matters – November 28, 2018
- 2) Regular Session – December 5, 2018

b) Set Next Meeting, Date and Time:

- 1) Wednesday, December 26, 2018 at 6:30 p.m. – Council Hears P&Z Matters– Meeting Cancelled per Resolution 2018-994
- 2) Wednesday, January 2, 2019 at 6:30 p.m. – Regular Meeting-CANCELLED
- 3) Thursday, January 3, 2019 at 8:00 a.m. – Special Retreat Session
- 4) Wednesday, January 9, 2019 at 5:30 p.m. – Work Session
- 5) Friday, January 11, 2019 at 8:00 a.m. – Budget Session
- 6) Wednesday, January 16, 2019 at 6:30 p.m. – Regular Meeting

c) Approval of Resolution 2018-1016, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona setting the 2019 Meeting Dates and Times for meetings of the Council and all Commission/Committees, and superseding Resolution 2018-994. [Staff Resource: Judy Morgan]

5. Special Announcements and presentations.

6. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.) Residents are encouraged to comment about

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any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to A.R.S. §38-431.01(H))

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- n/a
- 7. Business. Legal action can be taken.**
 - 7.1. Possible approval of Liquor License Application #38974 for Chelsea Marie Center-Epicenter Wines for a 013-In-State Farm Winery. Location of operation is 4626 Old Hwy 279.** [Staff Resource: Judy Morgan]
 - 7.2. Possible approval of Liquor License Application #35139 for John Samson Teah – Magic Wok, located at 348 S. Main Street #10 & 11, Camp Verde, AZ for a Series 12-Restaurant.** [Staff Resource: Judy Morgan]
 - 7.3. Discussion, consideration and possible appointment of Council members as Town Representatives and alternates to various boards, committees and organizations (continued from 12/5/18 meeting).**
 - 7.4. Update and discussion regarding the following water items: Yavapai Apache water discussion; Town Water claim filings; River Ranch Estates; Water Company purchase.** The Council may, by majority vote, recess the regular session, hold an Executive Session and then reconvene the regular session for discussion and possible action on the items covered under A.R.S. § 38-431.03 (A)(3).
 - 7.4.1. Recess into and hold an executive session pursuant to A.R.S. § 38-431.03(A)(3)** - discussion or consultation for legal advice with the attorney or attorneys of the public body.
 - 7.4.2. Reconvene Open Session.**
 - 8. Call to the Public for items not on the agenda. (Please complete Request to Speak Card and turn in to the Clerk.)**
 - 9. Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are: Camp Verde Schools Education Foundation, Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.
 - 10. Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.

11. Adjournment

Posted by: _____

Date/Time: _____

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

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

Agenda items may be taken out of order.

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - A. All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting.

Pursuant to A.R.S. §38-431.03(A)(2) and (A)(3), the Council may vote to go into Executive Session for the purpose 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.

Camp Verde Council Meetings are recorded and may be viewed on the Camp Verde website. Pursuant to A.R.S. §1-602(A)(9), parents and legal guardians have the right to consent before the Town of Camp Verde makes a video or voice recording of a minor child. If you permit your child to participate in the Council Meeting, a recording will be made. You may exercise your right not to consent by not permitting your child to participate or by submitting your request in advance to the Town Clerk that your child not be recorded.

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**DRAFT MINUTES
TOWN OF CAMP VERDE
COUNCIL HEARS PLANNING AND ZONING MATTERS
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, NOVEMBER 28, 2018 at 6:30 P.M.**

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

1. Call to Order

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

2. Roll Call

Council Members Joe Butner, Robin Whatley, Bill LeBeau, Jesse Murdock and Buck Buchanan; and Vice Mayor Dee Jenkins were present. Mayor Charles German was absent.

Also Present

Community Development Director Carmen Howard, Town Manager Russ Martin, Deputy Clerk Virginia Jones and Recording Secretary Jennifer Reed were present.

3. Pledge of Allegiance

Vice Mayor Jenkins led the Pledge.

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

a) Approval of the Minutes:

- 1) Council Hears P&Z Matters and Special Sessions – October 24, 2018
- 2) Regular Session – November 7, 2018

b) Set Next Meeting, Date and Time:

- 1) Wednesday, December 5, 2018 at 6:30 p.m. - Regular Session
- 2) Wednesday, December 12, 2018 at 5:30 p.m. – Work Session CANCELLED
- 3) Wednesday, December 19, 2018 at 6:30 p.m. – Regular Session
- 4) Wednesday, December 26, 2018 at 6:30 p.m. – Council Hears P&Z Matters – Meeting CANCELLED per Resolution 2018-994

c) Possible approval of Special Event Liquor License application for Jackpot Ranch Foundation located at 2025 Reservation Loop Road in Camp Verde for event to be held on March 1, 2019 and March 2, 2019. [Staff Resource: Judy Morgan]

Motion made by Councilor Butner to approve the consent agenda as presented. Second was made by Councilor Murdock. Motion carried unanimously with Vice Mayor Jenkins, Councilors Whatley, LeBeau, Murdock, Butner and Buchanan approving.

5. Special Announcements and presentations.

None

6. Call to the Public for items not on the Agenda.

Sheila Stubler- Park Manager at Fort Verde, announced an upcoming event, Candlelight Tours at the Fort. This year's theme is a "Victorian Christmas" and will run from December 1st through January 5th. She asked Council to consider budgeting \$500 every year so people can come for free one night (after the parade). She also offered event calendars for the park.

Jackie Baker- addressed the Council about the Town's last chip-seal project. She spoke on cracks on Montezuma Castle Highway and is requesting they put this on an upcoming agenda. Also, she requested Council budget for better chairs for the public in the Council Chambers.

7. Business - Council Hears P&Z Matters. Legal action can be taken.

7.1. Resolution 2018-1015 - A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona to abandon a portion of an alley and associated reversion to acreage to Lots 1 and 2, Block 12, Parcel Number 404-23-013a, and Lot 3, Block 12, Parcel Number 404-23-013b, within the Camp Verde Townsite Subdivision; extending from Nichols Street South for approximately 140 feet. [Staff Resource: Carmen Howard]

Community Development Director Carmen Howard stated that she has a request to abandon an alleyway in-between two parcels. She showed a map of the area on the video screen. She described the current state of the alleyway as being vacant and overgrown. Ms. Howard stated that Council had talked about an abandonment of this alleyway earlier this year. She briefly described what is being planned for the site. All paperwork and public hearings are complete. Planning and Zoning has recommended approval.

Motion made by Councilor Murdock to approve Resolution 2018-1015, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, to abandon a portion of an alley and associated reversion to acreage to Lots 1 and 2, Block 12, parcel number 404-23-013a, and Lot 3, Block 12, parcel number 404-23-013b, within the Camp Verde Townsite Subdivision; extending from Nichols Street south for approximately 140 feet. Second was made by Councilor Whatley. Motion carried unanimously with Vice Mayor Jenkins, Councilors Whatley, LeBeau, Murdock, Butner and Buchanan approving.

7.2. Ordinance 2018-A438 - An Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for a Zoning Map Change from R2-2 (Residential: Duplex & Other Multi-Family Uses - 2,000 Square-Foot Minimum Lot Size) and R1L-35 (Residential Single Family Limited - 35,000 Square-Foot Minimum Lot Size) to R2-PAD (Residential: Duplex & Other Multi-Family Uses/Planned Area Development) for a Small Home Community on approximately 2.6 Acres on Nichols Street and Fain Street; Parcel Numbers 404-

30-029D and 404-23-013A, in Camp Verde, Yavapai County, Arizona. [Staff Resource: Carmen Howard].

Community Development Director Carmen Howard stated this item relates to the abandonment, rezoning request from Dave Meier. He is asking to rezone this area from an R2-2, which is a 2,000 Square-Foot Minimum Lot Size and an R1L-35 (Residential Single Family Limited - 35,000 Square-Foot Minimum Lot Size) to R2-PAD (Residential: Duplex & Other Multi-Family Uses/Planned Area Development). This item was rezoned in 2005 to allow for a townhome project. The parcel has been sitting vacant for quite some time. The applicant has been working with the Economic Development Department to come up with a progressive project that would fit the community. This small homes project is titled "Wee Hallow". Ms. Howard showed a presentation of the project, and explained the houses will be site built and custom homes. The applicant will also make improvements to Nichols Street, creating a Private/Public partnership for parking. They are asking the Council to approve a PAD Zoning which would allow for a little more flexibility relating to the layout of the parcels themselves and to parking.

Councilor Buchanan asked how many units could go in under the current zoning. Ms. Howard said somewhere around 5. Councilor Buchanan asked about parking amounts. Ms. Howard stated the current plan provides for 60 spaces which would include garages. 24-26 units are proposed with about two spaces per unit plus extra parking spaces.

Councilor Butner asked if Ms. Howard had seen what the Homeowners Association CC&R's would look like. Ms. Howard stated not yet, that will come with the Preliminary Plat. It will be platted and subdivided. Councilor Butner asked on the build-out/construction timeline. Ms. Howard stated that has not been submitted yet.

Applicant David Meier stated the project will go through the platting phase first, in a couple months, with possible construction starting early summer. The CC&R's would then be created.

Public comment was taken.

Jackie Baker asked what the Public/Private Parking Partnership Agreement would entail, as far as the Town's responsibility. Ms. Howard said that will be worked out in a Development Agreement, which Mr. Meier will provide. There will also be a Maintenance Agreement and then it will come to Council for approval.

Councilor Butner asked Mr. Meier about the Public/Private Partnership with the Town. Mr. Meier explained that a portion of the area is city owned, and instead of the town giving up the property, he would pave Nichols Street to the end of the property providing about 10 parking spaces for the public to use. This would allow additional parking for big events. Councilor Butner asked what Mr. Meier wanted from the town in terms of this partnership. Mr. Meier explained it would give access to the parking structure. Councilor Butner asked about landscaping. Mr. Meier spoke on providing a walking campus; wide enough for walking only, and beautifying the irrigation ditch.

Motion by Councilor Murdock to approve Ordinance 2018-A438 - An Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for a Zoning Map Change from R2-2 (Residential: Duplex & Other Multi-Family Uses -

2,000 Square-Foot Minimum Lot Size) and R1L-35 (Residential Single Family Limited - 35,000 Square-Foot Minimum Lot Size) to R2-PAD (Residential: Duplex & Other Multi-Family Uses/Planned Area Development) for a Small Home Community on approximately 2.6 Acres on Nichols Street and Fain Street; Parcel Numbers 404-30-029D and 404-23-013A, in Camp Verde, Yavapai County, Arizona. Second was made by Councilor Whatley. Motion carried unanimously with Vice Mayor Jenkins, Councilors Whatley, LeBeau, Murdock, Butner and Buchanan approving

7.3. Ordinance 2018-A439 - An Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for a text amendment to the Town of Camp Verde Planning & Zoning Ordinance amending Section 103: Definitions, Bed and Breakfast [Staff Resource: Melinda Lee/Carmen Howard]

Community Development Director Carmen Howard stated they have been working through the Zoning Ordinance making additions and corrections. They came before Council previously with amendments relating to accessory dwelling units, bed and breakfasts, vacation/short term rentals and they found there was an imbalance relating to "Bed and Breakfast". Currently, residential unit with an accessory dwelling unit or guest house can be rented out, with an Accessory Dwelling Unit Permit, which is a \$144 fee for the permit. A Bed & Breakfast requires a Use Permit which is \$1,800 and it requires a lengthy process to be followed. Basically if the unit being rented out was not attached the requirements are much less. They are asking for approval to amend the Bed and Breakfast definition, changing the number of bedrooms to: two (2) to five (5). This would allow a one-bedroom unit in an attached home to be an accessory dwelling unit.

Councilor LeBeau asked for clarification on the purpose for this change. Was it to make it more affordable and if so wouldn't it be easier to reduce the fee rather than changing the definitions. Ms. Howard spoke on current zoning laws for R1 districts not allowing Bed & Breakfasts (B&B), while RR districts do. Use Permit (UP) requirements are appropriate for a B&B due to its more intense rental effects. We don't want to remove the UP requirement for the B&B because it is an important tool for protection of the neighborhood. A Use Permit has more requirements to prove the proper set up for that type of use. They are trying to make it easier, and the ADU rental regulations were highly touted at the planning conference.

Councilor Butner asked if this will make it easier for people to have a Bed & Breakfast in their house. Ms. Howard responded yes, for a one-bedroom B&B rental. Councilor Butner asked if Ms. Howard was familiar with the issues that Sedona is having right now with short term rentals. Ms. Howard affirmed. Councilor Butner asked how she compares Camp Verde's circumstances with what is going on in Sedona. Ms. Howard explained that she believes the market is quite different in Camp Verde verse Sedona. State law has stepped in and said they are restricted in what they can regulate relating to short term rentals. What Camp Verde has done is require those people in single family zoned districts, who want to rent out their guest homes, to have a safe situation, where they are required to follow the building official requirements. They monitor the situation and Camp Verde is not seeing a large amount of vacation rentals. Municipalities are limited on how they can regulate these things. By changing the definition, a one-bedroom B&B will simple process for compliance.

Motion by Councilor Murdock to approve Ordinance 2018-A439, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for a Text Amendment to the Town of Camp Verde Planning and Zoning Ordinance amending Section 103, Definition for a Bed and Breakfast. Second was made by Councilor Whatley. Motion carried unanimously with Vice Mayor Jenkins, Councilors Whatley, LeBeau, Murdock, Butner and Buchanan approving

8. Call to the Public for items not on the Agenda.

No public comment.

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

Councilor Butner stated he and Councilor LeBeau visited the Peach Lane neighborhood after receiving the complaint letter. The Town has made some corrections but more changes are needed. It is not an easy fix.

Councilor Whatley attended Tourist Weekend at Out of Africa. She thinks it's a great tourist draw and they are doing a great job. Also, she noted there is a thank you letter from a McCracken resident in the Journal, for cleaning out and preparing for flood events. She thanks staff for all they have done for this issue.

Councilor Murdock attended the Intergovernmental Meeting in Jerome. They discussed the Extension of the Verde Connect. The website is still open for comments. She also wanted to let the new Councilors know the Town Council has an Adopt a Highway mile that we clean up along Highway 260. She would like to get out there before the end of the year. She will let Virginia know when it is planned and then she can pass on the information.

Vice Mayor Jenkins attended a NACOG Meeting. It was made up of a large group of people from all over Yavapai County. They discussed the increase of layoffs. They are very in touch with things going on throughout the County.

10. Manager/Staff Report Individual members of the Staff may provide brief summaries of current events and activities.

Town Manager Russ Martin:

The Group that is doing the Big Chino Project are talking about getting all the councils together to talk at one time. He will let the Council know when that is scheduled.

If Council has suggested items for the Retreat Agenda, provide them to him as soon as possible. He is looking at starting the Retreat Session at 8 a.m. and going until 4 p.m. on January 3rd. He'd plans to have the agenda go out in the next couple of weeks.

The Christmas Party is planned for December 14th at 5 p.m. in the Library with the Youth Council serving. There will also be a salsa contest.

11. Adjournment

Vice Mayor Jenkins adjourned the meeting at 7:20 p.m.

Attest:

Vice Mayor Dee Jenkins

Deputy Town Clerk Virginia Jones

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Council Hears Planning and Zoning Matters of the Town Council of Camp Verde, Arizona, held on November 28, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2018.

Virginia Jones, Deputy Town Clerk

DRAFT

DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, DECEMBER 5, 2018 at 6:30 P.M.

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

1. Call to Order

Mayor German called the meeting to order at 6:35p.m.

2. Roll Call

Mayor Charles German, Vice Mayor Dee Jenkins, Councilor Jessie Murdock, Councilor Robin Whatley, Councilor Brad Gordon, Councilor Jackie Baker and Councilor Buck Buchanan are present.

Also Present

Town Manager Russ Martin, Town Clerk Judy Morgan, and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Mayor German led the Pledge.

Mayor German took a Point of Personal Privilege to hold a Moment of Silence for Past Councilman John McReynolds and Past President George H. W. Bush who passed away this week.

4. Consent Agenda

a) Approval of the Minutes:

1) Special Session – November 26, 2018

b) Set Next Meeting, Date and Time:

1) Wednesday, December 12, 2018 at 5:30 p.m. – Work Session - CANCELLED

2) Wednesday, December 19, 2018 at 6:30 p.m. – Regular Session

3) Wednesday, December 26, 2018 at 6:30 p.m. – Council Hears P&Z Matters– Meeting CANCELLED per Resolution 2018-994

4) Wednesday January 2, 2019 at 6:30 p.m. – Regular Meeting

5) Thursday, January 3, 2019 at 8:00 a.m. – Special Council Retreat

c) Appointment of Michael A. Shaw as Assistant Magistrate for Camp Verde Municipal Court for a two (2) year term effective January 1, 2019 and re-appointment of Ron Ramsey, E. Eugene Neil, Esq. and Susan Oliver Worth-Howe for two (2) year terms effective July 1, 2018 and setting an hourly pay rate of \$50.00 per hour on an as needed basis with three (3) hour minimum. (Staff Resource: Judge Schlegel)

d) Consideration and possible approval of the FY20 Budget Calendar. [Staff Resource: Mike Showers]

Councilor Butner requested pulling Item 4.d. from the consent agenda for discussion.

Motion was made by Councilor LeBeau to approve the consent agenda Items 4.a., 4.b., 4.c., as read and written. Second was made by Councilor Butner. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, LeBeau, Butner and Buchanan approving.

Councilor Butner spoke on the difficulty he would have attending Friday morning meetings due to his part time job. Citizens have also expressed to him the same concerns. Mr. Butner asks the Council to consider scheduling the Budget Meetings in the evening so more members of the public can attend as well as himself. Council Members discussed conflicts within their schedules. Finance Director Mike Showers stated the schedule is open for discussion but members should consider the length of time that is needed for each meeting. Town Manager Russ Martin asked that Council Members send their schedules to the Town Clerk, giving him days to stay away from and he will look into rescheduling the meetings.

5. Special Announcements and presentations.

5.1. Appreciation presentation to Jackie Baker and Brad Gordon for their years of service on Council.

On behalf of the Town of Camp Verde and the Council, Mayor German presented Jackie Baker and Brad Gordon clocks for their years of service on the Council.

5.2. MUSCO Lighting Presentation

Dee Smith MUSCO Lighting representative gave a presentation about Dark Sky LED lighting for the Sports Complex. Mr. Smith gave a history of the company and talked about the different areas where their lighting is already placed throughout the region and the state of Arizona. Their lighting does not have the seal of approval with Dark Sky's, because it has to be a fixed fixture to be approved and you can't do that with sports lighting. However, they are able to control the light with an adjustable visor. Their system comes with a warranty, if the neighbor's complain they will address each complaint individually.

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

Jon Hecht- Journal stated it is hard to see and hear the meetings from the video that is posted on the web. Please consider upgrading the equipment to make it easier for people who don't attend the meetings in person to see and hear the meeting.

Ken Zoll- Phillip England Center for the Performing Arts Foundation President gave a review of the programs that are coming up. Mr. Zoll also requests that a member of the Council sit on their board.

Alex Goetting- Owner of Verde Brewing Company would like the Town of Camp Verde to make it a priority to work on their sign code in 2019. 2016 was the last time it was brought to Council. He also requests the charges against him be dropped and that his signs be returned to him.

Charlotte Salsman- would like to see the upcoming budget meetings held at night so members of the public could attend them.

Cheri Wischmeyer- would like Council to consider scheduling the upcoming budget meetings in the evenings.

7. Business. Legal action can be taken.

7.1 Review and possible approval of the following Library Policies: new - Security Camera Policy, updated - Photo Policy. [Staff Resource: Kathy Hellman]

A copy of the new policies was provided in the meeting packet. Councilor Butner asked if the "Smile" sign in the packet will be posted at the Library as he had suggested changes to recommend: first line of the sign to read, "Your attendance at the library and programs sponsored at the Camp Verde Community Library may be digital recorded." Ms. Hellman responded she would consider that.

Motion was made by Councilor Murdock to approve the updated Photo Policy and the new Security Camera Policy at the Library. Second was made by Vice Mayor Jenkins. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, LeBeau, Butner and Buchanan approving.

7.2. Discussion and possible approval of new road name for park access road. [Staff Resource: Michael Marshall]

Michael Marshall reviewed where the road is located. He said that Council had directed him in March to go to the schools for road name suggestions. After receiving suggested names from the schools, staff would like to suggest the road be named, "Champion Way" because of all the different sports that could be played at the complex. This name has also been vetted with 911.

Councilor Butner stated he is attracted to "Cowboy Way", because this is the home of the Camp Verde Cowboys.

Councilor Murdock suggests naming the road that will lead to the rodeo arena, "Cowboy Way" but naming the main road in to the sports complex, "Champion Way".

Motion was made by Councilor Murdock to approve "Champion Way" as the name for the access road to the Camp Verde Sports Complex. Second was made by Councilor Whatley. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, LeBeau, Butner and Buchanan approving.

7.3. Discussion, consideration and possible approval of a Memorandum of Understanding (MOU) concerning predevelopment of an arena by the Camp Verde Arena Association (CVAA). The MOU will include generally agreed upon

principals for the use of the initial \$80,000 for predevelopment activities. [Staff Resource: Russ Martin]

Town Manager Russ Martin stated this agreement is intended to show the commitment between the Camp Verde Arena Association (CVAA) and the Town of Camp Verde in regards to the planning, organizing and initial stages of development of the new community equestrian arena. It addresses with more clarity the use of the funding allocated in the previous meeting. The MOU requires CVAA to address all liability certificates/waivers per the Town requirements. The \$80,000 from the Town will be spent per the Town's policies. The Attorney and Risk Manager have looked at the MOU and have made changes. Staff is prepared to support this.

Councilor LeBeau wanted to clarify that the money part of this was previously approved by Council. Mr. Martin said direction from Council was to use Town resources up to \$80,000. The MOU specifies how that money is spent. Without the MOU it would be under the Town Manager's authority how the money is spent. Mr. Martin's preference is to have Council weigh in on how this money is spent. He doesn't want there to be any misunderstandings and wants it clear on both sides.

Vice Mayor Jenkins asked for an estimate of "in-kind" dollars for the "free items", the Town would donate. Mr. Martin estimated approximately \$2k.

Vice Mayor Jenkins spoke on the fluctuation in the economy and asked If there is no money available in the next phase of the project to fund it, how will this be completed. Mr. Martin said this is a town funded opportunity to a "level". There is no promise to the future. CVAA is going to start the project which shows commitment. Going forward we can work in phases.

Councilor Butner explained he resigned from CVAA before being sworn in on the Town Council; has no financial interest in CVAA; and didn't work on the MOU. The MOU is clear the Town is spending the money and not the CVAA. The association is in the process in getting approval of getting a 501C3, which will allow donors to take tax deductions. Future money needed for the arena project will come from the community, solicited donation and sponsorships. Volunteers are donating their time and equipment. He doesn't feel that they are rushing the process as the Town has considered this project for many years and this is the first steps of the process.

Councilor Buchanan is concerned about what the town is expected to spend; asking for a business plan from the association. He is concerned about giving \$80,000 to get dirt moved. Mr. Martin explained that like the other projects the town has worked on, they are moving forward until Council tells him not to. It takes time to develop things and changes could happen. His hope is an Economic Development Plan could give a better picture of what is expected.

Councilor Buchanan asked if CVAA has their 501c3 yet. Stacy Barker, a CVAA member, will talk on this later during the meeting.

Mayor German spoke on his concern of obtaining proper drainage engineering. McCracken Lane is suffering from individuals in the county doing things that were not allowed by law. He wants to make sure they don't create problems down the road. He asked about how this public arena will compete with the private arenas in Town.

Mayor German asked if the Clerk could add, when this topic comes up on an agenda, a line "and possible presentation from CVAA".

Public Comments:

Jesse Sharp, Heritage Land Surveys- is working on getting a Grading and Drainage Plan and wants confirmation this is the official site for the arena. He is capable of making sure the drainage is done right. He wants to do this now during their slow season.

Vice Mayor Jenkins asked if all the land is owned by town. Mr. Martin stated this is not an issue now because the park exits will be in play and they will have two ways out.

Stacy Barker- gave an update.

- 1) *Paperwork* has been filed with the AZ Corporate Commission two months ago, the bylaws are done and have been submitted for the 501c3 paperwork. The AZ Corporate Commission will get back to them in 30-60 days. They are also waiting on IRS.
- 2) *Information*-They do not want to overload Council but the things they have seen is what has been asked for. When Council is ready for more information they can get it to them.
- 3) *Volunteers* will not be a problem. There are always back up volunteers to replace volunteers who leave. Also, each family that participates in the rodeo fills in where there is a need.
- 4) *Invites* Council to sit down and talk with members of the CVAA. Ask questions and get more information if they need it.

Vice Mayor Jenkins asked about how this will impact the private arenas. They have made investments and will expect returns on their investments. Mr. Barker stated he has met with the two private arenas and they know their grounds will be used for practice, holding other events or even boarding horses. Those people will be making money.

Mary Phelps- President of CVAA, gave a history of where they have come from in the six months, they have been working on this. She explained the money will help them get to the idea that was thought up. They are doing things by Council's approval.

Jackie Baker- this has developed into a public/private relationship. The idea of an arena was an idea from many years ago. The public needs to understand that the town isn't giving something away.

Linda Buchanan- the last time this item was on an agenda she strongly expressed her thoughts that this needs to be done in a methodical way. Since then, she received a four-page document showing a timeline showing the steps that people have taken to get a successful public equestrian center going. She will make the document available to Council. Economic Director Steve Ayers is the author of some of the stories in the document. It shows what did and didn't work in Cottonwood. Ms. Buchanan finds it troubling that the MOU suggests paying the liability insurance before the group is fully formed. Taxpayer don't have to wait for this group to be fully formed before giving money. This document is of tremendous value and interest and she will send it

electronically to the clerk.

Mary Phelps- said at a previous meeting they came to Council with an itemized list showing how much it would cost to put the arena together; without donations it is roughly \$900,000. She received a quote for drainage and it was over \$55,000 which they have someone donating 100% of that cost. They will be able to start eliminating items that would otherwise be a cost but they need a core to see what they are working with.

Councilor Murdock asked if this is the point where they can move ahead with the town's assistance. They have the leadership now that they didn't have in the past. She supports the MOU because it binds to them to certain limitations. This is an investment the town can make for the community.

Councilor Whatley is reluctant to spend that type of money, with the lack of a plan. She stated this should be put in the next fiscal year's budget, as there isn't a line item in this budget to cover any costs.

Councilor Butner stated that he feels that 50% of the funding will come from donations. If it doesn't then it shows that businesses and the community don't want a rodeo arena.

Motion was made by Councilor Murdock to approve the MOU between the Town of Camp Verde and the Camp Verde Rodeo Arena Association, as presented. Second was made by Councilor Butner. **Motion** passed with Mayor German, Vice Mayor Jenkins, Councilors Murdock, LeBeau, Butner and Buchanan approving and Councilor Whatley against.

Break: 8:19 p.m.

Resumed: 8:28 p.m.

7.4. Discussion, consideration and possible appointment of Council members as Town Representatives and alternates to various boards, committees and organizations.

After brief discussion, Mayor German directed staff to verify and update the list with the latest dates/days of week/times each board meets so Council Members can see which board meeting, they can attend according to their own schedules. This item should be placed on a future agenda.

7.5. Discussion, consideration and possible approval of job description update for economic Development (ED) Director. [Staff Resource: Russ Martin]

Town Manager Russ Martin stated that Council has the job description for Economic Director. This is essentially a lift and replace description. This description was created a while ago and it is time to update the description to reflect what staff is really doing in this position.

Vice Mayor Jenkins stated she went on to the Arizona Association for Economic Development website to compare the job description. She would like to have more emphasis on the development part of the position, and add to the description the preparation and provision of progress reports to Council. Mayor German suggested reporting should be at the discretion of the director.

Councilor Murdock asked if the manager could include these progress reports in the

monthly report. Steve Ayers agreed it could be added to the job description.

Councilor LeBeau asked if a hard copy of the salary plan went to Council for approval and if it was included in the budget. Mr. Martin isn't sure if Council saw the final plan in this format but the changes to it were approved by Council. Mayor German asked if Mr. Martin could get Council a copy of the budget.

Vice Mayor Jenkins stated that the budget is on the website under "finance".

Motion was made by Councilor Buchanan to approve the changes to the job description of the Economic Development Director. Second was made by Councilor Murdock. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, LeBeau, Butner and Buchanan approving.

7.6. Discussion, consideration and possible approval of the addition of the Economic Development Projects Manager position to the Salary Plan and Job Descriptions for the Town of Camp Verde.

Town Manager Russ Martin explained they are adding a new job description and position to the salary plan, as a person is out of position based on what they actually do. He had them create a more appropriate job description which covers all of their duties. If this position is approved, this person would be moved into the position and receive the approved salary.

Vice Mayor Jenkins asked how it affects Economic Development's budget, if cuts in some other line item will need to be made to compensate for the new salary, or if it will push them over their budget. Mr. Martin explained how every department stays within their department's bottom line budget or it comes to Council for approval if the department can't keep that bottom line amount.

Councilor Butner stated there is a word left out in the first paragraph, third sentence, "for a variety of outside consultants". He feels public relations/customer service is missing in the job description, though it is included in the Economic Director's job description. Mr. Butner suggested the addition of wording to this job description of, "the ability to generate a positive atmosphere and work with the public and businesses to accomplish the town's goals for economic development." Steve Ayers spoke on it being address that under the required skills, but has no problem adding it since their entire department is customer service for the town. Mr. Martin said he will take language from the director's job description and add it in, including it as an additional bulleted item.

Motion was made by Councilor Murdock to approve the addition of the Economic Development Projects Manager position, making changes to the Salary Plan and Job Descriptions for the Town of Camp Verde with changes as noted. Second was made by Councilor Butner. **Motion** carried unanimously with Mayor German, Vice Mayor Jenkins, Councilors Whatley, Murdock, LeBeau, Butner and Buchanan approving.

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

There were no comments from the public.

9. Council Informational Reports

Councilor Buchanan attended the Forum for the final three president candidates for Yavapai College.

Councilor Murdock reminded Council the Parade of Lights is this weekend, December 8, 2018 as well as the Craft Bazaar.

10. Manager/Staff

Town Manager Russ Martin:

- Has already spoken with IT about upgrading the camera system for Council Chambers.
- Fee Free Night at Fort Verde is this weekend, December 8, 2018.
- Christmas Party is scheduled for Friday, December 14th at 5 p.m. in the CVC Library.

11. Adjournment

Mayor adjourned the meeting at 9:04 p.m.

Attest:

Mayor Charles German

Town Clerk, Judy Morgan

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Council Meeting of the Town Council of Camp Verde, Arizona, held on December 5, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2018.

Judy Morgan, Clerk

Agenda Item 4.c.
RESOLUTION 2018-1016

**A resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County,
Arizona setting the 2019 Meeting Dates and Times for meetings
of the Council and all Commission/Committees, and superseding Resolution 2018-994.**

WHEREAS, it is in the best interest of the Town to inform citizens of all regular Council, Commission and Committee meetings, dates and times,

NOW THEREFORE, the Mayor and Common Council of the Town of Camp Verde do hereby resolve to establish the following meeting dates and times for the Mayor and Common Council, Town Commissions, and Committees as follows:

Mayor and Council, Board, and Commission Meeting Schedule

Note: Meetings are held in Council Chambers located at 473 S. Main Street, Ste. 106, Camp Verde, Arizona unless otherwise noted on the notice that is posted no later than 24 hours prior to each meeting. Special meetings or work sessions may be scheduled by consent of the Town Manager and will be posted no later than 24 hours prior to such meeting.

| Mayor and Common Council of the Town of Camp Verde 2019 Meeting Schedule | | |
|---|----------------------------|-----------|
| Regular Session-CANCELLED | January 2, 2019-CANCELLED | 6:30 p.m. |
| Work Session | January 9, 2019 | 5:30 p.m. |
| Regular Session | January 16, 2019 | 6:30 p.m. |
| Council Hears P&Z Matters | January 23, 2019 | 6:30 p.m. |
| Regular Session | February 6, 2019 | 6:30 p.m. |
| Work Session | February 13, 2019 | 5:30 p.m. |
| Regular Session | February 20, 2019 | 6:30 p.m. |
| Council Hears P&Z Matters | February 27, 2019 | 6:30 p.m. |
| Regular Session | March 6, 2019 | 6:30 p.m. |
| Work Session | March 13, 2019 | 5:30 p.m. |
| Regular Session | March 20, 2019 | 6:30 p.m. |
| Council Hears P&Z Matters | March 27, 2019 | 6:30 p.m. |
| Regular Session | April 3, 2019 | 6:30 p.m. |
| Work Session | April 10, 2019 | 5:30 p.m. |
| Regular Session | April 17, 2019 | 6:30 p.m. |
| Council Hears P&Z Matters | April 24, 2019 | 6:30 p.m. |
| Regular Session | May 1, 2019 | 6:30 p.m. |
| Work Session | May 8, 2019 | 5:30 p.m. |
| Regular Session | May 15, 2019 | 6:30 p.m. |
| Council Hears P&Z Matters | May 22, 2019 | 6:30 p.m. |
| Regular Session | June 5, 2019 | 6:30 p.m. |
| Work Session | June 12, 2019 | 5:30 p.m. |
| Regular Session | June 19, 2019 | 6:30 p.m. |
| Council Hears P&Z Matters | June 26, 2019 | 6:30 p.m. |
| Regular Session-CANCELLED | July 3, 2019 CANCELLED | 6:30 p.m. |
| Work Session | July 10, 2019 | 5:30 p.m. |
| Regular Session | July 17, 2019 | 6:30 p.m. |
| Council Hears P&Z Matters | July 24, 2019 | 6:30 p.m. |
| Regular Session | August 7, 2019 | 6:30 p.m. |
| Work Session | August 14, 2019 | 5:30 p.m. |
| Regular Session-CANCELLED | August 21, 2019-CANCELLED* | 6:30 p.m. |
| Council Hears P&Z Matters | August 28, 2019 | 6:30 p.m. |
| Regular Session | September 4, 2019 | 6:30 p.m. |
| Work Session | September 11, 2019 | 5:30 p.m. |
| Regular Session | September 18, 2019 | 6:30 p.m. |
| Council Hears P&Z Matters | September 25, 2019 | 6:30 p.m. |
| Regular Session | October 2, 2019 | 6:30 p.m. |
| Work Session | October 9, 2019 | 5:30 p.m. |

| | | |
|---------------------------------------|-----------------------------|-----------|
| Regular Session | October 16, 2019 | 6:30 p.m. |
| Council Hears P&Z Matters | October 23, 2019 | 6:30 p.m. |
| Regular Session | November 6, 2019 | 6:30 p.m. |
| Work Session | November 13, 2019 | 5:30 p.m. |
| Regular Session | November 20, 2019 | 6:30 p.m. |
| Council Hears P&Z Matters - CANCELLED | November 27, 2019-CANCELLED | 6:30 p.m. |
| Regular Session | December 4, 2019 | 6:30 p.m. |
| Work Session | December 11, 2019 | 5:30 p.m. |
| Regular Session P&Z Combined | December 18, 2019 | 6:30 p.m. |
| Council Hears P&Z Matters-CANCELLED | December 25, 2019-CANCELLED | 6:30 p.m. |
| Regular Session-CANCELLED | January 1, 2020-CANCELLED | 6:30 p.m. |

*** 2019 League Conference August 20-23 JW MARRIOTT STARR PASS RESORT-TUCSON, AZ**

Regular Meetings of the Planning & Zoning Commission

Notice is hereby given to the members of the Planning & Zoning Commission and to the general public that the Planning & Zoning Commission of the Town of Camp Verde will hold **Regular Meetings on the first Thursday of every other month beginning in January 2019 unless there is a paid application, which in this case, the meeting will be held on the second Thursday of the month as a Special Session. Additionally, Special Session meetings may be held on the second Thursday of each month at 6:30 p.m. as needed.**

| Planning & Zoning Commission of the Town of Camp Verde 2019 Meeting Schedule | | |
|--|-------------------------------|------------------|
| Regular Session | January 3, 2019 | 6:30 p.m. |
| Special Session (as needed) | January 10, 2019 | 6:30 p.m. |
| Special Session (as needed) | February 07, 2019 | 6:30 p.m. |
| Special Session (as needed) | February 14, 2019 | 6:30 p.m. |
| Regular Session | March 7, 2019 | 6:30 p.m. |
| Special Session (as needed) | March 14, 2019 | 6:30 p.m. |
| First Quarterly Report for Period January 2019 through March 2019 will be heard at the April 3, 2019 Council Meeting. | | |
| Special Session (as needed) | April 04, 2019 | 6:30 p.m. |
| Special Session (as needed) | April 11, 2019 | 6:30 p.m. |
| Regular Session | May 2, 2019 | 6:30 p.m. |
| Special Session (as needed) | May 9, 2019 | 6:30 p.m. |
| Special Session (as needed) | June 6, 2019 | 6:30 p.m. |
| Special Session (as needed) | June 13, 2019 | 6:30 p.m. |
| Second Quarterly Report for Period April 2019 through June 2019 will be heard at the July 17, 2019 Council Meeting. | | |
| Regular Session | July 4, 2019-CANCELLED | 6:30 p.m. |
| Special Session (as needed) | July 11, 2019 | 6:30 p.m. |
| Special Session (as needed) | August 1, 2019 | 6:30 p.m. |
| Special Session (as needed) | August 8, 2019 | 6:30 p.m. |
| Regular Session | September 5, 2019 | 6:30 p.m. |
| Special Session (as needed) | September 12, 2019 | 6:30 p.m. |
| Third Quarterly Report for Period July 2019 through September 2019 will be heard at the October 02, 2019 Council Meeting. | | |
| Special Session (as needed) | October 03, 2019 | 6:30 p.m. |
| Special Session (as needed) | October 10, 2019 | 6:30 p.m. |
| Regular Session | November 07, 2019 | 6:30 p.m. |
| Special Session (as needed) | November 14, 2019 | 6:30 p.m. |

| | | |
|---|-------------------|-----------|
| Special Session (as needed) | December 5, 2019 | 6:30 p.m. |
| Special Session (as needed) | December 12, 2019 | 6:30 p.m. |
| Fourth Quarterly Report for Period October 2019 through December 2019 will be heard at the January 15, 2020 Council Meeting. | | |

Regular Meetings of the Board of Adjustments

Notice is hereby given to the members of the Board of Adjustments and to the general public that the Board of Adjustments of the Town of Camp Verde will hold **Regular Meetings on the second Tuesday of every month at 3:00 p.m. as needed.**

| Board of Adjustments of the Town of Camp Verde 2019 Meeting Schedule | | |
|---|--------------------|-----------|
| 1. Regular Session (as needed) | January 8, 2019 | 3:00 p.m. |
| 2. Regular Session (as needed) | February 12, 2019 | 3:00 p.m. |
| 3. Regular Session (as needed) | March 12, 2019 | 3:00 p.m. |
| First Quarterly Report for Period January 2019 through March 2019 Will be heard at the April 3, 2019 Council Meeting. | | |
| 4. Regular Session (as needed) | April 9, 2019 | 3:00 p.m. |
| 5. Regular Session (as needed) | May 14, 2019 | 3:00 p.m. |
| 6. Regular Session (as needed) | June 11, 2019 | 3:00 p.m. |
| Second Quarterly Report for Period April 2019 through June 2019 will be heard at the July 17, 2019 Council Meeting. | | |
| 7. Regular Session (as needed) | July 9, 2019 | 3:00 p.m. |
| 8. Regular Session (as needed) | August 13, 2019 | 3:00 p.m. |
| 9. Regular Session (as needed) | September 10, 2019 | 3:00 p.m. |
| Third Quarterly Report for Period July 2019 through September 2019 will be heard at the October 02, 2019 Council Meeting. | | |
| 10. Regular Session (as needed) | October 08, 2019 | 3:00 p.m. |
| 11. Regular Session (as needed) | November 12, 2019 | 3:00 p.m. |
| 12. Regular Session (as needed) | December 10, 2019 | 3:00 p.m. |
| Fourth Quarterly Report for Period October 2019 through December 2019 will be heard at the January 15, 2020 Council Meeting. | | |

Passed and approved by a majority vote of the Common Council at the Regular Session meeting of January 02, 2019.

Charles German – Mayor

Attest:

Approved as to form:

Judy Morgan, Town Clerk

William Sims

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Agenda Item Submission Form – Section I

Meeting Date: December 19, 2018

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

Requesting Department: Town Clerk

Staff Resource/Contact Person: Judy Morgan

Agenda Title (be exact): Possible approval of Liquor License Application #38974 for Chelsea Marie Center-Epicenter Wines for a 013- In-State Farm Winery

List Attached Documents: Liquor License Application

Estimated Presentation Time: 5

Estimated Discussion Time: 5

Reviews Completed by:

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

Background Information: Staff received the application on October 29, 2018 and posted the necessary paper work as required by law on October 29, 2018. All Fees attached to the application have been paid. Location of operation is 4626 Old Hwy 279 - Camp Verde, AZ

Recommended Action (Motion): Move to approve application # 38974 for Chelsea Marie Center-Epicenter Wines for a 013- In-State Farm Winery License located at 4626 Old Hwy 279

Instructions to the Clerk: Process application

**State of Arizona
Department of Liquor Licenses and Control**

Created 11/23/2018 @ 03:46:57 PM

Local Governing Body Report

LICENSE

Number: _____ **Type:** 013 FARM WINERY

Name: EPICENTER WINES LLC
State: Pending
Issue Date: _____ **Expiration Date:** _____
Original Issue Date: _____

Location: 4626 OLD HWY 279
CAMP VERDE, AZ 86322
USA

Mailing Address: PO BOX 406
RIMROCK, AZ 86335
USA

Phone: (801)573-2736
Alt. Phone: _____
Email: EPICENTERWINES@GMAIL.COM

AGENT

Name: CHELSEA MARIE CENTER
Gender: Female
Correspondence Address: PO BOX 406
RIMROCK, AZ 86335
USA

Phone: (801)573-2736
Alt. Phone: _____
Email: EPICENTERWINES@GMAIL.COM

OWNER

Name: EPICENTER WINES LLC
Contact Name: CHELSEA MARIE CENTER
Type: LIMITED LIABILITY COMPANY
AZ CC File Number: L20036973 **State of Incorporation:** AZ
Incorporation Date: 05/19/2015
Correspondence Address: PO BOX 406
RIMROCK, AZ 86335
USA

Phone: (801)573-2736
Alt. Phone: _____
Email: EPICENTERWINES@GMAIL.COM

Officers / Stockholders

Name: _____ **Title:** _____ **% Interest:** _____

ERIN DANIEL CENTER
CHELSEA MARIE CENTER

MEMBER
MEMBER

50.00
50.00

EPICENTER WINES LLC - MEMBER

Name: CHELSEA MARIE CENTER
Gender: Female
Correspondence Address: PO BOX 406
RIMROCK, AZ 86335
USA
Phone: (801)573-2736
Alt. Phone:
Email: EPICENTERWINES@GMAIL.COM

EPICENTER WINES LLC - MEMBER

Name: ERIN DANIEL CENTER
Gender: Male
Correspondence Address: PO BOX 406
RIMROCK, AZ 86335
USA
Phone: (801)573-2736
Alt. Phone:
Email: EPICENTERWINES@GMAIL.COM

APPLICATION INFORMATION

Application Number: 38974
Application Type: New Application
Created Date: 11/23/2018

QUESTIONS & ANSWERS

013 Farm Winery

- 1) If you intend to operate the business while your application is pending you will need an interim permit pursuant to A.R.S.§4-203.01. Would you like to apply for an Interim Permit?
If yes, after completing this application, please go back to your Licensing screen, under New License Application choose "Interim Permit" from the drop-down window.
No
- 2) Have you submitted a questionnaire? Each person listed must submit a questionnaire and mail in a fingerprint card along with a \$22. processing fee per card.
Yes
- 3) Are you a tenant? (A person who holds the lease of a property; a lessee)
Yes
A Document of type LEASE is required.
- 4) Is there a penalty if lease is not fulfilled?
No
- 5) Are you a sub-tenant? (A person who holds a lease which was given to another person (tenant) for all or part of a property)
No
- 6) Are you the owner?
No
- 7) Are you a purchaser?
No
- 8) Are you a management company?
No
- 9) Is the Business located within the incorporated limits of the city or town of which it is located?
Yes
- 10) What is the total money borrowed for the business not including the lease?
Please list lenders/people owed money for the business.
0.00
- 11) Have you provided a diagram of your premises?
Yes
- 12) Is there a drive through window on the premises?
No
- 13) If there is a patio please indicate contiguous or non-contiguous within 30 feet.
NONE
- 14) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
No



Agenda Item Submission Form – Section I

Meeting Date: December 19, 2018

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

Requesting Department: Town Clerk

Staff Resource/Contact Person: Judy Morgan

Agenda Title (be exact: Possible approval of Liquor License Application #35139 for John Samson Teah – Magic Wok located at 348 S Main Street #10 & 11, Camp Verde, AZ, for a Series 12-Restaurant.

List Attached Documents: (2) Resolution 2012-874 designating entertainment district (information only); Liquor License Application

Estimated Presentation Time: 5

Estimated Discussion Time: 5

Reviews Completed by:

Department Head: _____ Town Attorney Comments: N/A

Finance Department N/A
 Fiscal Impact: None
 Budget Code: _____ Amount Remaining: _____
 Comments:

Background Information: Staff Received the application on October 23, 2018 and posted the necessary paper work on October 29, 2018. All Fees attached to the application have been paid.

Recommended Action (Motion): Move to approve application # 35139 for John Samson Teah – Magic Wok located at 348 S. Main Street #10 & 11, Camp Verde, AZ, for a Series 12-Restaurant.

Instructions to the Clerk: Process application



RESOLUTION 2012-874

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
DECLARING ITS INTENTION TO DESIGNATE A DEFINED AREA AROUND THE
DOWNTOWN AS AN ENTERTAINMENT DISTRICT PURSUANT TO A.R.S. §4-207
THEREBY ALLOWING THE TOWN OF CAMP VERDE TO APPROVE ON A CASE-BY-CASE
BASIS EXEMPTIONS FROM THE DISTANCE RESTRICTIONS PRESCRIBED THEREIN
FOR THE ISSUANCE OF CERTAIN LIQUOR LICENSES FOR ESTABLISHMENTS IN
RELATION TO PUBLIC, PRIVATE, OR CHARTER SCHOOLS OR PLACES OF WORSHIP.**

WHEREAS, on April 2010, the State Legislature passed House Bill 2596, amending sections 4-207 and 41-1493, Arizona Revised Statutes; amending Title 41, Chapter 9, Article 9, Arizona Revised Statutes; and

WHEREAS, A.R.S. §4-207 restricts the granting of certain types of liquor license to establishments within 300 feet of existing schools and places of worship; and

WHEREAS, A.R.S. §4-207 allows the governing body of a city or town to grant an exemption from these distance restrictions, on a case-by-case basis for an establishment located in an area that is designated as an Entertainment District; and

WHEREAS, A.R.S. §4-207 declares that for the purposes of that section, "Entertainment District" means a specific contiguous area that is designated an entertainment district by a resolution adopted by the governing body of a city or town, that consists of no more than one square mile, that is no less than one-eighth of a mile in width and that contains a significant number of entertainment, artistic and cultural venues, including music halls, concert facilities, theaters, arenas, stadiums, museums, studios, galleries, restaurants, bars and other related facilities; and

WHEREAS, the area proposed as the Entertainment District/Arts and Entertainment District/Heritage District or other description, meets the above description of an Entertainment District for the purposes of A.R.S. §4-207; and

WHEREAS, the authority for the Town Council to grant such exemptions from distance requirements for establishments requiring certain liquor licenses in the Entertainment District would support the location of desirable and activating uses in this area.

WHEREAS, the Town has identified criteria to aid in the consideration and deliberation of exemptions hereto and to promote the general health, safety and welfare.

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

SECTION 1: Entertainment District

1. The Town Council of the Town of Camp Verde does hereby accept and adopt the Entertainment District as shown in Exhibit A.

SECTION 2: Separability

In the event any part, portion or paragraph of this Resolution is found to be invalid by any court of competent jurisdiction, the invalidity of such part, portion, or paragraph shall not affect any other valid part, portion, or paragraph of this Resolution and effectiveness thereof;

SECTION 3: This Resolution shall become effective in the manner provided by law.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona on the 7th day of November, 2012.



Bob Burnside, Mayor

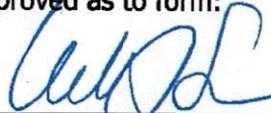
Date: 11-8-12

Attest:



Deborah Barber, Town Clerk

Approved as to form:



Town Attorney

"Proposed Entertainment District"
Camp Verde, Arizona
November 7, 2012



Name: MAGIC WOK LLC
Contact Name: JOHN TEAH
Type: LIMITED LIABILITY COMPANY
AZ CC File Number: L22698287 State of Incorporation: AZ
Incorporation Date: 03/26/2018
Correspondence Address: 4150 E VALLEY LANE
#B
RIMROCK, AZ 86335
USA
Phone: (619)346-8768
Alt. Phone:
Email: JOHNTEAH@YAHOO.COM

Officers / Stockholders

| Name: | Title: | % Interest: |
|------------------|---------------------|-------------|
| JOHN SAMSON TEAH | Member, Stockholder | 100.00 |

MAGIC WOK LLC - Member, Stockholder

Name: JOHN SAMSON TEAH
Gender: Male
Correspondence Address: 4150 E VALLEY LANE
#B
RIMROCK, AZ 86335
USA
Phone: (619)346-8768
Alt. Phone:
Email: JOHNTEAH@YAHOO.COM

APPLICATION INFORMATION

Application Number: 35139
Application Type: New Application
Created Date: 10/16/2018

QUESTIONS & ANSWERS

012 Restaurant

- 1) If you intend to operate the business while your application is pending you will need an interim permit pursuant to A.R.S.§4-203.01. Would you like to apply for an Interim Permit?
If yes, after completing this application, please go back to your Licensing screen, under New License Application choose "Interim Permit" from the drop-down window.
No
- 2) Have you submitted a questionnaire? Each person listed must submit a questionnaire and mail in a fingerprint card along with a \$22. processing fee per card.
Yes
- 5) Are you a tenant? (A person who holds the lease of a property; a lessee)
Yes
A Document of type LEASE is required.

- 6) Is there a penalty if lease is not fulfilled?
Yes
What is the penalty?
OBLIGATED TO PAY IN FULL
- 7) Are you a sub-tenant? (A person who holds a lease which was given to another person (tenant) for all or part of a property)
No
- 8) Are you the owner?
No
- 9) Are you a purchaser?
No
- 10) Are you a management company?
No
- 11) Is the Business located within the incorporated limits of the city or town of which it is located?
Yes
- 12) What is the total money borrowed for the business not including the lease?
Please list lenders/people owed money for the business.
0
- 13) Have you provided a diagram of your premises?
Yes
- 14) Is there a drive through window on the premises?
No
- 15) If there is a patio please indicate contiguous or non-contiguous within 30 feet.
NONE
- 16) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
Yes
If yes, what is your estimated completion date?
10/25/2018
- 17) Have you provided a Restaurant Operation Plan form?
Yes
- 18) Have you provided a Records Required for Audit form?
Yes

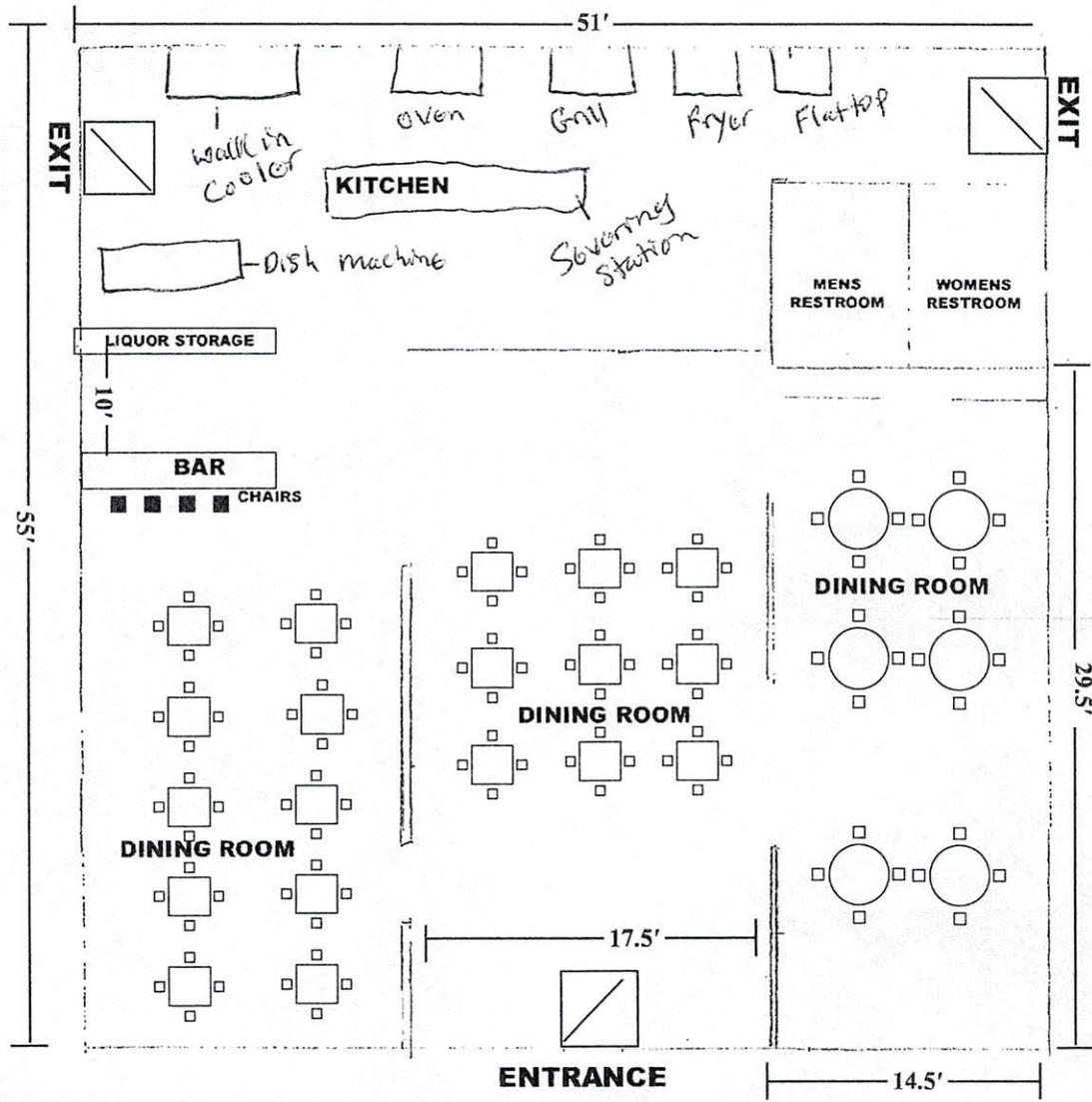


DIAGRAM OF PREMISES

3300 ft

Magic Wok
 348 S. Main St.
 Suite 10 & 11
 Camp Verde, AZ 86322

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Agenda Item 7.3.

2018/2019 COUNCIL-COMMITTEE ASSIGNMENTS

COUNCIL MEETING December 19, 2018

| COMMITTEES | 2017-2018 | 2018-2019 | MEETING TIME | MEETING PLACE | CONTACT PERSON |
|---|--|-----------|---|--|--|
| COPPER CANYON FIRE & MEDICAL DISTRICT LIAISON | GORDON/BAKER | | 3 RD THURSDAY AT 9:00 A.M. | Alternating between: 494 S Main/3240 E Beaver Creek Rd. https://cc-fma.org | ROBYN COOK 567-9401 EXT 102 |
| YAVAPAI COLLEGE GOVERNING BOARD | BUCHANAN/BAKER | | 2 ND TUESDAY AT 1:00 P.M. | SEE ATTACHED | KAREN JONES-EXECUTIVE ASST 928-776-2307 |
| LIAISON TO YAVAPAI-APACHE NATION | MAYOR GERMAN/BAKER | | THURSDAY AT 9:00 A.M. | 2400 W DATSI STREET | KARLA REIMER 567-1003 (Call Weekly to verify meeting) |
| INTERGOVERNMENTAL ASSOCIATIONS/MEETINGS | ALL COUNCIL | | | COMMUNITY ROTATION | |
| NACOG-REGIONAL COUNCIL | BAKER/GERMAN | | QUARTERLY-4 TH THURSDAY (Feb, Apr, Jun, Aug, Oct) AT 10 AM-12 PM (EXEC 9-10) | HIGH COUNTRY CONFERENCE CENTER (HCCC) FLAGSTAFF OR AS DESIGNATED | 928-774-1895 |
| VVREO | MURDOCK/GORDON | | FRIDAY. QUARTERLY AT 10:00 A.M. | YC BOARD ROOM -6 TH STREET-COTTONWOOD | 634-8100 |
| LEAGUE RESOLUTIONS COMMITTEE | MAYOR GERMAN | | ANNUALLY | LEAGUE OF CITIES AND TOWNS CONFERENCE | KEN STROBECK EXECUTIVE DIRECTOR |
| ARIZONA MUNICIPAL RISK RETENTION POOL (elected position only) | N/A - elected position | | EVERY OTHER MONTH | PHOENIX | |
| VERDE VALLEY TRANSPORTATION ORG | RON LONG/BUCHANAN | | EVERY OTHER MONTH | COTTONWOOD | |
| VERDE VALLEY TRANSIT COMMITTEE | BUCHANAN | | MONTHLY | | JASON KELLY |
| VV WATER USERS LIAISON | GORDON/BUCHANAN | | AS NEEDED | AS NEEDED | AS NEEDED |
| MIDDLE VERDE WATER ADVISORY- (WAS WAC) | BAKER/MAYOR GERMAN | | AS NEEDED (3rd Wednesday at 2PM) | YC BOARD ROOM -6 TH STREET -COTTONWOOD 1015 FAIR STREET-PRESCOTT | Tom Whitmer, Water Specialist for Cottonwood |
| VERDE VALLEY HOMELESS COALITION (501C3) | GORDON/BAKER | | General meetings-4th Thursday of month 12-1. Board of Directors meets twice a month | Sycamore Rm - Spectrum Healthcare, 8 E Cottonwood, Cottonwood | Raena Avalon, Exec Dir., avalonrain@msn.com 928-202-1176 |
| MENTAL HEALTH COALITION- VERDE VALLEY (added 09-23- 2015) | N/A | | MONTHLY | | |
| VERDE FRONT | MAYOR GERMAN/GORDON | | QUARTERLY | COTTONWOOD REC CENTER | Tahnee Robertson tahnee@swdresources.com Southwest Resources, Inc. 520-444-6105 |
| VERDE VALLEY STEERING COMMITTEE OF MATFORCE | BAKER/JENKINS | | 2ND WEDNESDAY OF EACH MONTH 12-1:30 PM | PUBLIC SAFETY BUILDING IN COTTONWOOD | MERILEE FOWLER mfowler@matforceaz.org |
| PUBLIC SAFETY PERSONNEL RETIREMENT BOARD CHAIRMAN | BYLAWS INDICATE THAT MAYOR OR CHIEF ELECTED OFFICE OR A DESIGNEE SHALL SERVE AS CHAIR-MAYOR GERMAN | | AS NEEDED | MARSHAL'S OFFICE TRAINING ROOM | MARY NEWTON |