



It's in your hands ~ "Build a stronger community – shop locally"

**AGENDA  
REGULAR SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS - 473 S. Main Street, Room #106  
WEDNESDAY, AUGUST 4, 2010 at 6:30 P.M.**

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 – July 21, 2010
    - 2) Special Session – July 21, 2010
    - 3) Executive Session – July 21, 2010 (recorded)
    - 4) Public Hearing Session – July 14, 2010
  - b) **Set Next Meeting, Date and Time:**
    - 1) August 18, 2010 at 6:30 p.m. – Regular Session
    - 2) August 25, 2010 at 4:00 p.m. – Council/Manager Retreat
    - 3) August 25, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters
  - c) **Possible setting of a joint work session with the Executive Committee/Board of the Camp Verde Chamber of Commerce. The available dates are the following Tuesdays - 8/17/10 at 5:00 p.m.; 8/24/10 at 5:00 p.m.; 8/31/10 at 5:00 p.m. or the regularly scheduled Council Work Session date of 9/8/10. Staff Resource: Virginia Jones**
5. **Special Announcements & Presentations**
  - **Acknowledgement and congratulations to Becky Oium, Building Permit Tech in the Community Development Department, for receiving the Arizona Building Official's Association's prestigious "Permit Tech of the Year" award.**
6. **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.
7. **Call to the Public for Items not on the Agenda.**
8. **Presentation by Camp Verde Unified School District Superintendent, Mr. Dan Brown, followed by discussion, consideration, and possible appointment of a Council member and an alternate to serve on the Superintendent's Advisory Council. The Advisory Council is a non-decision making body.**  
Staff Resource: Virginia Jones
9. **Discussion, consideration, and possible direction to staff and authorization to permit the Old Camp Verde Jail volunteers to erect a fence and sign on Town-owned parcels 404-22-125 and 404-22-124. The subject parcels are those parcels that encompass the historic Old Camp Verde Jail and the adjacent surrounding properties along Hollamon Street. Staff Resource: Mike Jenkins**
10. **Public Hearing, followed by discussion, consideration, and possible recommendation to the Arizona Department of Liquor Licenses and Control to approve a new liquor license for the Casa Antigua Mexican Restaurant located at 422 W. Finnie Flat Road, Ste. E. Staff Resource: Virginia Jones**

11. **Quarterly report by Valerie House relative to Fort Verde State Park volunteer program, events, and maintenance projects.** Staff Resource: Valerie House
12. **Discussion, consideration, and possible approval and direction to staff relative to a one-year agreement extension for Sedona Recycles, Inc. to continue to provide recycling services for the bins located near the Heritage Pool at a cost of \$600 per month.** This is a budgeted item. Staff Resource: David R. Smith

Mayor Burnside requested the following item:

13. **Discussion, consideration, and possible authorization for Mayor Burnside to renew discussions with the Prescott National Forest Service relative to moving the development of the Copper Canyon Trailhead Project forward.**
14. **Call to the Public for Items not on the Agenda.**
15. **Advanced Approvals of Town Expenditures.** There are no advanced approvals.
16. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
17. **Adjournment**

Posted by:



Date/Time:

7-29-2010

8:30 a.m.

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

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

4 a.1

**MINUTES  
REGULAR SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS  
WEDNESDAY, JULY 21, 2010  
6:30 P.M.**

Minutes are a summary of the actions taken. They are not verbatim.  
Public input is placed after Council motions to facilitate future research.  
Public input, where appropriate, is heard prior to the motion

1. **Call to Order**  
The meeting was called to order at 6:30 p.m.
2. **Roll Call**  
Mayor Burnside, Vice Mayor Kovacovich, Councilors Baker, Roulette, and German were present; Councilors Whatley and Garrison were absent.  
  
**Also Present:** Acting Town Manager Dave Smith, Sr. Acct. Lisa Elliott, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**  
The Pledge was led by Baker.
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 – July 7, 2010
    - 2) Special Session – July 7, 2010
    - 3) Executive Session – July 7, 2010
  - b) **Set Next Meeting, Date and Time:**
    - 1) July 28, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters
    - 2) August 4, 2010 at 6:30 p.m. – Regular Session
    - 3) August 18, 2010 at 6:30 p.m. – Regular Session
    - 4) August 25, 2010 at 4:00 p.m. – Council/Manager Retreat
    - 5) August 25, 2010 at 6:30 p.m. – Council Hears Planning & Zoning Matters
  - c) **Possible approval of a letter of support to the Small Business Administration as requested by Richard and LouAnn Patterson for a proposed indoor shooting and archery range to be located on Commonwealth Drive adjacent to the Yavapai County facilities.** Staff Resource: Mayor Burnside
  - d) **Possible award of bid to Cactus Transport, Inc., and authorization to execute the contract for Bid #10-081 "Supply & Delivery of Liquid Asphalt".** The Town received one bid for this project.  
This is a budgeted item in HURF. Staff Resource: Ron Long

On a motion by Kovacovich, seconded by Baker, the Consent Agenda was unanimously approved as presented, deleting the meeting set for July 28, 2010.

There was a brief discussion regarding a request for a Work Session with the Chamber of Commerce; it was agreed to bring the issue back to set a date convenient to all parties. It was also noted that the July 28<sup>th</sup> meeting is canceled.
5. **Special Announcements & Presentations** –
  - **Presentation of a Certificate of Appreciation to former Council Member John Reddell for his service on the Board of Adjustments. Mr. Reddell submitted his letter of resignation on July 13, 2010.** Staff Resource: Debbie Barber

Mayor Burnside commented on the service to the Town by John Reddell on not only the Board of Adjustments, but other important civic roles, and personally presented to Mr. Reddell the Certificate of Appreciation.

Burnside also announced that Gary Thompson is a new grandfather.

6. **Council Informational Reports.**

Roulette reported on his attendance at the Sanitary District meeting and a proposed lease that is being considered, depending on working out some details and the lessee obtaining the necessary permits; the Corn Fest was a blast.

German said she attended the Chamber Board meeting last Thursday; Tracie Schimikowsky will be giving a detailed report in her Quarterly Report; the Corn Fest was a wonderful event.

Burnside commented that he also enjoyed the Corn Fest, and hope it happens every year as more and more people and newspapers become involved.

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

Howard Parrish said that it has been a real privilege for him to serve with John Reddell who has helped this Town a lot. Parrish requested that the Highway Department be contacted to take care of the weeds causing a problem at the Black Bridge walkway. *Burnside requested Dave Smith to look into that request.*

There was no further public input.

8. **Discussion, consideration, and possible appointment of Michael Hough to the Board of Adjustments and Appeals to fill the vacancy created by the resignation of Wes Bonham. The term expires in January 2013.** Staff Resource: Debbie Barber

On a motion by German, seconded by Roulette, the Council voted unanimously to appoint Michael Hough to the Board of Adjustments and Appeals for the term expiring in January, 2013.

Town Clerk Barber said that two applications had been received; one applicant was not qualified. Burnside commented that Michael Hough has already served on the Council, the Planning & Zoning Commission, and other bodies, and is a really dedicated citizen.

9. **Quarterly reports/presentations to include possible discussion of the reports from the following:**

- **Board of Adjustments**
- **Planning and Zoning Commission**
- **Camp Verde Chamber of Commerce**

There was no action taken.

Jenna Owens presented the Quarterly Reports for the Board of Adjustments and the Planning & Zoning Commission on behalf of the respective Chairpersons who were unable to attend.

Tracie Schimikowsky distributed packets of publicity literature and brochures prepared by the Chamber of Commerce, and followed with a Power Point presentation on the Chamber's various advertising campaigns during the last quarter to promote tourism for Camp Verde.

10. **Discussion, consideration, and possible approval of the Consulting and Accounting Services Agreement with Lumbard & Associates, P.L.L.C. including the term of the agreement and professional liability insurance requirements.** This is a budgeted item in the General Fund. Staff Resource: Lisa Elliott

- **Council will review and possibly determine the length of the contract; and**
- **Possibly determine the Professional Liability Insurance limits requirement. The current requirement of \$1,000,000 per occurrence and \$2,000,000 aggregate will result in an additional \$1,200 annual premium costs that the Town will incur with this contract.**

On a motion by Baker, seconded by German, the Council **voted 4-1** to approve the Consulting and Accounting Services Agreement between the Town of Camp Verde and Lumbard & Associates, PLLC for the period of July 21, 2010 through the end of the Fiscal Year, requiring Professional Liability Insurance coverage in the amount of \$1,000,000 per occurrence and \$1,000,000 aggregate; **with Burnside opposed.**

Sr. Acct. Lisa Elliott said that at the June 2<sup>nd</sup> Council meeting, Lumbard & Associates were chosen to provide consulting services for the Finance Department, for which staff was directed to bring back an agreement. There are two issues remaining to be resolved; one, the agreement does not provide for a time frame, and, two, the decision on liability insurance coverage. The Town policy requires coverage in the amount of \$1,000,000 and \$2,000,000 aggregate. The consultant carries a \$1,000,000-\$1,000,000 policy and has stated that if the higher coverage is required, then the Town will be liable for the additional premium.

The Council discussed the issue of a time frame and generally agreed that renewing the contract on an annual basis would provide for a yearly review and comparison with other consulting firms regarding the performance of the consultant and the fees charged. It was suggested that, based on some current research by staff, it appears that the \$1,000,000-\$1,000,000 should be sufficient for the Town for the professional services the firm is proposing to provide. It was also suggested that the members consider including at a Retreat the issue of changing the Council Policies and Procedures to allow more flexibility in establishing insurance requirements. The members generally agreed with those suggestions. However, Burnside did not agree with lowering the insurance requirement for the consulting firm, since it would not be fair to the tax auditor who is required to provide the \$1,000,000-\$2,000,000. Burnside said he would prefer to address the insurance question at a Retreat in order to also clear up possible misinformation regarding events and get some true answers. He added that if the Council elects to allow the \$1,000,000-\$1,000,000 coverage for the financial consulting firm, then in all fairness the amount of coverage required from the tax auditor should be re-addressed.

11. **Discussion, consideration, and possible approval of Resolution 2010-815, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting and declaring as a public record that certain document filed with the Town Clerk and entitled, "Town of Camp Verde Fiscal Year 2010-2011 Budget".** Staff Resource: Lisa Elliott  
On a motion by Baker, seconded by Kovacovich, the Council unanimously approved Resolution 2010-815, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting and declaring as a public record that certain document filed with the Town Clerk and entitled, "Town of Camp Verde Fiscal Year 2010-2011 Budget."

Elliott explained that following adoption of the Tentative Budget on June 23, the budget schedules were published on June 30 and July 7 as required by Arizona Revised Statutes, along with the public hearing held on July 14. The final step required by law is to adopt the Final Budget and declare that document a public record. At the adoption of the Tentative Budget, it was determined that there were a few minor changes and reallocations that needed to be done; it was also subsequently found that an additional bill for the Animal Shelter has come up. Staff will be coming to Council at a later date to request such reallocations to the Budget funding.

#### **PUBLIC INPUT**

There was no public input.

There was no further Council discussion; Burnside reminded the members that everyone has agreed that contingency money is for emergency purposes only.

12. **Discussion, consideration, and possible approval of the reallocation of budget appropriations in the amount of \$1,200 from the Human Resources Department Legal Services line item and \$1,000 from**

the Human Resources Department Personnel line item to the Human Resources Department Training line item in the FY 2009-2010 Budget to allow for the payment of outstanding tuition reimbursement requests. There are two outstanding tuition reimbursement requests. There are no regulations prohibiting reallocation of budget appropriations after the end of the fiscal year. This is a budgeted item in the FY 09/10 budget. Staff Resource: David R. Smith

On a motion by German, seconded by Baker, the Council unanimously approved the re-allocation of budget appropriations in the amounts of \$1,200 from the Human Resources Department Legal Services line item and \$1,000 from the Human Resources Department Personnel line item to the Human Resources Department Training line item in the FY2009-2010 Budget.

Acting Town Manager Smith advised the Council that all the monies in the training line item that is set up to reimburse employees for college course work had been either used or reallocated to other funding prior to receiving requests from two employees for reimbursement for classes they had completed. There are funds remaining in the FY 09/10 HR budget that may be reallocated to cover the two reimbursement requests. Smith confirmed that any course work to be undertaken by any employee must be pre-approved and pertinent to the position they hold in the Town.

13. **Discussion, consideration, and possible direction to the Mayor to support or oppose resolutions to be presented to the Resolution Committee for consideration at the Annual League of Arizona Cities and Towns conference on August 24, 2010. The following are summaries of resolutions that are recommended for approval by the League: 1. Protect and defend the Model City Tax Code; 2. Support reasonable state revenue reform; 3. Incorporation reform; 4. Prohibition of unfunded mandates; 5. Job creation and economic development; 6. Standardization of political signs; and 7. Transparency – allowing communities to publish official public notices on their websites. A full copy of the proposed resolutions packet is available on the Town's website at [www.cvaz.org](http://www.cvaz.org). You may also obtain a copy from the Clerk's Office. Staff Resource: Debbie Barber**
- The Mayor was directed to support the following resolutions to be presented to the Resolution Committee for consideration at the Annual League of Arizona Cities and Towns conference on August 24, 2010, identified by the numbers listed on the summary tables: **1, 7, 9, 11, 13, 15, 17, 19, 21, 22, 2-12, 6-10, plus all of the League recommendations.**

Barber said that this item is an event to be addressed each year; the proposed League Resolutions are submitted by their member communities for discussion and consideration at the August 24 Resolutions Committee Conference Meeting which Mayor Burnside will be attending on behalf of the Town. After Council review and decision to either support or oppose each resolution, Barber said she will provide the Mayor with notes of those decisions for his guidance in voting for or against a particular resolution. The members discussed the proposed legislation, arriving at a list of the resolutions on which there was agreement to either oppose or support, and directed the Mayor accordingly.

14. **Call to the Public for Items not on the Agenda.**  
Howard Parrish described how he picks up brochures from the Chamber of Commerce and leaves them with different hotels or motels whenever he is traveling out of state, and suggested that others consider doing likewise in order to use every opportunity to publicize Camp Verde.

There was no further public input.

15. **Advanced Approvals of Town Expenditures.**  
There were no advanced approvals.

16. **Manager/Staff Report**  
Acting Town Manager Smith advised the Council that he will take a short vacation next week; he will be back to welcome the new Town Manager.

17. **Adjournment**

On a motion by Baker, seconded by German, the meeting was adjourned at 7:33 p.m.

\_\_\_\_\_  
Bob Burnside, Mayor

\_\_\_\_\_  
Margaret Harper, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on the 21<sup>st</sup> day of July 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Debbie Barber, Town Clerk

4a.2

**MINUTES  
SPECIAL SESSION  
MAYOR and COMMON COUNCIL  
of the  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
473 S. Main Street #106  
WEDNESDAY, July 21, 2010  
5:15 p.m.**

**1. Call to Order**

Mayor Burnside called the meeting to order at 5:15 p.m.

**2. Roll Call**

Mayor Burnside, Vice Mayor Kovacovich, and Councilors Baker and German were present. Councilors Garrison and Whatley were absent. Councilor Roulette appeared at 5:19 p.m.

**Also Present**

Marshal/Acting Town Manager David R. Smith, Acting Community Development Director Mike Jenkins, and Town Clerk Deborah Barber were present. Attorney Sims was present telephonically.

Mayor Burnside read the agenda item aloud. On a motion by German, seconded by Kovacovich, the Council voted unanimously to discuss Item 3 in executive session, pursuant to ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice and §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiation, in pending or contemplated litigation, or in settlement discussions in order to avoid or resolve litigation.

The Special Session was adjourned at 5:16 p.m. and reconvened at 5:40 p.m.

**3. Discussion, consideration, and possible approval of a settlement agreement, related stipulations, judgments and a letter of apology concerning the court ordered settlement conference that was conducted under the auspices of the Yavapai County Superior Court.**

Council took no action on this item.

**4. Adjournment**

On a motion by German, seconded by Roulette, the meeting was adjourned at 5:41 p.m.

\_\_\_\_\_  
Bob Burnside, Mayor

\_\_\_\_\_  
Deborah Barber, Town Clerk

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on July 21, 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Debbie Barber, Town Clerk

404

**MINUTES  
PUBLIC HEARING  
MAYOR and COMMON COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
WEDNESDAY JULY 14, 2010  
6:30 p.m.**

Minutes are a **summary** of the actions taken. They are not verbatim.  
Public input is placed after Council motions to facilitate future research.  
Public input, where appropriate, is heard prior to the motion

**1. Call to Order**

The meeting was called to order at 6:30 p.m.

**2. Roll Call**

Mayor Burnside, Vice Mayor Kovacovich, Councilors Whatley, Garrison, Baker, Roulette, and German were present.

**Also Present:** Acting Town Manager Dave Smith, Sr. Acct. Lisa Elliott, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.

**3. Pledge of Allegiance**

The Pledge was led by Roulette.

**4. Public Hearing and discussion of the FY 2010/11 Tentative Budget. This item could also include possible direction to staff relative to the budget.**

Council directed staff to make the changes in the budget as discussed in order to reinstate the 5% pay reduction and to reinstate the Day after Thanksgiving holiday.

Sr. Acct. Lisa Elliott explained that, as required by the Arizona Revised Statutes, a public hearing is being held to provide the citizens of the Town of Camp Verde the opportunity to comment on the Tentative Budget prior to the final adoption of the Budget. Elliott also outlined the steps followed the last two weeks to publicly advise the community of this opportunity to submit their comments. The scheduled adoption of the 2010/2011 Final Budget is set for July 21, 2010.

Mayor Burnside reminded the Council members that as citizens they are also entitled to step down and address the Council during the public input as well. The public were also reminded that each speaker would be limited to 3 minutes.

**PUBLIC INPUT**

(Comments from the following individuals are summarized.)

**Debbie Hughes**, a Town employee and a member of the community, acknowledged that this is a very difficult year, and she has concerns with the budget, just as the Town has. As the economy and her financial situation might worsen because of taking a pay cut, she said she fears the possible disaster of having to go into her personal savings with next year promising an even more difficult picture. The basis for the employees agreeing to the 5 percent cut was based on a budget strategy proposed by the former Town Manager, which is not what is happening now. Ms. Hughes outlined fund balances that have been increased in the past at the expense of sacrifices that the employees have made by not receiving merit increases, or COLA increases when they should have been due. The recent salary study resulted in changes actually unfair to the upper salary ranges --

**Charlie German** (relinquished his 3 minutes to Ms. Hughes so that she could continue her presentation.)

**Debbie Hughes**, continuing, commented on the greatly increased responsibilities accepted by employees who remained while other employees left and were not replaced, and cited examples such as streets and facilities that are in need of attention with the limited remaining personnel trying to cope with the increasing problems. The employees' morale has been deeply affected by the 5 percent pay cut plus the reduction in holiday and vacation pay. Ms. Hughes suggested how to give back the 5 percent pay cut back to the employees: Take the approximately \$150,000 needed from the CIP budget; for example, reduce the number of computer and printer planned purchases for an amount of \$18,000 --

**Deborah Ranney** (relinquished her 3 minutes to Ms. Hughes so that she could continue her presentation.) **Debbie Hughes**, continuing, outlined suggested reductions in funds allocated for the Library, the sidewalk project, the Tres Rio Bridge, for a total of \$157,700. Also, the down payment on the Streets Yard could be lowered. The employees need their money back; morale is in the tank. In addition, both a Finance Director and a part-time person would not be necessary; only one or the other is needed.

**Howard Parrish** said that the White Mountain Sheriff's Posse is considering changing the date this year because of the past weather; in the hope of making the visit bigger and better. The Council is requested to offer some financial support to help make the visit even bigger and better for the community.

**Walter Miller**, a new resident, said it makes him sad to see the businesses closing, especially the Visitors Center which he considers an important factor in helping the Town instead of pushing businesses out of Town.

**Linda Buchanan** said she is grateful that the Town increased the funding to help keep the Visitors Center open this year, and promised the Town on behalf of her fellow Chamber Directors and membership to try to help make the Town viable and vibrant.

**Jeff Dartt**, a representative of the Camp Verde Public Safety Association agreed with the statements made by Ms. Hughes; the cuts are a bad morale issue. He commented on the previous salary adjustments and only the two COLA's in the last ten years. The \$57,000 allocated for remodeling Town Hall in this economic situation is ludicrous.

**Gary Thompson**, a local business owner, expressed support for the decision to keep the Visitors Center open; as a member of the Board of Directors, he promised to use the money widely in attracting visitors and businesses. Property owners on Main Street are now agreeing to offer discounts in order to help draw in businesses for the buildings that are sitting empty.

**Nina Sanchez** also commented on the 5 percent cut and the increase in health and retirement premiums and cut in holidays; there are a lot of families that are trying to get by on their limited income already, before any cut. She would like the Council to consider giving back what was taken away.

**Justin Wertz** spoke again on his campaign to foster recognition for the effort for a skateboard park, and the permits being worked on.

**Jenna Owens**, a Town employee and citizen, said that she is saddened that the community is crying out for the employees to take a cut because they are in the same shoes; the employees have been proactive in giving up the raise last year, and have been proactive in absorbing the burden of increased responsibilities. The employees are striving to give the best service possible with reduced staff and to work with the citizens, and with the existing Code. She said the employees do their best to make the Town look good, and deserve much kudos.

**Darby Martin**, also an employee and Camp Verde resident, reiterated some of the comments that have been made by the previous speakers. She said that the number of employees now is currently 64, down from 80 in 2008. The Town has seen no disruption in service. Taking away holiday pay, cutting tuition

reimbursement, raising health insurance premiums and retirement contributions, all combined are much more than the 5 percent cut agreed to. She applauded the employees for managing to cope with the added workloads, and agreed with the suggestion that some of the CIP budget could be used to give back to the employees, all of whom are well-deserving.

There was no further public input.

The discussion among the Council members commenced with comments by Baker to the employees that the Council does take to heart what they said, but cautioned that some of the funding suggested was HURF money and probably could not be used. They were assured that the Council members do appreciate all of them, and are trying to do the best they can. Baker added that the employees have stepped up to the demands on them and they have been very professional. German suggested that the holiday pay could be reinstated. She commended the Chamber of Commerce Director and staff for their excellent management of the funds allocated to them, and stated for the record that when things increase she would like to see the Council return the funding back to at least where it was; this is not the time to try to cut advertising.

Roulette agreed that some funds need to be pulled from the CIP; he suggested that a 5 percent cut is not so bad considering the possibility of the Town going bankrupt. Not only the employees, but the whole community is facing a severe economic downturn. Garrison said she is nervous about dipping into the rainy-day fund this year because next year there may be no reserve left to dip into; the members are trying to do the best they can with the funds available. Kovacovich reminded the community that the coming tax increase vote is critical; with the revenue increase next year will be even worse. Whatley agreed that the 1% tax increase is crucial; however, the ½% increase will do nothing for the Town finances. Investing money in sprucing up the buildings will perhaps help attract new business for the Town. She also commented on the holiday pay, and said that she would agree with the majority if they want to reinstate that.

The discussion continued with German's agreement with the suggestion that some funds could be saved by not hiring a Finance Director, although there was some objection to that, and to look at some of the figures mentioned to see if there is something that can be brought back to help the employees, perhaps even reduce the cut by 2-1/2%. Burnside commented on the difficult role faced by the Council; the CIP budget could be reviewed for possible funding to help the employees, but the appearance of the Downtown buildings is crucial for attracting visitors and businesses to generate revenues. The projects that have been ignored must be taken care of now; to wait will cost even more.

Burnside requested that the members try to arrive at a consensus based on what they have heard, what has been suggested, and what the future economic picture appears to present. Each of the members addressed what had been discussed, with comments varying from a positive outlook to a negative outlook for the future, together with input from Acting Town Manager Smith, Sr. Acct. Elliott and Public Works Director Long. It was pointed out that each line item or category can be reviewed and adjusted; however the total amount of the Tentative Budget cannot be revised at this point.

Elliott said that the 5% pay cut amounted to \$150,855. During a discussion of limiting the 5% cut to only department heads, Town Clerk Barber said she would be willing to agree with that suggestion; however, it was agreed that in fairness everyone should share equally the burden of any cuts. The Council discussed using possible designated CIP funds to compensate for restoring the \$150,855 in pay cuts. Among the suggestions, the Council agreed to postpone the \$45,000 for the Tres Rios project, and to take \$55,855 from the down payment on the Streets Yard property. In connection with finding additional sources of money and possibly not spending all the money allocated for a CIP item, Burnside commented that any line item category can be adjusted, and that any money left over can be moved back. Following a discussion with Elliott on the computation of the accrual rate in connection with holidays, there was a general consensus on giving back the holiday pay as well.

The discussion concluded with a request for a work session to be held with the Council and the Chamber of Commerce Board, a reminder to the community regarding requests for financial assistance for events, with a suggestion that the Council should consider allocating funding to help the community with events.

5. **Adjournment**

On a motion by Baker, seconded by German, the meeting was adjourned at 8:15 p.m.

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Bob Burnside, Mayor

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Margaret Harper, 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 Public Hearing of the Town Council of Camp Verde, Arizona, held on the 14<sup>th</sup> day of July 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

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Debbie Barber, Town Clerk

4.C



**TOWN OF CAMP VERDE  
Agenda Action Form**

**Meeting Date:** August 4, 2010

**Meeting Type:** Regular Session

**Consent Agenda**     **Regular Business**

**Reference Document:** N/A

**Agenda Title (be exact):**

Possible setting of a joint work session with the Executive Committee/Board of the Camp Verde Chamber of Commerce. The available dates are 8/17/10 at 5:00 p.m.; 8/24/10 at 5:00 p.m.; 8/31/10 at 5:00 p.m. or the regularly scheduled Council Work Session date of 9/8/10.

**Purpose and Background Information:**

During budget sessions, Council requested a work session with the Chamber Board to discuss and work out the terms of the contract for the operation of the Visitor's Center. The dates listed above fall on Tuesdays and are the dates that the Board members are available to meet with Council.

**Recommendation (Suggested Motion):**

Select a date and time to meet with Chamber Board members.

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

**Finance Director Comments/Fund:** N/A

**Attorney Review:**  Yes     No     N/A

**Attorney Comments:** N/A

**Submitting Department:** Clerk's Office

**Contact Person:** Virginia Jones

**Action Report prepared by:** D. Barber

#9

## Robert Foreman

---

**From:** Robert Foreman  
**Sent:** Thursday, June 10, 2010 11:13 AM  
**To:** pclingman@chinoaz.net  
**Subject:** Permit Tech

Pat

I would like to nominate Becky Oium for the permit tech of the year. She has been employed in that position for the past eight years and Has provided the only true continuity that Camp Verde has had the luxury To enjoy.

She is consistent, reliable, and her knowledge of the codes, legal and management Requirements for a Building Department is beyond comparison.

The lady studies constantly, juggles numerous responsibilities and has trained a Long and continuing line of building inspectors, code enforcement officials, and Building officials. She has long suffered without the recognition and appreciation That she honestly deserves.

Frankly without her knowledge and expertise this entire department would not be Able to function.

When I was hired four years ago as a part time code enforcement inspector without Her training, assistance, encouragement and direction I would have never lasted in My first government position.

Again four months later when the entire department basically left and the whole Shebang was landed in my lap, without repeating the above words her direction and Immense base of knowledge was the only resource available to me.

She gave it freely and without hesitation.

The lady is a true diamond and her patience and forbearance is incomparable.

She has received little if any official recognition for her many achievements and her Persistence and her integrity is as high as that of any person in my life experience.

Becky Oium would be as deserving of this award as any person I can think of. She Absolutely deserves a moment in the Sun.

If you have any questions or need any more information please do not hesitate to call or otherwise contact me. Hope you have a wonderful weekend.

Yours

Rob

Robert Foreman CBCO  
Building Inspector/Plans Examiner  
Code Enforcement Official  
Town of Camp Verde  
928-567-8514  
[Robert.Foreman@campverde.az.gov](mailto:Robert.Foreman@campverde.az.gov)

*Effective January 10, 2010, Town offices are closed on Friday. Hours of operations are Monday - Thursday 7 am to 6 pm.*

All messages created in this system belong to the Town of Camp Verde and should be considered a public record subject to disclosure under the Arizona Public Records Law (A.P.S. §9-121). Town employees, Town public officials, and those who generate email to them, should have no expectation of privacy related to the use of this technology.



07-28-2010

Becky Oium Received the Arizona Building Official's Association's

PERMIT TECH OF THE YEAR

#8



**TOWN OF CAMP VERDE  
Agenda Action Form**

**Meeting Date:** August 4, 2010

**Meeting Type:** Regular Session

**Consent Agenda**      **Regular Business**

**Reference Document:** N/A

**Agenda Title (be exact):**

Presentation by Camp Verde Unified School District Superintendent (CVUSD), Mr. Dan Brown, followed by discussion, consideration, and possible appointment of a Council member and an alternate to serve on the CVUSD Superintendent's Advisory Council. The Advisory Council is not a decision-making body.

**Purpose and Background Information:**

Mr. Brown is organizing an advisory council comprised of various members of the community, including business owners, members of the Yavapai-Apache Nation, and at least one member of the Town Council to serve as members of an advisory body to the CVUSD Superintendent. The primary purpose of the organization will be to gather information to determine 'a sense of the community's direction' and relay this information to the Superintendent. Mr. Brown will give a short presentation and answer any questions that Council might have.

**Recommendation (Suggested Motion):**

Move to appoint a Council member and alternate to serve on this organization through May 2011. If approved, this organization will added to the Council Committee Assignments and a new member shall be appointed to serve a one-year term in June 2011.

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

**Finance Director Comments/Fund:** N/A

**Attorney Review:**  Yes     No     N/A

**Attorney Comments:** N/A

**Submitting Department:** Mayor & Council

**Contact Person:** Debbie Barber for Mayor Burnside

**Action Report prepared by:** D. Barber

#9



**TOWN OF CAMP VERDE  
Agenda Action Form**

**Meeting Date:** August 4, 2010

**Meeting Type:** Regular Session

**Consent Agenda**       **Regular Business**

**Reference Document:** Staff Report, Site Plan, Sign Detail and Photo of proposed fence appearance.

**Agenda Title (be exact):** Request for direction and approval to allow the Old Camp Verde Jail Volunteers to erect a fence and sign on Town owned parcels 404-22-125 and 404-22-124. The subject Town owned parcels are those parcels that encompass the Old Camp Verde Jail and the adjacent surrounding properties along Hollamon Street.

**Purpose and Background Information:** At the request of the Old Camp Verde Jail Volunteers, it is proposed to Council to allow the Community Development Department to issue a sign permit and allow for a pine pole fence to be erected on the subject parcels. The proposed sign text will read "JAIL BUILT 1933 BY CWA". The proposed sign will be reviewed by staff to insure that all Town required appearance standards will be met.

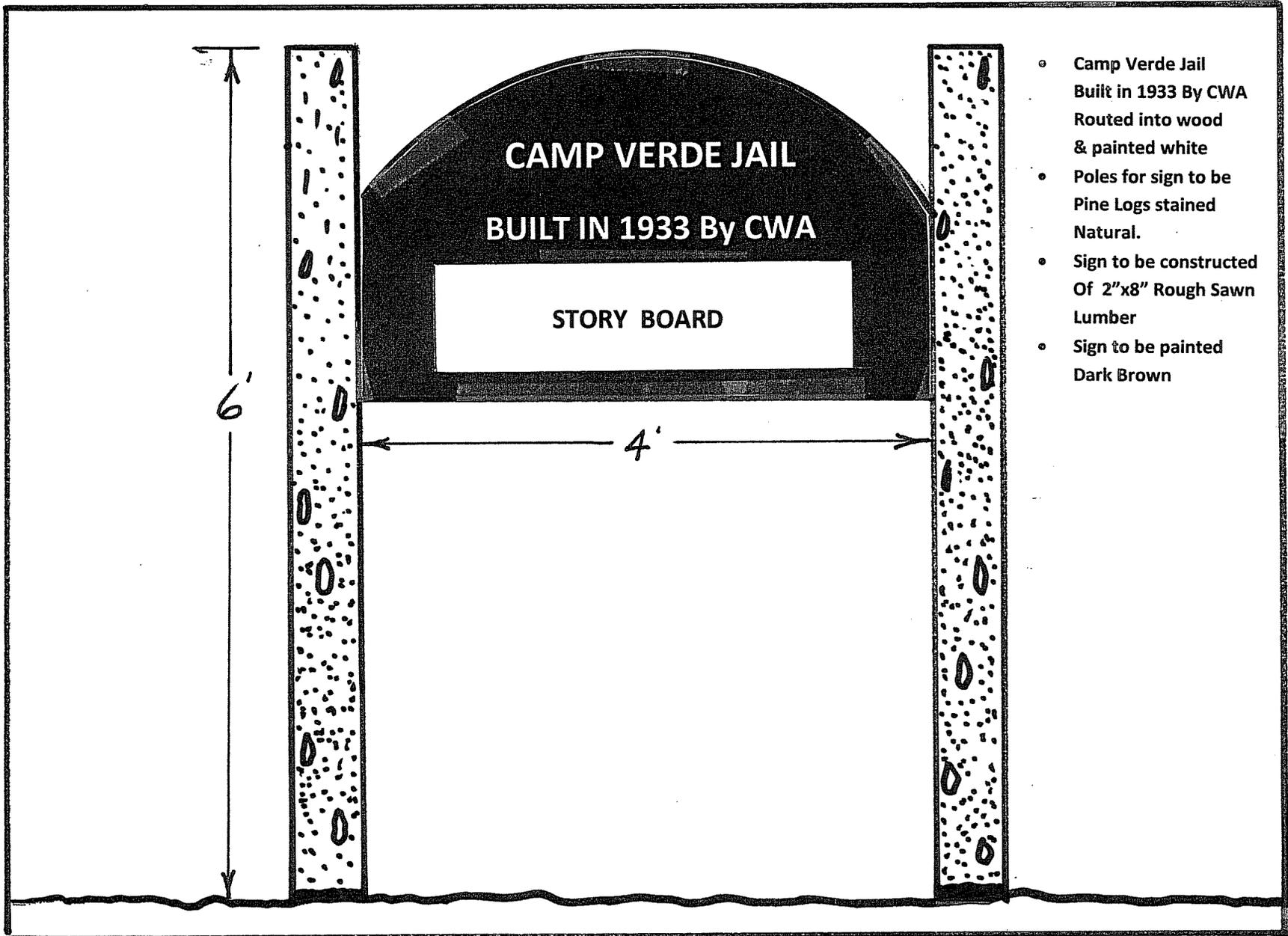
**Recommendation (Suggested Motion):** Motion to approve the Old Camp Verde Jail Volunteers request to erect a pine pole fence and a sign on Town owned parcels 404-22-125 and 404-22-124.

**Attorney Review:**       **Yes**       **No**       **N/A**

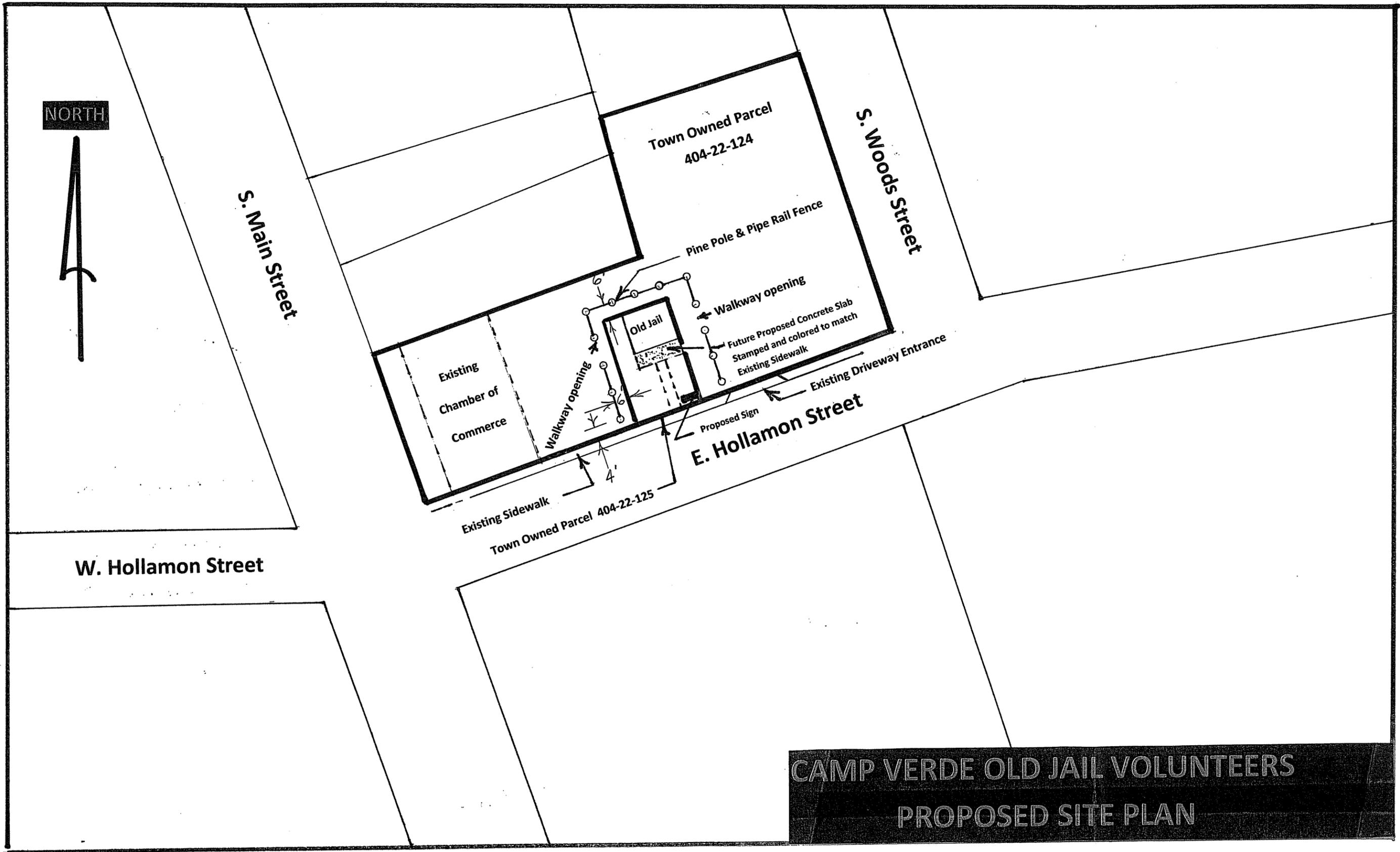
**Attorney Comments:** N/A

**Submitting Department:** Community Development Department

**Contact Person:** Michael Jenkins – Acting Community Development Director  
**Action Report prepared by:** Michael Jenkins



POLE SIGN DETAIL SHEET



CAMP VERDE OLD JAIL VOLUNTEERS  
PROPOSED SITE PLAN



#10



**TOWN OF CAMP VERDE  
Agenda Action Form**

**Meeting Date:** August 4, 2010

**Meeting Type:** Regular Session

**Consent Agenda**       **Regular Business**

**Reference Document:** Liquor License

**Agenda Title (be exact):**

Discussion, consideration, and possible approval of Liquor License Application for Casa Antigua Mexican Restaurant located at 422 W. Finnie Flat Road, Suite E in camp Verde.

**Purpose and Background Information:**

Staff received and posted the Liquor License Application for Casa Antigua as required by law for 20 days. The Town has not received any comments or complaints regarding the application.

**Recommendation (Suggested Motion):**

Approve the Liquor License application for Casa Antigua located at 422 W. Finnie Flat Road, Suite E in Camp Verde.

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

**Finance Director Comments/Fund:** N/A

**Attorney Review:**  Yes     No     N/A

**Attorney Comments:** N/A

**Submitting Department:** Clerk's Office

**Contact Person:** Deborah Barber

**Action Report prepared by:** S. McCormick

Arizona Department of Liquor Licenses and Control

10 JUN 25 1997 Dept # 100

800 West Washington, 11th Floor  
Phoenix, Arizona 85007

www.azliquor.gov  
602-542-2200

THIS COPY

7-14-10  
5243  
9.50

REDACTED

APPLICATION FOR LIQUOR LICENSE  
TYPE OF BUSINESS: [REDACTED]

Notice: Effective Nov. 1, 1997, All Owners, Agents, Partners, Stockholders, Officers, or Managers actively involved in the day-to-day operations of the business must attend a Department approved liquor law training course or provide proof of attendance within the last five years. See page 5 of the Liquor Licensing requirements.

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 (Bars & Liquor Stores ONLY) Complete Sections 2, 3, 4, 11, 13, 15, 16
- LOCATION TRANSFER (Bars and Liquor Stores ONLY) Complete Sections 2, 3, 4, 12, 13, 15, 16
- PROBATE/WILL ASSIGNMENT/DIVORCE DECREE Complete Sections 2, 3, 4, 9, 13, 16 (fee not required)
- GOVERNMENT Complete Sections 2, 3, 4, 10, 13, 15, 16

SECTION 2 Type of ownership:

- J.T.W.R.O.S. Complete Section 6
- INDIVIDUAL Complete Section 6
- PARTNERSHIP Complete Section 6
- CORPORATION Complete Section 7
- LIMITED LIABILITY CO. Complete Section 7
- CLUB Complete Section 8
- GOVERNMENT Complete Section 10
- TRUST Complete Section 6
- OTHER Explain

SECTION 3 Type of license and fees

LICENSE #: 12133467  
Department Use Only  
\$ 12400

1. Type of License: 12 2. Total fees attached:

APPLICATION FEE AND INTERIM PERMIT FEES (IF APPLICABLE) ARE NOT REFUNDABLE.  
The fees allowed under A.R.S. 44-6852 will be charged for all dishonored checks.

SECTION 4 Applicant

1. Owner/Agent's Name: Mr. Rivas-Local Jose Enrique  
(Insert one name ONLY to appear on license) Last First Middle

2. Corp./Partnership/L.L.C.: (Exactly as it appears on Articles of Inc. or Articles of Org.)

3. Business Name: Casa Antigua Mexican Restaurant  
(Exactly as it appears on the exterior of premises)

4. Principal Street Location: 422 W Finnie Flat Rd - site E Yavapai Camp Verde AZ 86327  
(Do not use PO Box Number) City County Zip

5. Business Phone: 928 567 6300 Daytime Contact: (773) 954-7374

6. Is the business located within the incorporated limits of the above city or town?  YES  NO

7. Mailing Address: P O Box 808 Camp Verde AZ 86322  
City State Zip

8. Enter the amount paid for a bar, beer and wine, or liquor store license \$ (Price of License only)

DEPARTMENT USE ONLY

Fees: Application 1000 Interim Permit Agent Change Club Finger Prints \$ 2400 TOTAL OF ALL FEES 12400

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

Accepted by: [Signature] Date: 7/8/2010 Lic. # 12133467

**SECTION 5 Interim Permit:**

1. If you intend to operate business when your application is pending you will need an Interim Permit pursuant to A.R.S. 4-203.01.
2. There **MUST** be a valid license of the same type you are applying for currently issued to the location.
3. Enter the license number currently at the location. \_\_\_\_\_
4. Is the license currently in use?  YES  NO If no, how long has it been out of use? \_\_\_\_\_

**ATTACH THE LICENSE CURRENTLY ISSUED AT THE LOCATION TO THIS APPLICATION.**

I, \_\_\_\_\_, declare that I am the **CURRENT OWNER, AGENT, CLUB MEMBER, PARTNER,**  
 (Print full name)  
**MEMBER, STOCKHOLDER, OR LICENSEE** (circle the title which applies) of the stated license and location.

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

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

The foregoing instrument was acknowledged before me this

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

My commission expires on: \_\_\_\_\_

\_\_\_\_\_  
 (Signature of NOTARY PUBLIC)

**SECTION 6 Individual or Partnership Owners:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$24 PROCESSING FEE FOR EACH CARD.

1. Individual:

Last	First	Middle	% Owned	Mailing Address	City State Zip
Rivas-Jacol	Jose	Enrique	100%	PO BOX 808	Camp Verde AZ 86322

Partnership Name: (Only the first partner listed will appear on license) \_\_\_\_\_

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

(ATTACH ADDITIONAL SHEET IF NECESSARY)

2. Is any person, other than the above, going to share in the profits/losses of the business? YES ~~NO~~  
 If Yes, give name, current address and telephone number of the person(s). Use additional sheets if necessary.

Last	First	Middle	Mailing Address	City, State, Zip	Telephone#

**SECTION 5** Interim Permit:

1. If you intend to operate business when your application is pending you will need an Interim Permit pursuant to A.R.S. 4-203.01.
2. There **MUST** be a valid license of the same type you are applying for currently issued to the location.
3. Enter the license number currently at the location. \_\_\_\_\_
4. Is the license currently in use?  YES  NO If no, how long has it been out of use? \_\_\_\_\_

ATTACH THE LICENSE CURRENTLY ISSUED AT THE LOCATION TO THIS APPLICATION.

I, \_\_\_\_\_, declare that I am the CURRENT OWNER, AGENT, CLUB MEMBER, PARTNER,  
(Print full name)  
 MEMBER, STOCKHOLDER, OR LICENSEE (circle the title which applies) of the stated license and location.

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

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

My commission expires on: \_\_\_\_\_

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

\_\_\_\_\_  
(Signature of NOTARY PUBLIC)

\*10 JUL 8 11:41 AM '95

**SECTION 6** Individual or Partnership Owners:

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$24 PROCESSING FEE FOR EACH CARD.

1. Individual:

Last	First	Middle	% Owned	Mailing Address	City State Zip

Partnership Name: (Only the first partner listed will appear on license) \_\_\_\_\_

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

(ATTACH ADDITIONAL SHEET IF NECESSARY)

2. Is any person, other than the above, going to share in the profits/losses of the business?  YES  NO  
 If Yes, give name, current address and telephone number of the person(s). Use additional sheets if necessary.

Last	First	Middle	Mailing Address	City, State, Zip	Telephone#

**AMENDMENT**

**SECTION 7 Corporation/Limited Liability Co.:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$24 PROCESSING FEE FOR EACH CARD.

- CORPORATION Complete questions 1, 2, 3, 5, 6, 7, and 8.
- L.L.C. Complete 1, 2, 4, 5, 6, 7, and 8.

10 JUN 25 Lic. Dept PM 1 00

10 APR 15 Lic. Dept PM E 00

- 1. Name of Corporation/L.L.C.: \_\_\_\_\_  
(Exactly as it appears on Articles of Incorporation or Articles of Organization)
- 2. Date Incorporated/Organized: \_\_\_\_\_ State where Incorporated/Organized: \_\_\_\_\_
- 3. AZ Corporation Commission File No.: \_\_\_\_\_ Date authorized to do business in AZ: \_\_\_\_\_
- 4. AZ L.L.C. File No: \_\_\_\_\_ Date authorized to do business in AZ: \_\_\_\_\_
- 5. Is Corp./L.L.C. Non-profit?  YES  NO

6. List all directors, officers and members in Corporation/L.L.C.:

Last	First	Middle	Title	Mailing Address	City	State	Zip

(ATTACH ADDITIONAL SHEET IF NECESSARY)

7. List stockholders who are controlling persons or who own 10% or more:

Last	First	Middle	% Owned	Mailing Address	City	State	Zip

(ATTACH ADDITIONAL SHEET IF NECESSARY)

8. If the corporation/L.L.C. is owned by another entity, attach a percentage of ownership chart, and a director/officer/member disclosure for the parent entity. Attach additional sheets as needed in order to disclose personal identities of all owners.

**SECTION 8 Club Applicants:**

EACH PERSON LISTED MUST SUBMIT A COMPLETED QUESTIONNAIRE (FORM LIC0101), AN "APPLICANT" TYPE FINGERPRINT CARD, AND \$24 PROCESSING FEE FOR EACH CARD.

- 1. Name of Club: \_\_\_\_\_ Date Chartered: \_\_\_\_\_  
(Exactly as it appears on Club Charter or Bylaws) (Attach a copy of Club Charter or Bylaws)

2. Is club non-profit?  YES  NO

3. List officer and directors:

Last	First	Middle	Title	Mailing Address	City	State	Zip

(ATTACH ADDITIONAL SHEET IF NECESSARY)

**SECTION 9 Probate, Will Assignment or Divorce Decree of an existing Bar or Liquor Store License:**

Current Licensee's Name: \_\_\_\_\_  
(as it appears on license) Last First Middle

Assignee's Name: \_\_\_\_\_  
Last First Middle

License Type: \_\_\_\_\_ License Number: \_\_\_\_\_ Date of Last Renewal: \_\_\_\_\_

ATTACH TO THIS APPLICATION A CERTIFIED COPY OF THE WILL, PROBATE DISTRIBUTION INSTRUMENT, OR DIVORCE DECREE THAT SPECIFICALLY DISTRIBUTES THE LIQUOR LICENSE TO THE ASSIGNEE TO THIS APPLICATION.

**SECTION 10 Government: (for cities, towns, or counties only)**

Governmental Entity: \_\_\_\_\_

Person/designee: \_\_\_\_\_  
Last First Middle Contact Phone Number

**A SEPARATE LICENSE MUST BE OBTAINED FOR EACH PREMISES FROM WHICH SPIRITUOUS LIQUOR IS SERVED.**

**SECTION 11 Person to Person Transfer:**

Sections to be completed by CURRENT LICENSEE (Bars and Liquor Stores ONLY-Series 06,07, and 09).

Current Licensee's Name: \_\_\_\_\_ Entity: \_\_\_\_\_  
(as it appears on license) Last First Middle (Indiv., Agent, etc.)

Corporation/L.L.C. Name: \_\_\_\_\_  
(Exactly as it appears on license)

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

Physical Street Location of Business: Street \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

License Type: \_\_\_\_\_ License Number: \_\_\_\_\_

Current Mailing Address: Street \_\_\_\_\_  
(Other than business) City, State, Zip \_\_\_\_\_

Have all creditors, lien holders, interest holders, etc. been notified of this transfer?  YES  NO

Does the applicant intend to operate the business while this application is pending?  YES  NO If yes, complete Section 5 of this application, attach fee, and current license to this application.

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

I, \_\_\_\_\_, declare that I am the CURRENT OWNER, AGENT, MEMBER, PARTNER  
(print full name)  
STOCKHOLDER, or LICENSEE of the stated license. I have read the above Section 11 and confirm that all statements are true, correct, and complete.

\_\_\_\_\_  
(Signature of CURRENT LICENSEE)

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

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

commission expires on: \_\_\_\_\_

\_\_\_\_\_  
(Signature of NOTARY PUBLIC)



**SECTION 12** Location to Location Transfer: (Bars and Liquor Stores ONLY)

APPLICANTS CANNOT OPERATE UNDER A LOCATION TRANSFER UNTIL IT IS APPROVED BY THE STATE. *MOBILE Lic. # 915*

1. Current Business: Name \_\_\_\_\_  
(Exactly as it appears on license) Address \_\_\_\_\_
2. New Business: Name \_\_\_\_\_  
(Physical Street Location) Address \_\_\_\_\_
3. License Type: \_\_\_\_\_ License Number: \_\_\_\_\_
4. What date do you plan to move? \_\_\_\_\_ What date do you plan to open? \_\_\_\_\_

**SECTION 13** Questions for all in-state applicants excluding those applying for government, hotel/motel, and restaurant licenses (series 5, 11, and 12):

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: \_\_\_\_\_ ft. Name of school \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

2. Distance to nearest church: \_\_\_\_\_ ft. Name of church \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

3. I am the:  Lessee  Sublessee  Owner  Purchaser (of premises)

4. If the premises is leased give lessors: Name Greg egg STAF  
Address 11445 EAST Villa Linda 2-457 scotDALE AZ 85259  
City, State, Zip \_\_\_\_\_

4a. Monthly rental/lease rate \$ 800.00 What is the remaining length of the lease \_\_\_ yrs. \_\_\_ month mos. to month

4b. What is the penalty if the lease is not fulfilled? \$ N/A or other \_\_\_\_\_  
(give details - attach additional sheet if necessary)

5. What is the total **business** indebtedness for this license/location excluding the lease? \$ 0.0

Please list debtors below if applicable.

Last	First	Middle	Amount Owed	Mailing Address	City State	Zip

(ATTACH ADDITIONAL SHEET IF NECESSARY)

3. What type of business will this license be used for (be specific)? Mexican Restaurant

**SECTION 13 - continued**

1. Has a license or a transfer license for the premises on this application been denied by the state within the past one (1) year?

YES  NO If yes, attach explanation.

2. Does any spirituous liquor manufacturer, wholesaler, or employee have any interest in your business?  YES  NO

3. Is the premises currently licensed with a liquor license?  YES  NO If yes, give license number and licensee's name:

License # \_\_\_\_\_ (exactly as it appears on license) Name \_\_\_\_\_

**SECTION 14 Restaurant or hotel/motel license applicants:**

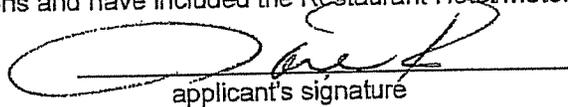
1. Is there an existing restaurant or hotel/motel liquor license at the proposed location?  YES  NO  
If yes, give the name of licensee, Agent or a company name:

\_\_\_\_\_ and license #: \_\_\_\_\_  
Last First Middle

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 LIC0114) provided by the Department of Liquor Licenses and Control.

4. As stated in A.R.S. § 4-205.02.G.2, a restaurant is an establishment which derives at least 40 percent of its gross revenue from the sale of food. Gross revenue is the revenue derived from all sales of food and spirituous liquor on the licensed premises. By applying for this  hotel/motel  restaurant license, I certify that I understand that I must maintain a minimum of 40 percent food sales based on these definitions and have included the Restaurant-Hotel/Motel Records Required for Audit (form LIC 1013) with this application.

  
applicant's signature

As stated in A.R.S § 4-205.02 (B), 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. To schedule your site inspection visit [www.azliquor.gov](http://www.azliquor.gov) and click on the "Information" tab.

J.R.  
applicant's initials

**SECTION 15 Diagram of Premises: (Blueprints not accepted, diagram must be on this form)**

1. Check ALL boxes that apply to your business:

Entrances/Exits       Liquor storage areas      Patio:  Contiguous  
 Service windows       Drive-in windows       Non Contiguous

2. Is your licensed premises currently closed due to construction, renovation, or redesign?  YES  NO  
If yes, what is your estimated opening date? \_\_\_\_\_  
month/day/year

3. 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. Diagram paper is provided on page 7.

4. The diagram (a detailed floor plan) you provide is required to disclose only the area(s) where spiritous liquor is to be sold, served, consumed, dispensed, possessed, or stored on the premises unless it is a restaurant (see #3 above).

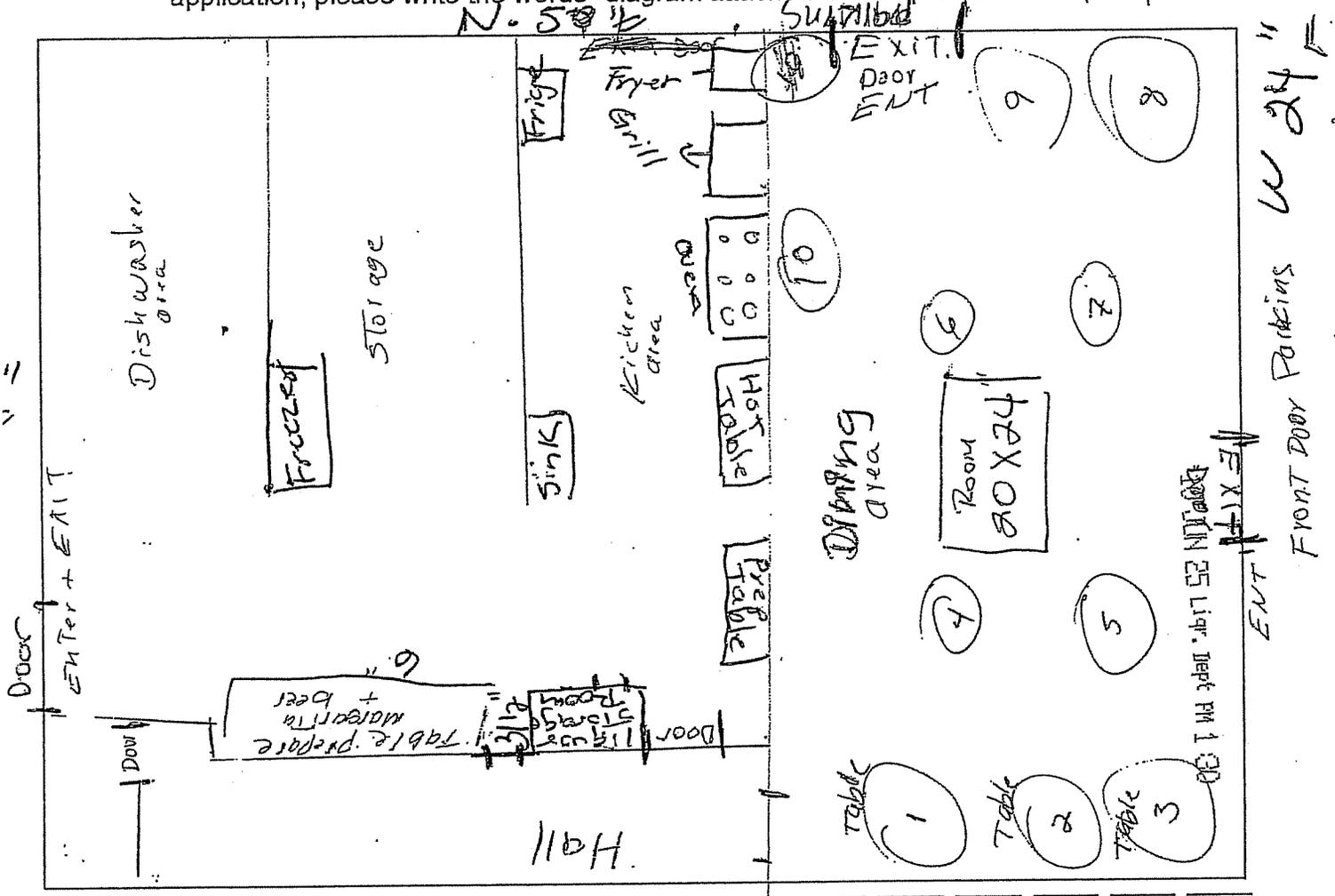
5. Provide the square footage or outside dimensions of the licensed premises. Please do not include non-licensed premises, such as parking lots, living quarters, etc.

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 boundaries, entrances, exits, added or deleted doors, windows or service windows, or increase or decrease to the square footage after submitting this initial drawing.

J.R.  
applicant's initials

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

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

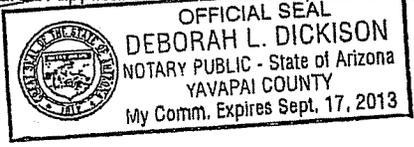


**SECTION 16 Signature Block**

S. 50' F<sup>7s</sup>

I, Jose Enrique Rivas, hereby declare that I am the OWNER/AGENT filing this application as stated in Section 4, Question 1. I have read this application and verify all statements to be true, correct and complete.

X [Signature]  
 (signature of applicant listed in Section 4, Question 1)



State of Arizona County of Yavapai

The foregoing instrument was acknowledged before me this 15 of April, 2010  
 Day Month Year

Deborah L. Dickison  
 signature of NOTARY PUBLIC

My commission expires on: 17 Sept 2013  
 Day Month Year

ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL  
10 JUN 25 Lic. Dept #131

800 W Washington 5th Floor  
Phoenix, AZ 85007-2934  
www.azliquor.gov  
(602) 542-5141

RESTAURANT OPERATION PLAN

LICENSE # 10-133407

1. List by Make, Model and Capacity of your:

Grill	PITCO Co. 60,000 2 burners
Oven	WOLF 40,000 BTU 6 burners + oven
Freezer	General Electric M-FCM 15 SAB 4'-2 1/4"
Refrigerator	Arctic Air Commercial Refrigerator
Sink	DUKE 1 section
Dish Washing Facilities	DUKE 3 section sink hand Dishwasher
Food Preparation Counter (Dimensions)	stain steel 6 x 3 1/2 DUKE M-63102
Other Fryer	Pitco Fryolator Inc. Mod-35 SVU 90,000 BTU

2. Print the name of your restaurant: Casa Antigua Mexican Restaurant

3. Attach a copy of your menu (Breakfast, Lunch and Dinner including prices).

4. List the seating capacity for:

- a. Restaurant area of your premises [ 50 ]
- b. Bar area of your premises [ +  $\emptyset$  ]
- c. Total area of your premises [ 50 ]

5. What type of dinnerware and utensils are utilized within your restaurant?

- Reusable  Disposable

6. Does your restaurant have a bar area that is distinct and separate from the restaurant seating? (If yes, what percentage of the public floor space does this area cover).  Yes \_\_\_\_\_ %  No

7. What percentage of your public premises is used primarily for restaurant dining? (Does not include kitchen, bar, cocktail tables or game area.) 100 %

\*Disabled individuals requiring special accommodations, please call (602) 542-9027

1. Does your restaurant contain any games or television?  Yes  No  
If yes, specify what types and how many of each type (Televisions, Pool tables, Video Games, Darts, etc).

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

2. Do you have live entertainment or dancing?  Yes  No  
(If yes, what type and how often?)

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

10. Use space below or attach a list of employee positions and their duties to fully staff your business.

Jose Rivas Manager also cashier, bartender, waitress  
Floridama Lizeth Rivas Food Manager and  
preparation food

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

I, Jose Enrique Rivas - Local, hereby declare that I am the APPLICANT filing this application. I have  
(Print full name)  
read this application and the contents and all statements true, correct and complete.

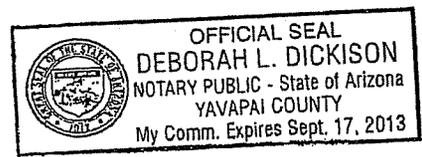
X Jose Rivas  
(Signature of APPLICANT)

State of Arizona County of Yavapai

The foregoing instrument was acknowledged before me this  
15<sup>th</sup> day of April, 2010.  
Day of Month Month Year

My commission expires on: Sept 17, 2013

Deborah L. Dickison  
(Signature of NOTARY PUBLIC)



802-534

ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

10 JUN 25 11:47 AM '09 800 W Washington 5th Floor Phoenix AZ 85007-2934

10 APR 15 11:47 AM '09 2 E

(602) 542-5141

QUESTIONNAIRE

Attention all Local Governing Bodies: Social Security and Birthdate information is Confidential. This information may be given to local law enforcement agencies for the purpose of background checks only but must be blocked to be unreadable prior to posting or any public view.

Read carefully. This instrument is a sworn document. Type or print with BLACK INK. An extensive investigation of your background will be conducted. False or incomplete answers could result in criminal prosecution and the denial or subsequent revocation of a license or permit.

TO BE COMPLETED BY EACH CONTROLLING PERSON, AGENT OR MANAGER. EACH PERSON COMPLETING THIS FORM MUST SUBMIT AN "APPLICANT" TYPE FINGERPRINT CARD WHICH MAY BE OBTAINED AT D.L.C. FINGERPRINTING MUST BE DONE BY A BONA FIDE LAW ENFORCEMENT AGENCY OR A FINGERPRINTING SERVICE APPROVED BY D.L.C. THE DEPARTMENT DOES NOT PROVIDE THIS SERVICE.

Effective 10/01/07 there is a \$24.00 processing fee for each fingerprint card submitted.

The fees allowed by A.R.S. § 44-6852 will be charged for all dishonored checks.

Liquor License #

12133467

(If the location is currently licensed)

1. Check appropriate box: [X] Controlling Person, [X] Agent, [ ] Manager (Only). (Complete Questions 1-19) (Complete All Questions except # 14, 14a & 21)

2. Name: Rivas-Jocol Jose Enrique Date of Birth: [Redacted]

3. Social Security Number: [Redacted] Drivers License #: [Redacted] State: Arizona

4. Place of Birth: Guatemala city Guatemala Height: 5'6 Weight: 195 Eyes: BRN Hair: Black

5. Marital Status: [X] Married Daytime Contact Phone: (773) 954-7374

6. Name of Current or Most Recent Spouse: Rivas Florida Liza Date of Birth: [Redacted]

7. You are a bona fide resident of what state? Arizona If Arizona, date of residency: 6/26/2006

8. Telephone number to contact you during business hours for any questions regarding this document: (773) 954-7374

9. If you have been an Arizona resident for less than three (3) months, submit a copy of your Arizona driver's license or voter registration card.

10. Name of Licensed Premises: Casa Antigua Mexican Restaurant Premises Phone: (928) 567-6300

11. Physical Location of Licensed Premises Address: 422 Finnie Flat Road # Camp Verde Yavapai 86322

12. List your employment or type of business during the past five (5) years. If unemployed part of the time, list those dates. List most recent 1st.

Table with 4 columns: FROM Month/Year, TO Month/Year, DESCRIBE POSITION OR BUSINESS, EMPLOYER'S NAME OR NAME OF BUSINESS. Rows include Casa Antigua Mexican Restaurant, Machinery Operator, and Powder Department.

ATTACH ADDITIONAL SHEET IF NECESSARY FOR EITHER SECTION 11 OR 12

13. Indicate your residence address for the last five (5) years:

Table with 7 columns: FROM Month/Year, TO Month/Year, Rent or Own, RESIDENCE Street Address, City, State, Zip. Rows include 245 W. Hollamon ST, 153 Stolen Blvd., 3413 Philips Circle, and 2245 N. Hawthorne av.

If you checked the Manager box on the front of this form skip to # 15

- As a Controlling Person or Agent, will you be physically present and operating the licensed premises?  
If you answered YES, how many hrs/day? 9, and answer #14a below. If NO, skip to #15.  YES  NO
1. Have you attended a DLLC-approved Liquor Law Training Course within the past 5 years? (Must provide proof)  
If the answer to # 14a is "NO", course must be completed before issuance of a new license or approval on an existing license.  YES  NO
2. Have you been detained, cited, arrested, indicted or summoned into court for violation of ANY law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past ten (10) years (include only traffic violations that were alcohol and/or drug related)?  YES  NO
3. Are there ANY administrative law citations, compliance actions or consents, criminal arrest, indictments or summonses PENDING against you or ANY entity in which you are now involved?  YES  NO
4. Have you or any entity in which you have held ownership, been an officer, member, director or manager EVER had a business, professional or liquor application or license rejected, denied, revoked, suspended or fined in this or any other state?  YES  NO
5. Has anyone EVER filed suit or obtained a judgment against you, the subject of which involved fraud or misrepresentation?  YES  NO
6. Are you NOW or have you EVER held ownership, been a controlling person, been an officer, member, director or manager on any other liquor license in this or any other state?  YES  NO

If any answer to Questions 15 through 19 is "YES" YOU MUST attach a signed statement.  
Give complete details including dates, agencies involved, and dispositions.  
**SUBSTANTIVE CHANGES TO THIS APPLICATION WILL NOT BE ACCEPTED**

I, José Enrique Rivas-Joel, hereby declare that I am the APPLICANT/REPRESENTATIVE  
(print full name of Applicant)  
answering this questionnaire. I have read this questionnaire and all statements are true, correct and complete.

[Signature]  
(Signature of Applicant)

State of Arizona County of Yavapai

The foregoing instrument was acknowledged before me this 9th day of April, 2010

My commission expires 17 2013  
Day Month Year

[Signature]  
(Signature of NOTARY PUBLIC)

**COMPLETE THIS SECTION ONLY IF YOU ARE A CONTROLLING PERSON OR AGENT APPROVING A MANAGER'S APPLICATION**

21. The applicant hereby authorizes the person named on this questionnaire to act as manager for the named liquor license. The manager named must be at least 21 years of age.

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

The foregoing instrument was acknowledged before me this

X \_\_\_\_\_  
Signature of Controlling Person or Agent (circle one)

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
Month Year

\_\_\_\_\_  
(Signature of NOTARY PUBLIC)

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

My commission expires on: \_\_\_\_\_  
Day Month Year



ARIZONA STATEMENT OF CITIZENSHIP AND ALIEN STATUS FOR STATE PUBLIC BENEFITS

Professional License and Commercial License Department of Liquor Licenses and Control

Liquor License #: 12133467

Ownership Name: Jose Enrique Rivas Jocal (as listed on the current liquor license application or renewal application)

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

Arizona Revised Statutes § 1-501 requires, in general, that a person applying for a license must submit documentation to the licensing agency that satisfactorily demonstrates that the applicant is lawfully present in the United States.

Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III. Submit this completed form and copy of one or more documents that evidence your citizenship or alien status with your application for license or renewal.

SECTION I - APPLICANT INFORMATION

APPLICANT'S NAME (Print or type) Jose Enrique Rivas Jocal DATE 7-8-2010

TYPE OF APPLICATION (check one) [X] INITIAL APPLICATION [ ] RENEWAL

TYPE OF LICENSE Series 12

SECTION II - CITIZENSHIP OR NATIONAL STATUS DECLARATION

Directions: Attach a legible copy of the front, and the back (if any), of a document from the attached List A or other document that demonstrates U.S. citizenship or nationality. Name of document provided: US passport

A. Are you a citizen or national of the United States? (check one) [X] Yes [ ] No

B. If the answer is "Yes," where were you born? List city, state (or equivalent), and country. City Guatemala City State (or equivalent) Country or Territory Guatemala

If you are a citizen or national of the United States, go to Section IV. If you are not a citizen or national of the United States, please complete Sections III and IV.

**SECTION III - ALIEN STATUS DECLARATION**

**Directions:** To be completed by applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of the front, and the back (if any), of a document from the attached List B or other document that evidences your status. A.R.S. § 1-501. Name of document provided:

\_\_\_\_\_

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

- 1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA).
- 2. An alien who is granted asylum under Section 208 of the INA.
- 3. A refugee admitted to the United States under Section 207 of the INA.
- 4. An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA.
- 5. An alien whose deportation is being withheld under Section 243(h) of the INA.
- 6. An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.
- 7. An alien who is a Cuban and Haitian entrant (as defined in section 501(e) of the Refugee Education Assistance Act of 1980).
- 8. An alien who is, or whose child or child’s parent is a “battered alien” or an alien subjected to extreme cruelty in the United States.

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

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

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

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

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

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

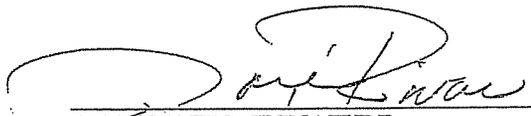
**Otherwise Lawfully Present (A.R.S. § 1-501)**

- 14. A person not described in categories 1–13 who is otherwise lawfully present in the United States. PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. § 1621(a).

**SECTION IV - DECLARATION**

**All applicants must complete this section.** I declare under penalty of perjury under the laws of the state of Arizona that the answers I have given are true and correct to the best of my knowledge.

10 JUL 8 11P. LIC. RM 812

  
APPLICANT'S SIGNATURE

7-8-2010  
TODAY'S DATE

Attachment: Lists A and B Evidence of U.S. Citizenship, U.S National Status, or Alien Status,

DLLC 1/15/09

AG 11/08/07 - 81662

Attachment to Form 1 Applicant Statement

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

**LIST A: U.S. CITIZEN OR U.S. NATIONAL**

Note: In this List, the term "Service" refers to the U.S. Citizenship and Immigration Service, formerly, the U.S. Immigration and Naturalization Service (INS).

[Source: Proposed Rules, Verification of Eligibility for Public Benefits, 8 CFR § 104.23; 63 FR 41662-01 August 4, 1998); and Interim Guidance of Verification of Citizenship, Qualified Alien Status and Eligibility Under Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 ("Interim Guidance"), 62 FR 61344 (Nov. 17, 1997), Attachment 4]

Evidence showing U.S. citizen or U.S. national status includes the following:

**a. Primary Evidence:**

- (1) A birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction);
- (2) United States passport;
- (3) Report of birth abroad of a U.S. citizen (FS-240) (issued by the Department of State to U.S. citizens);
- (4) Certificate of Birth (FS-545) (issued by a foreign service post) or Certification of Report of Birth (DS-1350), copies of which are available from the Department of State;
- (5) Form N-561, Certificate of Citizenship;
- (6) Form I-197, United States Citizen Identification Card (issued by the Service until April 7, 1983 to U.S. citizens living near the Canadian or Mexican border who needed it for frequent border crossings) (formerly Form I-179, last issued in February 1974);
- (7) Form I-873 (or prior versions), Northern Marianas Card (issued by the Service to a collectively naturalized U.S. citizen who was born in the Northern Mariana Islands before November 3, 1986);
- (8) Statement provided by a U.S. consular official certifying that the individual is a U.S. citizen (given to an individual born outside the United States who derives citizenship through a parent but does not have an FS-240, FS-545, or DS-1350); or
- (9) Form I-872 (or prior versions), American Indian Card with a classification code "KIC" and a statement on the back identifying the bearer as a U.S. citizen (issued by the Service to U.S. citizen members of the Texas Band of Kickapoos living near the U.S./Mexican border).

[Source: Interim Guidance of Verification of Citizenship, Qualified Alien Status and Eligibility Under Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 ("Interim Guidance"), 62 FR 61344 (Nov. 17, 1997), Attachment 4]

**b. Secondary Evidence**

If the applicant cannot present one of the documents listed in (a) above, the following may be relied upon to establish U.S. citizenship or U.S. national status:

- (1) Religious record recorded in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction) within three 3 months after birth showing that

10 JUL 8 11:41 AM '12

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

10 JUN 25 Lic. Dept PM 1:31

**CERTIFICATE OF TITLE 4 TRAINING COMPLETION**

Do Not Duplicate This Form

Certificates must be completed by a state approved training course provider in black ink, on an original form.

José Rivas  
Full Name (please print)  
[Signature]  
Signature

6/14/10

Training Completion Date

6/14/15

Certificate Expiration Date

(MANAGEMENT - 5 years from completion date)  
(BASIC - 3 years from completion date)

Type of Training Completed (check Yes or No)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	BASIC	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	ON SALE
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	MANAGEMENT	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	OFF SALE
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	BOTH	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	OTHER

If Trainee Is Employed By A Licensee

Casa Antigua Mexican Restaurant  
Name of Licensee

Business Name

Liquor License #

**Alcohol Training Program Provider Information**

Bartending Academy  
Company or Individual Name (please print)

5135 W Thunderbird Rd  
Address

Glendale  
City

AZ  
State

85306  
Zip

(602) 548 1300  
Daytime Contact Phone #

I certify the above named individual has successfully completed the training specified above in accordance with Arizona Revised Statute, Arizona Administrative Code, and the training course curriculum approved by the Department of Liquor Licenses and Control:

[Signature]  
SCOTT REED  
Name of Trainer (please print)

6/14/10

Trainer Signature

Date

Pursuant to A.R.S. § 4-112(G)(2), mandatory Title 4 liquor law training is required prior to the issuance of all new liquor license applications submitted after November 1, 1997.

The persons(s) required to attend both the BASIC and MANAGEMENT Title 4 liquor law training, on- or off-sale, will include all of the following:

- Owner(s)
- Licensee/agent or manager(s) actively involved in daily business operation

A valid (not expired) Certificate of Title 4 Training Completion must be submitted to the Department of Liquor Licenses and Control before a liquor license application is considered complete.

Before acceptance of a manager's questionnaire and/or agent change for an existing liquor license, proof of attendance for the BASIC and MANAGEMENT Title 4 liquor law training (on- or off-sale) is required.

10 JUN 25 11:47 AM '09

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

CERTIFICATE OF TITLE 4 TRAINING COMPLETION

Do Not Duplicate This Form  
Certificates must be completed by a state-approved training course provider, in black ink, on an original form.

Jose Elias Pivas

Full Name (please print)

Signature

6/14/10

Training Completion Date

6/14/13

Certificate Expiration Date  
(MANAGEMENT - 5 years from completion date)  
(BASIC - 3 years from completion date)

If Trainee Is Employed By A Licensee

Type of Training Completed (check Yes or No)

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	BASIC	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	ON SALE
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	MANAGEMENT	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	OFF SALE
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	BOTH	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	OTHER

Name of Licensee

Business Name

Liquor License #

Alcohol Training Program Provider Information

Bartending Academy

Company or Individual Name (please print)

5135 W Thunderbird Rd

Address

Glendale

City

AZ

State

85306

Zip

( 602 ) 548 1300

Daytime Contact Phone #

I certify the above named individual has successfully completed the training specified above in accordance with Arizona Revised Statute, Arizona Administrative Code, and the training course curriculum approved by the Department of Liquor Licenses and Control:

SCOTT REED

Name of Trainer (please print)

Trainer Signature

6/14/10

Date

Pursuant to A.R.S. 4-112(G)(2), mandatory Title 4 liquor law training is required prior to the issuance of all new liquor license applications submitted after November 1, 1997.

The persons(s) required to attend both the BASIC and MANAGEMENT Title 4 liquor law training, on- or off-sale, will include all of the following:

- Owner(s)
- Licensee/agent or manager(s) actively involved in daily business operation

A valid (not expired) Certificate of Title 4 Training Completion must be submitted to the Department of Liquor Licenses and Control before a liquor license application is considered complete.

Before acceptance of a manager's questionnaire and/or agent change for an existing liquor license, proof of attendance for the BASIC and MANAGEMENT Title 4 liquor law training (on- or off-sale) is required.

B. Employee Log (A.R.S. §4-119)

C. Employee time cards (actual document used to sign in and out each work day)

D. Payroll records for all employees showing hours worked each week and hourly wages

13. Off-site Catering Records (must be complete and separate from restaurant records)

A. All documents which support the income derived from the sale of food off the license premises.

B. All documents which support purchases made for food to be sold off the licensed premises.

C. All coupons/specials/discounts

The sophistication of record keeping varies from establishment to establishment. Regardless of each licensee's accounting methods, the amount of gross revenue derived from the sale of food and liquor must be substantially documented.

**REVOCAION OF YOUR LIQUOR LICENSE MAY OCCUR IF YOU FAIL TO COMPLY WITH A.R.S. §4-210(A)7 AND A.R.S. §4-205.02(G).**

**A.R.S. §4-210(A)7**

The licensee fails to keep for two years and make available to the department upon reasonable request all invoices, records, bills or other papers and documents relating to the purchase, sale and delivery of spirituous liquors and, in the case of a restaurant or hotel-motel licensee, all invoices, records, bills or other papers and documents relating to the purchase, sale and delivery of food.

**A.R.S. §4-205.02(G)**

For the purpose of this section:

1. "Restaurant" means an establishment which derives at least forty percent (40%) of its gross revenue from the sale of food.
2. "Gross revenue" means the revenue derived from all sales of food and spirituous liquor on the licensed premises, regardless of whether the sales of spirituous liquor are made under a restaurant license issued pursuant to this section or under any other license that has been issued for the premises pursuant to this article.

I, (print licensee name):

Rivas-Jocol - José Enrique  
Last First Middle

have read and fully understand all aspects of this statement.

State of AZ County of YAVAPAI  
The foregoing instrument was acknowledged before me this

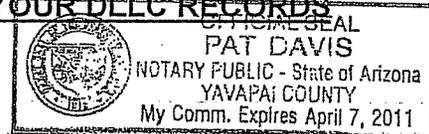
X [Signature]  
(Signature of Licensee)

15 day of April, 2010.  
Day Month Year

My commission Expires on: 7 April 2011  
Day Month Year

[Signature]  
(Signature of NOTARY PUBLIC)

**MAKE A COPY OF THIS DOCUMENT AND KEEP IT WITH YOUR DLIC RECORDS**





**TOWN OF CAMP VERDE  
Agenda Action Form**

Meeting Date: August 4, 2010

Meeting Type: Regular Session

Consent Agenda     Regular Business

Reference Document: N/A

**Agenda Title** (be exact):

Discussion, presentation and update on Fort Verde State Park; discussions may include but not limited to the volunteer program, events and maintenance projects.

**Purpose and Background Information:**

On May 19, 2010, your Council heard an update/presentation from staff regarding Fort Verde State Park and the success of its operations (e.g., the volunteer program, maintenance projects, upcoming events, etc.). At that time, Council directed staff to submit updates on a quarterly basis.

Therefore, staff has attached a summary report that covers information regarding Fort operations from approximately May 20th through July 26, 2010.

**Recommendation** (Suggested Motion):

Take no action.

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund: N/A

Attorney Review:  Yes     No     N/A

Attorney Comments: N/A

Submitting Department: Public Works

Contact Person: Valerie House

Action Report prepared by: V. House

## FORT VERDE STATE PARK

(Quarterly Report – July 2010)

### Volunteers:

The volunteer program is working successfully. As can be expected, there are occasional times when scheduling can be trying as people have plans that arise and unexpected illnesses and/or family illnesses. Overall there are enough diligent volunteers who serve their time to help keep the Fort running smoothly.

Staff, including myself, will be gearing up for another volunteer recruitment in the near future as we feel that hosting a regular recruitment process (2 or 3 times per year) will guarantee the continued success of Fort operations.

### Events:

On May 31<sup>st</sup> the Fort held a Memorial Day event titled “School of the Soldier” where Mr. Mick Woodcock, Chief Curator at the Sharlot Hall Museum in Prescott, taught drills from the Army drill manual used between 1867 and 1900. Mr. Woodcock has over 40 years of Indian War living history experience. The event was successful with 26 attendees.



*(School of the Soldier event)*

Staff/volunteers put on an “Adobe brick-making workshop” and conducted four (4) “Living History Presentations” for different groups to encourage visitors through the slow summertime season.

On July 17<sup>th</sup> (coinciding with Cornfest) the Fort held a “Christmas in July” and a “Period Church Service” on Sunday the 18<sup>th</sup>. The Christmas in July event offered a Victorian ornament-making workshop; donations were made to cover the cost of materials. There were 20 participants that attended the workshop; a little less than anticipated, however, it was the first time this event was held. The Period Church Service had on average the usual attendance.



*(Christmas in July photos)*

### **Maintenance/Special Projects:**

Special Projects/Maintenance Volunteer Coordinator George Dvorak and other volunteers recently completed some repairs to portions of the Surgeons Quarters front porch.



*(Repairs to the porch)*

In addition, repairs were made to an irrigation problem on the North side of the administrative building; water had damaged a rather large section of adobe on the administrative building. The irrigation repair was estimated to cost around \$4,000 but ended up costing approximately \$200 because the work was done by volunteers and several Town staff members *(Two staff members spent approximately 20 minutes saw cutting a 3 foot section of sidewalk).*

Upcoming projects include: painting of ceiling in the administrative building, replacing and repairing broken window panes, cover window s with ultra violet film, continue to work with SHPO to repair adobe wall at N side of admin building and adjustments to the sprinkler system in front of the administrative building.

**Additional information:**

- Fort staff/volunteers were saddened by the loss of a 100-year-old mesquite tree on the backside of the COQ due to a July monsoon.
- With two and a half weeks remaining in June, Fort Verde Park Manager Sheila Stubler was allotted a one-time lump sum to purchase maintenance supplies, equipment and materials, as the funding was remaining funds from SLIF. All purchases had to be ordered, and delivered prior to the June 30, 2010 deadline. Volunteer Maintenance Coordinator, George Dvorak and Fort Verde staff met and discussed what items were needed the most and tried to utilize the funding in accordance with the highest priorities and needs of the park. Some of the purchases included: a new lawn mower, weed eaters, basic operation and maintenance supplies, materials for maintenance projects (lumber, etc.), an HP touch Smart Screen for interpretive use, Dutch ovens, etc.
- The Fort is currently partnering with Kiwanis to implement a Fort Verde Youth Volunteer Program. The next youth meeting is scheduled for August 14<sup>th</sup> at 10a.m.
- Volunteer MaryAnne Brownell has put in a phenomenal number of hours maintaining the historic demonstration garden. So far the garden has produced a lot of squash, tomatoes, corn, artichokes, etc.; if anyone is interested, please contact Sheila to pick up some free produce while it lasts.



*(Volunteer working the Garden)*

**Attendance:**

Fort Verde saw an increase in revenue and attendance in comparison to last year's records for the month of May, however, a slight decrease overall for the month of June. The comparison is as follows:

**May 2009:**

**Attendance: 920**

**Revenue: \$2,621.00**

**Publications/Gift Shop Revenue: \$1,169.70**

**May 2010:**

**Attendance: 1,016**

**Revenue: \$3,816.95**

**Publications/Gift Shop Revenue: \$1,354.91**

**June 2009 :**

**Attendance: 960**

**Revenue: \$2,421.00**

**Publications/Gift Shop Revenue: \$1,316.00**

**June 2010:**

**Attendance: 730**

**Revenue: \$2,725.00**

**Publications/Gift Shop Revenue: \$1,088.52**

**July 2009 :**

**Attendance: 977**

**Revenue: \$2,580.70**

**Publications/Gift Shop Revenue: \$1,250.95**

**July 2010:**

**Attendance: 768 (estimate)**

**Revenue: \$2,631.00 (estimate)**

**Publications/Gift Shop Revenue: \$194.50 (estimate)**

**Volunteer Hours:**

May – 405 hours/ 25 volunteers

June – 299 hours/17 volunteers

July – 590 hours/30 volunteers

**Comments from Fort Verde State Park Staff:**

*"The Park Manager would like to thank Town staff for their continued assistance in advertising for all special events plus, the generous donation of used wood that will be used to make interpretive displays and repairs on other various projects. We would like to extend a special thank you to several staff members who provided assistance in alleviating an irrigation problem."*

#12



**TOWN OF CAMP VERDE  
Agenda Action Form**

**Meeting Date: August 4, 2010**

**Meeting Type: Regular Session**

**Consent Agenda**     **Regular Business**

**Agenda Title: Discussion, consideration and possible approval and direction to the staff relative to a 1-year agreement extension for Sedona Recycles, Inc (SRI) to continue providing recycling services in the Town through August 15, 2011 at a cost of \$600 per month.**  
(Staff Resource: *David R. Smith*)

**Purpose and Background Information**

*Per item 9 in the attached agreement, staff is seeking council's decision and direction with respect to extending the agreement with SRI for 1 year through August 15, 2011.*

**4-year recap of the monthly payments made to SRI below:**

2006 – 2008: Average of \$720 per month  
2008 – 2010: Fixed (reduced) rate of \$600 per month.

**According to Jill McCutcheon, Executive Director for SRI:**

1. The current \$600 monthly Town expense is relative to the use of the recycling bins on Apache Trail (near Camp Verde High School).
2. The recycling bins at the Outpost Mall were added subsequent to the Town and SRI entering into the 2008 – 2010 agreement. The recyclables volume has tripled at this site and decreased at the Apache Trail site.
3. If Council does **NOT** enter into a 1-year agreement, this action would **NOT** dramatically affect SRI. As a result of said action, SRI would remove the bins from the Apache Trail site and keep them at the Outpost Mall.

If Council chooses to extend the agreement for an additional year, staff was assured that SRI would continue to provide services at a fixed, monthly rate of \$600 through August 15, 2011.

**Please note:** The small, multi-bin recycling trailer located at the Outpost Mall is owned by the Town.

**Recommendation:**

**Council's pleasure with respect to approving and directing staff relative to a 1-year agreement extension for Sedona Recycles, Inc (SRI) to continue providing recycling services in the Town through August 15, 2011 at a cost of \$600 per month.**

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

**Finance Director Comments:**

\$7,200 (\$600 x 12) was budgeted in FY 10/11  
\$1,200 (\$600 x 2) would need to be budgeted in FY 11/12 to cover the July and August 2011 invoice

**Attorney Review:**     **Yes**     **No**     **N/A**

**Attorney Comments:** *N/A*

**Submitting Department:** *Administration*  
**Action Report prepared by:** *C. Brown*

**Contact Person:** *David R. Smith*

**Agreement  
between  
The Town of Camp Verde  
and  
Sedona Recycles, Inc.  
August 4, 2010**

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This Agreement is between Sedona Recycles, Inc. a non-profit corporation that provides services and programs that benefit the residents within the local community and is located in Sedona, Arizona, Yavapai County, hereinafter referred to as "RECYCLES" and the Town of Camp Verde, a municipal corporation, herein referred to as "TOWN". This Agreement is made and entered into on this 4th day of August 2010, is for recycling services as outlined below, and is awarded pursuant to Procurement #2010-083. In consideration of the mutual promises and covenants of the parties and to the good and valuable considerations, the parties agree as follows:

1. **RECYCLES:** All materials collected shall be taken to the RECYCLES facility for the purpose of processing various recyclable materials, including: aluminum cans, steel cans, plastics number 1 through 7, cardboard, mixed paper, brown, green and clear glass. RECYCLES shall be responsible to pay the cost for operations of said facilities.
2. **Subcontractors:** Subcontracting the work shall not be allowed without the approval of the TOWN.
3. **Containers and Signage:** RECYCLES will provide containers in which the materials are to be collected. All bins shall be of a design approved by the TOWN. Please note: the TOWN has provided one bin (with multiple sections) which is currently located at the Outpost Mall facility. It is the responsibility of RECYCLES to provide signage indicating the type of material and requirements of recycling of that material on each bin. In addition, signage must be pre-approved by the Town Clerk.
4. **Site and Site Maintenance:** The site will be maintained by RECYCLES. It is the responsibility of RECYCLES to provide clean up of the site, including recyclable and non-recyclable materials left outside the bins.
5. **Fees:** The TOWN shall reimburse RECYCLES a fee of \$600.00 per month for recycling services. The fee shall be paid in twelve (12) monthly installments, within thirty (30) days following submission of an invoice for work performed.
6. **Service Frequency:** Hauling frequency will be as needed when the bins are at least 75% full.
7. **Reports:** For each monthly billing period, a report must be submitted by RECYCLES stating the quantity of each material taken to the recycling center. This will be in a format approved by the TOWN.
8. **Cancellation:** Either party may cancel this Agreement, without penalty, upon thirty (30) days from receipt of written notice by the other party. This Agreement is subject to termination pursuant to A.R.S. §38-511.
9. **Term:** The term of this Agreement shall commence on August 15, 2010 and continue until the 15th day of August, 2011 unless terminated sooner by the parties, pursuant to Section 8 above.
10. **Permits, Fees and Licenses:** RECYCLES will secure and pay for all applicable Federal, State, County and local permits and license, including a TOWN business license and comply with all

applicable Federal, State, County and local laws, codes, ordinances, regulations and safety standards.

11. **Entire Agreement:** This Agreement contains the entire Agreement between the parties, and not statements, promises, or inducements made by either party that are not contained in this written Agreement shall be valid or binding. This Agreement may be amended only in writing agreed to by the parties.
12. **Binding:** This Agreement shall ensure to the benefit of and be binding on the parties, executors, administrators, assignees and successors.
13. **Independent Contractors:** The parties agree that RECYCLES provide specialized services and enter into this Agreement with the TOWN as an independent contractor. Nothing in this Agreement shall be construed to constitute RECYCLES, nor any of its personnel, volunteers, or directors as agents, employees or representatives of the TOWN. As an independent contractor, RECYCLES is solely responsible for all labor and expenses in connection with this Agreement and for any and all damages which may arise during the operation of the Agreement.
14. **Insurance and Liability:** RECYCLES, shall carry the following insurance relative to the Agreement with the TOWN:

Certificate of Insurance for a General Liability Insurance Policy against claims for bodily injury, death and property damage with limits of at least:

Each Occurrence .....	\$1,000,000
General Aggregate.....	\$2,000,000

In addition, the Certificate of Insurance must name the Town of Camp Verde, Arizona as an Additional Insured in connection with the consulting services as provided herein and must briefly describe the services being performed, e.g. Recycling Services.

Certificate of Insurance for Workers' Compensation Insurance Policy (**Statutory**).

All Certificate(s) of Insurance captioned above and the fully executed contract provided herein shall be delivered to the Town as specified in the Notice of Award (if applicable) prior to the issuance of the Notice to Proceed.

RECYCLES liability under this Agreement is not in any way limited by the insurance required by this Agreement.

RECYCLES shall keep said policies in force for the duration of the Agreement and for any possible extension thereof.

RECYCLES assumes and agrees to hold harmless, indemnify and defend the TOWN, its officers, agents and representatives from and against all losses, claims, demands, payments, suits, actions, recoveries, judgments and all liability of every kind, nature, and description for injury to persons including wrongful death, or damage to property or both occurring during, or in consequence, of

the performance or failure to perform by RECYCLES. The TOWN assumes no liability, obligation or responsibility of any nature whatsoever, in connection with this Agreement except for payment of fees as stated or referred to herein.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement, this 4<sup>th</sup> day of August, 2010

**APPROVED AS TO FORM:**

**Town of Camp Verde:**

\_\_\_\_\_  
Bill Sims, Town Attorney

By: \_\_\_\_\_  
Bob Burnside, Mayor

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

By: \_\_\_\_\_  
**Jill McCutcheon**  
**Sedona Recycles Executive Director**  
2280 Shelby Dr.  
Sedona, AZ 86336  
(928) 204-1185  
Date: \_\_\_\_\_

**ATTEST:**

The Mayor and Council approved this contract for execution at the regular session of this 4<sup>th</sup> day of August, 2010 \_\_\_\_\_

\_\_\_\_\_  
Town Clerk

The contract was reviewed and delivered, as signed by the TOWN, to RECYCLES on \_\_\_\_\_  
\_\_\_\_\_ 2010 by \_\_\_\_\_



Keeping the Red Rocks green<sup>SM</sup> since 1989

*E-mailed*  
Copied Council and Staff  
6-22-10  
0/3

Sedona Recycles is a nonprofit organization dedicated to public education and to demonstrating responsible resource recovery. With full community participation, we will promote and provide opportunities to reduce, reuse and recycle.

[www.sedonarecycles.org](http://www.sedonarecycles.org)

June 17, 2010

Carol,

Sedona Recycles has contracted with the Town of Camp Verde since 1999, for service of one recycling drop-off site located at Camp Verde High School. In August 2008, we signed the current recycling contract with the Town, at a flat rate of \$600 per month, \$80 less than the average cost of monthly service. In September 2008, we opened the Outpost Mall drop-off site, with permission from Greg Eggstaff, property manager of Outpost Mall. This site has proven to be a great success due to its accessibility and visibility. As we had just entered a new contract, the Town of Camp Verde does not pay for the service of the site, costing Sedona Recycles an average of \$1160 per month.

Every month Sedona Recycles sends, along with our bill, an itemized accounting of the materials recycled at the two sites located in the Town of Camp Verde. We include this accounting to let the Town know how much is being responsibly recovered and recycled within town limits. This does not, however, mean that the Town is paying for service of the site at Outpost Mall.

When we started to discuss renewing the contract, which expires in August 2010, I sent a report to the Town that showed the yearly expense of servicing the two sites located in Camp Verde. I was informed that the town could not budget any increase in fees, so the flat rate of \$600 per month will continue to cover only the service of the site at Camp Verde High School.

Since the Town of Camp Verde is not paying for service at the Outpost Mall site, and because Sedona Recycles is not in violation of any codes or ordinances, we have chosen not to accept the Town's offer to install screening in front of the bins. It is important to us that the bins be visible to the public to maximize recycling participation. Recycling volumes in the Town of Camp Verde have more than doubled since we opened the site at Outpost Mall due its high visibility, and it would be a step backward to hide the bins from view.

Sedona Recycles has made a large investment in this site, purchasing recycling dumpster bins valued at \$9,000, placing gravel on the site to make it easily accessible during wet weather, and donating our hauling fees of \$1160 per month. We work hard to keep the site clean and remove any un-recyclable materials that are dumped there. We feel that we have been very cooperative and considerate of the Town's concerns, as we already relocated the bins at Outpost Mall to be set back further from Finnie Flats Rd.

Because we are absorbing the expense of operating this site without Town funding, we do not want to invest money in making the site less visible and, as a consequence, less used. If the Town were funding this site, we would reconsider our decision. Thank you for your understanding on this matter.

Sincerely,

Jill McCutcheon  
Executive Director  
Sedona Recycles, Inc.

Agreement for contracted Recycling Services

This AGREEMENT is entered into between SEDONA RECYCLES, INC. a non-profit corporation located in Sedona, Arizona, Yavapai County, hereinafter referred to as "RECYCLES" and the TOWN OF CAMP VERDE, a municipal corporation, herein referred to as "TOWN" on this 15<sup>th</sup> day of August 2008.

WHEREAS, the TOWN is a municipal corporation organized under the laws of the State of Arizona and entitled to provide services and enter into contracts for the purpose of obtaining services or benefits which otherwise could not provide; and

WHEREAS, RECYCLES is a non-profit corporation that provides services and programs that benefit the residents within the local community; and

WHEREAS, the TOWN desires to contract for certain services for the benefit of the residents of the TOWN, and RECYCLES desires to provide to the TOWN certain services for the benefit of residents of the TOWN;

NOW THEREFORE, in consideration of the mutual promises and covenants of the parties and to the good and valuable considerations, the parties agree as follows:

1. Sedona Recycles, Inc. All materials collected shall be taken to Recycles facility for the purpose of processing various recyclable materials, including: aluminum cans, steel cans, plastics number 1 through 7, cardboard, mixed paper, brown, green and clear glass. RECYCLES shall be responsible to pay the cost for operation of said facilities.
2. Subcontractors. Subcontracting the work shall not be allowed without the approval of the TOWN.
3. Containers & Signage. RECYCLES will provide containers in which the materials are to be collected. All bins shall be of a design approved by the TOWN. It is the responsibility of RECYCLES to provide signing indicating the type of material and requirements of recycling that material on each bin. In addition, signing must be pre-approved by the Town Clerk.
4. Site & Site Maintenance. The site will be maintained by RECYCLES. It is the responsibility of RECYCLES to provide clean up of the site, including recyclable and non-recyclable materials left outside the bins. Volunteer monitoring by the TOWN is encouraged.
5. Fees. The TOWN shall reimburse RECYCLES a fee of \$600.00 per month for recycling services. The fee shall be paid in twelve (12) monthly installments, within thirty (30) days following submission of an invoice for work performed.
6. Service Frequency. Hauling Frequency will be as needed when the bins are at least 75% full.
7. Reports. For each monthly billing period, a report must be submitted by RECYCLES stating the quantity of each material taken to the recycling center. This will be in a format approved by the TOWN.

8. Cancellation. Either party may cancel this Agreement, without penalty, upon thirty (30) days from receipt of written notice by the other party. This Agreement is subject to termination pursuant to A.R.S. § 38-511.
9. Term. The term of this Agreement is from August 15, 2008 to August 15, 2010. At the TOWN's option with the approval of RECYCLES, this Agreement may be extended for one additional year. An increase in unit cost shall be negotiated and subject to the approval of the Town Council at the start of the extended contract period.
10. Permits, Fees and Licenses. RECYCLES will secure and pay for all applicable Federal, State, County, and local permits and licenses, including a TOWN business license, and comply with all applicable Federal, State, County, and local laws, codes, ordinances, regulations, and safety standards.
11. Entire Agreement. This Agreement contains the entire agreement between the parties, and no statements, promises, or inducements made by either party that are not contained in this written Agreement shall be valid or binding. This Agreement may be amended only in writing agreed to by the parties.
12. Binding. This Agreement shall insure to the benefit of and be binding on the parties, executors, administrators, assignees and successors.
13. Independent Contractor. The parties agree that RECYCLES provide specialized services and enter into this Agreement with the TOWN as an independent contractor. Nothing in this Agreement shall be construed to constitute RECYCLES, nor any of its personnel, volunteers, or directors, as agents, employees or representatives of the TOWN. As an independent contractor, RECYCLES is solely responsible for all labor and expenses in connection with this Agreement and for any and all damages which may arise during the operation of the Agreement.
14. Insurance & Liability. RECYCLES shall carry insurance acceptable to the TOWN and shall submit documentation of such insurance to the TOWN within ten (10) days following the execution hereof. RECYCLES shall not cancel or amend such insurance without first giving the TOWN thirty (30) days prior written notice thereof. RECYCLES assumes and agrees to hold harmless, indemnify and defend the TOWN, its officers, agents and representatives from and against all losses, claims, demands, payments, suits, actions, recoveries, judgments and all liability of every kind, nature, and description for injury to persons including wrongful death, or damage to property or both, occurring during, or in consequence, of the performance or failure to perform by RECYCLES. The TOWN assumes no liability, obligation or responsibility of any nature whatsoever, in connection with this Agreement except for payment of fees as stated or referred to herein.



#13



**TOWN OF CAMP VERDE  
Agenda Action Form**

**Meeting Date:** August 4, 2010

**Meeting Type:** Regular Session

**Consent Agenda**     **Regular Business**

**Reference Document:** N/A

**Agenda Title (be exact):**

Discussion, consideration, and possible authorization for Mayor Burnside to renew discussions with the Prescott National Forest relative to moving the development of the Copper Canyon Trailhead project forward.

**Purpose and Background Information:**

Members of the community, often lead by Lynn Reddell, have worked for years with the Forest Service to develop the Copper Canyon trailhead. This is a project that will have long-lasting benefits to our citizens and visitors to our community. With Council's consent, I would like to revive this project and see if we can get it moving again.

**Recommendation (Suggested Motion):**

Move to authorize the Mayor to begin talks with the appropriate officials to get the Copper Canyon Trailhead project moving forward.

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

**Finance Director Comments/Fund:** N/A

**Attorney Review:**  Yes     No     N/A

**Attorney Comments:** N/A

**Submitting Department:** Mayor & Council

**Contact Person:** Mayor Burnside

**Action Report prepared by:** D. Barber