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**AGENDA  
TOWN OF CAMP VERDE  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
WEDNESDAY, MARCH 16, 2022 at 6:30 P.M.**

**ZOOM MEETING LINK:**

<https://us02web.zoom.us/j/87153655317?pwd=ZE83MEh1V1Z2WlpLcnBhVDVVMzdldz09>

**One Tap Mobile: 1-253-215-8782 or 346-248-7799**

**Meeting ID: 871 5365 5317**

**Passcode: 710111**

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

1. **Call to Order**
2. **Roll Call.** Council Members Jackie Baker, Cris McPhail Jessie Murdock, Robin Whatley, Vice Mayor Joe Butner, and Mayor Dee Jenkins.
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) Work Session Retreat –February 25, 2022 at 12:00 p.m. Page 5
    - 2) Regular Session– March 2, 2022 at 6:30 p.m. Page 11
    - 3) Executive Session – March 2, 2022 at 6:30 p.m. (recorded on file)
    - 4) Executive Session – March 2, 2022 at 6:30 p.m. (recorded on file)
  - b) **Set Next Meeting, Date and Time:**
    - 1) Regular Session – Wednesday, April 6, 2022 at 6:30 p.m.
    - 2) Work Session – Tuesday, April 12, 2022 at 5:30 p.m.
    - 3) Work Session – Wednesday, April 13, 2023 at 5:30 p.m.
    - 4) Regular Session – Wednesday April 20, 2022 at 6:30 p.m.
  - c) **Possible approval for a letter of support to the President of the University of Arizona, supporting the construction of a meat processing facility on a property owned by the University in Camp Verde.** Page 17

5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))
6. **Special Announcements and Presentations:** Page 19
- **Proclamation – Proclaiming April 3<sup>rd</sup> through April 9<sup>th</sup>, of 2022 as National Library Week.** Page 21
  - **Proclamation – Proclaiming April 17<sup>th</sup> through April 23<sup>rd</sup> of 2022 as National Volunteer Week.** Page 23
  - **Proclamation – Proclaiming the month of April as Sexual Assault Awareness Month** Page 25
7. **Discussion, Consideration and Possible Amendment to Budget Year FY2021-2022 for Arizona State Parks and Trails Grant surcharge fee of \$125,000.00.**  
Staff Resource: Ron Long Page 27
8. **Discussion, Consideration and Possible Approval of Resolution 2022-1086 a Resolution of the Mayor and Council approving a Final Site Plan for the Development of the Verde Commercial Property submitted by Blake Carroll. The property is approximately 66 acres and is Zoned C2-PAD (Commercial: General Sales and Service - Planned Area Development). The request includes a modification to the height of the Marriot Hotel building to allow a maximum of 55 feet and four stories. The request includes Tractor Supply on parcel 403-22-035A and a Marriott Hotel, Self-Storage and Public Safety Building, on parcel 403-22-035J at 300 North Goswick Way, Camp Verde, Yavapai County, Arizona.**  
Staff Resource; John Knight Page 31
9. **Discussion, Consideration and Possible Appointment of one (1) citizen to fill the vacant Council seat for the remainder of the current term until the seat is elected by citizens in the 2022 election cycle.** Staff Resource: Cindy Pemberton Page 67
10. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for

discussion and legal action. (Pursuant to A.R.S. §38-431.01(H))

**11. Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation. 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.

**12. Legislative Update**

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

**14. Adjournment**

*Note: Upon a public majority vote of a quorum of the Town Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes: (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1)); (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2)); (3) Discussion or consultation for legal advice with the attorneys of the public body. (A.R.S. §38-431.03(A)(3)); (4) Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation (A.R.S. § 38-431.03(A)(4)); (5) Discussion or consultation with designated representatives of the public body to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5)); (6) Discussion, consultation or consideration for negotiations by the town or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6)); (7) Discussion or consultation with designated representatives of the town to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(7)).*

*Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting. The Town of Camp Verde Council Chambers is accessible to persons with disabilities. Those with special accessibility or accommodation needs, such as large typeface*

print, may request these at the Office of the Town Clerk at 928-554-0021.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bashas on 03-11-2022 at 12:30 p.m. in accordance with the statement filed by the Camp Verde Town Council with the Town Clerk

Cindy Pemberton

Cindy Pemberton, Town Clerk

**DRAFT MINUTES  
TOWN OF CAMP VERDE  
WORK SESSION/RETREAT  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
FRIDAY, FEBRUARY 25, 2022 at 12:00 P.M.**

**ZOOM MEETING LINK:**

<https://us02web.zoom.us/j/85324915245?pwd=RVBmM2JlZVhtMnZxTndoVktkSFVFZz09>

**One Tap Mobile: 1-346-248-7799 or 1-669-900-9128**

**Meeting ID: 853 2491 5245**

**Passcode: 753874**

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

**Mayor and Council will be leaving Town Hall at 10:30 a.m. and travelling to:**

**Rio Vista Recreation Center  
8866 W Thunderbird Road  
Peoria, AZ 85381**

**1. Call to Order**

Mayor Jenkins called the meeting to order at 12:40 p.m.

**2. Roll Call. Council Members, Cris McPhail, Jessie Murdock, Robin Whatley (Zoom), Vice Mayor Joe Butner, and Mayor Dee Jenkins. Council Member Jackie Baker was absent, Council has one vacancy.**

**Other Present:** Town Manager Russ Martin, Town Engineer Ron Long, Public Works Analyst Dorie Blair (Zoom), Town Clerk Cindy Pemberton, Marshal Corey Rowley (Zoom), Library Director Kathy Hellman (Zoom), Magistrate Gary Horton (Zoom), Risk Manager Heather Vinson (Zoom) Deputy Town Clerk Virginia Jones.

**3. Pledge of Allegiance**

Mayor Jenkins led the Pledge of Allegiance.

**4. Welcome, Orientation and Group exercise. 12:00 p.m. - 12:30 p.m.**

Manager Martin Welcomed everyone and explained he would like feedback after the retreat regarding what Council would like to focus on in future Work Session, hoping critical questions will be answered. Martin requested everyone participate in an exercise by drawing the Town of Camp Verde as is you were giving directions to a total stranger, Council and staff shared the drawings and highlighted points of interest.

**5. Monthly Reporting Process and Review. 12:30 p.m. - 1:00 p.m.**

Council reviewed the format of the current Department Monthly Report. Discussion included alternative ideas such as each month or quarterly, different departments attend Council meeting and give an update. Council indicated they would like to see visual charts showing trends over the year. Town Clerk Cindy Pemberton reminded Council that Town

Code requires written reports to be gathered, and any changes, would require an update to the procedures and be done amending the Town Code, by ordinance.

**6. Presentation and Discussion of Proposed Public Safety Building. 1:00 p.m. - 2:00 p.m.**

Manager Martin introduced Blake Carroll from Provident who shared with Council an updated rendering of the current site plan. Council had a lengthy discussion regarding concerns the County was not 100% on board and this project is third on the County List. Mr. Carroll stated he was meeting with the County the first week in March.

Manager Martin gave an overview of different financing options for Council to consider.

Council took a break at 2:10 p.m.  
Reconvened meeting at 2:15 p.m.

**7. Updates and Presentations by Departments on current activity and their current and future staffing plans. 2:00 p.m. - 3:30 p.m.**

Marshal Rowley reviewed the Marshal's Organization Chart indicating new positions he will be asking for and highlighted that they are hiring retired officers that will fill the positions of a Civilian Investigator.

Judge Gary Horton indicated he would like to see the Court Supervisor re-classified to reflect the actual duties she currently is doing. Judge stated they are losing one Court Clerk who will be moving to the County Attorney's Office.

Economic Development Director Steve Ayers stated the only new positions in the future would be an Administrative Aid to oversee the activities of the day-to-day Business Resource and Innovation Center. This would be an entry level position.

John Knight Community Development Director indicated the majority of his staff is very new, with only 2 employees who have been there for more than one year. He stated he is looking towards adding an additional Code Enforcement Position. There will be physical changes to the office with the zoning portion moving into the old Economic Development Office and a new door way will be opened up to connect both locations.

Ron Long, Public Works Director reviewed the Organizational Chart including the various divisions that are currently under Public Works that include Engineering, Maintenance Division, Streets Division, Water Division (coming soon), Waste Water Division, Stormwater Division and Parks & Recreation Division. Council questioned if it is 'normal' to have so many divisions under Public Works. Long indicated it is unusual, however he places a lot of trust in each Division Manager and is open to suggestions for re-structuring, also stating that when times got

tough he inherited several of those divisions. Council had a short discussion regarding the current delay due to two tribes requesting the town provide archaeological survey monitoring plan for them to review.

Kathy Hellman, Library Director informed Council that in several municipalities Parks & Recreation is under the same division as the Library. Hellman indicated Council will be receiving requests in the near future for additional job descriptions to enable employees a chance for advancement. An example would be creating Library Specialist 1 and Library Specialist 2.

Mike Showers, Finance Director stated his department is growing and when the Town takes on the Water Company they will be expanding. Plans are to move the Finance Department into the current Marshal's Office Conference room to the right of the front door. Mr. Showers indicated in the future the Town may want to consider a procurement person

Cindy Pemberton, Town Clerk stated the Clerk's Office will be advertising shortly for an Executive Assistant, the position has already been approved by Council. Future needs for the Clerks Office would be 3 office spaces, records room up to 600 square feet and Council Chambers upgrade.

Brandy Cabrera-Human Resource Director indicated that on March 7<sup>th</sup> she is moving on to another position, interviews are scheduled to start March 21<sup>st</sup> for a new Director.

Heather Vinson, Risk Manager and Interim Human Resource stated the new CIP Manager was hired in November 2021 and has 7 active CIP projects ready to go. Vinson stated she is responsible for reviewing and tracking all contracts, including insurance requirements, and informed Council the Town had 10 Workman Compensation claims from June 2021 through December 2021 along with one property claim. Working with the Safety Officer they completed a safety inspection of the Wastewater Treatment Plant, and are working towards implementing multiple full-scale safety exercises. Vinson anticipated the need for an Administrative position within the next two years and requested Council consider space needs for Training/Emergency Operations center in the near future now that the we will no longer have the space available in the Marshal's Office.

Russ Martin indicated the new Executive Assistant position will also be helpful to the Manager and consideration in the future may include an Assistant Manager position.

Council agreed to hear Item 9 prior to item 8.

**8. Discussion and Updates on Capital Improvement Projects 3:30 p.m. - 4:15 p.m.**

(Item 8 was heard after discussion regarding the Town Code Item 10)

Manager Martin handed out a spread sheet created by Risk Manager and Project Manager Jim Waters.

**9. Benefits Survey 4:15 p.m. (this item was heard previous to item 8)**

Brandy Cabrera gave Council an update regarding the benefits survey that was conducted by the employees resulting in affordable insurance as the number one priority for employees and gym membership being the lowest priority. Cabrera reviewed AzCops requests that included 5% yearly increase for family coverage paid for by the Town until 75% coverage paid by Town. Cabrera recommended the Town stay with Kairos.

4:24 p.m. Council took a break  
Reconvened at 4:46 p.m.

**10. Town Code Discussion 4:50 p.m.**

(this item was heard prior to item 8 -CIP Projects)

Cindy Pemberton, Town Clerk explained to Council that the Clerks office created a sub-committee to reivew the Town Code and will be presenting to Council in the near future the recommended changes and requested Council contact her if they have any suggestions.

**11. Break/Dinner 5:00 p.m. - 6:00 p.m.**

Council broke for dinner at 5:00 p.m. and traveled to Paloma Park

**12. Travel to Peoria's Paloma Park located at 29799 N Lake Pleasant Pkwy-Peoria, Az and then Presentation on sports field lighting by Musco. 6:30 p.m. - 7:00 p.m.**

Meeting reconvened at 6:55 p.m. at Paloma Park where they met with Dee Smith and John Abney, representing Musco. Representatives stated the company has been in business since 1976 and they design and manufacture lighting solutions, showing Council the ability to control the lights on the field with an app placed on your phone or a simple phone call.

Council broke to travel to the next site at 7:37 p.m.

**13. Travel to Anthem Ball Fields located at 41703 N Gavilan Peak Pkwy and then Presentation on sports field lighting by Qualite Sports Lighting 7:00 p.m. - 8:00 p.m.**

Meeting reconvened at 8:09 p.m. at Anthem Ball Fields where the met with Roman Slaybaugh representing Qualite. Mr. Slaybaugh shared a sample of the Q-LED product they use, stating it is a high-performance lighting system designed for all sports venues, also demonstrating from an app on his phone how the lights can be



dimmed or brightened. Handouts were given to each Council Member. (a copy is on file in the Clerk's Office).

Presentation ended at 8:31 p.m.

**14. Adjournment/Travel Home 8:00 p.m.**

Without objection Mayor Jenkins adjourned the meeting at 8:31.

\_\_\_\_\_  
Mayor Dee Jenkins

\_\_\_\_\_  
Attest: Town Clerk Cindy Pemberton

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session/Retreat of the Town Council of Camp Verde, Arizona, held on February 25, 2022. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Cindy Pemberton, Town Clerk

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**DRAFT MINUTES**  
**TOWN OF CAMP VERDE**  
**REGULAR SESSION**  
**MAYOR AND COUNCIL**  
**473 S MAIN STREET, SUITE 106**  
**WEDNESDAY, MARCH 2, 2022 at 6:30 P.M.**

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

**1. Call to Order**

Mayor Jenkins called the meeting to order at 6:32 p.m.

**2. Roll Call**

Mayor Dee Jenkins, Vice Mayor Joe Butner, Councilor Robin Whatley, Councilor Jesse Murdock, Councilor Jackie Baker and Councilor Cris McPhail are present.

**Also Present**

Town Manager Russ Martin, Deputy Town Clerk Virginia Jones, Town Clerk Cindy Pemberton and Recording Secretary Jennifer Reed.

*Suddenlink is down and there is no internet service for ZOOM.*

**3. Pledge of Allegiance**

Marshal Rowley led the Pledge.

Mayor Jenkins took a moment of Personal Privilege to acknowledge the Ukrainian people and their brave defense of their country against a Russian Invasion of a peaceful and sovereign nation. Her prayers are with them.

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

**a) Approval of the Minutes:**

1. Special Session– February 16, 2022
2. Special Executive Session – February 16, 2022 – Sewer Design (recorded - on file)
3. Special Executive Session – February 16, 2022 – Public Safety Bldg. (recorded - on file)
4. Regular Session– February 16, 2022
5. Executive Session – February 16, 2022 (recorded - on file)

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

- 1) Work Session - Thursday, March 10, 2022, at 5:30 p.m.
- 2) Special Session - Wednesday, March 16, 2022, at 5:00 p.m.
- 3) Regular Session - Wednesday, March 16, 2022, at 6:30 p.m.

Councilor Whatley would like to pull Item 4.a.(4) “*Approval of the Regular Session Minutes of February 16, 2022.*” **Motion** made by Councilor McPhail to approve the consent agenda without Item 4.a.(4) as presented. Second was made by Councilor Baker. **Motion** carried 6-0.

Councilor Whatley would like to correct the motion on page 17. It should read, “On a Motion made by Councilor Whatley...” and not Councilor McPhail. Town Clerk Cindy Pemberton stated this has

been changed. **Motion** made by Councilor McPhail to accept the minutes of February 16<sup>th</sup> as corrected. Second was made by Councilor Whatley. **Motion** carried 6-0.

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

Sheri Hauser gave a Chamber update.

6. **Special Announcements and presentations**

- **Proclamation – Proclaiming Saturday, March 6, 2022, World Lymphedema Day.**

Councilor Murdock read the proclamation. Mayor Jenkins declared it so. Elisa McGinnis gave a presentation. She asked if everyone would change their lights blue on this day. She said that if you go to Amazon smile you can pick a lymphedema nonprofit where 10% of your proceeds will go towards research. She will provide a link to the Clerk.

- **Camp Verde Marshal’s Oath of Office for Jacob Zeid and Dustin Richardson**

Lieutenant Dan Jacobs administered the Oath of Office to Jacob Zeid and Dustin Richardson. Councilor Murdock thanked the department for all they do.

- **Update and presentation by the Community Development Department on the Status of the Department, Permit Activity, Office Expansion, and Future Changes.**

Community Development Director Jon Knight gave an update about the changes to the department. Mr. Knight had the staff introduce themselves. SR Planner- BJ Ratlief; Permit Clerk- Cory Mulcare; Certified Building Code Official- Roxanne Jasman; Permit Technician- Kimberlee McCune; and Plans Examiner- Kimberly Brokamp.

7. **Discussion, Consideration and Possible Approval of Ordinance 2022-A465 AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, FOR AN APPLICATION SUBMITTED BY ATLANTIC DEVELOPMENT FOR A ZONING MAP CHANGE FROM R1-PAD (Residential: Single Family-Planned Area Development) TO R2 (Residential: Duplex & Other Multi-family) ON PARCEL 403-23-104X, LOCATED ON HOMESTEAD PARKWAY COMPRISING APPROXIMATELY 28 ACRES.** Staff Resource: John Knight

Mayor Jenkins commended Mr. Knight on all the agenda items and the information that is submitted for each one. Mr. Knight acknowledge Ms. Ratlief and Ms. Mulcaire for their contribution on the information in the packet.

Mr. Knight said this item is a recommendation from Planning and Zoning Commission to approve a zoning map change for affordable housing. The RFP was submitted for a loan fund. Staff feels that this is a good location for multifamily housing.

**Motion** made by Councilor Baker to approve Ordinance 2022-A465 an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for an application submitted by Atlantic Development Company Inc. for a Zoning Map Change. The request is for a change from R1-PAD (Residential: Single Family-Planned Area Development) to R2 (Residential: Duplex & Other Multi-family) on parcel 403-23-104X, located on Homestead Parkway comprising approximately 28 acres. This

ordinance shall be affected 30 days after its passage and approval according to law. Second was made by Councilor Murdock. **Roll Call:**

Councilor Baker: aye  
Councilor McPhail: aye  
Councilor Murdock: aye  
Councilor Whatley: aye  
Vice Mayor Butner: aye  
Mayor Jenkins: aye

**Motion** carried 6-0.

**8. Discussion, Consideration, Possible Ratification and Approval of Application for Extension of Premises/Patio Permit for Kevin Norton-Salt Mine Winery located at 526 West Salt Mine Road Camp Verde for the purpose of increasing serving area.** Staff Resource: Cindy Pemberton

Town Clerk Cindy Pemberton stated this is request to ratify an extension of premises-patio permit. Staff previously signed off on the Patio Permit assuming it was a special/temporary increase. After reviewing the application staff realized the application was for a permanent extension and is requesting Council to Ratify the application and approve.

Councilor Baker asked how much more seating space will this add. She is concerned with additional traffic and parking. Councilor Murdock said it in the legend at the bottom of the map.

**Motion** made by Councilor Whatley to approve an application for Extension of Premises/Patio Permit for Kevin Norton-Salt Mine Vineyards located at 526 W Salt Mine Road to increase serving area. Second was made by Councilor Murdock. **Roll Call:**

Councilor Baker: aye  
Councilor McPhail: aye  
Councilor Murdock: aye  
Councilor Whatley: aye  
Vice Mayor Butner: aye  
Mayor Jenkins: aye

**Motion** carried 6-0.

**9. Discussion, Consideration and Possible Approval of Application for Extension of Premises/Patio Permit on existing Liquor License #03133021, Alex Goetting-Verde Brewing, located at 724 N Industrial Drive Unit 7A, Camp Verde, Arizona 86322.**

Town Clerk Cindy Pemberton stated the applicant is requesting a permanent extension of premises-patio permit to allow for Cold Storage. CVMO and Community Development have no issues in regards to this request.

**Motion** made by Councilor Baker to approve an application for Extension of Premises/Patio Permit on existing Liquor License #03133021, Alex Goetting-Verde Brewing, located at 724 N Industrial Drive Unit 7A, Camp Verde, Arizona 86322. Second was made by Councilor Murdock. **Roll Call:**

Councilor Baker: aye  
Councilor McPhail: aye  
Councilor Murdock: aye  
Councilor Whatley: aye  
Vice Mayor Butner: aye  
Mayor Jenkins: aye

**Motion** carried 6-0.

**10. Discussion, Consideration, and Possible Direction to Attorney and staff regarding current letter of engagement with Moyers Sellers, Ltd. To include but not limited to: hourly rate and possible**

**contract.** Staff Resource: Russ Martin

Town Manager Russ Martin stated the Town has engaged Mr. Steve Wene as the Town's Water Rights Attorney through Moyers Sellers, Ltd. A rate change request is to go from \$195 an hour to \$235 an hour. This is a professional service through our procurement policies whereby the Town can engage directly with a selected professional for service.

**Motion** made by Councilor McPhail to direct staff to renew the letter of engagement for the new rate of \$235/hour with Moyers/Sellers. Second was made by Councilor Baker. **Roll Call:**

Councilor Baker: aye  
Councilor McPhail: aye  
Councilor Murdock: aye  
Councilor Whatley: aye  
Vice Mayor Butner: aye  
Mayor Jenkins: aye

**Motion** carried 6-0.

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

Cheri Wischmeyer questioned if page numbers could be put on the online copy of the agenda. Ms. Pemberton stated the website actively does have the page numbers.

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

Councilor Baker sent her thanks to Councilor LeBeau for his service while on the Council.

Councilor McPhail attended the Yavapai Apache Nation Tribal Council Meetings, a car wash/bake sale, and a meeting regarding the Verde Lakes Pond/Verde Lakes Corporation.

Mayor Jenkins attended the Verde Valley Mayor and Managers Meeting, a PSPRS Meeting, and met with marshal regarding Yavapai Apache Nation Officer that was injured.

**13. 2020 Legislative Update – Staff Resource Russ Martin**

Town Clerk Cindy Pemberton has attended multiple meetings with AZ League and Intergov as the designate lobbyist. Some current bills that Towns and Cities would like to bring to Council's attention are:

- HCR2028 Minimum Law Enforcement Expenditures ~ OPPOSE
- SB104TPT Administration Remote Sellers ~ OPPOSE
- HB2749 TPT Prime Contracting Exemptions and Alterations ~recommending a NO vote
- HB2701 TPT Prime Contracting Tax Base
- 

Ms. Pemberton stated if there are other bills Council would like her to look into, just send her an email and she will report on it at the next update.

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

Town Manager Russ Martin: Stopped in to the Parks and Rec department to volunteer at the Pecan and Wine Festival. This is scheduled for Saturday, March 19<sup>th</sup> and Sunday, March 20<sup>th</sup>, starting at 11am each day. Mayor Jenkins would like the Parks and Rec Department to send an email out to remind Councilors to sign up.

15. **Update, Discussion and Consultation with the Town Attorney for legal advice regarding water and land agreements with the Yavapai-Apache Nation. The Council may, by majority vote, recess the special meeting, hold an executive session, and then reconvene the Regular meeting for discussion and possible action on this item as covered under A.R.S. 38-431.03 (A)(2); (A)(3); (A)(4); (A)(5); (A)(6).**

**Motion** made by Councilor Whatley to recess and go into Executive Session pursuant to A.R.S. code that was recited earlier. Second was made by Councilor McPhail. **Roll Call:**

Councilor Baker: aye  
Councilor McPhail: aye  
Councilor Murdock: aye  
Councilor Whatley: aye  
Vice Mayor Butner: aye  
Mayor Jenkins: aye  
**Motion** carried 6-0.

*Recess: 7:25 pm.*

- **Reconvene Open Session**

*Resume: 8:56 pm*

16. **Discussion and Consideration and Execution of the Town Manager’s Annual Performance Review. Pursuant to A.R.S. §38-431.03(A)(1). The Council may, by majority vote, recess the Regular meeting, hold an executive session and then reconvene the Regular meeting for discussion and possible action on this item as covered under A.R.S. §38-431.03 (A)(1).**

**Motion** made by Councilor Baker to recess and go into Executive Session pursuant to A.R.S. code that was recited earlier. Second was made by Vice Mayor Butner. **Roll Call:**

Councilor Baker: aye  
Councilor McPhail: aye  
Councilor Murdock: aye  
Councilor Whatley: aye  
Vice Mayor Butner: aye  
Mayor Jenkins: aye  
**Motion** carried 6-0.

- **Recess into and hold Executive Session pursuant to A.R.S. §38.431.03 (A)(1)**

*Recess at 8:59 p.m.*

- **Reconvene Open Session**

17. **Adjournment**

Mayor Jenkins adjourned the meeting at 10:00 p.m.

---

Mayor Dee Jenkins

---

Attest: Town Clerk Cindy Pemberton

**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 March 2, 2022. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Cindy Pemberton, Town Clerk

DRAFT





# Town of Camp Verde

◆ 473 S. Main Street, Suite 102 ◆ Camp Verde, Arizona 86322 ◆  
◆ Telephone: 928.554-0000 ◆ Fax: 928.567.9061 ◆  
◆ [www.campverde.az.gov](http://www.campverde.az.gov) ◆

March 9, 2022

President Robert Robbins  
Office of the President  
University of Arizona  
Tucson, AZ 85721

Dear Mr. Robbins,

Please accept this letter of our overwhelming support for the construction of a meat processing facility in Camp Verde, on property owned by the University of Arizona. It is our understanding that a window of opportunity exists whereby we may at last alleviate what has been a choke point in one of our heritage businesses in Yavapai County.

The beef industry and ranching in general has been stymied for over a decade due to the lack of adequate processing facilities. Compounding the situation in recent years has been the supply chain disruptions brought on by COVID. Add to that a growing demand for locally sourced meat and you have the perfect storm.

We believe a processing plant located in Camp Verde will go a long way towards not only satisfying the current demand, but assisting local cattle growers expand their industry. The Town stands ready to work with any and all partners to see this project become a reality.

Sincerely,

Dee Jenkins  
Mayor  
Town of Camp Verde

c.c.:

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Town of Camp Verde

**Agenda Item Submission Form – Section I**

Meeting Date: March 16, 2022

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

Requesting Department: Library

Staff Resource/Contact Person: Kathy D Hellman

Agenda Title (be exact): Proclamation of April 03-09, 2022 as National Library Week  
Proclamation of April 17-23, 2022 as National Volunteer Week

List Attached Documents: Proclamations

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews Completed by:

- Department Head:                       Town Attorney Comments:

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

Fiscal Impact:

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

Comments:

**Background Information:** Libraries across the nation celebrate National Library Week and National Volunteer Week in a variety of ways. Camp Verde Community Library would like to focus attention on the value of our Library and the volunteers in our community through these proclamations.

**Recommended Action (Motion):** Proclaim April 03-09, 2022 as National Library Week and April 17-23, 2022 as National Volunteer Week.

**Instructions to the Clerk:** Please have the Mayor sign the proclamations provided with this submission.

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# Proclamation

*be it proclaimed by the Mayor*  
**Town of Camp Verde**

**WHEREAS**, libraries help lives change in their communities, campuses and schools;

**WHEREAS**; librarians work to meet the changing needs of their communities, including providing resources for everyone and bringing services outside of library walls;

**WHEREAS**, libraries and librarians bring together community members to enrich and shape the community and address local issues;

**WHEREAS**, librarians are trained, tech-savvy professionals, providing technology training and access to downloadable content like e-books and e-learning;

**WHEREAS**, libraries offer programs to meet community needs, providing residents with resumé writing and computer classes, homework help, financial and healthcare planning services, informal STEM learning, and one-on-one technical assistance to seniors;

**WHEREAS**, libraries continuously grow and evolve in how they provide for the needs of every member of their communities;

**WHEREAS**, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

**NOW, THEREFORE**, be it resolved that I, Mayor Dee Jenkins,  
proclaim April 03—09, 2022

## *National Library Week*

I encourage all residents to visit the library this week and take advantage of the many free programs and resources available at our Community Library.



*dutifully executed this day \_\_\_\_\_, 2022*

\_\_\_\_\_  
Mayor  
Town of Camp Verde  
State of Arizona

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# Proclamation

*be it proclaimed by the Mayor*  
**Town of Camp Verde**

**WHEREAS**, volunteers give their time to help others, contributing thousands of volunteer hours per year in our community;

**WHEREAS**; volunteers in Camp Verde mentor our children, feed our hungry, comfort our lonely, beautify our town, contribute to our institutions, care for our elderly and fundraise for our charitable organizations;

**WHEREAS**, Camp Verde's volunteers are young, old, families, workers, retirees, men and women of all ages and backgrounds;

**WHEREAS**, organizations in Camp Verde that rely on volunteers include fundamental organizations such as the Library, the Adult Center, Fort Verde State Park, the Marshal's office, the Fire District, the Historical Society, our schools and churches, our annual festivals, and more;

**WHEREAS**, the collective result of the work done by our town's volunteers is that Camp Verde is a more desirable place to live.

**NOW, THEREFORE**, be it resolved that I, Dee Jenkins, Mayor of the Town of Camp Verde, do hereby proclaim April 17-23, 2022 as National Volunteer Week.

## *National Volunteer Week*

*I urge my fellow citizens to recognize the crucial role played by volunteers in our community.*

*dutifully executed this day \_\_\_\_\_, 2022*



\_\_\_\_\_  
Mayor  
Town of Camp Verde  
State of Arizona

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IT'S TIME ... TO TALK ABOUT IT! CONNECT. RESPECT. PREVENT SEXUAL VIOLENCE.

It's time ... to speak up! Sexual Assault Awareness Month Proclamation

**WHEREAS**, Sexual Assault Awareness Month is intended to draw attention to the fact that sexual violence is widespread and has public health implications for every community member of the Town of Camp Verde.

**WHEREAS**, the Town of Camp Verde shares a critical concern for the victims of sexual violence and a desire to support the needs for justice and healing; and

**WHEREAS**, Rape, sexual assault, and sexual harassment impact our community as seen by statistics indicating that 1 in 2 women, 1 in 4 men, and 1 in 2 transgender individuals have experienced contact sexual violence in their lifetime (The National Intimate Partner and Sexual Violence Survey, 2018; US Trans Survey, 2015); and

**WHEREAS**, We must work together to educate our community about what can be done to prevent sexual assault and how to support survivors; and

**WHEREAS**, Staff and volunteers of anti-violence programs at Verde Valley Sanctuary encourage every person to speak out when witnessing acts of violence however small and support victims of sexual violence; and

**WHEREAS**, With leadership, dedication, and encouragement, there is compelling evidence that we can be successful in reducing sexual violence in the Town of Camp Verde through prevention education, increased awareness, and holding perpetrators who commit acts of violence responsible for their actions; and

**WHEREAS**, the Town of Camp Verde strongly supports the efforts of national, state, and local partners, and of every citizen to actively engage in public and private efforts, including conversations about what sexual violence is, how to prevent it, how to help survivors connect with services, and how every segment of our society can work together to better address sexual violence.

**NOW THEREFORE BE IT RESOLVED**, that I, Dee Jenkins, Mayor of the Town of Camp Verde, Arizona, on behalf of the Town Council, join anti-sexual violence advocates and support service programs in the belief that all community members must be part of the solution to end sexual violence. Along with the United States Government and State of Arizona, I do hereby proclaim April as "Sexual Assault Awareness Month!"

\_\_\_\_\_  
Dee Jenkins-Mayor                      Date

\_\_\_\_\_  
Cindy Pemberton-Town Clerk - Date

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Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date: March 16, 2022**

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

**Requesting Department:** Public Works Department

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

**Agenda Title (be exact):** Amendment to budget year FY 21/22 for Arizona State Parks and Trails grant surcharge fee of \$125,000.

**List Attached Documents:**

1. Request for Payment from Arizona State Parks
2. Agreement to accept the Grant.

**Estimated Presentation Time: 5 Minutes**

**Estimated Discussion Time: 5 Minutes**

**Reviews Completed by:**

- Department Head: Russ Martin (included below)**
- Town Attorney: N/A**
- Finance Review:**                       **Budgeted**     **Unbudgeted**     **N/A**

**Finance Director Comments/Fund:**

**Fiscal Impact:** Reduced CIP available for other items now and going forward. Included in that balance is funding in the CIP, Cares Act, ARPA funding.

**Comments:** The budget for this expense may have to be covered under the Federal Grants anticipated expenses if all other expenses in other lines are actually expended. A budget transfer to cover this will be processed in the future once final expenses for the year are done.

**Background Information:**

Part of accepting the Land and Water Conservation Fund grant was an AZ State Parks Grant Administration Fee. It is 5% of the total grant and is not allowed to be taken from the grant proceeds. As a result, we need to address a budget line for this expense requiring a Council approval for a budget change.

**Recommended Action (Motion):** Move to approve the payment of \$125,000 to Arizona State Parks for the Land and Water Conservation Fund Grant Administration.



**Land and Water Conservation Fund (LWCF)  
Surcharge Invoice  
Invoice #: 22LWCFS-008**

Date: February 16, 2022

Sponsor: Town of Camp Verde  
473 S Main St.  
Camp Verde, AZ 86322

Grant Project Name/Number: 04-04-00769 Camp Verde Sports Complex  
Award: \$2,500,000.00  
Surcharge rate: 5%  
Amount Due: \$125,000.00  
Due Date: March 16, 2022

Please make checks payable to: Arizona State Parks and Trails  
1110 W Washington St, #100  
Phoenix, AZ 85007  
Attn: Mickey Rogers



Doug Ducey  
Governor

# ARIZONA STATE PARKS & TRAILS

Bob Broscheid  
Executive Director



October 9, 2021

Russ Martin, Town Manager  
Camp Verde  
473 S Main St.  
Camp Verde, AZ 86322

Re: Project 04-00769, Camp Verde Sports Complex

Dear Mr. Martin,

Enclosed is the signed project agreement for Camp Verde’s Sports Complex Project. All costs and match after **10/4/21** are eligible for your project. However, up to \$85,000.00 in **pre-design and architectural costs** incurred after **9/1/20** are eligible for reimbursement. The project agreement includes a breakdown of the costs and match for your project. If there are any changes in the breakdown of these costs as the project progresses, please let us know **prior** to any change in the scope of work. We also ask you follow the Administrative Guidelines posted at: [https://d2umhuunwbec1r.cloudfront.net/gallery/0004/0052/D62247549698431D8BA6D58F75C2E98D/Admin\\_Guidelines\\_12\\_03\\_2020.pdf](https://d2umhuunwbec1r.cloudfront.net/gallery/0004/0052/D62247549698431D8BA6D58F75C2E98D/Admin_Guidelines_12_03_2020.pdf)

There is a 5% surcharge of the grant award to assist State Park’s with the administration of the LWCF program. This surcharge, \$125,000.00 is due prior to your first request for reimbursement which is independent of the grant award and match.

**As part of the special conditions, Camp Verde must submit a cultural resource monitor plan that meets the Secretary of the Interior’s Professional Qualifications Standards prior to any ground disturbance. This plan must sent to park staff and be approved by the State Historic Preservation Office for their approval.**

Our on-line system is live and we will be asking all sponsors to use the system for correspondence and reporting. When corresponding using the on-line system, we ask that you reference your project in all e-mails. However, we will be migrating all of our grants to a new on-line system, e-civis prior to the end of the calendar year but will be giving sponsors training and notice when this migration has taken place. You will be submitting all expenses, match and status reports in the system. For every reimbursement, expense and match, we will need copies of invoices, time sheets, and proof these expenses have been paid.

We look forward to working with you on your project. If you have any questions, please contact myself at: [mrogers@azstateparks.gov](mailto:mrogers@azstateparks.gov) /602-542-6942 or Jeff Schmidt, GIS/Intern Coordinator at: [jschmidt@azstateparks.gov](mailto:jschmidt@azstateparks.gov) /602-542-7124.



Doug Ducey  
Governor

# ARIZONA STATE PARKS & TRAILS

Bob Broscheid  
Executive Director



Thank you.

A handwritten signature in green ink, appearing to read "Mickey Rogers".

Mickey Rogers  
Chief of Grants and Trails



Town of Camp Verde

**Agenda Report Form – Section I**

**Meeting Date:** Town Council March 16, 2022

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

**Requesting Department:** Community Development

**Staff Resource/Contact Person:** John Knight, Community Development Director

**Agenda Title:** Discussion, Consideration and Possible Approval of Resolution 2022-1086, a Resolution of the Mayor and Council approving a Final Site Plan for the Development of the Verde Commercial Property submitted by Blake Carroll. The property is approximately 66 acres and is Zoned C2-PAD (Commercial: General Sales and Service - Planned Area Development). The request includes a modification to the height of the Marriot Hotel building to allow a maximum of 55 feet and four stories. The request includes Tractor Supply on parcel 403-22-035A and a Marriott Hotel, Self-Storage and Public Safety Building, on parcel 403-22-035J at 300 North Goswick Way, Camp Verde, Yavapai County, Arizona.

**List Attached Documents:**

Resolution 2022-1086

Exhibits:

- A. Ordinance 2018-A437
- B. Overall Site Plan
- C. Tractor Supply Preliminary Site Plan
- D. Marriott Hotel Preliminary Site Plan
- E. Public Safety Building Preliminary Site Plan
- F. Self-Storage Building Preliminary Site Plan
- G. C2 Zoning Criteria
- H. PAD (Planned Area Development) Criteria
- I. GIS Data
- J. Zoning Map
- K. Letter of Intent
- L. Application for Site Plan Approval, 20220134
- M. Draft Minutes from March 3, 2022

**Estimated Presentation Time:** 10

**Estimated Discussion Time:** 20

**Reviews and comments Completed by:**

**Department Head: John Knight**

**Recommendation from Planning and Zoning Commission:** On Thursday, March 3, 2022, the Town of Camp Verde Planning and Zoning Commission unanimously recommended approval to the Mayor and Council of the Site Plan for the development of the Verde Commercial property which is zoned C2-PAD (Commercial: General Sales and Service -Planned Area Development). See Attachment M. This recommended approval includes a modification to the height of the Marriot Hotel building to allow a maximum of 55’ and 4 stories. Site plan includes Tractor Supply on parcel 403-22-035A and a Marriott Hotel, Self-Storage and Public Safety Building, on parcel 403-22-035J at 300 North Goswick Way, Camp Verde, Yavapai County, Arizona.

Specifically, the Planning and Zoning Commission passed the following recommendation to the Mayer and Town Council:

*Recommend to the Mayor and Common Council Approval of the Site Plan for Partial Development of Verde Commercial property zoned C2-PAD (Commercial: general Sales and Service: Planned Area Development). This request includes a modification to the height of Marriott Hotel building to o allow a maximum of 55’ and 4 stories. Site plan includes Tractor Supply on parcel 403-22-035A and a Marriott Hotel, Self-Storage and Public Safety Building, on parcel 403-22-035J at 300 North Goswick Way, Camp Verde, Yavapai County, Arizona.*

**Background Information:** In September 2018, the Town Council Approved a Zoning Map Change for then parcels 403-22-035H (R1L) and 403-22-035A (C2) to **C2-PAD**. Ordinance, 2018-A437 (Exhibit A), conditioned the Zoning Map Change by requiring final site plan review by the Planning and Zoning Commission and Town Council. Specifically, the Ordinance states:

*“Approval by the Town Council of a Final Development Site Plan to be reviewed by the Planning and Zoning Commission and approved by the Town of Camp Verde Council as required by the Town of Camp Verde Planning and Zoning Ordinance and Subdivision Regulations Section 203 L.2. PAD Planned Area Development), Scope, Site Plan requirements, Section 400 D.1. prior to issuance of any building permits;”*

The current submittal is for only the above referenced buildings (Exhibit B). The applicant will be required to provide separate submittals for future uses on the property (see discussion below).

Note: The original parcel of 403-22-035H was split in order to develop the RV Storage. This land split resulted in new parcel numbers of 403-22-035J and 403-22-035K. The Verde Ranch RV Storage complex was built upon 403-22-035K leaving 403-22-035J yet to be developed.

Plans are being prepared for four (4) projects. These will be reviewed and approved by staff through both the Development Standards Review process and Building Permit process.



- A. Tractor Supply, Exhibit C
- B. Marriott Hotel, Exhibit D
- C. Verde Valley Public Safety Building, Exhibit E
- D. Self-Storage, Exhibit F

Parcel 403-22-035A is currently under contract to be sold and developed by STNL Development who will be building a Tractor Supply retail store. STNL has been working closely with the Community Development Department on preliminary development discussions and criteria to be able to submit for building permits within the next 30-60 days. They have already started the Development Review Process which is the pre-building application administrative review of their development plans. The site plan, as submitted by STNL and the applicant, will be required to meet the C2 and PAD zoning requirements.

The Marriott Hotel and Verde Valley Public Safety Building are anticipated to be developed in tandem by Verde Commercial.

The Public Safety Building is proposed to serve Camp Verde Marshal's Office and other state and county public safety agencies who serve Camp Verde and the Verde Valley. Discussions are on-going between the applicant, Town Manager, Mayor and Council regarding possible funding and development options.

Both the Public Safety Building and the Self-Storage will be built to C2 Criteria. The Self-Storage will be built and managed by Verde Commercial in conjunction with Verde Ranch RV Storage.

The Marriott Hotel will also be built to C2 Zoning Criteria with two exceptions: building height and number of stories. The Town's C2 Zoning Criteria limit building height at forty feet and three (3) stories. The applicant requests, under the PAD zoning flexibility, approval of these exceptions. Specifically, the applicant has requested a building height limit of fifty-five (55) feet and a story limit of four (4) stories. Staff believes this increase in height is appropriate given the building's location near the Highway 260/I-17 Interchange. The applicant has stated that these two criteria are hallmarks of the Marriott Franchise and are essential to this project moving forward.

**"Future Development" areas of this Site Plan:** The applicant acknowledges this request to approve this/these Site Plan(s) is for only a portion of the entire parcel. These projects are in final stages of pre-development to be able to submit for building permits. It is anticipated that applications for Development Review and Building Permits on these four (4) projects will be ready for submission within the next thirty to ninety days.

There are several more projects also in development, but not yet in the same stage of readiness as the projects in this submittal. The applicant will submit updated Site Plan(s) for review and approval of these future projects in the coming months.

**Staff Comments:** The Community Development Department and applicant recognize this submittal does not cover the entire property. As noted above, additional proposed development will have to be submitted and be reviewed by the Planning and Zoning Commission and approved by the Town Council later. The Department recommends

approval of this Final Site Plan for these four (4) projects. The Department is working closely with the applicant on the future development plans for this PAD.

**Recommended Action (Motion):** Motion to approve Resolution 2022-1086, a Resolution of the Mayor and Council approving a Final Site Plan for the Development of the Verde Commercial Property submitted by Blake Carroll. The property is approximately 66 acres and is Zoned C2-PAD (Commercial: General Sales and Service - Planned Area Development). The request includes a modification to the height of the Marriot Hotel building to allow a maximum of 55 feet and four stories. The request includes Tractor Supply on parcel 403-22-035A and a Marriott Hotel, Self-Storage and Public Safety Building, on parcel 403-22-035J at 300 North Goswick Way, Camp Verde, Yavapai County, Arizona.



RESOLUTION NO. 2022-1086

**A Resolution of the Mayor and Council approving a Final Site Plan for the Development of the Verde Commercial Property submitted by Blake Carroll. The property is approximately 66 acres and is Zoned C2-PAD (Commercial: General Sales and Service - Planned Area Development). The request includes a modification to the height of the Marriot Hotel building to allow a maximum of 55 feet and four stories. The request includes Tractor Supply on parcel 403-22-035A and a Marriott Hotel, Self-Storage and Public Safety Building, on parcel 403-22-035J at 300 North Goswick Way, Camp Verde, Yavapai County, Arizona.**

WHEREAS, the property is zoned C2-PAD with Ordinance No. 2018-A437, by Verde Commercial, LLC, to allow mixed residential and commercial uses; and

WHEREAS, the PAD designation requires approval of a Final Site Plan for each phase by the Town Council prior to issuing building permits; and

WHEREAS, the applicant, Blake Carroll, has applied for Final Site Plan approval, on behalf of the owner, Verde Commercial LLC; and

WHEREAS, the request includes individual Site Plans for the Marriot Hotel, Tractor Supply, Self-Storage, and Public Safety Building; and

WHEREAS, the request also includes a modification to the height limit to allow construction of the Marriot Hotel with a maximum height of fifty-five (55) feet and four (4) stories; and

WHEREAS, on March 3, 2002, the Planning and Zoning Commission reviewed the Final Site Plan and unanimously recommended approval to the Town Council.

**The Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona do hereby find as follows:**

- A. The property was rezoned to C2-PAD with Ordinance No. 2018-A437.**
- B. The Planning and Zoning Commission reviewed this request on March 3, 2022, and unanimously recommended approval of the Final Site Plan for this phase of the Verde Commercial Development.**
- C. The proposed Final Site Plan includes approval of the Marriot Hotel, Tractor Supply, Self-Storage and a Public Safety Building.**
- D. The approval includes a modification to the height limit of the Marriot Hotel to allow a maximum height of fifty-five (55) feet and four (4) stories.**
- E. The proposed Final Site Plan will not constitute a threat to the health, safety, welfare or convenience to the public, and should be approved.**
- F. The proposed Final Site Plan is in conformation with the Town of Camp Verde General Plan, and is hereby approved.**

RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA ON MARCH 16, 2022.

\_\_\_\_\_  
Dee Jenkins, Mayor                      Date

Attest:

Approved as to form:

\_\_\_\_\_  
Cindy Pemberton, Town Clerk                      Date

\_\_\_\_\_  
Town Attorney

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**ORDINANCE 2018 A437**

**AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA FOR A ZONING MAP CHANGE FROM R1L-70 (RESIDENTIAL: SINGLE FAMILY RESIDENTIAL LIMITED, 70,000 SQUARE-FOOT MINIMUM LOT SIZE) AND C2 (COMMERCIAL: GENERAL SALES AND SERVICE) TO C2-PAD (COMMERCIAL: GENERAL SALES AND SERVICE, PLANNED AREA DEVELOPMENT) FOR A PROPOSED MIXED-USE PROJECT. THE PROPERTY IS APPROXIMATELY 81 ACRES AND IS LOCATED AT HOMESTEAD PARKWAY AND STATE ROUTE 260, PARCEL NOS. 403-22-035A AND 403-22-035H, IN CAMP VERDE, YAVAPAI COUNTY, ARIZONA AND PROVIDING THAT THIS ORDINANCE SHALL BE EFFECTIVE THIRTY (30) DAYS AFTER ITS PASSAGE AND APPROVAL ACCORDING TO LAW.**

**WHEREAS**, the Town of Camp Verde adopted the Planning and Zoning Ordinance 2011-A374, approved May 25, 2011, and

**WHEREAS**, Part 6, Section 600(C)(1) of the Planning and Zoning Ordinance allows for the amendment, supplementation or change of zoning boundaries by the Town Council of the Zoning Map of Camp Verde under the Planning & Zoning Ordinance, and

**WHEREAS**, the Mayor and Council find that the requested re-zoning will be beneficial to the community and is in conformity with the Camp Verde General Plan, and

**WHEREAS**, the Mayor and Council find that the procedures required by ARS §9-462.03 and 9-462.04 have been complied with in connection with this zoning action, and

**NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE AS FOLLOWS:**

**Section 1. The Town Council hereby finds as follows:**

- A. A request for **Zoning Map Change 2018-0278** was filed by Krishan Ginige, Agent for the property owners, to rezone the subject parcels R1L-70 (RESIDENTIAL: SINGLE FAMILY RESIDENTIAL LIMITED, 70,000 SQUARE-FOOT MINIMUM LOT SIZE) AND C2 (COMMERCIAL: GENERAL SALES AND SERVICE) TO C2-PAD (COMMERCIAL: GENERAL SALES AND SERVICE, PLANNED AREA DEVELOPMENT) FOR the following described real property: The legal description is attached as exhibit "A". The above described parcel contains an area of approximately 81 acres.

- B. The Planning & Zoning Commission reviewed the request on August 9, 2018 in a public hearing that was advertised and posted according to state law and recommended approval of Zoning Map Change 2018-0278.
- C. The proposed Zoning Map Change Amendment will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved.
- D. The Waiver of Diminution of Value Claim has been signed by the property owners and is attached as exhibit "B".

**Section 2.** That this ordinance be hereby expressly conditioned as follows:

- 1. Approval by the Town Council of a Final Development Site Plan to be reviewed by the Planning and Zoning Commission, and approved by the Town of Camp Verde Town Council as required by the Town of Camp Verde Planning and Zoning Ordinance and Subdivision Regulations Section 203 L.2. PAD (Planned Area Development), Scope, Site Plan requirements, Section 400 D.1. prior to issuance of any building permits;


In the event of non-compliance with any of the above conditions, the zoning designation for the described properties may revert from C2-PAD (COMMERCIAL: GENERAL SALES & SERVICES, PLANNED AREA DEVELOPMENT) back to the original designation of R1L-70 (RESIDENTIAL: SINGLE FAMILY LIMITED, 70,000 SQUARE-FOOT MINIMUM LOT SIZE) AND C2, COMMERCIAL: GENERAL SALES & SERVICES in accordance with the procedures set forth in ARS §9-462.01(E).

**Section 3.** All ordinances or parts of ordinances adopted by the Town of Camp Verde in conflict with the provisions of this ordinance or any part of the code adopted, are hereby repealed, effective as of the effective date of this ordinance.


**Section 4.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.


**Section 5.** This ordinance is effective upon the expiration of a thirty 30-day period following the adoption hereof and completion of publication and any posting as required by law.

**PASSED AND APPROVED BY A MAJORITY VOTE OF THE TOWN COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON THIS 5TH DAY OF SEPTEMBER, 2018.**

  
 Charles German - Mayor

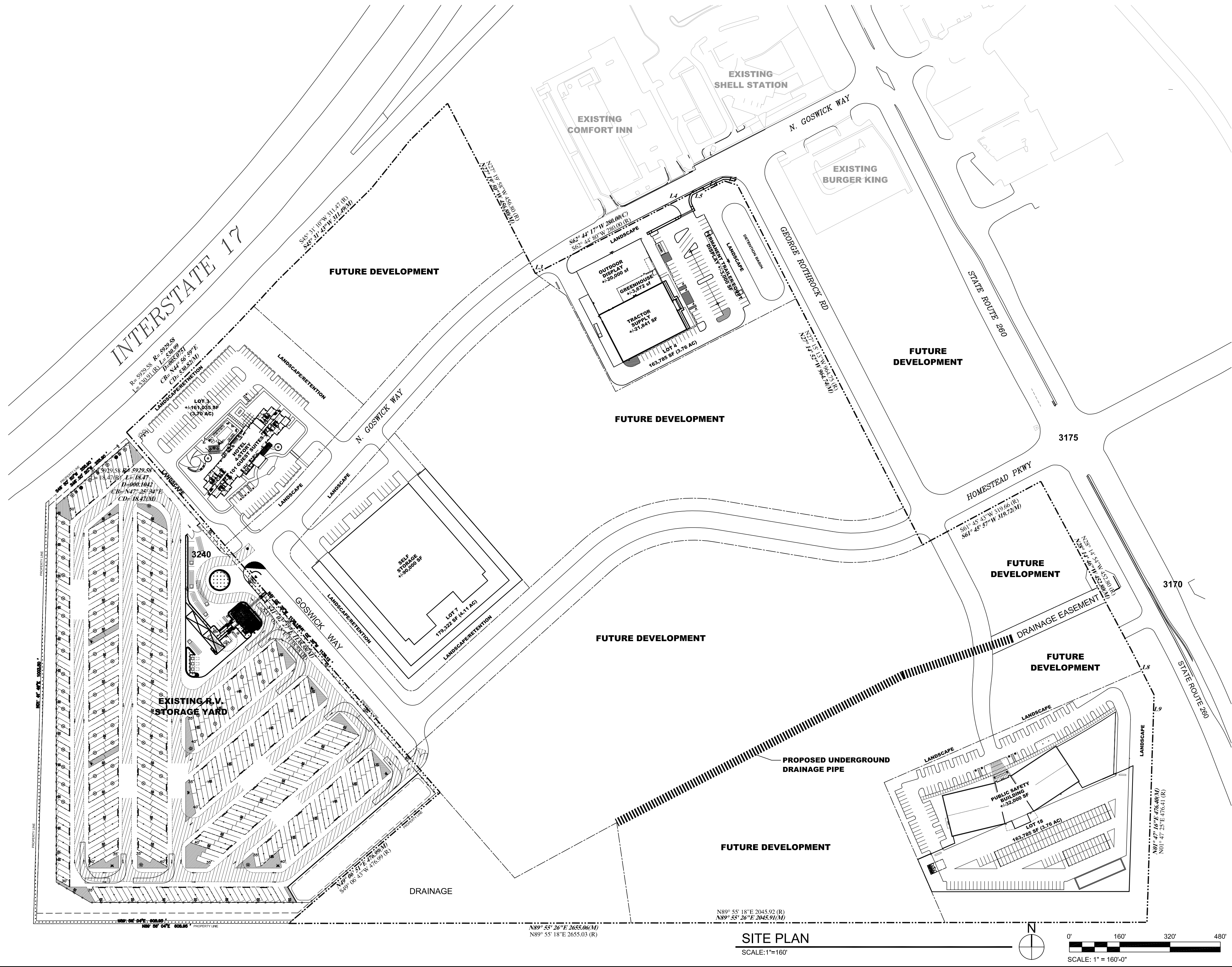
Date: 9.6.2018

Approved as to form:  
  
 Bill Sims - Town Attorney

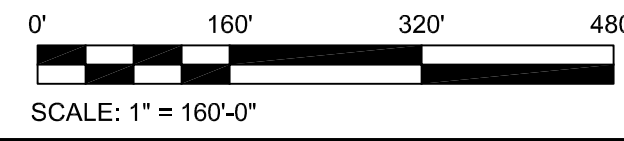
Attest:   
 Judith Morgan, Town Clerk

Exhibits on file in Clerk's Office

Exhibit B



SITE PLAN  
SCALE: 1"=160'



**SITE DATA**

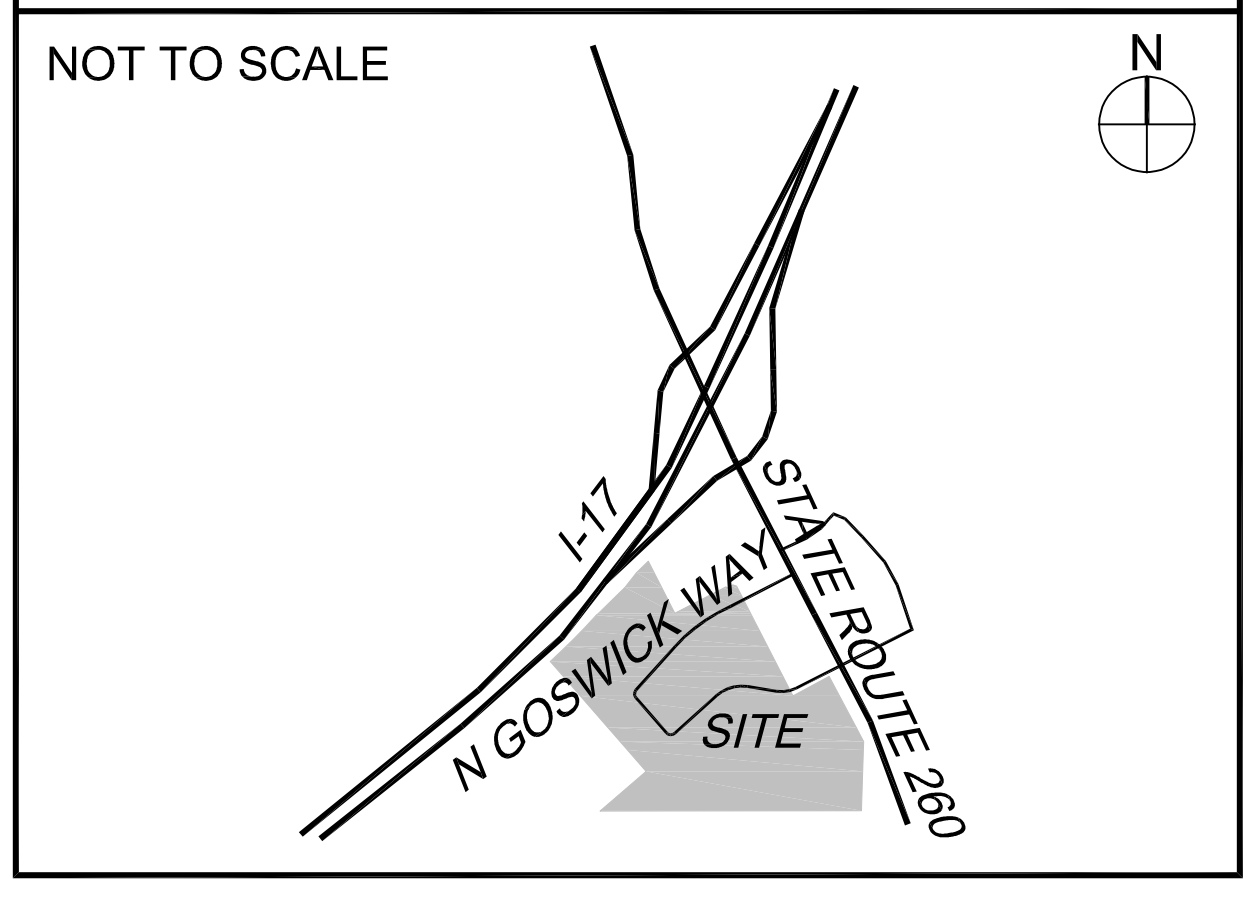
APN :	403-22-035J
ZONING :	C2-PAD
USE :	RETAIL, STORAGE, HOTEL, GOVERNMENTAL
SITE AREA (GROSS) :	2,936,448 S.F. (67.41 AC)
LOT 3	161,035 SF (3.70 AC)
LOT 4	163,785 SF (3.76 AC)
LOT 7	179,322 SF (4.11 AC)
LOT 18	163,785 SF (3.76 AC)
<b>BUILDING DATA:</b>	
LOT 3 - 4-STORY HOTEL (101 ROOMS):	64,040 SF
LOT 4 - RETAIL (TRACTOR SUPPLY COMPANY):	21,841 SF
LOT 7 - SELF STORAGE:	90,000 SF
LOT 18 - PUBLIC SAFETY BUILDING	32,000 SF
<b>MAX LOT COVERAGE:</b>	50%
<b>LOT COVERAGE PROPOSED:</b>	
LOT 3:	10%
LOT 4:	13.3%
LOT 7:	50.1%
LOT 18:	19.5%
<b>BUILDING HEIGHT (STORIES):</b>	3 STORIES (4 STORIES PROPOSED)
<b>BUILDING HEIGHT (FEET):</b>	40' (55' PROPOSED)
<b>SETBACKS (BUILDING):</b>	
FRONT :	10' REQUIRED
SIDE (EXTERIOR) :	10' REQUIRED
SIDE (INTERIOR) :	0' REQUIRED
REAR :	0' REQUIRED
<b>PARKING REQUIRED:</b>	
HOTEL 1/GUESTROOM + 1/2 EMPLOYEES:	111 SPACES
RETAIL 1/200 SF:	110 SPACES
SELF STORAGE 1/500 SF:	180 SPACES
GOVERNMENTAL 1/200 SF:	160 SPACES
<b>PARKING PROVIDED :</b>	
HOTEL:	125 SPACES
RETAIL:	72 SPACES
SELF STORAGE:	26 SPACES
GOVERNMENTAL:	230 SPACES

NOTE: SITE IMPROVEMENTS SHALL BE DESIGNED IN COMPLIANCE WITH THE TOWN OF CAMP VERDE ENGINEERING DESIGN AND CONSTRUCTION STANDARDS.

**PROJECT TEAM**

<b>ARCHITECT</b>	<b>OWNER</b>
UPWARD ARCHITECTS 1155 W RIO SALADO PKWY, 101 TEMPE, AZ 85257 PHONE: (602) 753-5222 FAX: E-MAIL: justin@upwardarchitects.com CONTACT: Justin Gregonis	PROVIDENT REAL ESTATE VENTURES 3131 E CAMELBACK RD, SUITE 110 PHOENIX, AZ 85016 PHONE: (602) 317-6170 FAX: E-MAIL: bcarroll@providentrev.com CONTACT: Blake Carroll

**VICINITY MAP**



**VERDE VALLEY SITE PLAN**  
162 NORTH GOSWICK WAY  
CAMP VERDE, AZ  
2.18.2022  
PROJECT NO.: 21090

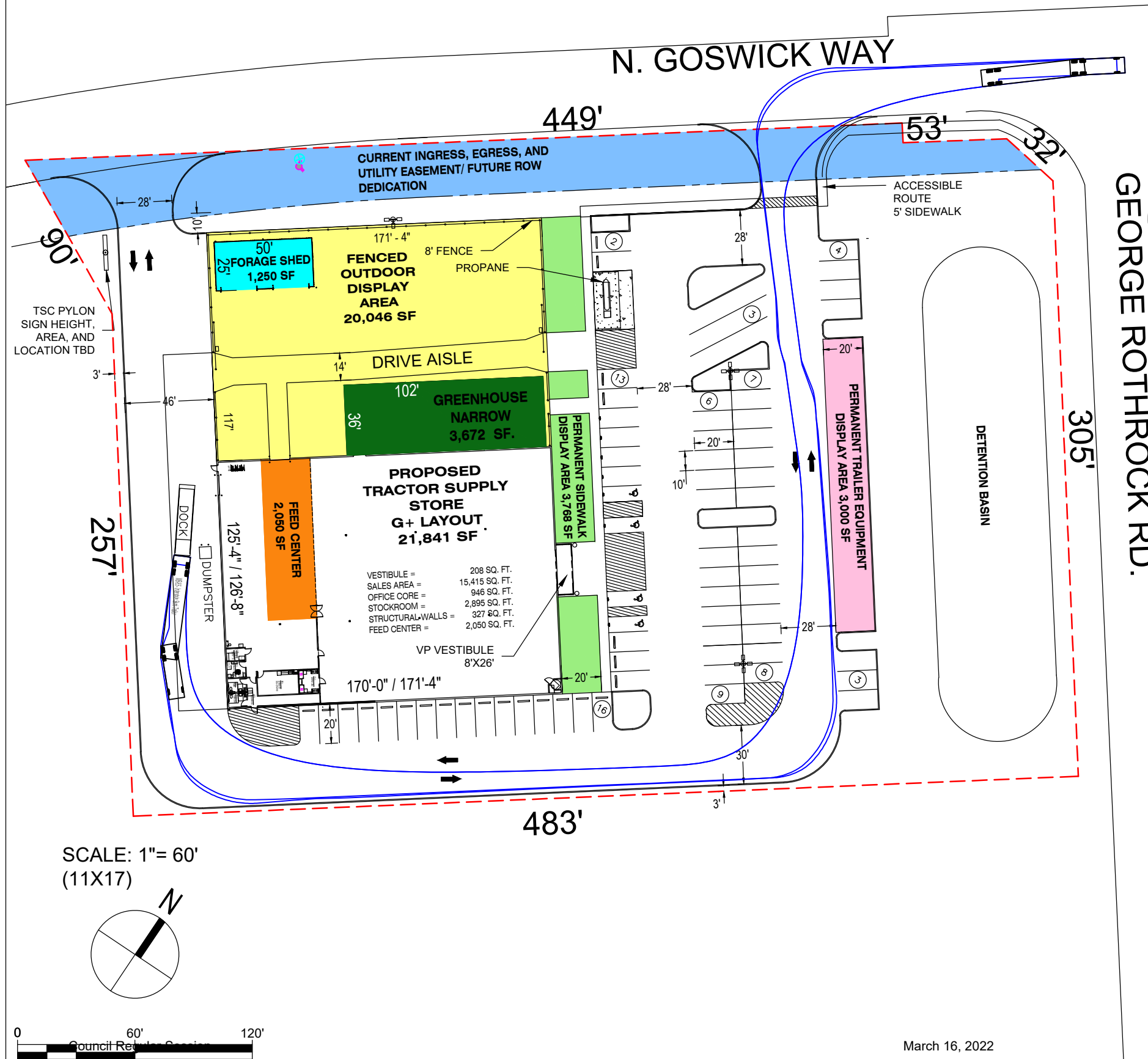




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**PRELIMINARY SITE PLAN**  
(EGRESS AUTOTURN)

**Exhibit C**



**COLOR LEGEND**

- BOUNDARY OF DEMISED PREMISES
- PYLON SIGN
- FENCED OUTDOOR DISPLAY AREA
- PERMANENT TRAILER AND EQUIPMENT DISPLAY AREA
- PERMANENT SIDEWALK DISPLAY AREA
- GREENHOUSE
- FEED STORAGE
- FORAGE SHED
- WELLNESS CENTER
- EASEMENT AREA

\_\_\_\_\_  
TENANT SIGNATURE

\_\_\_\_\_  
NAME & TITLE/COMPANY (PRINTED)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
LANDLORD SIGNATURE

\_\_\_\_\_  
NAME & TITLE/COMPANY (PRINTED)

\_\_\_\_\_  
DATE

**PROJECT INFORMATION**

<b>SITE AREA</b>	
LOT	±3.77 AC
TOTAL	± 3.77 AC

**PARKING COUNT SUMMARY**

TSC	21,841 SF	71 SP
PERM DISPLAY		15 SP
TOTAL PROVIDED		86 SP

**REQUIRED BY CITY**

TSC	89 SP	
1/200 SF USEABLE PUBLIC SPACE		
TOTAL REQUIRED		89 SP

**ZONING CLASSIFICATION**

EXISTING	C2
PROPOSED	C2

**REQUIRED SETBACKS**

FRONT	10'
SIDE	0'
REAR	0'

**PROJECT NOTES**

- THIS CONCEPTUAL SITE PLAN IS FOR PLANNING PURPOSES ONLY. SITE SPECIFIC INFORMATION SUCH AS EXISTING CONDITIONS, ZONING, PARKING, LANDSCAPE, PAVEMENT LINES AND UTILITY REQUIREMENTS MUST BE VERIFIED.
- ALL CURB CUTS SHOWN ARE PROPOSED AND MUST BE VERIFIED.

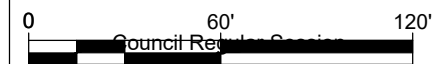
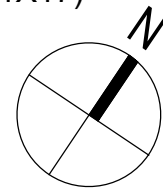
**DRAWING ISSUE/REVISION RECORD**

DATE	NARRATIVE	DRAWN BY
05/21/21	INITIAL RELEASE	SE3
08/24/21	REVISED LAYOUT	SE3
10/08/21	REVISED LAYOUT	SE3
10/12/21	REVISED LAYOUT	SE3
10/20/21	REVISED LAYOUT	SE3
10/27/21	REVISED WIDE VIEW	SE3
12/20/21	REVISED LAYOUT	SE3
12/28/21	REVISED LAYOUT	SE3
01/17/22	REVISED SITE	SE3

**STNL**

TRACTOR SUPPLY  
CAMP VERDE\_AZ

SCALE: 1"= 60'  
(11X17)



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**GUESTROOM MATRIX:**

ACCESSIBLE ROOMS: (7) REQUIRED:  
 ((5) UNITS WITH ACCESSIBLE TUBS + (2) UNIT WITH ROLL-IN SHOWER)  
 HEARING IMPAIRED ROOMS: 12 REQUIRED  
 ((11) PROVIDED + (1) AS PART OF ACCESSIBLE ROOMS  
 (NOT MORE THAN 10% PER SECTION 224.5 ADA) = (11) HEARING IMPAIRED ROOMS)

TYPE DESCRIPTION:	1st:	2nd:	3rd:	4th:	TOTAL:
A1 STUDIO KING	0	6	6	6	18
A2 STUDIO X KING	4	0	0	0	4
B1 STUDIO DOUBLE QUEEN - END C	4	4	4	4	16
B2 STUDIO DOUBLE QUEEN - CTR A	2	14	14	14	44
B3 STUDIO DOUBLE QUEEN	0	1	1	1	3
C1 ONE BEDROOM SUITE	4	4	4	4	16
TOTALS:	14	29	29	29	101

NOTE: 22% OF GUESTROOMS ARE KING UNITS. 62% OF GUESTROOMS ARE DOUBLE QUEEN UNITS. 16% OF GUESTROOMS ARE ONE BEDROOM SUITES.

**SITE DATA:**

PROPERTY ADDRESS: ..... I-17 AND HIGHWAY 260  
 SITE AREA: ..... 5.30 ACRES (231,294 S.F.)

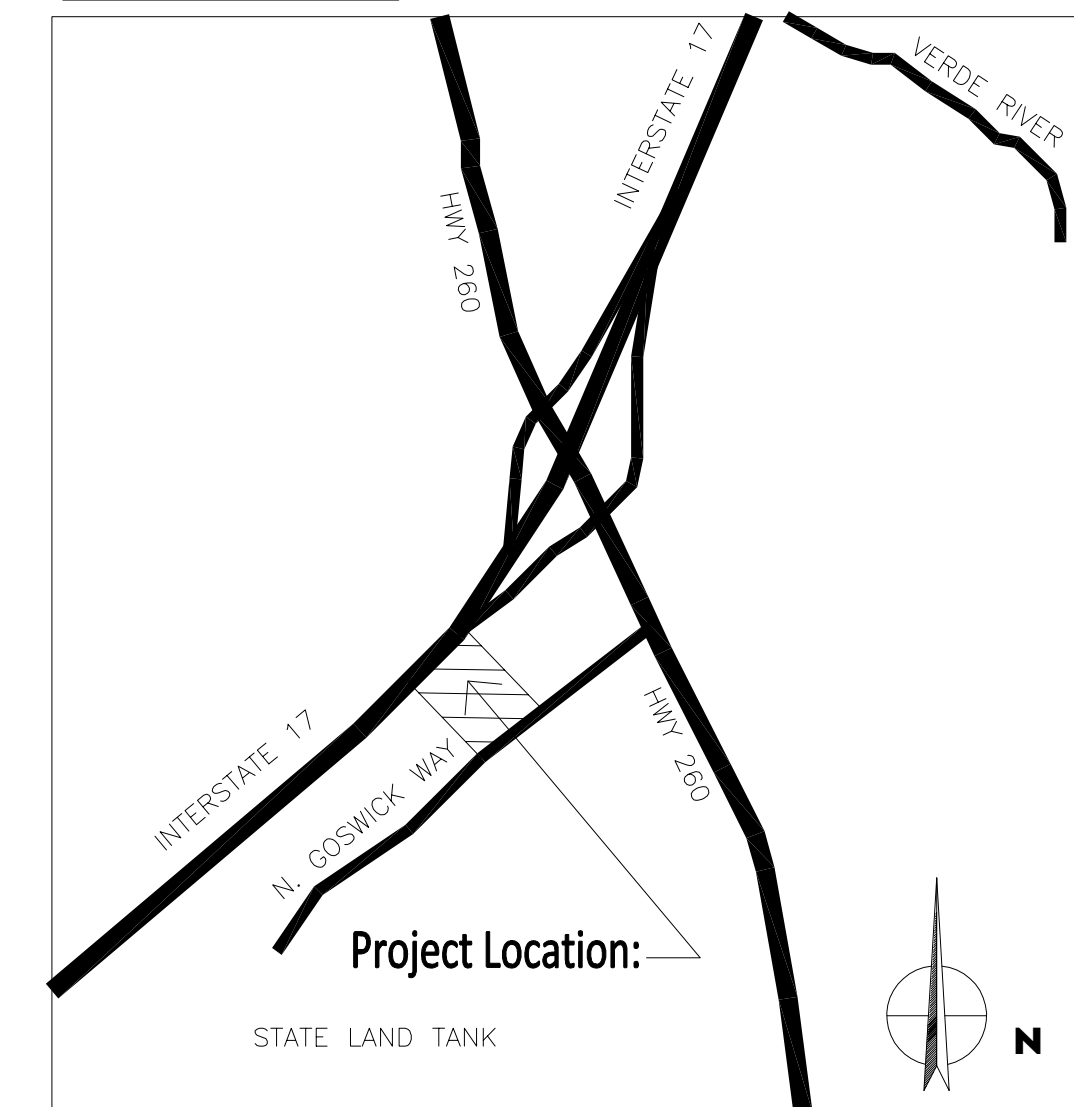
**PARKING ANALYSIS:**

H2S GUESTROOMS: 101  
 HOTEL PARKING REQUIRED: 101 ROOMS X 1 PER ROOM ..... 101  
 EMPLOYEE PARKING REQUIRED: 1 PER 2 EMPLOYEES (4 EMPLOYEES) ..... 8  
 TOTAL PARKING REQUIRED: 109  
 HOTEL PARKING PROVIDED: ..... 121  
 STANDARD ..... 121  
 HANDICAPPED ACCESSIBLE ..... 5  
 TOTAL PARKING SPACES PROVIDED: ..... 126

**BUILDING DATA:**

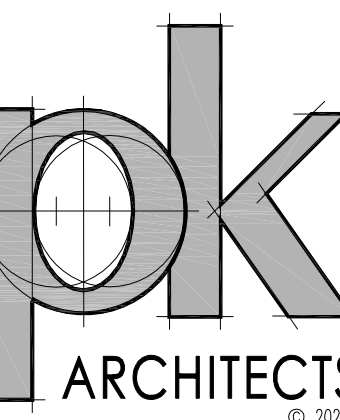
OCCUPANCY TYPE: ..... MIXED OCCUPANCY (R-1 PRIMARY)  
 CONSTRUCTION TYPE: ..... VA CONSTRUCTION TYPE  
 HOTEL SQUARE FOOTAGE:  
 1ST FLOOR ..... 15,506 S.F.  
 2ND FLOOR ..... 15,506 S.F.  
 3RD FLOOR ..... 15,506 S.F.  
 4TH FLOOR ..... 15,506 S.F.  
 TOTAL ENCLOSED AREA: ..... 62,024 S.F.

**VICINITY MAP:**



**SITE PLAN**

SCALE: 1" = 20'-0"



**PK ARCHITECTS, PC**  
 4515 S. MACLINTOCK DRIVE, #206  
 TEMPE, ARIZONA 85282  
 PHONE: (602) 283-1620  
 FAX: (602) 283-1621

**TOWNEPLACE SUITES<sup>®</sup>**  
 BY HARRIOTT

**CAMP VERDE, AZ**

REVISION: DATE: COMMENTS:

PROJECT NO: .....  
 DATE: 02/24/2022  
 DRAWN BY: .....  
 CHECKED BY: SK

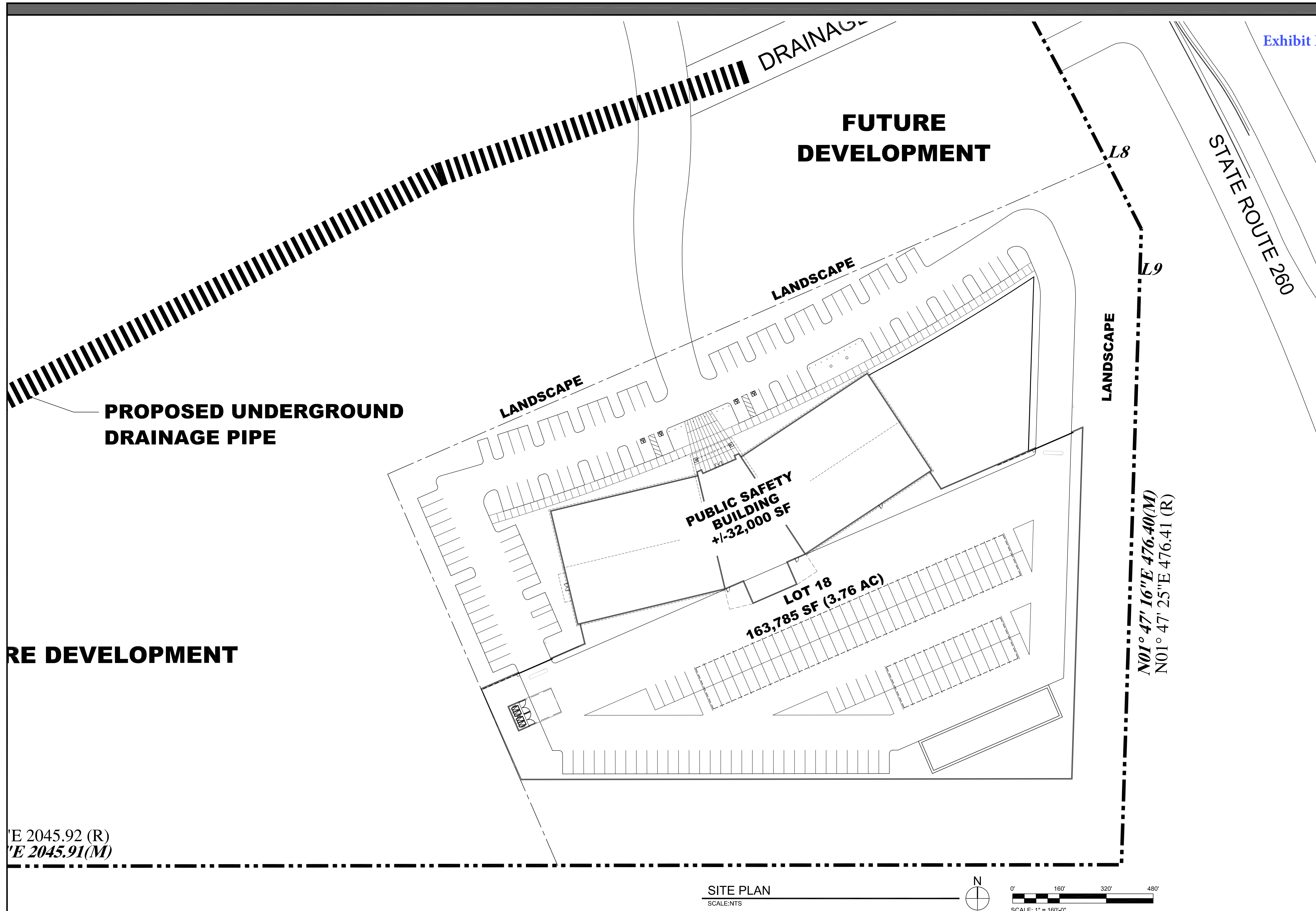
SHEET TITLE:  
**SITE PLAN**

SHEET NUMBER:

**A1.1**

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Exhibit E



### SITE DATA

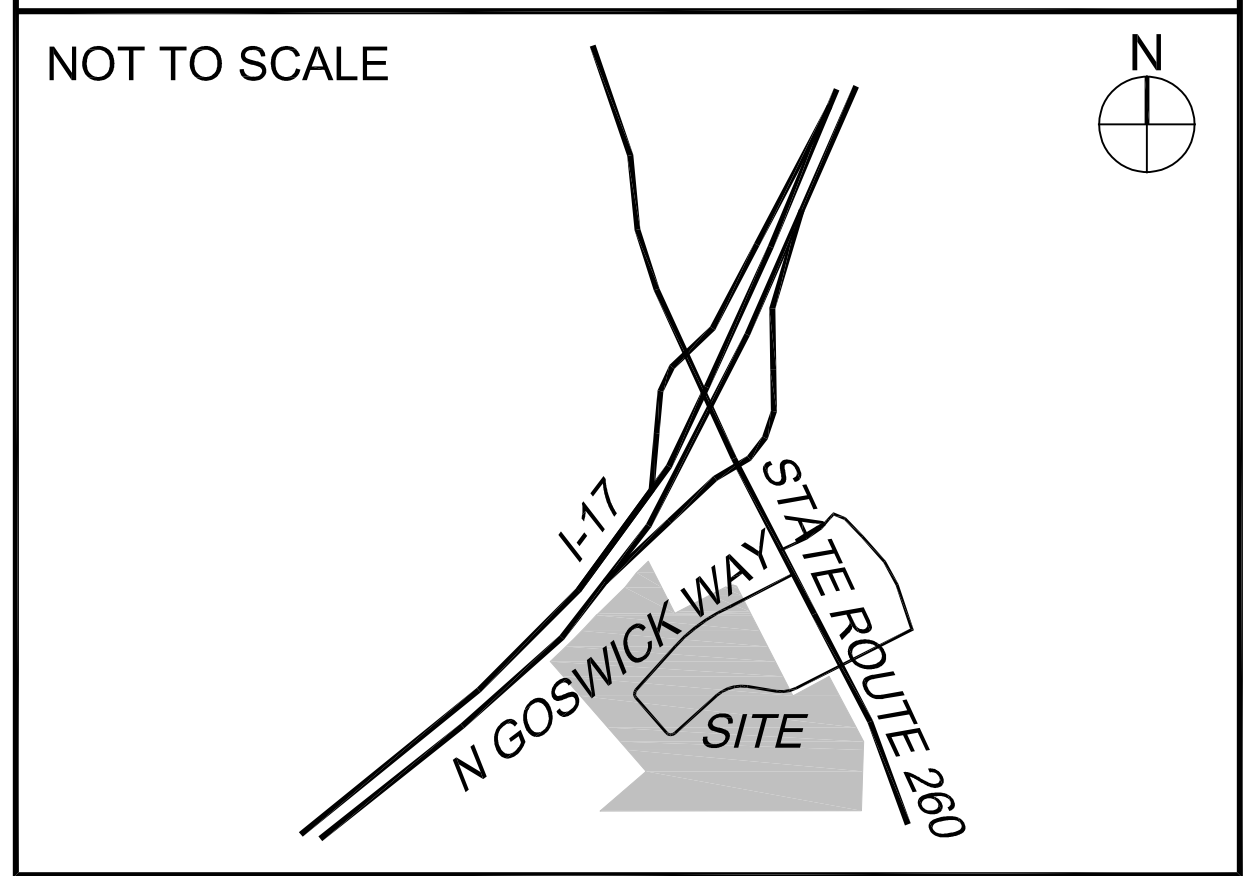
APN :	403-22-035J
ZONING :	C2-PAD
USE :	RETAIL, STORAGE, HOTEL, GOVERNMENTAL
SITE AREA (GROSS) :	2,936,448 S.F. (67.41 AC)
LOT 3 :	161,035 SF (3.70 AC)
LOT 4 :	163,785 SF (3.76 AC)
LOT 7 :	179,322 SF (4.11 AC)
LOT 18 :	163,785 SF (3.76 AC)
BUILDING DATA:	
LOT 3 - 4-STORY HOTEL (101 ROOMS):	64,040 SF
LOT 4 - RETAIL (TRACTOR SUPPLY COMPANY):	21,841 SF
LOT 7 - SELF STORAGE:	90,000 SF
LOT 18 - PUBLIC SAFETY BUILDING	32,000 SF
MAX LOT COVERAGE:	50%
LOT COVERAGE PROPOSED:	
LOT 3:	10%
LOT 4:	13.3%
LOT 7:	50.1%
LOT 18:	19.5%
BUILDING HEIGHT (STORIES):	3 STORIES (4 STORIES PROPOSED)
BUILDING HEIGHT (FEET):	40' (55' PROPOSED)
SETBACKS (BUILDING):	
FRONT :	10' REQUIRED
SIDE (EXTERIOR) :	10' REQUIRED
SIDE (INTERIOR) :	0' REQUIRED
REAR :	0' REQUIRED
PARKING REQUIRED:	
HOTEL 1/GUESTROOM + 1/2 EMPLOYEES:	111 SPACES
RETAIL 1/200 SF:	110 SPACES
SELF STORAGE 1/500 SF:	180 SPACES
GOVERNMENTAL 1/200 SF:	160 SPACES
PARKING PROVIDED :	
HOTEL:	125 SPACES
RETAIL:	72 SPACES
SELF STORAGE:	26 SPACES
GOVERNMENTAL:	230 SPACES

NOTE: SITE IMPROVEMENTS SHALL BE DESIGNED IN COMPLIANCE WITH THE TOWN OF CAMP VERDE ENGINEERING DESIGN AND CONSTRUCTION STANDARDS.

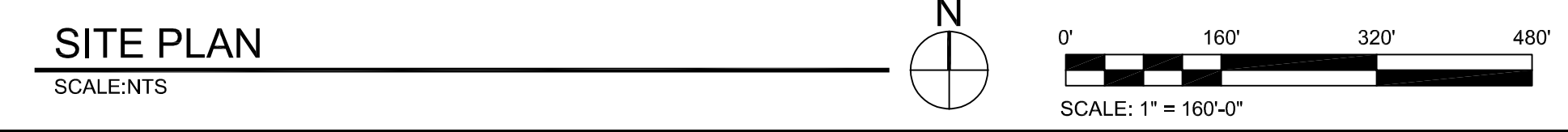
### PROJECT TEAM

ARCHITECT	OWNER
UPWARD ARCHITECTS 1155 W RIO SALADO PKWY, 101 TEMPE, AZ 85257 PHONE: (602) 753-5222 FAX: E-MAIL: justin@upwardarchitects.com CONTACT: Justin Gregonis	PROVIDENT REAL ESTATE VENTURES 3131 E CAMELBACK RD, SUITE 110 PHOENIX, AZ 85016 PHONE: (602) 317-6170 FAX: E-MAIL: bcarroll@providentrev.com CONTACT: Blake Carroll

### VICINITY MAP



E 2045.92 (R)  
E 2045.91 (M)

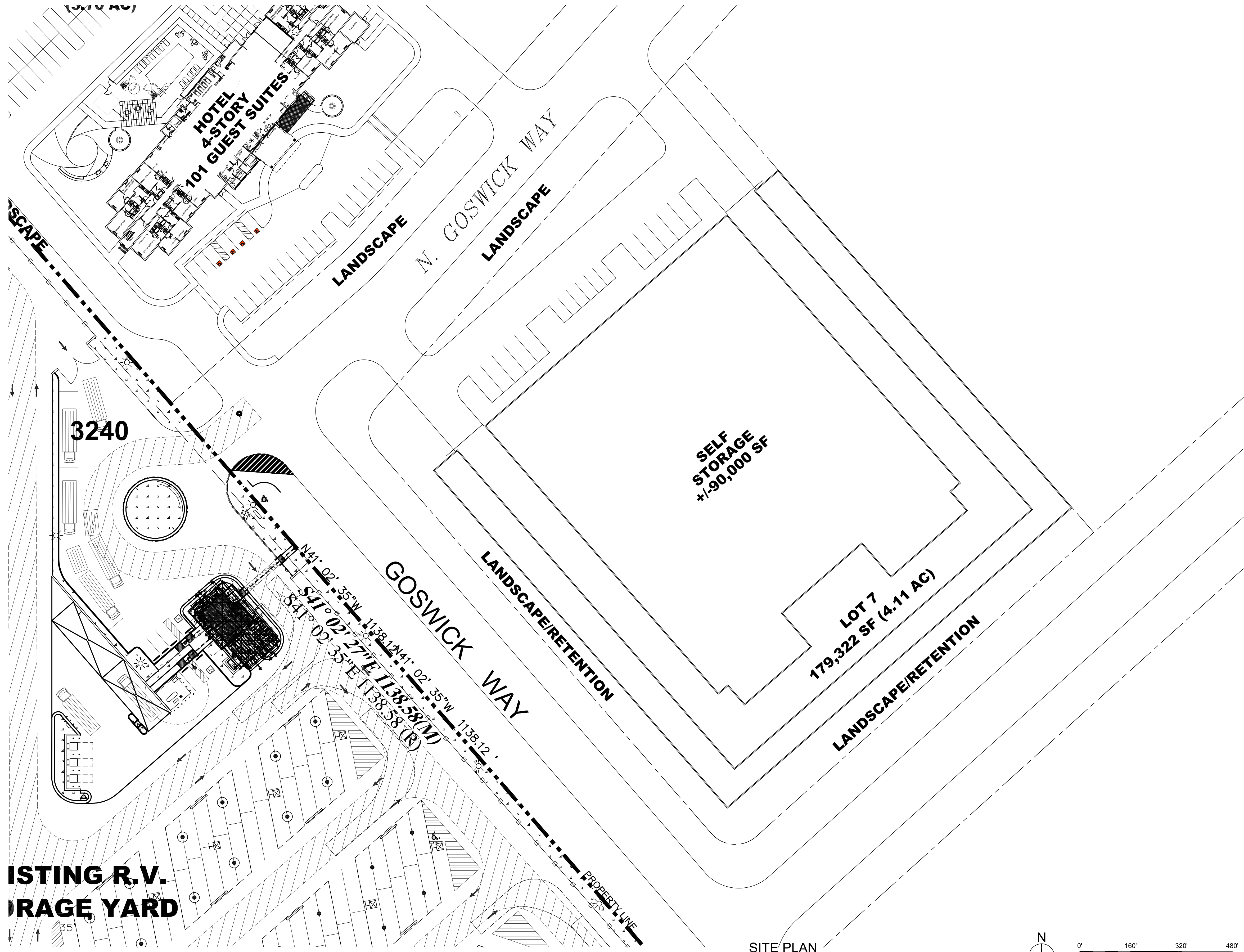


**VERDE VALLEY SITE PLAN**  
 162 NORTH GOSWICK WAY  
 CAMP VERDE, AZ  
 2.18.2022  
 PROJECT NO.: 21090



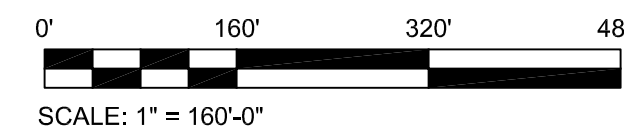
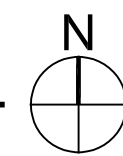
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Exhibit F



EXISTING R.V. STORAGE YARD

SITE PLAN  
SCALE: NTS



**SITE DATA**

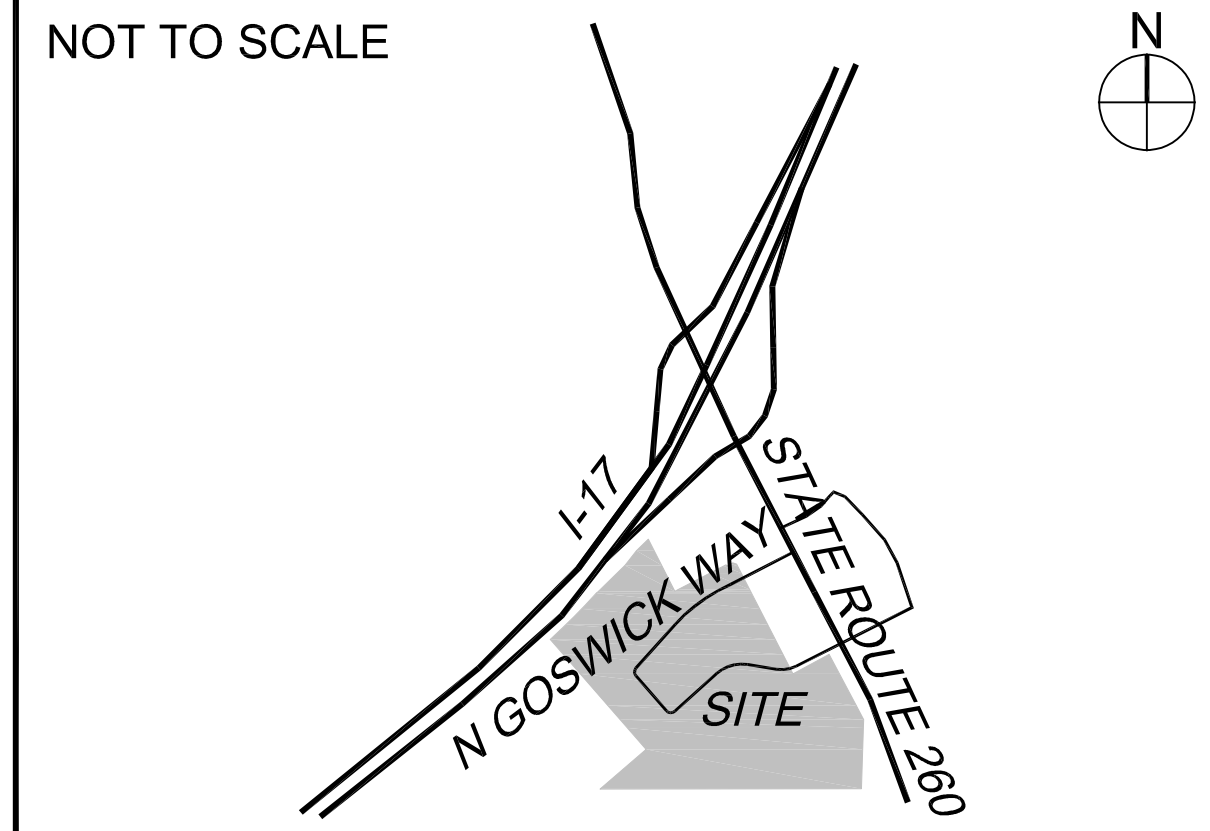
APN :	403-22-035J
ZONING :	C2-PAD
USE :	RETAIL, STORAGE, HOTEL, GOVERNMENTAL
SITE AREA (GROSS) :	2,936,448 S.F. (67.41 AC)
LOT 3	161,035 SF (3.70 AC)
LOT 4	163,785 SF (3.76 AC)
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BUILDING DATA:	
LOT 3 - 4-STORY HOTEL (101 ROOMS):	64,040 SF
LOT 4 - RETAIL (TRACTOR SUPPLY COMPANY):	21,841 SF
LOT 7 - SELF STORAGE:	90,000 SF
LOT 18 - PUBLIC SAFETY BUILDING	32,000 SF
MAX LOT COVERAGE:	50%
LOT COVERAGE PROPOSED:	
LOT 3:	10%
LOT 4:	13.3%
LOT 7:	50.1%
LOT 18:	19.5%
BUILDING HEIGHT (STORIES):	3 STORIES (4 STORIES PROPOSED)
BUILDING HEIGHT (FEET):	40' (56' PROPOSED)
SETBACKS (BUILDING):	
FRONT :	10' REQUIRED
SIDE (EXTERIOR) :	10' REQUIRED
SIDE (INTERIOR) :	0' REQUIRED
REAR :	0' REQUIRED
PARKING REQUIRED:	
HOTEL 1/GUESTROOM + 1/2 EMPLOYEES:	111 SPACES
RETAIL 1/200 SF:	110 SPACES
SELF STORAGE 1/500 SF:	180 SPACES
GOVERNMENTAL 1/200 SF:	160 SPACES
PARKING PROVIDED :	
HOTEL:	125 SPACES
RETAIL:	72 SPACES
SELF STORAGE:	26 SPACES
GOVERNMENTAL:	230 SPACES

NOTE: SITE IMPROVEMENTS SHALL BE DESIGNED IN COMPLIANCE WITH THE TOWN OF CAMP VERDE ENGINEERING DESIGN AND CONSTRUCTION STANDARDS.

**PROJECT TEAM**

<b>ARCHITECT</b>	<b>OWNER</b>
UPWARD ARCHITECTS 1155 W RIO SALADO PKWY, 101 TEMPE, AZ 85257 PHONE: (602) 753-5222 FAX: E-MAIL: justin@upwardarchitects.com CONTACT: Justin Gregonis	PROVIDENT REAL ESTATE VENTURES 3131 E CAMELBACK RD, SUITE 110 PHOENIX, AZ 85016 PHONE: (602) 317-6170 FAX: E-MAIL: bcarroll@providentrev.com CONTACT: Blake Carroll

**VICINITY MAP**



**VERDE VALLEY SITE PLAN**  
162 NORTH GOSWICK WAY  
CAMP VERDE, AZ  
2.18.2022  
PROJECT NO.: 21090





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**G. C2 DISTRICT (Commercial: General sales and services)**

1. Purpose:

The C2 District is intended to permit a broader range of business uses compatible with permitted residential uses in the District and surrounding vicinity.

Permitted Uses and Structures:

- a. Agriculture and cultivation.
- b. Antique Sales.
- c. Automobile & machinery sales (See Section 309 for outside display requirements).
- d. Automobile repair (light).
- e. Automotive service stations.
- f. Baking and confection cooking for on-site sale only.
- g. Bars, tap rooms and nightclubs.
- h. Bed and Breakfast.
- i. Bowling alleys and poolrooms.
- j. Business offices, banks and similar; including drive-through.
- k. Commercial art galleries.
- l. Commercial bath and massage.
- m. Commercial parking facilities.
- n. Community parks, playgrounds or centers.
- o. Custom service and craft shops.
- p. Dancing, art, music, business and trade schools (including permission for public recitals, concerts and dances).
- q. Dwelling unit for one family on any one lot (Manufactured, Modular or Site Built). Mobile Homes Prohibited (See Part 3 Section 306.B.1.b.3).
- r. Educational institutions (including private schools, provided they offer curriculum of general instruction comparable to similar public schools).
- s. Flood control facilities.
- t. Frozen food lockers.
- u. Golf courses with accessory uses such as pro shops, shelters, and rest rooms.
- v. Group or cluster of dwelling units (attached or detached) each having separate individual ownership and providing common services and recreation facilities under unified management.
- w. Historical Landmarks.

- x. Home occupations (See Section 303).
- y. Hospitals, clinics, sanitariums, nursing homes and assisted living care facilities (intermediate, extended and long-term) for the care of humans.
- z. Hotels and motels with five or more guest rooms.
- aa. Keeping of farm animals, limited (See Section 305).
- bb. Laundrettes (limited to machines not exceeding 25 pounds capacity according to manufacturer's rating).
- cc. Miniature golf establishment.
- dd. Mortuary.
- ee. Multiple dwelling units and apartment hotels.
- ff. Nursery schools; day care centers (child or adult).
- gg. Offices wherein only professional, clerical or sales services (such as real estate or insurance) are conducted.
- hh. Open land carnival and recreation facilities (religious & educational institutions).
- p. Other accessory uses commonly associated with primary permitted use (See Section 301 C).
- ii. Personal services.
- jj. Pet shops within enclosed buildings for the display and sale of household pets and other small animals.
- kk. Private clubs and lodges operated solely for the benefit of bona fide members.
- ll. Religious institutions (in permanent buildings).
- mm. Restaurants and cafes, including drive-through.
- nn. Retail sales.
- oo. Sales (retail and wholesale) and rentals.
- pp. Theaters, auditoriums, banquet and dance halls.
- qq. Veterinary services.
- rr. Water distillation and bottling for retail sales only.
- ss. Microbreweries or Wineries for the manufacture and processing of beer or wine respectively for onsite consumption or wholesale distribution with the following limitations:
  1. All such manufacturing and processing activity shall be conducted within a completely enclosed building along with all materials used for manufacture – processing. Products ready for shipping must be stored within a closed building.
  2. A microbrewery in the C2 District may process and produce up to 150,000 U.S. Gallons of beer per year.

3. A winery in the C2 District may process and produce up to 18,000 U.S. Gallons of wine per year.

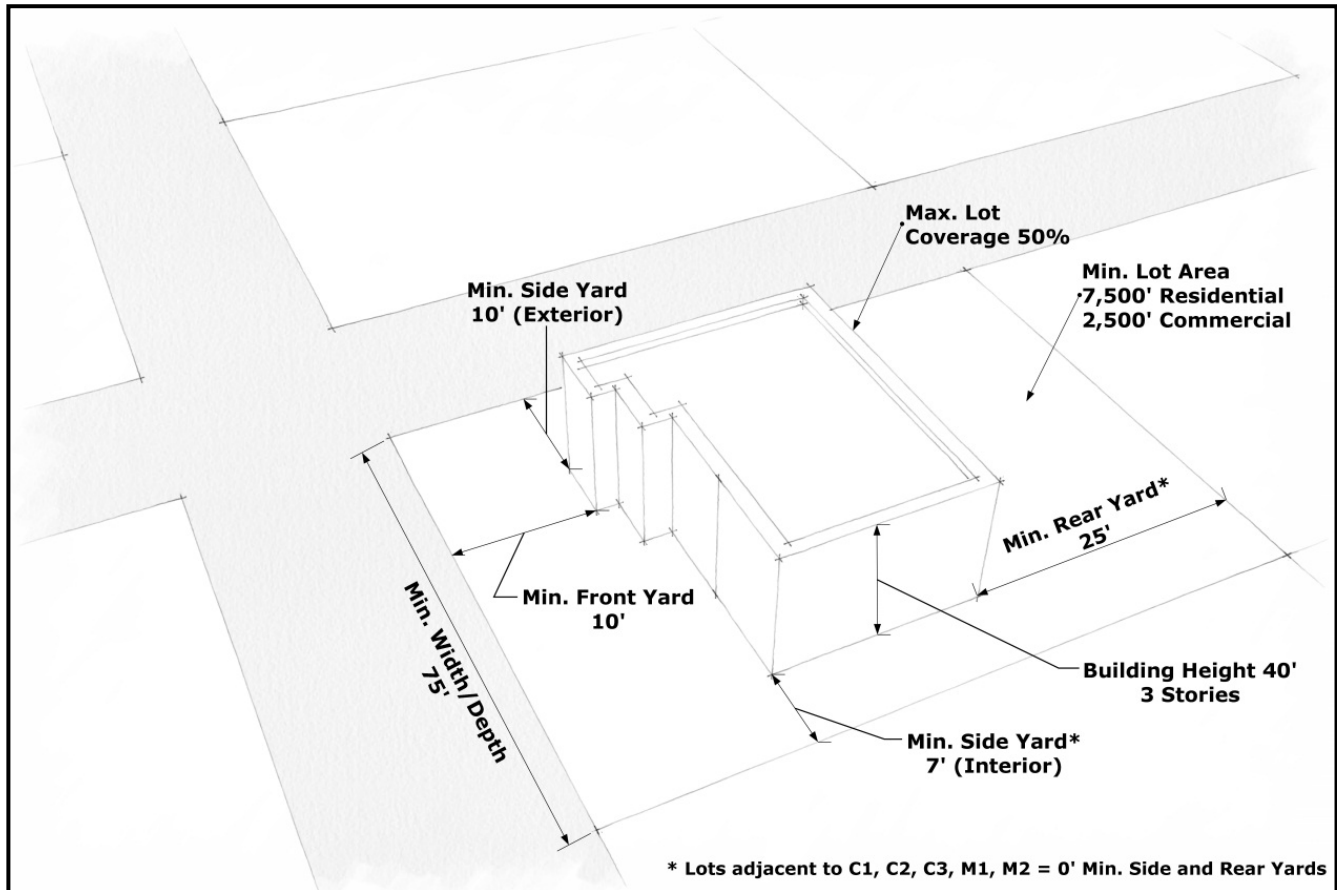
2. Uses and Structures Subject to Use Permit:

- a. Government facilities and facilities required for the provision of utilities and public services
- b. Outdoor recreation or assembly facilities.
- c. Mobile/manufactured home and recreational vehicle parks subject to the requirements of Section 306.
  - 1) Notwithstanding the foregoing, in the event a Planned Area Development (PAD) District is established per Section 203, this use may be included in any Development Plan thereunder and approved without being subject to a Use Permit application and hearing procedures set forth in Section 601.
- d. Transmitter stations and towers for automatic transmitting.
- c. Revival tents and similar temporary operations (See Section 601.D).
- e. Temporary Use Permits, subject to administrative approval (See Section 601.C):
  - 1) Occupancy of temporary housing, including travel trailers, during the construction of a permanent dwelling is allowed during the 12-month period after issuance of a building permit.
  - 2) Model homes, temporary offices (construction and pre-construction sales offices/showrooms), construction sheds and yards incidental to a recorded residential development or other construction project (subject to District setbacks) for a period not to exceed 12 months.

**Table 2-7: C2 Dimensional Standards**

Zoning District	"C2"
Minimum Lot Area (sq.ft.)	7,500' Res., 2,500' Com.
Minimum Width OR Depth (feet)	75'
Maximum Bldg Ht (stories)	3
Maximum Bldg Ht (feet)	40'
Maximum Lot Coverage (%)	50%
Minimum Front Yard (feet)	10'
Minimum Rear Yard (feet)	0' (25' adjacent to residential zones)
Minimum Side Yard Interior (feet)	0' (7' adjacent to residential zones)
Minimum Side Yard Exterior (feet)	10'

**Figure 2-7: C2 Dimensional Standards**



## L. PAD (Planned Area Development)

The Planned Area Development designation ensures orderly and thorough planning and review procedures that result in high quality project design and encourages variety in architectural design through techniques including, but not limited to, variations in building style, lot arrangements and site planning.

- 1) Purpose: A parcel of land planned as a unified project rather than as an aggregate of individual lots and may also provide for various types and combinations of land uses (such as single family and or multifamily housing, commercial centers, industrial complexes, and public or common spaces, with increased flexibility in site regulations). The greater flexibility in locating buildings and combining compatible uses make it possible to achieve economies of construction as well as preserving open space.
- 2) Scope: The Planned Area Development regulations that follow shall apply generally to the initiation and regulation of all Planned Area Development Districts. A PAD District may be added to an existing district to meet the intent of this Section or may be processed concurrently with a request to change an underlying zoning district. An approved PAD Development Plan/Site Plan shall be specific to that particular property as approved by Town Council upon recommendation by the Planning and Zoning Commission. A Development Plan/Site Plan must be submitted as per Site Plan requirements, Section 400 D1.
  - a. Where there are conflicts between PAD regulations and the general zoning, subdivision or other regulations, these regulations shall apply in PAD Districts unless the Council shall find, in the particular case, that the provisions herein do not serve the public to a degree at least equivalent to such general zoning, subdivision or other regulations.
  - b. It is intended to permit establishment of new Planned Area Development Districts for specialized purposes where tracts suitable in location, area, and character for the uses and structures proposed are to be planned and developed on a unified basis. Suitability of tracts for the development proposed shall be determined primarily by reference to the General Plan, but due consideration shall be given to existing and prospective character of surrounding development.
  - c. Within PAD Districts, regulations adapted to such unified planning and development are intended to accomplish purposes of zoning and other applicable regulations to an equivalent or higher degree than where such regulations are designed to control unscheduled development on individual lots, and to promote economical and efficient land use, an improved level of amenities, appropriate and harmonious variety, creative design, and a better environment.
  - d. Open Space Dedication: open space shall be included in all developments. A dedication of open space not less than twenty-five percent (25%) of a development project is preferred
- 3) PAD Major Amendments: A request for any major amendment to a PAD including amendments to the Development Phasing Schedule will be deemed major if it involves

any of the following and must be approved by the Town Council upon recommendation by the Planning and Zoning Commission:

- a. An increase in the approved totals of dwelling units or gross leasable area for the PAD District.
  - b. A change in zoning boundaries.
  - c. Any change which could have significant impact on areas adjoining the PAD as determined by the Community Development Director.
- 4) PAD Minor Amendments:
- a. All request for amendments to a PAD that are not a PAD Major Amendment shall be deemed a PAD Minor Amendment.
  - b. A request for a Minor Amendment to a PAD with an amended site plan may be filed with the Community Development Department if the Community Development Director determines the request is not major, as defined above.
  - c. The request will be routed for comment to any affected Town departments or other agencies for comment.

**Table 2-12: PAD Dimensional Standards**

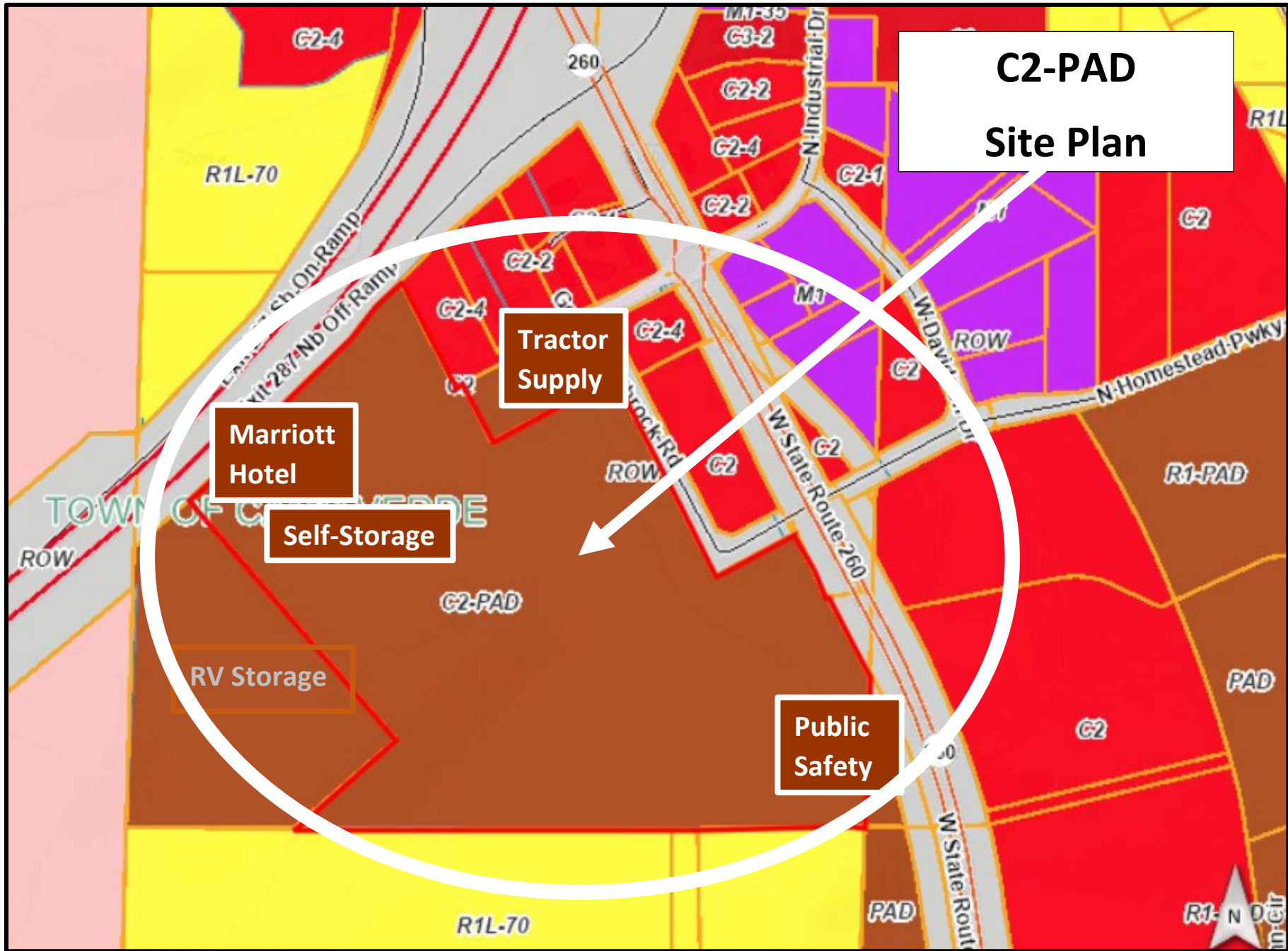
<b>Zoning District</b>	<b>"PAD"</b>
Minimum Lot Area (sq.ft.)	Established by Site Plan
Minimum Common/Open Space	25% of Site Area Preferred
Minimum Area/Dwelling (sq.ft.)	Established by Site Plan
Minimum Width OR Depth (feet)	Established by Site Plan
Maximum Bldg Ht (stories)	Established by Site Plan
Maximum Bldg Ht (feet)	Established by Site Plan
Maximum Lot Coverage (%)	Established by Site Plan
Minimum Between Buildings (feet)	Established by Site Plan
Minimum Front Yard (feet)	Established by Site Plan
Minimum Rear Yard (feet)	Established by Site Plan
Minimum Side Yard Interior (feet)	Established by Site Plan
Minimum Side Yard Exterior (feet)	Established by Site Plan





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# Current Zoning: C2-PAD Site Plan Review



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Town of Camp Verde Community Development Department

---

02/18/2022

To Whom It May Concern

We are proposing to process a Land Use Application for Site Plan Approval on our project. Our current zoning is C2 PAD and that will not change.

Our project will consist of the development of a new Tractor Supply Company retail destination, new 101 Room Marriott Hotel (TownePlace Suites), new Self-Storage Facility and a new Verde Valley Public Safety Building.

The Tractor Supply Company store will consist of 21,841 SF Building, with a 3,672 SF Greenhouse and 20,046 SF Fenced Outdoor Display Area.

The TownePlace Suites Marriott Hotel will be 4 stories and 101 Rooms with an outdoor pool, fire pits and bbq areas. We will also have over 1,100 SF indoor meeting space that opens up to an outdoor gathering area. We are an exception from our C2 Zoning standards for our 55' height for the hotel.

The Self-Storage Facility will be a mix of interior conditioned storage and exterior drive-up units. The main conditioned building will include a sales office with restrooms.

The Verde Valley Public Safety Building will comprise of 32,000 SF and include Town of Camp Verde Marshall's Office and other government agencies.

Site Lighting and Landscape detail will be submitted as a part of each individual projects construction documents to be reviewed by staff during the development standards review.

Feel free to submit written comments to me regarding the project.

Sincerely,

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C2 PAD

# Land Use Application Form

1. Application is made for:

- |   |                     |                      |
|---|---------------------|----------------------|
| Zoning Map Change                         | Use Permit          | Temporary Use Permit |
| Conceptual Plan Review                    | Preliminary Plat    | Final Plat           |
| <b>PAD Final Site Plan Review</b>         | Variance            | Appeal               |
| Street Abandonment                        | Minor Land Division | Wireless Tower       |
| Administrative Review                     | Lot Line Adjustment | Zoning Verification  |
| Development Standards Review (Commercial) | Other: _____        |                      |

2. Project Name: Verde Commercial

3. Contact information: (a list of additional contacts may be attached)

Owner Name: <u>Verde Commercial LLC</u>	Applicant Name: <u>Blake Carroll</u>
Address: <u>2800 Niagara Ln., N.</u>	Address: <u>3131 E. Camelback Rd., Suite 110</u>
City: <u>Plymouth</u> State: <u>MN</u> Zip: <u>55447</u>	City: <u>Phoenix</u> State: <u>AZ</u> Zip: <u>85016</u>
Phone: <u>602-317-6170</u>	Phone: <u>602-317-6170</u>
E-mail: <u>bcarroll@providentrev.com</u>	E-Mail: <u>bcarroll@providentrev.com</u>

4. Property Description: Parcel Number 403-22-035J ± 035A Acres: 65.92  
 Address or Location: Goswick Way & George Rothrock Rd.  
 Existing Zoning: C2 PAD Existing Use: Vacant Land  
 Proposed Zoning: C2 PAD Proposed Use: Commercial Development

5. Purpose: (describe intent of this application in 1-2 sentences)  
Develop a new Tractor Supply Company, Marriott Hotel, Verde Valley  
Public Safety Building and Self-Storage Project

6. Certification:  
 I certify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action. I have also attached a completed Permission to Enter form for consent to access the property regarding this action.

Owner: Irvin Kessler Date: 02/18/2022

I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all materials and fees required by the Town of Camp Verde must be submitted prior to having this application processed.

Applicant: [Signature] Date: 02/21/2022

**SPECIAL SESSION  
THE PLANNING AND ZONING COMMISSION  
TOWN OF CAMP VERDE 473 S. MAIN STREET  
CAMP VERDE, AZ. 86322  
COUNCIL CHAMBERS STE. 106  
THURSDAY, MARCH 3, 2022  
6:30 PM**

*All Commission meetings will end at 9 PM, any remaining agenda items will be heard at the next Commission meeting.*

**1. Call to Order**

Vice Chairman Todd Scantlebury called the meeting to order at 6:30 p.m.

**2. Roll Call**

Vice Chairman Todd Scantlebury, Commissioners Greg Blue, Bill Tippet, Michael Hough, Ingrid Osses, and Robert Foreman were present. Chairman Andrew Faiella is absent.

**Also Present**

Community Development Director John Knight, Administrative Assistant/Assistant Planner BJ Ratlief, Permit Clerk Cory Mulcare and Recording Secretary Jennifer Reed.

**3. Pledge of Allegiance**

Commissioner Foreman led the Pledge.

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

**A. Approval of Minutes:** February 3, 2022 and February 10, 2022

**B. Set Meeting Dates:** March 10, 2022 at 5:30pm - Joint Session with Town Council  
March 17, 2022 at 3pm - New Commissioner Training  
March 24, 2022 at 3pm – Commissioner Field Trip  
April 7, 2022 at 6:30pm – (Regular Session)

Vice Mayor Scantlebury would like to pull Item 4b: March 24, 2022 meeting from the consent agenda. **Motion** was made by Commissioner Foreman to accept the consent agenda after removing the March 24<sup>th</sup> Meeting. Second was made by Commissioner Blue.

**Roll Call:**

Chairman Andrew Faiella: absent  
Vice Chairman Todd Scantlebury: aye  
Commissioner Greg Blue: aye  
Commissioner Bill Tippet: aye  
Commissioner Michael Hough: aye  
Commissioner Ingrid Osses: aye  
Commissioner Robert Foreman: aye

**Motion** passed unanimously 6-0.

Community Development Director Jon Knight would like to postpone the Commissioner Field Trip until April; seeing how the month of March is busy with meetings. **Motion** was made by Commissioner Blue to postpone the Commissioner Field Trip scheduled for March 24<sup>th</sup>. Second was made by Commissioner Osses.

**Roll Call:**

Chairman Andrew Faiella: absent  
Vice Chairman Todd Scantlebury: aye  
Commissioner Greg Blue: aye  
Commissioner Bill Tippet: aye  
Commissioner Michael Hough: aye  
Commissioner Ingrid Osses: aye  
Commissioner Robert Foreman: aye

**Motion** passed unanimously 6-0.

5. **Call to the Public for Items Not on the Agenda**

*Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.*

No public comments.

6. **Discussion, Consideration and Possible Recommendation of Site Plan Approval to the Mayor and Council for Partial Development of Verde Commercial property zoned C2-PAD (Commercial: General Sales and Service - Planned Area Development). The request includes a modification to the height of the Marriot Hotel building to allow a maximum of 55' and 4 stores. Site plan includes Tractor Supply on parcel 403-22-035A and a Marriott Hotel, Self-Storage and Public Safety Building, on parcel 403-22-035J at 300 North Goswick Way, Camp Verde, Yavapai County, Arizona. Staff Resource: B J Ratlief**

Administrative Assistant/Assistant Planner BJ Ratlief gave an overview of this item. At this time the applicant is submitting a site plan for (4) projects:

- Tractor Supply
- Marriott Hotel
- Verde Valley Public Safety Building
- Self-Storage

Ms. Ratlief added that not all the plans are put together for the Public Safety Building just yet. Council is still looking at different options. There are multiple agencies involved in this project.

Commissioner Blue asked why there was no posting of this project. Ms. Ratlief stated the PAD has been approved; this is actually the Council's required the site plan come back for final approval.

Commissioner Blue stated the height states the building will be 40 feet tall, does the Commission have the authority to supersede a variance. Ms. Ratlief stated this is not a variance; under the PAD as an approved site plan, Planning and Zoning has the ability to recommend something different within a PAD. Commissioners discussed the height of the Marriott. Mr. Knight stated the height request is a little bit unusual but it is at the discretion of the Commission to make the recommendation. This would be the tallest building in Camp Verde and in his opinion, it would be appropriate in this area to have a higher intensity density of uses in that area.

Commissioner Foreman asked if ADOT had been contacted yet. Applicant Blake Carroll with Providence Real Estate Ventures stated they have not spoken with ADOT yet. There is nothing for them to approve at this time.

**Motion** was made by Commissioner Hough to recommend approval to the Mayor and Common Council for a Site Plan approval for Partial Development of Verde Commercial property zoned C2-PAD (Commercial: General Sales and Service - Planned Area Development). The request includes a modification to the height of the Marriot Hotel building to allow a maximum of 55' and 4 stores. Site plan includes Tractor Supply on parcel 403-22-035A and a Marriott Hotel, Self-Storage and Public Safety Building, on parcel 403-22-035J at 300 North Goswick Way, Camp Verde, Yavapai County, Arizona. Second was made by Commissioner Tippet.

**Roll Call:**

Chairman Andrew Faiella: absent  
Vice Chairman Todd Scantlebury: aye  
Commissioner Greg Blue: aye  
Commissioner Bill Tippet: aye  
Commissioner Michael Hough: aye  
Commissioner Ingrid Osses: aye  
Commissioner Robert Foreman: aye

**Motion** passed unanimously 6-0.

7. **Presentation by John Bradshaw regarding upcoming rezone of Alcantara Vineyards to R-R/PAD on parcel 407-21-015H, 3445 S Grapevine Way, Camp Verde, Yavapai County, Arizona. Staff Resource: Cory Mulcaire**

Permit Tech Cory Mulcaire introduced applicant John Bradshaw who will give a presentation on this project. Their first neighborhood meeting is scheduled for March 19<sup>th</sup> at 2pm.

John Bradshaw gave a presentation about the future development and expansion plans of the property. They are in the process of submitting for a rezone to R-R/PAD (Residential – Rural/Planned Area Development). This is anticipated to come before the Commission at their regular meeting in April. Mr. Bradshaw stated that since 2004, Alcantara Vineyard has offered wine tasting, tours, and is a wedding & event venue. Their current expansion



plans are to develop 200 lodging units, that include hotel rooms, condominiums, and glamping units. In addition, there will be upgrades to the wedding venues, tasting facilities and vineyards.

Mr. Bradshaw would like to work the project in phases. Starting this year they would like to start with the glamping units, restaurant, and model homes. Phase 2 would be duplexes/residential parts. Lastly Phase 3 would be the underground parking structures/village/hotel.

Commissioner Blue said this seems like putting the cart before the horse. Nothing is for sure on what they would want to do. Mr. Bradshaw stated he needs a partner because it is a big project. They have to leave a little flexibility and get the scope of the project approved before bringing the exact plans back for final approval. Small details might change.

Commissioner Foreman said this is a nice project and he is glad they are working with the neighbors.

Commissioner Osses asked when will the work begin. Mr. Knight stated this is the beginning of the process. It may be the largest project the town has seen. The next stage is Planned Area Development, then a review will follow. They could possibly be in construction by the end of the year.

Commissioner Osses asked if the residences would be sold to one owner or a company? Mr. Bradshaw said they anticipate selling them like a profit share.

Vice Mayor Scantlebury said he is glad they are working with the Friends of the Verde River. Their approval and ideas will be important.

Commissioner Osses asked how many jobs will this project be bringing to Camp Verde? Mr. Bradshaw estimates employing about 120-140 employees.

*Recess: 7:16pm*  
*Resume: 7:24pm*

**8. After Action Report – Report by staff and discussion by Commission on possible improvements or changes to public testimony and meeting procedures. Staff Resource: John Knight**

Community Development Director John Knight said things could have gone better with the flow of the last two Public Hearings. He would like to talk through Public Hearing procedures and how to have it more organized. Hearing Procedures:

1. Clerk will read the agenda item with the staff resource
2. Staff will give their presentation
3. Applicant will give their presentation (hold all questions until after the presentation)
4. Open hearing,
5. Public Comments
6. Close hearing
7. Staff should be able to answer additional questions. Applicant is available if needed. Avoid pogo questions and conversation with the public. No (2) people testify at one time.

Vice Chair Scantlebury said we never want to be inhuman. We need to make sure public is comfortable. If you have a burning question, get it out. Ask the question.

Mr. Knight stated any Commissioner can call “*Point of Order*” at any time when things are going arye.

**9. Current Events**

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

Vice Chair Scantlebury created a document for Commissioners to read over. (See attached)

Commissioner Foreman is concerned about what to call the historic downtown district. He would like to talk about how to protect the name of downtown.

**10. Staff Comments**

- Mr. Knight wanted to explain why the Field Trip is postponed- There is enough things going on in March, he would like to postpone until April. Mr. Hough stated he doesn't agree with going on field trips.
- Sycamore Vista rezone was approved by Council and will be 30 days before it is in effect.

- The format of the Joint Meeting will be informal, the main reason to meet is to solicit ideas, and share staff ideas. He went through what to expect during in the meeting.
- New Commissioner Training is scheduled for 3pm March 17<sup>th</sup> – it is not mandatory unless you have never attended a session.
- Mr. Knight would like all Commissioners to get set up with a town email. He went over why it is important for Commissioners to have a town email.

**11. Adjournment**

**Motion** made by Commissioner Blue to adjourn the meeting. Second was made by Commissioner Foreman.  
**Motion** passed unanimously.

Meeting was adjourned at 8:06 p.m.

\_\_\_\_\_  
Chairman Drew Faiella

\_\_\_\_\_  
Community Development Director John Knight

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde during the Special Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 3<sup>rd</sup> day of March 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 3<sup>rd</sup> day of March 2022.

Jennifer Reed

Jennifer Reed, Recording Secretary



**Agenda Item Submission Form – Section I**

Meeting Date: 03-16-2022

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

Requesting Department:

Staff Resource/Contact Person: Cindy Pemberton

Agenda Title (be exact: **Discussion, Consideration and Possible Appointment of one (1) citizen to fill the vacant Council seat for the remainder of the current term until the seat is elected by citizens in the 2022 election cycle.**

List Attached Documents: Letters of interest from the following:

- Richard Ellis
- Robert Foreman
- Marie Moore
- Robert Witt

Estimated Presentation Time:

Estimated Discussion Time:

Reviews Completed by:

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

**Background Information:** On February 16 2022 previous Council Member Bill LeBeau resigned his position as Council member leaving a vacancy on Council. ARS 9-235 states the Council shall fill a vacancy that may occur by appointment until the next regularly scheduled Council election if the vacancy occurs more than thirty days before the nomination petition deadline, otherwise the appointment is for the unexpired term.

Staff advertised in the newspaper, on the radio and posted notice on the Town Web site that interested citizens must submit a letter of interest along with a resume to the Clerk’s Office by 5:00 p.m. On March 9<sup>th</sup>.

All applicants meet the requirements, they must be 18 years of age or over, must be able to speak, write and read the English language and have resided in the town for one year preceding the election.

**Recommended Action (Motion): Move to appoint (insert name of choice) to fill the vacant Council seat for the remainder of the current term until the seat is elected by citizens in the 2022 election cycle**

*Instructions to the Clerk:*



# Camp Verde, Arizona

## LETTER OF INTEREST -TOWN COUNCIL

Name: Richard J. Ellis		Date: 02-24-2022	
Home Address: 3640 S. Ocotillo Ln. Camp Verde, AZ. 86322			
Mailing Address, if different:			
Email Address: srdragon@gmail.com			
Home Telephone: 623-565-0291		Work Telephone:	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Length of residency in the Town of Camp Verde: 03-2013	
Please list your occupation; or if retired, please indicate your former occupation or profession: Retired. Police Officer, City of San Bernardino, CA.			
<p><b>At the time of appointment to Council you must meet the following qualifications: per ARS 9-232</b></p> <ol style="list-style-type: none"> <li>1) Must be eighteen years old (18)</li> <li>2) A qualified Elector residing within the Town and have resided in the Town for at least one year preceding the appointment.</li> </ol>			
<p><b>Please state the reasons why you feel you are qualified to serve on Town council</b></p> <p>20 plus years of Corporate Board of Directors experience. Current President-Elect of the Camp Verde Chamber &amp; Business Alliance. Actively involved in the Business development of Camp Verde. Committed to helping in the development of the Towns infrastructure to sustain the new growth of the population growth.</p>			

**Mail or deliver your Letter of Interest and Resume to:** Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

Applicant's Signature: Richard Ellis

Date: 02-24-2022

Date Contacted & Invited to Appear before Council:	Date:
Staff Contacting Individual	
Date Appointed by Council	

Date Received 2-28-2022 w/  
Date Accepted \_\_\_\_\_  
Date Rejected \_\_\_\_\_

**Richard J. Ellis**  
**3640 S. Ocotillo Ln.**  
**Camp Verde, AZ 96322**  
**(623) 565-0291 (cell)**  
**E-mail: [srdragon@gmail.com](mailto:srdragon@gmail.com)**

**Academic Education:**

**Academy of Business College**  
**Phoenix, AZ**  
**Certified Paralegal (L.A.)**  
**Westlaw certified**

**Ottawa University**  
**Phoenix, AZ**  
**Human Resources (48 credit hrs)**

**San Bernardino Valley College**  
**San Bernardino, CA.**  
**Criminal Justice degree**

**Experience:**

**Board of Directors on International Police Association, Region 25**  
**1983-to 1999 (16 years)**

**Arizona Rangers Organization Board of Directors**  
**2015 to 2019**

**Camp Verde Chamber & Business Alliance**  
**Camp Verde, Arizona**  
**President-Elect**  
**2017 - Present**

**State of Arizona - State Parks and Trails**  
**Site Steward - Verde Valley**  
**2016 - Current**

**Arizona Rangers - State of Arizona**  
**Oct. 2012 - June 2019**  
**Retired as Deputy State Commander**

Served as interim State Commander and retired as the State Deputy State Commander. Over saw the entire Ranger Organization for Policy & Procedures, along with all internal violations and conduct matters.

**National Bank of Arizona: Phoenix, AZ**  
**December 1998 – May 2011**  
**Assistant Vice President, Legal Specialist/Operations Specialists**

**Technical Education:**

**San Bernardino County Sheriffs Academy**  
**San Bernardino, CA.**  
**Certified Police Officer (Grad. 7/24/1973)**

**Richard W. Kobetz & Associates (2-6-1991)**  
**Certified Executive Protection Specialists**

Responsible for all legal documentation not requiring the services of an Attorney. Responsible for processing Bank Subpoenas, formulating replies to same. Conducted internal research to provide accurate response to requested information. Replied within timeframe required, or requested extensions. Worked with Attorney's, Paralegals, Legal Assistants, Judges and Local/State investigations. Testified as witness in related Bank matters, also testified for Parent Corporation witness in Bank matters. Written reports to Senior Management on loss recoveries and other related matters, as assigned. Developed and implemented various data based programs to facilitate records keeping and reporting.

Legal review of Trust documents in relation to loans. Special Assets Recovery Specialist for the recovery of bank assets on fraud or defaults. Extensive use of internet research tools to locate and recover assets. Work with various Law Enforcement Agencies in the explanation of subpoenaed bank records.

**Wells Fargo Bank:** Phoenix, Arizona Sept 1996 to December 1998  
Assistant Vice President & Senior Legal Clerk (Paralegal)

Worked with Bank Attorney in relation to research and investigations relating to Bank losses.

**Bank of America Arizona\*:** Phoenix, Arizona  
March 1985 to March 1995  
Assistant Vice President/ Senior Fraud Investigator

\* Formally Arizona Bank & Security Pacific Bank



# Camp Verde, Arizona



## LETTER OF INTEREST -TOWN COUNCIL

Name: <b>ROBERT FOREMAN</b>	Date: <b>3-1-2022</b>
Home Address: <b>123 W. HEAD ST. CAMP VERDE, AZ 86322</b>	
Mailing Address, if different: <b>P.O. BOX 171 CAMP VERDE, AZ 86322</b>	
Email Address: <b>CALVINSREACDAD@YAHOO.COM</b>	
Home Telephone: <b>928-300-8108</b>	Work Telephone:
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Length of residency in the Town of Camp Verde: <b>30 YEARS</b>

Please list your occupation; or if retired, please indicate your former occupation or profession:

**RETIRED SEPT 1, 2021. FORMER BUILDING OFFICIAL CAMP VERDE**

At the time of appointment to Council you must meet the following qualifications: per ARS 9-232

- 1) Must be eighteen years old (18)
- 2) A qualified Elector residing within the Town and have resided in the Town for at least one year preceding the appointment.

Please state the reasons why you feel you are qualified to serve on Town council

**I HAVE DETAILED KNOWLEDGE OF TOWN ORDINANCES, TOWN CODE, GENERAL PLANS, & BUILDING CODES. HAVE SERVED AS CHAIRMAN OF THE PLANNING + ZONING COMMISSION, AND BOARD OF APPEALS. HAVE A KEEN INTEREST IN THE BEST FOR CAMP VERDE, AND DEEP AFFECTION FOR MY COMMUNITY.**

Mail or deliver your Letter of Interest and Resume to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

Applicant's Signature: **Robert Foreman** Date: **3-1-2022**

	Date:
Date Contacted & Invited to Appear before Council:	
Staff Contacting Individual	
Date Appointed by Council	

Date Received **3-28-22 CP**  
Date Accepted \_\_\_\_\_  
Date Rejected \_\_\_\_\_



Résumé  
Robert L. Foreman

- Graduated Prescott High School in 1970.
  
- U.S. Army from 1970 to 1973. Vietnam Veteran. Honorable discharge.
  
- Attended Prescott Jr. College 1973 to 1976.
  
- Worked for the Fred Harvey company at the South rim, Grand Canyon Arizona 1976 until 1992. Started washing pots and pans and left as a Food and Beverage Director.
  
- Relocated to Camp Verde in 1992. Worked at the Beaver Creek Golf Course as Food and Beverage Director, the Sears store in Cottonwood and then took over Zellner's Lawn and Garden for my Step-Father Dave Zellner.
  
- Took employment with the Town of Camp Verde in March 2006. Worked as Code Enforcement Officer, Building Inspector, Plans Examiner, Safety Officer for eight years, Safety Committee Chairman for four years. Appointed as Chief Building Official in May of 2011.

- Retired September 1, 2021 and was reappointed to the Planning and Zoning Commission in October of 2021 and again in January of 2022.
  
- Civic involvement would include Rotary Club, Kiwanis, American Legion, VFW, ASYO Soccer, Little League, APS focused Future committees, Chairman of the Planning and Zoning Commission, Chairman of the Board of Appeals. Involved in the last two General Plans as Chairman of the P&Z Commission and as the Town Building Official.

Sincerely Yours

Robert Foreman

123 W. Head St.

928-300-8108

P.O. Box 171




# Camp Verde, Arizona

## LETTER OF INTEREST - TOWN COUNCIL

Name: Marie Moore		Date: Feb 24, 2022
Home Address: 977 W. Copperhead Rd Camp Verde Az 86322		
Mailing Address, if different: PO Box 1513 Camp Verde Az 86322		
Email Address: rlc-moore@msn.com		
Home Telephone: 928 862 0572		Work Telephone:
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Length of residency in the Town of Camp Verde: 25 years
Please list your occupation; or if retired, please indicate your former occupation or profession: co-owner of Udderty Divine Cafe & Bakery LLC		
At the time of appointment to Council you must meet the following qualifications: per ARS 9-232		
<ol style="list-style-type: none"> <li>1) Must be eighteen years old (18)</li> <li>2) A qualified Elector residing within the Town and have resided in the Town for at least one year preceding the appointment.</li> </ol>		
Please state the reasons why you feel you are qualified to serve on Town council		
As a long term resident and current business owner in Camp Verde, I have a vested interest in the vision and implementation of growth to our community. I feel as a council member I would represent small business owners and the younger generation of our community, offering a different perspective to consider.		

Mail or deliver your Letter of Interest and Resume to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

Applicant's Signature:  Date: 02/24/22

Date Contacted & Invited to Appear before Council:	Date:
Staff Contacting Individual	
Date Appointed by Council	

Date Received: \_\_\_\_\_  
 By: \_\_\_\_\_  
 Title: \_\_\_\_\_

Date Received 2.24.2022 *cm*  
 Date Accepted \_\_\_\_\_  
 Date Rejected \_\_\_\_\_

# Marie Moore

977 W. Copperhead Rd  
Camp Verde, AZ 86322

## Contact

PO Box 1513  
Camp Verde, AZ 86322  
(928) 862-0572  
Rie\_moore@msn.com

## Objective

Highly motivated Business Owner looking for an opportunity to join an organization of professionals where skills and expertise can maximize potentials for business development and community enrichment.

## Education

College of Court Reporting  
Transcriptionist / Scopist /  
Court Reporter  
2012-2015  
  
Mingus Union High School  
High School Graduate  
2004

## Experience

*January 2019-Current*  
Owner • Udderly Divine Café & Bakery • Camp Verde, AZ  
  
*July 2014 – August 2019*  
Manager • Arizona Jobsite Concrete • Camp Verde, AZ  
  
*January 2014 - 2019*  
Transcriptionist • Town of Camp Verde • Camp Verde, AZ

## Key Skills

Marketing  
Project Management  
Budget Planning  
Social Media  
Customer Service

## Responsibilities

Oversee the daily operations of the business. Perform office and management duties. Perform hiring, firing, and managing of employees. Manage marketing, bookkeeping, payroll, and advertising functions. Study the industry market and keep abreast of new trends and needs for increased tourism. Understanding and meeting customer needs with care, compassion and efficiency.

## Summary of Qualifications

Team player and great contributor, ability to manage multiple priorities at one time, qualified experience in finance and business management, market analytical skills, general knowledge of MS office applications such as word, excel and powerpoint used for reporting and presentations.

## References

Available upon request.

Date Received 2-24-2022 dj  
Date Accepted \_\_\_\_\_  
Date Rejected \_\_\_\_\_

Date Received 3-9-2022  
 Date Accepted \_\_\_\_\_  
 Date Rejected \_\_\_\_\_



# Camp Verde, Arizona

## LETTER OF INTEREST - TOWN COUNCIL

Name: **Robert Witt** Date: **3/09/22**

Home Address: **465 W Hereford Dr. Camp Verde AZ 86322**

Mailing Address, if different: \_\_\_\_\_

Email Address: **rob@robertwitt.com**

Home Telephone: \_\_\_\_\_ Work Telephone: **928-202-1000**

Are you a resident of the Town of Camp Verde?  Yes  No Length of residency in the Town of Camp Verde: \_\_\_\_\_

Please list your occupation; or if retired, please indicate your former occupation or profession:

**Realtor**

At the time of appointment to Council you must meet the following qualifications: per ARS 9-232

- 1) Must be eighteen years old (18)
- 2) A qualified Elector residing within the Town and have resided in the Town for at least one year preceding the appointment.

Please state the reasons why you feel you are qualified to serve on Town council

I love our community. I have lived and raised my family here for the past 22 years. My past business and board experience provide a valuable resource that can help our community. I use core values to make my decisions. I believe the American Dream is alive and well and the founding principles of freedom and property rights are worth protecting.

Mail or deliver your Letter of Interest and Resume to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

Applicant's Signature: *R Witt* Date: 3/9/22

Date Contacted & Invited to Appear before Council:	Date:
Staff Contacting Individual:	
Date Appointed by Council:	



# ROBERT WITT

Applicant for Town Council

## PROFILE

Robert Witt's contribution to his family, peers and community starts with service. His life's philosophy is to serve others and pick up the path that he walks. His desire is to improve everything thing that he touches. In a practical application he wants his camp site to be cleaner when he leaves it than when he finds it. His homes should be better when he moves out than when he moved in. His friends should be inspired by his influence.

## CONTACT

PHONE  
928-202-1000

WEBSITE  
Campverdehouses.com  
Campverderealtor.com

EMAIL:  
rob@robertwitt.com

## HOBBIES

Business Development  
Travel  
Reading  
Grandchildren

## EDUCATION

### Biola University 1981-1984

Graduated Cum Laude with a BS in Business with an emphasis in accounting and a minor in Bible.

## WORK EXPERIENCE

### Pacific Peninsula Properties Vice President 1984-1986

Analyzed prospective purchases, forecast benefits to partners, lead company in capital raising to purchase commercial property.

### Real Estate Agent 1988-Present

Earned Real Estate license in 1988

Lifetime brokers include John Hall and Associates, Camp Verde Realty, Prudential Real Estate, Arizona Prime Real Estate, and Berkshire Hathaway Home Services. Top Agent Award and Berkshire Hathaway Home Services Platinum Chairmans Circle Award in 2021.

### General Contractor 1996-2004

Founder and qualifying party for Licensed General Contractor BDR Development. Specialized in demolition and roof tear off.

### Companies Founded during career

### Years of Operation

Murray Consulting	1987-1990
Sedona Springs Bottled Water Company	1990-1993
BDR Development LLC	1993-2004
Verde Income Partners LLC	2004-Present
Verde Income Partners 2 LLC	2013-Present
Simonton Ranch Land Holding Company	2015-2021
Talbert Real Estate Opportunity Fund	2015-2021
The Opportunity Zone Development Fund	2018-Present
The Opportunity Zone Development Company	2018-Present
The Opportunity Zone Development Company 2	2018-Present

### Current Business's

Berkshire Hathaway Home Services

Camp Verde Car and RV Wash

Owned and Operated by The Opportunity Zone Development Company 2 LLC

Smart RV Service

Owned and operated by The Opportunity Zone Development Company LLC

### Historic Service

Chairman Camp Verde Planning & Zoning Commission

Chairman Camp Verde Sanitary District

Vice President Camp Verde Chamber of Commerce

Vice President Verde Valley Chapter Yavapai Collage Found Board

Elder Parkside Community Church

Board Member Camp Verde United Christian School