



Support your local merchants

**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, MARCH 7, 2018 at 6:30 P.M.**

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

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

1. Call to Order

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

3. Pledge of Allegiance

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

a) Approval of the Minutes:

- 1) Work Session – February 14, 2018
- 2) Regular Session – February 21, 2018

b) Set Next Meeting, Date and Time:

- 1) Friday, March 9, 2018 at 8:00 a.m. – Budget - Day 2 of CIP Development
- 2) Wednesday, March 14, 2018 at 5:30 p.m. – Work Session
- 3) Wednesday, March 21, 2018 at 6:30 p.m. – Regular Session
- 4) Wednesday, March 28, 2018 at 6:30 p.m. – Council Hears P&Z Matters
- 5) Wednesday, April 4, 2018 at 6:30 p.m. - Regular Session

5. Special Announcements and presentations.

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

7. Business. Legal action can be taken.

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7.1. Public Hearing followed by discussion, consideration and possible approval of a Class 13 (In-State Farm Winery) Liquor License Application for Merkin Enterprises Inc./Merkin Vineyards located at 4626 Old Highway 279, Camp Verde, AZ. [Staff Resource: Judy Morgan]

7.1.1. Staff Comments

7.1.2. Public Hearing Open

7.1.3. Public Hearing Closed

7.1.4. Council Discussion

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7.2. Public Hearing followed by discussion, consideration and possible approval of a Class 13 (In-State Farm Winery) Liquor License Application for Four Eight Wineworks, Inc./Four Eight Wineworks located at 4626 Old Highway 279, Camp Verde, AZ. [Staff Resource: Judy Morgan]

7.2.1. Staff Comments

7.2.2. Public Hearing Open

7.2.3. Public Hearing Closed

7.2.4. Council Discussion

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7.3. Request for approval to amend the FY2018 Budget to take some current part-time employees in the library, records and maintenance to full-time requiring an additional \$32,000 in expenses this year. [Staff Resource: Russ Martin, Kathy Hellman, Brian Armstrong, Mike Dumas]

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

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

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

11. Adjournment

Posted by: vjones

Date/Time: 03-01-2015 12:15 p.m.

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

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

38-431.01 Meetings shall be open to the public

A. All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All Legal Action of public bodies shall occur during a public meeting.

- Bashas's Community Board
- Town Hall
- Website

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DRAFT MINUTES
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, FEBRUARY 14, 2018 at 5:30 P.M.

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

1. Call to Order

Mayor German called the meeting to order at 5:30 p.m.

2. Roll Call

Council Members Jackie Baker, Buck Buchanan, Dee Jenkins, Brad Gordon; Vice Mayor Jessie Murdock; and Mayor Charles German were present. Councilmember Robin Whatley was absent.

Also Present

Town Manager Russ Martin, Town Clerk Judy Morgan, Yavapai Apache Nation Chairwoman Jane Russell-Winiecki, Clarkdale Mayor Doug Von Gausig, Rainbow Acres Gary Wagner and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Mayor German led the Pledge.

4. Work Session. No legal action will be taken.

Mayor German moved Item 4.2. ahead to accommodate Clarkdale Mayor Von Gausig who was stuck in traffic and would arrive late.

4.2. Presentation regarding the Sustainability of Rainbow Acres.

Mayor German introduced President/CEO of Rainbow Acres, Gary Wagner. Mr. Wagner thanked the Council for the opportunity to speak. He gave a PowerPoint presentation about Rainbow Acres how it works, how it impacts the community and gave backgrounds of some of the Ranchers. He explained that most of the money for their budget comes from outside Yavapai County. Mr. Wagner is looking for input from leaders throughout the Verde Valley. He would like the Council to consider Rainbow Acres' long-term sustainability. Mr. Wagner handed out packets of information of the economic impact Rainbow Acres has on the Verde Valley.

Councilor Baker asked for suggestions that people could do as individuals and/or as a Council to help Rainbow Acres. Mr. Wagner stated, helping them reach out to serve more people in the Verde Valley would enable them to increase their impact. They are looking for a Coach to work with individual ranchers.

Councilor Murdock asked if they work with the Resource Departments within the schools to provide additional support for the students that could benefit from Rainbow Acres Services. Mr. Wagner stated they have not had the opportunity to do that at this point, but they will look into it. They have only participated in joint Special Olympics and little get togethers. Councilor Murdock sees a need for a transition from school age kids to adults. Mr. Wagner said Basha's works well with employing the ranchers as well as Sedona Recycles.

Mayor German requested a recess at 5:49 .pm., while waiting for their guest to arrive.

The meeting was resumed at 5:51 p.m.

4.1. Presentation on proposed Big Chino Reservoir Power Project. Attendees to present include Yavapai Apache Nation Chairwoman Jane Russell-Winiecki and Clarkdale Mayor Doug Von Gausig.

Clarkdale Mayor Doug Von Gausig spoke about the Big Chino Pump Storage Project. He said a pump storage project works off of two large reservoirs of water at different elevations. At night, when electricity is cheaper, the water is pumped from the lower one to the top one. During the day, when electricity is more expensive, it drains out penstocks out through generators, like a hydroelectric dam. This creates electricity through gravity feed down from the upper reservoir. That electricity is sold to the grid. The differential between the two rates is where the pump storage project makes its money. The Big Chino Pump Storage Project will be using water from the Verde River and will reduce the flow to about 2 CF's each day or 10%. This could have a major impact to different places along the river where the water level is lower. This project is right in the Big Chino Aquifer which provides 85% of the base flow of the Verde River. Every gallon you lose out of the Big Chino is a gallon that doesn't make it to the river. This means a direct 1 to 1 correlation with the water that is being consumed by the project and the reduction to the flows of the Verde River. This is a very complex project and it's currently going through the Federal Energy Regulatory Commission (FERC). They have to have a license from FERC to create this project. Lines of wire will need to be run and connected to the grid at different places. It is producing enough electricity to meet FERC's requirement.

The Town of Clarkdale filed a motion to intervene. They have the right to comment and be involved in each of the steps of the project. They will represent all the communities in the Verde Valley. No one else can intervene because they have closed that intervention opportunity. The Town of Clarkdale would like to hear from the different communities in the Verde Valley about what their economic development picture is. They would like to visit each Council every once in a while to keep everyone up to date with what is coming up. As they go through the process the lawyer costs will be building. In the future they would like to consider having an IGA to help with expenses.

Councilor Gordon asked if these reservoirs are already existing. Mayor Von Gausig said they do not exist but they will be built in a natural channel so they will have natural drainage. They will be building two large dams. Councilor Gordon stated that with increase of recreational use, that might increase the population. Right now it might only be a 2 CF drain but it could increase. Mayor Von Gausig stated with the projects that are coming up it will cut the Verde River flow by half without any mitigation.

Councilor Baker asked when the Town of Clarkdale filed to be an intervenor, was there enough time to get more communities involved. Mayor Von Gausig said there was only a 4 day period to do it and it was rushed. That period has since closed.

Mayor Von Gausig will continue to update the Council as to how it's coming along, and will possibly ask for a letter showing support.

Councilor Murdock asked if this is something to ask the County Supervisors to look into their development areas. Mayor Von Gausig stated the County likes to create conservation subdivisions. They don't do any direct water work at all. Councilor Murdock stated the Verde River is one of the last free flowing rivers within the region. Once they put in the storage ponds, how will that change their designation? Will there be a protected status? Mayor Von Gausig said that they would likely not have public access. The only protected status is below Beasley

Flat. However, Mayor Von Gausig said the Yavapai Apache Nation would be one of the most likely interveners, with their water settlement, and their federal reserve rights, they have a different type of enforceability. They could be a big help in this.

Yavapai Apache Nation Chairwomen Jane Russell-Winiecki stated they have also intervened and have water lawyers working for them. They have a water settlement going on. The federal government supports actions they take. The Yavapai Apache Nation feels they need to put a flag up for everyone. The budget process will be a huge impact. She attended the Economic Forecast Luncheon which included representatives from all of Arizona. Education and water were a high priority. Chairwomen Russell-Winiecki stated that if we lose our water, we will lose lives and livelihoods. The Verde River is critical. She will keep the council advised as to what is happening. This will take a long time but diligence in watching it will affect the future.

5. Adjournment

Mayor adjourned the meeting at 6:14 p.m.

Mayor Charles German

Attest: Town Clerk Judy Morgan

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Council Meeting of the Town Council of Camp Verde, Arizona, held on February 14, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2018.

Judy Morgan, Town Clerk

DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, FEBRUARY 21, 2018 at 6:30 P.M.

1. Call to Order

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

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

Also Present: Town Manager Russ Martin, Deputy Town Clerk Virginia Jones, Public Works Director Ron Long, Parks and Recreation Manager Mike Marshall and Recording Secretary Marie Moore.

3. Pledge of Allegiance

Mayor German led the Pledge of Allegiance.

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

a) Approval of the Minutes:

- 1) Regular Session – February 7, 2018
- 2) Special Work Session with Yavapai College Reps – February 9, 2018

b) Set Next Meeting, Date and Time:

- 1) Wednesday, February 28, 2018 at 6:30 p.m. – Council Hears P&Z Matters
- 2) Wednesday, March 7, 2018 at 6:30 p.m. - Regular Session
- 3) Wednesday, March 14, 2018 at 5:30 p.m. – Work Session
- 4) Wednesday, March 21, 2018 at 6:30 p.m. – Regular Session

c) Consideration and possible approval of the FY19 Budget Calendar. [Staff Resource: Mike Showers]

On a motion by Councilor Whatley, seconded by Council Baker, Council unanimously passed the Consent Agenda.

5. Special Announcements and presentations.

5.1 Proclamation - March 2018 March for Meals Month

Mayor German proclaimed March 2018 March for Meals Month

Marie DeClue spoke to the members of Council regarding her experience with Meals on Wheels; how the program has expanded drastically, and the need for financial support to keep the program running. The program is in desperate need of more drivers. The drivers are, in most cases, the only interaction the receiver of the meal has with another person each day. There will be a march from the Gazebo on Main Street to Hwy. 260 in support for the program on the 24th and Ms. DeClue asked for participation from all those able.

Ron Posten, a volunteer for Meals on Wheels spoke of his experience with the program. Ron spoke of the costs accrued to keep the program operating and asked for sponsorships and volunteers.

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

Bruce George spoke with Council regarding the ability to receive free tax services through AARP at the community library. A handout was given with contact information.

7. Business. Legal action can be taken.

With no objection from Council, item 7.4 was moved up on the agenda to address prior to 7.1, 7.2 and 7.3.

7.4. Discussion and update on progress at the Camp Verde Sports Complex including but not limited to construction schedule, timelines, drainage/ utility plans and 100-foot buffer from surrounding property lines. [Staff Resource: Russ Martin]

Town Manager Russ Martin explained that approximately 3 weeks ago, progress began on the project and clearing was started for preparation of a pre-bid meeting. Clearing will continue as well as necessary drainage will be put in and or redirected as required. The intent is to have Town staff clear the property to help reduce cost of the project. Bids are projected to be received by March 14. After March 21, the winning bid contractor will begin grading and utility placement will start. Staff will be excavating for the reuse water pond as well. Adjacent property owners have voiced serious concerns regarding what has been taking place so far. The main concern voiced by neighboring property owners is regarding buffer requirements. Russ Martin expressed there is no ill intent regarding this matter, but there is confusion regarding what "100-foot buffer" means. There will be an additional cost of \$25,000.00 for an amended design to move the drainage outside of where it is currently planned at. Martin explained to Council that the Town and the public have property rights on the park property and if changing the plans it will change the options, limit those options, and delay the bidding process. Martin also expressed that the park will not be completed in its entirety with the currently budgeted finances. Martin also showed the engineered park plans, referencing drainage issues and buffer areas being disputed. Martin indicated that there were 38 people at the Pre-Bid meeting and they anticipate a good amount of bids to consider.

Councilor Dee Jenkins questioned where the Ramada and picnic areas are located at because they are not listed on the plans shown. Parks & Recreation Manager Mike Marshall explained that those details have not been designed as of yet.

Vice Mayor Murdock asked for clarification regarding the McCracken Road entrance. Russ Martin explained that the McCracken access will be gated and not for public use. Murdock questioned the drainage issues. Martin explained that there will be a temporary low water crossing during construction on the Hwy. 260 entrance and there could potentially be use of the McCracken entrance during that time. Murdock questioned what the daily start time for construction will be. Parks & Recreation Manager Mike Marshall explained that the Town ordinance indicates 6:00 am during the summer and at sunrise in the winter.

Mayor German opened the meeting to public comment.

Cheri Wischmeyer read a letter to the Council and provided a copy that has been attached as a part of the record including a complaint filed with the town regarding the infringement of the buffer zone.

John Wischmeyer addressed Council and completed the reading of the letter submitted by his wife, Cheri Wischmeyer. John submitted a pseudo-petition with 105 signatures supporting the stopping of impeding on the infringement of the buffer zone

Carol German addressed Council with a submitted statement that is attached as a part of the record. Ms. German expressed her concern for the town failing to uphold their agreement, making changes in plans without council approval or public knowledge.

Neighboring property owner to the park, Bill and Erin LeBeau submitted a letter to Council, read by Carol German for review of their concerns regarding the change in access on McCracken Lane and their concerns that the access way will not be respected as an emergency purpose only.

Kevin Torrey addressed Council regarding the understanding of the buffer zone to the citizens and how they agreed to a park and a buffer zone of undeveloped land. A letter has been submitted for council review and is attached as a part of the record. Mr. Torrey indicated that the Council violated open meeting law and the plans shown tonight are not available for public review anywhere.

Henry Kaldenbaugh spoke to Council regarding environmental concerns and the preparation that is being done by the Town is causing issues with the neighboring properties. He recommended that the Town develop the eastern portion of the park farthest away from property owners first and then later on when funding is available, develop the western portion.

Nathan Hardy, Regional Commissioner for the AYSO (American Youth Soccer Organization) in the Verde Valley expressed that a park such as this has been highly anticipated for years and his program brings a large amount of revenue to the Town on a year-round basis. Mr. Hardy indicated his understanding of the neighboring property owners' concerns but also stated that any kind of construction is going to infringe on property owners at some point. Hardy complimented the Town of Camp Verde and stated that out of all the townships he deals with for his organization, Camp Verde is the most generous toward youth programs.

Mayor German thanked everyone who addressed Council and indicated that Council will need time to review the information given.

Mayor German called a five-minute recess at 7:40 pm. The meeting resumed at 7:45 pm.

7.1. Discussion regarding current conditions of Recycling Bins and program.
[Resource: Councilor Jackie Baker and Russ Martin]

Town Manager Russ Martin explained that on a regular basis, unacceptable things are left at the recycling bin locations. Staff is looking for direction to generate better behavior from the public to respect the free service provided. Martin expressed that besides vigilance from the residents in the area, signage may be necessary as well.

Councilor Baker explained that the program began in 1999, initially with bins placed by the high school football field. Since then, the bins have been moved to their current locations, but unfortunately, the citizens have abused the service provided. Sedona Recycling ends up taking unrecyclable items and eventually incur costs of disposing of the items.

Councilor Gordon questioned if there is an ordinance regarding leaving rubbish. Town Manager Russ Martin indicated that there is an ordinance with in the Town Code. Gordon suggested placing proper signage indicating the area is under security surveillance and for the Town to install the proper cameras needed.

Councilor Whatley requested that any signage put up have the ordinance number listed as well as a statement indicating that violation of the ordinance costs money to the taxpayers and a phone number where the community can report violators.

Councilor Buchanan expressed that the only option the Town has is to put up detailed signage indicating what is and/or is not allowed at the bins and invest in cameras for potential prosecution.

Councilor Baker referenced the ordinance in regards to this issue and agreed with the need of signage and cameras.

Vice Mayor Murdock indicated that this is due to a lack of access and affordability for dumping. Murdock mentioned the importance of notifying the public of the free dump days throughout the year, which the county makes available, and feels that vigilance from citizens is key.

Town Manager Russ Martin indicated that security cameras will be brought to Council for budget consideration.

7.2. Possible approval of 12 Special Event Liquor License application for the 2018 Spring Heritage Pecan and Wine Festival to be held March 17-18, 2018.

Applicants include: Alcantara, Arizona Stronghold Vineyards, Caduceus Cellars, Cellar 433, Granite Creek Winery, Oak Creek Vineyards, Page Springs Vineyards & Cellars, Pillsbury Wine Co., Salt Mine Wine, The Oddity Wine Collective, Winery 101-Gallifant Cellars, and Verde Valley Rangers, Mounted Sheriff's Posse, and Clear Creek Vineyard & Winery. [Staff Resource: Virginia Jones]

Deputy Clerk Virginia Jones stated that the agenda item was modified to add one additional application, bringing the total for consideration to 13.

On a motion by Councilor Gordon, seconded by Councilor Baker, Council unanimously approved 13 Special Event Liquor License application for the 2018 Spring Heritage Pecan and Wine Festival to be held March 17-18, 2018.

7.3. Discussion, consideration/update and possible direction to staff relative to proposed legislation by the 53rd State Legislature. [Staff Resource: Russ Martin]

Town Manager Russ Martin explained that tomorrow the mandated fire sprinkler issue is in front of Senate for consideration and he has still not heard from the representative. If changes are to be made, the State Fire Code needs to be amended. Discussion regarding possible taxation on alternative vehicles will take place as well, which would in turn fundamentally give back to the HURF funds which are used to fund DPS and unavailable for municipalities to use. Councilor

Baker indicated that the monies paid to NACOG, TPAC, and RPAC are used for advocating for this matter to be pushed through.

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

None

9. Council Informational Reports.

Vice Mayor Jessie Murdock indicated she will be attending the Intergovernmental Meeting on 02/22/2018. Councilors Baker and Gordan indicated they are attending also.

Mayor German will be attending a meeting with NAHC (Northern Arizona Health Care) regarding the letter written and a Kiwanis meeting, as well. Mayor German attended a GAMA (Greater Arizona Mayors Association) meeting Friday where discussion occurred regarding restoring HURF (Highway User Revenue Fund) funding with the possibility of the proposed legislation took place.

Councilor Jenkins will be attending the Grand Opening at the Yavapai-Apache Nations Cliff Castle Casino Hotel on Friday, February 23, 2018.

Councilor Buchanan hosted a party for 80 attendees in his home with Friends of the Verde River. Buchanan indicated that there is a much stronger unified voice for the Verde River being heard and action needs to take place soon for the welfare of the river.

10. Manager/Staff Report

Town Manager Russ Martin explained that the WIFA Loan the Town applied for has been approved and the Town was awarded a \$1 million-dollar forgivable balance on the principle amount. Depending on the interest rates at closing, the Town could save approximately another \$500,000.00 in interest. After March 21, the sewer rates will be increased to payers. Martin commended Town Staff and the staff from WIFA for their excellent customer service throughout the entire process.

11. Adjournment

The meeting adjourned at 8:16 p.m.

Mayor Charles German

Attest: Town Clerk Judy Morgan

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during Council Meeting of the Town Council of Camp Verde, Arizona, held on February 21, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2018.

Judy Morgan, Town Clerk



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: March 7, 2018

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

Requesting Department: Clerk’s Office

Staff Resource/Contact Person: Judy Morgan

Agenda Title: Public Hearing followed by discussion, consideration and possible approval of a Class 13 (In-State Farm Winery) Liquor License Application for Merkin Enterprises Inc./Merkin Vineyards located at 4626 Old Highway 279, Camp Verde, AZ

List Attached Documents: – Liquor License Application for License # 13133062

Estimated Presentation Time: 5

Estimated Discussion Time: 5

Reviews Completed by:

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

Finance Department N/A

Fiscal Impact: None

Budget Code: N/A Amount Remaining: _____

Comments:

Background Information:

Staff Received the application on February 7, 2018 and posted for the required 20 days. Staff has not received any comments or concerns.

Recommended Action (Motion) Possible approval of a Class 13 (In-State Farm Winery) Liquor License Application for Merkin Enterprises Inc./Merkin Vineyards located at 4626 Old Highway 279, Camp Verde, AZ

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



18 FEB 2 Lic. Lic. PH1240

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

DLLC USE ONLY

License # 13133062
Date Accepted: 2-2-18
CSR: C.A.

Application for Liquor License
Type or Print with Black Ink

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

SECTION 1 Type of License

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

SECTION 2 Type of Ownership

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

SECTION 3 Type of license

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

1.Type of License (restaurant, bar etc.): In-State Farm Winery - 13 2. LICENSE # (if issued): 13133062

SECTION 4 Applicants

1. Agent's Name: Keenan Maynard James
2. Applicant/Licensee Name: Merkin Enterprises, Inc
3. Business Name (Doing Business As-DBA): Merkin Vineyards
4. Business Location Address: 4626 Old Hwy 279, Camp Verde, AZ 86322, Yavapai
5. Mailing Address: PO Box 905, Jerome, AZ 86331
6. Business Phone: 928-567-7293 Daytime Contact Phone: 928-567-7293
7. Email Address: chelsea@caduceuscellars.com

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

Fees: Application \$100, Interim Permit 0, Department Use Only Site Inspection 0, Finger Prints 500.00, Total of All Fees \$100.00
Is Arizona Statement of Citizenship & Alien Status for State Benefits complete? Yes No

SECTION 5 Background Check

EACH PERSON LISTED MUST SUBMIT A QUESTIONNAIRE, FINGERPRINT CARD ALONG WITH \$22. PROCESSING FEE PER CARD.
 1. If the applicant is an entity, not an individual, answer questions 1a-b.

a) Date Incorporated/Organized: 02/19/2016 State where Incorporated/Organized: Delaware
 b) AZ Corporation or AZ L.L.C. File No: F-2077898-6 Date authorized to do business in AZ 03/31/2016

2. List any individual or entity that own a beneficial interest of 10 % or more and/or controls the license. If the applicant is owned by another entity, attach an organizational chart showing the ownership structure. Attach additional sheets as needed to disclose any controlling person, member, shareholder or general partner who owns a beneficial interest of 10 % or more of the license.

Last	First	Middle	Title	%Owned	Mailing Address	City	State	Zip
Keenan, Maynard	James		Pres, Sec, Tres	100%	PO Box 905, Jerome, AZ	86331		

(Attach additional sheet if necessary)

SECTION 6 Interim Permit

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

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

1. Enter license number currently at the location: _____

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

I, (Signature) _____ declare that I am the CURRENT OWNER, AGENT, OR CONTROLLING PERSON on the stated license and location.

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

NOTARY

State of Arizona)
 County of _____)

On this _____ Day of _____, 20____ before me personally appeared _____
Day Month Year (Print Name of Document Signer)

Whose identity was proven to me on the basis of satisfactory evidence to be the person who he or she claims to be and acknowledged that he or she signed the above/attached document.

 Signature of NOTARY PUBLIC

(Affix Seal Above)

SECTION 7 Probate, Receiver, Bankruptcy Trustee, Assignment, or Divorce Decree of an existing liquor license ARS § 4-204

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

1. Current Licensee's Name: _____
 (Exactly as it appears on the license) Last First Middle

2. Assignee's Name: _____
 Last First Middle

License Number: _____

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

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

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

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

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

1. License #: _____
2. Current Agent Name: _____
Last First Middle
3. Current Licensee Name: _____
(Exactly as it appears on the license)
4. Current Business Name: _____
(Exactly as it appears on the license)
5. Current Daytime Phone: _____ Primary Email Address: _____
6. Does current licensee intend to operate the business while this application is pending? Yes No
7. I authorize the transfer of this license to the applicant: _____
Signature or Agent or Individual controlling person

NOTARY

State of Arizona)
County of _____)

On this _____ Day of _____, 20____ before me personally appeared _____
Day Month Year (Print Name of Document Signer)

Whose identity was proven to me on the basis of satisfactory evidence to be the person who he or she claims to be and acknowledged that he or she signed the above/attached document.

(Affix Seal Above)

Signature of NOTARY PUBLIC

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

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

The above paragraph DOES NOT apply to:

- a) Restaurants that do not sell growlers (A.R.S. §4-205.02) Series 12
- b) Hotel/motel license (A.R.S. §4-205.01) Series 11
- c) Microbrewery (A.R.S. §4-205.08) Series 3
- d) Craft Distillery (A.R.S. §4-205.10) Series 18

- e) Government license (A.R.S. §4-205.03) Series 5
- f) Playing area of a golf course (A.R.S. §4-207 (B)(5))
- g) Wholesaler/Distributor Series 4
- h) Farm Winery Series 13
- i) Producer Series 1

1. Distance to nearest School: 2 miles Name of School: Yavapai Apache Montessori
 (If less than one (1) mile note footage) Address: 3580 Smith Ave, Camp Verde, AZ 86322

2. Distance to nearest Church: 1.4 miles Name of Church: Middle Verde Rock Church
 (If less than one (1) mile note footage) Address: 2221 Reservation Loop Rd., Camp Verde, AZ 86322

SECTION 11 Business Financials A.R.S. §4-202(F)

1. I am the:

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

2. If the premises is leased give lessors: Name: Caduceus Cellars, LLC
 Address: PO Box 905, Jerome, AZ 86331
Street City State Zip

3. What is the penalty if the lease is not fulfilled? \$ none or Other: _____
 4. Total money borrowed for the Business not including lease? \$ none

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

Last	First	Middle	Amount Owed	Mailing Address	City	State	Zip

(Attach additional sheet if necessary)

5. Has a license or a transfer license for the premises on this application been denied by the state within the past year?
 Yes No If yes, attach explanation.
6. Does any spirituous liquor manufacture, wholesaler, or employee have an interest in your business?
 Yes No If yes, attach explanation.

SECTION 12 Diagram of Premises

Check ALL boxes that apply to your business:

Walk-up or drive-through windows

Patio: Contiguous Non-Contiguous within 30 feet

1. Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
 Yes No If yes, what is your estimated completion date? ____/____/____

Please attach a diagram of the premises which clearly show only the areas where spirituous liquor will be sold, served, consumed, dispensed, possessed or stored. Include all entrances, exits, interior walls, bar areas, dining areas, dance floor, stage, game room and the kitchen. **DO NOT INCLUDE** parking lots, living quarters or areas where business is not conducted under this liquor license. When completing your premises diagram, please identify which orientation is North.

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

3. As stated in A.R.S. §4-207.01 (B), I understand it is my responsibility to notify the Department of Liquor Licenses and Control when there are changes to the service areas or the square footage of the licensed premises, either by increase or decrease.

HC
Applicants Initials

RESTAURANTS AND HOTELS/MOTELS ONLY

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

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

4b. Provide a restaurant operation plan.

SECTION 13 SIGNATURE BLOCK

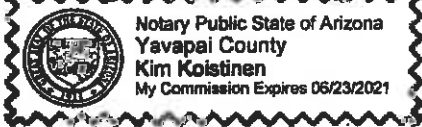
I, (Signature) [Handwritten Signature], hereby declare that I am the Owner/Agent filing this application. I have read this document and verify the content and all statements are true, correct and complete, to the best of my knowledge.

NOTARY

State of Arizona)
County of Yavapai)

On this 30th Day of August, 2017 before me personally appeared Maynard James Keenan
(Print Name of Document Signer)

Whose identity was proven to me on the basis of satisfactory evidence to be the person who he or she claims to be and acknowledged that he or she signed the above/attached document.



(Affix Seal Above)

[Handwritten Signature]
Signature of NOTARY PUBLIC

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

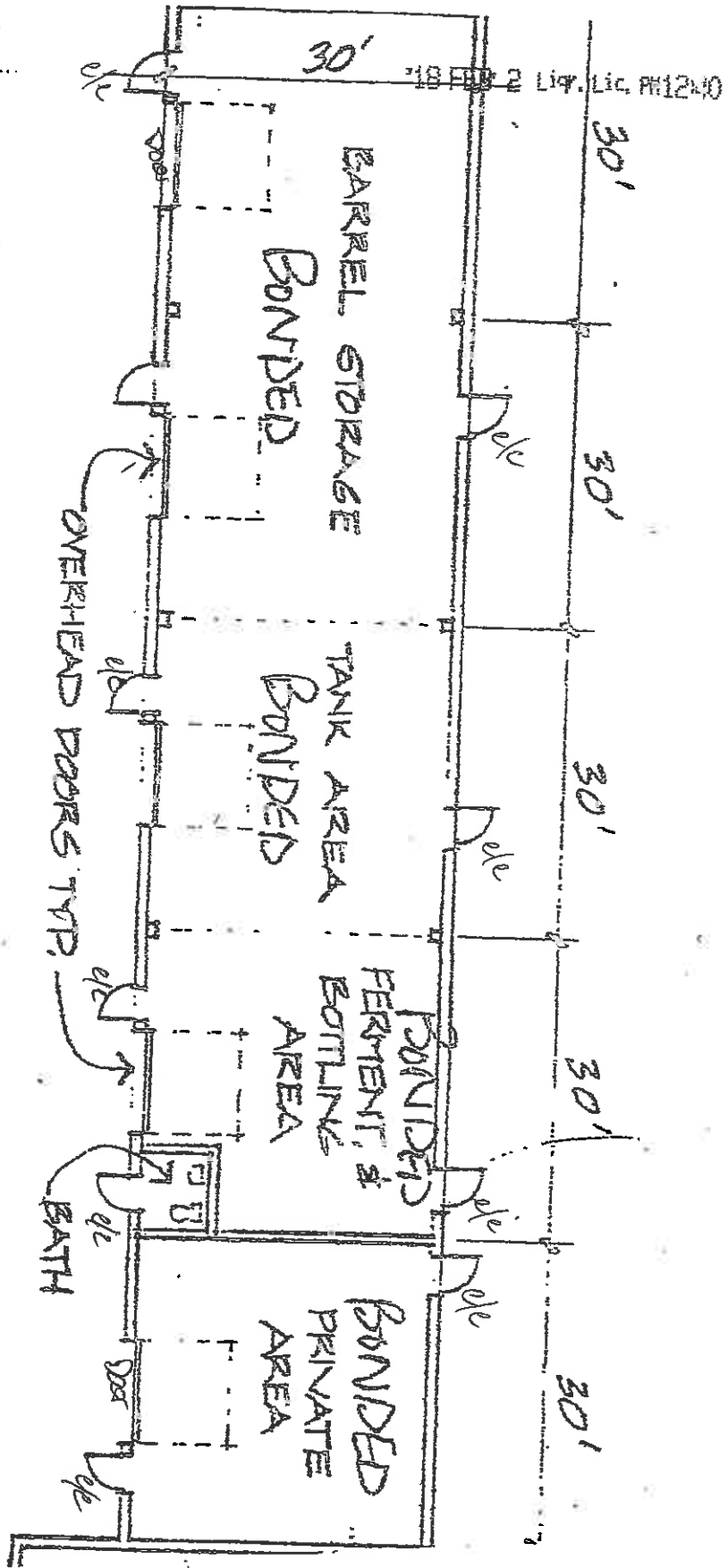
B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or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

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

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

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

D 5500.29 P. 2



WINERY BUILDING PLAN
 SCALE: 1" = 20'-0"

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SHEET 20

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Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: March 7, 2018

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

Requesting Department: Clerk’s Office

Staff Resource/Contact Person: Judy Morgan

Agenda Title: Public Hearing followed by discussion, consideration and possible approval of a Class 13 (In-State Farm Winery) Liquor License Application for Four Eight Wineworks, Inc./Four Eight Wineworks located at 4626 Old Highway 279, Camp Verde, AZ

List Attached Documents: – Liquor License Application for License # 13133063

Estimated Presentation Time: 5

Estimated Discussion Time: 5

Reviews Completed by:

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

Finance Department N/A

Fiscal Impact: None

Budget Code: N/A Amount Remaining: _____

Comments:

Background Information:

Staff Received the application on February 7, 2018 and posted for the required 20 days. Staff has not received any comments or concerns.

Recommended Action (Motion) Possible approval of a Class 13 (In-State Farm Winery) Liquor License Application for Four Eight Wineworks located at 4626 Old Highway 279, Camp Verde, AZ

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



18 FEB 2 11:12 AM

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

DLLC USE ONLY
License # 13133063
Date Accepted: 2-2-18
CSR: C.A.

Application for Liquor License
Type or Print with Black Ink

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

SECTION 1 Type of License

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

SECTION 2 Type of Ownership

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

SECTION 3 Type of license

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

1. Type of License (restaurant, bar etc.): In-State Farm Winery - 13 2. LICENSE # (if issued): 13133063

SECTION 4 Applicants

- Agent's Name: Keenan Maynard James
Applicant/Licensee Name: Four Eight Wineworks, Inc.
Business Name (Doing Business As-DBA): Four Eight Wineworks
Business Location Address: 4626 Old Hwy 279, Camp Verde, AZ 86322, Yavapai
Mailing Address: PO Box 905, Jerome, AZ 86331
Business Phone: 928-567-7293 Daytime Contact Phone: 928-567-7293
Email Address: chelsea@caduceuscellars.com
Is the Business located within the incorporated limits of the above city or town? Yes

Fees: Application \$100, Interim Permit 0, Site Inspection 0, Finger Prints Current, Total of All Fees \$100.00
Is Arizona Statement of Citizenship & Alien Status for State Benefits complete? Yes

SECTION 5 Background Check

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

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

a) Date Incorporated/Organized: 01/06/2014 State where Incorporated/Organized: Delaware

b) AZ Corporation or AZ L.L.C. File No: F-1944364-1 Date authorized to do business in AZ 08/07/2014

2. List any individual or entity that own a beneficial interest of 10% or more and/or controls the license. If the applicant is owned by another entity, attach an organizational chart showing the ownership structure. Attach additional sheets as needed to disclose any controlling person, member, shareholder or general partner who owns a beneficial interest of 10% or more of the license.

Last	First	Middle	Title	%Owned	Mailing Address	City	State	Zip
Keenan, Maynard	James		Pres, Sec, Tres	100%	PO Box 905, Jerome, AZ	86331		

(Attach additional sheet if necessary)

SECTION 6 Interim Permit

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

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

1. Enter license number currently at the location: _____

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

I, (Signature) _____ declare that I am the CURRENT OWNER, AGENT, OR CONTROLLING PERSON on the stated license and location.

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

NOTARY

State of Arizona)
County of _____)

On this _____ Day of _____, 20____ before me personally appeared _____
Day Month Year (Print Name of Document Signer)

Whose identity was proven to me on the basis of satisfactory evidence to be the person who he or she claims to be and acknowledged that he or she signed the above/attached document.

Signature of NOTARY PUBLIC

(Affix Seal Above)

SECTION 7 Probate, Receiver, Bankruptcy Trustee, Assignment, or Divorce Decree of an existing liquor license ARS § 4-204

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

1. Current Licensee's Name: _____
(Exactly as it appears on the license) Last First Middle

2. Assignee's Name: _____
Last First Middle

License Number: _____

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

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

1. Government Entity: _____

2. Person/Designee: _____
Last First Middle Daytime Contact Phone #

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

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

1. License #: _____

2. Current Agent Name: _____
Last First Middle

3. Current Licensee Name: _____
(Exactly as it appears on the license)

4. Current Business Name: _____
(Exactly as it appears on the license)

5. Current Daytime Phone: _____ Primary Email Address: _____

6. Does current licensee intend to operate the business while this application is pending? Yes No

7. I authorize the transfer of this license to the applicant: _____
Signature or Agent or Individual controlling person

NOTARY

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County of _____)

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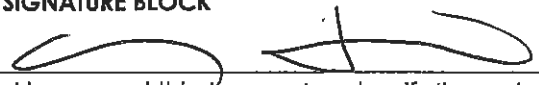
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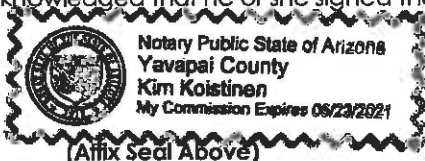
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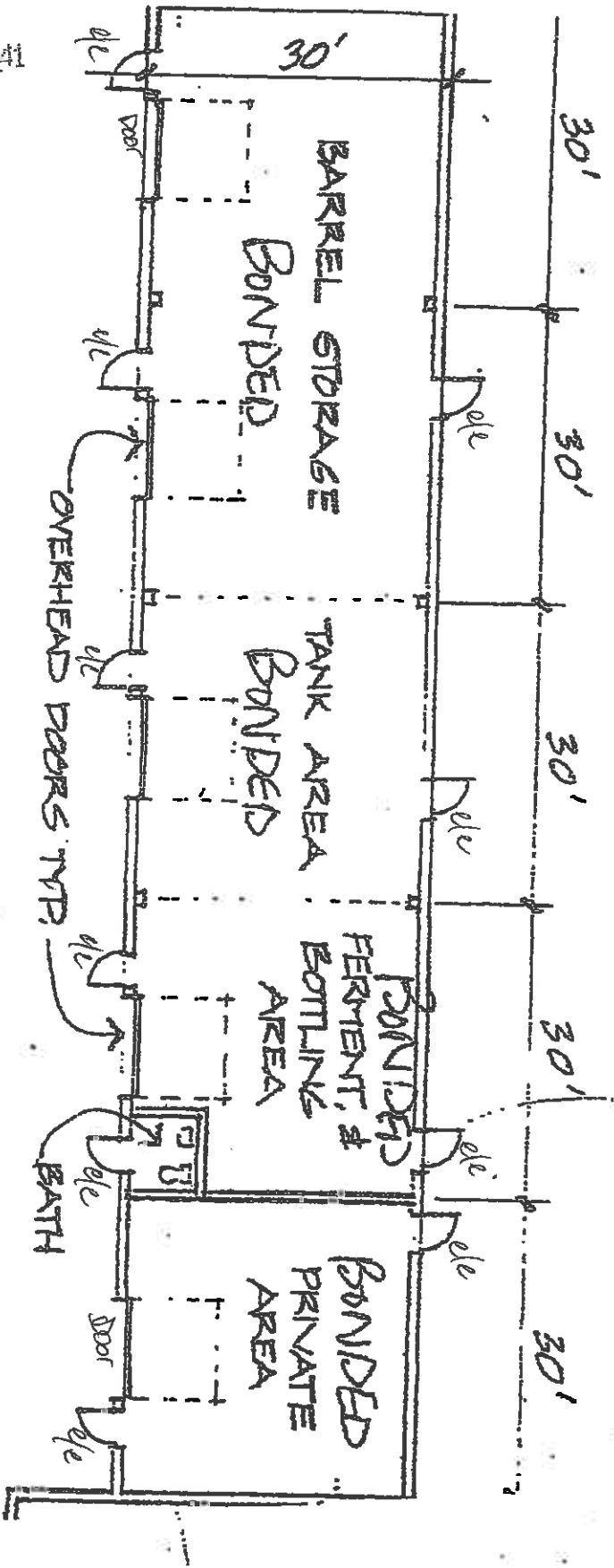
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F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.

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WINERY BUILDING PLAN

SCALE: 1" = 20'-0"

1X

18 FEB 2 11:41 AM '12

Sheet 20

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Agenda Item Submission Form – Section I

Meeting Date: March 7, 2018

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

Requesting Department: Administration/Library/CVMO/Maintenance

Staff Resource/Contact Person: Russ Martin/Kathy Hellman/Brian Armstrong/Mike Dumas

Agenda Title (be exact): Request for approval to amend the FY 2018 Budget to take some current part-time employees in the library, records and maintenance to full time requiring an additional \$32,000 in expenses this year.

List Attached Documents:

Estimated Presentation Time: 10 Minutes

Estimated Discussion Time: 15 Minutes

Reviews Completed by: Town Manager Russ Martin, Library Director Kathy Hellman, Commander Brian Armstrong, and Maintenance Division Manager Mike Dumas

Department Head: Town Manager, Russ Martin

Town Attorney: N/A

Finance Review: Budgeted Unbudgeted N/A

Fiscal Impact:

For the remaining 3 months of FY18:

Library: \$20,000 for remaining 3 months / \$80,000 additional FY19

CVMO: \$5,000 for remaining 3 months / \$20,000 additional FY19

Maintenance: \$7,000 for remaining 3 months / \$28,000 additional FY19

Total: \$32,000 for remaining 3 months / \$128,000 additional FY19

Comments:

This would require a budget amendment as these positions were not fully budgeted for in the current FY18 budget. The impact will limit the uses of any additional revenue the Town may see going into FY19 budget discussions unless a reduction at that time is proposed.

Background Information:

Library needs:

After operating for over a year in a 17,000 square foot library with staffing levels equal to what we had in the 4,500 square foot building, it is clear that staff have been pushed and schedules stretched as far as possible to cover increases in public service points, traffic and services. These positions are key to specific services that are valued by community members and are new to us in our new building. The Adult Services Library Specialist manages room reservations and scheduling, trains staff and the public to use the AV equipment, helps with setup and cleanup, routinely fills in at the PC Help Desk and manages Adult Services. They have topnotch customer service skills, an excellent work ethic and regularly offers to assist others. Due to their part-time status of 19 hours a week and the demand on facility use, they must count on other staff to facilitate room reservations, setup and orientation when they are not scheduled to work. This inevitably adds to the workload of staff who have other duties and demands on their time which an increase in this specialist's hours would alleviate. The Library Specialist in charge of the Teen Library has spent their first year laying the foundation of the Teen Library by building relationships with teens and their families. Under their leadership the Teen Library has sponsored 58 programs for teens from July 1 – December 31 with circulation of teen materials up 73% over the same time period in FY17. They participate in after-hours programs like Trunk-or-Treat on Main and occasionally fills in or assists with Children's programs. They are part of the team bringing the Youth Council into existence but their plans to expand the library's programs to teens are hindered by their part-time status. They are currently working two part-time jobs making adjustments to the schedule difficult. To fully realize the potential of CVCL's new Teen Library and the Youth Council, this position requires flexibility. The library has an important role in expanding services to teens in Camp Verde and this position is key to the library's success. The impact to the budget to move them from part-time to full-time status for the rest of the fiscal year is about \$20,000 and would mean about a \$80,000 increase in the library's FY19 budget.

Maintenance needs:

It is easy to look at our facilities and asses them as office space; when in truth they include many square feet of public-use areas. A great deal of the public-use areas is accessed after staff hours; unfortunately, all too frequently we find that these areas are not treated with a level of respect or care and then require much more time, materials and equipment than the routine cleaning done in staff/office spaces. Our facilities include the Main Campus with office space, a gymnasium (that requires almost daily attention), public kitchen, and public meeting spaces, an outdoor restroom and shower facility, the new Court room has a kitchen and staff restroom; the Marshal's office includes a kitchen and 7 restrooms. One part-time person cleans the Library with a staff kitchen, a public kitchen, public meeting areas and 6 restrooms that need daily cleaning, working only part-time does not allow sufficient hours to maintain all public spaces. Currently if one of the full-time custodians is ill or on vacation/holiday one person works by themselves. The custodian at the library works by herself all the time without anyone to cover for her. These ladies come in very early in the morning, or late at night when it is dark and other staff are not around; on several occasions they find they are entering into buildings that are not locked. They work with chemicals and on slippery surfaces, stairs and ladders having another full-time person will provide additional coverage and add a layer of safety.

CVMO Records needs:

The records department at the Marshal's Office had two full-time positions from 1996-2012, but dropped to one full-time position when the records specialist retired in 2012. The unit operated with one person until October 2013 when a part-time position was added, and the unit has operated with one full-time and one part-time since then. The records unit is the first point of contact for citizens when they come to the department, and with only one full-time person this is burdensome and takes the clerk away from other duties when handling public inquires. When the full-

time records specialist takes a vacation, sick, or training day, the Marshal's Office relies on volunteers to fill the position, but the volunteers do not have the same skill set and abilities to perform all the duties, which creates a larger workload for the staff upon return to work. With the current staffing, the ability to adhere to the annual record retention and purging schedules for our ten-year case files has fallen behind and the unit is behind in meeting the schedule to accomplish this task. There has been an increase in records requests overall as well, which in turn has led to an increase in cash flow, which leads to increased time spent completing monthly deposit paperwork. The greatest factor of concern with the current staffing in records is the federally mandated shift from the current Summary UCR reporting to NIBRS, which will be a much more demanding and time consuming effort. The new crime reporting system is so detailed and specific that many other law enforcement agencies are seeking new positions to accommodate the requirements just for the NIBRS transition and reporting requirements. The Marshal's records department is in need of moving the one part-time position to full-time in order to continue to provide the quality of service expected by the public and to be able to meet required record retention purging standards and mandated state and federal crime reporting (NIBRS).

Recommended Action (Motion):

Move to approve the following positions from part-time to full-time status amending the FY2018 Budget by allocation of \$32000 in the unplanned grants expense line to the appropriate expense lines to cover personnel expenses of the Library, Marshal's Office and Maintenance departments budgets, effective March 28, 2018.

Instructions to Clerk: