

**TOWN COUNCIL OF DEWEY-HUMBOLDT  
REGULAR MEETING NOTICE**

**Tuesday, January 16, 2018, 6:30 P.M.**

**COUNCIL REGULAR MEETING  
2735 S. HWY 69**

**COUNCIL CHAMBERS, TOWN HALL  
DEWEY-HUMBOLDT, ARIZONA**

**AGENDA**

The issues that come before the Town Council are often challenging and potentially divisive. In order to make sure we benefit from the diverse views to be presented, the Council believes that the meeting be a safe place for people to speak. With this in mind, the Council asks that everyone refrain from clapping, heckling and any other expressions of approval or disapproval. Council may vote to go into Executive Session for legal advice regarding any matter on the open agenda pursuant to A.R.S. 38-431.03 (A) (3), which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda. Agenda items may be taken out of order. Please turn off all cell phones. The Council meeting may be broadcast via live streaming video on the internet in both audio and visual formats. One or more members of the Council may attend either in person or by telephone, video or internet conferencing. **NOTICE TO PARENTS:** Parents and legal guardians have the right to consent before the Town of Dewey-Humboldt makes a video or voice recording of a minor child. A.R.S. § 1-602.A.9. Dewey-Humboldt Council Meetings are recorded and may be viewed on the Dewey-Humboldt website. If you permit your child to participate in the Council Meeting, a recording will be made. You may exercise your right not to consent by not permitting your child to participate or by submitting your request to the Town Clerk that your child not be recorded.

**1. Call To Order.**

**2. Opening Ceremonies.**

**2.1. Pledge of Allegiance.**

**2.2. Invocation.**

**3. Roll Call.** Town Council Members Jack Hamilton, Mark McBrady, Amy Timmons, Doug Treadway, Victoria Wendt, Vice John Hughes and Mayor Terry Nolan.

**4. Announcements Regarding Current Events, Guests, Appointments, and Proclamations.**

Announcements of items brought to the attention of the Mayor not requiring legal action by the Council. Guest Presentations, Appointments, and Proclamations may require Council discussion and action.

**4.1. National Mentoring Month Proclamation.**

**4.2. Firewise Quarterly Report.**

**4.3. Presentation by Carol Chamberlain of Arizona Community Foundation of Yavapai County to explain 501(c)(3) for charitable purposes.** [Approved by Council at 11/7/17 Regular Council Meeting]

**5. Town Manager's Report.** Update on Current Events. No legal actions can be taken. Council may ask town staff to review an operational matter at this time, or may ask that a matter be put on a future agenda for actions or further discussion. Possible matters and projects are related to Town general administration, Finance, Public Works, Community Development.

**5.1. Public Safety Reports,**

**5.1.1. Yavapai County Sheriff's Office report presented by Lt. Raiss.** Topics for possible discussion include: Overview - Self-Initiated, Calls for Service, Traffic Stops including number of citations, Arrests (Family Fight, Disorderly, DUI/Drugs); Criminal Investigation; Animal Control - Calls for Service; Calls for Service Comparison-Days of Week, Time of Day; Average Response Times; Part 1 Crimes Comparison.

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**5.1.2. Central Arizona Fire & Medical Authority report presented by Rick Chase.** Topics for possible discussion include: calls responded; outreach programs and services, construction permitting.

**5.1.3. Magistrate Court report presented by Judge Catherine Kelley.** Topics for possible discussion include: citations, procedures, services.

**6. Consent Agenda.**

**6.1. Minutes.** Approval of Minutes from the December 5, 2017 Regular Council Meeting; December 12, 2017 Study Session; and December 19, 2017 Regular Council Meeting and January 9, 2018 Special Session Meeting.

**7. Comments from the Public (on non-agendized items only).** The Council wishes to hear from Citizens at each meeting. Those wishing to address the Council need not request permission or give notice in advance. For the official record, individuals are asked to state their name. Public comments may appear on any video or audio record of this meeting. Please direct your comments to the Council. Individuals may address the Council on any issue within its jurisdiction. At the conclusion of Comments from the Public, Council members may respond to criticism made by those who have addressed the public body, may ask Town staff to review a matter, or may ask that a matter be put on a future agenda; however, Council members are forbidden by law from discussing or taking legal action on matters raised during the Comments from the Public unless the matters are properly noticed for discussion and legal action. A 3 minute per speaker limit may be imposed. The audience is asked to please be courteous and silent while others are speaking.

**8. Discussion Agenda – Unfinished Business.** Discussion and Possible Action on any issue which was not concluded, was postponed, or was tabled during a prior meeting.

**8.1. Update of Councilmember Timmons’ citizen committee’s progress regarding Amending the Town of Dewey-Humboldt, Arizona Code of Ordinances, Title IX General Regulations, by adding New Chapter 100 Animals Other than Dogs related to the control and regulation of domestic animals other than dogs, maintenance standards for domestic animals other than dogs, and enforcement.** [Rescheduled by Council from 1/9/18 Study Session]

**9. Discussion Agenda – New Business.** Discussion and Possible Action on matters not previously presented to the Council.

**9.1. Requesting that Council approve the adoption of a resolution supporting NACOG regarding deep cuts to federal funding in FY 2018 affecting programs critical to distressed communities and vulnerable populations throughout Northern Arizona.** [CAARF submitted by Councilmember Treadway]

**9.2. Request a meeting with ADOT about ingress and egress for the new gas station at the 60 & 169.** [CAARF submitted by Councilmember Treadway]

**10. Public Hearing Agenda.**

**10.1. Request for a Use Permit UP 17-001 for approximately 2.42 acres of real property, Mogollon Vineyards, located at 2430 S. State Route 69, also known as Yavapai County Assessor’s Parcel Number 402-08-029K in the C2-35 (Commercial; General Sales and Services) zoning district to allow the operation of a winery, including the processing of grapes into wine, aging, and bottling of wine on the property.**

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**THIS CONCLUDES THE LEGAL ACTION PORTION OF THE AGENDA.**

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**11. Adjourn.**

**For Your Information:**

Next Town Council Work Session: Tuesday, February 6, 2018, at 2:00 p.m.

Next Town Council Meeting: Tuesday, February 20, 2018, at 6:30 p.m.

Next Planning & Zoning Meeting: Thursday, February 8, 2018, at 6:00 p.m.

If you would like to receive Town Council agendas via email, please sign up at [AgendaList@dhaz.gov](mailto:AgendaList@dhaz.gov) and type Subscribe in the subject line, or call 928-632-7362 and speak with Julie Gibson, Town Clerk.

**Certification of Posting**

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following locations: Dewey-Humboldt Town Hall, 2735 South Highway 69, Humboldt, Arizona, Chevron Station, 2735 South Highway 69, Humboldt, Arizona, Blue Ridge Market, Highway 69 and Kachina Drive, Dewey, Arizona, on the 10th day of January, 2018, at \_\_\_\_\_ p.m. in accordance with the statement filed by the Town of Dewey-Humboldt with the Town Clerk, Town of Dewey-Humboldt.

By: \_\_\_\_\_, Town Clerk's Office.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at 632-7362 at least 24 hours in advance of the meeting.

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Agenda Item 4.1. "National Mentoring Month"  
Proclamation

January 2018

- *WHEREAS, volunteerism has dropped to a ten-year low in 2014 to 25.4 percent of the total population. (US Bureau of Labor Statistics, 2015)*
- *WHEREAS, 1 in 3 young people will grow up without having a mentor. (National Mentor Partnership 2017)*
- *WHEREAS, 38% of children in Arizona and 35% of children in the United States are living in Single-Parent Households. (United States Census Bureau, 2016)*
- *WHEREAS, Arizona ranked 44th in the United States in 2016 for overall poverty rate, and 43rd in the nation for amount of children living in poverty. (United States Census Bureau, 2017)*
- *WHEREAS, youth mentorship can lead to higher graduation rates, improved behavior, boosted self-esteem, and a decreased likelihood of initiating drug and alcohol use. (youth.gov)*
- *WHEREAS, health benefits of mentoring have been proven.*
- *WHEREAS, adults who regularly serve others or a larger cause are more likely to have lower blood pressure and longer lifespan. (This Is How We Rise by Claudia Chan)*
- *WHEREAS, people who volunteer tend to have higher self-esteem, psychological well-being, and overall happiness. (U.S. News, 2012)*
- *WHEREAS, participants feel a sense of fulfillment and a stronger connection to their community when they become a volunteer. (Points of Light Institute, 2011)*
- *WHEREAS, vulnerable youth who have been mentored are 90% more likely to become mentors in the future than those without. (National Mentor Partnership)*
- *WHEREAS, residents are encouraged to take advantage of the many youth mentoring organizations available, in order to create shared opportunities for learning and growth.*

*NOW, THEREFORE, be it resolved that I, Terry Nolan, Mayor of the Town of Dewey-Humboldt, Arizona, do hereby proclaim January 2018 to be "National Mentoring Month" in Dewey-Humboldt and for the good of the community, urge residents to seek mentoring opportunities to enhance the lives of our area youth which will ultimately build a stronger community.*

*IN WITNESS WHEREOF, I, Terry Nolan, Mayor of the Town of Dewey-Humboldt have hereunto set my hand this 16<sup>th</sup> day of January, 2018.*

\_\_\_\_\_  
Terry Nolan, Mayor

\_\_\_\_\_  
Julie Gibson, Town Clerk

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**Thank you for allowing me time to address you today, my name is Victoria Wendt and I'm the volunteer chairperson for the Blue Hills/Foothills East Firewise Committee.**

**In early 2016 the town of Dewey-Humboldt received a fire assessment from CAFMA outlining the potential fire dangers. The communities of Blue Hills/Foothills East decided to take a proactive approach and immediately began educating ourselves on abating our properties.**

**We formed a grass-roots committee a little over a year ago and finally achieved our Certification as a Firewise community with Firewise USA in January of 2017. When the Goodwin fire hit this summer so close to home, it prompted us to act even more urgently to protect our community from the dangers of structural and woodland wild fires.**

**The first goal of our Firewise board along with our Town of D-H was to form a "partnership" with the (PAWUIC) Prescott Area Wildland Urban Interface Commission. This partnership helped us put the processes in place so the residents of D-H who live in extreme fire areas could utilize the grants provided by PAWUIC to mitigate their properties of fire fuel. After several months of work by our town staff, the process took effect shortly after the Goodwin fire and has assisted many of our financially challenged residents by making the process of hiring abatement companies affordable.**

**One of our committee members also made a presentation to our Town Council on establishing a ROW across the BLM land in the southern most area of Upper Blue Hills, which would allow a secondary "emergency" ingress/egress. The BLM was very receptive and since the Goodwin fire has expedited this process.**

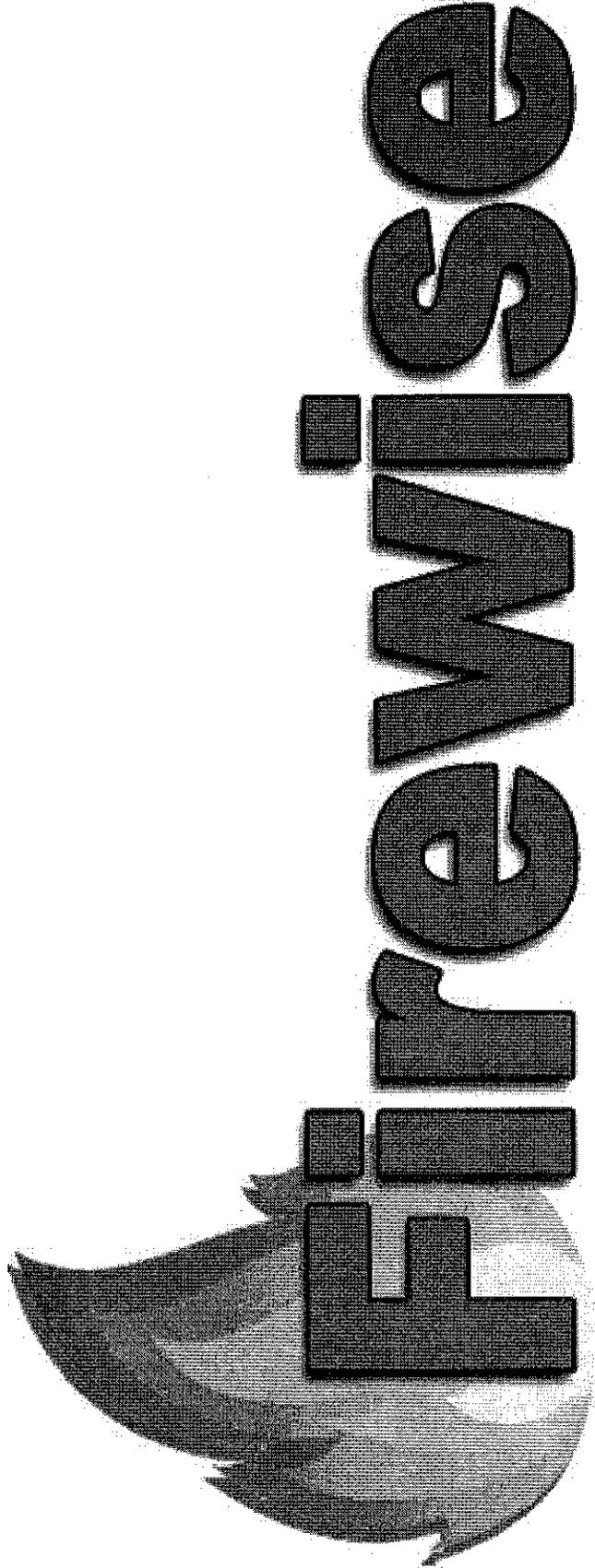
**Another goal of our committee and the primary reason for me being here today is to ask for your assistance with the urgent need of two**

**10,000 gallon tanks for an emergency water source in the Upper Blue Hills area. This area has been recognized as one of the highest potential fire areas in D-H because of excessive fuel and lack of emergency water. As it stands currently, land and an existing well has already been donated by a former resident with the intention that it would be used by CAFMA to establish a possible water source for the Blue Hills area. CAFMA recently completed a survey for a ROW that has been donated by one of our generous long time residents and now has ownership of a 25' strip of land along the back of that residential property that abuts the CAFMA property.**

**We are asking that the CAFMA board appropriate funding in your next budget to construct and place two 10,000 gallon emergency water tanks on the ground donated. While we recognize that in the past there was pushback from the local residents to allow intrusion into the area that has all changed since the Goodwin fire, there is now full support. In fact, we recently established a Collaborative Fund Account with the Arizona Community Foundation of Yavapai County a (501) (c) (3) organization to administer all local fundraising efforts by our own committee, we hope to assist CAFMA as much as possible in the objectives stated above. The construction and placement of these two tanks along with the current partnerships that have been forged to subsidize abatement for residents will go a long way in protecting our community for years to come.**

**As a native of Arizona and 25 year resident of Dewey/Humboldt, I firmly believe that when it come to fire awareness that an ounce of prevention is worth a pound of cure.**

**Thank you again for your time in allowing me to present our committees commitment to CAFMA.**



**Dewey-Humboldt, Arizona**

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Agenda Item 6.1.  
**TOWN OF DEWEY-HUMBOLDT  
TOWN COUNCIL  
REGULAR MEETING MINUTES  
DECEMBER 5, 2017, 6:30 P.M.**

**A REGULAR MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, DECEMBER 5, 2017, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.**

1. **Call To Order.** Mayor Nolan called the meeting to order at 6:30 p.m.
2. **Opening Ceremonies.**
  - 2.1. **Pledge of Allegiance.** Led by Councilmember Hamilton.
  - 2.2. **Invocation.** Given by Councilmember Timmons.
3. **Roll Call.** Town Council Members Jack Hamilton, John Hughes, Amy Timmons, Doug Treadway, Victoria Wendt, and Mayor Terry Nolan were present. Vice Mayor McBrady was absent.
4. **Announcements Regarding Current Events, Guests, Appointments, and Proclamations.**

Announcements of items brought to the attention of the Mayor not requiring legal action by the Council. Guest Presentations, Appointments, and Proclamations may require Council discussion and action.

  - 4.1. **Northern Arizona Council of Governments (NACOG) Presentation by Executive Director, Chris Fetzer.** [Approved by Council at October 3, 2017 Meeting]

Chris Fetzer, Executive Director of NACOG gave a PowerPoint presentation highlighting the services provided by NACOG. It is a non-profit corporation with a make-up similar to local governments. Mr. Fetzer gave overviews of the services they provide, including Head Start; Agency on Aging; weatherization and several other community services. He provided information on their budget and funding, as well. He answered Council questions regarding program qualifications such as income, need, and population. Mr. Fetzer thanked Councilmember Treadway for his participations and involvement as a committee member.
  - 4.2. **Financial Audit FY16-17.** [Henry & Horne]

Marilyn Mays, CPA, gave an overview of the audit passing copies of the reports out to Council. She noted this was a clean opinion and you can rely on the figures in the statements. She noted that revenues were a bit higher than budgeted and the expenses came in under. The same was true for the HURF budget. Mayor Nolan asked if there were any recommendations for next year. Ms. Mays noted possibly it could be considered to take the cash basis to a full accrual to prepare for the audit and made recommendations on how to get some of those adjustments made before they come in for the audit. She noted that the cash basis is fine, but a lot of work for limited staff. There were no Council questions. Mayor Nolan thanked Ms. Mays and Mickey Moore, Town Accountant.
5. **Town Manager's Report.** Update on Current Events.

Mr. Wilson thanked Council for having been selected as Town Manager. He noted this was his 8<sup>th</sup> day on the job and thanked the Staff for their welcome and assistance. He noted he is making some progress on issues, but noted that there are Council Members he still needed to meet with.

Building Official, Don Roberts, has had a setback with his recent injury. He will be performing the in-house work and Cindy Spahr will conduct site investigations for the next four to ten weeks. This seems to balance out budget-wise.

He did note that possibly Council would want to consider endorsing a resolution for NACOG in reference to not cutting off their federal funding.

**6. Consent Agenda.**

**6.1. Minutes.** Approval of Minutes from the September 19, 2017 Regular Council Meeting; October 3, 2017 Regular Council Meeting; October 24, 2017 Special Session Meeting; October 25, 2017 Special Session Meeting; November 1, 2017, Special Session Meeting; November 7, 2017 Regular Council Meeting; and November 14, 2017 Special Study Session Meeting.

Councilmember Wendt noted a small correction on the November 7, 2018, minutes on page 25. It was noted under #7, second paragraph, where it was noted that CM Wendt took photos. Councilmember Timmons actually took the photos and forwarded them to CM Wendt and she used them on the Firewise website.

Councilmember Hamilton made a motion to approve the above minutes with the noted revision, seconded by Councilmember Hughes. The motion passed unanimously.

**6.2. Approval of Contract for Magistrate Services with Catherine J. Kelley.**

Councilmember Hamilton made a motion to approve the contract with Catherine J. Kelley, seconded by Councilmember Hughes. The motion passed unanimously.

Town Manager Wilson noted that in the past Consent Agenda items were very limited, in the future there would be more. You can make one mass motion on all the items under the Consent Agenda, unless, there are issues to be pulled off the agenda.

**7. Comments from the Public (on non-agendized items only).** None.

**8. Discussion Agenda – Unfinished Business.** Discussion and Possible Action on any issue which was not concluded, was postponed, or was tabled during a prior meeting.

**8.1. Discussion and possible action regarding amendment to the Council meeting schedule.**

Mayor Nolan read the Council Communication which spoke of Interim Town Manager Lee Elliott having made a recommendation to reduce the amount of monthly Council meetings with a Work Session to be held on the first Tuesday of the month and a Regular Council Meeting on the third Tuesday of the month.

Town Manager Wilson noted that the proposal with evening meetings accommodates Staff and Public, but afternoon meetings are of the Council's prerogative. He felt that the monthly Council business does not command three meetings. He recommended the first meeting each month to be a Work Session and the second a Regular Council meeting.

There was extensive Council discussion regarding the proposed meeting schedule.

Councilmember Hamilton made a motion that we go to two meetings a month, the first Tuesday a Regular meeting and the second Tuesday a Work Session.

Councilmember Timmons spoke of believing that Work Session were to prepare for the Council Meetings, wouldn't you want the Work Session first?

Town Manager Wilson noted that was part of the Staff's proposal – the first Tuesday being a Work Session and the third Tuesday a Regular meeting. He did not recommend back-to-back meetings.

Councilmember Wendt made a motion that we go to two meetings a month, the first meeting a Work Session meeting at 6:30 p.m., the second meeting an actual Council meeting at 6:30 p.m., on the Tuesdays recommended, the first and third, on a trial basis for six months. Councilmember CM Treadway noted that he did not agree with the times, but he valued the staff recommendation and seconded the motion.

A roll call vote was taken, with the motion passing by a 5-1 vote, with Councilmember Hamilton voting against.

**8.2. Discussion and possible action to schedule Councilmember Timmons's update for the January 9, 2018 Work Session regarding the citizen committee's progress regarding Amending the Town of Dewey-Humboldt, Arizona Code of Ordinances, Title IX General Regulations, by adding New Chapter 100 Animals Other Than Dogs related to the control and regulation of domestic animals other than dogs, maintenance standards for domestic animals other than dogs, and enforcement.** [Previously discussed at the October 10, 2017 Work Session.]

Mayor Nolan asked Councilmember Timmons for an update.

Councilmember Timmons inquired if this was actually Chapter 100 as she thought the Dog ordinance was Chapter 100. She noted that there is a six-member committee working on this. They are getting together. They have been sending her emails and providing input. She has had some family medical issues of the past two weeks and has to let some matters go. She feels that they can have it on January or February, as it is moving along. There are a couple components that need more work. It should be ready for a Work Session. There was consensus to include it in the January 9, 2018 Work Session agenda.

**9. Discussion Agenda – New Business.** Discussion and Possible Action on matters not previously presented to the Council.

**9.1. Mayor's Annual Update on the External Memberships and Committees Report to Council [per Town Code 20.021 (B)(12)].**

Mayor Nolan provided summary information on all the Town-related events and meetings that he attended over the 2017 calendar year.

**9.2. Council Regional Organization Appointments [per PG No. 15-01].**

The following committee nominations were made:

CYMPO – Mayor Nolan (primary); CM Hughes (alternate)

GPREP – CM Hughes (primary)

NACOG – CM Treadway (primary); CM Wendt (alternate)

Yavapai County Interagency Coordination Committee [working with County's Emergency Mgt.]

CM Wendt (primary); Mayor Nolan (alternate)

Yavapai Regional Medical Center (YRMC) – Board of Electors

CM Timmons (primary); CM Hughes (alternate)

GAMA (Greater Arizona Mayor's Association) Mayor Terry Nolan (primary); Vice Mayor (alternate)

Mayor Nolan made a motion to approve the reorganization of the Council Regional Appointments as presented, seconded by CM Hughes. The motion passed unanimously.

**10. Public Hearing Agenda.** None.

**11. Adjourn.** The meeting was adjourned at 8:24 p.m.

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Terry Nolan, Mayor

ATTEST:

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Julie Gibson, Town Clerk

**TOWN OF DEWEY-HUMBOLDT  
TOWN COUNCIL  
STUDY SESSION MINUTES  
DECEMBER 12, 2017, 6:30 P.M.**

**A STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, DECEMBER 12, 2017, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.**

1. **Call To Order.** Mayor Nolan called the meeting to order at 6:30 p.m.
2. **Roll Call.** Town Council Members, John Hughes, Doug Treadway, Victoria Wendt and Mayor Terry Nolan were present. Council Member Amy Timmons arrived late at 6:42 p.m. Council Members Jack Hamilton and Vice Mayor Mark McBrady were absent.
3. **Study Session.** No legal action to be taken.

**3.1. Mayer Area Meals on Wheels Report.** [per Accountability Contract]

Christy Lambertus, Director at Mayer Area Meals on Wheels, gave an oral presentation for Mayer Area Meals on Wheels. They have been serving D-H since 2007. From July to November, they served 655 meals to their D-H clients, which is approximately \$3,815. They have driven 3,952 miles, with 1,068 reimbursed to the drivers, for a total of \$288.39. This is .27/mile (Federal Standard is .14/mile). NACOG has a waiting list to get people signed up because there isn't anyone in the area to do evaluations.

Mayor Nolan asked if this is three meals/day? Ms. Lambertus stated it is one meal/day, Monday-Friday. They also get a half gallon of milk and a loaf of bread on Mondays. They have a lot of people that are supporting them. Mayor Nolan asked if they had enough drivers? Ms. Lambertus said yes they do right now.

CM Treadway thanked them for a very worthwhile program and inquired as to the number of individuals on the waiting list and if NACOG is aware? Ms. Lambertus stated they have about seventeen. NACOG started the waiting list and will be adding an evaluator as soon as possible. CM Treadway inquired about MAMOW's Federal Government Budget for 2018 and if MAMOW could be adversely affected. Ms. Lambertus stated they haven't heard anything yet, but that it shouldn't affect them as much as other programs, however, they are preparing for that.

CM Wendt thanked them for coming in to the meeting.

Mayor Nolan stated that we appreciate everything they do for the community.

**3.2. West Yavapai Guidance Clinic Crisis Unit Presentation.** [Approved by Council at the November 7, 2017 Meeting]

Laura Norman, with West Yavapai Guidance Clinic, gave an oral presentation on the clinic. Ms. Norman has been with WYGC for 21 years. This is not an accountability report. She stated it is important for town leaders to know what is available to the community members. The clinic is a huge improvement in services for people who are struggling with mental health or addiction issues. The council supported a request in 2007-08 to give money to help them build a psychiatric hospital in PV and it opened in September 2008. It has saved lives and kept people here locally. It serves all of Western Yavapai County and beyond. The Crisis Stabilization Unit is 8655 E. Eastridge Drive in PV and is open 24/7. There is an outpatient counseling center which conducts assessments; provides an observation area, and eight in-patient beds. From its opening on June 21, 2017 through November, they have had 1,155 people come in, of that law enforcement has brought in 136. Opioids and alcohol are the main reasons people come in, prescription drugs and

suicidality are some of the other reasons. They have three goals 1) to provide better care; 2) to keep people out of jail; and 3) to keep them out of the ERs. They now have paramedics there and individuals can get the best level of care available. This will save the healthcare system money.

Mayor Nolan inquired if the 45-day alcohol and drug program is enough treatment time. Ms. Norman stated that is the standard, it is more of a month-long program. After they finish the drug (Hillside) program, there is an extensive outpatient program for the patients. They have a very high completion rate, but is also hard to track people over time. They have a Federal Grant for the Hillside program and it gives priority to pregnant women, then IV drug users and then parents. They are starting a new project on the opioid/heroin problem which uses medication-assisted therapy, with required drug testing and counseling. They are looking to partner with Southwest Behavioral Health and Yavapai Regional Medical Center.

CM Treadway inquired about the percentage of opioid vs. alcohol cases. Ms. Norman didn't have those statistics, but said they see the most with opioid, alcohol and meth addiction with even numbers for young men and women. CM Treadway inquired as to the primary source of funding? Ms. Norman stated the primary source of funding comes from Arizona Health Care Cost System. There was discussion of concern regarding Federal funding and Ms. Norman confirmed this. CM Treadway spoke of his appreciation for the program.

CM Wendt inquired about involuntary treatment. Ms. Norman stated they only serve voluntary patients. There is a different agency called Pronghorn Psychiatry that handles patients that are a danger to themselves.

Mayor Nolan asked if they have any recovery statistics? Ms. Norman stated that they rely on National statistics. She stated more research needs to be done on brain chemistry, and hopefully it will be coming in the future.

CM Hughes thanked Ms. Norman for the information and for opening up the Crisis Stabilization Unit in PV for the citizens in our area.

Mayor Nolan asked if the program tracks veterans? Ms. Norman stated they do, but she didn't have the information with her and would email that to the Mayor.

**4. Special Session.** Legal action can be taken.

**4.1. Whether to hold additional special session(s) this month.** This is an established agenda item for Council's discussion on whether to add an additional special study session and if so, to set the date.

Mayor Nolan stated that we do not need to hold a special session this month.

**5. Adjourn.** The meeting was adjourned at 6:59 p.m.

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Terry Nolan, Mayor

ATTEST:

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Julie Gibson, Town Clerk

**TOWN OF DEWEY-HUMBOLDT  
TOWN COUNCIL  
REGULAR MEETING MINUTES  
DECEMBER 19, 2017, 6:30 P.M.**

**A REGULAR MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, DECEMBER 19, 2017, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.**

1. **Call To Order.** Mayor Nolan called the meeting to order at 6:31 p.m.
2. **Opening Ceremonies.**
  - 2.1. **Pledge of Allegiance.** Led by Councilmember Hamilton.
  - 2.2. **Invocation.** Given by Councilmember Timmons.
3. **Roll Call.** Town Council Members Jack Hamilton, John Hughes, Amy Timmons, Victoria Wendt, Vice Mayor Mark McBrady, and Mayor Terry Nolan were present. Council Member Doug Treadway was absent.
4. **Announcements Regarding Current Events, Guests, Appointments, and Proclamations.** Mayor Nolan announced that the next Firewise Meeting is scheduled for Wednesday evening, December 20, 2017.
5. **Town Manager's Report.** Update on Current Events.

Town Manager Wilson discussed with Council that at the December 5, 2017, meeting there was a motion that passed to adopt a new meeting schedule on a six-month trial basis. After being questioned by Councilmember Hamilton about the need for an ordinance change, TM Wilson consulted Town Attorney Goodwin. Upon research Attorney Goodwin changed her opinion on this issue and recommended that there is a state law provision providing that there should be an ordinance addressing the meeting schedule and times, therefore the action taken in the previous meeting was not appropriate. Town Manager Wilson recommended operating according to the current ordinance and placing this matter on the January 9, 2018, Work Session agenda as a special item on which action could be taken. He also recommended discussing the meeting times in the same session. Mayor Nolan recommended moving this for discussion and possible action to the January 9, 2018, Work Session at 2 p.m. Councilmember Timmons stated that she would need to move her update on the Animal Ordinance from the January 9, 2018, Work Session to the January 16, 2018, 6:30 p.m. meeting.

Town Manager Wilson asked Community Planner Brown to join him for a brief update on the General Plan process. The next General Plan update is due May 2019. The update process will start with the Council, then Planning & Zoning Committee, as well as a community-based committee. Staff is recommending that each Council Member appoint two D-H citizens to serve on the community-based committee. The Council will also provide one additional citizen name and of the seven provided, one will be drawn to comprise a 15-member committee. There will also be workshops and public hearings throughout this process, as well as the hiring of a Technical Consultant to make sure all requirements are being checked off the statute timeline. Fall 2018 is the goal for completion of the General Plan process. TM Wilson indicated that he would like Council's recommendations by early January and he will provide a timeline for the GP process by late January.
6. **Consent Agenda.**
  - 6.1. **Minutes.** Approval of Minutes from the October 10, 2017, Work Session and the October 17, 2017, Regular Council Meeting.

Town Council Regular Meeting Minutes, December 19, 2017  
Councilmember Wendt made a motion to approve the Minutes from the October 10, 2017, Work Session and the October 17, 2017, Regular Council Meeting, seconded by Councilmember Timmons. The motion passed unanimously.

**7. Comments from the Public (on non-agendized items only).**

Gary Mortimer of Mortimer Farms spoke of it having come to his attention that there is a new gas station to be built at the corner of Highways 69 and 169. He is receiving comments of public concern, and expressed his own concern regarding potential gas leaks, gas spillage, traffic and safety issues.

**8. Public Hearing Agenda.** None.

**9. Discussion Agenda – New Business.** Discussion and Possible Action on matters not previously presented to the Council.

**9.1. Appointment of the Vice Mayor per Town Code 30.031(E).**

Mayor Nolan explained the language of Town Code 30.031 (E), recommending that the Vice Mayor appointment go to the next eligible Council Member by numbers of votes received in the last Council election. Vice Mayor McBrady recommended writing this into the Ordinance, as it is not included and required change or correction.

There was further Council discussion on the Vice Mayor appointment process including possibly tabling this issue until the Town Attorney could advise on the matter.

Councilmember Hamilton made a motion to nominate John Hughes for Vice Mayor, seconded by Councilmember Timmons. The motion passed by a 5-1 vote, with Vice Mayor McBrady voting against.

**9.2. Request for Presentation by Yavapai County Administrator & Board of Supervisors regarding the ¼ cent sales tax set to expire in 2020 and scheduled for vote March 2018.** [CAARF submitted by Mayor Nolan]

Mayor Nolan gave an overview of his CAARF.

Councilmember Hamilton made a motion to approve the presentation, seconded by Councilmember Wendt. The motion passed unanimously.

**9.3. General Plan Update** [CAARF submitted by Mayor Nolan]

Mayor Nolan reminded Council Members to provide the names of two residents that are competent enough to adhere to the schedule and attend meetings to go over the General Plan.

There was Council discussion regarding the education and preparation of the citizen committee. There was also discussion about the role of the Technical Consultant.

Town Manger Wilson explained that the Consultant is sure that the process meets all guidelines. He does not offer an independent recommendation. An RFQ for the Consultant will be reviewed by the Council before it is advertised, as well as the list of proposed recipients.

**10. Discussion Agenda – Unfinished Business.** None.

**11. Adjourn.** The meeting was adjourned at 7:51 p.m.

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Terry Nolan, Mayor

ATTEST:

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Julie Gibson, Town Clerk

**TOWN OF DEWEY-HUMBOLDT  
TOWN COUNCIL  
SPECIAL SESSION MINUTES  
JANUARY 9, 2018, 2:00 P.M.**

**A SPECIAL SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, JANUARY 9, 2018, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.**

1. **Call To Order.** Mayor Nolan called the meeting to order at 2:03 p.m.
2. **Roll Call.** Town Council Members Jack Hamilton, Mark McBrady, Doug Treadway, Vice Mayor John Hughes and Mayor Terry Nolan were present. Council Members Amy Timmons and Victoria Wendt were absent.
3. **Study Session.** No legal action to be taken.

**3.1. Discussion of the initiation of the review of the General Plan Update.**

Town Manager Wilson gave an overview of this agenda item noting during the discussion that the current General Plan has appeared to serve the Town fairly well and does not require substantial work. He addressed this agenda item's Attachment A in the packet - Dewey-Humboldt Vision 2028, A Statement Describing the Next Twenty Years. Staff does not make any suggestion for changes of the first portion of the statement, as it is rationale, straightforward and makes sense. Staff made suggested revisions or considerations to the second two portions of the statement, which had a lot of duplication. Staff presented a handout wherein the items were combined, clarified and shortened.

There was Council discussion regarding the statement.

Town Manager Wilson requested Council to review the statement and provide input. There was consensus that Council would review the statement and provide any changes or consideration by the end of January and this matter would be placed on the February 20, 2018, Regular Council Meeting agenda for possible action.

Public Comment

Nancy Wright spoke of believing that the second paragraph of the statement had previously been struck by Council.

Town Manager Wilson spoke of a misconception regarding the composition of the citizen committee that was discussed at the December 19, 2017, Regular Council Meeting, wherein he erroneously said that former Council or Committee Members should not be included in the composition of the committee. He said that he misspoke and it was wrong. Any citizen or business member is eligible to serve on the committee. He asked that Council Members provide their nominees for the citizen committee to Staff by January 19, 2017.

4. **Special Session.** Legal action can be taken.

**4.1. Discussion and possible action amending the Town of Dewey-Humboldt, Arizona Code of Ordinances, Title III Administration, Chapter 30 Town Council and Officials, Subchapter Council Meeting, § 30.105 Council Agenda, § 30.101 Regular Meetings and § 30.102 Study Sessions related to Council Meeting Schedules; Providing for a Savings Clause; and Providing for Repeal of Conflicting Ordinances.**

Councilmember Hamilton stated that if there were was going to be a change in the ordinance than other changes needed to be made, as well. He recommended language being included to allow the Mayor the ability to call additional meetings under § 10.031 Mayor Duties, as well as a provision to cancel meetings due to holidays, etc... He noted

these were technicalities, but they need to be addressed. Town Manager Wilson noted that the revisions for action are modeled on the current ordinance and were reviewed by the Town Attorney. Councilmember Hamilton recommended his suggestion regarding meeting cancellations be reviewed by the Town Attorney. He noted there needs to be better control over the meetings adhering to guidelines for public comment. He also noted that the public need to know that they can also submit comment by email or in writing to the Town and this language could be included on the meeting agenda. Councilmember Hamilton spoke against legal action being taken at Work Sessions. If action is required, it should come back to an evening session. Mayor Nolan spoke of this prolonging the evening meetings and noted there are times that decisions need to be made during Study Session, but that it does not happen all the time.

Councilmember McBrady agreed with Councilmember Hamilton that Study Sessions should be for study and that the public understands this. If you need to take action, you can call another meeting. He has disagreed with the concept of using study sessions for special sessions for years.

Vice Mayor Hughes supported two meetings a month. He noted that Council Members should arrive having done their homework and be prepared to do their jobs. He felt that meetings were being prolonged due to lack of preparation.

Councilmember Treadway supported Option A with 2:00 p.m. Work Sessions. He had no problem with a special session when necessary. He noted that two Council Members were not present at this meeting, but he agrees with comments from Mayor Nolan and Vice Mayor Hughes, that things still have to get done, even if there are Council Members absent. Councilmember Treadway believes it is the meeting topics that determine attendance, not the meeting times.

Councilmember Treadway made a motion to adopt the Option A of Ordinance 18-141, seconded by Councilmember Hamilton.

#### Public Comment

Nancy Wright spoke in support of the Option A version of Ordinance 18-141, which she summarized as the best of both worlds - some people can't come out at night, and some can't come during the day. She did take issue to a comment she heard made, if a citizen is not at a meeting, their opinion does not count. She cited this as discouraging. She noted that citizens could email or write letters for inclusion. Ms. Wright also commented that some employers would give time off to employees, if they know they are doing their civic duty or allow them to rearrange their schedule to attend meetings. She also noted that at some point in time, Council Members cannot always be in attendance at meetings. If there is a quorum, you do the business and keep moving.

Mayor Nolan called the vote. The motion passed by a 4-1 vote, with Councilmember McBrady voting against.

**4.2. Whether to hold additional special session(s) this month.** This is an established agenda item for Council's discussion on whether to add an additional special study session and if so, to set the date.

No additional meetings were scheduled.

**5. Adjourn.**

The meeting was adjourned at 2:52 p.m.

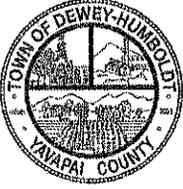
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Terry Nolan, Mayor

ATTEST:

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Julie Gibson, Town Clerk



**TOWN OF DEWEY-HUMBOLDT**  
P.O. BOX 69  
HUMBOLDT, AZ 86329  
Phone 928-632-8562 • Fax 928-632-7365

**COUNCIL AGENDA ACTION REQUEST FORM**

Meeting Type:  Regular       Special       Work Session

Meeting Date: 1-16-2018

Date of Request: 12-27-2017

Requesting:  Action       Discussion or Report Only

Type of Action:  Routine/Consent Agenda       Regular

Agenda Item Text (a brief description for placement on the agenda; please be exact as this will be the wording used for the agenda):

*Requesting that Council approve the adoption of a resolution supporting NAGOG regarding deep cuts*

Purpose and Background Information (Detail of requested action).

*to federal funding in FY 2018 affecting programs critical to distressed communities and vulnerable populations throughout Northern Arizona.*

Staff Recommendation(s): \_\_\_\_\_

Budgeted Amount: 0

List All Attachments: \_\_\_\_\_

Type of Presentation: Oral

Special Equipment needed:  Laptop     Remote Microphone  
 Overhead Projector     Other: \_\_\_\_\_

Contact Person: Doug Feadway, Council member

**Note: Per Town Code §30.105(D): Any new item will be placed under "New Business" for the council to determine its disposition. It can be acted upon at that meeting, sent to staff for more work, sent to the appropriate board or commission, set for a work session or tabled for a future date, etc.**

Dewey-Humboldt

DEC 27 2017

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COUNCIL AGENDA ACTION REQUEST FORM

Meeting Type:  Regular  Special  Work Session

Meeting Date: 1/16/18

Date of Request: 1/3/18

Requesting:  Action  Discussion or Report Only

Type of Action:  Routine/Consent Agenda  Regular

Agenda Item Text (a brief description for placement on the agenda; please be exact as this will be the wording used for the agenda):

REQUEST A MEETING WITH ADOT ABOUT INGRESS AND EGRESS FOR THE NEW GAS STATION AT 694169

Purpose and Background Information (Detail of requested action).

CITIZENS ARE ASKING ME HOW THIS IS GOING TO WORK AND I WOULD LIKE MORE INFORMATION FROM ADOT

Staff Recommendation(s):

Budgeted Amount:

List All Attachments:

Type of Presentation:

Special Equipment needed:  Laptop  Remote Microphone  
 Overhead Projector  Other:

Contact Person: JACK HAMILTON

Note: Per Town Code §30.105(D): Any new item will be placed under "New Business" for the council to determine its disposition. It can be acted upon at that meeting, sent to staff for more work, sent to the appropriate board or commission, set for a work session or tabled for a future date, etc.

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Agenda Item 9.1.

**TOWN OF DEWEY-HUMBOLDT**  
**P.O. BOX 69**  
**HUMBOLDT, AZ 86329**  
**Phone 928-632-8643 ▪ Fax 928-632-7365**

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## **Council Communication**

### **Council Regular Meeting**

### **January 6, 2018**

Date: January 10, 2018

To: Town Council

From: Steven Brown, Community Planner

**10.1. Request for a Use Permit UP 17-001 for approximately 2.42 acres of real property located at 2430 S. State Route 69, also known as Yavapai County Assessor's Parcel Number 402-08-029K in the C2-35 (Commercial; General Sales and Services) zoning district to allow the operation of a winery, including the processing of grapes into wine, aging, and bottling of wine on the property.**

**APPLICANT:** Keith Moore for Mogollon Winery

**GENERAL PLAN DESIGNATION:** General Commercial

**ZONING:** C2-35 Commercial; General Sales and Services

**LOCATION:** 2430 S. State Rt. 69 APN # 402-08-029K

**EXHIBITS:** Location Map, Photos of Site, Application for Use Permit including Operation Plan Narrative, Letter from Arizona Department of Transportation.

#### **I. BACKGROUND**

Mogollon Vineyards is a family owned and operated winery that currently operates a winery in the White Mountains, north of Snowflake. They currently possess an Arizona Series 13 Liquor License and a Federal Basic Permit with a Federal Registered Bonded Winery Number.

Anyone wishing to operate a wine premises (bonded winery) must first apply to TTB (Alcohol & Tobacco Tax and Trade Bureau) and receive permission to start operations.

The term "bond" for the wine industry is all about taxes. At the federal level when a winery is established with the TTB (Alcohol & Tobacco Tax and Trade Bureau) part of the process is establishing their bond coverage. This is essentially taking out an insurance policy which will cover their excise tax liability due to the feds.

During the review of the liquor license application by the Town, it was realized that the location being proposed for the winery is zone C2-35, and as such bottling plants are not permitted uses. In order to conduct a winery on that property, a Use Permit would be a preferred approach to accommodating this business at this location...

## II. SITE DESCRIPTION

Subject Property is identified as Assessor's Parcel Number (APN) 402-08-029K and was formerly used as a T-shirt screen printing business, until recently.

There are at least four (4) structures on the property, including a single-family home.

The property is fairly flat with no significant topographic features, and is accessed from the east via a drive off a frontage road adjacent to the west side of State Rt. 69

**Zoning:** The subject property is zoned C2-35 Commercial Sales and Services.

- The property to the north is zoned RCU-12 Residential Rural
- The property to the west is zoned R1L-70 Residential Single-Family Limited
- The property to the south is zoned R1-12 Residential Single-Family and C2-1 Commercial Sales and Services.

**Land Use:** The subject property is currently being used to warehouse pre-bottled wine.

- The property to the north is currently vacant.
- The property to the west is currently occupied by a Single-Family Residence and out structures.
- The property to the south is currently vacant.
- To the east is State Route 69

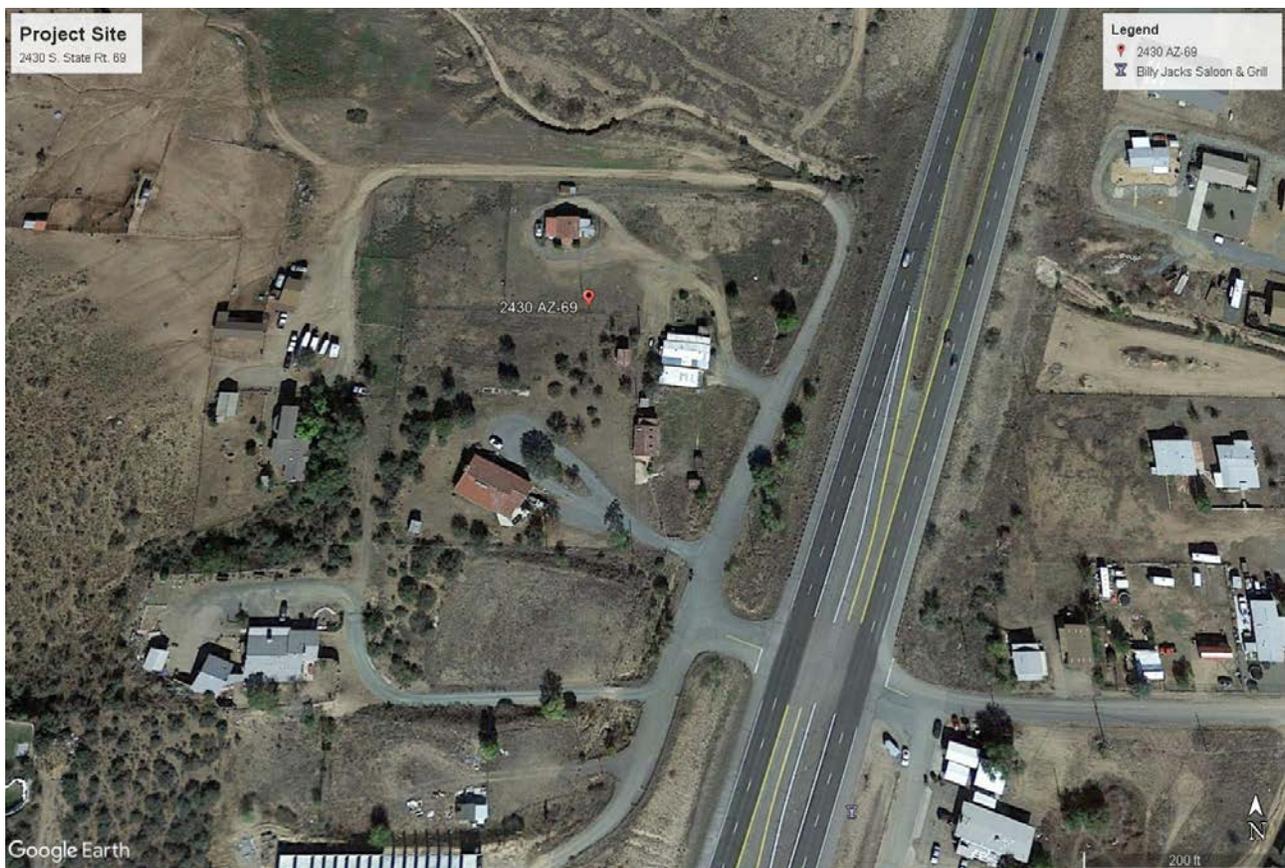


Figure 1, Aerial Photograph of the Subject Site and Surrounding Area (Google Earth)

## III. PROJECT DESCRIPTION

The applicants wish to move their winery operation to Dewey-Humboldt "...to be closer to family and to be around more people that appreciate fine wine".

To do this they must apply for a new Arizona Series 13 Liquor License for the new property in Dewey-Humboldt.

The Series 13 license will allow the applicants to process wine grapes into wine and sell directly to the public out of a tasting room, festivals or over the internet.

They process approximately 4 to 6 tons of fruit a year, which equates to about 700 gallons of wine or 3500 bottles.

The applicants propose to process the Grapes into wine, age and put into bottles in an existing 800 sq. ft. building. All other buildings will be retail, vineyard equipment storage or cold storage. The vacant land on the property will be vineyard.

Any use of existing buildings for any part of the winery, retail or vineyard operation will need to be approved by the Town's Building Official.



Figure 2, Proposed Site – Building to House Winery, With Garage Door Attached to Main Structure

### General Plan Compliance:

The subject property is designated by the 2009 General Plan as “General Commercial”, and is intended for retail, office, and industrial uses. This proposal is compliant with that designation.

### Assessment of Use Permit Approval Criteria:

Section 153.091 Use Permits provides criteria for approval which were analyzed by staff.

- The proposed use for fermenting and bottling facility is compatible with “Water distillation and bottling” which is a permitted use in the C2 zoning district.

- The proposed use is compliant with the 2009 General Plan
- Conditions recommended by staff will assure that the use exceeds the conditions and criteria in Section 153.91 Use Permits.

#### IV. PUBLIC COMMENT

Public notices were sent to property owners within a 300-foot radius of the project site. At the time this report was written, staff had not received any comments from the surrounding property owners. Staff will forward to the Commission any public comments as they are received.

#### V. AGENCY COMMENT

The Town received comment on this proposal from the Arizona Department of Transportation District Engineer's Office (see attached), in which they outline three (3) recommended conditions of approval:

1. ADOT recommends that the Town request that before approving the conditional use permit that the property owner submit an encroachment permit application to ADOT for Change of Ownership to existing access onto SR-69 Frontage Road that shall adhere to ADOT'S requirements for a permitted access.
2. Should the use change or a significant amount of traffic is generated by this property either by additional property development, or land use change, it will be the owner's responsibility to complete the appropriate traffic studies or evaluations and the subsequent improvements as requested by ADOT. If the change of use is significant, the property owner may be required to submit an application for access, subject to current ADOT standards.
3. Traffic Impact Statement may be required to determine what impact this development will have to the state highway system.

#### VI. PLANNING AND ZONING ADVISORY COMMISSION REPORT/RECOMMENDATION

On January 4, 2018, the Planning and Zoning Advisory Commission, at their regular monthly meeting, held a public hearing on this request, and voted unanimously to recommend that the Town Council approve UP 17-001 with the following conditions recommended by staff, and Arizona Department of Transportation:

##### **Staff Recommended Conditions:**

1. The Use Permit is approved for a term of five (5) years, to be reviewed at the end of that period to determine if renewal for an additional period is appropriate. Application for Renewal shall be made by the owners of the property following the same process as for a new Use Permit.
2. Prior to occupancy of any structures by the winery or for any other purpose, a special inspection is conducted by the Town Building Official, and the applicants shall make any improvements required as a result of that inspection prior to occupancy.
3. Applicants will maintain TTB (Alcohol & Tobacco Tax and Trade Bureau) basic permit and bonding as long as they are operating under this Use Permit.

##### **ADOT Recommended Conditions:**

4. ADOT recommends that the Town request that before approving the conditional use permit that the property owner submit an encroachment permit application to ADOT for Change of Ownership to existing access onto SR-69 Frontage Road that shall adhere to ADOT'S requirements for a permitted access.

5. Should the use change or a significant amount of traffic is generated by this property either by additional property development, or land use change, it will be the owner's responsibility to complete the appropriate traffic studies or evaluations and the subsequent improvements as requested by ADOT. If the change of use is significant, the property owner may be required to submit an application for access, subject to current ADOT standards.
6. Traffic Impact Statement may be required to determine what impact this development will have to the state highway system.

**USE PERMIT APPLICATION**

**MOGOLLON WINERY**

**LETTER FROM  
ADOT DISTRICT ENGINEER**

F-17-170221

# TOWN OF DEWEY-HUMBOLDT DEVELOPMENT APPLICATION

**PROJECT DESCRIPTION:**

To operate a Arizona Winery on a C-2 property in Dewey Az.

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> General Plan Amendment - Major    | <input type="checkbox"/> General Plan Amendment - Minor | <input type="checkbox"/> Pre-Application   |
| <input type="checkbox"/> Community Master Plan             | <input type="checkbox"/> Major Use / Site Plan          | <input type="checkbox"/> Preliminary plat  |
| <input type="checkbox"/> Commercial Design Review          | <input type="checkbox"/> Annexation                     | <input type="checkbox"/> Zoning Clearance  |
| <input checked="" type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Abandonment                    | <input type="checkbox"/> Rezone            |
| <input type="checkbox"/> Land split (3 parcels max)        | <input type="checkbox"/> Lot Combine                    | <input type="checkbox"/> Variance          |
| <input type="checkbox"/> Area Plan / Amendment             | <input type="checkbox"/> Final Plat / Amendment         | <input type="checkbox"/> Land Use District |
| <input type="checkbox"/> Other _____                       |   |  |

**LEGAL DESCRIPTION:**

Property Address: 2430 S. St. Rt. 69 Dewey Az 86327

Number of Lots / Units Proposed: 1

Assessor's Parcel Number: 402-09-029K Parcel Size (Acres): 2.41 Acres

Existing Land Use District: C-2 Proposed Land Use District: \_\_\_\_\_

Plat Name: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Tract: \_\_\_\_\_

**DESCRIBE UTILITIES AVAILABLE TO PROPERTY:**

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Water <u>well</u> | <input checked="" type="checkbox"/> Gas _____           | <input checked="" type="checkbox"/> Sewer <u>Septic</u> |
| <input checked="" type="checkbox"/> Phone _____       | <input checked="" type="checkbox"/> Electric <u>APS</u> | <input type="checkbox"/> Cable _____                    |

**Describe Public Access to Property:**

Kloss Road exit off of St. Rt. 69

**FEES**

Base Fees: 1,000.00 Other Fees: \$10/acre for 2<sup>41</sup> acres Subtotal: \_\_\_\_\_ Total: \$1,020.00

11/30/17 R501406

APPLICANT / CONTACT INFORMATION:	OWNER INFORMATION:
Name: <u>Keith Moore</u>	Name: _____
Address: <u>6715 W. Camino De Oro</u>	Address: _____
Phone: <u>Peoria, AZ 85383</u>	Phone: _____
Phone: <u>602-300-9867</u>	Phone: _____
Email: <u>magollanvineyards.com</u>	Email: <u>Keithmoore@tcKoc.com</u>

[Signature]  
Signature of owner or representative

PSZ [Signature] 11/30/17  
 PCU [Signature] 11/30/2017  
 B/S [Signature] 12/7/17

\*If application is being submitted by someone other than the owner of the property under consideration, a letter of authorization or other corresponding information must be provided.

To the Town Of Dewey-Humboldt

November 30, 2017

**Mogollon Vineyards operation plan for the property at 2430 S. St. Rt. 69, Dewey AZ.**

Mogollon Vineyards is a family owned and operated winery that currently operates a winery in the White Mountains, north of Show Low. The liquor license we possess is a Arizona Series 13 Liquor License and a Federal Basic Permit with a Federal Registered Bonded Winery Number.

I am a winemaker who was trained in the Yavapai College Enology program in Clarksdale AZ.

We would like to move our operation to Dewey-Humboldt to be closer to family and to be around more people that appreciate fine wine. Yavapai County is turning into a up and coming wine region and we want to be a part of it. To do this we must apply for a new Arizona Series 13 Liquor license for the new property in Dewey. Once this is obtained our existing Series 13 license will be canceled.

The Series 13 license allows us to process wine grapes into wine and sell directly to the public out of a tasting room, festivals or over the internet.

In this process we take Arizona grown wine grapes, crush them into juice, ferment in tanks or bins, filter, fine and age the wine in barrels. After the wine is aged we dispense the wine into bottles and install the corks and put on our approved labels. From this point the wine is ready to sell to the public.

We process around 4 to 6 tons a fruit a year, which equates to about 700 gallons of wine or 3500 bottles.

The building on the property we want to use to process the Grapes into wine, age and put into bottles is a 800 sq. ft. existing building that is on site now. It is shown on our plot plan. All other buildings proposed or existing will be retail, vineyard equipment storage or cold storage. The vacant land on the property will be a vineyard.

We are not a large production winery nor do we want to become one. We keep it small and fun and look forward to bring our operation to Dewey-Humboldt.

Thank you

Keith Moore

Mogollon Vineyards  
Cel Phone number 602-300-9867



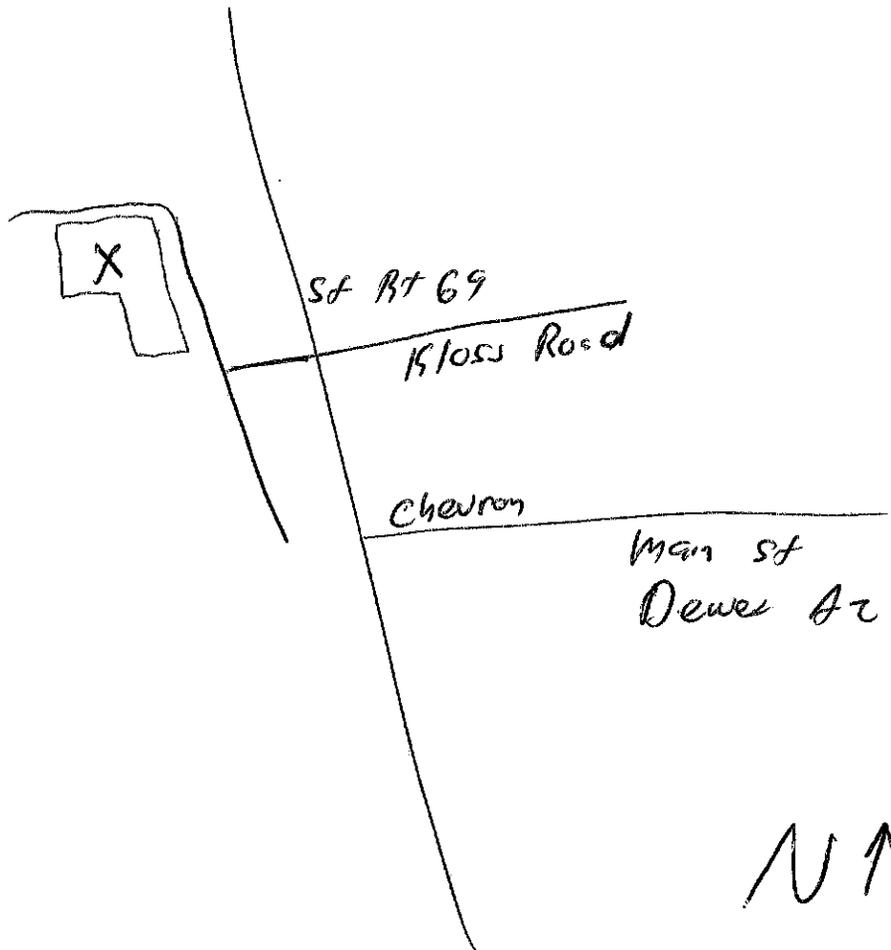
# Town of Dewey-Humboldt

## Directions to Site

Instructions: An actual detailed line map is needed, not written instructions, adding any significant buildings, land marks, main highway, street names, and north arrows. If the map is not adequate it could cause a delay in issuing your permit.

Assessor's Parcel Number \_\_\_\_\_ Address \_\_\_\_\_

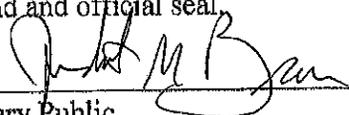
402-08-029K 2430 S. St. Rt. 69  
Dewey Ar



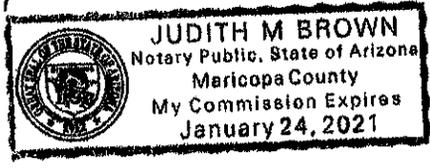


instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

  
\_\_\_\_\_  
Notary Public

My Commission Expires: 1-24-2021



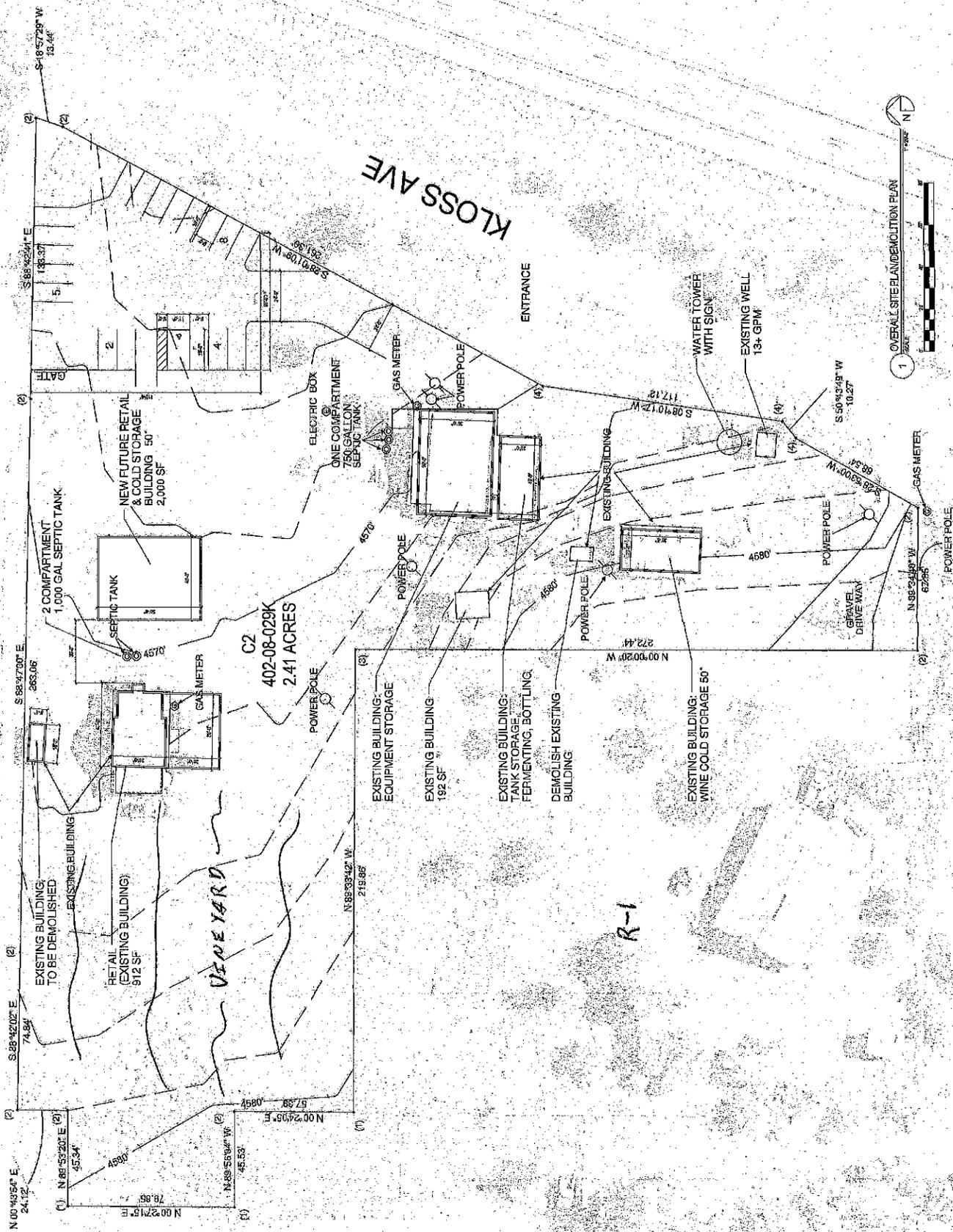
REV 12

# Mogollon Vineyards Winery

2430 S ST RT 69, DEWEY, AZ 86327

REVISIONS	NO. DATE DESCRIPTION
	1 01/16/18 100% DESIGN
PROJECT NO.	Project Number
DRAWN BY	ED
CHECK BY	ML
DATE	01/16/18
SCALE	XXX

OVERALL  
SITE PLAN /  
DEMOLITION  
PLAN  
AS-100





**ARIZONA DEPARTMENT OF TRANSPORTATION  
NORTHWEST DISTRICT  
1109 E. COMMERCE DR.  
Prescott, AZ. 86305  
PHONE: (928) 777-5861 – FAX: (602) 239-6219**

January 8, 2018

**TO:** Steven Brown  
Town of Dewey-Humboldt  
2735 S. Highway 69, Suite 10  
Humboldt, AZ. 86329

**FROM:** Richard Perez  
Northwest District Permits Supervisor  
1109 E. Commerce Dr.  
Prescott, AZ. 86305

**Re:** Comments on Use Permit Planning and Zoning agenda:

**Project:** Operation of a winery  
**Applicant:** Keith Moore  
**Site Address:** 2430 S. State Route 69  
**Parcel #:** 402-08-029K  
**Currently Zoned:** C2-35  
**Property Owner:** Keith Moore  
**Proposed Use:** Use Permit

The department's comments are as follows for the above referenced reviews:

1. ADOT recommends that the Town request that before approving the conditional use permit that the property owner submit an encroachment permit application to ADOT for Change of Ownership to existing access onto SR-69 Frontage Road that shall adhere to ADOT'S requirements for a permitted access.
2. Should the use change or a significant amount of traffic is generated by this property either by additional property development, or land use change, it will be the owner's responsibility to complete the appropriate traffic studies or evaluations and the subsequent improvements as requested by ADOT. If the change of use is significant, the property owner may be required to submit an application for access, subject to current ADOT standards.
3. Traffic Impact Statement may be required to determine what impact this development will have to the state highway system.