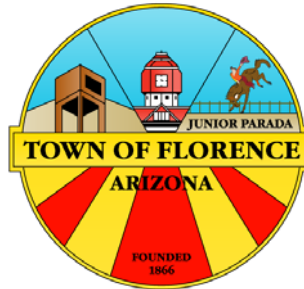


TOWN OF FLORENCE REGULAR MEETING AGENDA

Mayor Tara Walter
Vice-Mayor John Anderson
Councilmember Bill Hawkins
Councilmember Karen Wall
Councilmember Kristen Larsen
Councilmember Michelle Cordes
Councilmember Judy Hughes



Florence Town Hall
775 N. Main Street
Florence, AZ 85132
(520) 868-7500
www.florenceaz.gov
Meet 1st and 3rd Mondays

Monday, October 7, 2019

6:00 PM

AMENDED

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the Town of Florence Council and to the general public that a Regular Meeting of the Florence Town Council will be held on *Monday, October 7, 2019*, at 6:00 p.m., in the Florence Town Council Chambers, located at 775 N. Main Street, Florence, Arizona. The agenda for this meeting is as follows:

1. CALL TO ORDER

2. ROLL CALL: Tara Walter, John Anderson, Bill Hawkins, Karen Wall, Kristen Larsen, Michelle Cordes, Judy Hughes.

3. MOMENT OF SILENCE

4. PLEDGE OF ALLEGIANCE

5. CALL TO THE PUBLIC Call to the Public for public comment on issues within the jurisdiction of the Town Council. Council rules limit public comment to three minutes. Individual Councilmembers may respond to criticism made by those commenting, may ask staff to review a matter raised or may ask that a matter be put on a future agenda. However, members of the Council shall not discuss or take action on any matter during an open call to the public unless the matters are properly noticed for discussion and legal action.

6. ADJOURNMENT TO MERRILL RANCH IMPROVEMENT DISTRICT NO 1.

- a. **Resolution No. MRCFD1 141-19:** Discussion and possible action on A RESOLUTION OF BOARD OF DIRECTORS OF MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 1, TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, ADOPTING THE BUDGET FOR FISCAL YEAR 2019-2020.

7. ADJOURNMENT FROM MERRILL RANCH IMPROVEMENT DISTRICT NO 1.

8. ADJOURNMENT TO MERRILL RANCH IMPROVEMENT DISTRICT NO 2.

- a. Discussion and possible action to approve Merrill Ranch Community Facilities District No.2 **July 1, July 15,** and **September 3, 2019** Special Meeting minutes.

- b. **Resolution No. MRCFD2 238-19:** Discussion and possible action on A RESOLUTION OF BOARD OF DIRECTORS OF MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2, TOWN OF FLORENCE, PINALCOUNTY, ARIZONA, ADOPTING THE BUDGET FOR FISCAL YEAR 2019-2020.

9. ADJOURNMENT FROM MERRILL RANCH IMPROVEMENT DISTRICT NO 2.

10. PRESENTATIONS

- a. **Proclamation declaring** October 2019 as Light Town Hall Purple for Domestic Violence Awareness Month. (Mayor Walter)
- b. **Proclamation declaring** October 6, 2019 through October 12, 2019 as Fire Prevention Week (Mayor Walter)
- c. **Presentation on the** Florence Police Department Five Year Strategic Plan. (Dan Hughes)

11. CONSENT: All items on the consent agenda will be handled by a single vote as part of the consent agenda, unless a Councilmember or a member of the public objects at the time the agenda item is called.

- a. **Authorization to upfit** three Police Tahoes, by utilizing the MHQ of Arizona Cooperative Contract ADPS15-091457, in an amount not to exceed \$59,198.82. (Chris Salas)
- b. **Approve the acceptance** of the improvements of the warranty period for Unit 38, Unit 56A, Unit 52, Unit 3, Unit 5 and Unit 7 of the Anthem @ Merrill Ranch subdivision. (Chris Salas)
- c. **Authorization to contract** with Capital Pump & Equipment LLC, to provide emergency pump rental services for the Public Works Department, Water & Wastewater Divisions, in an amount not to exceed \$75,000. (Chris Salas)
- d. **Acceptance of the FFY 2019** Homeland Security Grant Program Subrecipient Agreement 190305-01, from Arizona Department of Homeland Security, in the amount of \$43,506, for the Florence Public Safety Interoperable Communications Project. (Jennifer Evans)
- e. **Approval of Poston Butte** Preserve as the formal name of Poston Butte. (Bryan Hughes)
- f. **Approval of the re-appointment** of Lisa Garcia to serve as a citizen representative on the Town of Florence Public Safety Personnel Retirement System – Police and Fire Local Boards for a term of four years. (Scott Barber)
- g. **Authorization for the Town** Manager to enter into a 3rd Party Agreement with Pinal County, and Brown & Associates, to provide Building Plan Review Services for the new Pinal County Attorney's Building and the new Pinal County Development Services Building. (Larry Harmer)
- h. **Authorization to sell one** set of turnouts, at current fair market value to Timber Mesa Fire and Medical District, to accompany the employee that they were purchased for, who has accepted a position with Timber Mesa Fire. (Rey Sanchez)

- i. **Authorization to dispose** of a 1997 Chevy Silverado and Payne air conditioning unit that are no longer needed and have outlived their useful life. (Rey Sanchez)
- j. **Authorize an increase** of the not-to-exceed amount for Fester and Chapman's, PLLC annual audit services by \$10,150 to \$55,800. (Rey Sanchez)
- k. **Approval of accepting** the register of demands ending August 31, 2019, in the amount of \$3,409,740.61. (Rey Sanchez)

12. NEW BUSINESS

- a. **Discussion/Approval/Disapproval** of appointing Isabella Pool to a two-year term on the Florence Youth Commission, with a term to expire October 31, 2021. (Bryan Hughes)
- b. **Resolution No. 1716-19:** A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, ORDERING THE PROPOSED STREET LIGHTING IMPROVEMENTS DESCRIBED IN RESOLUTION NO. 1715-19 FORMING THE "TOWN OF FLORENCE, ARIZONA, ANTHEM AT MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT 4" TO PROCEED. (Lisa Garcia)
- c. **Resolution No. 1718-19:** Discussion/Approval/Disapproval of A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, DECLARING ITS INTENTION TO ESTABLISH A STREET LIGHT IMPROVEMENT DISTRICT TO PURCHASE ENERGY FOR LIGHTING THE PUBLIC STREETS AND PARKS IN THE AREA WITHIN THE CORPORATE LIMITS OF THE TOWN OF FLORENCE, ARIZONA, DESCRIBED ON EXHIBIT A, ATTACHED HERETO; DECLARING SUCH IMPROVEMENTS TO BE OF MORE THAN LOCAL OR ORDINARY PUBLIC BENEFIT AND THAT THE EXPENSES THEREOF BE PAID FOR BY THE LEVY AND COLLECTION OF AD VALOREM TAXES UPON THE ASSESSED VALUATION OF ALL REAL AND PERSONAL PROPERTY IN A CERTAIN DISTRICT TO BE KNOWN AS "TOWN OF FLORENCE, ARIZONA, ANTHEM AT MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT NO. 5; AND ORDERING THAT SUCH IMPROVEMENTS BE PROVIDED FOR UNDER THE PROVISIONS OF SECTION 48-572, ARIZONA REVISED STATUTES. (Lisa Garcia)
- d. **Discussion/Approval/Disapproval** to enter into an agreement for professional services with D2 Surveying Services, utilizing Direct Selection allowed under Arizona Law, Statute Title 34 – Section 103, in an amount not to exceed \$100,000. (Chris Salas)
- e. **Discussion/Approval/Disapproval** to purchase Insta-Valve 250 Patriot Insertion Valves, from Hydra-Stop, in an amount not to exceed \$100,000. (Chris Salas)
- f. **Discussion/Approval/Disapproval** to enter into an Professional Services Agreement with Swan Architects Inc, in an amount not to exceed \$100,000. (Chris Salas)

13. **MANAGER'S REPORT**

14. DEPARTMENT REPORTS

- a. **Community Development**
- b. **Community Services**

- c. Courts
- d. Finance
- e. Fire
- f. Police
- g. Public Works

15. CALL TO THE PUBLIC

16. CALL TO THE COUNCIL – CURRENT EVENTS ONLY

17. ADJOURNMENT TO EXECUTIVE SESSION.

For the purposes of discussions or consultations with designated representatives of the public body and/or legal counsel pursuant to A.R.S. Sections 38-431.03 (A)(3), (A)(4) and (A)(7) to consider its position and instruct its representatives and/or attorneys regarding:

- a. Town's position and instruct its attorneys regarding pending litigation in Maricopa County Superior Court: Town of Florence v. Florence Copper, Inc. CV2015-000325, including counterclaims.
- b. Town's position and instruct its attorneys regarding Arizona Department of Environmental Quality proceedings, related to Water Quality Appeals Board Case No. 16-002, including appellate proceedings to reviewing courts.
- c. Town's position on potential land purchase.

18. ADJOURNMENT FROM EXECUTIVE SESSION

19. ADJOURNMENT

Council may go into Executive Session at any time during the meeting for the purpose of obtaining legal advice from the Town's Attorney(s) on any of the agenda items pursuant to A.R.S. § 38-431.03(A)(3). One or more members of Council may appear for part or all of the meeting including Executive Session telephonically.

POSTED ON OCTOBER 3, 2019, BY LISA GARCIA, TOWN CLERK, AT 775 NORTH MAIN STREET, FLORENCE, ARIZONA, AND AT WWW.FLORENCEAZ.GOV.

*****PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT (ADA), THE TOWN OF FLORENCE DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY REGARDING ADMISSION TO PUBLIC MEETINGS. PERSONS WITH A DISABILITY MAY REQUEST REASONABLE ACCOMMODATIONS BY CONTACTING THE TOWN OF FLORENCE ADA COORDINATOR, AT (520) 868-7574 OR (520) 868-7502 TDD. REQUESTS SHOULD BE MADE AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE THE ACCOMMODATION.*****

MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 1 AGENDA

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the Merrill Ranch Community Facility District No. 1 Members and to the general public that a Special Meeting of the District Board will be held on Monday, October 7, 2019, at 6:00 p.m., or immediately following the Town of Florence Council Meeting, in the Florence Town Council Chambers, located at 775 N. Main Street, Florence, Arizona. The agenda for this meeting is as follows:

1. CALL TO ORDER

2. ROLL CALL: Tara Walter __, John Anderson__, Bill Hawkins__, Karen Wall____, Kristen Larsen____, Michelle Cordes__, Judy Hughes__.

3. NEW BUSINESS

- a. Resolution No. MRCFD1 141-19: Discussion and possible action on A RESOLUTION OF BOARD OF DIRECTORS OF MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 1, TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, ADOPTING THE BUDGET FOR FISCAL YEAR 2019-2020.

4. ADJOURNMENT

The Merrill Ranch Community Facilities District No. 1 (MRCFD1) Board may go into Executive Session at any time during the meeting for the purpose of obtaining legal advice from the District's Attorney(s) on any of the agenda items pursuant to A.R.S. § 38-431.03(A)(3). One or more members of MRCFD1 Board may appear for part or all of the meeting including Executive Session telephonically.

POSTED ON OCTOBER 3, 2019, BY LISA GARCIA, DISTRICT CLERK, AT 775 N. MAIN STREET, ARIZONA AND WWW.FLORENCEAZ.GOV.

PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT (ADA), THE TOWN OF FLORENCE DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY REGARDING ADMISSION TO PUBLIC MEETINGS. PERSONS WITH A DISABILITY MAY REQUEST REASONABLE ACCOMMODATIONS BY CONTACTING THE TOWN OF FLORENCE ADA COORDINATOR, AT (520) 868-7574 OR (520) 868-7502 TDD. REQUESTS SHOULD BE MADE AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE THE ACCOMMODATION.

MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2 AGENDA

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the Merrill Ranch Community Facility District No. 2 Members and to the general public that a Special Meeting of the District Board will be held on Monday, October 7, 2019, at 6:00 p.m., or immediately following the Town of Florence Council Meeting, in the Florence Town Council Chambers, located at 775 N. Main Street, Florence, Arizona. The agenda for this meeting is as follows:

1. CALL TO ORDER

2. ROLL CALL: Tara Walter __, John Anderson __, Bill Hawkins __, Karen Wall ____, Kristen Larsen ____, Michelle Cordes __, Judy Hughes __.

3. NEW BUSINESS

- a. Discussion and possible action to approve Merrill Ranch Community Facilities District No.2 July 1, July 15, and September 3, 2019 Special Meeting minutes.
- b. Resolution No. MRCFD2 238-19: Discussion and possible action on A RESOLUTION OF BOARD OF DIRECTORS OF MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2, TOWN OF FLORENCE, PINALCOUNTY, ARIZONA, ADOPTING THE BUDGET FOR FISCAL YEAR 2019-2020.

4. ADJOURNMENT

The Merrill Ranch Community Facilities District No. 2 (MRCFD2) Board may go into Executive Session at any time during the meeting for the purpose of obtaining legal advice from the District's Attorney(s) on any of the agenda items pursuant to A.R.S. § 38-431.03(A)(3). One or more members of MRCFD2 Board may appear for part or all of the meeting including Executive Session telephonically.

POSTED ON OCTOBER 3, 2019, BY LISA GARCIA, DISTRICT CLERK, AT 775 N. MAIN STREET, ARIZONA AND WWW.FLORENCEAZ.GOV.

PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT (ADA), THE TOWN OF FLORENCE DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY REGARDING ADMISSION TO PUBLIC MEETINGS. PERSONS WITH A DISABILITY MAY REQUEST REASONABLE ACCOMMODATIONS BY CONTACTING THE TOWN OF FLORENCE ADA COORDINATOR, AT (520) 868-7574 OR (520) 868-7502 TDD. REQUESTS SHOULD BE MADE AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE THE ACCOMMODATION.

	MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 1 ACTION FORM	<u>AGENDA ITEM</u> 6a.
MEETING DATE: October 7, 2019 DISTRICT: Merrill Ranch Community Facilities District No. 1 STAFF PRESENTER: Rey Sanchez, District Treasurer SUBJECT: Budget Amendment Resolution No. MRCFD1 141-19		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other

RECOMMENDED MOTION/ACTION:

Adopt Resolution No. MRCFD1 141-19: A RESOLUTION OF BOARD OF DIRECTORS OF MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 1, TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, ADOPTING THE BUDGET FOR FISCAL YEAR 2019-2020.

BACKGROUND/DISCUSSION:

The budget had been presented to the District Board for Merrill Ranch Community Facilities District No. 1 (MRCFD1) on July 1, 2019 and adopted. The Merrill Ranch Community Facilities District No. 1 Budgets do not fall under expenditure limitation as they are political subdivisions of the Town of Florence and are not included in the Town's Expenditure Limitation.

Subsequent to adoption, an additional need for \$100,000 was necessary to be budgeted for unexpected legal fees.

Merrill Ranch Community Facilities District No. 1 is requesting an additional \$100,000 in Professional Services in the Administrative Fund to increase that total budget from \$41,100 to \$141,100. This will modify the total of all MRCFD1 expenditures to \$4,072,239.

A VOTE OF NO WOULD MEAN:

The budget would not be amended, but expenditure would still occur.

A VOTE OF YES WOULD MEAN:

Full disclosure of a budget change for Merrill Ranch Community Facilities District No. 1.

FINANCIAL IMPACT:

A \$100,000 increase to the Administrative Budget in MRCFD No 1.

ATTACHMENTS:

Resolution No. MRCFD1 141-19
Administrative Budget
MRCFD No. 1 total Budget Summary Sheet.

MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 1

RESOLUTION NO. MR CFD1 141-19

A RESOLUTION OF BOARD OF DIRECTORS OF MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 1, TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, ADOPTING THE BUDGET FOR FISCAL YEAR 2019-2020.

BE IT RESOLVED BY THE DISTRICT BOARD OF THE MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 1, TOWN OF FLORENCE, PINAL COUNTY, ARIZONA as follows:

WHEREAS, in accordance with the provisions of Title 42, Sections 17102, 17103, 17104, and 17105, A.R.S., the District Board did, on July 1, 2019, make an estimate of the different amounts required to meet the public expenditures for the ensuing year, also an estimate of revenue from sources other than direct taxation, and the amount to be raised by taxation upon real and personal property of Merrill Ranch Community Facilities District No. 1, Town of Florence, Pinal County, Arizona; and

WHEREAS, since that time it has become necessary for the District Board to set aside administrative fees to cover legal costs; and

WHEREAS, in order to properly appropriate the funding a budgetary amendment is necessary; and

WHEREAS, the sum to be raised by taxation is not affected and will remain consistent with Resolution No. **MR CFD1** 140-19, as specified therein, does not in the aggregate amount exceed that amount as computed in Title 42 Section 17105 A.R.S.;

NOW, THEREFORE BE IT RESOLVED by the Merrill Ranch Community Facilities District Board No. 1, Town of Florence, Pinal County, Arizona, as follows:

Section 1. ADOPTION OF BUDGET

That the Said estimates of revenue and expenditures shown on the accompanying exhibit, marked as Exhibit "A-E" as amended, by the District Board and the same are hereby adopted as the budget of the Merrill Ranch Community Facilities District No. 1, Town of Florence, Pinal County, Arizona, for the Fiscal Year 2019-2020 retroactive to July 1, 2019.

I certify that the following is a true and correct copy of the minutes of the Merrill Ranch Community Facilities District No. 2 Special Meeting held on July 1, 2019, and that the meeting was duly called to order and that a quorum was present.

Lisa Garcia, District Clerk

Merrill Ranch Commuity Facility District #1**Department: Treasurer****Program narrative:**

On December 1, 2005, an agreement between the Town of Florence and Pulte Home Company, LLC was signed and the District was created. The District provides a financing method for the construction of capital improvements that benefit property owners within the District. This includes debt service and administrative services.

		2017-2018	2018-2019	2018-2019	2019-2020
		Actual	Budget	Projected	Budget
Cash Balance					
Capital Improvements Fund	910	\$ 525,124	\$ 1,707,281	\$ 1,707,281	\$ 1,314,354
Debt Service Fund	911/912	1,645,734	2,492,978	1,865,177	2,084,342
Administration Fund	957	210,759	237,310	237,310	308,988
Total Cash		\$ 2,381,616	\$ 4,437,569	\$ 3,809,768	\$ 3,707,684
Revenue					
Capital Improvements Fund	910	1,483,747	2,002,400	10,000	2,005,000
Debt Service Fund	911/912	1,617,401	1,163,130	1,310,680	633,991
Administration Fund	957	102,797	73,250	127,778	84,585
Total Revenue		3,203,945	3,238,780	1,448,458	2,723,576
Expenditures	Fund	Actual	Budget	Projected	Budget
Capital Improvements Fund	910	301,589	3,178,650	2,000,000	2,804,152
Debt Service Fund	911/912	770,156	868,790	-	1,126,987
Administration Fund	957	76,246	54,950	56,100	141,100
Total Expenditures		1,147,992	4,102,390	2,056,100	4,072,239
Cash Balance	Fund	Actual	Budget	Projected	Budget
Capital Improvements Fund	910	1,707,281	531,031	1,314,354	515,202
Debt Service Fund	911/912	2,492,978	2,787,318	2,084,342	1,591,346
Administration Fund	957	237,310	255,610	308,988	252,473
Total		\$ 4,437,569	\$ 3,573,959	\$ 3,707,684	\$ 2,359,021

**Fund: District #1
910**

**Department: Treasurer
Program: Capital Expenditures**

Account No./ Account Description	Actual 2017-2018	Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Cash Balance	525,124	1,707,281	1,707,281	1,314,354
Revenue				
345-682 Interest Earning	6,747	2,400	10,000	5,000
345-683 Unrealized Gain or Loss on Investment	-	-	-	-
345-688 Realized Investment Earnings	-	-	-	-
350-698 Miscellaneous	-	-	-	-
355-686 Do Not Use	-	-	-	-
389-690 Proceeds From Bond Sales	-	-	-	-
389-725 Proceeds From Bond Sales Area 9	1,477,000	-	0	-
389-750 Special Assessment Lien Bond Issuance	-	2,000,000	0	2,000,000
389-770 General Obligation Bond Issuance	-	-	-	-
390-957 Transfer In from Community Facility District Administration	-	-	-	-
Total Revenue	1,483,747	2,002,400	10,000	2,005,000
Expenditures				
502-217 Professional Services	375	-	-	-
516-217-Professional Services	63	-	-	-
516-507-Improvements Other Than Buildings	-	-	28,427	-
517-217-Professional Services	844	-	-	-
517-507-Improvements Other Than Buildings	-	-	374,500	804,152
518-217 Professional Services	175,317	-	-	-
518-507 Improvements Other Than Buildings	-	-	-	-
597-621 Operating Transfers Out to 911	124,991	-	-	-
599-507 Improvements Other Than Buildings	-	3,178,650	-	2,000,000
Total Expenses	301,589	3,178,650	402,927	2,804,152
Cash Balance	1,707,281	531,031	1,314,354	515,202

Fund: District #1 Debt Service		Department: Treasurer Program: Debt Service		
Account No./ Account Description	Actual 2017-2018	Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Cash Balance	1,645,734	2,492,978	1,865,177	2,084,342
Revenue				
310-122 Ad Valorem Levy	740,149	716,700	716,700	124,779
District 10				
<i>Principal</i>	211,671	118,600	68,565	47,019
<i>Late Fees</i>	489	300		-
<i>Interest</i>	76,325	38,180	44,060	38,717
<i>Administrative Fee</i>	14,439	9,660	12,225	11,254
	302,923	166,740	124,850	96,990
District 11				
<i>Principal</i>	24,456	17,520	12,681	7,841
<i>Late Fees</i>	-	-		-
<i>Interest</i>	18,943	9,240	15,138	13,436
<i>Administrative Fee</i>	2,351	1,130	2,210	2,006
	45,750	27,890	30,029	23,283
District 12				
<i>Principal</i>	9,233	4,220	9,446	8,732
<i>Late Fees</i>	-	-		-
<i>Interest</i>	19,577	9,600	15,811	13,579
<i>Administrative Fee</i>	2,465	1,470	2,380	2,380
	31,276	15,290	27,637	24,691
District 13				
<i>Principal</i>	16,168	8,690	10,600	7,085
<i>Late Fees</i>	-	-		-
<i>Interest</i>	13,442	8,830	14,551	13,174
<i>Administrative Fee</i>	2,375	1,270	2,233	2,176
	31,985	18,790	27,384	22,435
District 14				
<i>Principal</i>	6,632	-	3,457	4,450
<i>Late Fees</i>	-	-		-
<i>Interest</i>	10,300	5,910	9,219	8,556
<i>Administrative Fee</i>	1,547	910	1,496	1,496
	18,479	6,820	14,172	14,502
District 16				
<i>Principal</i>	17,128	9,950	4,957	6,653
<i>Late Fees</i>	-	-		-
<i>Interest</i>	8,834	5,460	16,610	14,866
<i>Administrative Fee</i>	4,692	4,420	2,431	2,346
	30,655	19,830	23,998	23,865
District 15				
<i>Principal</i>	3,175	2,750	3,131	3,286
<i>Late Fees</i>	-	-		-

	<i>Interest</i>	8,319	2,860	8,486	7,317
	<i>Administrative Fee</i>	2,312	2,150	1,207	1,156
		13,806	7,760	12,824	11,759
District 19					
	<i>Principal</i>	4,485	5,610	1,385	1,341
	<i>Late Fees</i>	-	-	-	-
	<i>Interest</i>	3,708	1,430	2,986	3,488
	<i>Administrative Fee</i>	1,275	1,000	612	544
		9,468	8,040	4,983	5,373
District 17					
	<i>Principal</i>	2,707	-	8,448	6,024
	<i>Late Fees</i>	-	-	-	-
	<i>Interest</i>	25,921	10,820	15,586	15,405
	<i>Administrative Fee</i>	2,487	1,590	2,444	2,414
		31,115	12,410	26,478	23,843
District 18					
	<i>Principal</i>	22,617	17,810	10,584	6,874
	<i>Late Fees</i>	-	-	-	-
	<i>Interest</i>	30,974	13,280	18,533	17,875
	<i>Administrative Fee</i>	3,043	1,930	2,873	2,788
		56,634	33,020	31,990	27,537
District 50					
	<i>Principal</i>	35,334	10,430	27,713	8,128
	<i>Late Fees</i>	-	-	-	-
	<i>Interest</i>	13,110	17,880	22,148	21,277
	<i>Administrative Fee</i>	3,995	4,600	3,910	3,740
		52,439	32,910	53,771	33,145
District 53					
	<i>Principal</i>	72,250	52,580	31,078	10,788
	<i>Late Fees</i>	-	-	-	-
	<i>Interest</i>	29,031	26,620	29,532	28,241
	<i>Administrative Fee</i>	5,491	6,820	5,219	4,964
		106,772	86,020	65,828	43,993
District 56					
	<i>Principal</i>	-	-	3,101	3,419
	<i>Late Fees</i>	-	-	-	-
	<i>Interest</i>	-	-	9,709	9,692
	<i>Administrative Fee</i>	-	-	1,666	1,666
		-	-	14,476	14,777
District 30					
	<i>Principal</i>	-	-	6,664	7,466
	<i>Late Fees</i>	-	-	-	-
	<i>Interest</i>	-	-	21,062	21,165
	<i>Administrative Fee</i>	0	-	3,638	3,638
		-	-	31,364	32,269
District 31					
	<i>Principal</i>	-	-	-	4,054
	<i>Late Fees</i>	-	-	-	-

	<i>Interest</i>	-		-	11,491
	<i>Administrative Fee</i>	0		0	1,938
		-	-	-	17,483
District 32					
	<i>Principal</i>	-		-	6,045
	<i>Late Fees</i>	-			
	<i>Interest</i>	-		-	16,934
	<i>Administrative Fee</i>	0		0	2,890
		-	-	-	25,870
District 52					
	<i>Principal</i>	-		8,182	8,653
	<i>Late Fees</i>	-			
	<i>Interest</i>	-		24,998	24,527
	<i>Administrative Fee</i>	-		4,216	4,216
		-	-	37,396	37,396
	<i>Total Assesment Collections</i>	731,301	435,520	527,180	479,212
	Area 1-District 10	302,923	166,740	124,850	96,990
	Area 2 Unit 54-District 11	45,750	27,890	30,029	23,283
	Area 3 Unit 17A-District 12	31,276	15,290	27,637	24,691
	Area 4 Unit 18-District 13	31,985	18,790	27,384	22,435
	Area 5 Unit 17B-District 14	18,479	6,820	14,172	14,502
	Area 6 Unit 9A-District 16	30,655	19,830	23,998	23,865
	Area 6 Unit 2-District 15	13,806	7,760	12,824	11,759
	Area 7 Unit 17C-District 19	9,468	8,040	4,983	5,373
	Area 7 Unit 9B-District 17	31,115	12,410	26,478	23,843
	Area 7 Unit 16-District 18	56,634	33,020	31,990	27,537
	Area 8 Unit 50-District 50	52,439	32,910	53,771	33,145
	Area 8 Unit 53-District 53	106,772	86,020	65,828	43,993
	Area 9 Unit 3-District 30	-	-	31,364	32,269
	Area 9 Unit 5-District 31	-	-	-	17,483
	Area 9 Unit 7-District 32	-	-	-	25,870
	Area 9 Unit 52-District 52	-	-	37,396	37,396
	Area 9 Unit 56A-District 56	-	-	14,476	14,777
	Total Area Revenue	731,301	435,520	527,180	479,212
	345-682 Interest Earnings	9,146	10,910	39,000	30,000
	345-688 Realized Investment Earnings	-	-		-
	355-686 Transfer in	136,805	-	27,800	-
	389-690 Loan Proceeds Refunding Bonds	-	-		-
	Total Revenue	1,617,401	1,163,130	1,310,680	633,991
	Expenditures				
	506-217 Professional Services	49,685	33,100	87,286	38,528
	506-602 Interest Expense	-	-		-
	Debt Service				
	General Obligation Bonds				

2008A Principal	115,000	125,000	125,000	130,000
2008A Interest	33,485	24,610	24,605	15,170
2008A Total Debt Service	148,485	149,610	149,605	145,170
2017 Refunding Bonds Principal	65,000	340,000	340,000	115,000
2017 Refunding Bonds Interest	91,642	89,400	89,397	82,640
2017 Total Debt Service	156,642	429,400	429,397	197,640
Total GO Obligation	305,127	579,010	579,002	342,810
Special Assessment Debt Service				
Area 1				
Principal	56,000	58,000	58,000	148,000
Interest	56,802	53,910	53,909	50,834
Total Debt Service	112,802	111,910	111,909	198,834
Area 2 Unit 54				-
Principal	5,720	6,420	6,420	50,170
Interest	22,590	22,050	22,045	21,433
Total Debt Service	28,310	28,470	28,465	71,603
Area 3 Unit 17A				-
Principal	6,690	7,200	7,200	40,740
Interest	18,681	18,160	18,160	17,637
Total Debt Service	25,371	25,360	25,360	58,377
Area 4 Unit 18				-
Principal	13,385	-	10,600	7,837
Interest	16,225	-	14,551	20,675
Total Debt Service	29,610	-	25,151	28,512

Area 5 Unit 17B				-
Principal	4,000	4,000	4,000	24,000
Interest	11,206	10,940	10,931	10,657
Total Debt Service	15,206	14,940	14,931	34,657
Area 6 Units 9A and 2	-	-		-
Principal	9,434	-	8,087	9,080
Interest	28,023	-	25,096	27,398
Total Debt Service	37,457	-	33,183	36,478
Area 7 Units 17C, 9B and 16	-	-		-
Principal	50,506		20,417	15,540
Interest	39,906		37,104	46,707
Total Debt Service	90,412	-	57,521	62,247
Area 8 Units 50 and 53				
Principal	20,000	21,000	22,000	105,000
Interest	56,177	55,000	54,999	53,763
Total Debt Service	76,177	76,000	76,999	158,763
Area 9 Units 3, 5, 7, 52, 56A				
Principal	-	-		
Interest	-	-	43,453	62,075
Total Debt Service	-	-	43,453	62,075
Total All Assessment Debt Service	415,345	256,680	416,971	711,545
Summary				
Area 1	112,802	111,910	111,909	198,834
Area 2 Unit 54	28,310	28,470	28,465	71,603
Area 3 Unit 17A	25,371	25,360	25,360	58,377
Area 4 Unit 18	29,610	-	25,151	28,512
Area 5 Unit 17B	15,206	14,940	14,931	34,657
Area 6 Units 9A and 2	37,457	-	33,183	36,478
Area 7 Units 17C, 9B and 16	90,412	-	57,521	62,247
Area 8 Units 50 and 53	76,177	76,000	76,999	158,763
Area 9 Units 3, 5, 7, 52, 56A	-	-	43,453	62,075
Total Area Debt Service	415,345	256,680	416,971	711,545
Total Debt Service GO/SA	720,472	835,690	995,973	1,054,355
Transfers Out				
Operating Transfer Out-CFD1 Administrative Fund			8,256	34,104
Total Transfers Out	-	-	8,256	34,104
Total Expenditures	770,156	868,790	1,091,515	1,126,987
Cash Balance	2,492,978	2,787,318	2,084,342	1,591,346

**Fund: District #1
957**

**Department: Treasurer
Program: Operations and Maintenance**

Account No./ Account Description	Actual 2017-2018	Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Cash Balance	210,759	237,310	237,310	308,988
Revenue				
310-120 Property Taxes	-	-		-
310-122 Ad Valorum Levy	68,322	72,150	72,150	83,685
335-800 Deposit	-	-		-
335-801 Application Fee	-	-		-
335-802 Administrative Fees	-	-		-
335-803 Outside Engineering Deposit	-	-		-
345-682 Interest Earnings	872	1,100	900	900
345-683 Unrealized Gain or Loss on Investment	-	-		-
345-688 Investment Earnings	-	-		-
350-698 Miscellaneous Income	33,603	-		-
355-686 Operating Transfer In-CFD1	-	-	54,728	-
355-698 Miscellaneous Revenue	-	-		-
	-	-		-
	-	-		-
Total Revenue	102,797	73,250	127,778	84,585
Expenditures				
506-101 Salaries and Wages	23,012	-	-	-
506-102 Part-Time Salaries	-	-	-	-
506-111 AZ Retirement Contributions	2,696	-	-	-
506-121 FICA-Employer's Portion	1,853	-	-	-
506-123 Workers' Compensation	68	-	-	-
506-124 Health, Accident and Life Insurance	4,118	-	-	-
506-205 Legal Publication	252	1,100	1,000	1,000
506-206 Liability Insurance	-	1,310	-	-
506-217 Professional Services	29,358	30,000	30,000	140,000
506-301 Office Supplies	74	100	100	100
506-314 Other	-	-		-
506-322 Street Maintenance	-	-		-
506-403 Training and Development	-	-		-
590-910 Transfer to General Fund	3,000	22,440	-	-
590-911 Transfer to Debt Service Fund			25,000	
590-991 Transfer to Community Facility District 1 Capital Program	11,814	-		-
Total Expenditures	76,246	54,950	56,100	141,100
Cash Balance	237,310	255,610	308,988	252,473

PASSED AND ADOPTED by the District Board of Merrill Ranch Community Facilities District No. 1, Town of Florence, Pinal County, Arizona, on the 7th day of October 2019.

Tara Walter, District Chairman

ATTEST:

APPROVED AS TO FORM:

Lisa Garcia, District Clerk

Clifford Mattice, District Attorney

MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2

MINUTES OF THE MERRILL RANCH COMMUNITY FACILITY DISTRICT NO. 2 SPECIAL MEETING OF THE DISTRICT BOARD HELD ON MONDAY, JULY 1, 2019, AT 6:00 P.M., IN THE FLORENCE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.

CALL TO ORDER

Chairman Walter called the meeting to order at 6:00 pm.

ROLL CALL:

Present: Walter, Anderson, Wall, Larsen, Cordes, Hughes

Absent: Hawkins

NEW BUSINESS

Public hearing to receive citizens' comments on the property tax levy of the Merrill Ranch Community Facilities District No. 2: Ordinance No. MRCFD2 216-19.

Chairman Walter read Ordinance No. MRCFD2 216-19 by title only.

AN ORDINANCE OF MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2, PINAL COUNTY, ARIZONA, LEVYING THE ASSESSED VALUATION OF THE PROPERTY WITHIN THE COMMUNITY FACILITIES DISTRICT SUBJECT TO TAXATION OF CERTAIN SUM UPON EACH ONE HUNDRED DOLLARS (\$100.00) OF VALUATION SUFFICIENT TO RAISE THE AMOUNT ESTIMATED TO BE RECEIVED FROM FUNDS FOR COMMUNITY FACILITIES EXPENSES FOR THE FISCAL YEAR ENDING THE 30TH DAY OF JUNE 2020.

Mr. Sanchez stated that the request is for the tax levy to be set at \$3.25 per \$100 of Net Assessed Valuation (NAV). The levy will bring in approximately \$698,767 and the funds will be used for debt service. The request also includes an ad valorem levy for operations and maintenance at \$0.30 per \$100 NAV or \$64,501. The total combined levy is \$3.55 per \$100 NAV or \$763,268.

Chairman Walter stated that the ad valorem is that same as prior years.

Chairman Walter opened the public hearing.

Boardmember Wall stated that the levy is increasing by \$0.27 over the previous year. She stated that she noticed the difference on her tax bill.

Mr. Billingsley stated that the CFDs have always taxed at the maximum rate. Last year, the District Treasurer determined that they could do a reduction based on the fact that no additional

debt was being levied. He stated that based on their financial analysis including the audit that was recently completed, it indicates that we need to continue to assess at the maximum rate.

Mr. Billingsley stated that there was one year where there was a reduction of \$0.27 but the rate needs to increase to the maximum rate to cover the debt.

Chairman Walter closed the public hearing.

Public hearing to receive citizens' comments on the proposed final budget for Merrill Ranch Community Facilities District No. 2 and possible adoption of Resolution No. MRCFD2 237-19.

Chairman Walter read Resolution No. MRCFD2 237-19 by title only.

A RESOLUTION OF THE MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2, PINAL COUNTY, ARIZONA, ADOPTING THE BUDGET FOR FISCAL YEAR 2019-2020.

Ms. Sanchez stated that the budget for Fiscal Year 2019-2020 is estimated to be \$4,447,321 in expenditure for Capital Improvements, Debt Service and Administrative costs.

Chairman Walter opened the public hearing. There being no public comments, Chairman Walter closed the public hearing.

On motion of Boardmember Wall, seconded by Boardmember Cordes, and carried (6-0) to adopt Resolution No. MRCFD2 237-19.

Discussion/Approval/Disapproval of the Merrill Ranch Community Facilities District No. 2 October 1, 2018 and April 15, 2019 Special Meeting minutes.

On motion of Vice-Chairman Anderson, seconded by Boardmember Larsen, and carried (6-0) to approve the Merrill Ranch Community Facilities District No. 2 October 1, 2018 and April 15, 2019 Special Meeting minutes.

ADJOURNMENT

On motion of Vice-Chairman Anderson, seconded by Boardmember Wall, and carried (6-0) to adjourn from Merrill Ranch Community Facilities District No. 2.

Tara Walter, Chairman

ATTEST:

Lisa Garcia, District Clerk

MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2

MINUTES OF THE MERRILL RANCH COMMUNITY FACILITY DISTRICT NO. 2 SPECIAL MEETING HELD ON MONDAY, JULY 15, 2019, AT 6:00 P.M., IN THE FLORENCE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.

CALL TO ORDER

Vice-Chairman Anderson called the meeting to order at 6:00 p.m.

ROLL CALL:

Present: John Anderson***, Bill Hawkins, Karen Wall, Kristen Larsen, Michelle Cordes, Judy Hughes

Absent: Tara Walter
***Vice-Chairman Anderson appeared telephonically.

NEW BUSINESS

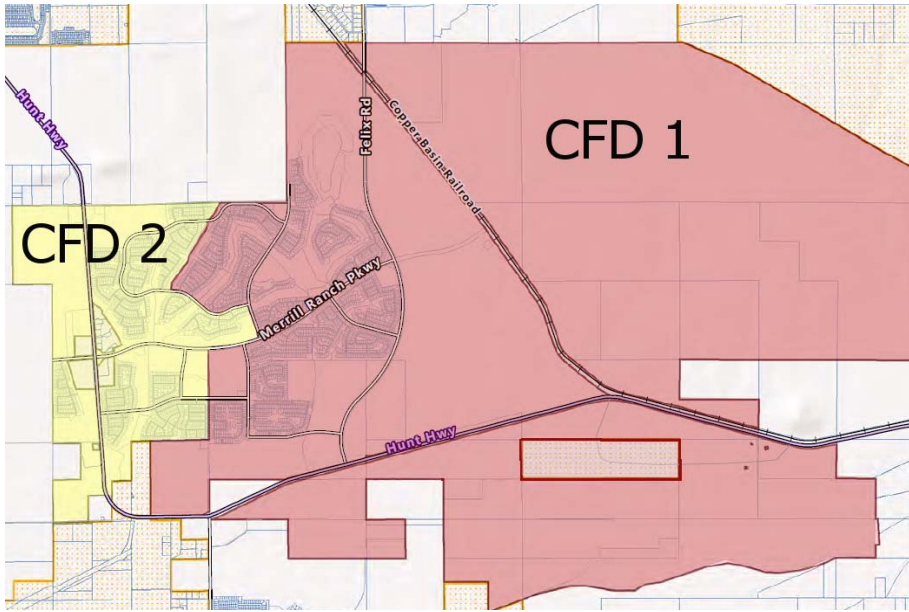
Ordinance No. MR CFD2 216-19:

Boardmember Wall read Ordinance No. MR CFD2 216-19 by title only.

AN ORDINANCE OF THE MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2, PINAL COUNTY, ARIZONA, LEVYING THE ASSESSED VALUATION OF THE PROPERTY WITHIN THE COMMUNITY FACILITIES DISTRICT NO. 1 SUBJECT TO TAXATION OF CERTAIN SUM UPON EACH \$100 OF VALUATION SUFFICIENT TO RAISE THE AMOUNT ESTIMATED TO BE RECEIVED FROM FUNDS FOR COMMUNITY FACILITIES EXPENSES FOR THE FISCAL YEAR ENDING THE 30th DAY OF JUNE 2020, AND DECLARING AN EMERGENCY.

Mr. Sanchez provided a presentation, in which he outlined the following:

- Tax Levy Adoption MR CFD 2
 - State law requires the Town to advertise and adopt the secondary property tax levy in the same way as the primary tax levy. The levy was advertised in the newspaper and Town website.
 - Council held a Public Hearing on July 01, 2019.
 - The recommended tax rate for FY19/20 will be set at \$3.55 per \$100 of NAV.
 - CFD 2 levy will collect \$763,268.



- Where tax can be found on their statement

PINAL COUNTY						2018 PROPERTY TAX STATEMENT		ARIZONA			
PARCEL NUMBER	AREA CODE	PRIMARY TAX RATE PER \$100 ASSESSED VALUE	SECONDARY TAX RATE PER \$100 ASSESSED VALUE	SPECIAL DISTRICT \$ PER ACRE	2018 TAX SUMMARY						
211-XX-XXXX	0151	11.8851	6.4514		PRIMARY PROPERTY TAX		1,647.39				
ASSESSMENT					VALUE IN DOLLARS	LEGAL CLASS	RATIO	EXEMPTIONS	NET ASSESSED	SECONDARY PROPERTY TAX	
LIMITED					138,608	0301	.1000	0.00	13,861	894.24	
					SEE PAGE 2 FOR PAYMENT COUPON					SPECIAL DISTRICT TAX	
										0.00	
										PRM/REDUCTION	
										(261.29)	
										TOTAL TAX DUE FOR 2018	
										2,280.34	
SITUS ADDRESS	TAX AUTHORITY		LEVY	PURPOSE	TAX RATE	2017 TAX	2018 TAX	INCREASE / DECREASE			
XXXXXXXX XXXX XX FLORENCE AZ 85132	2000	Pinal County	PRM		3.7006	493.78	512.94	19.16			
	2000	Pinal County	PRM	Schl Resr	0.1294	17.08	17.94	0.86			
	2010	School Equalization	PRM		0.4741	64.34	65.72	1.38			
PROPERTY DESCRIPTION	4154	Town of Florence	PRM		1.1060	149.78	153.30	3.52			
LOT XXX ANTHEM AT MERRILL RANCH PHASE XX - UNIT CAB F - SLD 154 SEC 19-04S-08E AND SEC 24-04S-08E AS RE-PLATTED IN CAB G- 58E	7001	Florence USD #001	PRM		4.2984	568.48	595.80	37.32			
	7001	Florence USD #001	SEC	"B" Bonds	1.3872	148.58	192.28	43.70			
	8150	Pinal County Jr College	PRM		2.1766	294.78	301.70	6.92			
	8150	Pinal County Jr College	SEC	Bonds	0.1857	40.90	25.74	-15.16			
REDUCTION RATE	11900	Fire Dist Assistance Tax	SEC		0.0643	8.50	8.90	0.40			
1.8851	14613	Central AZ Water Conservation	SEC		0.1400	18.48	19.42	0.94			
	14900	Pinal County Library	SEC		0.0965	12.74	13.38	0.64			
Michael P. McCord	15625	Pinal County Flood	SEC		0.1693	22.34	23.48	1.14			
Pinal County Treasurer PO Box 729 Florence, AZ 85132	15629	Magma Flood	SEC		1.0784	71.18	149.48	78.30			
	18007	Town of Florence/Anthem at Merrill Ranch CFD #2	SEC		0.3000	39.60	41.58	1.98			
	18007	Town of Florence/Anthem at Merrill Ranch CFD #2	SEC	Bonds	2.9800	429.04	413.06	-15.98			
	30002	Cntrl AZ Vly Inst Tech(CAVIT)	SEC		0.0500	6.60	6.92	0.32			
	TOTALS					2,376.20	2,541.64	165.44			
BEGINNING 2015, TAX BILL DETAIL IS DISPLAYED AS GROSS TAXES BEFORE REDUCTIONS											
211-XX-XXXX THIS IS A CALENDAR YEAR TAX NOTICE			MAKE CHECKS PAYABLE TO: Pinal County Treasurer PO Box 729 Florence, AZ 85132			PAYMENT INFORMATION					
						Nov. 01, 2018	First half 2018 taxes due, delinquent after 5:00 PM.				
						Dec. 31, 2018	Final day to pay 2018 current full year taxes without interest.				
THERE WILL BE A \$31.25 CHARGE FOR EACH RETURNED CHECK AND YOUR TAXES WILL REVERT TO AN UNPAID STATUS.			PLEASE INCLUDE YOUR PARCEL NUMBER ON YOUR CHECK.			May. 01, 2019	Second half 2018 taxes due, delinquent after 5:00 PM.				
SEE PAGE 2 FOR PAYMENT OPTIONS AND ADDRESS CHANGE INFORMATION											

- CFD 2 Historical Rate Data

FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
\$3.55	\$3.55	\$3.55	\$3.28	\$3.55
Example: \$100,000 home equals \$355				

On motion of Vice-Chairman Anderson, seconded by Boardmember Hughes, to adopt Ordinance No. MR CFD2 216-19.

Roll Call Vote:

Boardmember Hughes: Yes
Boardmember Cordes: Yes
Boardmember Larsen: Yes
Boardmember Wall: Yes
Boardmember Hawkins: Yes
Vice-Chairman Anderson: Yes

Motion passed: Yes: 6; No: 0

ADJOURNMENT

On motion of Boardmember Larsen, seconded by Boardmember Cordes, and carried (6-0) to adjourn the meeting.

Tara Walter, Chairman

ATTEST:

Lisa Garcia, District Clerk

I certify that the following is a true and correct copy of the minutes of the Merrill Ranch Community Facilities District No. 2 Special Meeting held on July 15, 2019, and that the meeting was duly called to order and that a quorum was present.

Lisa Garcia, District Clerk

MINUTES OF THE MERRILL RANCH COMMUNITY FACILITY DISTRICT NO. 2 SPECIAL MEETING OF THE DISTRICT BOARD HELD ON TUESDAY, SEPTEMBER 3, 2019, AT 7:00 P.M., OR IMMEDIATELY FOLLOWING THE TOWN OF FLORENCE COUNCIL MEETING, IN THE FLORENCE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.

CALL TO ORDER

Chairman Walter called the meeting to order at 7:12 p.m.

ROLL CALL:

Present: Tara Walter, John Anderson, Bill Hawkins (appeared telephonically), Karen Wall, Kristen Larsen, Michelle Cordes, Judy Hughes.

ADJOURNMENT TO A JOINT EXECUTIVE SESSION WITH MERRILL RANCH COMMUNITY FACILITY DISTRICT NO. 1, NO. 2 AND THE MAYOR AND TOWN COUNCIL OF THE TOWN OF FLORENCE.

For the purposes of discussions or consultations with designated representatives of the public body and/or legal counsel pursuant to A.R.S. Sections 38-431.03 (A)(3), (A)(4) and (A)(7) to consider its position and instruct its representatives and/or attorneys regarding:

- a. Discussion or consultations regarding a Notice of Claim filed by Merrill Ranch Owner's Agent, L.L.C., CMR/Casa Grande, L.L.C., Roadrunner Resorts, L.L.C. and Florence Copper, Inc. against Merrill Ranch Community Facilities Districts No. 1 and No. 2 and the Town of Florence.
- b. Discussion or consultation potential and threatened claims against the Town and Districts.

On motion of Councilmember Wall, seconded by Councilmember Larsen, and carried (7-0) to adjourn to a Joint Executive Session with Merrill Ranch Community Facilities District No. 1, No. 2 and the Mayor and Town Council of the Town of Florence.

ADJOURNMENT FROM MERRILL RANCH COMMUNITY FACILITY DISTRICT NO. 2 EXECUTIVE SESSION.

On motion of Boardmember Wall, seconded by Boardmember Larsen, and carried (7-0) to adjourn from Merrill Ranch Community Facilities District No. 2 Executive Session.

ADJOURNMENT

The Merrill Ranch Community Facilities District No. 2 (MRCFD2) Board may go into Executive Session at any time during the meeting for the purpose of obtaining legal advice from the District's Attorney(s) on any of the agenda items pursuant to A.R.S. § 38-431.03(A)(3). One or more members of MRCFD2 Board may appear for part or all of the meeting including Executive Session telephonically.

On motion of Boardmember Wall, seconded by Boardmember Larsen, and carried (7-0) to adjourn from Merrill Ranch Community Facilities District No. 2 Meeting.

Tara Walter, Chairman

ATTEST:

Lisa Garcia, District Clerk

I certify that the following is a true and correct copy of the minutes of the Merrill Ranch Community Facilities District No. 2 meeting held on September 3, 2019 and that the meeting was duly called to order and that a quorum was present.

Lisa Garcia, District Clerk

	MERRILL RANCH COMMUNITY FACILITIES DISTRICT ACTION FORM	<u>AGENDA ITEM</u> 8b.
MEETING DATE: October 7, 2019	DISTRICT: Merrill Ranch Community Facilities District No. 2. STAFF PRESENTER: Rey Sanchez, District Treasurer SUBJECT: Budget Amendment Resolution No. MR CFD2 238-19	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <ul style="list-style-type: none"> <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other

RECOMMENDED MOTION/ACTION:

Discussion and possible adoption of Resolution No. MR CFD2 238-1. A RESOLUTION OF BOARD OF DIRECTORS OF MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2, FLORENCE ARIZONA, ADOPTING THE BUDGET FOR FISCAL YEAR 2019-2020.

BACKGROUND/DISCUSSION:

The budget had been presented to the District Board for Community Facilities District No. 2. on July 1, 2019 and adopted. The Community Facilities District Budgets do not fall under expenditure limitation as they are political subdivisions of the Town and are not included in the Town's Expenditure Limitation.

Subsequent to adoption, an additional need for \$100,000 was necessary to be budgeted for unexpected legal fees.

Merrill Ranch Community Facilities District No. 2 is requesting an additional \$100,000 in Professional Services in the Administrative Fund to increase that total budget from \$30,600 to \$130,600. This will modify the total of all CFD 2 Expenditures to \$4,703,795.

A VOTE OF NO WOULD MEAN:

The budget would not be amended, but expenditure would still occur.

A VOTE OF YES WOULD MEAN:

Full disclosure of a budget change for Merrill Ranch Community Facilities District No. 2.

FINANCIAL IMPACT:

A \$100,000 increase to the Administrative Budget in Merrill Ranch Community Facilities District No. 2.

ATTACHMENTS:

Budget Change Resolution
MRCFD No. 2 Administrative Budget
MRCFD No. 2 total Budget Summary Sheet.

MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2

RESOLUTION NO. MRCFD2 238-19

A RESOLUTION OF BOARD OF DIRECTORS OF MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2, TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, ADOPTING THE BUDGET FOR FISCAL YEAR 2019-2020.

BE IT RESOLVED BY THE DISTRICT BOARD OF THE MERRILL RANCH COMMUNITY FACILITIES DISTRICT NO. 2, TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, as follows:

WHEREAS, in accordance with the provisions of Title 42, Sections 17102, 17103, 17104, and 17105, A.R.S., the District Board did, on July 1, 2019, make an estimate of the different amounts required to meet the public expenditures for the ensuing year, also an estimate of revenue from sources other than direct taxation, and the amount to be raised by taxation upon real and personal property of Merrill Ranch Community Facilities District No. 2, Town of Florence, Pinal County, Arizona; and

WHEREAS, since that time it has become necessary for the District Board to set aside administrative fees to cover legal costs; and

WHEREAS, in order to properly appropriate the funding a budgetary amendment is necessary; and

WHEREAS, the sum to be raised by taxation is not affected and will remain consistent with Resolution No. **MRCFD2** 237-19, as specified therein, does not in the aggregate amount exceed that amount as computed in Title 42 Section 17105 A.R.S.;

NOW, THEREFORE BE IT RESOLVED by the Merrill Ranch Community Facilities District Board No. 1, Town of Florence, Pinal County, Arizona, as follows:

Section 1. ADOPTION OF BUDGET

That the Said estimates of revenue and expenditures shown on the accompanying exhibit, marked as Exhibit "A-E" as amended, by the District Board and the same are hereby adopted as the budget of the Merrill Ranch Community Facilities District No. 2, Town of Florence, Pinal County, Arizona, for the Fiscal Year 2019-2020 retroactive to July 1, 2019.

PASSED AND ADOPTED by the District Board of Merrill Ranch Community Facilities District No. 2, Town of Florence, Pinal County, Arizona, on the 7th day of October 2019.

Tara Walter, District Chairman

ATTEST:

APPROVED AS TO FORM:

Lisa Garcia, District Clerk

Clifford Mattice, District Attorney

Merrill Ranch Community Facility District #2

Department: Treasurer

Program narrative:

On December 1, 2005, an agreement between the Town of Florence and Pulte Home Company, LLC was signed and the District was created. The District provides a financing method for the construction of capital improvements that benefit property owners within the District. This includes debt service and administrative services.

Fund Title	Fund	Actual	Budget	Projected	Budget
Revenue		2017-2018	2018-2019	2018-2019	2019-2020
Cash Balance					
Capital Improvements Fund	920	1,946,879	2,510,592	2,428,517	1,574,599
Debt Service	921/922	848,000	1,778,341	1,364,613	762,794
Administration Fund	958	140,140	101,825	101,825	146,137
Total Cash		\$ 2,935,019	\$ 4,390,758	\$ 3,894,955	\$ 2,483,530
Cash Balance					
Capital Improvements Fund	920	1,855,333	1,011,100	267,035	2,028,474
Debt Service Fund	921/922	1,129,441	964,090	995,566	976,240
Administration Fund	958	87,274	57,420	100,847	91,575
Total Revenue		3,072,048	2,032,610	1,363,448	3,096,289
Expenditures	Fund	Actual	Budget	26474	15000 from prior
Capital Improvements Fund	920	1,291,619	2,552,590	1,120,952	3,439,892
Debt Service Fund	921	850,049	738,840	1,597,386	1,133,303
Administration Fund	958	125,589	52,620	56,535	130,600
Total Expenditures		2,267,257	3,344,050	2,774,873	4,703,795
Cash Balance	Fund	Actual	Budget	Projected	Budget
Capital Improvements Fund	920	2,510,592	2,267	1,574,599	163,181
Debt Service Fund	921/922	1,127,392	2,003,591	762,794	605,730
Administration Fund	958	101,825	106,625	146,137	107,112
Total Ending Cash		3,739,810	2,112,483	2,483,530	876,024

Fund: District #2 Debt Service Fund		Department: Treasurer Program: Debt Service		
Account No./ Account Description	Actual 2017-2018	Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Cash Balance Assessments	848,000	1,778,341	1,364,613	762,794
Revenue				
310-122 Ad Valorem Levy	575,260	563,490	563,490	698,767
Special Assessment Payments				
Area 1				
Principal	198,954	120,000	57,222	52,070
Late Payment Fee	914	2,630	-	-
Interest	79,042	63,480	48,179	41,746
Administrative Fee	15,296	10,000	13,369	12,308
	294,205	196,110	118,770	106,124
Area 2 Unit 29				
Principal	5,528	6,170	6,034	8,837
Late Payment Fee	-	-	-	-
Interest	19,031	19,250	18,025	15,686
Administrative Fee	2,296	10,000	2,380	2,312
	26,855	35,420	26,439	26,835
Area 3 Unit 40				
Principal	26,803	9,580	8,160	12,335
Late Payment Fee	-	-	-	-
Interest	29,384	32,350	25,316	21,919
Administrative Fee	3,817	10,000	3,298	3,230
	60,004	51,930	36,774	37,484
Area 4 Unit 20				
Principal	9,615	3,900	7,034	5,116
Late Payment Fee	-	-	-	-
Interest	12,931	12,030	10,665	7,839
Administrative Fee	1,499	10,000	1,685	1,360
	24,045	25,930	19,384	14,315
Area 5 Unit 22A				
Principal	10,766	4,420	4,695	5,588
Late Payment Fee	-	-	-	-
Interest	12,810	6,540	12,748	11,129
Administrative Fee	1,972	10,000	2,326	1,904
	25,547	20,960	19,769	18,621
Area 5 Unit 22B				
Principal	15,678	18,680	9,138	7,782
Late Payment Fee	-	-	-	-
Interest	17,309	18,580	15,661	14,507
Administrative Fee	2,583	10,000	2,500	2,482
	35,570	47,260	27,299	24,772
Fund 921 (Continued)				
Area 6 Unit 36				
Principal	28,519	-	3,917	4,372
Late Payment Fee	-	-	-	-
Interest	14,145	-	12,433	12,329
Administrative Fee	2,261	15,000	2,108	2,074
	44,926	15,000	18,458	18,775


Area 7 Unit 38	-	-	-	-
Principal		-	7,986	5,083
Late Payment Fee		-	-	-
Interest		-	14,863	14,947
Administrative Fee		-	2,499	2,516
	-	-	25,348	22,546
Total Assesemnt Revenue	511,151	392,610	292,241	269,473
Assessment Revenue Summary				
Area 1	294,205	196,110	118,770	106,124
Area 2 Unit 29	26,855	35,420	26,439	26,835
Area 3 Unit 40	60,004	51,930	145,209	37,484
Area 4 Unit 20	24,045	25,930	19,384	14,315
Area 5 Unit 22A	25,547	20,960	19,769	18,621
Area 5 Unit 22B	35,570	47,260	27,299	24,772
Area 6 Unit 36	44,926	15,000	18,458	18,775
Area 7 Unit 38	-	-	25,348	22,546
Total Assessment Revenue	511,151	392,610	400,676	269,473
Other Revenue				
345-682 Interest Earnings	7,224	7,990	8,000	8,000
345-683 Unrealized Gain or Loss on Investment	-	-	-	-
345-688 Investment Earnings	-	-	-	-
350-698 Miscellaneous	-	-	-	-
355-686 Operating Transfers In	35,805	-	23,400	-
Total Other Revenues	43,029	7,990	31,400	8,000
Total Revenues	1,129,441	964,090	995,566	976,240
Expenditures				
506-217 Professional Services	21,985	-	52,955	23,212
506-602 Interest Expense	-	-	-	-
597-621 Transfer Out	-	-	4,974	26,474
Total Other Expenditures	21,985	-	57,929	49,686
General Obligation Bonds				
2010 Issue				
Principal	90,000	90,000	90,000	95,000
Interest	155,431	151,700	151,696	147,576
	245,431	241,700	241,696	242,576
2013 Issue				
Principal	25,000	25,000	25,000	25,000
Interest	103,044	102,340	102,338	101,400
	128,044	127,340	127,338	126,400
2016 Issue				
Principal	45,000	35,000	35,000	35,000
Interest	91,488	90,290	90,288	89,238
	136,488	125,290	125,288	124,238
2017 Issue				
Principal	-	-	690,000	-
Interest	8,408	35,000	44,400	37,500
	8,408	35,000	734,400	37,500
Total GO Issues	518,370	529,330	1,228,722	530,714
Special Assessment Bonds				
Area One Bonds				
Principal	62,000	66,000	66,000	214,000
Interest	63,475	60,230	60,226	56,766
	125,475	126,230	126,226	270,766

Area Two Bonds				-
Principal	5,570	6,170	6,170	8,810
Interest	36,158	19,250	19,247	18,663
	41,728	25,420	25,417	27,473
Area Three Bonds				-
Principal	9,540	9,580	9,580	86,710
Interest	16,817	32,350	32,345	31,432
	26,357	41,930	41,925	118,142
Area Four Bonds				-
Principal	4,550	3,900	9,000	37,280
Interest	12,357	12,030	12,030	11,713
	16,907	15,930	21,030	48,993
Area Five Bonds				-
Principal	30,161	-	13,833	12,850
Interest	26,402	-	28,409	34,175
	56,563	-	42,242	47,025
Area Six Bonds				-
Principal	28,328		11,904	5,340
Interest	14,336		27,297	13,742
	42,664	-	39,201	19,082
Area Seven Bonds				-
Principal	-		-	6,000
Interest	-	-	14,694	15,422
	-	-	14,694	21,422
Total Special Aseessment Bonds	309,694	209,510	310,735	552,903
Summary				
Area One Debt Service	125,475	126,230	126,226	270,766
Area Two Debt Service	41,728	25,420	25,417	27,473
Area Three Debt Service	26,357	41,930	41,925	118,142
Area Four Debt Service	16,907	15,930	21,030	48,993
Area Five Debt Service	56,563	-	42,242	47,025
Area Six Debt Service	42,664	-	39,201	19,082
Area Seven Debt Service	-	-	14,694	21,422
Total Assessment Annual Debt Service	309,694	209,510	310,735	552,903
Total Debt Service	828,064	738,840	1,539,457	1,083,617
Total Expenditures	850,049	738,840	1,597,386	1,133,303
Total Cash	1,127,392	2,003,591	762,794	605,730

**Fund: District #2
958**

**Department: Treasurer
Program: Operations and Maintenance**

Account No./ Account Description	Actual 2017-2018	Budget 2018-2019	Projected 2018-2019	Budget 2019-2020
Cash Balance	140,140	101,825	101,825	146,137
Revenue				
310-122 Ad Valorum Levy	53,138	56,720	56,720	64,501
335-803 Outside Engineering Deposit	-	700		-
345-682 Interest Earnings	534	-	1,500	600
345-683 Unrealized Gain or Loss on Investment	-	-	1,050	-
345-688 Investment Earnings	-	-		-
350-698 Miscellaneous Income	33,603	-	33,603	-
355-686 Operating Transfer In	-	-	7,974	26,474
Total Revenue	87,274	57,420	100,847	91,575
Expenditures				
506-101 Salaries and Wages	23,012	-	-	-
506-102 Part-Time Salaries	-	-	-	-
506-111 AZ Retirement Contributions	2,696	-	-	-
506-121 FICA-Employer's Portion	1,853	-	-	-
506-123 Workers' Compensation	68	-	-	-
506-124 Health, Accident and Life Insurance	4,117	-	-	-
506-205 Legal Publication	252	1,100	-	500
506-206 Liability Insurance	-	1,310	-	-
506-217 Professional Services	24,308	30,000	30,000	130,000
506-301 Office Supplies	74	100	100	100
506-314 Other	12,630		500	
590-910 Transfer to General Fund	3,000	20,110		-
590-911 Transfer to Debt Service Fund 921	1,900		23,400	-
590-912 Transfer to Debt Service Fund 922			2,535	-
590-991 Transfer to CFD CIP Fund 920	51,678			-
Total Expenditures	125,589	52,620	56,535	130,600
Cash Balance	101,825	106,625	146,137	107,112

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 10a.
MEETING DATE: October 7, 2019 DEPARTMENT: Administration STAFF PRESENTER: Mayor Tara Walter SUBJECT: Domestic Violence Proclamation		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input checked="" type="checkbox"/> Other
STRATEGIC PLAN REFERENCE: <input checked="" type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnerships and Relationships <input type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Proclaim October 2019 as Domestic Violence Month.

BACKGROUND/DISCUSSION:

On October 1, 2019, in recognition of Domestic Violence Awareness Month, Governor Ducey, lit the State Capitol purple and launched the 5th annual *Lighting Arizona Purple* campaign. The campaign was developed to raise statewide awareness and provide important information to domestic violence victims.

With domestic violence on the rise, it is important to face the difficult issue, raise awareness and publicize the services available to those who are experiencing domestic violence.

During the month of October, victim-advocate groups, centers, service workers, and many other organizations come together to connect those who work to end violence, to celebrate those who have survived and mourn those who have died because of domestic violence.

A VOTE OF NO WOULD MEAN:

Not applicable

A VOTE OF YES WOULD MEAN:

Not applicable

FINANCIAL IMPACT:

None

ATTACHMENTS:

Proclamation

Proclamation

LIGHT TOWN HALL PURPLE FOR DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, Domestic violence is a pervasive problem that affects one in four women and one in seven men in Arizona, and stands in direct opposition to our No. 1 priority of protecting Arizona families and communities; and

WHEREAS, In Arizona, every 36 minutes an officer responds to a domestic violence incident with a child present and every 19 minutes an arrest is made. These numbers are tragic because domestic violence impacts our families, communities, schools, and workplaces on a daily basis; and

WHEREAS, This is an issue that affects all ages, races, religions, socioeconomic backgrounds and education levels; and ending violence in the home, at work, and in the community requires vigilance and dedication from every part of our society. We all have a responsibility to know the signs, to help the victimized and vulnerable and to speak out against it whenever we can; and

WHEREAS, during the month of October, victim-advocate groups, centers, service workers, and many other organizations come together to connect those who work to end violence, to celebrate those who have survived and mourn those who have died because of domestic violence; and

WHEREAS, on October 1, 2019, Governor Ducey lit the State Capital purple as a symbol of Arizona's dedication to ending domestic violence and launched the month-long Lighting Arizona Purple Campaign. Governor Douglas A. Ducey encourages Arizonans to stand with him as we send the unwavering message that domestic violence can stop and invites everyone to join in this effort by lighting their homes purple; and

WHEREAS, Domestic Violence Awareness Month is an opportunity to stand with domestic violence survivors, to celebrate the progress made in combating these crimes, and to recommit to reducing domestic violence in their communities.


NOW THEREFORE, I, Tara Walter, Mayor of the Town of Florence, Arizona, by virtue of the authority vested in me, do hereby proclaim and declare October 2019 as "**DOMESTIC VIOLENCE AWARENESS MONTH**" and in support of this worthy cause, will have Town hall lit purple throughout the month of October 2019 and do hereby call upon all the citizens to light their homes purple in support of this effort.

In witness thereof, I hereby set my hand and affix the Official Seal of the Town of Florence, Arizona, this 7th day of October 2019.

Tara Walter, Mayor

ATTEST:

Lisa Garcia, Town Clerk

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 10b.
MEETING DATE: October 7, 2019 DEPARTMENT: Fire Department STAFF PRESENTERS: David Strayer, Fire Chief SUBJECT: Fire Prevention Week Proclamation		<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading <input checked="" type="checkbox"/> Other
STRATEGIC PLAN REFERENCE: <input checked="" type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnerships and Relationships <input type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Proclaim the week of October 6 – 12, 2019 as Fire Prevention Week.

BACKGROUND/DISCUSSION:

In a fire, mere seconds can mean the difference between a safe escape and a tragedy. Fire safety isn't just for school children. Teenagers, adults, and the elderly are also at risk in fires, making it important for every member of the community to take some time every October during Fire Prevention Week to make sure they understand how to stay safe in case of a fire. The purpose of the Proclamation to promote fire safety and community risk reduction in the Town of Florence.

A VOTE OF NO WOULD MEAN:

Special Presentation Only

A VOTE OF YES WOULD MEAN:

Special Presentation Only

FINANCIAL IMPACT:

None

ATTACHMENTS:

2019 NFPA Fire Prevention Week Proclamation

PROCLAMATION

FIRE PREVENTION WEEK
October 6 – 12, 2019

WHEREAS, through the three simple calls-to-action, this year's theme identifies basic but essential ways people can reduce their risk to fire and be prepared in the event of one: **Look** for places fire can start, **Listen** for the sound of the smoke alarm, **Learn** two ways out of each room; and

WHEREAS, people take safety for granted and are not aware of the risk of fire, and paying attention to your surroundings, looking for available exits in the event of a fire or other emergency, and taking the smoke alarm seriously if it sounds can make a potentially life-saving difference in a fire or other emergency situation; and

WHEREAS, this year's Fire Prevention Week messages apply to virtually all locations; however, NFPA continues to focus on home fire safety, as the majority of U.S. fire deaths (four out of five) occur at home each year. In fact, the fire death rate (per 1000 home fires reported to the fire department) was 10 percent higher in 2016 than in 1980; and

WHEREAS, significant progress has been made in preventing home fires from happening, these statistics show that there's still much more work to do when it comes to teaching people how to protect themselves in the event of one, and why advance planning is so critically important; and

WHEREAS, "Look. Listen. Learn. Be aware – fire can happen anywhere." works to remind the public that fires can and do still happen – at home, as well as other locations - and that there are basic but vitally important steps people can take to remain safe; and

WHEREAS, as the official sponsor of Fire Prevention Week for more than 90 years, NFPA works with local fire departments throughout North America to promote the campaign in their communities and reaches out to the public directly to encourage everyone to take action to be safe.

NOW THEREFORE, I, Tara Walter, Mayor of the Town of Florence, Arizona, by virtue of the authority vested in me, do hereby proclaim October 6-12, 2018 as "**FIRE PREVENTION WEEK**" and do hereby call upon all the citizens to remember to "Look, Listen and Learn" to reduce the risks of fires and to be prepared in the event of one.

In witness thereof, I hereby set my hand and affix the Official Seal of the Town of Florence, Arizona, this 7th day of October 2019.

Tara Walter, Mayor

ATTEST:

Lisa Garcia, Town Clerk



TOWN OF FLORENCE COUNCIL ACTION FORM

AGENDA ITEM 10c.

MEETING DATE: October 7, 2019

DEPARTMENT: Police

STAFF PRESENTER: Daniel Hughes, Police Chief

SUBJECT: Florence Police Department Five Year Strategic Plan

- Action
- Information Only
- Public Hearing
- Resolution
- Ordinance
 - Regulatory
 - 1st Reading
 - 2nd Reading
- Other

STRATEGIC PLAN REFERENCE:

- Community Vitality
- Economic Prosperity
- Leadership and Governance
- Partnerships and Relationships
- Transportation and Infrastructure
- Statutory
- None

RECOMMENDED MOTION/ACTION:

Presentation on the Florence Police Department Five Year Strategic Plan.

BACKGROUND/DISCUSSION:

It is important to have a plan that looks at the future of the Florence Police Department. While general in nature, the plan looks at some of the possible factors that will influence the vision, values and the direction of the Police Department. It is important that our plan fits into the vision and direction of the Town Manager and the Council.

A VOTE OF NO WOULD MEAN:

Informational only

A VOTE OF YES WOULD MEAN:

Informational only

FINANCIAL IMPACT:

None

ATTACHMENTS:

Florence Police Department Five Year Strategic Plan Presentation

**FLORENCE
POLICE
DEPARTMENT**

Strategic Plan

2019-2024

Florence Police Department 2019-2024



Character

Courage

Commitment

Integrity

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DANIEL R. HUGHES

CHIEF OF POLICE



The Florence Police Department is committed to enhancing the level of service we provide to the community. Proactive community policing will enable us to identify the problems of an ever-growing city by becoming active members of the community and developing creative solutions to the problems that face our residents and commerce.

As Chief of Police, I am pleased to introduce our Department's five year (2019 to 2024) Strategic Plan. Our new plan is a guiding document that identifies the Agency's priorities and represents our vision for the future. The plan includes elements of our previous strategic planning document, employee input and contributions from our participation in the Town's Strategic Planning Process.

The plan contains our mission and vision statements and demonstrates our commitment to address community concerns through an insightful examination into emerging issues. It establishes our responsibility to our employees to develop their abilities and skills to meet the challenges of 21st Century Policing. This plan will remain fluid and has the ability to be changed as new technology and issues emerge within law enforcement.

The objectives and strategies highlighted in this plan are designed to support our five principal goals:

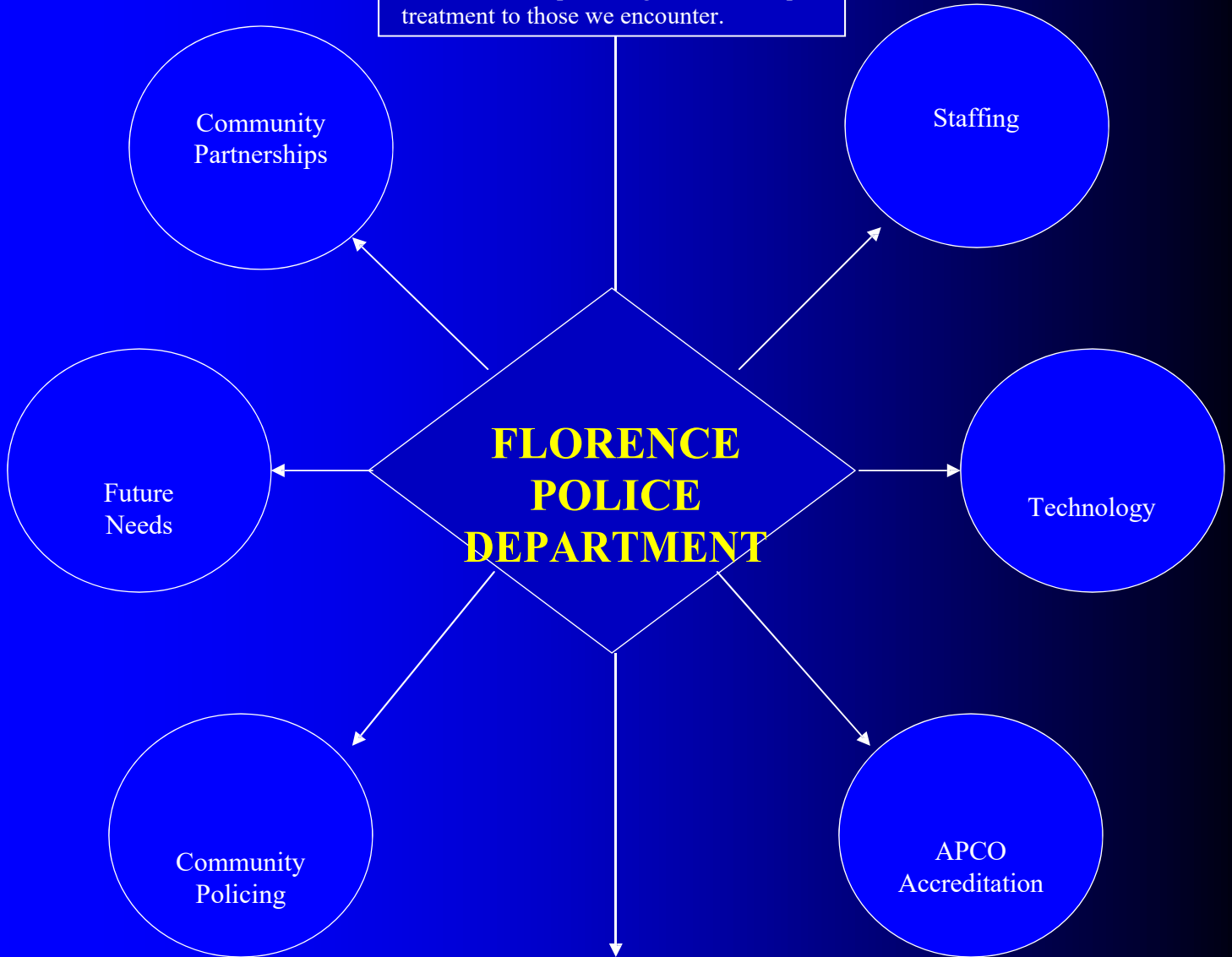
- **Prevent crime:** Preventing crime is the primary mission of policing. Crime prevention promotes the health and welfare of a community instead of merely curing its ills (crimes). It reduces the threat of crime on the front end and enhances the sense of security and quality of life within the community.
- **Provide effective police services:** We are committed to ensuring Florence remains a safe community by employing the best practices in law enforcement to meet the challenges of Community Policing in a rural setting.
- **Develop, strengthen and sustain partnerships:** We realize for us to be successful; we must have the confidence, support and respect of the people who live and work in our community. We are committed to developing and maintaining partnerships with the community, with our internal partners within the Town and with our regional and statewide public safety partners.
- **Develop personnel:** We will provide the best equipped, and most highly trained and committed employees to help meet the needs of our community.
- **Enhance infrastructure:** We will focus on implementing our Capital Improvement Plan.

A review and prioritization process will occur annually and changed as necessary to meet the needs of our community.

I encourage you to review our Strategic Plan initiatives, which reaffirm our commitment to proactively and responsively provide police services that enhance safety and the quality of life in the Town of Florence.

MISSION:

The men and women of the Florence Police Department stand firm in our pursuit for justice and public trust. We will stay true to our mission of providing service and safety to our community with honor, respect, and integrity. We are committed to providing fair and equal treatment to those we encounter.



VISION:

The Florence Police Department will dedicate itself to protecting lives and property, while preserving the public peace with the highest ethical standards.

1

Florence Police Department

Crime prevention through community-oriented policing

The Florence Police Department understands the importance of being involved in the community. The Department has numerous community-based programs to foster relationships and enhance awareness of crime prevention throughout the Town of Florence.

As a service-oriented business, it is paramount that the community takes a lead role in problem-oriented policing. Community-oriented policing is not only about programs, but it's a philosophy that permeates through the entire department and can best be accomplished via community-based crime prevention programs. Community-based crime prevention programs emphasize personal and civic responsibility. As the primary stakeholder, the community becomes involved in the decision-making process and understands the abilities and resources of the police. These programs place participants in a true partnership with the police department.

Crime Prevention Through Environmental Design (CPTED):

adjusts the environmental design of a residence or establishment by using lighting, landscaping and overall design. These adjustments then make the business or residence undesirable to opportunistic criminals. CPTED has

been used to combat crimes that might occur in parking lots or common areas. This includes assaults, robberies, drive-by shootings and auto thefts. CPTED has been extremely successful in combating the opportunistic criminal.



The four key concepts of CPTED are:

- Natural Surveillance - the placement of physical features, activities and people in such a way as to maximize visibility
- Natural Access Control - the physical guidance of people coming and going from a space by the placement of entrances, fences, landscaping, and lighting
- Territorial Reinforcement - the use of physical attributes that express ownership such as fencing, pavement treatments, signage and landscaping
- Maintenance - allows for the continued use of a space for its intended purpose. It also serves as an additional expression of ownership.

Florence Police Department Risk Assessment Program: The Florence Police

Department's Risk Assessment Program (R.A.P.) is designed to decrease the likelihood of criminal activity while empowering members of the Community through education and awareness. Incorporating principals of Crime Prevention Through Environmental Design, also known as CPTED, this program includes an on-site visit and survey conducted by one of the Department's specially trained crime prevention officers. This program is offered for both residential and

commercial properties within the Town.

Officers also receive statistical crime information from the Department's Crime Analyst. Together they identify victims of residential or commercial burglary in the community. With this information, officers make follow-up contact with victims to offer a walk-through of the premises. At this meeting, information on target-hardening the premises is provided to the owner utilizing various CPTED principals, personal safety practices and security devices for both inside and outside the property. A written recommendation is provided for improving the security of their property, allowing the citizen to take control after being victimized, by using steps to reduce future risk.

The R.A.P. nurtures the community relations and customer service components of police service by following up with the victim and providing another level of service. This program solidifies the community and police partnership while providing prevention through education and empowerment.



Crime-Free Multi Housing:

The Crime Free Multi-Housing Program is a crime prevention program designed to reduce crime, drugs and gangs on apartment properties. This program is highly successful because it approaches crime on many fronts. The police cannot solve crime problems alone and neither can management nor the residents of rental properties. By working together, the result has been the most successful approach to crimes in rental communities. The Crime Free Multi-Housing Program has been acknowledged as a CALEA best practices program.

Goals of the Crime Free Multi Housing Program:

- Facilitate a cooperative effort and positive relationship between apartment owners, managers, residents and police in keeping illegal and nuisance activity off rental properties.
- Through a pro-active, rather than reactive approach to crime and nuisance behavior, create a safer and more habitable environment in which law-abiding residents may live.
- Educate apartment owners, managers and residents to know what they can do fairly and legally, to solve the problem of illegal and nuisance activity on their rental properties. Assist
- owners and managers to know how and when to use the civil process as an effective means of preventing, reducing and eliminating crime and nuisance activity.





Neighborhood Watch: Neighborhood Watch programs empower communities to take a proactive role in crime prevention. Many neighborhoods already have neighborhood watch programs which are vibrant and effective. For those that do not, neighborhood watch programs provide an effective means to make their families, businesses, and communities a safer place to live

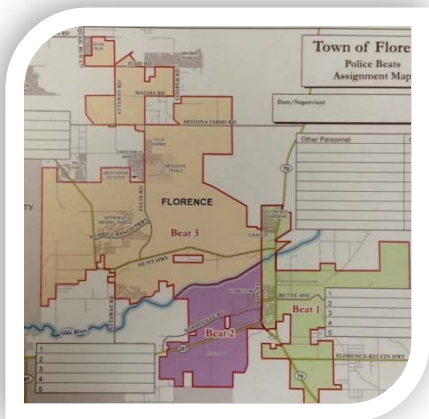
An effective neighborhood watch program is the cornerstone of all crime prevention programs. It enlists the active participation of citizens in cooperation with law enforcement to reduce burglaries and other neighborhood crimes. Its primary purpose is the protection of property, yours and your neighbors. Neighborhood Watch participants practice operation

identification, key holder, vacation watch and neighbor-to-neighbor security survey programs. The goal of the program is to have neighborhoods take personal responsibility, report suspicious activity and practice sound risk management.

Youth Education Programs: The Florence Police Department will further implement a Community Liaison Officer. Our Community Liaison Officer is a certified law enforcement officer who is assigned part-time to provide coverage to a high school or a set of schools. The officer is specifically trained to perform three roles: law enforcement officer; law-related counselor and law-related educator. The officer is not a security guard or officer who has been placed temporarily in a school in response to a crisis, but rather acts as a comprehensive resource for our schools. The officer provides students with training and instruction on ethics and good decision making.

Beat Teams: The Florence Police Department has formulated teams of officers to address issues that are specific to geographic areas. The “Beat Teams” are comprised of a sergeant and a group of officers that work the same patrol beat from various shifts throughout the day. The teams meet regularly to address quality of life concerns, crime trends and traffic issues from the neighborhoods and businesses that are within their beat boundaries. Officers are encouraged to create community policing projects in their beats. This includes crime prevention, public education, attending public meetings and creating a plan of action for any problem areas. To ensure the department has an open dialogue with the community, the beat teams host “Town Hall” meetings. The open house style meetings ask for public input into the Beat Teams’ projects. The public essentially is providing direction to the Beat Teams, so the most effective measures are taken to address the community’s concerns. The Beat Teams are one of the many programs that provide constant interaction and a free flow of exchange between the community and the Florence Police Department.

Beat Structure: The Town of Florence is divided into sectors called “Beats.” Beats are determined based on population, calls for service, and access to major thoroughfares. Each beat consists of officers from every shift that are assigned to work the same area giving them accountability within their region. Officers that patrol the same area become more familiar with the neighborhoods and business districts in their beat, making it easier to identify suspicious activity.



- Beats encourage officers and citizens to interact more often and create a community bond.
- Beats assure consistent and more frequent patrols in neighborhoods.
- Communication between shifts becomes easier and officers who share beats can discuss any problems or activity occurring within their shared beats.

A comprehensive review of the current call volume, call assignment, traffic routes, beat perimeters, planned growth and overall customer service provided in our current beat system will continue to be analyzed. The review will explore the possibilities of changing current beat boundaries, increasing the quantity of beats, coordinating separation of current beats, reassignment of sections of current beats etc. The review will take into consideration current staffing levels and available coverage throughout the 24-hour shift cycle. The result of this assessment will be to create an additional beat to assist in the equal division of workload and associated service provided by the Police Department when annexation occurs with the Town of Florence.



Partners for a Safe Florence: This initiative will be created to promote a positive relationship with the community, corporate entities and the Town of Florence. There are many programs that operate under the auspices of this partnership. The Police Department will implement safe driving campaigns which include the use of radar trailers after receiving concerns from the citizens. Traffic and commercial vehicle enforcement check points that have been conducted with the involvement of agencies from around the County.



Volunteers: The greatest asset a community has in fighting crime is a mobilized, active group of citizens that work together to reduce conditions that are likely to bring on crime. Our Florence Police Volunteers form a working partnership between the citizens of Florence and the Police Department. In addition to assisting police officers and patrolling the streets of Florence, the Volunteers assist with traffic control at accidents, crime scenes and special events. Additional duties include vacation watch, fingerprinting, impound hearings, court security, and educating the community regarding home security and related subjects.



Alternative Patrol Methods: Florence Police continually explore new ways to serve our community more effectively. In addition to traditional vehicular patrol, alternative methods of patrol will be employed. Bicycle Patrol, and neighborhood walking patrol are being increased. Officers provide direct ties to residents and businesses as well as becoming a deterrent to crime.

The use of foot patrol has shown to be an effective technique in reducing the fear of crime and perceptions of citizen safety. It is a proactive, highly visible approach to community policing. The use of off-road vehicles is a deterrent to criminal activity and an aggressive proactive patrol technique. Officers will enforce off road areas as well as teach safety techniques. Directed patrol is an assignment given to an officer with specific direction to resolve an ongoing issue. The citizens of Florence bring these issues to the attention of the department. Directed patrol includes:

- Running radar on a neighborhood street that is frequently reported to have speeders
- Increasing officer visibility in an area receiving vandalism
- Intensifying patrol in areas with new homes under construction to deter theft









COOPERATIVE PROGRAMS



G.A.I.N. Night: Getting Arizona Involved in Neighborhoods (G.A.I.N.) Night is Arizona's answer to National Night Out. The Florence Police Department will host an annual evening of celebration for the successes of crime prevention through community involvement.

G.A.I.N. Night is designed to generate police-community partnerships and to show our appreciation for those in the community that support our efforts in the day to day fight against crime. This free event includes demonstrations by the Florence Police Department, safety information tables for all ages, free vehicle etching, raffles, prizes, and many other activities for all ages.



Fleet Watch: By working with organizations that have vehicle fleets in the Town, the Florence Police Department has many more eyes on the road. Training is provided to drivers on suspicious activity awareness. Drivers are given specific areas that will assist the Department in locating and identifying suspicious activity. Departments that participate in the Fleet Watch program are:

-   Code Enforcement
-   Florence Unified School District Transportation
-   Public Works



The Fleet Watch program will be made available to utility companies and other fleets that do business within our Town.

Graffiti Abatement Program: Members of the Florence Police Department, Code Enforcement and Public Works Department will continue to work together to jointly address graffiti issues throughout the Town of Florence. In essence, the program works as follows:

-  The Police Department generates an incident report and photographs graffiti that is deemed unique. Once completed, the reporting officer contacts Code Enforcement and notifies them of the incident number, graffiti location, description and any property owner information available.
-  Code Enforcement takes the necessary steps to ensure that the graffiti is covered or removed in a timely manner.

Terrorism Liaison Officer (TLO's):

A Terrorism Liaison Officer has been trained to report suspicious activity that may be encountered during the course of his or her normal occupation as part of the United States War on Terror. They are trained to recognize suspicious packages, activities, and persons. TLO's will work all major gatherings such as sporting events, protests, concerts, and any large venue activities. TLO's work in an undercover status at events. In the event of a catastrophic situation, the TLO can access information needed to gain intelligence on any leads on suspects.

Additional duties of the TLO program is to conduct Threat Vulnerability Assessments (TVA) on public and government buildings. Planning on conducting TVA's on the elementary schools, churches, and government buildings will take place within the next year. Our team currently consists of (5) persons that include: Florence PD, Florence FD, and Pinal County Sheriff's Office deputies.

An "Active Shooter" exercise will take place this year at the Superior Court House. Exercises will focus on Rescue Task Force (RTF) tactics. This is a team consisting of two medics and two police officers. The goal is for police to provide cover for the medics to enable them to render aid to victims of mass shootings while the situation is still fluid. This is a nation-wide program that is designed to help expedite treatment and save lives.



2

Florence Police Department

Identify and Plan for Future Needs

Planned infrastructure for the Police Department has been developed in preparation for continuing expansive growth, in both population and community needs. Capital Improvement Plans have been approved and funds allocated for future fiscal years.

Substation locations will be determined based on the needs of the community and the ability to provide prompt response time. These facilities will allow personnel to report to duty at a satellite substation. Aside from being a place for police officers to report to duty, substations will put officers closer to the neighborhoods they patrol. Proposed additional substations will be attached to fire stations to reduce costs. Growth within the Town will dictate the need for additional substations.



Current Police Station

425 N. Pinal Street

Police Substation

2035 Hunt Highway (located in Fire Station #2)

Possible Future Substation (Police & Fire)

Felix/Arizona Farms Road



CAPITAL IMPROVEMENT PLANS/PROJECTS:

- Replacement of Patrol Vehicles – On-going replacement of the patrol fleet will take place as needed.
- Radio Replacement Program (\$109,192) – Upgrade of radios to the 800MHZ system.
- Taser Replacement Program (\$40,000) – Upgrade of tasers for officer safety.
- Tablet Replacement Program (\$90,000) – Replacement of up-to-date technology equipment for officers’ use.



DIVISION ENHANCEMENTS

The Florence Police Department strives to be responsive to the needs of the community and economic entities. To facilitate proactive crime prevention and utilize the resources of the Department to the fullest extent, the Department may create new specialized units. Along with the addition of programs and enhanced units, supervisory and command personnel are needed to monitor and maintain accountability for the effectiveness and success of the added areas.

Support Services Division:

The Support Services Division is committed to providing quality service and support to fellow Department members and the citizens of Florence. This Division performs a variety of services in the areas of budget management, crime analysis, communications, evidence and property, crime scene processing; along with records /report management, and media releases. This division is responsible for the Department's overall budget. Additionally, it is responsible for assisting in, and responding to audits from federal, state and local agencies.

- **The Crime Scene Investigations Section** is staffed by civilian personnel and assists in the collection and processing of evidence for investigations and prosecution of criminal cases.
- **The Property/Evidence Section** primarily receives, stores and maintains all evidence and found property. This section maintains a database for all stolen, lost or recovered property entered into evidence, as well as destroyed property.
- **The Records Section** processes reports, data storage, and report retrieval. This section copies and distributes reports to the appropriate agencies and Department unit.
- **The Communications Section** provides internal and external customer service. This section provides a conduit of information both routine and priority. Ongoing staffing analysis is used to maintain a balanced ratio in communication staffing in relation to increasing field operations staffing. With acceptable levels of staffing, communications personnel can be attentive to all incoming telephone calls. Entry of calls into the computer aided dispatch system can expedite officer response times.
- **The Crimes Analysis Section**

The Crimes Analysis Section was created to assist patrol officers and the investigative divisions. This may include possible suspect information and predictions of future crimes by providing information related to current crime patterns, series, and trends. Department staff is provided information on a regular basis regarding crime and crime trends as well as statistical data.

There are three Types of Crime Analysis:

- Administrative - deals with long-range comparisons (quarterly, semi-annually or annually). Examples of administrative crime analysis tasks include providing economic, geographic, and law enforcement information to police management, city hall, city council, and neighborhood/citizen groups.
- Strategic – is primarily concerned with operational strategies and seeks solutions to on-going problems (weeks, months, quarters or years). The purpose of strategic crime analysis is to perform police service more effectively and efficiently by matching service delivery to demands for service.
- Tactical – deals with the immediate criminal offenses (immediate, hours, days, and weeks). It promotes a quick response to recent offenses such as burglaries and robberies. The crime analyst provides information to assist operational personnel in the identification of specific crime trends resulting in the apprehension of criminal offender

Field Operations Division

The Field Operations Division is the largest division in the department. This division is comprised of teams of uniform patrol officers who respond to calls for service work, this also includes K-9 Officers, Crime Prevention Officer and Detectives. Sergeants and Patrol Officers work together to ensure the success of this division.

In addition to calls, directed patrol activities are conducted to target potential problem areas. Additional teams are being added to the department to further enhance our commitment to the community. The new teams will supplement the current coverage of patrol officers by overlapping with other squads to ensure a constant coverage of officers on patrol at any given time.



A Field Operation Lieutenant is available to assist the Patrol Division from a departmental management standpoint after normal business hours. The guidance that is provided by the Lieutenant represents a comprehensive view from a risk management and policy minded position.

The Lieutenant has graduated from the School of Police Staff and Command (SPSC) which is an intensive ten-week program that prepares law enforcement managers for senior positions by uniquely combining academic principals with practical applications. SPSC is a dynamic police management program designed to prepare today's progressive public safety managers for senior command positions.

An Administrative Sergeant graduated from the FBI National Academy which is a 10-week executive leadership program held at the FBI Academy in Quantico, VA. The students are comprised of law enforcement leaders representing agencies and military police from all 50 states. Each session includes many international law enforcement officers from around the globe learning side-by-side with their American session mates. The courses taught at the academy are offered through the FBI's partnership with the University of Virginia. It is a goal of the department to have supervisors attend leadership

programs that will benefit the department.



CRIMINAL INVESTIGATION DIVISION

As the city continues its rapid growth, the criminal trends and issues parallel the population and economic increases. To maintain the level of responsiveness to these concerns, the Criminal Investigation Division is made up of two units: Crimes Against Persons (CAP) and Property Crimes Unit (PCU). These units provide the most skilled professionals and sex crime detectives. This division is part of Field Operations.

The Crimes Against Persons Unit is comprised of detectives, that are responsible for major felony investigations involving crime scene and evidence collection. Detectives are placed in career-oriented positions. They are provided with state-of-the-art training and technology to address high profile and violent crimes required for cases of this magnitude. The detectives receive training that is specific to narrowing the suspect's modus operandi, blood spatter during scene investigation and other knowledge required for these intensive investigations. The Crimes Against Persons unit is responsible for sex crimes, child abuse investigations, aggravated assaults, homicides, and for the sex offender notification program.



The Property Crimes Unit has the primary responsibility to investigate criminal offenses, drug activity, apprehension of offender/fugitives, and recovery of stolen property, graffiti, and investigation of gang-related crimes, fraud, forgery, burglary, trafficking stolen property and pawn shop activity. Their goal is to seek prosecution for these crimes. Each of these crimes has a significant effect upon and directly impacts the quality of life for all persons within the Town of Florence. Each detective may focus on one category; however, they receive training to investigate person and property crimes. The Property Crimes Unit shall continuously partner with the community to reduce and eliminate these types of crimes.

3

Florence Police Department

Technology

To provide cutting edge law enforcement, the Florence Police Department strives to evaluate the technical enhancements available in all divisions of the department.

Text to 911

This a new means of requesting emergency services using SMS text messaging technology. Voice communication with 911 services is still the best option when available. Text to 911 should be utilized only when voice communication cannot be established or presents a significant safety risk.

Future enhancements in Communications will be identified through collaborative efforts with our Public Safety Partners as new technology is developed. On-going review and streamlining of daily processes will continually improve service to the Community.

Electronic Citations

The process of writing and issuing traffic citations demands a significant amount of a police time. Every citation must be entered into the computer system, filing and tracking these documents demands an officer's time and attention



Electronic citations involve state-of-the art computer technology that has the capability to read the magnetic strip on any state issued identification card and automatically download the information into the computerized traffic citation system. A copy of the citation will be printed for the violator and all data will be transmitted to the affected agencies – the department, the courts, and the Motor Vehicle Department.

Records Division – Laserfiche Project

The purpose of this project is to convert hard copy reports into electronic copies utilizing a Town approved software system. The Laserfiche Project will encompass years 1992 -2007. This also includes reports prior to 1992 that have been retained per our records retention schedule. This is an on-going project.

Facebook/Social Media

The department has received approval to develop social media platforms dedicated to the Florence Police Department. These social media platforms will be operated and monitored by trained Florence Police Department employees. The department is preparing to release our media pages through Twitter and Facebook. We are currently in the planning and development phase which includes an exploratory committee to address legal trends as well as requirements.



Website/COMPSTAT & CRIME MAP

The Florence Police Department encourages the public to visit our website at: www.florenceaz.gov/police. On the homepage there is link that provides information on crime comparison and crime mapping throughout the Town of Florence.



4

Florence Police Department

Accreditation

The objective of obtaining accreditation is to improve delivery of services by offering a body of standards.

APCO ACCREDITATION

APCO International is the world's oldest and largest organization of public safety communications professionals and supports the largest U.S. membership base of any public safety association. It serves the needs of public safety communications practitioners worldwide – and the welfare of the general public as a whole – by providing complete expertise, professional development, technical assistance, advocacy, and outreach.

As an American National Standards Institute (ANSI) – accredited Standards Developer (ASD), APCO International is dedicated to ensuring public safety communications has a role in the development of standards that affect our industry. APCO's standards development activities have a broad scope, ranging from the actual development of standards to the representation of public safety communications in other standards development areas.

Training for Public Safety Telecommunicators, initial and continuing is exceedingly important as they provide essential services to the public in an ever-expanding and rapidly changing public safety environment. Public Safety Communications Centers must provide the best training possible. The APCO Project 33 Agency Training Program Certification is a formal mechanism for public safety agencies to certify their training program as meeting APCO American National Standards (ANS).

ARIZONA LAW ENFORCEMENT ACCREDITATION PROGRAM (ALEAP)

The Arizona Law Enforcement Accreditation Program (ALEAP) follows a progressive and time-proven method of assisting law enforcement agencies with measuring and improving their overall performance. Participating agencies conduct a thorough self-assessment to determine how existing operations can be

adapted to meet a set of Best Practices in the efficient and effective delivery of law enforcement services. When these practices are in place, a team of trained assessors verifies that applicable standards have been successfully implemented. The department will be going through the accreditation process during this 5-year plan.

5	<h2 data-bbox="451 499 1023 541">Florence Police Department</h2> <h3 data-bbox="548 569 691 611">Staffing</h3> <p data-bbox="548 632 1438 699">The organization of the Department will change to reflect the growing needs of the public.</p>
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In 2019, (5) Sergeants, (19) Patrol Officers and (2) Detectives were assigned to the Field Patrol Operations Division, which is primarily responsible for the efforts of responding to calls for service, community and neighborhood patrols, community policing and contact efforts and proactive efforts of policing.



With the projected growth and demographic change, the police department has formed a strategic staffing plan to include coverage in newly annexed areas.

The International Association of Chiefs of Police, I.A.C.P., reference a common practice of staffing for optimum policing, which allows for the officers assigned to such field operations assignments to be provided with an equal balance of time between, field patrol activity, administrative duties, and proactive community policing efforts. This presents each officer with an opportunity to spend 1/3 of their duty time on activity related duties, such as calls for service, traffic enforcement, taking police reports, making arrests, investigating criminal activity, etc. An additional 1/3 of their duty time is devoted to administrative duties such as, writing police reports, telephone calls with victims and or follow up contacts, completing accident diagrams and reports, logging evidence, completing payroll and other department paperwork, equipment maintenance, briefings, etc. The final 1/3 of their duty time is devoted to proactive, community policing efforts, including neighborhood contacts, problem identification and problem solving (beat team projects), attending neighborhood watch and association meetings, etc.



The employees of the Florence Police Department are our most valuable assets and are empowered to develop creative solutions to our community's needs.

We recruit and develop employees who are committed to excellence, professionalism and quality customer service.

	ADMINISTRATION	SUPPORT SERVICES	FIELD OPERATIONS
FY 2019	(2) Sergeant Positions	(1) Dispatch Position (1) Lead Dispatch Position	(3) Sworn Officers
FY 2019-2024	No new positions anticipated	No new positions anticipated	No new positions anticipated

Our Vision

The Florence Police Department will dedicate itself to protecting lives and property, while preserving the public peace with the highest ethical standards.

Chief's Closing Statement:

We live in a vibrant, growing and ever-changing Town. While this plan is formulated on good sound planning principles, it is fluid and will change as the Town grows and prospers. There will always be challenges before us, but as a Department we will continue to focus on our mission to improve the quality of life of our citizens.



Public safety is not for spectators. Public safety requires a partnership of the citizens of the community working in conjunction with police officers to achieve positive outcomes.

Our pledge to you is one of working hard in our partnership of crime prevention in the community and making Florence and its neighborhoods a safe place in which to live.



Daniel R. Hughes
Chief of Police



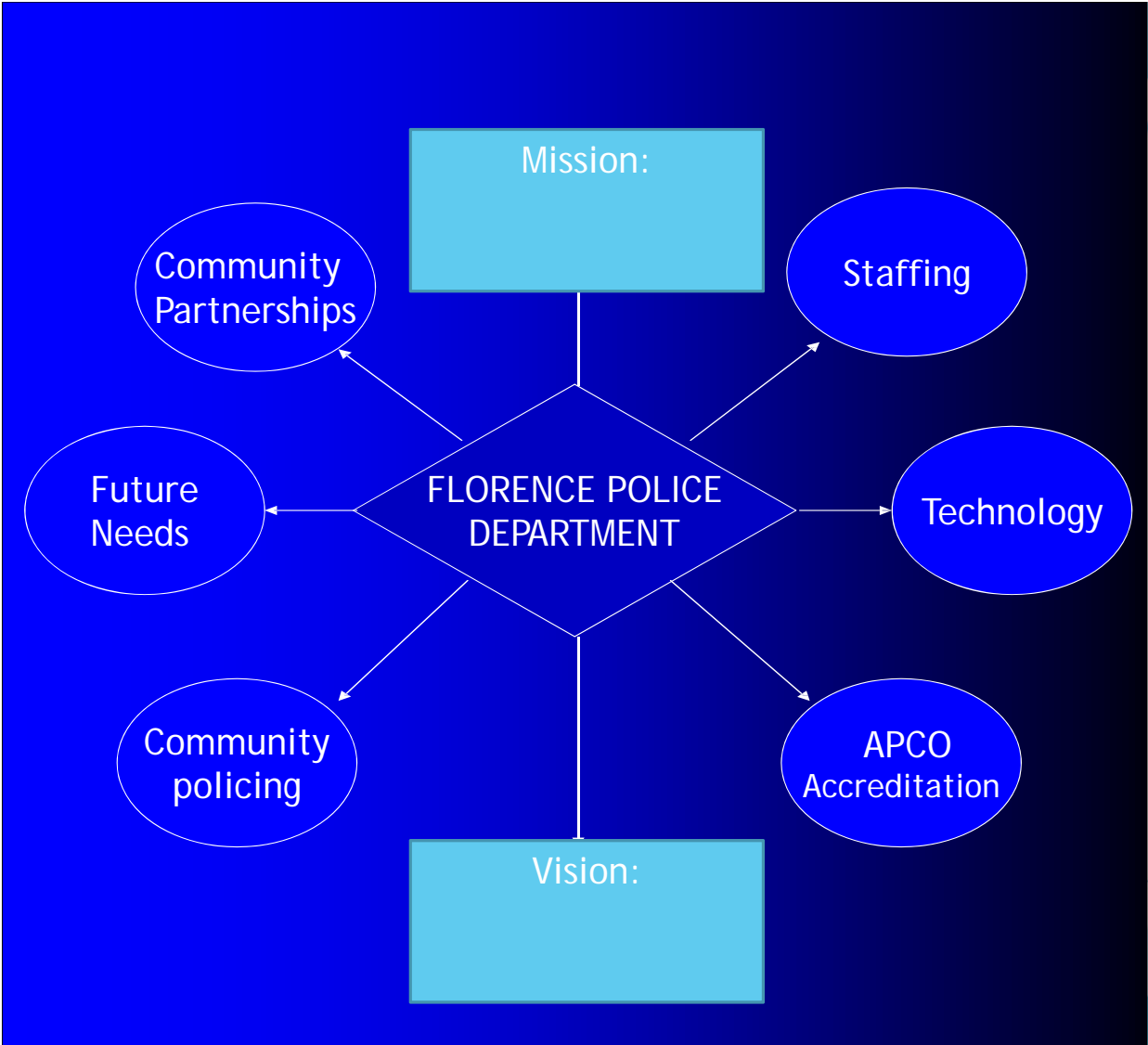
FLORENCE POLICE
DEPARTMENT
STRATEGIC PLAN
2019-2024

MISSION

The men and women of the Florence Police Department stand firm in our pursuit for justice and public trust. We will stay true to our mission of providing service and safety to our community with honor, respect, and integrity. We are committed to providing fair and equal treatment to those we Encounter.

VISION

The Florence Police Department will dedicate itself to protecting lives and property, while preserving the public peace with the highest ethical standards.



The objectives and strategies highlighted in this plan are designed to support our five principal goals:

- **Prevent crime:** Preventing crime is the primary mission of policing. Crime prevention promotes the health and welfare of a community instead of merely curing its ills (crimes). It reduces the threat of crime on the front end and enhances the sense of security and quality of life within the community.
- **Provide effective police services:** We are committed to ensuring Florence remains a safe community by employing the best practices in law enforcement to meet the challenges of Community Policing in a rural setting.
- **Develop, strengthen and sustain partnerships:** We realize for us to be successful; we must have the confidence, support and respect of the people who live and work in our community. We are committed to developing and maintaining partnerships with the community, with our internal partners within the Town and with our regional and statewide public safety partners.
- **Develop personnel:** We will provide the best equipped, and most highly trained and committed employees to help meet the needs of our community.
- **Enhance infrastructure:** We will focus on implementing our Capital Improvement Plan.

CRIME PREVENTION THROUGH COMMUNITY-ORIENTED POLICING

- * RISK ASSESSMENT PROGRAM
- * CRIME-FREE MULTI HOUSING
- * NEIGHBORHOOD WATCH
- * YOUTH EDUCATION PROGRAMS
- * PARTNERSHIPS



BEAT STRUCTURE

The Town of Florence is divided into structures called "Beats." Beats are determined based on population, calls for service, and access to major thorough fares.

* BEATS ENCOURAGE OFFICERS AND CITIZENS TO INTERACT MORE OFTEN AND

*CREATES A COMMUNITY BOND.

*BEATS ASSURE CONSISTENT AND MORE FREQUENT PATROLS IN NEIGHBORHOODS.

*COMMUNICATION BETWEEN SHIFTS BECOME EASIER IN A PROACTIVE APPROACH TO POLICING.

COOPERATIVE PROGRAMS

- * **G.A.I.N Night:** Getting Arizona Involved in Neighborhoods
- * **FLEET WATCH:** Code Enforcement, FUSD Transportation, Public Works
- * **GRAFFITI ABATEMENT PROGRAM**
- * **TERRORISM LIAISON OFFICER:** Threat Vulnerability Assessments, Active Shooter Trainings, Rescue Task Force Tactics
- * **REGIONAL DISPATCHING**

IDENTIFY & PLAN FOR FUTURE NEEDS

REPLACEMENT OF
PATROL VEHICLES

TASER REPLACEMENT
PROGRAM (\$40,000)

RADIO REPLACEMENT
PROGRAM-Upgrade to
800 MHZ (\$109,192)

TABLET REPLACEMENT
PROGRAM (\$90,000)

FUTURE SUBSTATIONS
FOR POLICE & FIRE



TECHNOLOGY

TEXT to 911 -
Requesting emergency services using text messaging technology

EVERBRIDGE-Mass notification system

ELECTRONIC CITATIONS
EACH PATROL OFFICER

LASERFICHE PROJECT -
Convert hard copy reports to electronic copies

TECHNOLOGY CONTINUED...

SOCIAL MEDIA/FACEBOOK

COMPSTAT & CRIME MAP

www.florenceaz.gov/police

SMART CITY

TECHNOLOGY: Allows officers the opportunity to monitor what is happening in the Town and how it is evolving. A partnership with our IT personnel to integrate into our 21st Century Community Policing Philosophy.

ACCREDITATION



APCO ACCREDITATION: All of our public safety dispatch personnel complete courses provided by APCO to obtain certification in police and fire call-taking/dispatching.



AZ LAW ENFORCEMENT ACCREDITATION PROGRAM (ALEAP): Assists law enforcement agencies with measuring and approving their overall performance. The department will be going through the accreditation process during this 5- year plan.

CLOSING STATEMENT

While this plan is formulated on good sound planning principles, it is fluid and will change as the Town grows and prospers. Public safety is not for spectators. Public safety requires a partnership of the citizens of the community working in conjunction with police officers to achieve positive outcomes.

Our pledge to you is one of working hard in our partnership of crime prevention to ensure that we will continue to be one of the Safest Cities in Arizona.



Slide 12


DH1 Sir Robert Peel - the public are the police and the police are the public.
Daniel Hughes, 9/3/2019

Robert Peel



The police are the public and the public are the police; the police being only members of the public who are paid to give full time attention to duties which are incumbent on every citizen in the interests of community welfare and existence.

AZ QUOTES

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 11a.
MEETING DATE: October 7, 2019 DEPARTMENT: Public Works, Fleet Services STAFF PRESENTER: Christopher Salas, P.E. Public Works Director SUBJECT: MHQ of Arizona		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading <input type="checkbox"/> Other
STRATEGIC PLAN REFERENCE: <input type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnership and Relationships <input checked="" type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Authorization to upfit three Police Tahoes, by utilizing the MHQ of Arizona Cooperative Contract ADPS15-091457, in an amount not to exceed \$59,198.82.

BACKGROUND/DISCUSSION:

The Town of Florence purchased three new Chevy Police Tahoes that will need to be upfitted with all the Police equipment.

Arizona Department of Public Safety Cooperative Contract ADPS15-091457 is on file in the Town Clerk's Office.

A VOTE OF NO WOULD MEAN:

A vote of no would not have the new police vehicles ready for use until the upfitting got approved.

A VOTE OF YES WOULD MEAN:

A vote of yes would mean the Town can start using the vehicles as soon as the equipment is installed.

FINANCIAL IMPACT:

The purchase will not exceed \$59,198.82.

Services will be obtained following the Town's Purchasing Policy, Section 5.63 Purchases of \$25,000 or More (specifically, 5.6321 of Vendor Selection)

5.632 Vendor Selection

5.6321 Alternative purchase methods are identified if approved by necessity or by the Town Manager as indicated by Emergency/Sole Source Purchase, cooperative purchase, state contract or any other method authorized. The Finance Director reviews for budget availability and bidding procedures. The Town Manager reviews for need.

4.12 Purchasing Policy

Department Heads must approve all purchases regardless of dollar value. This does not preclude the Department Head from obtaining the necessary approval from the Town Manager and/or Town Council, nor does this allow them to have signature authority on contracts. The Town Manager has signature authority on purchases up to \$24,999. Town Council is required on any purchases of \$25,000 or more.

ATTACHMENTS:

- Approved Bid Tabulation for Purchase Order
- Solicitation ADPS15-00004473DPS Fleet Vehicle Upfitting Services & Parts Purchase
- Contract ADPS15-091457 DPS Fleet Vehicle Upfitting Services and Parts Purchase
- MHQ of Arizona Quote



Town of Florence Bid Tabulation Sheet

		General Ledger Account Number: 011-514-505
Verbal (Only allowed \$5,000 or less)		Date Prepared: 8/27/2019
Written / Fax / Email (Mandatory over \$5,000 bids attached)		Prepared By: DHILLS
Formal Sealed Bid :	MHQ	Open Date:
		Close Date:

Item(s) (Include quality, Brand, Model & Color): UPFIT FOR 3 NEW PD TAHOES

#	VENDORS	Payment Terms (Discount)	Availability	Who Pays Shipping?	Unit Price	Extended Price	Comments
1	Name: MHQ				\$19,732.94	\$59,198.82	Extended is total for 3 vehicles
	Address: 635 W ELLIOT RD			Tax:			
	Tempe Az			Freight:			
	Contact: Tom Vanness			Labor			
	Phone: 1-480-375-1276		Fax:				
	Email:		Date Notified of Decision:				
	Quote #:	REQ # :		PO #:			
Received:		Expires:					
2	Name:						
	Address:			Tax:			
		AZ		Freight:			
	Contact:						
	Phone:		Fax:				
	Email:		Date Notified of Decision:				
	Quote #:	REQ # :		PO #:			
Received:		Expires:					
3	Name:						
	Address:			Tax:			
				Freight:			
	Contact:						
	Phone:		Fax:				
	Email:		Date Notified of Decision:				
	Quote #:	REQ # :		PO #:			
Received:		Expires:					

20

ARIZONA STATE CONTRACT # ADPS15-00004473

Department Head Approval:		Date:	9/2/19
Finance Director Approval:		Date:	9/03/19
Town Manager Approval:		Date:	9/4/19

Exhibits Attached:	

If over \$24,999, must go to Town Council for approval.
 Attach this approved form to purchase request with written quotes, if applicable.

MHQ of Arizona
635 W Elliot Rd
Tempe AZ 85284
800-799-1804



Quote

Date	Estimate #
8/27/2019	114174

Name / Address
Town of Florence PD Phillip Riccomini 425 N Pinal St. Florence, AZ 85132

Ship To
Mhq Az Install

Rep	Phone	Fax	Office Hours	Visit our Website	Project	
Tom	(480) 498-5105	(480) 361-7716	7am to 4pm M-F	www.mhqwest.com	2020 Patrol Tahoe	
Item	MFG	Description	Qty	MSRP	Cost	Total
Build	Build	Contact Name: Phil Riccomini Contact Number: 602-510-2154 e-mail: phillip.riccomini@florenceaz.gov Vehicle/Year: 2020 Tahoe (3) Type: Patrol Contract: ADPS15-00004473 ***Front of Vehicle***				0.00T
EMPS2STS4D	Sound Off	*Grille lights* mpower® 4" Fascia Light w/ Stud Mount, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 12 LED, Dual Color - Red/White.	2	196.00	107.80	215.60T
EMPS2STS4E	Sound Off	*Grille lights with take down override* mpower® 4" Fascia Light w/ Stud Mount, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 12 LED, Dual Color - Blue/White.	2	196.00	107.80	215.60T
PNFSLDGSB-TH	SoundOff Si...	Grille Bracket (mounts in front of the radiator) includes mounting hardware for use with nFORCE®, nFORCE® FIT & GHOST Single Surface Mount Lights - fits Chevrolet Tahoe 2015	1	100.00	55.00	55.00T

MHQ of Arizona
635 W Elliot Rd
Tempe AZ 85284
800-799-1804



Quote

Date	Estimate #
8/27/2019	114174

Name / Address
Town of Florence PD Phillip Riccomini 425 N Pinal St. Florence, AZ 85132

Ship To
Mhq Az Install

Rep	Phone	Fax	Office Hours	Visit our Website	Project
Tom	(480) 498-5105	(480) 361-7716	7am to 4pm M-F	www.mhqwest.com	2020 Patrol Tahoe

Item	MFG	Description	Qty	MSRP	Cost	Total
ETHTAH0-07+	Sound Off S...	Chevrolet Tahoe 2007 Plug-In Headlight Flasher, 100% Solid State.	1	106.00	63.60	63.60T
ETSS100N	Sound Off	100N Series Composite Speaker w/universal bail bracket. 100 W.	1	301.00	180.60	180.60T
ENT2B3RBW	Soundoff	Intersector Under Mirror Mount, Black Housing, 18 LEDs, Tri Color - Red/Blue/White.	2	298.00	178.795	357.59T
ENFLBS1254	SoundOff Si...	54" nForce LED lightbar with takedown, alley lights, scene lighting, and traffic advisor. Front: red/white / blue/white Rear: red/amber / blue/amber QE038131	1	3952.00	2,173.60	2,173.60T
		Vehicle interior				
CRS848	Kustom Sig...	Raptor RP-1 Dual Ka-Band Antennas, Directional Mode, Same Lane	1	2559.00	1,931.25	1,931.25T
ECVDMLTAL00	Sound Off S...	White/Red All LED Domelight-Universal **drivers compartment**	1	90.00	49.50	49.50T
ENGLNK004	Sound Off	bluePRINT Link™ Module for Chevrolet Express & GMC Savana Vans 2008-2017; Tahoe (2014-2017); Silverado & Sierra Pickup Truck (2014-2017); Suburban & Yukon (2015-2017).	1	475.00	261.25	261.25T

MHQ of Arizona
635 W Elliot Rd
Tempe AZ 85284
800-799-1804



Quote

Date	Estimate #
8/27/2019	114174

Name / Address
Town of Florence PD Phillip Riccomini 425 N Pinal St. Florence, AZ 85132

Ship To
Mhq Az Install

Rep	Phone	Fax	Office Hours	Visit our Website	Project
Tom	(480) 498-5105	(480) 361-7716	7am to 4pm M-F	www.mhqwest.com	2020 Patrol Tahoe

Item	MFG	Description	Qty	MSRP	Cost	Total
ENGCC01243	SoundOff	bluePRINT® Central Controller - Communication Hub for use within the EV Control System - 1 Active High Ignition Input, 24 Outputs (100 Amps max)	1	615.00	338.25	338.25T
ENGHnk01	Sound Off	nERGY™ bluePRINT™ Central Controller Harness.	1	70.00	38.50	38.50T
ENGCP18001	Sound Off	nERGY™ bluePRINT™ Remote Control Panel - 15 Programmable Buttons w/ 3 Position Slide Switch	1	275.00	151.25	151.25T
ENGSA07141	Soundoff	nERGY® bluePRINT® 400 Series Remote Siren/Switch Module, 10-16v - 100w one speaker, with Nine 10-Amp & Three 20-Amp Relay Outputs.	1	515.00	283.25	283.25T
ENGND04101	Sound Off	nERGY™ bluePRINT™ Remote Node, 4 Active High/Low Inputs, 10 Outputs (50 Amps max)	1	345.00	189.75	189.75T
ENGHnk02	Sound Off	nERGY™ bluePRINT™ Remote Node Harness Kit.	1	65.00	35.75	35.75T
CSP	CSP	Customer Supplied Parts:	1		0.00	0.00T
HKN6188B	Motorola	-Motorola Apx 7500 remote head radio CABLE, CH POWER AND SPEAKER	1		38.67	38.67T
HSN4038A	Motorola	SPEAKER,SPKR. 7.5 W REMOT	1		60.50	60.50T

MHQ of Arizona
635 W Elliot Rd
Tempe AZ 85284
800-799-1804



Quote

Date	Estimate #
8/27/2019	114174

Name / Address
Town of Florence PD Phillip Riccomini 425 N Pinal St. Florence, AZ 85132

Ship To
Mhq Az Install

Rep	Phone	Fax	Office Hours	Visit our Website	Project
Tom	(480) 498-5105	(480) 361-7716	7am to 4pm M-F	www.mhqwest.com	2020 Patrol Tahoe

Item	MFG	Description	Qty	MSRP	Cost	Total
HKN6169B	Motorola	CABLE, REMOTE MOUNT, 5M	1		71.39	71.39T
HKN4191B	Motorola	ASSY,CBL,PWR - Motorola APX	1		19.80	19.80T
GPSB	Panorama	Sharkee, 1G/2G/3G/4G, Wi-Fi, GPS & LMR	1	169.79	147.14	147.14T
C23F-5F	Panorama	Whip/Radio Cable	1		14.27	14.27T
C23F-1MP	Panorama	Cable to DPX Port	2		14.27	28.54T
DPX-210-270	Panorama	Diplexer	1		190.67	190.67T
C74-FP-6-TNCP	Panorama	GPS Cable	2	15.87	13.76	27.52T
C29T-5SJ	Panorama	Cell/Data Cable	1		17.84	17.84T
ASFC-155-U2-821	Panorama	FLEX 155MHz/U2/821MHz Antenna Element	1		55.47	55.47T
CC-F-TMC-711	Troy Products	18" Console w/7" slope, 11" level. Standard width	1	475.00	342.00	342.00T
DS-PAN-1102-2	Havis	DS-PAN-1100 Series for Panasonic Toughbook 33 Fully-Rugged 2-in-1 Laptop. Dual Pass. With LPS-103 power supply.	1	1568.84	1,098.19	1,098.19T
7160-0126	Gamber Joh...	Brother PocketJet Series Mount Printer/Paper Roll Housing with Bolt-on Cable Strain Relief	1	170.00	131.14	131.14T
LB3692	Brothers	BROTHER CAR ADAPTER HARD WIRED 14FT.	1		38.80	38.80T
LB3603	Brother	Brother Mobile LB3603 Usb Cable with Usb-Mini5B/Usb-A Connectors, 10 feet Length	1		19.99	19.99T
AC-TH15-MNT	Troy	2015 Tahoe floor plate.	1	162.75	0.00	0.00T
FP-MXTL5000		Motorola XTL5000/2500, APX 6500/7500 05 Dash Mount 2.04" x 7.06" x 5.0"	1		0.00	0.00T
FP-SO380R	Troy	4" Face Plate for Sound Off 380R siren.	1		0.00	0.00T

MHQ of Arizona
635 W Elliot Rd
Tempe AZ 85284
800-799-1804



Quote

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8/27/2019	114174

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Ship To
Mhq Az Install

Rep	Phone	Fax	Office Hours	Visit our Website	Project
Tom	(480) 498-5105	(480) 361-7716	7am to 4pm M-F	www.mhqwest.com	2020 Patrol Tahoe

Item	MFG	Description	Qty	MSRP	Cost	Total
L3-APISET	Troy	12 volt DC outlet w/black cap.	3	12.60	9.06	27.18T
FP-USB-2DC	Troy	DC Outlet/USB Module Face Plate.	1	65.00	51.81	51.81T
FP-TH15-USB-3DC	Troy Products	Tahoe USB / API x3 faceplate	1		0.00	0.00T
AC-TICK-2	Troy Products	3" face plate shallow tray; For items such as keys, wallet, sunglasses, etc. 2" H	1	42.00	30.24	30.24T
AC-INBHG	Troy	4" internal dual beverage holder. Remove top and use it as 4" open storage compartment.	1	52.50	37.80	37.80T
CM-SDMT-SL-LED	Troy	Troy SIDE-CMP MNT, SLIDING SWING ARM FOR LEDCO/HAVIS, KODIAK/JOTTO DESK DOCKING STATION	1	480.00	345.60	345.60T
AC-SIDEARM-6	Troy	Arm Rest, 6" leather pad on L bracket; bolt to console side or rear wall of tall console.	1	94.50	68.04	68.04T
MMBP-25	Magnetic Mic	Magnetic Mic Single Unit.	1	34.95	26.25	26.25T
GK10342UHKSSCA...	Setina	Dual T-Rail Mount 2 Universal , Handcuff Key Override	1	469.00	375.20	375.20T
TP-E-SL6-US-SS	Troy	US size, Recessed Panel; Sliding window; Square-hole punched crawl-thru prevention bracket.	1	866.25	623.70	623.70T
2-SAB-TH15		No Holes Drilled Mounting Kit For Straight FramePartition. No Charge With Partition	1		0.00	0.00T
KP-TH15BF-SS	Troy	Lower Panels. Stash N Stow 3 pc. Kick Panel w/pockets for extra Foot Space.	1	185.00	133.20	133.20T

MHQ of Arizona
635 W Elliot Rd
Tempe AZ 85284
800-299-1804



Quote

Date	Estimate #
8/27/2019	114174

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Ship To
Mhq Az Install

Rep	Phone	Fax	Office Hours	Visit our Website	Project
Tom	(480) 498-5105	(480) 361-7716	7am to 4pm M-F	www.mhqwest.com	2020 Patrol Tahoe

Item	MFG	Description	Qty	MSRP	Cost	Total
ECVDMLTST4G	Sound Off	Interior Cargo/LED Dome Light, Flush Surface Mount w/ Grey Base, 6" x 3" - White LEDs. **prisoner compartment**	1	34.38	20.62	20.62T
PS-TH15-FX-OS-RL	Troy	Poly Rear Screen for 2015+ Tahoe	1	1916.25	1,376.46	1,376.46T
AC-TH15-SET	Troy Products	2015+ Tahoe driver and passenger diamond punched window screens	1	210.00	151.20	151.20T
DP-TH15-SET	Troy Products	2015+ Tahoe rear driver and passenger side door panel set.	1	283.50	204.12	204.12T
ECVDMLTST4G	Sound Off	Interior Cargo/LED Dome Light, Flush Surface Mount w/ Grey Base, 6" x 3" - White LEDs. ** cargo hatch dome light**	1	34.38	20.62	20.62T
		Rear of vehicle				
EMPS2STS4J	Sound Off	mpower® 4" Fascia Light w/ Stud Mount, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 12 LED, Dual Color - Red/Blue. **rear side cargo window**	2	196.00	117.595	235.19T
PMP2BKDGJ	Sound Off	90 Degree Deck/Grille Adjustable Bracket Kit for mpower® 4" Fascia Light w/ Stud Mount - Black.	2	12.00	7.20	14.40T

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Tempe AZ 85284
800-799-1804



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Item	MFG	Description	Qty	MSRP	Cost	Total
EL3H08A00J	Sound Off	UltraLITE Interior Warning Bar. 8 Module w/ Single Warning Ends (includes Universal Brackets #PUL3DGM) Red / Blue LED's. **rear hatch window**	1	667.00	400.20	400.20T
EMPS1SLS3J	Soundoff Si...	mpower® 3" Fascia Light w/ Stud Mount, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 8 LED, Dual Color - Red/Blue **license plaete lights**	2	175.00	104.995	209.99T
PMP1BRK2LPV	Soundoff Si...	License Plate Bracket, Vertical Mount for mpower® 3" Fascia Light w/ Stud Mount - mounts 2 lights, one on each side of the license place (each)	1	40.00	24.00	24.00T
EMPS2STS4J	Sound Off	mpower® 4" Fascia Light w/ Stud Mount, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 12 LED, Dual Color - Red/Blue. **underhatch lights**	2	196.00	117.595	235.19T
CH27.1.20	911 Circuits	Ch27 Harness with Single Stage Smart Start Timer and 20' Outputs. (full size) 20 Ft.with timer, bracket, circuit breaker.	1	960.00	575.00	575.00T
Labor AZ	MHQ of AZ	EVT Certified Installation Labor	59	110.00	70.00	4,130.00
Materials		Misc Shop Supplies and Materials	1		165.00	165.00T
Shipping		Shipping	1		260.00	260.00

Subtotal	\$18,583.28
Sales Tax (8.1%)	\$1,149.66
Total	\$19,732.94

Please contact Tom VanNess with any questions. (480) 375-1276 . Thank you for your business!



TOWN OF FLORENCE COUNCIL ACTION FORM

AGENDA ITEM 11b.

MEETING DATE: October 7, 2019

DEPARTMENT: Public Works Department

STAFF PRESENTER: Christopher A. Salas, P.E.
Development Services Director

SUBJECT: Acceptance of Public Roadway Improvements for roadways listed below for Anthem @ Merrill Ranch (AMR)

- Action
- Information Only
- Public Hearing
- Resolution
- Ordinance
 - Regulatory
 - 1st Reading
 - 2nd Reading
- Other

STRATEGIC PLAN REFERENCE:

- Community Vitality Economic Prosperity Leadership and Governance
- Partnership and Relationships Transportation and Infrastructure
- Statutory None

RECOMMENDED MOTION/ACTION:

Approve the acceptance of the improvements of the warranty period for Unit 38, Unit 56A, Unit 52, Unit 3, Unit 5 and Unit 7 of the Anthem @ Merrill Ranch subdivision.

The Town Engineer has found that all of the pavements, utilities, storm sewer, grading/drainage improvements and all other required improvements within the right-of-way/easements have been constructed in accordance with the requirements of the Town Code and specified Engineering Standards.

AMR Location	Type of Acceptance	Date
Unit 38	In 1 YR Warranty	7/16/2018
Unit 56A	In 1 YR Warranty	9/24/2018
Unit 52	In 1 YR Warranty	2/28/2019
Unit 3	In 1 YR Warranty	10/19/2018
Unit 5	In 1 YR Warranty	7/29/2019
Unit 7	In 1 YR Warranty	7/29/2019

The following documentation represents the prerequisite for approval including the delivery of required certification together with test results and as-built drawings.

DOCUMENTATION

- Final Grading and Drainage As-Builts
- Final Paving and Profile Plans

- Final Water and Sewer Plans As-Builts
- Water Pressure, Leak, Chlorine and Bacteria Testing
- Sewer Pressure, Mandrel, Camera, Vacuum, Insecticide Testing
- Material Testing Package
- Engineers Certificates of Construction for Water and Sewer
- ADEQ Approval of Construction for Water and Sewer
- Fire Department Acceptance Document
- Johnson Utilities Acceptance Document
- Dry Utility Drawings

BACKGROUND/DISCUSSION:

The properties are located in the Anthem @ Merrill Ranch Subdivision, owned by Pulte Homes, Inc. Pulte Homes, Inc. has completed the public improvements necessary for the development of Unit 38, Unit 56A, Unit 52, Unit 3, Unit 5 and Unit 7 of the Anthem @ Merrill Ranch subdivision and has requested the Town of Florence accept the completed improvements for ownership and maintenance.

All improvements in the public right-of-way or easements have been constructed under inspection and approval of the Town Engineer/Public Works Department and/or utility company having jurisdiction. The improvements with regards have been completed and are subject to a one (1) year warranty period prior to acceptance for maintenance; grading, paving, concrete, water, sewer, signing, pavement markings, and storm drain. Street lighting has been completed and is subject to a two (2) year warranty period prior to maintenance acceptance. Acceptance of maintenance of these improvements will be by separate document at the end of the warranty period.

The developer shall maintain the subdivision improvements, free from defects, for the warranty period and shall promptly correct any defect which they have noticed or which the Town discovers which occurs prior to the terminus of the warranty period from the date of the acceptance of all improvements.

A VOTE OF NO WOULD MEAN:

Cities and towns are required to accept public improvements into their maintenance program once all improvements are completed, inspected and accepted by the City/Town Engineer.

A VOTE OF YES WOULD MEAN:

Cities and towns are required to accept public improvements into their maintenance program once all improvements are completed, inspected and accepted by the City/Town Engineer.

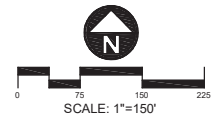
FINANCIAL IMPACT:

Acquisition of infrastructure assets will be based upon acceptance of assets by the Town Council recorded as specified in the Capital Asset Policy and Procedure prior to acceptance for maintenance/replacement by the Town. A summary of quantities for each asset will be accepted into the Town’s maintenance system, (excepting water/sewer utilities).

ATTACHMENTS:

- Maps of Unit 38, 56A, 52, 3, 5 and 7

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Anthem at Merrill Ranch
Unit 50

Florence
Mosaic Church

Anthem at Merrill Ranch
Unit 5

Anthem at Merrill Ranch
Unit 11

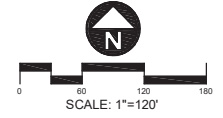
Anthem at Merrill Ranch
Unit 7




7500 N. Dobson Rd.,
Suite 200
Scottsdale, AZ
85256
(480) 818-6001

ROADWAY TURNOVER
PULTE HOME COMPANY
ANTHEM AT MERRILL RANCH
UNIT 3
TOWN OF FLORENCE, AZ

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BAXTER DESIGN GROUP
 7500 N. Dobson Rd.,
 Suite 200
 Scottsdale, AZ
 85256
 (480) 818-6001

ROADWAY TURNOVER
PULTE HOME COMPANY
 ANTHEM AT MERRILL RANCH
 UNIT 5
 TOWN OF FLORENCE, AZ

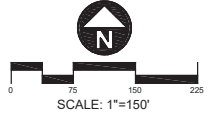
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Anthem at Merrill Ranch
Unit 3

Anthem at Merrill Ranch
Unit 5

Anthem at Merrill Ranch
Unit 9



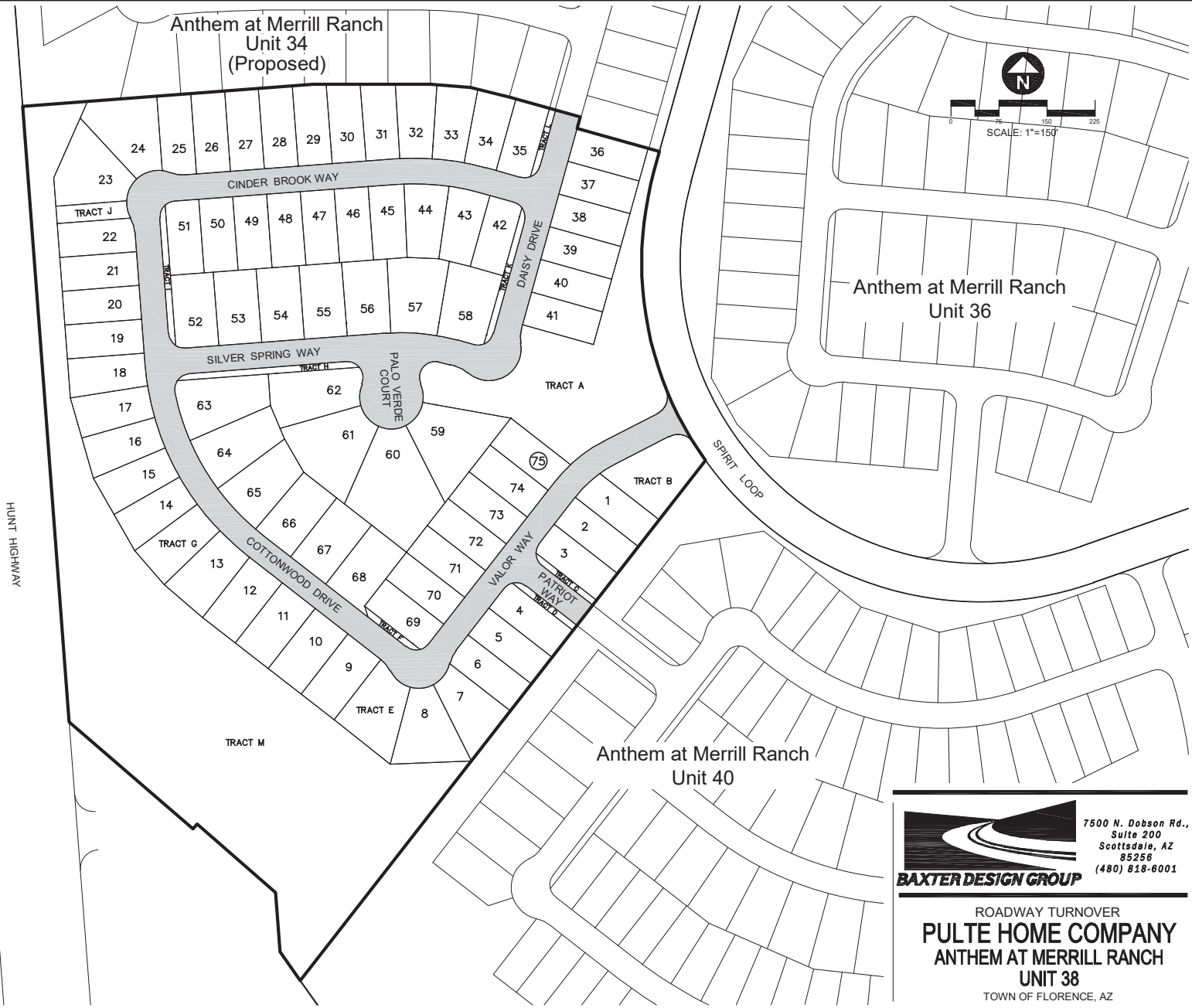
FELIX ROAD



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7500 N. Dobson Rd.,
Suite 200
Scottsdale, AZ
85256
(480) 818-6001

ROADWAY TURNOVER
PULTE HOME COMPANY
 ANTHEM AT MERRILL RANCH
 UNIT 7
 TOWN OF FLORENCE, AZ

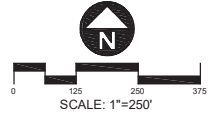
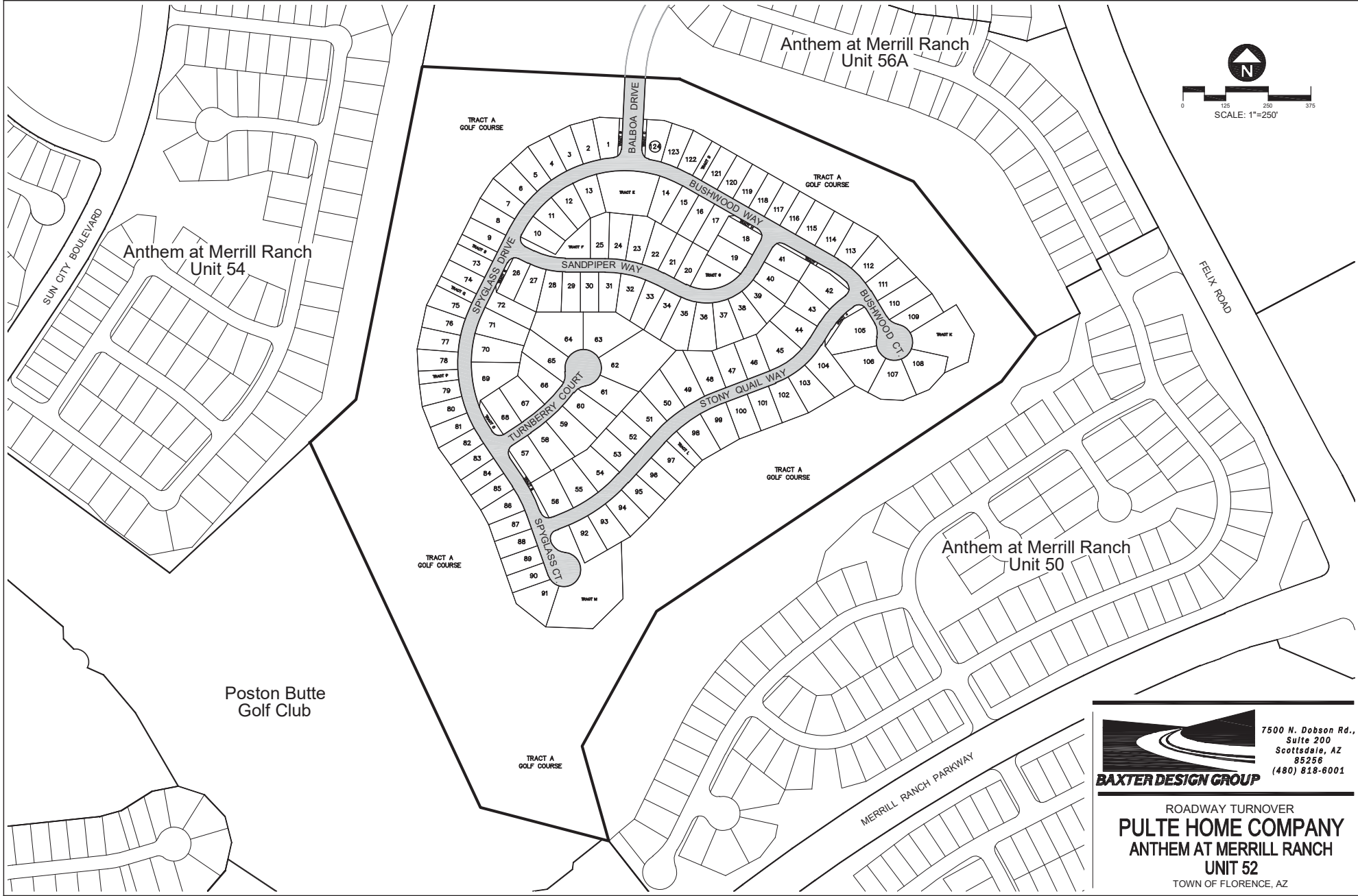
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7500 N. Dobson Rd.,
Suite 200
Scottsdale, AZ
85256
(480) 818-6001

ROADWAY TURNOVER
PULTE HOME COMPANY
 ANTHEM AT MERRILL RANCH
 UNIT 38
 TOWN OF FLORENCE, AZ

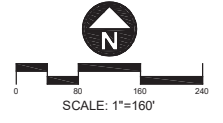
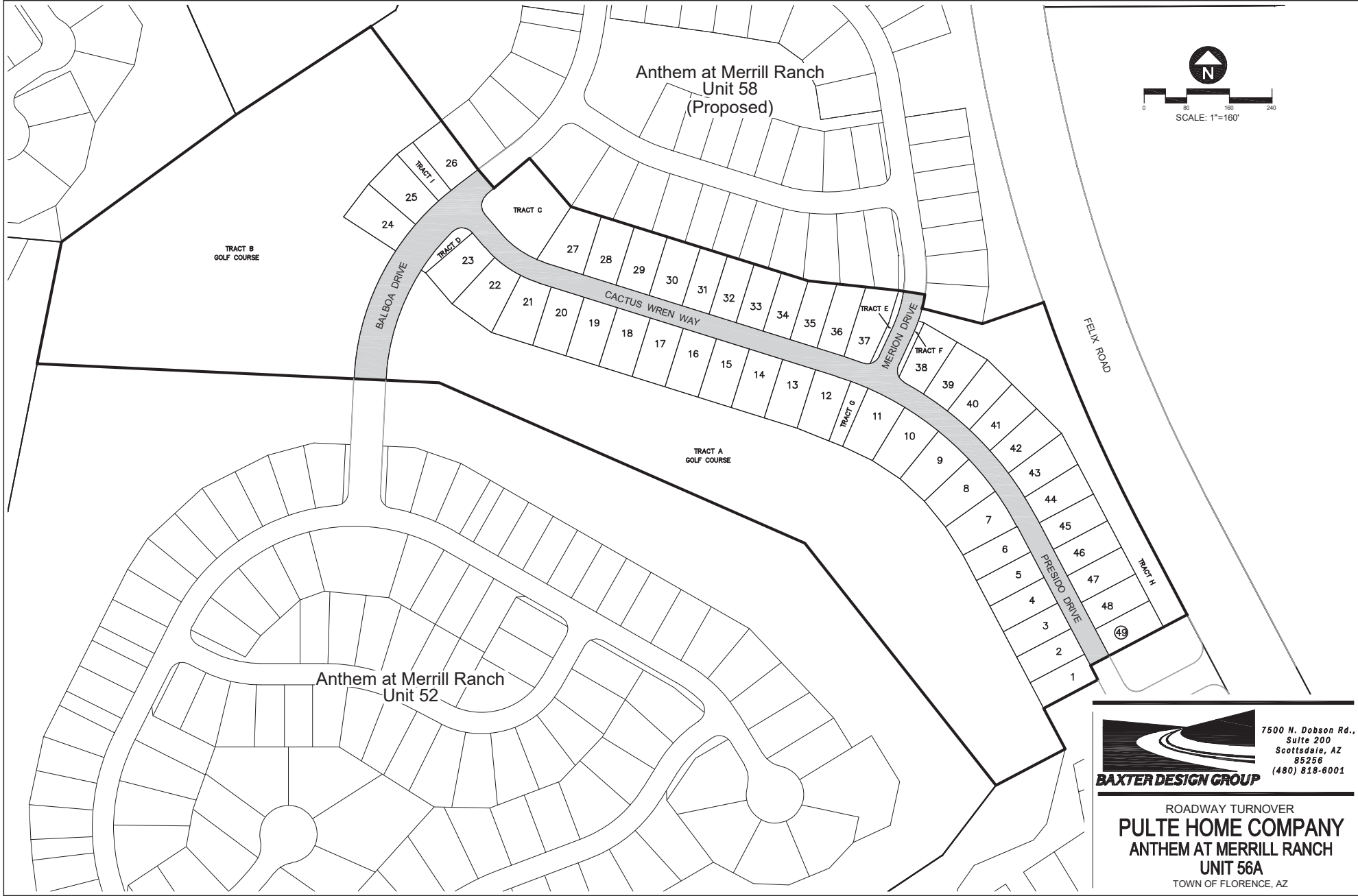
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 7500 N. Dobson Rd., Suite 200, Scottsdale, AZ 85256 (480) 818-6001


ROADWAY TURNOVER
PULTE HOME COMPANY
 ANTHEM AT MERRILL RANCH
 UNIT 52
 TOWN OF FLORENCE, AZ

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 Scottsdale, AZ
 85256
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ROADWAY TURNOVER
PULTE HOME COMPANY
 ANTHEM AT MERRILL RANCH
 UNIT 56A
 TOWN OF FLORENCE, AZ

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 11c.
MEETING DATE: October 7, 2019 DEPARTMENT: Public Works, Water & Wastewater Division STAFF PRESENTER: Christopher Salas, P.E. Public Works Director SUBJECT: Contract with Capital Pump & Equipment LLC		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading <input type="checkbox"/> Other
STRATEGIC PLAN REFERENCE: <input type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnership and Relationships <input checked="" type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Authorization to contract with Capital Pump & Equipment LLC, to provide emergency pump rental services for the Public Works Department, Water & Wastewater Divisions, in an amount not to exceed \$75,000.

BACKGROUND/DISCUSSION:

The Public Works Department maintains storm water pump stations; the pumps convey storm water, irrigation tail water, and water from storm events. This contract will provide emergency pump rental services to mitigate flooding in the event of an emergency and to support the Town if equipment is down for repairs. The Contractor will provide pump rental along with intake pipe and associated hardware, discharge pipe and associated hardware, delivery, set-up and pick-up of all rental equipment on as as-needed basis, 24-hours a day, 7 days a week.

A VOTE OF NO WOULD MEAN:

The Town would not have a back-up protection of life and property.

A VOTE OF YES WOULD MEAN:

The Town would have a plan in case the pumps fail.

FINANCIAL IMPACT:

The cost to provide services shall not exceed \$75,000.00.

Services will be obtained following the Town's Purchasing Policy, Section 5.63 Purchases of \$25,000 or More (specifically, 5.6321 of Vendor Selection)

5.632 Vendor Selection

5.6321 Alternative purchase methods are identified if approved by necessity or by the Town Manager as indicated by Emergency / Sole Source Purchase, cooperative purchase, state contract or any other method authorized. The Finance Director reviews for budget availability and bidding procedures. The Town Manager reviews for need.

4.12 Purchasing Policy

Department Heads must approve all purchases regardless of dollar value. This does not preclude the Department Head from obtaining the necessary approval from the Town Manager and/or Town Council, nor does this allow them to have signature authority on contracts. The Town Manager has signature authority on purchases up to \$24,999. Town Council is required on any purchases of \$25,000 or more.

ATTACHMENTS:

- Approved Bid Tab w/ Quotes
- Town of Florence Professional Services Contract w/ Exhibit A



Town of Florence Bid Tabulation Sheet

General Ledger Account Number:	051-574-302	051-574-222	052-575-302	052-575-222
	052-576-302	052-576-222		

Email Confirmation (\$5,000 or less)		Date Prepared:	9/23/2019
Written / Fax / Email (Mandatory over \$5,000 bids attached)		Prepared By:	Susan Jonas
Sealed Bid Title:	Formal Sealed Bid : <input type="checkbox"/>	Written Bid: <input type="checkbox"/>	Open Date:
CITY OF MESA - COOPERATIVE CONTRACT 2019245 EXPIRES 8/31/2022			Close Date:

Item(s) (Include quality, Brand, Model & Color):
BLANKET PO: 24 HOUR CONTINUOUS PORTABLE PUMP AND LIQUID CONVEYANCE SERVICES TO MEET ESSENTIAL INFROSTRUCTURE NEEDS FOR THE WATER DEPARTMENT.

VENDOR NAME		CONTACT INFO:		Payment Terms (Discount)	Availability	Who Pays Shipping?	Unit Price	Extended Price	Comments	
1	Name:	CAPITAL PUMP & EQUIPMENT (100215)	Contact:	DAVE MARTZ				\$ 75,000.00	UTILIZING CITY OF MESA COOPERATIVE CONTRACT #2019245 THAT EXPIRES 8/31/2022.	
	Address:	9229 S HARDY DRIVE	Phone:	480-628-5257						
		TEMPE, AZ 85284	Fax:							
	Quote #:	COOPERATIVE CONTRACT	Email:	dmartz@cpepumps.com	REQ #:	55335	PO #:			52917
	Received:	WW-10-2019-103	Date Notified of Decision:							
2	Name:		Contact:					\$ -		
	Address:		Phone:							
			Fax:							
	Quote #:		Email:		REQ #:		PO #:			
	Received:		Date Notified of Decision:							
3	Name:		Contact:					\$ -		
	Address:		Phone:							
			Fax:							
	Quote #:		Email:		REQ #:		PO #:			
	Received:		Date Notified of Decision:							

Attach additional page(s), if necessary.

Vendor Selected:
 CAPITAL PUMP & EQUIPMENT

Justification (if not lowest bid):
 COOPERATIVE PURCHASING USING THE CITY OF MESA COOPERATIVE CONTRACT

Department Head Approval:		Date:	9/23/19
Finance Director Approval:		Date:	9/24/19
Town Manager Approval:		Date:	9/24/19

Exhibits Attached:	CITY OF MESA SOLICITATION 2019245
	CITY OG MESA CONTRACT 2019245

If over \$24,999, must go to Town Council for approval.
 Attach this approved form to purchase request with written quotes, if applicable.

**TOWN OF FLORENCE
PROFESSIONAL SERVICES CONTRACT**

THIS PROFESSIONAL SERVICES CONTRACT (“**Contract**”), is made and entered into as of October 7, 2019 (“Effective Date”), and is by and between the Town of Florence, a municipal corporation of the State of Arizona (“**Town**”), and Capital Pump and Equipment LLC., (“**Contractor**”). The Town and the Contractor may be referred to in the Contract collectively as the “parties” and each individually as a “party”.

RECITALS

WHEREAS, the Town desires to Contract for Public Works Management Support and Consulting Services, Emergency Pump Rental, Project and Program Management (PM) Services as specified in Exhibit A (“**Scope of Work**” or “**Services**”);

WHEREAS, Contractor is duly qualified to perform the requested services;

WHEREAS, Contractor has agreed to perform the services as set forth in Exhibit A attached hereto and incorporated herein;

WHEREAS, Town desires and Contractor agrees that this Contract is entered into by the parties, as a cooperative purchase pursuant to the City of Mesa Contract dated July 24, 2019, between the City of Mesa and Capital Pump and Equipment, LLC, and Contractor agrees that the Master Cooperative Solicitation / Master Contract documents issued by the City of Mesa for the Services (“Master Contract”) is in full force and effect and all terms and conditions of the Master Contract are incorporated by reference into this Contract.

NOW THEREFORE, in consideration of the mutual promises and obligations set forth herein, the parties hereto agree as follows:

AGREEMENTS

1.0 DESCRIPTION, ACCEPTANCE, DOCUMENTATION

Contractor shall act under the authority and approval of the Contract Administrator for the Town, further named herein, to provide the professional services required by this Contract.

1.1 Service Description. The Contractor shall provide the requested services as set forth in Exhibit A and as set forth in individual Task Orders (the “Services”). This Contract includes this agreement, including any attachments, and any Task Orders that may be issued as agreed to by the parties to implement the services. Task Order means a specific written agreement between the Town and Contractor for work to be performed under this Contract for an individual, mutually agreed upon scope of work, schedule and price. In response to Task Orders that may be mutually agreed upon and issued periodically by Town, Contractor shall perform the Services, except as may be specified elsewhere in the Contract which will be defined and further described as to specific project requirements in each Task Order. The Services shall be performed in accordance with the requirements set forth in each Task Order.

1.2 Acceptance and Documentation.

1.2.1 Each deliverable shall be reviewed and approved by the Town Manager or his designee to determine acceptable completion.

1.2.2. The Town shall provide all necessary information to the Contractor for timely completion of the tasks specified in Item 1.1 above.

1.2.3 All documents, including but not limited to, data compilations, studies, and/or reports, which are prepared in the performance of this Contract are to be and remain the property of the Town and are to be delivered to the Town Manager before final payment is made to the Contractor.

2.0 FEES, CATEGORIES OF SERVICE AND PAYMENTS

2.1 Fees. Contractor will be paid within 30 days of the receipt of an itemized invoice. Monthly payment may be made to Contractor on the basis of a progress report prepared and submitted by Contractor for the Services completed through the last day of the proceeding calendar month and for the production of the deliverables as spelled out in Exhibit A, and the individual Task Order approved by the Town.

2.2 Categories of Service. Services means in response to Task Orders, including Exhibit A, that may be mutually agreed upon and issued periodically by Town, Contractor shall furnish all necessary work which will be defined and further described as to specific project requirements in each Task Order.

2.3 Payment Approval. Amounts set forth in Section 1.1 and 2.2 represent the entire amounts payable under this Contract and shall be paid upon the submission of monthly invoices to and approved by the Town. All invoices are to be emailed to accountspayable@florenceaz.gov.

2.4 Business License. Contractor will purchase and maintain a business license with the Town of Florence.

3.0 SCHEDULE AND TERMINATION

3.1 Project Schedule. The Contractor shall perform the Scope of Work in accordance with the schedule attached as Exhibit A, and any Task Order.

3.2 Termination.

3.2.1 Termination for Cause: Town may also terminate this Contract with seven (7) days' prior written notice for cause in the event of any default by the Contractor, or if the Contractor fails to comply with any industry standards and customary practices terms and conditions of this Contract. Unsatisfactory performance as judged by Industry standards and customary practices, and failure to provide Town, upon request, with adequate assurances of future performance shall all be causes allowing Town to terminate this Contract for cause. In the event of termination for cause, Town shall not be liable to Contractor for any amount, and Contractor shall be liable to Town for any and all damages sustained by reason of the default which gave rise to the termination.

3.2.2 Termination for Convenience. The Parties reserve the right to terminate this Contract with or without cause upon 30 days' prior written notice. In the event the Town terminates this Contract pursuant to this Section 3.2.2, then in that event the Town agrees to pay for the work performed prior to the date of termination. Town may terminate this Contract, or any part thereof for its sole convenience, at any time without penalty or recourse.

3.2.3 Termination for Violation of Law. In the event Contractor is in violation of any Federal, State, County or Town law, regulation or ordinance, the Town may terminate this Contract immediately upon giving notice to the Contractor.

3.3 Funds Appropriation. If the Town Council does not appropriate funds to continue this Contract and pay for charges hereunder, the Town may terminate this Contract at the end of the current fiscal period. The Town agrees to give written notice pursuant to Section 4.13 of termination to the Contractor at least thirty (30) days prior to the end of its current fiscal period and will pay to the Contractor all approved charges incurred through the end of such period.

3.4 Terms. The term of this Contract shall be from the Effective Date through June 30, 2020. Task Orders may be issued at any time during the term of this Contract. This Contract will remain in full force and effect during the performance of any Task Order. The contract may be renewed upon mutual agreement of the parties.

4.0 GENERAL TERMS

4.1 Entire Contract. This Contract constitutes the entire understanding of the parties and supersedes all previous representations, written or oral, with respect to the services specified herein. This Contract may not be modified or amended except by a written document, signed by authorized representatives of each party.

4.2 Arizona Law. This Contract shall be governed and interpreted according to the laws of the State of Arizona, without reference to choice of law or conflicts of laws principles thereof.

4.3 Modifications. Any amendment, modification or variation from the terms of this Contract shall be in writing and shall be effective only after approval of all parties signing the original Contract.

4.4 Assignment. Services covered by this Contract shall not be assigned or sublet in whole or in part without the prior written consent of the Finance Director and Contract Administrator. The Town acknowledges the sub-consultant(s) listed in Exhibit A and consents to the use of that sub-consultant.

4.5 Successors and Assigns. This Contract shall extend to and be binding upon Contractor, its successors and assigns, including any individual, company, partnership or other entity with or into which Contractor shall merge, consolidate or be liquidated, or any person, corporation, partnership or other entity to which Contractor shall sell its assets.

4.6 Contract Administrator. The Contract Administrator for the Town shall be the Town Manager or designee. The Contract Administrator shall oversee the execution of this Contract,

assist the Contractor in accessing the organization, audit billings, and approve payments. The Contractor shall channel reports and special requests through the Contract Administrator.

4.7 Records and Audit Rights.

4.7.1 Contractor's records (hard copy, as well as computer readable data), and any other supporting evidence deemed necessary by the Town to substantiate charges and claims related to this Contract shall be open to inspection and subject to audit and/or reproduction by Town's authorized representative to the extent necessary to adequately permit evaluation and verification of cost of the service or work, and any invoices, change orders, payments or claims submitted by the Contractor or any of his payees pursuant to the execution of the Contract. The Town's authorized representative shall be afforded access, at reasonable times and places, to all of the Contractor's records and personnel pursuant to the provisions of this section throughout the term of this Contract and for a period of three years after last or final payment.

4.7.2 Contractor shall require all subcontractors, insurance agents, and material suppliers to comply with the provisions of this section by insertion of the requirements hereof in a written Contract between Contractor and such subcontractors, insurance agents, and material suppliers.

4.7.3 If an audit in accordance with this section, discloses overcharges, of any nature, by the Contractor to the Town in excess of one percent (1%) of the monthly billings, the actual cost of the Town's audit shall be reimbursed to the Town by the Contractor. Any adjustments and/or payments which must be made as a result of any such audit or inspection of the Contractor's invoices and/or records shall be made within a reasonable amount of time, not to exceed thirty (30) days from presentation of Town's findings to Contractor.

4.8 Attorneys' Fees. In the event either party brings any action for any relief, declaratory or otherwise, arising out of this Contract, or on account of any breach or default hereof, the prevailing party shall be entitled to receive from the other party reasonable attorneys' fees and reasonable costs and expenses, determined by the court sitting without a jury, which shall be deemed to have accrued on the commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

4.9 Ineligible Bidder. The preparer of specifications is not eligible to submit a bid or proposal on the solicitation for which they prepared the specification, nor is the preparer eligible to supply any product to a bidder or Contractor on the solicitation for which they prepared the specification.

4.10 Independent Contractor.

4.10.1 The Services Contractor provides under the terms of this Contract to the Town are that of an Independent Contractor, not an employee, or agent of the Town. The Town will report the value paid for these services each year to the Internal Revenue Service (I.R.S.) using Form 1099.

4.10.2 Town shall not withhold income tax as a deduction from Contractual payments. As a result of this, Contractor may be subject to I.R.S. provisions for payment of estimated income tax. Contractor is responsible for consulting the local I.R.S. office for current information on estimated tax requirements.

4.11 Conflict of Interest. The Town may cancel any Contract or agreement, without penalty or obligation, if any person significantly involved in initiating, negotiating, securing, drafting or creating the Contract on behalf of the Town's departments or agencies is, at any time while the Contract or any extension of the Contract is in effect, an employee of any other party to the Contract in any capacity or a consultant to any other party to the Contract with respect to the subject matter of the Contract. The cancellation shall be effective when written notice from the Town is received by all other parties to the Contract, unless the notice specifies a later time (A.R.S. § 38-511).

4.12 Compliance with Federal and State Laws.

4.12.1 The Contractor understands and acknowledges the applicability to it of the American with Disabilities Act, the Immigration Reform and Control Act of 1986 and the Drug Free Workplace Act of 1989.

4.12.2 Under the provisions of A. R. S. § 41-4401, Contractor hereby warrants to the Town that the Contractor and each of its subcontractors will comply with, and are Contractually obligated to comply with, all Federal Immigration laws and regulations that relate to their employees and A. R. S. § 23-214 (A) (hereinafter "Contractor Immigration Warranty").

4.12.3 A breach of the Contractor Immigration Warranty shall constitute a material breach of this Contract and shall subject the Contractor to penalties up to and including termination of this Contract at the sole discretion of the Town.

4.12.4 The Town retains the legal right to inspect the papers of any Contractor or Subcontractor's employee who works on this Contract to ensure that the Contractor or Subcontractor is complying with the Contractor Immigration Warranty. Contractor agrees to assist the Town in regard to any such inspections.

4.12.5 The Town may, at its sole discretion, conduct random verification of the employment records of the Contractor and any subcontractors to ensure compliance with Contractor's Immigration Warranty. Contractor agrees to assist the Town in regard to any random verifications performed.

4.12.6 Neither the Contractor nor any subcontractor shall be deemed to have materially breached the Contractor Immigration Warranty if the Contractor or subcontractor establishes that it has complied with the employment verification provisions prescribed by section 274A and 274B of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A. R. S. § 23-214, Subsection A.

4.12.7 The provisions of this Section must be included in any Contract the Contractor enters into with any and all of its subcontractors who provide services under this Contract or any subcontract. "Services" are defined as furnishing labor, time or effort in the State

of Arizona by a Contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility or improvement to real property.

4.12.8 The provisions of this Section 4.12 must be included in any Contract the Contractor enters into with any and all of its subcontractors who provide services under this Contract or any subcontract.

4.13 Notices. All notices or demands required to be given pursuant to the terms of this Contract shall be given to the other party in writing, delivered by hand or registered or certified mail, at the addresses set forth below, or to such other address as the parties may substitute by written notice given in the manner prescribed in this paragraph.

In the case of Contractor: Capital Pump & Equipment LLC
Attn. Josh Swinney
9229 S Hardy Drive
Tempe, AZ 85284
(480) 626-5257
jswinney@cpepumps.com

In the case of Town: Town of Florence
775 N, Main Street
PO Box 2670
Florence, AZ 85132
Attn: Town Manager

Notices shall be deemed received on date delivered, if delivered by hand, or on the delivery date indicated on receipt if delivered by certified or registered mail.

4.14 Force Majeure. Neither party shall be responsible for delays or failures in performance resulting from acts beyond their control. Such acts shall include, but not be limited to, acts of God, riots, acts of war, epidemics, governmental regulations imposed after the fact, fire, communication line failures, power failures, or earthquakes.

4.15 Taxes. Contractor shall be solely responsible for any and all tax obligations which may result out of the Contractor's performance of this Contract. The Town shall have no obligation to pay any amounts for taxes, of any type, incurred by the Contractor.

4.16 Advertising. No advertising or publicity concerning the Town using the Contractor's services shall be undertaken without prior written approval of such advertising or publicity by the Town Contract Administrator. Written approval is required until such time as the project is complete or any adjudication of claims relating to the services provided herein is complete, whichever occurs later.

4.17 Counterparts. This Contract may be executed in one or more counterparts, and each originally executed duplicate counterpart of this Contract shall be deemed to possess the full force and effect of the original.

4.18 Captions. The captions used in this Contract are solely for the convenience of the parties, do not constitute a part of this Contract and are not to be used to construe or interpret this Contract.

4.19 Subcontractors. During the performance of the Contract, the Contractor may engage such additional Subcontractors as may be required for the timely completion of this Contract. The addition of any Subcontractors shall be subject to the prior approval of the Town. In the event of subcontracting, the sole responsibility for fulfillment of all terms and conditions of this Contract rests with the Contractor. The Town acknowledges the sub-consultant(s) listed in Exhibit A and consents to the use of that sub-consultant.

4.20 Indemnification.

4.20.1 To the fullest extent permitted by law, Contractor, its successors, assigns and guarantors, shall indemnify, defend, hold harmless Town of Florence, its agents, representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, losses, expenses, including but not limited to damages for personal injury or personal property damage, attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expense, related to, arising from or out of, or resulting from any negligent or intentional actions, acts, errors, mistakes or omissions caused in whole or part by Contractor relating to work or services in the performance of this Contract, including but not limited to, any Subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable and any injury or damages claimed by any of Contractor's and Subcontractor's employees.

To the fullest extent permitted by law, Town of Florence, its successors, assigns and guarantors, shall indemnify and hold harmless Contractor, its agents, Representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, loses, expenses, including but not limited to, reasonable attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expenses, related to, arising from or out of, resulting from any negligent or intentional actions, acts, errors, mistakes or omissions caused by the Town of Florence relating to work or services in the performance of this Contract.

4.20.2 Insurance provisions set forth in this Contract are separate and independent from the indemnity provisions of this section and shall not be construed in any way to limit the scope and magnitude of the indemnity provisions. The indemnity provisions of this sections shall not be construed in any way to limit the scope and magnitude and applicability of the insurance provisions.

4.21 Changes in the Work.

4.21.1 The Town may at any time, as the need arises, order changes within the scope of the work without invalidating the Contract. If such changes increase or decrease the amount due under the Contract documents, or in the time required for performance of the work, an equitable adjustment shall be authorized by written Change Order.

4.21.2 The Town will execute a formal Change Order based on detailed written quotations from the Contractor for work related changes and/or a time of completion variance. All Change Orders are subject to the prior written approval by the Town.

4.21.3 Contract Change Orders are subject to the Rules and Procedures within the Town's Procurement Code.

4.22 Co-op Use of Contract. The Town and Contractor agree that this Contract is entered into by the parties, as a cooperative purchase pursuant to the City of Mesa, Professional Services Contract # 2019245 dated July 24, 2019 between the City of Mesa and Capital Pump & Equipment LLC, and Contractor agrees that the Master Cooperative Solicitation / Master Contract documents issued by the City of Mesa for the Services("Master Contract") is in full force and effect and all terms and conditions of the Master Contract are incorporated by reference into this Contract.

4.23 Alternative Dispute Resolution. If a dispute arises between the parties relating to this Contract, the parties agree to use the following procedure prior to either party pursuing other available remedies:

4.23.1 A meeting shall be held promptly between the parties, attended by individuals with decision-making authority regarding the dispute, to attempt in good faith to negotiate a resolution of the dispute.

4.23.2 If, within 30 days after such meeting, the parties have not succeeded in negotiating a resolution of the dispute, they will jointly appoint a mutually acceptable neutral person not affiliated with either of the parties (the "neutral"), seeking assistance in such regard if they have been unable to agree upon such appointment within 40 days from the initial meeting. The fees of the neutral shall be shared equally by the parties.

4.23.3 In consultation with the neutral, the parties will select or devise an alternative dispute resolution procedure ("ADR") by which they will attempt to resolve the dispute, and a time and place for the ADR to be held, with the neutral making the decision as to the procedure, and/or place and time (but unless circumstances require otherwise, not later than 60 days after selection of the neutral) if the parties have been unable to agree on any of such matters within 20 days after initial consultation with the neutral.

4.23.4. The parties agree to participate in good faith in the ADR to its conclusion as designated by the neutral. If the parties are not successful in resolving the dispute through the ADR, then the parties may agree to submit the matter to binding arbitration or a private adjudicator, or either party may seek an adjudicated resolution through the appropriate court.

4.24 Town Provided Information and Services. The Town shall furnish the Contractor available studies, reports and other data pertinent to the Contractor's services; obtain or authorize the Contractor to obtain or provide additional reports and data as required; furnish to the Contractor services of others required for the performance of the Contractor's services hereunder, and the Contractor shall be entitled to use and rely upon all such information and services provided by the Town or others in performing the Contractor's Services under this Agreement.

4.25 Estimates and Projections. In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for potential projects, the Contractor has no control over cost or price of labor and material; unknown or latent conditions of existing equipment or structures that may affect operation and maintenance costs; competitive bidding procedures and market conditions; time or quality of performance of third parties; quality, type, management, or direction of operating personnel; and other economic and operational factors that may materially affect the ultimate project cost or schedule. Therefore, the Contractor makes no warranty that the Town's actual project costs, financial aspects, economic feasibility, or schedules will not vary from the Contractor's opinions, analyses, projections, or estimates.

4.26 Access. The Town shall arrange for access to and make all provisions for the Contractor to enter upon public and private property as required for the Contractor to perform Services hereunder.

4.27 Third Parties. The services to be performed by the Contractor are intended solely for the benefit of the Town. No person or entity not a signatory to this Agreement shall be entitled to rely on the Contractor's performance of its services hereunder, and no right to assert a claim against the Contractor by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Contract or the performance of the Contractor's Services hereunder.

5.0 INSURANCE

5.1. General. Contractor agrees to comply with all Town ordinances and state and federal laws and regulations. Without limiting any obligations or liabilities of Contractor, Contractor shall purchase and maintain, at its own expense, hereinafter stipulated minimum insurance with insurance companies duly licensed by the State of Arizona (admitted insurer) with an AM Best, Inc. rating of B ++ 6 or above or an equivalent qualified unlicensed insurer by the State of Arizona (non-admitted insurer) with policies and forms satisfactory to Town of Florence. Failure to maintain insurance as specified may result in termination of this Contract at Town of Florence's option. The Contractor is primarily responsible for the risk management if its work under this Contract, including but not limited to obtaining and maintaining the required insurance and establishing and maintaining a reasonable risk control and safety program. Town reserves the right to amend the requirements herein at any time during the Contract. The Contractor shall require any and all subcontractors to maintain insurance as required herein naming the Town and Contractor as "Additional Insured" on all insurance policies, except Worker's Compensation, and this shall be reflected on the Certificate of Insurance. The Contractor's insurance coverage shall be primary insurance with respect to all available sources. Coverage provided by the Contractor shall not be limited to the liability assumed under the Indemnification provision of this Contract. To the extent permitted by law, Contractor waives all rights of subrogation or similar rights against Town, its representatives, agents, and employees. All insurance policies, except Workers' Compensation, required by this Contract, and self-insured retention or deductible portions, shall name, to the fullest extent permitted by law for claims arising out of performance of this Contract, Town of Florence, its mayor and councilmembers, agents, representatives, offices, directors, officials and employees as Additional Insureds. The Town reserves the right to require complete copies of all insurance policies and endorsements required by this Contract at any time. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of Contract.

5.2 No Representation of Coverage Adequacy. By requiring insurance herein, Town of Florence does not represent that coverage and limits will be adequate to protect Contractor. Town of Florence reserves the right to review any and all of the insurance policies and/or endorsements cited in this Contract but has no obligation to do so. Failure to demand such evidence of full compliance with the insurance requirements set forth in this Contract or failure to identify any insurance deficiency shall not relieve Contractor from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Contract.

5.3 Coverage Term. All insurance required herein shall be maintained in full force and effect until all work or services required to be performed under the terms of this Contract is satisfactorily performed, completed and formally accepted by the Town of Florence, unless specified otherwise in this Contract.

5.4 Policy Deductibles and or Self Insured Retentions. The policies set forth in these requirements may provide coverage which contain deductibles or self-insured retention amounts. Such deductibles or self-insured retention shall not be applicable with respect to the policy limits provided to Town of Florence. Contractor shall be solely responsible for any such deductible or self-insured retention amount. Town of Florence, at its option, may require Contractor to secure payment of such deductible or self-insured retention by a surety bond or irrevocable and unconditional Letter of Credit.

5.5 Use of Subcontractors. If any work under this Contract is sub-contracted in any way, Contractor shall execute written agreement with Subcontractor containing the same Indemnification Clause and Insurance Requirements set forth herein protecting Town of Florence and Contractor. Contractor shall be responsible for executing the agreement with Subcontractor and obtaining Certificates of Insurance verifying the insurance requirements.

5.6 Evidence of Insurance. Prior to commencing any work or Services under this Contract, Contractor shall furnish Town of Florence with Certificate(s) of Insurance, or formal endorsements as required by this Contract, issued by Contractor's insurer(s) as evidence that policies are placed with acceptable insurers as specified herein and provide the required coverage's, conditions, and limits of coverage and that such coverage and provisions are in full force and effect.

5.7 Required Coverage.

5.7.1 Commercial General Liability. Contractor shall maintain "occurrence" form Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products and Completed Operations Annual Aggregate, and \$2,000,000 General Aggregate Limit. The policy shall cover liability arising from premises, operations, independent Contractors, products-completed operations, personal injury and advertising injury. Coverage under the policy will be at least as broad as Insurance limited to, separation of insureds clause. If any Excess insurance is utilized to fulfill the requirements of this paragraph, such Excess insurance shall be "follow form" equal or broader to coverage scope then underlying.

5.7.2 Worker's Compensation Insurance. Contractor shall maintain Workers Compensation insurance to cover obligations imposed by federal and state statutes having

jurisdiction of Contractor's employees engaged in the performance of work or Services under this Contract and shall also maintain Employers Liability Insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee and \$250,000 disease policy limit.

5.7.3 Commercial Auto Coverage. Auto Liability limits of not less than \$1,000,000 each accident, combined Bodily Injury and Property Damage Liability insurance. Certificate to reflect coverage for "Any Auto" or "All Owned, Scheduled, Hired and Non-Owned".

6.0 SEVERABILITY AND AUTHORITY

6.1 Severability. If any term or provision of this Contract shall be found to be illegal or unenforceable, then notwithstanding such illegality or unenforceability, this Contract shall remain in full force and effect and such term or provision shall be deemed to be deleted.

6.2 Authority. Each party hereby warrants and represents that it has full power and authority to enter into and perform this Contract, and that the person signing on behalf of each has been properly authorized and empowered to enter this Contract. Each party further acknowledges that it has read this Contract, understands it, and agrees to be bound by it.

IN WITNESS WHEREOF, the Town of Florence by its Mayor, Tara Walter has hereunto subscribed her name this 7 day of October, 2019.

TOWN OF FLORENCE

By: _____
Tara Walter, Mayor

By: _____

Name: _____

Its: _____

ATTEST:

Lisa Garcia, Town Clerk

By: _____
Contractor

By: _____

Name: _____

Its: _____

Approved as Form:

Clifford L. Mattice, Florence Town Attorney

EXHIBIT A – SCOPE OF WORK

Contractor shall provide emergency trailer mounted pump rental twenty-four (24) hours a day, seven (7) days a week, on an as needed basis, along with intake pipe and associated hardware, discharge pipe and associated hardware, delivery, set-up and pick-up of all rental equipment. Contractor shall have the capability to provide a minimum of six (6) pumps, four (4") inches or bigger and associated equipment at the same time.

Quantities represent the Town's best estimate of current requirements. There are no guarantees implied or warranted. Quantities shall not bind the Town to accept nor require the Town to pay for services exceeding actual needs nor for any items for which funds are not available.

Usage is determined by weather and equipment repairs.

EXHIBIT A
PRICING

Item No.	Description	Unit	Day (24 hours) 7 Points	Week - 31.50 Points	Month - 31.50 Points
Pumps - 70 Points					
1	4" Portable Pump, Critically Silent	Each	\$ 180.00	\$ 540.00	\$ 1,620.00
2	6" Portable Pump, Critically Silent	Each	\$ 210.00	\$ 630.00	\$ 1,890.00
3	8" Portable Pump, Critically Silent	Each	\$ 270.00	\$ 810.00	\$ 2,430.00
4	4" Submersible Pump with Compatible Generator	Each	\$ 191.66	\$ 575.00	\$ 1,725.00
5	6" Submersible Pump with Compatible Generator	Each	\$ 191.66	\$ 575.00	\$ 1,725.00
		Total	\$ 1,043.32	\$ 3,130.00	\$ 9,390.00

Item No.	Description	Unit	Day (24 hours) 2 Points	Week - 9 Points	Month - 9 Points
6	Pipes, hose, fittings, etc. - 20 Points				
7	4" Discharge pipe/hose, hardware, fittings, etc.	Linear Foot	\$ 0.05	\$ 0.16	\$ 0.48
8	6" Discharge pipe/hose, hardware, fittings, etc.	Linear Foot	\$ 0.09	\$ 0.25	\$ 0.76
9	8" Discharge pipe/hose, hardware, fittings, etc.	Linear Foot	\$ 0.16	\$ 0.49	\$ 1.47
10	4" Intake pipe/hose, hardware, fittings, etc.	Linear Foot	\$ 0.61	\$ 1.83	\$ 5.49
11	6" Intake pipe/hose, hardware, fittings, etc.	Linear Foot	\$ 1.14	\$ 3.43	\$ 10.30
12	8" Intake pipe/hose, hardware, fittings, etc.	Linear Foot	\$ 1.52	\$ 4.51	\$ 13.73
13	Water Bridge	Linear Foot	\$ 3.21	\$ 9.65	\$ 28.95
		Total	\$ 6.78	\$ 20.32	\$ 61.18


Item No.	Description	Unit			
Personnel - 10 Points					
14	Field Crew - one (1) supervisor and two (2) workers	Hourly	\$ 150.00		

The City will add any applicable sales tax or use tax. Sales/Use taxes should not be included in the bid prices. Vendors who will be charging a Mesa Transaction Privilege Tax (TPT) will have a 2.00% removed from the taxable item(s) for the purpose of award evaluation (i.25).

DELIVERY: See Mesa Standard Terms and Conditions.

Vendor Name Capital Pump & Equipment LLC Date: 07/24/2019
7/8/2019

RFB # 2019245

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 11d.
MEETING DATE: October 7, 2019 DEPARTMENT: Administration STAFF PRESENTER: Jennifer Evans, Management Analyst SUBJECT: FY2019 Homeland Security Grant Program Subrecipient Agreement 190305-01 from Arizona Department of Homeland Security		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other
STRATEGIC PLAN REFERENCE: <input checked="" type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnership and Relationships <input type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Acceptance of the FY 2019 Homeland Security Grant Program Subrecipient Agreement 190305-01, from Arizona Department of Homeland Security, in the amount of \$43,506 for the Florence Public Safety Interoperable Communications Project.

BACKGROUND/DISCUSSION:

The Florence Police Department was awarded \$43,506 in grant funds for the Florence Public Safety Interoperable Communications Project. The grant funds will be used to purchase six P25 compliant dual band UHF/VHF 700/800 MHz portable radios for the department. The Town of Florence requested \$94,263 to purchase 13 portable radios and associated equipment to replace the existing radios that are being phased out. The Arizona Department of Homeland Security was able to award only partial funding for the project due to the number of applications submitted and the amount of funding allocated to the program.

A VOTE OF NO WOULD MEAN:

The Town of Florence will not accept \$43,506 in grant funds from Arizona Department of Homeland Security.

A VOTE OF YES WOULD MEAN:

The Town of Florence will accept \$43,506 in grant funds from Arizona Department of Homeland Security and purchase six portable radios.

FINANCIAL IMPACT:

There is no matching fund requirement for this grant.

ATTACHMENTS:

Subrecipient Agreement 19-AZDOHS-HSGP-190305-01

SUBRECIPIENT AGREEMENT

19-AZDOHS-HSGP-190305-01

Between

The Arizona Department of Homeland Security

And

Florence, Town of (DUNS# 144375743)

WHEREAS, A.R.S. § 41-4254 charges the Arizona Department of Homeland Security (AZDOHS) with the responsibility of administering funds.

THEREFORE, it is agreed that the AZDOHS shall provide funding to the **Florence, Town of** (Subrecipient) for services under the terms of this Agreement (the "Agreement").

I. PURPOSE OF AGREEMENT

The purpose of this Agreement is to specify the rights and responsibilities of AZDOHS in administering the distribution of homeland security grant funds to the Subrecipient, and to specify the rights and responsibilities of the Subrecipient as the recipient of these funds.

II. PERIOD OF PERFORMANCE, TERMINATION AND AMENDMENTS

This Agreement shall become effective on **October 1, 2019** and shall terminate on **September 30, 2020**. The obligations of the Subrecipient as described herein will survive termination of this agreement.

III. DESCRIPTION OF SERVICES

The Subrecipient shall provide the services for AZDOHS as set forth in writing in Subrecipient's grant application titled: "**Florence Public Safety Interoperable Communications**" and funded at **\$43,506** (as may have been modified by the award letter).

IV. MANNER OF FINANCING

The AZDOHS shall under the U.S. Department of Homeland Security grant # EMW-2019-SS-00002-S01 and CFDA #97.067:

- a. Provide up to **\$43,506** to the Subrecipient for services provided under Paragraph III.
- b. Payment made by the AZDOHS to the Subrecipient shall be on a reimbursement basis only and is conditioned upon receipt of proof of payment and applicable, accurate and complete reimbursement documents, as deemed necessary by the AZDOHS, to be submitted by the Subrecipient. A listing of acceptable documentation can be found at www.azdohs.gov. Payments will be contingent upon receipt of all reporting requirements of the Subrecipient under this Agreement.

V. FISCAL RESPONSIBILITY

It is understood and agreed that the total amount of the funds used under this Agreement shall be used only for the project as described in the application and award documentation. Therefore, should the project not be completed, the Subrecipient shall reimburse said funds directly to the AZDOHS immediately. If the project is completed at a lower cost than the original budget called for, the amount reimbursed to the Subrecipient shall be for only the amount of dollars actually spent by the Subrecipient in accordance with the approved application. For any funds received under this Agreement for which expenditure is disallowed by an audit exemption or otherwise by the AZDOHS, the State, or Federal government, the Subrecipient shall reimburse said funds directly to the AZDOHS immediately.

VI. FINANCIAL AUDIT/PROGRAMMATIC MONITORING

The Subrecipient agrees to comply with the record-keeping requirements and other requirements of A.R.S. 35-214 and 35-215.

- a) In addition, in compliance with the Federal Single Audit Act (31 USC 7501-7507) as amended by the Single Audit Act Amendments of 1996 (P.L. 104-156) and 2 C.F.R. 200.501, the Subrecipient must have a Single Audit or program specific audit conducted in accordance with 2 C.F.R. 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) if the Subrecipient expends more than \$750,000 from Federal awards in its previous fiscal year. If the Subrecipient has expended more than \$750,000 in Federal dollars, a copy of the Subrecipient's single audit or program specific audit report for the previous fiscal year and subsequent fiscal years that fall within the period of performance is due annually to AZDOHS within nine (9) months of the Subrecipient's fiscal year end.
- b) Failure to comply with any requirements imposed as a result of an audit will suspend reimbursement by AZDOHS to the Subrecipient until the Subrecipient is in compliance with all such requirements. Additionally, the Subrecipient will not be eligible for any new awards until the Subrecipient is in compliance with all such requirements.
- c) Subrecipients who do not expend more than \$750,000 in Federal dollars in the previous fiscal year and subsequent fiscal years that fall within the period of performance must submit to AZDOHS via audits@azdohs.gov, a statement stating they do not meet the threshold and therefore do not have to complete a single audit or program specific audit.
- d) Subrecipient will be monitored periodically by AZDOHS, both programmatically and financially, to ensure that the project goals, objectives, performance requirements, timelines, milestone completion, budgets, and other related program criteria are being met. Monitoring will be accomplished through a combination of office-based reviews and on-site monitoring visits. Monitoring can involve aspects of the work involved under this Agreement including but not limited to the review and analysis of financial, programmatic, equipment, performance, and administrative issues relative to each program and will identify areas where technical assistance and other support may be needed. Subrecipient shall participate in and cooperate with all such monitoring by AZDOHS, and shall provide access to all personnel, documents, and other records as may be requested from time to time by AZDOHS. Subrecipient also shall comply with all requests of AZDOHS that AZDOHS deems necessary to assure the parties' compliance with their obligations under this Agreement.

e) The Subrecipient agrees to cooperate with any assessments, state/national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this Agreement.

VII. **APPLICABLE STANDARDS AND REGULATIONS**

The Subrecipient must comply with the applicable Notice of Funding Opportunity (NOFO) and Code of Federal Regulations (C.F.R.) 2 C.F.R. 200. The NOFO for this program is hereby incorporated into this Agreement by reference. By accepting this award, the Subrecipient agrees that all allocation and use of funds under this grant will be in accordance with the requirements contained in the NOFO and all other applicable law.

Davis Bacon Act

HSGP Program subrecipients using funds for construction projects must comply with the *Davis-Bacon Act* (40 U.S.C. 3141 *et seq.*). Subrecipients must obtain written approval from AZDOHS prior to use of any HSGP funds for construction or renovation. Subrecipients must ensure that their contractors or subcontractors for construction projects pay workers no less than the prevailing wages for laborers and mechanics employed on projects of a character similar to the contract work in the civil subdivision of the state in which the work is to be performed. Additional information regarding compliance with the *Davis-Bacon Act*, including Department of Labor (DOL) wage determinations, is available from the following website <https://www.dol.gov/whd/govcontracts/dbra.htm>.

Insurance Coverage

The Subrecipient affirms the organization maintain insurance coverage as described in 2 C.F.R. 200.310. The non-Federal (Subrecipient) entity must, at a minimum, provide the equivalent insurance coverage for real property and equipment acquired or improved with Federal funds as provided to property owned by the non-Federal (Subrecipient) entity. Federally-owned property need not be insured unless required by the terms and conditions of the Federal award.

National Incident Management System (NIMS)

The Subrecipient agrees to remain in compliance with National Incident Management System (NIMS) implementation initiatives as outlined in the applicable NOFO.

Environmental Planning and Historic Preservation

The Subrecipient shall comply with Federal, State and Local environmental and historical preservation (EHP) regulations, laws and Executive Orders as applicable. See FEMA publication FP 108-023-1, titled "Environmental Planning and Historic Preservation (EHP) Policy Guidance," available at https://www.fema.gov/media-library-data/1533321728657-592e122ade85743d1760fd4747241776/GPD_EHP_Policy_Final_Amendment_GPD_final_508.pdf

f. Subrecipients proposing projects that have the potential to impact the environment, including but not limited to construction of communication towers, modification or renovation of existing buildings, structures and facilities, or new construction including replacement of facilities, must participate in the Federal Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) EHP review process. The EHP review process involves the submission of a detailed project description that explains the goals and objectives of the proposed project along with supporting documentation so that DHS/FEMA may determine whether the proposed project has the potential to impact environmental resources and/or historic properties. In some cases, DHS/FEMA is also required to consult with other regulatory agencies and the public in order to complete the review process. The EHP review process must be completed before funds are released to carry out the proposed project. If ground disturbing activities occur during project implementation, the Subrecipient must ensure monitoring of ground disturbance and if any archeological resources are discovered, the Subrecipient shall immediately cease construction in that area and notify FEMA, AZDOHS and the appropriate State Historic

Preservation Office. DHS/FEMA will not fund projects that are initiated without the required EHP review. In addition, the following provisions must be adhered to:

Consultants/Trainers/Training Providers

Invoices for consultants/trainers/training providers must include at a minimum: a description of services; dates of services; number of hours for services performed; rate charged for services; and, the total cost of services performed. Consultant/trainer/training provider costs must be within the prevailing rates; must be obtained under consistent treatment with the procurement policies of the Subrecipient and 2 C.F.R. 200; and shall not exceed the maximum of \$450 per day per consultant/trainer/training provider unless prior written approval is granted by the AZDOHS. This includes internal personnel hired on backfill/overtime to deliver training. In addition to the per day \$450 maximum amount, the consultant/trainer/training provider may be reimbursed reasonable travel, lodging, meal and incidental expenses not to exceed the State rate. Itemized receipts are required for lodging and travel reimbursements. The Subrecipient will not be reimbursed costs other than travel, lodging, meals and incidentals on travel days for consultants/trainers/training providers. See Travel Costs below.

Contractors/Subcontractors

The Subrecipient may enter into written subcontract(s) for performance of certain of its functions under the Agreement in accordance with terms established in 2 C.F.R. 200 and the applicable NOFO. The Subrecipient agrees and understands that no subcontract that the Subrecipient enters into with respect to performance under this Agreement shall in any way relieve the Subrecipient of any responsibilities for performance of its duties. The Subrecipient shall give the AZDOHS immediate notice in writing by certified mail of any action or suit filed and prompt notice of any claim made against the Subrecipient by any subcontractor or vendor which may result in litigation related in any way to this Agreement.

Travel Costs

All grant funds expended for travel, lodging, meals and incidentals are subject to the standards of the Subrecipient's policies and procedures, as well as the State of Arizona Accounting Manual (SAAM). These policies must be applied uniformly to both federally financed and other activities of the Subrecipient. AZDOHS will reimburse at the most restrictive allowability and rate. At no time will the Subrecipient's reimbursement(s) exceed the State rate established by the Arizona Department of Administration, General Accounting Office Travel Policies: <https://gao.az.gov/travel>.

Procurement

The Subrecipient shall comply with its own procurement rules/policies and must also comply with Federal procurement rules/policies and all Arizona state procurement code provisions and rules. The Federal intent is that all Homeland Security Funds are awarded competitively. The Subrecipient shall not enter into a Noncompetitive (Sole or Single Source) Procurement Agreement, unless prior written approval is granted by the AZDOHS via the Noncompetitive Procurement Request Form. The Noncompetitive Procurement Request Form and instructions are located on the AZDOHS website: <https://azdohs.gov/grant-program-forms>.

Training and Exercise

The Subrecipient agrees that any grant funds used for training and exercise must be in compliance with the applicable NOFO. All training must be included and approved in your application and/or approved through the DEMA/AZDOHS training request process prior to execution of training contract(s). All exercises must utilize and comply with the FEMA Homeland Security Exercise and Evaluation Program (HSEEP) guidance for exercise design, development, conduct, evaluation and reporting. The Subrecipient agrees to:

- a) Submit an exercise summary and attendance/sign-in roster to AZDOHS with all related reimbursement requests.
- b) Email the After Action Report/Improvement Plan (AAR/IP) to the local County Emergency Manager, the AZDOHS Strategic Planner, and the Arizona Department of Military Affairs (DEMA) Exercise Branch within 90 days of completion of an exercise or as prescribed by the most current HSEEP guidance.

Communications Equipment

All Land Mobile Radio equipment purchased with Homeland Security funds is required to comply with the following:

- a) P25 (Project 25) standards;
- b) SAFECOM Guidance (see <https://www.dhs.gov/safecom>);
- c) Land Mobile Radio Minimum Equipment Standards as approved by the Statewide Interoperability Executive Committee (SIEC); and
- d) Arizona's State Interoperable Priority Programming Guide also as approved by the SIEC

Nonsupplanting Agreement

The Subrecipient shall not use funds received under this Agreement to supplant Federal, State, Tribal or Local funds or other resources that would otherwise have been made available for this program/project. The Subrecipient may be required to demonstrate and document that a reduction in non-Federal resources occurred for reasons other than the receipt of expected receipt of Federal funds. Further, if a position created by a grant is filled from within, the vacancy created by this action must be filled within thirty (30) days. If the vacancy is not filled within thirty (30) days, the Subrecipient must stop charging the grant for the new position. Upon filling the vacancy, the Subrecipient may resume charging for the grant position.

E-Verify

Compliance requirements for A.R.S. 41-4401—immigration laws and E-Verify requirement.

- a) The Subrecipient warrants its compliance with all State and Federal immigration laws and regulations relating to its employees and to employees of any contractor or subcontractor retained through Subrecipient to provide goods or services related to this Agreement, including but not limited to A.R.S. 23-214, Subsection A (that subsection reads: "After December 31, 2007, every employer, after hiring an employee, shall verify the employment eligibility of the employee through the E-Verify program").
- b) A breach of a warranty by Subrecipient regarding compliance with immigration laws and regulations shall be deemed a material breach of this Agreement and the Subrecipient may be subject to penalties to be determined at AZDOHS's discretion, up to and including termination of this Agreement.
- c) The AZDOHS retains the legal right to inspect the papers of any Subrecipient employee who works on the Agreement, and to those of any employee of any contractor or subcontractor retained through Subrecipient to provide goods or services related to this Agreement, to ensure that the Subrecipient is complying with the warranty under paragraph (a) above.

Property Control

Effective control and accountability must be maintained by Subrecipient for all property/equipment purchased under this Agreement. The Subrecipient must adequately safeguard all such property/equipment and must assure that it is used for authorized purposes as described in the NOFO, the grant application as approved by AZDOHS, and 2 C.F.R. 200. The Subrecipient shall exercise caution in the use, maintenance, protection and preservation of such property.

- a) Property/equipment shall be used by the Subrecipient in the program or project for which it was acquired as long as needed, whether or not the program or project continues to be supported by federal grant funds. Subrecipient is required to maintain and utilize equipment as outlined in 2 C.F.R. 200.313 - Equipment. Any loss, damage, or theft shall be investigated by Subrecipient and reported by Subrecipient to the AZDOHS. Any equipment lost, damaged or stolen shall be replaced by the Subrecipient at the Subrecipient's expense and an updated Property Control Form shall be submitted to AZDOHS by Subrecipient.
- b) Nonexpendable Property/Equipment and Capital Assets:
 - a. Nonexpendable Property/Equipment is property which has a continuing use, is not consumed in use, is of a durable nature with an expected service life of one or more years, has an acquisition cost of \$5,000 (Five Thousand Dollars) or more, and does not become a fixture or lose its identity as a component of other equipment or systems.
 - b. A Capital Asset is any personal or real property, or fixture that has an acquisition cost of \$5,000 (Five Thousand Dollars) or more per unit and a useful life of more than one year.
- c) A Property Control Form (if applicable) shall be maintained for the entire scope of the program or project for which property was acquired through the end of its useful life and/or disposition. All Nonexpendable Property and Capital Assets must be included on the Property Control Form. The Subrecipient shall provide AZDOHS a copy of the Property Control Form with the final quarterly programmatic report. The Property Control Form can be located at <https://azdohs.gov/grant-program-forms>. The Subrecipient agrees to be subject to equipment monitoring and auditing by state or federal authorized representatives to verify information.
- d) A physical inventory of Nonexpendable Property/Equipment and Capital Assets must be taken and the results reconciled with the Property Control Form at least once every two years.
 - a. A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft shall be investigated and reported by Subrecipient to AZDOHS immediately.
 - b. Adequate maintenance procedures must be developed to keep the property in good condition.
- e) When Nonexpendable Property/Equipment and/or Capital Assets are no longer in operational use by the Subrecipient, an updated Property Control Form must be submitted by Subrecipient to AZDOHS immediately. The disposition of equipment shall be in compliance with the AZDOHS Disposition Guidance and 2 C.F.R. 200. If the Subrecipient is requesting disposition of Capital Assets for reasons other than theft, destruction, or loss, the Subrecipient must submit an Equipment Disposition Request Form to AZDOHS and receive approval prior to the disposition. The Equipment Disposition Guidance and Request Form can be found at <https://azdohs.gov/grant-program-forms>.
- f) Equipment Record Retention
Pursuant to 2 C.F.R. 200.333(c), records for real property and equipment acquired with Federal funds must be retained for three (3) years after final disposition.

Allowable Costs

The allowability of costs incurred under this Agreement shall be determined in accordance with the general principles of allowability and standards for selected cost items as set forth in the applicable Code of Federal Regulations, authorized equipment lists, and guidance documents referenced above.

- a) The Subrecipient agrees that use of grant funds for any indirect costs that may be incurred must be in accordance with 2 C.F.R. 200 and the applicable NOFO. Indirect costs must be applied for and approved in writing by the AZDOHS prior to expenditure and reimbursement.
- b) The Subrecipient agrees that grant funds are not to be expended for any Management and Administrative (M&A) costs that may be incurred by the Subrecipient for administering these funds unless explicitly applied for and approved in writing by the AZDOHS and shall be in compliance with the applicable NOFO.

VIII. DEBARMENT CERTIFICATION

The Subrecipient is to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3000. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

IX. FUNDS MANAGEMENT

The Subrecipient must maintain funds received under this Agreement in separate ledger accounts and cannot mix these funds with funds from other sources. The Subrecipient must manage funds according to applicable Federal regulations for administrative requirements, costs principles, and audits.

The Subrecipient must maintain adequate business systems to comply with Federal requirements. The business systems that must be maintained are:

- Financial Management
- Procurement
- Personnel
- Property
- Travel

A system is adequate if it is 1) written; 2) consistently followed – it applies in all similar circumstances; and 3) consistently applied – it applies to all sources of funds.

X. REPORTING REQUIREMENTS

Regular reports by the Subrecipient shall include:

a) Programmatic Reports

The Subrecipient shall provide quarterly programmatic reports to the AZDOHS within fifteen (15) calendar days of the last day of the quarter in which services are provided. The Subrecipient shall use the form provided by the AZDOHS to submit quarterly programmatic reports. The report shall contain such information as deemed necessary by the AZDOHS. The Subrecipient shall use the Quarterly Programmatic Report form, which is posted at <https://azdohs.gov/grant-program-forms>. Quarterly programmatic reports shall be submitted to the AZDOHS until the entire project is completed. If the project has been fully completed and implemented, and there will be no further updates, then the quarterly programmatic report for the quarter in which the project was completed will be sufficient as the final report. The report

should be marked as final and should be inclusive of all necessary and pertinent information regarding the project as deemed necessary by the AZDOHS.

- b) Subrecipients must provide substantial/detailed information as to the status of completion of the milestones included in the application as approved by AZDOHS. Failure to adequately provide complete information will result in the Quarterly Report being rejected and resubmission will be required.
- c) Quarterly Programmatic Reports are due:
 - January 15** (for the period from October 1– December 31)
 - April 15** (for the period from January 1 – March 31)
 - July 15** (for the period from April 1 – June 30)
 - October 15** (for the period from July 1 – September 30)
- d) Final Quarterly Report:

The final quarterly report is due no more than fifteen (15) calendar days after the end of the performance period. Subrecipient may submit a final quarterly report prior to the end of the performance period if the scope of the project has been fully completed and implemented. The Property Control Form is due with the final quarterly report (if applicable).
- e) Property Control Form – if applicable:

The Subrecipient shall provide the AZDOHS a copy of the Property Control Form with the final quarterly report.

 - a. In case of equipment disposition:

The Property Control Form shall be updated and a copy provided to AZDOHS no more than forty-five (45) calendar days after equipment disposition, if applicable. The Subrecipient's use and disposition of equipment must be in compliance with the AZDOHS Disposition Guidance and 2 C.F.R. 200.313.
- f) Financial Reimbursements

The Subrecipient shall provide AZDOHS with requests for reimbursement as frequently as monthly but not less than quarterly. Reimbursement requests are only required when expenses have been incurred. Reimbursement requests shall be submitted with the Reimbursement Form provided by the AZDOHS staff. The Subrecipient shall submit a final reimbursement request for expenses received and invoiced prior to the end of the period of performance. The final reimbursement must be received by AZDOHS no more than **forty-five (45) calendar days** after the end of the period of performance. Requests for reimbursement received by AZDOHS later than **forty-five (45) calendar days** after the end of the period of performance will not be paid. The final reimbursement request as submitted shall be marked as final.

Subrecipients will only be reimbursed for expenses that have been obligated, expended and received within the authorized Period of Performance as identified in Section II of this Agreement. Subrecipients are not authorized to obligate or expend funds prior to the start date of the Period of Performance. Any expenses obligated or expended prior to the Period of Performance start date will be deemed unallowable and will not be reimbursed. Any expenses/services that occur beyond the Period of Performance (i.e. cell phone service) will be deemed unallowable and will not be reimbursed.

The AZDOHS requires that all requests for reimbursement are submitted via United States Postal Service, FedEx, UPS, etc. or in person. Reimbursement requests submitted via fax or by any electronic means will not be accepted.

The AZDOHS reserves the right to request and/or require any supporting documentation and/or information it feels necessary in order to process reimbursements. Subrecipient shall promptly provide AZDOHS with all such documents and/or information.

All reports shall be submitted to the contact person as described in Paragraph XXXVII, NOTICES, of this Agreement.

XI. ASSIGNMENT AND DELEGATION

The Subrecipient may not assign any rights hereunder without the express, prior written agreement of both parties.

XII. AMENDMENTS

Any change in this Agreement including but not limited to the Description of Services and budget described herein, whether by modification or supplementation, must be accomplished by a formal Agreement amendment signed and approved by and between the duly authorized representatives of the Subrecipient and the AZDOHS. In the event of any new legislation, laws, ordinances, or rules affecting this Agreement, the parties agree that the terms of this Agreement shall automatically incorporate the terms of such new legislation, laws, ordinances, or rules.

Any such amendment shall specify: 1) an effective date; 2) any increases or decreases in the amount of the Subrecipient's compensation, if applicable; 3) be titled as an "Amendment," and 4) be signed by the parties identified in the preceding paragraph. The Subrecipient expressly and explicitly understands and agrees that no other method of communication, including any other document, correspondence, act, or oral communication by or from any person, shall be used or construed as an amendment or modification or supplementation to this Agreement.

XIII. US DEPARTMENT OF HOMELAND SECURITY AGREEMENT ARTICLES

Article A - Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired in conjunction with this Agreement by the Subrecipient is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, the Subrecipient must request instructions from DHS/FEMA via AZDOHS by submitting an Equipment Disposition Request Form in order to make proper disposition of the equipment pursuant to 2 C.F.R. 200.313.

Article B – Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to this Agreement after it has been entered into, including changes to period of performance or terms and conditions, the Subrecipient will be notified of the changes in writing. Once notification has been made, any subsequent request for funds by Subrecipient will constitute Subrecipient's acceptance of the changes to this Agreement and the incorporation of such changes into this Agreement.

Article C - Procurement of Recovered Materials

The Subrecipient hereby acknowledges and agrees that it must comply with section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965) (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. 6962) and that the requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Article D - Whistleblower Protection Act

The Subrecipient hereby acknowledges and agrees that it must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C. 2409, 41 U.S.C. 4712, and 10 U.S.C. 2324, 41 U.S.C. section 4304 and 4310.

Article E - Use of DHS Seal, Logo and Flags

Subrecipient hereby acknowledges that it must obtain DHS's approval prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article F - USA Patriot Act of 2001

Subrecipient hereby acknowledges and agrees that it must comply with the requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act, P.L. 107-56), which amends 18 U.S.C. section 175–175c.

Article G – Universal Identifier and System of Award Management (SAM)

Subrecipient hereby acknowledges and agrees that it must comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A.

Article H - Reporting of Matters Related to Recipient Integrity and Performance

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, you must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and, Performance Matters located at 2 C.F.R. Part 200 Appendix XII, the full text of which is incorporated here by reference in the terms and conditions of your award.

Article I - Rehabilitation Act of 1973

The Subrecipient hereby acknowledges and agrees that it must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, P. L. No. 93-112 (1973) (codified as amended at 29 U.S.C. 794), which provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. These requirements pertain to the provision of benefits or services as well as to employment.

Article J - Trafficking Victims Protection Act of 2000

Subrecipient hereby acknowledges and agrees that it must comply with the requirements of the government-wide award term which implements Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104). The award term is located at 2 C.F.R. Part 175.15, the full text of which is incorporated here by reference.

Article K - Terrorist Financing

The Subrecipient hereby acknowledges and agrees that it must comply with U.S. Executive Order 13224 and all U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the Subrecipient to ensure compliance with all such laws and U.S. Executive Order 13224.

Article L - SAFECOM

The Subrecipient hereby acknowledges and agrees that recipients who receive awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article M - Reporting Subawards and Executive Compensation

All subrecipients are required to comply with the requirements set forth in the government-wide Award Term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the terms and conditions of your award.

Article N – Department and Suspension

The Subrecipient hereby acknowledges and agrees that it is subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, and 2 C.F.R. Part 180. These regulations restrict Federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.

Article O - Copyright

The Subrecipient hereby acknowledges and agrees that it must affix the applicable copyright notices of 17 U.S.C. 401 or 402 and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards.

Article P - Civil Rights Act of 1964 - Title VI

The Subrecipient hereby acknowledges and agrees that it must comply with the requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), codified at 6 C.F.R. Part 21 and 44 C.F.R. Part 7, which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

Article Q - Best Practices for Collection and Use of Personally Identifiable Information (PII)

The Subrecipient hereby acknowledges and agrees that if it collects PII, it is required to have a publically-available privacy policy that describes standards on the usage and maintenance of PII it collects. DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Subrecipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy template as useful resources respectively.

Article R - Americans with Disabilities Act of 1990

The Subrecipient hereby acknowledges and agrees that it shall comply with all State and Federal equal opportunity and non-discrimination requirements and conditions of employment, including but not limited to Arizona Executive Order 2009-9 and the requirements of Titles I, II, and III of the Americans with Disabilities Act, P.L. No. 101-336 (1990) (codified as amended at 42 U.S.C. 12101-12213), which prohibit subrecipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

Article S - Age Discrimination Act of 1975

The Subrecipient hereby acknowledges and agrees that it must comply with the requirements of the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving Federal financial assistance.

Article T - Activities Conducted Abroad

The Subrecipient hereby acknowledges and agrees that it must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article U - Acknowledgement of Federal Funding from DHS

The Subrecipient hereby acknowledges and agrees that it must acknowledge its use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

Article V - DHS Specific Acknowledgements and Assurances

Subrecipient hereby acknowledges and agrees—and agrees to require any contractors, successors, transferees, and assignees acknowledge and agree—to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Subrecipient hereby agrees to cooperate with any compliance review or complaint investigation conducted by DHS and/or AZDOHS.
2. Subrecipient hereby agrees to give DHS access and AZDOHS to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Subrecipient hereby agrees to submit timely, complete, and accurate reports to the appropriate DHS and AZDOHS officials and maintain appropriate backup documentation to support the reports.
4. Subrecipient hereby agrees to comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

Article W - Assurances, Administrative Requirements and Cost Principles, and Audit Requirements

The Subrecipient hereby acknowledges and agrees that it must complete OMB Standard Form 424B Assurances – Non-Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs as applicable.

DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at 2 C.F.R. Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

Article X - Patents and Intellectual Property Rights

Unless otherwise provided by law, the Subrecipient hereby acknowledges and agrees that it is subject to the Bayh-Dole Act, P.L. 96-517, codified in 35 U.S.C. 200 et seq., and that it is subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards that are in 37 C.F.R. Part 401 and the standard patent rights clause in 37 C.F.R. 401.14.

Article Y – Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. All subrecipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Article Z – National Environmental Policy Act

All subrecipients must comply with the requirements of the National Environmental Policy Act (NEPA) 42 U.S.C. 4321 et seq., and the Council on Environmental Quality (CEQ) Regulations (40 C.F.R. Parts 1500-1508) for Implementing the Procedural Provisions of NEPA, which requires Subrecipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Article AA - Lobbying Prohibitions

The Subrecipient hereby acknowledges and agrees that it must comply with 31 U.S.C. 1352, and acknowledges and agrees that none of the funds provided under this Agreement may be used to pay any person to influence, or attempt to influence an officer or employee of any agency (whether State or Federal), a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any Federal action related to a Federal award or contract, including any extension, continuation, renewal, amendment, or modification.

Article AB - Limited English Proficiency (Civil Rights Act of 1964, Title VI)

The Subrecipient hereby acknowledges and agrees that it must comply with the Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with Limited English Proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Article AC - Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990 and the Federal Fire Prevention and Control Act of 1974, 15 U.S.C. section 2225(a), the Subrecipient hereby acknowledges and agrees that it must ensure that all conference, meeting, convention, or training space funded in whole or in part with Federal funds complies with all applicable fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, 15 U.S.C. section 2225.

Article AD - Fly America Act of 1974

The Subrecipient hereby acknowledges and agrees that it must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article AE - Federal Leadership on Reducing Text Messaging while Driving

All subrecipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in U.S. Executive Order 13513, including conducting initiatives described in Section 3(a) of the Order when on official Government business or when performing any work for or on behalf of the federal government.

Article AF - Federal Debt Status

The Subrecipient hereby acknowledges and agrees that it is required to be non-delinquent in its repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

Article AG - False Claims Act and Program Fraud Civil Remedies

The Subrecipient hereby acknowledges and agrees that it must comply with the requirements of The False Claims Act (31 U.S.C. 3729-3733) which prohibits the submission of false or fraudulent claims for payment to the Federal government. See also 31 U.S.C. 3801-3812 which details the administrative remedies for false claims and statements made.

Article AH - Energy Policy and Conservation Act

The Subrecipient hereby acknowledges and agrees that it must comply with the requirements of The Energy Policy and Conservation Act, Pub. L. No. 94-163 (1975) (codified as amended at 42 U.S.C. 6201 et. seq.) which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

Article AI - Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX

The Subrecipient hereby acknowledges and agrees that it must comply with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance. These regulations are codified at 6 CFR Part 17 and 44 CFR Part 19.

Article AJ - Duplication of Benefits

Any cost allocable to a particular Federal award, provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of the Federal awards, or for other reasons. However, this prohibition would not preclude a subrecipient from shifting costs that are allowable under two or more Federal awards in accordance with existing Federal statutes, regulations, or the terms and conditions of the Federal award.

Article AK - Drug-Free Workplace Regulations

The Subrecipient hereby acknowledges and agrees that it must comply with the drug-free workplace requirements in Subpart B (or Subpart C, if the Subrecipient is an individual) of 2 C.F.R. part 3001, which adopts the Government-wide implementation (2 C.F.R. part 182) of sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 8101-8106).

Article AL - Civil Rights Act of 1968

The Subrecipient hereby acknowledges and agrees that it must comply with Title VIII of the Civil Rights Act of 1968, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. 3601 et seq.), as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features (see 24 C.F.R. 100.201).

XIV. OFFSHORE PERFORMANCE OF WORK PROHIBITED

Due to security and identity protection concerns, all services under this Agreement shall be performed within the borders of the United States. All storage and processing of information shall be performed within the borders of the United States. This provision applies to work performed by the Subrecipient's contractors and subcontractors at all tiers.

XV. AGREEMENT RENEWAL

This Agreement shall not bind nor purport to bind the AZDOHS for any contractual commitment in excess of the original Agreement period, which may not be changed except by a writing signed by all parties hereto in conformity with Paragraph XII, AMENDMENTS.

XVI. RIGHT TO ASSURANCE

If the AZDOHS in good faith has reason to believe that the Subrecipient does not intend to, or is unable to perform or continue performing under this Agreement, the AZDOHS may demand in writing that the Subrecipient give a written assurance of intent and ability to perform. If the Subrecipient fails to provide written assurance within the number of days specified in the demand, the AZDOHS at its option may terminate this Agreement.

XVII. CANCELLATION FOR CONFLICT OF INTEREST

The AZDOHS may, by written notice to the Subrecipient, immediately cancel this Agreement without penalty or further obligation pursuant to A.R.S. 38-511 if any person significantly involved in initiating, negotiating, securing, drafting, or creating the Agreement on behalf of the State or its subdivisions (unit of Local Government) is an employee or agent of any other party in any capacity or a consultant to any other party to the Agreement with respect to the subject matter of the Agreement. Such cancellation shall be effective when the parties to the Agreement receive written notice from the AZDOHS, unless the notice specifies a later time.

XVIII. THIRD PARTY ANTITRUST VIOLATIONS

The Subrecipient hereby assigns to the State of Arizona any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services supplied by third parties to Subrecipient toward fulfillment of this Agreement.

XIX. AVAILABILITY OF FUNDS

Every payment obligation of the AZDOHS under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligations under A.R.S. 35-154. If the funds are not allocated and available for the continuance of this Agreement, the AZDOHS may terminate this Agreement at the end of the period for which funds are available. No liability shall accrue to the AZDOHS in the event this provision is exercised, and the AZDOHS shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph, including purchases and/or contracts entered into by the Subrecipient in the execution of this Agreement.

XX. FORCE MAJEURE

If either party hereto is delayed or prevented from the performance of any act required in this Agreement by reason of acts of God, strikes, lockouts, labor disputes, civil disorder, or other causes without fault and beyond the control of the party obligated, performance of such act will be excused for the period of the delay.

XXI. PARTIAL INVALIDITY

Any term or provision of this Agreement that is hereafter declared contrary to any current or future law, order, regulation, or rule, or which is otherwise invalid, shall be deemed stricken from this Agreement without impairing the validity of the remainder of this Agreement.

XXII. ARBITRATION

In the event of any dispute arising under this Agreement, written notice of the dispute must be provided to the other party within thirty (30) calendar days of the events giving the rise to the dispute. Any claim made by or against the State or any of its political subdivisions (including but not limited to AZDOHS) relating to this Agreement shall be resolved through the administrative claims process. In the event that the parties would otherwise be in court and/or if A.R.S. 12-1518 applies, the parties shall proceed in arbitration through the American Arbitration Association

("AAA"), with the arbitrator to be selected pursuant to AAA rules and the arbitration to be conducted according to the applicable AAA rules, and with the costs of arbitration (including but not limited to the arbitrator's fees and costs) to be divided 50/50 between the parties, subject to reallocation between the parties by the arbitrator. In the event that the parties become involved in litigation with each other relating to this Agreement for any reason in any other forum, both parties agree to have any claim(s) resolved in arbitration on the terms set forth in this part XXII. Any arbitration award may be enforced through the Maricopa County Superior Court or the U.S. District Court located in Phoenix, Arizona.

XXIII. GOVERNING LAW AND CONTRACT INTERPRETATION

- a) This Agreement shall be governed and interpreted in accordance with the laws of the State of Arizona.
- b) This Agreement is intended by the parties as a final and complete expression of their agreement. No course of prior dealings between the parties and no usage of the trade shall supplement or explain any terms in this document.
- c) Either party's failure to insist on strict performance of any term or condition of the Agreement shall not be deemed a waiver of that term or condition even if the party accepting or acquiescing in the nonconforming performance knows of the nature of the performance and fails to object.

XXIV. ENTIRE AGREEMENT

This Agreement constitutes the entire Agreement between the parties hereto pertaining to the subject matter hereof and may not be changed or added to except by a writing signed by all parties hereto in conformity with Paragraph XII, AMENDMENTS. All prior and contemporaneous agreements, representations, and understandings of the parties, oral, written, pertaining to the subject matter hereof, are hereby superseded or merged herein.

XXV. LICENSING

The Subrecipient, unless otherwise exempted by law, shall obtain and maintain all licenses, permits, and authority necessary to perform those acts it is obligated to perform under this Agreement.

XXVI. SECTARIAN REQUESTS

Funds disbursed pursuant to this Agreement may not be expended for any sectarian purpose or activity, including sectarian worship or instruction in violation of the United States or Arizona Constitutions.

XXVII. ADVERTISING AND PROMOTION OF AGREEMENT

The Subrecipient shall not advertise or publish information for commercial benefit concerning this Agreement without the prior written approval of the AZDOHS.

XXVIII. OWNERSHIP OF INFORMATION, PRINTED AND PUBLISHED MATERIAL

The Subrecipient acknowledges that the DHS and the AZDOHS reserve a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for Federal government purposes: (a) the copyright in any work developed under an award or sub-award; and (2) any rights of copyright to which a subrecipient purchases ownership with Federal support. The Subrecipient shall consult with the AZDOHS regarding the allocation of any patent rights that arise from, or are purchased with, this funding

XXIX. CLOSED-CAPTIONING OF PUBLIC SERVICE ANNOUNCEMENTS

Any television public service announcement that is produced or funded in whole or in part by the Subrecipient shall include closed captioning of the verbal content of such announcement.

XXX. INDEMNIFICATION

Each party (as "Indemnitor") agrees to defend, indemnify, and hold harmless the other party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as "Claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such Claims which result in vicarious/derivative liability to the Indemnitee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers. The State of Arizona (AZDOHS) is self-insured per A.R.S. 41-621.

In addition, should Subrecipient utilize a contractor(s) and subcontractor(s), the indemnification clause between Subrecipient and contractor(s) and subcontractor(s) shall include the following:

Contractor shall defend, indemnify, and hold harmless the (insert name of other governmental entity) and the State of Arizona, and any jurisdiction or agency issuing any permits for any work arising out of this Agreement, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of the contractor or any of the directors, officers, agents, or employees or subcontractors of such contractor. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such contractor to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by such contractor from and against any and all claims. It is agreed that such contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. Additionally on all applicable insurance policies, contractor and its subcontractors shall name the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees as an additional insured and also include a waiver of subrogation in favor of the State.

XXXI. TERMINATION

- a) All parties reserve the right to terminate the Agreement in whole or in part due to the failure of the Subrecipient or AZDOHS to comply with any term or condition of the Agreement, to acquire and maintain all required insurance policies, bonds, licenses, and permits or to make satisfactory progress in performing the Agreement. A party invoking the right to terminate shall provide written thirty (30) day advance notice of the termination and the reasons for it to the other party.
- b) If the Subrecipient chooses to terminate the Agreement before the grant deliverables have been met, then the AZDOHS reserves the right to collect all reimbursements distributed to the Subrecipient.
- c) The AZDOHS may, upon termination of this Agreement, procure, on terms and in the manner that it deems appropriate, materials or services to replace those that otherwise would have been provided by Subrecipient under this Agreement. The Subrecipient shall be liable to the AZDOHS for any excess costs incurred by the AZDOHS in procuring materials or services in substitution for those due from the Subrecipient.

XXXII. CONTINUATION OF PERFORMANCE THROUGH TERMINATION

The Subrecipient shall continue to perform, in accordance with the requirements of the Agreement, up to the date of termination, as directed in the termination notice.

XXXIII. PARAGRAPH HEADINGS

The paragraph headings in this Agreement are for convenience of reference only and do not define, limit, enlarge, or otherwise affect the scope, construction, or interpretation of this Agreement or any of its provisions.

XXXIV. COUNTERPARTS

This Agreement may be executed in any number of counterparts, copies, or duplicate originals. Each such counterpart, copy, or duplicate original shall be deemed an original, and collectively they shall constitute one Agreement.

XXXV. AUTHORITY TO EXECUTE THIS AGREEMENT

Each individual executing this Agreement on behalf of the Subrecipient represents and warrants that he or she is duly authorized to execute this Agreement on behalf of the Subrecipient.

XXXVI. SPECIAL CONDITIONS

- a) The Subrecipient must comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit requirements.
- b) The Subrecipient is prohibited from transferring funds between programs (e.g., State Homeland Security Program, Urban Area Security Initiative, Operation Stonegarden).
- c) The Subrecipient agrees to comply with the U.S. Department of Homeland Security regulation 6 C.F.R Part 19, which prohibits discrimination based on religion in social service programs

XXXVII. NOTICES

Any and all notices, requests, demands, or communications by either party to this Agreement, pursuant to or in connection with this Agreement shall be in writing, be delivered in person, or shall be sent to the respective parties at the following addresses:

Arizona Department of Homeland Security
1700 West Washington Street, Suite 210
Phoenix, AZ 85007

The Subrecipient shall address all programmatic and reimbursement notices relative to this Agreement to the appropriate AZDOHS staff; contact information at www.azdohs.gov.

The AZDOHS shall address all notices relative to this Agreement to:

Enter Title, First & Last Name Above

Enter Agency Name Above

Enter Street Address Above

Enter City, State, ZIP Above

XXXVIII. IN WITNESS WHEREOF

The parties hereto agree to execute this Agreement.

FOR AND BEHALF OF THE

Enter Agency Name Above

Authorized Signature Above

Print Name & Title Above

Enter Date Above


FOR AND BEHALF OF THE

Arizona Department of Homeland Security

Gilbert M. Orrantia
Director

Date

(Complete and mail two original documents to the Arizona Department of Homeland Security.)

	<h2>TOWN OF FLORENCE COUNCIL ACTION FORM</h2>	<h3><u>AGENDA ITEM</u> 11e.</h3>
<p>MEETING DATE: October 7, 2019</p> <p>DEPARTMENT: Community Services</p> <p>STAFF PRESENTER: Bryan C. Hughes, Community Services Director</p> <p>SUBJECT: Official Naming of Poston Butte Facility</p>		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other
<p>STRATEGIC PLAN REFERENCE:</p> <p> <input checked="" type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnership and Relationships <input type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input type="checkbox"/> None </p>		

RECOMMENDED MOTION/ACTION:

Staff recommends ***Poston Butte Preserve*** as the formal name of the existing and soon to be expanded open space and trails.

BACKGROUND/DISCUSSION:

This was presented to the Town Council on September 3rd for discussion. This action is to complete the process of adopting the name.

Poston Butte is the approximately 160-acre parcel acquired from the Bureau of Land Management (BLM) through the Recreation and Public Purposes Act. The original patent was given to the Pinal County Historical Society in 1964. The patent, with BLM approval, was transferred from the Pinal County Historical Society to the Town of Florence in 2006.

The Town applied for an additional 200+ acres from BLM adjacent to the original patented land to expand for recreational use. The primary use would be open space and trails for outdoor recreation, along with a restroom/classroom building and vehicular parking for approximately 100 vehicles. J2 Engineering and Environmental Design gave an update to the Board at the January 2019 Special Meeting.

The issue we are faced with as we move forward is the naming of the current parcel and if granted, the overall expanded area. Over the years it has been referred to as Poston Butte, F Mountain, Poston Butte Regional Park and Poston Butte Preserve. Below is an explanation of each.

Poston Butte

This is the name of the butte as listed on United States Geological Survey (USGS) maps. This is only the butte itself and not the surrounding area.

F Mountain

F Mountain is a nickname given to the butte because of the “F” monogram. The exact date that the “F” hillside monogram was first constructed is not known. However, it appears that it was a tradition in place by 1926 and probably began soon after Florence Union High School opened in 1916. The hillside symbol was first created by gathering up white cobbles and rocks, clearing the area of plants, and adding lime to the ground surface to prevent regrowth. Over the years, the hillside monogram on Poston Butte has been maintained by teachers and students from Florence High School, and the rocks that make up the “F” have been whitewashed with latex paint as well as reinforced with wire and concrete (*Florence Reminder Blade-Tribune* [FRBT], 20 April 1995:1 and 8).

Poston Butte Special Use Park or Regional Park

The 2008 Parks, Trails and Open Space Master Plan refers to Poston Butte as a Special Use Park or Regional Park.

Poston Butte Preserve

When possible acquisition of additional, adjacent lands began, staff began referring to the project as the Poston Butte Preserve, a planned 400+ acres consisting of open space and trails. The Town is planning to “preserve” the open space and trails for future generations while making it available for outdoor recreation. This is similar to what Scottsdale and Fountain Hills have done in preserving open space with the McDowell Sonoran Preserve and the McDowell Mountain Preserve and Trails, although on a much smaller scale. The concept of the preserve has been well received by the State Historic Preservation Office (SHPO).

The Parks and Recreation Advisory Board approved unanimously at their July 25th meeting to forward ***Poston Butte Preserve*** to the Town Council for consideration as the permanent name for the existing and expanded open space.

A VOTE OF NO WOULD MEAN:

Staff will continue to work with the Parks and Recreation Advisory Board and the Town Council to determine the official name of the Town facility.

A VOTE OF YES WOULD MEAN:


Staff will move forward with the official name in new documentation and on future signage for the facility.

FINANCIAL IMPACT:

There is no financial impact to adopting a formal name for the existing and expanded project area at this time. Signage will be included in future projects.

ATTACHMENTS:

None

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 11f.
MEETING DATE: October 7, 2019 DEPARTMENT: Human Resources STAFF PRESENTER: Scott Barber, HR Director SUBJECT: PSPRS Local Board Membership		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other
STRATEGIC PLAN REFERENCE: <input type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Property <input checked="" type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnership and Relationships <input type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Approve the re-appointment of Lisa Garcia to serve as a citizen representative on the Town of Florence Public Safety Personnel Retirement System – Police and Fire Local Boards for a term of four years.

BACKGROUND/DISCUSSION:

Arizona law requires our full-time sworn Police and Fire Department employees to be enrolled in the Public Safety Personnel Retirement System (PSPRS) for retirement and disability benefits, and vests in the Local Boards the administration of the system and the responsibility for making the provisions of the System effective for the Town. Two of the five Board members must be “citizens” and one of those must be the head of the Town’s merit system (the Town Manager or his/her designee). The law requires these individuals to serve on both the Police and Fire Local Boards. Ms. Garcia has served in this capacity for the past four years and has agreed to continue her service.

A VOTE OF NO WOULD MEAN:

We would need to recruit a new citizen representative on the Local Boards.

A VOTE OF YES WOULD MEAN:


Approving the re-appointment of Lisa Garcia to the Local Boards.

FINANCIAL IMPACT:

None

ATTACHMENTS:

None

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 11g.
MEETING DATE: October 7, 2019 DEPARTMENT: Community Development STAFF PRESENTER: Larry C. Harmer SUBJECT: Authorization of a 3 rd Party Agreement with Pinal County, and Brown & Associates, to provide building plan review services for two new Pinal County Office Buildings.		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other
STRATEGIC PLAN REFERENCE: <input checked="" type="checkbox"/> Community Vitality <input checked="" type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Leadership and Governance <input checked="" type="checkbox"/> Partnerships and Relationships <input type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Motion to authorize the Town Manager to enter into a 3rd Party Agreement with Pinal County, and Brown & Associates, to provide Building Plan Review Services for the new Pinal County Attorney’s Building and the new Pinal County Development Services Building.

BACKGROUND/DISCUSSION:

Pinal County is moving forward with two new facilities:

- Attorney’s Building located at 971 Jason Lopez Circle (five stories)
- Development Services located at 85 North Florence Street (two stories)

Both multi-storied structures require specific technical review that Town Staff is not trained to conduct; such as structural, mechanical and electrical. At present, we do not have a volume of large-scale buildings that would substantiate the need to hire new staff with these specific skills. The code requirements for this level of review require specific expertise that is available through Brown & Associates. During early discussions with Pinal County representatives, they expressed their desire to use Brown & Associates for this review. The cost of the 3rd Party Review for these two buildings will exceed the \$24,999 limit that the Town Manager is authorized to approve. It was agreed that Pinal County would pay Brown & Associates directly. The Town will still collect certain application and processing fees over and above the plan review charged by Brown & Associates.

A summary of fees follows:

• Pinal County Attorney Building:	Third Party Review Fee:	\$19,930.15
	Town of Florence Fee:	\$6,643.68
• Pinal County Development Services:	Third Party Review Fee:	\$17,520.87
	Town of Florence Fee:	\$5,840.29
• Total Review Fees:	Third Party Review Fee:	\$37,451.02
	Town of Florence Fee:	<u>\$12,483.97</u>
	<u>Total Fee:</u>	<u>\$49,934.99</u>


The Town Attorney has reviewed and approved the draft agreement. Once the reviews are complete and permits issued, the Town will have a set of record documents in order to conduct inspections and construction progress.

FINANCIAL IMPACT:

Had fees allocated for Brown & Associates been paid to the Town, it would have been necessary to expend the equal amount to satisfy the cost associated with the external review with a net \$0 benefit to the Town. The fees collected specifically for Town services will be noted as part of the Community Development revenues for FY 2019-2020.

ATTACHMENTS:

None

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 11h.
MEETING DATE: October 7, 2019 DEPARTMENT: Finance for Fire Department STAFF PRESENTER: Rey Sanchez, Finance Director SUBJECT: Sale of one set of Turnouts to Timber Mesa Fire and Medical District		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other
STRATEGIC PLAN REFERENCE: <input type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnership and Relationships <input type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input checked="" type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Authorization to sell one set of turnouts, at current fair market value, to Timber Mesa Fire and Medical District, to accompany the employee that they were purchased for; who has accepted a position with Timber Mesa Fire.

BACKGROUND/DISCUSSION:

The department purchased this set of turnouts, which is a custom order, for this employee, and it will allow the employee to be safe on the job without waiting for a couple of months to fill a custom order for turnouts. This will also allow the Town to purchase a new set of turnouts for this employee’s replacement.

A VOTE OF NO WOULD MEAN:

The Town would keep the turnouts, due to custom ordering would not be usable by other staff.

A VOTE OF YES WOULD MEAN:

We would sell the turnouts to Timber Mesa Fire for this employee’s use without having to wait the 2 months for this safety equipment.

FINANCIAL IMPACT:

The total salvage value of the items is estimated at \$2000.

ATTACHMENTS:

Bill of Sale
Release
Donation Waiver

BILL OF SALE

KNOW ALL MEN BY THESE PRESENTS:

That the Town of Florence (the "Transferor"), for and in consideration of the sum of Two Thousand Dollars (\$2,000.00), and other valuable consideration, does hereby grant, sell, transfer and deliver unto Timber Mesa Fire and Medical District (the "Transferee"), the following described property:

Fire Fighter Turnouts for former employee who has taken a position with the Transferee.

TO HAVE AND TO HOLD, all and singular, said property, to the Transferee, heirs, personal representatives and assigns; and

Transferor hereby covenants with the Transferee that the Transferor is the owner of said property; that the same are free from all encumbrances, and that Transferor has good right to sell the same as aforesaid. Said transfer is "AS IS," AND IS BEING TRANSFERRED WITHOUT ANY WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR ANY WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE.

DATED this _____ day of _____, 2019.

Town of Florence

By: _____

Its: _____

Acceptance: _____

By: _____

RELEASE

The below named recipient releases and holds the Town of Florence harmless from and shall indemnify the Town of Florence against any claims or damages associated with the receipt or use of the equipment described below.

The equipment has been received with the full knowledge that it is used equipment and may no longer be serviceable or appropriate for use in the Fire or EMS Service. The recipient of the equipment warrants that it has had an opportunity to inspect and test the equipment to determine its condition and represents to the Town of Florence that it will maintain that equipment in a safe manner.

The equipment is being received with the full understanding that it is being delivered "AS IS, WHERE IS". The recipient acknowledges that the Town of Florence is not a dealer or merchant of said equipment, and that the recipient is not relying on any representations or warranties made by the Town of Florence as it relates to the condition of said equipment. Said equipment is being accepted by recipient AS IS, AND WITHOUT ANY WARRANTIES, EXPRESS OR IMPLIED, ANY WARRANTY OF MERCHANTABILITY, OR ANY WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE.

Recipient understands that the Town of Florence will have no control over the use of the equipment while in possession of the recipient and, consequently, the Town of Florence will not have any responsibility or liability for its use. The recipient agrees to indemnify and hold the Town of Florence harmless for any loss or damage to any person or property arising from the use of said equipment.

The Town of Florence will not be responsible or liable for damage or injury resulting from the use or misuse of the equipment. The recipient agrees that it shall be solely responsible for complying with all applicable OSHA standards, NFPA standards, or local, State or Federal codes or regulations, if any apply, and further acknowledge that the Town of Florence makes no warranties or representations as to whether said equipment presently meets or may in the future meet such standards.

Equipment List: One (1) set of turnouts, Custom fit to specific employee that works for Town of Florence and accepted a position with Timber Mesa Fire and Medical District.

SALE

Make check payable to: Town of Florence

Amount paid: \$2,000.00

Received by/ Timber Mesa Fire and Medical District
Consent to Release: Organization/Representative/Individual

(Print Name)

By _____

(Signature)

Date

District Consent: _____

(Chair or Chief)

ATTEST: _____ (where applicable)

(Clerk)

District Consent: _____ (where applicable)

(Town Manager)

WAIVER AND RELEASE DONATION AGREEMENT

This **WAIVER AND RELEASE DONATION AGREEMENT** (“Agreement”) is made by and between _____ (“Recipient”) and the Town of Florence, Arizona, a municipal corporation (“Town”).

Recipient agrees to release the Town of Florence from any claims or causes of action as set forth in detail below, in exchange for the Town of Florence’s donation of equipment to Recipient.

AGREEMENT

1.0 Unconditional Waiver and Release of all Claims.

1.1 The undersigned, being of lawful age, for the sole consideration of accepting the donation of equipment do/does hereby and for my/our/its heirs, executors, administrators, successors and assigns release, acquit, relinquish any and all rights, claims for relief and the like, demands, liens and forever discharge the Town of Florence, his, her, their, or its elected officials, officers, officials, agents, representatives, employees, volunteers, servants, successors, heirs, executors, administrators and all other persons, firms, corporations, associations or partnerships of and from any and all claims, actions, causes of action, demands, rights, damages, costs, loss of service, attorneys’ fees, expenses and compensation whatsoever, which the undersigned now has/have or which may hereafter accrue on account of or in any way growing out of any and all known and unknown, foreseen and unforeseen damages and/or injuries, whether arising at law, under contract, in tort, in equity, or otherwise, and the consequences thereof resulting or to result from the equipment described herein which the undersigned has now, may have had or may hereafter have. The Recipient waives any and all claims of every type and description, known and unknown, which the Recipient may have against the Town of Florence, including its Mayor and Council members, and its agents, representatives, employees, and officials arising directly or indirectly in any manner from the Equipment. This unconditional waiver and release applies to all facts, acts, events, circumstances, charges, constructive or actual, and the like which have occurred or may be claimed to have occurred. The undersigned freely and voluntarily chooses to accept the terms and conditions of this Waiver and Release Agreement in return for the equipment received (the “Release”).

- 1.2 Recipient expressly waives and assumes risk for any and all claims for damages that exist as of this date, but of which Recipient does not know or suspect to exist whether through ignorance, oversight, error, negligence, or otherwise, which, if known, would materially affect Recipient's decision to enter into this Agreement. Recipient assumes the risk that facts or law may be other than Recipient believes.
- 1.3 This Release, on the part of the Recipient, shall be fully binding between the Recipient and the Town and their respective heirs, assigns and successors.
- 2.0 Donation Terms. In consideration for the releases and waivers set forth herein, the Town agrees to donate the equipment to Recipient.:
- 3.0 Equipment AS-IS. All equipment/item(s) is accepted by Recipient "AS-IS", "WHERE IS", "WITH ALL FAULTS" without warranty of condition, value, operability, authenticity or description. The Town of Florence does not attest to the condition or authenticity of the items, and Recipient accepts the equipment at his own risk. The Town makes no guarantee, warranty or representation of any kind, expressed or implied, as to the condition, usability, operability, condition, merchantability, authenticity, fitness for any purpose or value of any item, even if donated after an inspection and with professional appraisal. If the equipment could be handled and could possibly cause injury, no matter how remote, Recipient acknowledges and agrees that he has the sole duty to inspect the equipment by a qualified individual prior to using the equipment. Any liability of the Town shall not exceed the actual value of the equipment. Recipient acknowledges and agrees to be bound by these terms upon accepting the equipment.
- 4.0 Taxes. Recipient acknowledges and agrees that neither the Town nor any of its representatives have made any tax representations or conclusions nor provided any tax advice to Recipient. Recipient acknowledge he sought his own tax advice and legal counsel with respect to these matters and shall be responsible for any taxes, penalties and interest payable.
- 5.0 Review by Attorney. The Parties to this Agreement agree that they have read and understand this Agreement, and that the Agreement has been reviewed by their respective attorneys. The Parties to this Agreement agree and understand that no promises or representations other than those that appear in this Agreement have been made to them by the other party or by the attorney representing the other party.
- 6.0 Counterparts. This Agreement may be executed in one or more counterparts, and each originally executed duplicate counterpart of this Agreement shall be deemed to possess the full force and effect of the original, but all of which together shall constitute one and the same instrument, binding on all of the

Parties. The Parties agree that this Agreement may be transmitted between them via facsimile or so called "PDF" signature. The Parties intend that faxed or "PDF" signatures constitute original signatures and that a fully collated agreement containing the signatures (original, faxed or PDF) of all the Parties is binding upon the Parties.

- 7.0 Governing Law. This Agreement shall be deemed to be made under, shall be construed in accordance with, and shall be governed by the laws of the State of Arizona, without reference to choice of law or conflicts of laws principles thereof.
- 8.0 Construction. The terms and provisions of this Agreement represent the results of negotiations between the Parties, each of which has been or has had the opportunity to be represented by counsel of its own choosing, and neither of which has acted under any duress or compulsion, whether legal, economic or otherwise. Consequently, the terms and provisions of this Agreement shall be interpreted and construed in accordance with their usual and customary meanings, and the Parties each hereby waive the application of any rule of law which would otherwise be applicable in connection with the interpretation and construction of this Agreement that ambiguous or conflicting terms or provisions contained in this Agreement shall be interpreted or construed against the Party whose attorney prepared the executed Agreement or any earlier draft of the same.


The undersigned is authorized to execute and has read this Waiver and Release Agreement and has personal knowledge of all facts set forth herein. The undersigned further declares and represents that no promise, inducement or agreement not herein expressed has been made to the undersigned, and that this release and waiver of rights contains the entire agreement among the Parties hereto, and that the terms of this Agreement are contractual and not a mere recital.

NOTICE: This document waives rights unconditionally and states that you have been given property in exchange for giving up those rights.

Town of Florence

its Town Manager

Recipient

	<h2>TOWN OF FLORENCE COUNCIL ACTION FORM</h2>	<h3><u>AGENDA ITEM</u> 11i.</h3>
<p>MEETING DATE: October 7, 2019</p> <p>DEPARTMENT: Finance for Public Works Department</p> <p>STAFF PRESENTER: Rey Sanchez, Finance Director</p> <p>SUBJECT: Request for Disposal</p>		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other
<p>STRATEGIC PLAN REFERENCE:</p> <p><input type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance</p> <p><input type="checkbox"/> Partnership and Relationships <input type="checkbox"/> Transportation and Infrastructure</p> <p><input type="checkbox"/> Statutory <input checked="" type="checkbox"/> None</p>		

RECOMMENDED MOTION/ACTION:

Authorization to dispose of a 1997 Chevy Silverado and Payne air conditioning unit that are no longer needed and have outlived their useful life.

BACKGROUND/DISCUSSION:

The departments have some vehicles, equipment, and/or small assets that are no longer needed and/or have outlived their useful life. The Chevy Silverado has been deemed as eligible for disposal by our Fleet Maintenance Division for the following reasons:

1. The vehicle has been rendered non-serviceable by its normal use in Town operations and not cost effective to remain in service and the cost of repair would not result in a sufficiently usable asset.
2. It has no further identifiable use in any town operation and has not been requested for use by any other Town department.

The Payne air conditioning unit has not been in use for 20+ years.

Item	Year	VIN#	Location
Chevy Silverado	1997	1GCEC19M1VE120232	Public Works Yard
Payne A/C unit	UNK		Public Works Yard

The Town will dispose of the vehicle and air conditioning, unit as per Policy, and the proceeds will be returned to the Town.

A VOTE OF NO WOULD MEAN:

The Town will not dispose of the vehicle and air conditioning unit and will keep them on the insurance and eventually will sell them at a later date; at which time the value will have reduced.

A VOTE OF YES WOULD MEAN:

To sell the items at auction and credit the revenue account for the sales, reducing the inventory and the insurance costs of items no longer needed or utilized.

FINANCIAL IMPACT:

The total salvage value of the items is estimated at \$550.

ATTACHMENTS:

Titles, photos and disposal forms with authorizations.

Town of Florence
P.O. Box 2670
Florence, AZ 85132



Vehicles/Heavy Machinery Property Surplus

Please fill in the information below for each of your inventory items.

Overall Title/Asset#: 012.522.182

Year: 1997

Make/Manufacturer: CHEVY

Model: SILVERADO

Mileage/Hours: 162387

VIN # 1GCEC19M1VE120232 Digital Picture # (no Limit on Quantity): _____

Running Condition: Runs Well Runs Doesn't Run Unknown

General Description: Poor condition

Present Value: \$500.00

Engine Make, Size, & Gas Type: CHEVY, 5.0, GAS

Transmission Type: AUTO Body Style: EXTENDED CAB

Brakes: GOOD

Condition of: Hydraulic (if any) N/A, Tires: _____, Glass _____

Asset was: Lost Stolen Destroyed Outlived Useful Life Other _____

Inventory # (Item Code): FM5

Storage Address (Pickup Location): PUBLIC WORKS YARD

Department: FM Department Manager Signature: [Signature] Date: 9/5/19

Authorized by: [Signature] Date: 9/14/19

Prepared by: DHILLS Entered by: _____



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Town of Florence
P.O. Box 2670
Florence, AZ 85132

Vehicles/Heavy Machinery Property Surplus

Please fill in the information below for each of your inventory items.

Overall Title/Asset#: NONE

Year: ?

Make/Manufacturer: PAYNE

Model: _____

Mileage/Hours: _____

VIN # PH3ZNA024000AA-- 2009G10767 Digital Picture # (no Limit on Quantity): _____

Running Condition: Runs Well Runs Doesn't Run Unknown

General Description: A/C UNIT SLIGHTLY USED

Present Value: \$50.00

Engine Make, Size, & Gas Type: _____

Transmission Type: _____ Body Style: _____

Brakes: _____

Condition of: Hydraulic (if any) N/A, Tires: _____, Glass _____

Asset was: Lost Stolen Destroyed Outlived Useful Life Other _____

Inventory # (Item Code): _____

Storage Address (Pickup Location): PUBLIC WORKS YARD

Department: _____ Department Manager Signature: [Signature] Date: 9/5/19

Authorized by: [Signature] Date: 8/16/19

Prepared by: DHILLS Entered by: _____

PAYNE

Heating & Cooling
7310 WEST MORRIS STREET
INDIANAPOLIS, IN 46231 U.S.A.

PH3ZNA024000AA--

2009G10767

FACTORY CHARGED



	QTY	VOLTS AC	PH	HZ	RLA	LRA	REF. SYSTEM R-22	DESIGN PRESSURE GAGE
COMPR	1	208/230	1	60	10.8	54	7.5 LBS 3.4 kg HI	274 PSI 1892 kPa
COMPR							LBS kg LO	150 PSI 1034 kPa
FAN MTR	QTY	VOLTS AC	PH	HZ	FLA			
OUTDOOR	1	208/230	1	60	0.9			
OUTDOOR								
INDOOR	1	208/230	1	60	4.1			
OTHER								
OTHER								

CHARGE SYSTEM PER INSTALLATION INSTRUCTIONS
FOR OUTDOOR INSTALLATION

POWER SUPPLY 208/230 1 PH 60 HZ
PERMISSIBLE VOLTAGE AT UNIT 253 MAX 187_{MIN}

DOWN SUPPLY MIN CLEARANCE TO COMBUSTIBLE MATERIALS 0 INCHES 0 mm.


FOR FIRST 0 INCHES 0 mm. OF DUCT WHEN ELECTRIC HEATER IS INSTALLED

SIDE SUPPLY MIN CLEARANCE TO COMBUSTIBLE MATERIALS 0 INCHES 0 mm.

FOR FIRST 0 INCHES 0 mm. OF DUCT WHEN ELECTRIC HEATER IS INSTALLED



WARNING
This compartment must be closed except when servicing.
Caution: Do not touch the interior of this compartment when servicing.

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 11j.
MEETING DATE: October 07, 2019 DEPARTMENT: Finance STAFF PRESENTER: Rey Sanchez, Finance Director SUBJECT: Increase the not-to-exceed amount authorized for Fester and Chapman's FY 2018-2019 audit services		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other
STRATEGIC PLAN REFERENCE: <input type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnership and Relationships <input type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input checked="" type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Authorize an increase of the not to exceed amount for Fester and Chapman's, PLLC annual audit services by \$10,150 to \$55,800.

BACKGROUND/DISCUSSION:

The Town Council approved a contract not-to-exceed amount of \$45,650 with Fester and Chapman, PLLC, on November 19, 2019. This amount included \$30,650 for annual audit services and \$15,000 for an audit of Community Facility Districts (CFD) #1 and #2 for Fiscal Year (FY) 2018-2019. During this year's audit FY 2019-2020, the scope of the CFD audit changed and staff recommended that CFD #1 and CFD # 2 be audited separately.

In the past both CFD'S were combined and staff felt that auditing the districts separately would provide a more accurate depiction of the financial stability of each individual district. Auditing the districts separately requires an additional \$2,000. Also, this fiscal year the Town exceeded \$750,000 in Federal expenditures. Exceeding this amount subjected the Town to the Federal Single Audit under OMB Circular A-133. Additional audit services of \$4,500 that was not anticipated by staff is required to comply with the Federal Single Audit. Finally, the court is required to be audited under the Minimum Accounting Standards (MAS) every three years. The last time the court was audited was June 30, 2016. An additional \$3,000 is needed to pay for the audit and to comply with MAS.

A VOTE OF NO WOULD MEAN:

Staff would seek direction from the Town Council on how they would like to proceed.

A VOTE OF YES WOULD MEAN:

The Mayor and Town Manager would sign the engagement letters with Fester and Chapman, PLLC, and the Town would be in compliance with A.R.S § 9-481, the Federal Single Audit under Circular A-133 and the Minimum Accounting Standards (MAS)

FINANCIAL IMPACT:

The amount not-to-exceed would be \$55,800. This includes \$31,300 for annual audit services that will be paid out of the General Fund, \$17,000 for Community Facility Districts (CFD) #1 and #2 would be paid out of the CFD's, \$4,500 for the Federal Single Audit and \$3,000 for the Minimum Accounting Standards (MAS) court audit will be paid out of the General Fund.

ATTACHMENTS:

Town of Florence annual audit, CFD #1, CFD #2 and Court MAS Audit Engagement Letters.



September 13, 2019

To Brent Billingsley, Town Manager
Town of Florence
775 N. Main St.
Florence, AZ, 85132

We are pleased to confirm our understanding of the services we are to provide Town of Florence, Arizona (the Town) for the year ended June 30, 2019. We will audit the financial statements of the Merrill Ranch Community Facilities District No. 2 (the District), which is a component unit of the Town, including the related notes to the financial statements, which collectively comprise the basic financial statements of the District as of and for the year ended June 30, 2019.

Audit Objective

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the Districts' financial statements. Our report will be addressed to the honorable Mayor and Town Council of Florence. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Districts' compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an

appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Fester & Chapman, PLLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to your oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Fester & Chapman, PLLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

We expect to begin our audit in September 2019 and to issue our reports no later than December 31, 2019. Ben Hur is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$8,500. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the Town and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Fester & Chapman, PLLC

Fester and Chapman, PLLC

RESPONSE:

This letter correctly sets forth the understanding of the Town of Florence.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



September 13, 2019

To Brent Billingsley, Town Manager
Town of Florence
775 N. Main St.
Florence, AZ, 85132

We are pleased to confirm our understanding of the services we are to provide Town of Florence, Arizona (the Town) for the year ended June 30, 2019. We will audit the financial statements of the Merrill Ranch Community Facilities District No. 1 (the District), which is a component unit of the Town, including the related notes to the financial statements, which collectively comprise the basic financial statements of the District as of and for the year ended June 30, 2019.

Audit Objective

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the Districts' financial statements. Our report will be addressed to the honorable Mayor and Town Council of Florence. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Districts' compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an

appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Fester & Chapman, PLLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to your oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Fester & Chapman, PLLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

We expect to begin our audit in September 2019 and to issue our reports no later than December 31, 2019. Ben Hur is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$8,500. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the Town and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Fester & Chapman, PLLC

Fester and Chapman, PLLC

RESPONSE:

This letter correctly sets forth the understanding of the Town of Florence.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



September 13, 2019

To Brent Billingsley, Town Manager
Town of Florence
775 N. Main St.
Florence, AZ, 85132

We are pleased to confirm our understanding of the services we are to provide the Town of Florence, Arizona (the Town) for the year ended June 30, 2019. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the Town as of and for the year ended June 30, 2019. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Town's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Town's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedules
- 3) Schedule of Agent OPEB Plan Funding Progress
- 4) GASB – required Supplementary Pension Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies Town's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a separate written report accompanying our auditor's report on the financial statements Schedule of expenditures of federal awards:

- 1) Schedule of expenditures of federal awards
- 2) Combining statements
- 3) Individual fund statements
- 4) Supporting schedules

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- 1) Introductory section
- 2) Statistical section

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to Honorable Mayor and Town Council of Florence. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our

responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Town's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Town's major programs. The purpose of these procedures will be to express an opinion on the Town's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to [include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the Town; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Fester and Chapman, PLLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to your oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Fester and Chapman, PLLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by your oversight agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit approximately in September 2019 and to issue our reports no later than December 31, 2019. Ben Hur is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$35,800, of which \$4,500 is for the Single Audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

We appreciate the opportunity to be of service to Town of Florence, Arizona and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Fester & Chapman, PLLC

Fester and Chapman, PLLC

RESPONSE:

This letter correctly sets forth the understanding of the Town of Florence, Arizona.

Management signature

Date

Governance signature

Date



September 23, 2019

Roger Valdez
Magistrate
775 N. Main St.
Florence, Arizona 85132

Dear Roger Valdez:

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for the Town of Florence, Arizona Municipal Court (the Court).

We will apply the agreed-upon procedures enumerated in the *Guide for Independent Review* as of June 30, 2019. The engagement is solely to assist the Court in determining its compliance with the *Minimum Accounting Standards*' (MAS) requirements. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures performed or to be performed is solely the responsibility of the specified users of the report and we will require an acknowledgement in writing of that responsibility. Consequently, we make no representation regarding the sufficiency of the procedures described in the *Guide for Independent Review*, either for the purpose for which the agreed-upon procedures report has been requested or for any other purpose.

Because the agreed-upon procedures listed in the *Guide for Independent Review* do not constitute an examination or review, we will not express an opinion or conclusion on the Court's compliance with MAS requirements. In addition, we have no obligation to perform any procedures beyond those listed in the *Guide for Independent Review*.

We plan to begin our procedures during the month of October 2019, and, unless unforeseeable problems are encountered, the engagement should be completed by December 31, 2019.

We will issue a written report upon completion of our engagement that lists the procedures performed and our findings. Our report will be addressed to the Supreme Court of the State of Arizona and the Town of Florence, Arizona Municipal Court. If, for any reason, we are unable to complete any of the procedures, we will describe in our report any restrictions on the performance of the procedures, or not issue a report and withdraw from this engagement. You understand that the report is intended solely for the information and use of the Supreme Court of the State of Arizona and the Town of Florence, Arizona Municipal Court and should not be used by anyone other than these specified parties. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, we will communicate to you any known and suspected fraud and noncompliance with laws or regulations affecting procedures enumerated in the *Guide for Independent Review* that come to our attention. In addition, if, in connection with this engagement, matters come to our attention that contradicts MAS requirements, we will disclose those matters in our report. Such disclosures, if any, may not necessarily include all matters that might have come to our attention had we performed additional procedures of an examination or review.

You are responsible for maintaining compliance with MAS requirements; and for selecting the criteria and determining that such criteria are appropriate for your purposes. In addition, you are responsible for providing us with (1) access to all information of which you are aware that is relevant to the performance of the agreed-upon procedures on the subject matter, (2) additional information that we may request for the purpose of performing the agreed-upon procedures, and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence relating to performing those procedures.

At the conclusion of our engagement, we will require a representation letter from management that, among other things, will confirm management's responsibility for maintaining an effective internal control over financial accounting and reporting based on MAS and for its compliance with MAS.

Ben Hur is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

We estimate our fees for these services will not exceed \$3,000. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. If the need for additional procedures arises or the procedures used need to be modified, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, we will require that they acknowledge in writing their responsibility for the sufficiency of procedures.

Very truly yours,

Fester & Chapman, PLLC

Fester & Chapman, PLLC

RESPONSE:

This letter correctly sets forth the understanding of the Town of Florence, Arizona Municipal Court.

By: _____

Title: _____

Date: _____

**Town of Florence
Summary of Warrants Paid
As of August 2019**

Source	Amount
Warrant Register-Checks and Credit Card Payments	\$ 2,097,528.05
Electronic Payments	
Bank and Merchant Fees	\$ 4,960.80
Payroll - Net of Deductions	\$ 495,243.41
Credit Card Fees-National Bank	\$ 14,612.61
Payroll Related Payments: Liens, Levys, Garnishments, Flexible Spending, AFLAC, Deposits to PCFCU (Employee Savings)	\$ 19,612.33
Retirement Contributions, Arizona State Retirement, Public Safety Retirement, Securian, Voluntary 401K Plan	\$ 189,655.32
Payroll Taxes, State and Federal	\$ 152,969.38
Transaction Privilege Taxes Collected Payable to State	\$ 35,201.85
Medical, Dental, Life, Vision payments	\$ 220,746.84
Community Facilities District Payments	
SA Debt Service CFD #1	\$ 118,873.75
SA Debt Service CFD #2	\$ 59,336.27
Administrative Expense CFD #1	\$ 1,000.00
Electronic Payments	\$ 1,312,212.56
Total Warrants	\$ 3,409,740.61

Town of Florence
Warrant Register - August 2019

GL Account	Check Number	Check Issue Date	Name	Invoice No	Invoice Date	Description	Total Cost
UTILITY CLEARING							
010-160-000	114239	08/01/19	2ND TEMP	735220	07/24/19	SANITATION OVERPAYMENT	17.04
010-160-000	114291	08/09/19	2ND TEMP	714851	05/28/19	SANITATION OVERPAYMENT	17.33
010-160-000	114320	08/15/19	2ND TEMP	11200507	08/07/19	OVERPAYMENT REFUND	26.28
010-160-000	114323	08/15/19	2ND TEMP	11107714	08/12/19	OVERPAYMENT REFUND	75.87
010-160-000	114345	08/15/19	2ND TEMP	10709303	08/07/19	OVERPAYMENT REFUND	66.49
010-160-000	114353	08/15/19	2ND TEMP	10402923	08/07/19	OVERPAYMENT REFUND	3.28
010-160-000	114355	08/15/19	2ND TEMP	405715	06/05/19	OVERPAYMENT REFUND	49.91
010-160-000	114362	08/15/19	2ND TEMP	108401	08/07/19	OVERPAYMENT REFUND	3.92
010-160-000	114367	08/15/19	2ND TEMP	10705005	06/05/19	OVERPAYMENT REFUND	56.99
010-160-000	114409	08/22/19	2ND TEMP	711832	08/08/18	SANITATION OVERPAYMENT	40.71
010-160-000	114417	08/22/19	2ND TEMP	411413	08/21/19	Water OVERPAYMENT	62.53
010-160-000	114428	08/22/19	2ND TEMP	405716	08/12/19	Water OVERPAYMENT	80.55
010-160-000	114440	08/22/19	2ND TEMP	713502	08/15/19	SANITATION OVERPAYMENT	51.99
							552.89
ACCRUED ACCOUNTS PAYABLE							
010-201-500	114207	08/01/19	Arizona Correctional Industries	464607	06/28/19	CORNHOLE BOARDS	280.19
010-201-500	114212	08/01/19	BC GRAPHICS	15571-1	06/27/19	TOF caps for PW employees	1,044.22
010-201-500	114212	08/01/19	BC GRAPHICS	15747-1	06/26/19	UNIFORM - S JONAS	154.84
010-201-500	114212	08/01/19	BC GRAPHICS	15747-1	06/26/19	UNIFORM - S JONAS	150.00
010-201-500	114212	08/01/19	BC GRAPHICS	15776-1	06/26/19	Shirt Allowance for WWTP	116.63
010-201-500	114212	08/01/19	BC GRAPHICS	15776-1	06/26/19	Uniform Allowance - J. HANSEN	46.27
010-201-500	114215	08/01/19	Capital Pump & Equipment	0005779-IN	06/27/19	EMERGENCY PUMP RENTAL SWWTP	13,549.25
010-201-500	114216	08/01/19	Casa Gande Pumping Svc. Inc	12872	06/24/19	JUNE SLUDGE HAULING TO S WWTP	6,000.00
010-201-500	114217	08/01/19	Casa Grande Valley Newspaper Inc.	45711-3017	06/27/19	ADV DEEP WELL & PUMP MAINTENANCE	95.37
010-201-500	114218	08/01/19	CEMEX	9439996411	06/24/19	WELL 1-AB	1,845.00
010-201-500	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	242919	06/26/19	MOSQUITO DUNK-WELL 3B	15.70
010-201-500	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	242923	06/26/19	NUTS, BOLTS & SCREWS	31.84
010-201-500	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	242988	07/01/19	8OZ HD HOUSEHOLD GOOF OFF	5.27
010-201-500	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	242990	07/01/19	8 OZ GOO GONE	5.29
010-201-500	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243084	07/09/19	IRRIGATION SUPPLIES: NIPPLES, FEM ADAPT, BUSHING	20.74
010-201-500	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243110	07/10/19	1 TXT PVC BAL VALVE	7.60
010-201-500	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243124	07/11/19	1 TXT PVC BALL VALVE"	6.54
010-201-500	114230	08/01/19	HILL BROTHERS CHEMICAL CO.	50916106	06/25/19	LIQUID CHLORINE BLEACH - JUNE	2,065.30
010-201-500	114230	08/01/19	HILL BROTHERS CHEMICAL CO.	50916220	06/26/19	LIQUID CHLORINE BLEACH - JUNE	1,369.62
010-201-500	114230	08/01/19	HILL BROTHERS CHEMICAL CO.	50916319	06/25/19	SODIUM BISULFITE 40%	739.16
010-201-500	114230	08/01/19	HILL BROTHERS CHEMICAL CO.	50916354	06/28/19	LIQUID CHLORINE BLEACH	978.84
010-201-500	114230	08/01/19	HILL BROTHERS CHEMICAL CO.	50916358	06/28/19	WASTEWATER - LIQUID BLEACH	830.47
010-201-500	114232	08/01/19	INFINISOURCE INC.	90589664	07/09/19	June MONTHLY ADMIN SERVICE	272.25
010-201-500	114236	08/01/19	LAWMAN BADGE CO.	5753	06/30/19	5 CUSTOM BADGES	550.00
010-201-500	114237	08/01/19	Legend Technical Svcs Inc.	1909442	06/30/19	JUNE DRINKING WATER SAMPLE TESTING	216.00
010-201-500	114237	08/01/19	Legend Technical Svcs Inc.	1909443	06/30/19	JUNE NWWTP WATER SAMPLE TESTING	448.00
010-201-500	114237	08/01/19	Legend Technical Svcs Inc.	1909446	06/30/19	JUNE SWWTP WATER SAMPLE TESTING	1,209.00

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010-201-500	114241	08/01/19	PETTY CASH - FIRE DEPT	PETTY CASH FY18-19	07/23/19	Cheer	1.09
010-201-500	114241	08/01/19	PETTY CASH - FIRE DEPT	PETTY CASH FY18-19	07/23/19	parade candy	11.22
010-201-500	114241	08/01/19	PETTY CASH - FIRE DEPT	PETTY CASH FY18-19	07/23/19	cany canes for parad	11.81
010-201-500	114241	08/01/19	PETTY CASH - FIRE DEPT	PETTY CASH FY18-19	07/23/19	narcotic boxes and hasps	11.11
010-201-500	114241	08/01/19	PETTY CASH - FIRE DEPT	PETTY CASH FY18-19	07/23/19	water	5.10
010-201-500	114241	08/01/19	PETTY CASH - FIRE DEPT	PETTY CASH FY18-19	07/23/19	ISD card for camera (Walter)	21.74
010-201-500	114241	08/01/19	PETTY CASH - FIRE DEPT	PETTY CASH FY18-19	07/23/19	Ice for country thunder	10.57
010-201-500	114241	08/01/19	PETTY CASH - FIRE DEPT	PETTY CASH FY18-19	07/23/19	Batteries	12.29
010-201-500	114241	08/01/19	PETTY CASH - FIRE DEPT	PETTY CASH FY18-19	07/23/19	dish soap for bees at country thunder	5.46
010-201-500	114241	08/01/19	PETTY CASH - FIRE DEPT	PETTY CASH FY18-19	07/23/19	ice for drill	7.31
010-201-500	114241	08/01/19	PETTY CASH - FIRE DEPT	PETTY CASH FY18-19	07/23/19	zip lock bags	2.18
010-201-500	114241	08/01/19	PETTY CASH - FIRE DEPT	PETTY CASH FY18-19	07/23/19	Frames for CERT diplomas	36.44
010-201-500	114242	08/01/19	PINAL CO AIR QUALITY CONTROL	2019185A	06/26/19	SWWTP Annual Permit Fee - Permit No. S16088.000	3,721.00
010-201-500	114243	08/01/19	RAMM	60035	06/30/19	SEWER TAP BACKFILL TESTING 665 S MAIN ST	1,009.00
010-201-500	114244	08/01/19	Regional Pavement Maintenance of Az Inc	195225	06/30/19	T-69 PAVEMENT PRESERVATION PROJECT	1,171,637.14
010-201-500	114244	08/01/19	Regional Pavement Maintenance of Az Inc	2	06/30/19	CIP T-60 1ST STREET PAVEMENT	44,891.60
010-201-500	114245	08/01/19	RIGHT AWAY DISPOSAL LLC	2637934	06/30/19	NWWTP RENTAL FEE	91.94
010-201-500	114245	08/01/19	RIGHT AWAY DISPOSAL LLC	2637934	06/30/19	SWWTP BIO SOLID HAUL TO DUMP	3,185.00
010-201-500	114245	08/01/19	RIGHT AWAY DISPOSAL LLC	2637934	06/30/19	SWWTP RENTAL FEE	367.75
010-201-500	114245	08/01/19	RIGHT AWAY DISPOSAL LLC	166	06/30/19	LANDFILL FEE	2,480.50
010-201-500	114252	08/01/19	Staples Business Advantage	72118667737-0-2	06/25/19	Office Supplies	63.97
010-201-500	114252	08/01/19	Staples Business Advantage	7218667737-0-1	06/25/19	Office Supplies	63.98
010-201-500	114252	08/01/19	Staples Business Advantage	7219670300-0-1	06/25/19	Office Supplies	183.74
010-201-500	114256	08/01/19	TERRACON CONSULTANTS INC	TC28616	07/12/19	AZ FARMS OVERLAY - MATERIALS TESTING	3,927.85
010-201-500	114259	08/01/19	Tri-City Express Care LLC 935	6693701	07/03/19	DOT PHYSICAL FOR CDL RENEWAL FOR R. WHITE	104.00
010-201-500	114259	08/01/19	Tri-City Express Care LLC 935	7248014	05/07/19	DOT PHYSICAL FOR CDL RENEWAL FOR C. WILLIAMS	104.00
010-201-500	114259	08/01/19	Tri-City Express Care LLC 935	7358410	07/03/19	DOT PHYSICAL FOR CDL RENEWAL FOR D. CISCO	104.00
010-201-500	114261	08/01/19	USABlueBook - ACCT 703717	932329	06/24/19	SWWTP PRESSURE HOSE 25'	109.20
010-201-500	114264	08/01/19	WASTE MANAGEMENT OF ARIZONA	0007130-0563-5	06/03/19	Landfill CHARGES - JUNE 2019	3,806.80
010-201-500	114264	08/01/19	WASTE MANAGEMENT OF ARIZONA	007156-0563-0	07/01/19	BULK PICKUP-JUNE 2019	2,371.60
010-201-500	114269	08/09/19	Arizona811.com	2019-AA0270	01/01/19	JAN 2019 - ANNUAL ASSESSMENT - HURF	261.96
010-201-500	114269	08/09/19	Arizona811.com	2019-AA0270	01/01/19	JAN 2019 - ANNUAL ASSESSMENT - WATER	261.96
010-201-500	114279	08/09/19	EPS GROUP INC	16-418-18	06/27/19	SHIPPING FOR REIMBURSEMENT BINDERS	39.95
010-201-500	114282	08/09/19	Greater Florence Chamber	2800	07/01/19	4th quarter 2018/2019 MCFARLAND OPERATIONS	15,000.00
010-201-500	114295	08/09/19	Newegg Business Inc.	1302210599	06/13/19	Gigabyte Aorus RTX 2080 Ti	1,349.99
010-201-500	114304	08/09/19	TERRACON CONSULTANTS INC	TC28617	07/12/19	1ST STREET CIP T-60 MATERIAL TESTING	16,459.75
010-201-500	114311	08/09/19	WAXIE SANITARY SUPPLY	78291509	05/21/19	Custodial Supplies for Facilities	1,202.35
010-201-500	114313	08/15/19	AAF INTERNATIONAL	91377617	05/02/19	Operating Supplies (i.e. HVAC filters)	368.58
010-201-500	114315	08/15/19	Arizona Correctional Industries	464644	06/28/19	CG SILVER KING REPAIRS (REFURBISH RAILINGS) COUNCIL API	1,876.61
010-201-500	114315	08/15/19	Arizona Correctional Industries	464670	06/26/19	GG 25 SILVER KING REPAIRS (REFURBISH RAILINGS) COUNCIL	3,275.38
010-201-500	114316	08/15/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/A04114B 20190509		05/15/19	INMATE LABOR/WORK PROGRAM	48.00
010-201-500	114316	08/15/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/A04116B 20190523		05/23/19	Inmate Labor-INV CORRECTION ORIGINAL CHARGED TO PW	44.00
010-201-500	114319	08/15/19	BAKER & TAYLOR BOOKS	T05294790	07/12/19	DVDs	199.96
010-201-500	114319	08/15/19	BAKER & TAYLOR BOOKS	T05314820	07/15/19	DVDs	10.19
010-201-500	114330	08/15/19	Desert Boring & Excavation, L.L.C.	7605	06/27/19	Bore UNDER RUGGLES - MT ATHOS	1,823.76

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010-201-500	114333	08/15/19	EUSI LLC	2749	07/05/19	SWWTP OPERATOR OF RECORD JUNE 2019	2,457.93
010-201-500	114333	08/15/19	EUSI LLC	2749	07/05/19	NWWTP OPERATOR OF RECORD JUNE 2019	2,457.93
010-201-500	114333	08/15/19	EUSI LLC	2749	07/05/19	SWWTP PERMIT RENEWAL JUNE 2019	454.50
010-201-500	114333	08/15/19	EUSI LLC	2749	07/05/19	NWWTP PERMIT RENEWAL JUNE 2019	454.50
010-201-500	114333	08/15/19	EUSI LLC	2749	07/05/19	DOBSON RANCH	105.00
010-201-500	114334	08/15/19	Ferguson Waterworks	139367	06/24/19	SFTY VESTS	274.38
010-201-500	114334	08/15/19	Ferguson Waterworks	343339	01/04/19	HYMAX ELBOW	1,065.89
010-201-500	114334	08/15/19	Ferguson Waterworks	362617	06/26/19	HB MAG GAL FLMWMTR	3,727.22
010-201-500	114337	08/15/19	FLORENCE TRUE VALUE HARDWARE	242503	06/03/16	2 BLK RH COUPLING / 2" BLK PLUG"	11.86
010-201-500	114337	08/15/19	FLORENCE TRUE VALUE HARDWARE	242884	06/25/19	1/4 X SH BRS NIPPLE	2.45
010-201-500	114337	08/15/19	FLORENCE TRUE VALUE HARDWARE	242904	06/26/19	8 UTIL/FLR NOZZLE"	12.70
010-201-500	114337	08/15/19	FLORENCE TRUE VALUE HARDWARE	242940	06/27/19	1/4 BRS PLUG SQ	2.04
010-201-500	114338	08/15/19	FORTILINE INC	4652726	06/25/19	8 MJ PLUGS"	86.95
010-201-500	114340	08/15/19	Geuther Electrical LLC	3530	06/24/19	SWWTP REWIRED OVERLOAD RELAYS	523.21
010-201-500	114340	08/15/19	Geuther Electrical LLC	3531	06/24/19	SWWTP INSTALL/PROGRAMMED HYDRORANGER	240.00
010-201-500	114340	08/15/19	Geuther Electrical LLC	3531	06/24/19	NWWTP INSTALL NEWFLEX CONDUIT - LOWER CLARIFIER	240.00
010-201-500	114352	08/15/19	LEXIS NEXIS	8372	06/30/19	legal research JUNE 2019	219.76
010-201-500	114372	08/15/19	T.Y.LIN INTERNATIONAL	101906229	06/17/19	CIP T-41 PINAL STREET DRAINAGE	29,454.86
010-201-500	114372	08/15/19	T.Y.LIN INTERNATIONAL	101908184	08/13/19	CIP T-41 PINAL STREET DRAINAGE	4,512.47
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-SILVER KING	10.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-SILVER KING	25.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-COM DEV	25.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-PW	45.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-PADILLA PARK	10.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-CEMETARY RR	10.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-BRUNENKANT	25.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-LIB/COM CENTER	80.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-AQUA CENTER	35.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-AQUA EQUIP	10.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-HERITAGE PARK	25.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-HIGH PROFILE RR	10.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-JACQUES SQUARE	10.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-FD 1	25.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-TOWN HALL	50.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-FD 2	45.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-WWTPS	50.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-MC FARLAND	25.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-PARKS GROUND OFFICE	25.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-IT OFFICE	25.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-FITNESS CENTER	35.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-SENIOR CENTER	35.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43635	06/03/19	JUNE EXTERMINATING SERVICE-PD	35.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43604	05/01/19	MAY EXTERMINATING SERVICE-PW	45.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43604	05/01/19	MAY EXTERMINATING SERVICE-COM DEV	25.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43604	05/01/19	MAY EXTERMINATING SERVICE-FD 1	25.00

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010-201-500	114376	08/15/19	UNITED EXTERMINATING	43604	05/01/19	MAY EXTERMINATING SERVICE-TOWN HALL	50.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43604	05/01/19	MAY EXTERMINATING SERVICE-FD 2	45.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43604	05/01/19	MAY EXTERMINATING SERVICE-WWTPS	50.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43604	05/01/19	MAY EXTERMINATING SERVICE-PARKS GROUND OFFICE	25.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43604	05/01/19	MAY EXTERMINATING SERVICE-MC FARLAND PARK	25.00
010-201-500	114376	08/15/19	UNITED EXTERMINATING	43604	05/01/19	MAY EXTERMINATING SERVICE-IT OFFICE	25.00
010-201-500	114378	08/15/19	WAXIE SANITARY SUPPLY	78380498	06/28/19	Custodial Supplies for Facilities	2,301.73
010-201-500	114383	08/22/19	BANNER IRONWOOD MEDICAL CENTER	43294594	07/17/19	drug replacement fees	1.80
010-201-500	114384	08/22/19	BASCOM-TURNER INSTRUMENTS	139553	06/18/19	replacing bad filter	90.00
010-201-500	114413	08/22/19	KS STATEBANK	06.06.19	04/06/19	JUN/19 AOT CONTRACT OBLIGATION	1,258.51
010-201-500	114413	08/22/19	KS STATEBANK	10.06.18	08/15/19	AUG/19 AOT CONTRACT OBLIGATION	1,258.51
010-201-500	114424	08/22/19	PINAL CO SHERIFF'S OFFICE	1695	05/01/19	APRIL 2019 JAIL SERVICES	2,680.82
010-201-500	114424	08/22/19	PINAL CO SHERIFF'S OFFICE	1754	06/10/19	MAY 2019 JAIL SERVICES	4,489.62
010-201-500	114435	08/22/19	UNITED FIRE EQUIPMENT CO.	712366	06/28/19	Equipment to complete compressor install	4,159.99
010-201-500	114435	08/22/19	UNITED FIRE EQUIPMENT CO.	712372	06/28/19	item to make breathing air system on ladder viable.	199.80
010-201-500	114435	08/22/19	UNITED FIRE EQUIPMENT CO.	712372	06/28/19	COMPRESSOR EQUIPMENT	96.78
010-201-500	114442	08/23/19	Jennings Strouss Law Firm	575422	07/31/19	legal service rendered through June 30, 2019	3,200.00
							1,379,661.43
LIABILITIES							
010-202-000	114318	08/15/19	ARIZONA STATE TREASURER	43647	08/13/19	STATE JCEF	450.78
010-202-500	114318	08/15/19	ARIZONA STATE TREASURER	43647	08/13/19	ZFAR1	644.28
010-202-501	114318	08/15/19	ARIZONA STATE TREASURER	43647	08/13/19	ZFAR2	160.73
010-203-000	114363	08/15/19	PINAL COUNTY TREASURER	43665	08/13/19	JULY 2019 MONTHLY REMIT	39.41
010-204-000	114318	08/15/19	ARIZONA STATE TREASURER	43647	08/13/19	JUL STATE SURCHARGES	6,160.94
010-206-000	114209	08/01/19	2ND TEMP	TR2018-77	07/24/19	BOND REFUND CASE #TR2018-000077	271.00
010-206-100	114229	08/01/19	2ND TEMP	MORGAN	07/24/19	OVERPAYMENT REFUND	21.00
010-209-000	114318	08/15/19	ARIZONA STATE TREASURER	43647	08/13/19	VICTIMS RIGHTS	284.00
010-241-000	114260	08/01/19	UNITED WAY OF PINAL COUNTY	PPE 07/19/19	07/25/19	EMPLOYEES CONTRIBUTIONS	97.50
010-241-000	114377	08/15/19	UNITED WAY OF PINAL COUNTY	PPE 8/2019	08/08/19	EMPLOYEES CONTRIBUTIONS	97.50
010-241-000	114486	08/28/19	UNITED WAY OF PINAL COUNTY	PPE 8/16/19	08/23/19	EMPLOYEES CONTRIBUTIONS	97.50
010-243-000	114361	08/15/19	NEW YORK LIFE INSURANCE	43696	08/02/19	AUGUST INVOICE	647.37
010-250-038	114318	08/15/19	ARIZONA STATE TREASURER	43647	08/13/19	STATE FINES	1,971.09
010-260-000	114224	08/01/19	2ND TEMP	SLOAN/JUL-19	07/24/19	CM2017-87 SLOAN	50.00
010-260-000	114226	08/01/19	2ND TEMP	VALENCIA JUL/19	07/24/19	RESTITUTION CM2017-000179	300.00
010-260-000	114247	08/01/19	2ND TEMP	CM2018-163 HUNT	07/24/19	RESTITUTION	200.00
010-260-000	114249	08/01/19	2ND TEMP	CR2011-147	07/24/19	RESTITUTION CR2011-0147	25.21
010-260-000	114253	08/01/19	2ND TEMP	GREATHOUSE JUL/19	07/26/19	RESTITUTION TR2014-000887	50.00
010-260-000	114253	08/01/19	2ND TEMP	TR2014-887	07/24/19	RESTITUTION TR2014-000887	150.00
010-260-000	114335	08/15/19	2ND TEMP	AUG/19 SLOAN	08/07/19	RESTITUTION PMT CM2017-0000087	50.00
010-260-000	114464	08/28/19	2ND TEMP	AUG/2019 SLOAN	08/26/19	RESTITUTION PMT CM2017-00087	50.00
010-260-000	114467	08/28/19	2ND TEMP	AUG/19 HEINBOKEL	08/27/19	RESTITUTION PMT CR2012-0106	6.12
010-260-000	114483	08/28/19	2ND TEMP	AUG/19 HUNT	08/26/19	RESTITUTION PMT CM2018-000163	50.00
010-260-000	114484	08/28/19	2ND TEMP	AUG/19 DABNEY	08/27/19	RESTITUTION PMT CR2009-0197	5.80
010-260-000	114484	08/28/19	2ND TEMP	AUG/19 RAUSCH	08/26/19	RESTITUTION PMT CM2019-000078	115.67

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010-260-000	114485	08/28/19	2ND TEMP	AUG/19 GREATHOUSE	08/26/19	RESTITUTION PMT TR2014-000887	50.00
							12,045.90
REFUNDS							
010-335-212	114420	08/22/19	2ND TEMP	52805	08/14/19	PLAN REVIEW AND BLDG PERMIT FEES	112.00
010-335-212	114468	08/28/19	2ND TEMP	52950	08/26/19	REIMBURSEMENT BUILDING PERMITS BLD-19-0349,0350,035	417.75
010-335-213	114420	08/22/19	2ND TEMP	52805	08/14/19	REIMBURSEMENT/OVERCHARGE	72.80
010-335-213	114468	08/28/19	2ND TEMP	52950	08/26/19	REIMBURSEMENT OVERCHARGE PLAN REVIEW FEES	271.53
010-335-213	114482	08/28/19	2ND TEMP	52949	08/26/19	REIMBURSEMENT OVERCHARGE PLAN REVIEW FEES	144.62
010-335-213	114487	08/28/19	2ND TEMP	52756	08/14/19	REIMBURSEMENT, OVERCHARGE PLAN REVIEW FEE	532.19
010-339-601	114325	08/15/19	2ND TEMP	2000614	08/08/19	REFUND FOR CANCELLED AQUATIC CENTER RENTAL	750.00
010-339-604	114314	08/15/19	2ND TEMP	2000615	08/08/19	RFUND FOR DROP-IN YOGA	14.00
010-340-578	114233	08/01/19	JANET MANNATO	43665	07/29/19	Public Defender Services-JULY 2019	700.00
							3,014.89
TOWN COUNCIL							
010-501-401	114490	08/30/19	LEAGUE OF AZ CITIES AND TOWNS	43705	08/28/19	FY 19/20 Annual Dues	18,380.00
010-501-401	114491	08/30/19	Maricopa Association of	MB-00411	07/01/19	MAG 19/20 Dues	1,444.00
010-501-402	114344	08/15/19	JOHN ANDERSON	2019 LEAGE CONF	08/09/19	Per Diem for 2019 League Conference	181.12
010-501-402	114350	08/15/19	KAREN WALL	2019 LEAGUE CONF	08/09/19	Per Diem for League Conference 2019	111.12
010-501-402	114351	08/15/19	KRISTEN LARSEN	2019 LEAGUE CONF	08/09/19	Per Diem for the 2019 League Conference	181.12
010-501-402	114359	08/15/19	Michelle cordes	2019 LEAGUE CONF	08/09/19	Per Diem for the 2019 League Conference	181.12
010-501-402	114373	08/15/19	TARA WALTER	2019 LEAGUE CONF	08/09/19	Per Diem for League Conference 2019	206.24
010-501-402	114373	08/15/19	TARA WALTER	MILEAGE REIMB	07/25/19	Mileage reimbursement for meeting travel	70.53
							20,755.25
ADMINISTRATION							
010-502-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	ADMIN - B. BITTER	36.72
010-502-207	114258	08/01/19	T-MOBILE USA INC.	JUL/19 963909583	07/31/19	GPS for Fleet-JULY 19	27.82
010-502-209	114278	08/09/19	Day Auto Supply Inc	779599	07/29/19	OIL & FILTER FOR AD-1	39.24
010-502-209	114366	08/15/19	RV STRIPES & GRAPHICS INC.	24835	08/09/19	OFFICIAL USE ONLY DECALS FOR FLEET	15.88
010-502-217	114491	08/30/19	Maricopa Association of	MB-00411	07/01/19	Census Assessment	5,085.00
010-502-231	114413	08/22/19	KS STATEBANK	07.06.19	08/15/19	JUL/19 AOT CONTRACT OBLIGATION	363.34
010-502-231	114413	08/22/19	KS STATEBANK	08.06.09	08/15/19	AUG/19 AOT CONTRACT OBLIGATION	363.34
010-502-301	114421	08/22/19	OFFICE DEPOT INC	345104513001	07/22/19	Office Supplies	36.04
010-502-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - ADMIN	29.78
010-502-323	114331	08/15/19	DocUnited Imaging LLC	102273	08/05/19	Laserfiche Licenses & Support	15,649.26
010-502-402	114349	08/15/19	Judy Hughes	2019 LEAGUE CONF	08/09/19	Per Diem for 2019 League Conference	181.12
010-502-402	114354	08/15/19	LISA GARCIA	2019 LEAGUE CONF	08/08/19	Per Diem for the 2019 League Conference	181.12
							22,008.66
COURTS							
010-503-217	114388	08/22/19	CITY OF ELOY	QTR 4 2019	07/01/19	JUDGES SALARY Q4	11,000.00
010-503-402	114450	08/28/19	Association of Counties	JP-19-PL-13	08/20/19	Magistrates conference 2019	200.00
010-503-402	114472	08/28/19	IRENE ENRIQUEZ	SEP/2019 CONF	08/20/19	Per diem for Magistrates Conference	267.00

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							11,467.00
LEGAL							
010-504-217	114369	08/15/19	SIMS MACKEN LTD	25728	07/31/19	legal services: CFD Matter	427.50
010-504-217	114404	08/22/19	Gust Rosenfeld P.L.C.	353208	08/12/19	legal services: Environmental Appeals	1,275.00
010-504-301	114296	08/09/19	OFFICE DEPOT INC	1	07/24/19	office supplies	14.68
010-504-401	114352	08/15/19	LEXIS NEXIS	7843	07/31/19	legal research July 2019	219.76
							1,936.94
FINANCE							
010-505-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	FINANCE ADMIN - R SANCHEZ	36.72
010-505-202	114300	08/09/19	PURCHASE POWER	JULY/19 REFILL	07/18/19	PITNEY BOWES POSTAGE REFILL - RESERVE ACCOUNT	2,500.00
010-505-219	114465	08/28/19	FESTER & CHAPMAN PLLC	113083	07/31/19	Audit services for FY19-20	7,500.00
010-505-231	114413	08/22/19	KS STATEBANK	07.06.19	08/15/19	JUL/19 AOT CONTRACT OBLIGATION	239.88
010-505-231	114413	08/22/19	KS STATEBANK	08.06.09	08/15/19	AUG/19 AOT CONTRACT OBLIGATION	239.88
010-505-301	114421	08/22/19	OFFICE DEPOT INC	361758398001	08/13/19	Office Supplies	143.51
010-505-301	114421	08/22/19	OFFICE DEPOT INC	3617665355001	08/13/19	Office Supplies	23.88
010-505-402	114267	08/06/19	REY SANCHEZ	FGOAZ 2019	08/06/19	PER DIEM FOR FGOAZ SUMMER CONFERENCE	136.56
							10,820.43
HUMAN RESOURCES							
010-508-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	ADMIN - S. BARBER	38.69
010-508-217	114210	08/01/19	Az Department of Public Safety	72619	07/26/19	Fingerprint background checks	110.00
010-508-217	114272	08/09/19	Benefit Intelligence Inc. (ConsultADoc)	28778	08/05/19	Monthly Teledoc Services	566.25
010-508-217	114434	08/22/19	Tri-City Express Care LLC 935	4030542	08/05/19	Post offer drug testing	224.00
010-508-314	114263	08/01/19	WALMART COMMUNITY # 0005 7118	920600756725	07/25/19	July and August Visa cards - Service Awards	419.76
010-508-314	114437	08/22/19	WALMART COMMUNITY # 0005 7118	922000182634	08/07/19	Visa gift cards - Service Awards	164.82
							1,523.52
COMMUNITY DEVELOPMENT							
010-510-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	COM. DEV/ DEV. SVC	212.08
010-510-207	114258	08/01/19	T-MOBILE USA INC.	JUL/19 963909583	07/31/19	GPS for Fleet-JULY 19	27.82
010-510-209	114356	08/15/19	Manatee Tire & Auto Inc. dba	191234	08/08/19	4 Tires FOR CD-1	383.21
010-510-209	114366	08/15/19	RV STRIPES & GRAPHICS INC.	24835	08/09/19	OFFICIAL USE ONLY DECALS FOR FLEET	15.80
010-510-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	224 W 20ST	1,026.54
010-510-215	114370	08/15/19	SOUTHWEST GAS CORPORATION	43696	08/08/19	200 W 20TH ST	31.27
010-510-231	114413	08/22/19	KS STATEBANK	07.06.19	08/15/19	JUL/19 AOT CONTRACT OBLIGATION	239.88
010-510-231	114413	08/22/19	KS STATEBANK	08.06.09	08/15/19	AUG/19 AOT CONTRACT OBLIGATION	123.46
010-510-231	114413	08/22/19	KS STATEBANK	08.06.09	08/15/19	AUG/19 AOT CONTRACT OBLIGATION	239.88
010-510-301	114296	08/09/19	OFFICE DEPOT INC	344933608001	07/22/19	Office Supplies - BPO FY 19/20	13.12
010-510-301	114421	08/22/19	OFFICE DEPOT INC	354202310001	08/02/19	MEGA TRAYS, LARGE MAIL CART	388.76
010-510-301	114421	08/22/19	OFFICE DEPOT INC	354203291001	08/02/19	WIRELESS KEYBOARDS, PAPER CUTTER	114.65
010-510-301	114421	08/22/19	OFFICE DEPOT INC	354203292001	08/02/19	MOUSEPADS	19.19
010-510-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - COM DEV	246.64
010-510-335	114449	08/28/19	Arizona Office Liquidators	154283	08/22/19	48 Round Pre-Owned Beige Speckled Laminate Table for bree	129.95

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010-510-335	114449	08/28/19	Arizona Office Liquidators	154283	08/22/19	42 Round Pre-Owned Grey Speckled Laminate Table for breal	99.95
010-510-335	114449	08/28/19	Arizona Office Liquidators	154283	08/22/19	4-Drawer Pre-Owned Vertical File Cabinets, light grey & putty	1,099.50
010-510-335	114449	08/28/19	Arizona Office Liquidators	154283	08/22/19	Labor, Delivery and Set Up	250.00
010-510-335	114449	08/28/19	Arizona Office Liquidators	154283	08/22/19	Sales Tax	114.34
010-510-401	114380	08/22/19	ARIZONA BUILDING OFFICIALS (AZBO)	195	07/12/19	Jurisdiction Member Dues, Town of Florence, July - Decembe	100.00
010-510-402	114391	08/22/19	CURTIS WILLIAMS	JUL/19 CELA	08/06/19	Travel reimbursement for meals, Code Enforcement Conf, Pr	84.00
010-510-402	114414	08/22/19	LARRY C. HARMER	AUG/19 RURAL POLICY	08/16/19	Travel reimbursement for meals and mileage, Rural AZ Policy	243.40
010-510-408	114439	08/22/19	WATER SHED	400002516	07/16/19	Water Delivery Service - BPO FY 19/20	19.72
010-510-408	114439	08/22/19	WATER SHED	400002834	08/16/19	Water Delivery Service - BPO FY 19/20	35.64
							5,258.80
POLICE ADMINISTRATION							
010-511-201	114219	08/01/19	CENTURYLINK	JUL/19 VAR	07/10/19	868-9627 POLICE 9-1-1	320.04
010-511-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	POLICE ADMIN PHONES	2,124.31
010-511-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	Superior Fire	92.97
010-511-201	114460	08/28/19	CENTURYLINK	43696	08/16/19	POLICE 9-1-1	335.47
010-511-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	193 E 6ST	60.96
010-511-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	1817 N HUNT HWY 50% SPLIT	143.54
010-511-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	425 N PINAL ST PD	1,762.07
010-511-215	114321	08/15/19	BIA	43665	08/01/19	3949 N IOWA RADIO TOWER #2 SPLIT 50%	230.95
010-511-217	114425	08/22/19	Public Safety Specialists Group	PSSG/2019	08/04/19	Hotel, air fare, car rental/gas for Consultant	778.57
010-511-217	114438	08/22/19	Watch Systems, LLC	41920	08/01/19	Community Notification: Avenenti	143.55
010-511-302	114439	08/22/19	WATER SHED	400002452	07/08/19	Ice for PD	20.57
010-511-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL- PD ADMIN	174.06
010-511-401	114271	08/09/19	AZ CITY/COUNTY MANAGEMENT ASSO	ACMA 19/20	07/29/19	Annual Membership Dues: Deanna	125.00
010-511-402	114393	08/22/19	DANIEL HUGHES	22	07/31/19	Reimbursement for business lunch	60.12
010-511-408	114336	08/15/19	Fire Fighter's Police Officer's	091-19	08/05/19	FIREFIGHTERS & POLICE CANCER INSURANCE	100.00
							6,472.18
POLICE SUPPORT SERVICES							
010-512-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	200 E 6TH ST	4,082.69
010-512-215	114370	08/15/19	SOUTHWEST GAS CORPORATION	43696	08/08/19	200 E 6TH ST.	31.27
010-512-217	114423	08/22/19	PINAL CO ANIMAL CARE & CONTROL	43647	08/02/19	July billing cycle	2,101.00
							6,214.96
POLICE VOLUNTEER SERVICES							
010-513-209	114278	08/09/19	Day Auto Supply Inc	779498	07/26/19	BATTERY SHUT OFF FOR PD G-792CM	10.58
010-513-209	114278	08/09/19	Day Auto Supply Inc	779586	07/29/19	EXHAUST HANGERS FOR PD G-792CM	31.41
010-513-209	114278	08/09/19	Day Auto Supply Inc	779598	07/29/19	WINDOW REGULATOR FOR PD G-792CM	108.32
							150.31
POLICE OPERATIONS							
010-514-209	114223	08/01/19	Day Auto Supply Inc	778602	07/16/19	STOCK OIL & FILTERS FOR PD	175.04
010-514-209	114223	08/01/19	Day Auto Supply Inc	779178	07/23/19	STOCK AIR FILTER FOR PD	18.28
010-514-209	114225	08/01/19	FLORENCE AUTO TINT	704519	07/26/19	PD 414FF	80.00

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010-514-209	114225	08/01/19	FLORENCE AUTO TINT	704521	07/30/19	PD 009FM	80.00
010-514-209	114235	08/01/19	JONES AUTO CENTER	60538	07/18/19	ABS MODULE FOR PD G-414FF	1,063.30
010-514-209	114238	08/01/19	Manatee Tire & Auto Inc. dba	190861	07/29/19	REPAIRS FOR PD 009FM	392.87
010-514-209	114278	08/09/19	Day Auto Supply Inc	779481	07/26/19	WINDOW REGULATOR FOR PD G-920GL	63.33
010-514-209	114278	08/09/19	Day Auto Supply Inc	779693	07/30/19	FUEL FILTER FOR PD G-413FF	15.68
010-514-209	114278	08/09/19	Day Auto Supply Inc	779700	07/30/19	FILTER FOR PD G-41FF	21.24
010-514-209	114278	08/09/19	Day Auto Supply Inc	779706	07/30/19	CREDIT	(15.68)
010-514-209	114278	08/09/19	Day Auto Supply Inc	779719	07/30/19	BATTERY SHUT OFF FOR PD G-920GL	10.58
010-514-209	114278	08/09/19	Day Auto Supply Inc	779723	07/30/19	Parts for Fleet	182.32
010-514-209	114278	08/09/19	Day Auto Supply Inc	779809	07/31/19	WINDOW REGULATOR FOR PD G-236DY	63.33
010-514-209	114285	08/09/19	Interstate Battery System of Scottsdale	25016337	08/02/19	Batteries for Fleet	453.02
010-514-209	114287	08/09/19	JONES AUTO CENTER	178744	07/29/19	SENSOR & FUEL PUMP FOR PD G-413FF	418.15
010-514-209	114287	08/09/19	JONES AUTO CENTER	178744	07/29/19	AMOUNT OVER PO #52494	89.77
010-514-209	114287	08/09/19	JONES AUTO CENTER	178770	07/30/19	DOOR HANDLE FOR PD G-859GL	51.50
010-514-209	114287	08/09/19	JONES AUTO CENTER	178777	07/31/19	CREDIT	(403.53)
010-514-209	114299	08/09/19	PURCELL TIRE COMPANY	6781763	08/01/19	Tires for PD	1,221.09
010-514-209	114327	08/15/19	Day Auto Supply Inc	779735	07/30/19	WIPER BLADES FOR PD 413FF	31.21
010-514-209	114327	08/15/19	Day Auto Supply Inc	779931	08/01/19	RETAINER CLIPS FOR PD 859GL	6.21
010-514-209	114394	08/22/19	Day Auto Supply Inc	780866	08/13/19	STOCK OIL FILTER FOR PD	6.54
010-514-209	114394	08/22/19	Day Auto Supply Inc	780934	08/14/19	WINDOW REGULATOR FOR PD G-043FM	108.32
010-514-209	114394	08/22/19	Day Auto Supply Inc	781009	08/15/19	BRAKE BLEEDER KIT FOR PD G-419FF	6.80
010-514-209	114406	08/22/19	HUGHES TOWING	19-05438	08/21/19	Towing for PD G-419FF	87.00
010-514-209	114407	08/22/19	Interstate Battery System of Scottsdale	970022641	08/13/19	Batteries FOR SPEED CONTROL SIGNS	149.90
010-514-209	114412	08/22/19	JONES AUTO CENTER	178778	07/31/19	HEADLAMP ASY FOR PD 413FF	584.32
010-514-209	114412	08/22/19	JONES AUTO CENTER	178918	08/09/19	FUEL PUMP FO RPD 41344	360.05
010-514-209	114412	08/22/19	JONES AUTO CENTER	178969	08/14/19	MASTER CYLINDER FOR PD G-419FF	216.87
010-514-209	114461	08/28/19	Day Auto Supply Inc	780293	08/09/19	HEADLIGHT FOR PD G-097FR	4.36
010-514-209	114461	08/28/19	Day Auto Supply Inc	781389	08/20/19	STOCK BRAKE PADS & ROTORS FOR PD	597.56
010-514-209	114461	08/28/19	Day Auto Supply Inc	781601	08/22/19	INTERMENT CLUSTER REBUILD FOR PD G-097FR	327.60
010-514-209	114471	08/28/19	Interstate Battery System of Scottsdale	30429811	08/23/19	Batteries for Fleet	226.51
010-514-209	114474	08/28/19	JONES AUTO CENTER	178925	08/09/19	SHIFT INDICATOR FOR PD G-097FR	22.09
010-514-209	114474	08/28/19	JONES AUTO CENTER	179033	08/19/19	SEAT BELT FOR PD G-414FF	302.30
010-514-302	114281	08/09/19	FLORENCE TRUE VALUE HARDWARE	242905	07/15/19	Padlock/Staple Gun for OPS use	52.80
010-514-302	114492	08/30/19	STITCH AMERICA	70919	07/09/19	Hats for PD	542.60
010-514-304	114436	08/22/19	UNIVERSAL POLICE SUPPLY INC	236332	07/18/19	Uniform items for new hire	56.10
010-514-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL PD OPERATIONS	9,498.61
010-514-309	114308	08/09/19	UNIVERSAL POLICE SUPPLY INC	23299	07/17/19	Glock Holster	115.62
010-514-314	114308	08/09/19	UNIVERSAL POLICE SUPPLY INC	23299	07/17/19	Belt, handcuffs, whistle...Items for new recruit	348.14
010-514-314	114308	08/09/19	UNIVERSAL POLICE SUPPLY INC	23299	07/17/19	Uniforms for new recruit	295.93
010-514-314	114308	08/09/19	UNIVERSAL POLICE SUPPLY INC	236242	07/16/19	handcuffs, belts, keepers, baton: Later hire	354.46
010-514-408	114336	08/15/19	Fire Fighter's Police Officer's	091-19	08/05/19	FIREFIGHTERS & POLICE CANCER INSURANCE	1,250.00
							19,532.19

FIRE ADMINISTRATION

010-515-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	NO-COST CENTER FD TABLETS	427.73
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010-515-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	FIRE ADMIN PHONES	283.94
010-515-209	114327	08/15/19	Day Auto Supply Inc	780032	08/02/19	OIL FILTER FOR FD 995JG	21.55
010-515-209	114327	08/15/19	Day Auto Supply Inc	780289	08/06/19	STOCK OIL & FILTERS FOR FD 995 JG	36.55
010-515-209	114394	08/22/19	Day Auto Supply Inc	780616	08/09/19	LIFT SUPPORT FOR FD 828 FJ	99.35
010-515-209	114394	08/22/19	Day Auto Supply Inc	780823	08/13/19	LIFT SUPPORT STUD FOR ED 828FJ	15.24
010-515-209	114394	08/22/19	Day Auto Supply Inc	780973	08/14/19	WIRE CONNECTOR FOR FD 828EJ	32.75
010-515-209	114461	08/28/19	Day Auto Supply Inc	781359	08/20/19	OIL & FILTER FOR FD G-964GH	28.69
010-515-209	114461	08/28/19	Day Auto Supply Inc	781395	08/20/19	AIR FILTER FOR FD G-964GH	18.28
010-515-215	114370	08/15/19	SOUTHWEST GAS CORPORATION	43696	08/08/19	72 E 1st Street	74.42
010-515-231	114413	08/22/19	KS STATEBANK	07.06.19	08/15/19	JUL/19 AOT CONTRACT OBLIGATION	123.46
010-515-301	114421	08/22/19	OFFICE DEPOT INC	354077992001	08/02/19	file box and folder for CERT truck	26.00
010-515-301	114421	08/22/19	OFFICE DEPOT INC	354077992001	08/02/19	Office Supplies for Cert	0.69
010-515-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - FD ADMIN	793.10
010-515-401	114399	08/22/19	Fire Engineering	RD96EB	08/21/19	renewal of trade magazine	24.00
010-515-408	114336	08/15/19	Fire Fighter's Police Officer's	176-19	08/05/19	FIREFIGHTS & POLICE CANCER INSURANCE	100.00
							2,105.75
FIRE STATION #1							
010-516-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	72 E 1ST ST	1,760.31
010-516-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	1817 N HUNT HWY 50% SPLIT	143.54
010-516-215	114321	08/15/19	BIA	43665	08/01/19	3949 N IOWA RADIO TOWER #2 SPLIT 50%	230.96
010-516-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	242958	06/28/19	dawn, spreader, sprayer	11.09
010-516-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243031	07/03/19	slt fit glv	8.46
010-516-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243643	08/10/19	yellow and red enamel	10.57
010-516-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243710	08/14/19	heat shrink, tubing, tape	13.21
010-516-302	114427	08/22/19	ROADRUNNER OXYGEN SVC	82748	08/08/19	cylinder refills O2	52.04
010-516-304	114475	08/28/19	KRISTOFER TORRES	21557	08/05/19	PT shoe reimbursement	97.24
010-516-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - FD FIRE 541	975.78
010-516-321	114213	08/01/19	BOUND TREE MEDICAL LLC	83283942	07/22/19	medical supply restock	680.54
010-516-321	114416	08/22/19	Life Assist Inc	935859	08/01/19	EMS supplies	1,567.63
010-516-321	114478	08/28/19	MT VISTA MEDICAL CENTER	FF073119	07/31/19	JUNE PHARMACY CHARGES	82.82
010-516-321	114478	08/28/19	MT VISTA MEDICAL CENTER	FF073119	07/31/19	JULY PHARMACY CHARGES	27.61
010-516-401	114408	08/22/19	INT'L ASSOC. ARSON INVESTIGATO	18725	07/30/19	bruin's annual membership fees	135.00
010-516-403	114422	08/22/19	PETER MONTGOMERY	NFPA 1041-2019	08/21/19	reimbursement for fire school	239.50
010-516-403	114458	08/28/19	CENTRAL AZ COLLEGE	FT1000255	08/22/19	training tower time for new recruit training	200.00
010-516-408	114336	08/15/19	Fire Fighter's Police Officer's	176-19	08/05/19	FIREFIGHTERS & POLICE CANCER INSURANCE	650.00
							6,886.30
FIRE STATION #2							
010-517-201	114219	08/01/19	CENTURYLINK	JUL/19 VAR	07/10/19	723-7347 HUNT FIRE	218.04
010-517-209	114477	08/28/19	Manatee Tire & Auto Inc. dba	189994	08/22/19	8 Tires for fire truck	4,384.94
010-517-212	114348	08/15/19	Johnson Utilities	JUL/19 81-82	08/05/19	2035 N HUNT HWY FD#2	357.57
010-517-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	2035 N HUNT HWY	1,818.87
010-517-215	114370	08/15/19	SOUTHWEST GAS CORPORATION	43696	08/08/19	2035 N HUNT HWY	91.40
010-517-304	114443	08/28/19	ADAM C. RADNEY	1978632	08/21/19	PT shoe reimbursement	67.50

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010-517-304	114443	08/28/19	ADAM C. RADNEY	1978632	08/21/19	Work boot reimbursement	74.95
010-517-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - FD FIRE 542	881.70
010-517-403	114458	08/28/19	CENTRAL AZ COLLEGE	FT1000255	08/22/19	training tower time for new recruits	200.00
010-517-408	114336	08/15/19	Fire Fighter's Police Officer's	176-19	08/05/19	FIREFIGHTERS & POLICE CANCER INSURANCE	600.00
							8,694.97
INFORMATION TECHNOLOGY							
010-519-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	NO-COST CENTER-IT	895.37
010-519-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	IT / COUNCIL LAPTOPS	191.24
010-519-207	114258	08/01/19	T-MOBILE USA INC.	JUL/19 963909583	07/31/19	GPS for Fleet-JULY 19	13.91
010-519-209	114366	08/15/19	RV STRIPES & GRAPHICS INC.	24835	08/09/19	OFFICIAL USE ONLY DECALS FOR FLEET	7.90
010-519-217	114381	08/22/19	Arizona Office of Technology	IN598736	07/22/19	MANAGED PRINT SERVICES-JUL30-AUG 29	1,249.23
010-519-222	114221	08/01/19	COX BUSINESS	43665	07/11/19	775 N MAIN ST	688.00
010-519-222	114326	08/15/19	COX BUSINESS	JUL/AUG 19	07/27/19	775 N MAIN ST - TOWN HALL	33.54
010-519-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - IT	36.37
							3,115.56
FITNESS CENTER							
010-520-201	114221	08/01/19	COX BUSINESS	43665	07/11/19	132 BAILEY ST	3.14
010-520-201	114326	08/15/19	COX BUSINESS	JUL/AUG 19	07/27/19	2035 N HUNT HWY - FD #2	111.31
010-520-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	133 N MAIN ST	907.39
010-520-215	114370	08/15/19	SOUTHWEST GAS CORPORATION	43696	08/08/19	133 N MAIN ST	31.27
010-520-302	114297	08/09/19	PETTY CASH - SENIOR CENTER	43665	08/02/19	Safeway- buns for July 4th meal	3.83
010-520-302	114310	08/09/19	WATER SHED	400002614	07/24/19	Drinking water for Fitness Center Staff	18.00
010-520-302	114311	08/09/19	WAXIE SANITARY SUPPLY	78447802	07/30/19	Paper Towels for Fitness Center	322.14
010-520-304	114371	08/15/19	SURF & SKI ENTERPRISES	154147	08/09/19	Staff Uniforms- Maroon T-shirts	500.00
							1,897.08
PARKS & RECREATION ADMINISTRATION							
010-521-207	114258	08/01/19	T-MOBILE USA INC.	JUL/19 963909583	07/31/19	GPS for Fleet-JULY 19	97.37
010-521-231	114413	08/22/19	KS STATEBANK	07.06.19	08/15/19	JUL/19 AOT CONTRACT OBLIGATION	123.46
010-521-231	114413	08/22/19	KS STATEBANK	08.06.09	08/15/19	AUG/19 AOT CONTRACT OBLIGATION	123.46
010-521-301	114421	08/22/19	OFFICE DEPOT INC	35249670001	07/31/19	file folder labels	31.95
010-521-401	114457	08/28/19	Casa Grande Valley Newspaper Inc.	1358	08/22/19	Pinal Ways Magazine (8 issues)	12.00
010-521-402	114274	08/09/19	BRYAN HUGHES	APRA 2019	07/03/19	Per Diem for 2019 APRA Annual Conference	54.00
010-521-407	114375	08/15/19	U. S. Post Master	43684	08/07/19	Postage for Fall Activity Guide	1,736.88
							2,179.12
PARK MAINTENANCE							
010-522-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	PARKS MAINTENANCE	222.84
010-522-207	114270	08/09/19	Arizona's Best Choice Pest & Termite Svc	645325	07/29/19	Gopher Control Park/Sr Ctr/ LL Park	235.00
010-522-209	114223	08/01/19	Day Auto Supply Inc	778857	07/19/19	JB WELD FOR PR-13	19.10
010-522-209	114223	08/01/19	Day Auto Supply Inc	778866	07/19/19	SODER & FLUX BRUSH FOR PR-13	32.38
010-522-209	114223	08/01/19	Day Auto Supply Inc	779390	07/25/19	TUBING FOR PR-12	41.49
010-522-209	114366	08/15/19	RV STRIPES & GRAPHICS INC.	24835	08/09/19	OFFICIAL USE ONLY DECALS FOR FLEET	55.50

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010-522-209	114433	08/22/19	STOTZ EQUIPMENT	P14674	08/13/19	AIR CLEANER BOWL FOR PR-12	45.33
010-522-209	114461	08/28/19	Day Auto Supply Inc	781307	08/19/19	Oil & filter for PR-13	80.76
010-522-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	E 8TH ST	114.35
010-522-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	77 W RUGGLES ST	83.34
010-522-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	289 N MAIN ST UNIT 1-2	98.75
010-522-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	121W 22 ST PARK	117.99
010-522-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	364 N UNIVERSITY	338.93
010-522-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	300 W 1ST	993.06
010-522-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	28 E 11TH ST	82.28
010-522-217	114376	08/15/19	UNITED EXTERMINATING	206429	07/24/19	Bees at Poston Butte	150.00
010-522-222	114364	08/15/19	RICK HALL	29056	08/01/19	STANDARD PORTABLE TOILET SERVICED 1xWEEK- MAIN ST. P	70.98
010-522-302	114310	08/09/19	WATER SHED	400002613	07/15/19	Drinking water for Park Maintenance Staff	26.33
010-522-302	114310	08/09/19	WATER SHED	400002616	07/24/19	Drinking water for Park Maintenance Staff	60.88
010-522-302	114327	08/15/19	Day Auto Supply Inc	153464294	08/01/19	SAFETY SUPPLIES	32.75
010-522-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243552	08/06/19	MISC PARK SUPPLIES	19.61
010-522-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243569	08/07/19	MISC IRRIGATION SUPPLIES	49.23
010-522-302	114466	08/28/19	FLORENCE TRUE VALUE HARDWARE	243701	08/14/19	irrigation supplies, nuts, bolts & screws, field marking paint, r	48.69
010-522-302	114466	08/28/19	FLORENCE TRUE VALUE HARDWARE	243791	08/19/19	irrigation supplies, nuts, bolts & screws, field marking paint, r	14.81
010-522-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - PARKS MAINT	601.07
010-522-317	114316	08/15/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/A04118B 20190718		07/08/19	Inmate Labor Program- Park Maintenance	60.00
010-522-403	114293	08/09/19	MICHAEL GROVES	ALCA 2019	07/19/19	Per Diem for Turf Care and Installation Training	15.00
010-522-403	114294	08/09/19	MIKE LOPEZ JR.	ALCA 2019	07/19/19	Per Diem for Turf Care and Installation Training	15.00
010-522-403	114358	08/15/19	MICHAEL GROVES	PER DIEM	08/12/19	Per Diem for Turf Care and Installation Training	15.00
							3,740.45
COMMUNITY CENTER FACILITY							
010-523-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	778 N MAIN ST	7,491.89
010-523-302	114310	08/09/19	WATER SHED	400002619	07/16/19	Drinking water for Community Center Staff	13.16
010-523-302	114439	08/22/19	WATER SHED	400002735	08/05/19	DRINKING WATER FOR COMMUNITY CENTER STAFF	26.33
010-523-302	114488	08/28/19	WATER SHED	400002847	08/19/19	Drinking water for Community Center Staff	19.75
							7,551.13
AQUATICS PROGRAMS							
010-524-207	114219	08/01/19	CENTURYLINK	JUL/19 VAR	07/10/19	868-0265 PARKS & REC	311.64
010-524-207	114460	08/28/19	CENTURYLINK	43696	08/16/19	PARKS & REC	327.07
010-524-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	174 W 1ST ST UNIT 2	4,558.51
010-524-215	114370	08/15/19	SOUTHWEST GAS CORPORATION	43696	08/08/19	174 W 1st ST #2	90.98
010-524-302	114439	08/22/19	WATER SHED	400002782	08/08/19	Drinking water for Aquatic Center Staff	46.07
010-524-310	114447	08/28/19	AQUATIC ENVIRONMENTAL	IN46544	08/13/19	CALCIUM HYPOCHLORITE AND PULSAR BRIQUETTES FOR POC	1,624.74
							6,959.01
RECREATION PROGRAMS							
010-525-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	RECREATION PROGRAM PHONES	66.18
010-525-217	114288	08/09/19	KIM A. HUNTER	43665	07/31/19	Teen Leadership and Programming-JULY 19	2,000.00
010-525-224	114246	08/01/19	ROBLES BOXING & FITNESS LLC	JUL/19 CONTRACT	07/30/19	Payment for July Boxing Instruction	1,900.00

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010-525-224	114246	08/01/19	ROBLES BOXING & FITNESS LLC	JUL/19 CONTRACT	07/30/19	July BOXING CLASSES OVER PO ALLOWANCE	36.00
010-525-302	114347	08/15/19	JOHN NIXON	REIMB/MILEAGE	08/09/19	POV Mileage Reimbursement for Diamondback Grant drop of	74.82
010-525-304	114371	08/15/19	SURF & SKI ENTERPRISES	154147	08/09/19	Staff Uniforms- Maroon T-shirts	847.50
010-525-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - PARKS REC	212.77
010-525-402	114280	08/09/19	ERASMO MENDIVIL JR.	APRA 2019	07/10/19	Per Diem for 2019 Annual APRA Conference	54.00
010-525-402	114280	08/09/19	ERASMO MENDIVIL JR.	APRA 2019	07/10/19	Mileage Reimbursement for 2019 APRA Annual Conference	64.96
010-525-402	114292	08/09/19	MEGAN CETTA	APRA 2019	07/03/19	Per Diem for 2019 Annual APRA Conference	54.00
010-525-402	114347	08/15/19	JOHN NIXON	MILEAGE/APRA	07/25/19	Mileage reimbursement to attend the Annual APRA Awards L	64.96
							5,375.19
SPECIAL EVENTS							
010-526-217	114234	08/01/19	JASON REYNOLDS	43665	07/29/19	Flyers for FY 20 Events	250.00
010-526-217	114255	08/01/19	Swank Motion Pictures Inc.	BO1635148	07/17/19	Movie Licensing for FY 20 movies	435.00
010-526-302	114207	08/01/19	Arizona Correctional Industries	464762	07/03/19	CORNHOLE BAGS	93.40
010-526-402	114268	08/09/19	Alison, Feliz	2019 APRA CONF	07/02/19	Per Diem for 2019 Annual APRA Conference	54.00
							832.40
SENIOR CENTER							
010-528-201	114221	08/01/19	COX BUSINESS	43665	07/11/19	330 N PINAL ST/SENIOR CENTR	19.91
010-528-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	SENIOR CENTER	18.71
010-528-201	114326	08/15/19	COX BUSINESS	JUL/AUG 19	07/27/19	778 N MAIN ST - LIBRARY	129.77
010-528-207	114258	08/01/19	T-MOBILE USA INC.	JUL/19 963909583	07/31/19	GPS for Fleet-JULY 19	55.64
010-528-209	114238	08/01/19	Manatee Tire & Auto Inc. dba	190822	07/25/19	4 TIRES FOR Pr-10	529.60
010-528-209	114366	08/15/19	RV STRIPES & GRAPHICS INC.	24835	08/09/19	OFFICIAL USE ONLY DECALS FOR FLEET	31.71
010-528-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	330 N PINAL ST	1,715.09
010-528-215	114370	08/15/19	SOUTHWEST GAS CORPORATION	43696	08/08/19	330 N PINAL ST	45.60
010-528-217	114310	08/09/19	WATER SHED	400002665	07/19/19	monthly water and ice delivery	11.52
010-528-217	114446	08/28/19	AQUA CHILL INC #1	24334582	08/20/19	monthly rental on water tank and reverse osmosis	32.43
010-528-217	114481	08/28/19	PINAL NUTRITION PROGRAM	43647	07/31/19	July meals for the senior center	1,171.35
010-528-217	114488	08/28/19	WATER SHED	400002780	08/12/19	monthly water and ice delivery	18.10
010-528-217	114488	08/28/19	WATER SHED	400002843	08/19/19	monthly water and ice delivery	9.05
010-528-302	114297	08/09/19	PETTY CASH - SENIOR CENTER	43665	08/02/19	Big O tire- put spare on SC-2 while on Globe trip	20.00
010-528-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - SENIOR CENTER	584.83
010-528-444	114297	08/09/19	PETTY CASH - SENIOR CENTER	43665	08/02/19	99 cent store- Bingo items reimbursed by Pinal Nutrition	7.12
010-528-444	114297	08/09/19	PETTY CASH - SENIOR CENTER	43665	08/02/19	frys- bingo items reimbursed by Pinal Nutrition	8.54
010-528-444	114297	08/09/19	PETTY CASH - SENIOR CENTER	43665	08/02/19	food city- bingo items reimbursed by Pinal nutrition	14.24
010-528-444	114297	08/09/19	PETTY CASH - SENIOR CENTER	43665	08/02/19	Safeway-bingo items reimbursed by Pinal Nutrition	28.74
010-528-444	114297	08/09/19	PETTY CASH - SENIOR CENTER	43665	08/02/19	Safeway- bingo items reimbursed by Pinal Nutrition	14.25
010-528-444	114297	08/09/19	PETTY CASH - SENIOR CENTER	43665	08/02/19	Food City- bingo items reimbursed by Pinal Nutrition	20.53
010-528-444	114297	08/09/19	PETTY CASH - SENIOR CENTER	43665	08/02/19	99 cent store-bingo items reimbursed by Pinal Nutrition	9.72
							4,496.45
LIBRARY							
010-529-207	114220	08/01/19	CountWise The People Counting Solution	2019-355	07/01/19	People counter service	300.00
010-529-302	114328	08/15/19	DEMCO Inc.	6655961	08/05/19	Book Jacket cover and label protectors	117.88

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010-529-302	114421	08/22/19	OFFICE DEPOT INC	349917908001	07/27/19	SCREEN CLEEN WIPES	38.62
010-529-302	114421	08/22/19	OFFICE DEPOT INC	349975526001	07/29/19	Copy/printer paper	139.51
010-529-308	114211	08/01/19	BAKER & TAYLOR BOOKS	2034667322	07/15/19	NonFiction Books	111.56
010-529-308	114211	08/01/19	BAKER & TAYLOR BOOKS	2034676449	07/18/19	NonFiction Books	15.95
010-529-308	114211	08/01/19	BAKER & TAYLOR BOOKS	2034676450	07/18/19	Fiction books	332.47
010-529-308	114211	08/01/19	BAKER & TAYLOR BOOKS	2034687914	07/25/19	Fiction books	96.69
010-529-308	114211	08/01/19	BAKER & TAYLOR BOOKS	2034687915	07/25/19	Childrens, Juv, YA books	636.44
010-529-308	114211	08/01/19	BAKER & TAYLOR BOOKS	2035687913	07/25/19	NonFiction Books	34.40
010-529-308	114211	08/01/19	BAKER & TAYLOR BOOKS	H37098720	07/16/19	DVDs	93.72
010-529-308	114211	08/01/19	BAKER & TAYLOR BOOKS	T05356200	07/17/19	DVDs	29.99
010-529-308	114211	08/01/19	BAKER & TAYLOR BOOKS	T053588520	07/17/19	DVDs	14.98
010-529-308	114211	08/01/19	BAKER & TAYLOR BOOKS	T05369720	07/18/19	DVDs	47.22
010-529-308	114319	08/15/19	BAKER & TAYLOR BOOKS	2034702770	08/01/19	NonFiction Books	36.00
010-529-308	114319	08/15/19	BAKER & TAYLOR BOOKS	2034702771	08/01/19	Fiction books	170.45
010-529-308	114319	08/15/19	BAKER & TAYLOR BOOKS	2034702772	08/01/19	Childrens, Juv, YA books	66.57
010-529-308	114319	08/15/19	BAKER & TAYLOR BOOKS	2034706317	08/03/19	NonFiction books	81.88
010-529-308	114319	08/15/19	BAKER & TAYLOR BOOKS	H37792970	08/02/19	Dvds	122.90
010-529-308	114451	08/28/19	BAKER & TAYLOR BOOKS	2034725217	08/13/19	Fiction books	148.46
010-529-308	114451	08/28/19	BAKER & TAYLOR BOOKS	2034725218	08/13/19	Childrens, Juv, YA books	37.46
010-529-308	114451	08/28/19	BAKER & TAYLOR BOOKS	2034726188	08/14/19	Fiction books	575.22
010-529-308	114451	08/28/19	BAKER & TAYLOR BOOKS	H37917040	08/06/19	Dvds	60.71
010-529-308	114451	08/28/19	BAKER & TAYLOR BOOKS	H38089580	08/12/19	Dvds	14.23
010-529-308	114451	08/28/19	BAKER & TAYLOR BOOKS	H38151850	08/13/19	Dvds	116.95
010-529-308	114451	08/28/19	BAKER & TAYLOR BOOKS	H38240540	08/15/19	Dvds	17.23
010-529-308	114451	08/28/19	BAKER & TAYLOR BOOKS	H38271540	08/16/19	Dvds	42.71
010-529-308	114451	08/28/19	BAKER & TAYLOR BOOKS	T05381380	07/23/19	DVDs	83.36
010-529-308	114451	08/28/19	BAKER & TAYLOR BOOKS	T0565210	08/19/19	DVDs	33.73
							3,617.29
ENGINEERING							
010-530-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	ENGINEERING PHONES	83.77
010-530-209	114412	08/22/19	JONES AUTO CENTER	61329	08/07/19	SHIFTER REPAIF FOR ST-14	20.62
010-530-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - ENGINEERING	85.42
							189.81
FACILITIES MAINTENANCE							
010-531-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	FACILITIES PHONES	134.59
010-531-202	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243338	07/24/19	PaSSAGE LOCK	12.70
010-531-205	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243086	07/09/19	paint supplies	13.01
010-531-207	114258	08/01/19	T-MOBILE USA INC.	JUL/19 963909583	07/31/19	GPS for Fleet-JULY 19	69.55
010-531-207	114385	08/22/19	BENSON SYSTEMS	43696	07/17/19	PD EVIDENCE	24.95
010-531-207	114385	08/22/19	BENSON SYSTEMS	43696	07/17/19	TOWN HALL	74.90
010-531-207	114385	08/22/19	BENSON SYSTEMS	43696	07/17/19	PLANNING	35.95
010-531-207	114385	08/22/19	BENSON SYSTEMS	43696	07/17/19	IT ALARM	44.95
010-531-207	114385	08/22/19	BENSON SYSTEMS	43696	07/17/19	FS2	39.95

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010-531-207	114385	08/22/19	BENSON SYSTEMS	43696	07/17/19	SWWTP ALARM	32.95
010-531-207	114385	08/22/19	BENSON SYSTEMS	43696	07/17/19	AQUATICS FACILITY ALARM	72.90
010-531-207	114385	08/22/19	BENSON SYSTEMS	43696	07/17/19	COMMUNITY CENTER	72.90
010-531-207	114385	08/22/19	BENSON SYSTEMS	43696	07/17/19	SILVER KING ALARM	65.90
010-531-207	114385	08/22/19	BENSON SYSTEMS	43696	07/17/19	FITNESS CENTER	49.95
010-531-207	114385	08/22/19	BENSON SYSTEMS	43696	07/17/19	MCFARLAND PARK	34.95
010-531-208	114368	08/15/19	SENERGY PETROLEUM	561692	08/06/19	Fuel testing for Generator	1,250.00
010-531-209	114290	08/09/19	Manatee Tire & Auto Inc. dba	190743	08/06/19	CATALYIC CONVERTER FOR PR-7	1,076.24
010-531-209	114290	08/09/19	Manatee Tire & Auto Inc. dba	191158	08/06/19	2 tires for FM-4	253.43
010-531-209	114327	08/15/19	Day Auto Supply Inc	779943	08/01/19	WIPER BLADES FOR FM-3	24.37
010-531-209	114327	08/15/19	Day Auto Supply Inc	790161	08/05/19	OIL FOR SC-16	5.00
010-531-209	114366	08/15/19	RV STRIPES & GRAPHICS INC.	24835	08/09/19	OFFICIAL USE ONLY DECALS FOR FLEET	39.70
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243212	07/16/19	Operating Supplies for PW/Streets	2.62
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243227	07/17/19	Operating Supplies for PW/Streets	35.99
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243244	07/18/19	Operating Supplies for PW/Streets	3.92
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243267	07/19/19	Operating Supplies for PW/Streets	23.48
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243269	07/19/19	Operating Supplies for PW/Streets	16.37
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243273	07/19/19	Operating Supplies for PW/Streets	8.45
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243316	07/23/19	Operating Supplies for PW/Streets	1.85
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243320	07/23/19	Operating Supplies for PW/Streets	32.92
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243321	07/23/19	Operating Supplies for PW/Streets	11.12
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243335	07/24/19	Operating Supplies for PW/Streets	10.60
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243336	07/24/19	CREDIT INV #243335	(10.60)
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243337	07/24/19	Operating Supplies for PW/Streets	12.00
010-531-302	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	253313	07/23/19	Operating Supplies for FACILITIES	6.07
010-531-302	114313	08/15/19	AAF INTERNATIONAL	91410416	07/30/19	Operating Supplies (i.e. HVAC filters)	477.31
010-531-302	114343	08/15/19	HOME DEPOT CREDIT SERVICES	2021814	07/30/19	Operating Supplies for PW/Facilities Maint.	234.95
010-531-302	114343	08/15/19	HOME DEPOT CREDIT SERVICES	4360568	07/18/19	Operating Supplies for FACILITIES MAINT	440.61
010-531-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	23151	07/12/19	PAINT SUPPLIES	65.32
010-531-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243154	07/12/19	paint supplies	222.30
010-531-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243158	07/12/19	paint supplies	19.63
010-531-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243167	07/13/19	COVER, WD HANDLE	13.75
010-531-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243177	07/15/19	NUTS, BOLTS, SCREWS	8.59
010-531-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243347	07/24/19	Notch spreader adhesive	9.82
010-531-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243349	07/24/19	FLOUR, BULB	12.18
010-531-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243372	07/25/19	BEARING	42.57
010-531-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243387	07/26/19	paint supplies	205.09
010-531-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243398	07/29/19	CREDIT	(42.36)
010-531-302	114403	08/22/19	GRAINGER INC.	9223465858	07/03/19	FUSES, ETC.	135.08
010-531-302	114452	08/28/19	BAVCO	917740	08/15/19	BOLT SET, GASKET	33.20
010-531-304	114453	08/28/19	BC GRAPHICS	16052-1	07/23/19	Uniform Shirts for Facilities Maint. staff	154.45
010-531-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL- FAC MAINT	419.72
010-531-311	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243199	07/16/19	Operating Supplies for PW/Streets	15.87
010-531-311	114227	08/01/19	FLORENCE TRUE VALUE HARDWARE	243319	07/23/19	SMALL TOOLS FOR FACILITIES	17.67
010-531-315	114311	08/09/19	WAXIE SANITARY SUPPLY	78399185	07/09/19	Custodial supplies for Facilities Maintenance	83.21

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010-531-315	114311	08/09/19	WAXIE SANITARY SUPPLY	78414899	07/16/19	Custodial supplies for Facilities Maintenance	629.20
010-531-315	114311	08/09/19	WAXIE SANITARY SUPPLY	78425735	07/19/19	Custodial supplies for Facilities Maintenance	1,149.27
010-531-316	114250	08/01/19	SERRANO A/C and HEATING LLC	317	07/22/19	LIBRARY REFRIGERANT & COMPRESSOR	2,387.00
010-531-316	114357	08/15/19	MARSHALL BEST SECURITY OF ARIZONA	574	07/29/19	CALL OUT SERVICES (INSTALL LOCK AT SWWTP)	380.66
010-531-316	114400	08/22/19	Flanigan Customs Elevators	7223	07/25/19	Call-out repair/maint services	437.50
010-531-316	114454	08/28/19	BENSON SYSTEMS	221670	08/20/19	Call-out services/repairs for Facilities Maint.	320.00
010-531-316	114462	08/28/19	E & JC Heating & Cooling LLC	Q-7019	07/26/19	Call-out HVAC services for TOWN HALL	4,988.95
							16,445.17

GENERAL GOVERNMENT

010-532-201	114219	08/01/19	CENTURYLINK	JUL/19 VAR	07/10/19	868-0236 FIRE ALARM SYSTEM	53.34
010-532-201	114219	08/01/19	CENTURYLINK	JUL/19 VAR	07/10/19	868-7500 MAIN LINE	90.91
010-532-201	114219	08/01/19	CENTURYLINK	JUL/19 VAR	07/10/19	868-0593 INTERNET LINE	114.89
010-532-201	114324	08/15/19	CENTURYLINK	JUL/19 911 LOC	08/01/19	9-1-1 LOCATOR	79.28
010-532-201	114324	08/15/19	CENTURYLINK	JUL/19 T-LINE	08/01/19	MAIN TRUNK LINE	530.01
010-532-201	114459	08/28/19	CENTURYLINK	JUL-19 7500	08/07/19	TOWN HALL MAIN LINE	188.95
010-532-201	114460	08/28/19	CENTURYLINK	43696	08/16/19	868-0236 FIRE ALARM SYSTEM	55.91
010-532-201	114460	08/28/19	CENTURYLINK	43696	08/16/19	MAIN LINE	90.91
010-532-201	114460	08/28/19	CENTURYLINK	43696	08/16/19	INTERNET LINE	114.89
010-532-206	114346	08/15/19	2ND TEMP	324 E. STEWART	08/06/19	REIMBURSEMENT DAMAGE CLAIM SETTLEMENT	150.00
010-532-206	114382	08/22/19	AZ MUNICIPAL RISK RETENTION-	886	08/19/19	Claim DEDUCTIBLE REIMBURSEMENT-BCLM GL 89693 (Chiles	375.00
010-532-206	114470	08/28/19	HARTFORD INSURANCE COMPANY	87048742642018	08/17/19	Flood Ins Fire Dept	2,850.00
010-532-214	114219	08/01/19	CENTURYLINK	JUL/19 VAR	07/10/19	868-0705 SILVERKING ALARM	162.35
010-532-214	114219	08/01/19	CENTURYLINK	JUL/19 VAR	07/10/19	868-8933 S. BAILEY	144.72
010-532-214	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	440 N MAIN ST SILVER KING	250.55
010-532-214	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	440 N MAIN ST STE 101	199.89
010-532-214	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	440 N MAIN ST STE 202	232.97
010-532-214	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	440 N MAIN ST STE 201	132.79
010-532-214	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	440 N MAIN ST STE 102	211.34
010-532-214	114460	08/28/19	CENTURYLINK	43696	08/16/19	SILVERKING ALARM	175.21
010-532-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	775 N MAIN ST TOWN HALL	4,723.00
010-532-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	291 N BAILEY ST	490.07
010-532-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	24 W RUGGLES ST - MCFARLAND	59.64
010-532-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	24 W RUGGLES ST	888.16
010-532-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	600 N MAIN ST - IT	552.78
010-532-217	114396	08/22/19	EPS GROUP INC	18-261-3	08/01/19	Engineering Services-SLID Reserarcj	916.00
010-532-314	114251	08/01/19	SHRED-IT USA	8127704261	07/15/19	Blanket for Shred box service	68.00
010-532-314	114265	08/01/19	WATER SHED	400002615	07/24/19	Water/ice TOWN HALL	23.86
010-532-314	114310	08/09/19	WATER SHED	400002415	07/01/19	Water/ice TOWN HALL	28.80
010-532-314	114310	08/09/19	WATER SHED	400002520	07/16/19	Water/ice TOWN HALL	13.16
010-532-314	114439	08/22/19	WATER SHED	400002734	08/05/19	Water/ice TOWN HALL 08/05/19	21.12
010-532-314	114439	08/22/19	WATER SHED	400002781	08/12/19	Water/ice TOWN HALL 081219	22.21
010-532-409	114329	08/15/19	Dennis L. Lopez & Associates LLC	YOLE APPRAISAL	08/03/19	Appraisal services for Yole LLC Property 200-46-011B, 010, 08	3,500.00
010-532-410	114284	08/09/19	ImageTrend Inc.	26122019	07/30/19	Elite EMS + Fire Core, Field Investigations, CrewSense Distrib	12,125.00
010-532-425	114277	08/09/19	City of Phoenix	16-418-18	07/15/19	IGA Annual Maintenance Fee	375.00

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							30,010.71
CEMETERY							
010-533-317	114448	08/28/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ AO4118A 20190718		07/09/19	Inmate Labor - Work Program	4.00
010-533-317	114448	08/28/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/ AO4118A 20190802		07/23/19	Inmate Labor-CEMETARY	31.00
							35.00
FLEET MAINTENANCE							
010-536-207	114258	08/01/19	T-MOBILE USA INC.	JUL/19 963909583	07/31/19	GPS for Fleet-JULY 19	27.82
010-536-209	114366	08/15/19	RV STRIPES & GRAPHICS INC.	24835	08/09/19	OFFICIAL USE ONLY DECALS FOR FLEET	15.88
010-536-302	114254	08/01/19	STOTZ EQUIPMENT	P90257	07/25/19	NITRILE GLOVES FOR SHOP	26.53
010-536-302	114254	08/01/19	STOTZ EQUIPMENT	P90340	07/29/19	NITRILE GLOVES FOR SHOP	99.76
010-536-304	114397	08/22/19	ERNESTO LOPEZ	136404	08/16/19	Uniform Allowance	121.91
010-536-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - FLEET - FLEET	61.95
010-536-311	114223	08/01/19	Day Auto Supply Inc	779156	07/23/19	LOCKOUT TAGS FOR FLEET	12.20
010-536-311	114223	08/01/19	Day Auto Supply Inc	779181	07/23/19	PULLEY PULLER SET FOR SHOP	49.85
010-536-311	114278	08/09/19	Day Auto Supply Inc	779897	08/01/19	HOLE ENLARGING BIT	62.30
010-536-311	114278	08/09/19	Day Auto Supply Inc	779933	08/01/19	DBL SIDED STORAGE BOX FOR SHOP	10.26
010-536-311	114327	08/15/19	Day Auto Supply Inc	780178	08/05/19	PICK TOOL SET FOR SHOP	17.94
010-536-311	114327	08/15/19	Day Auto Supply Inc	780249	08/06/19	BLOW GUN FOR SHOP	13.33
010-536-311	114327	08/15/19	Day Auto Supply Inc	780310	08/06/19	AIR LINE ADAPTER FOR SHOP	1.33
010-536-314	114278	08/09/19	Day Auto Supply Inc	779725	07/30/19	CABLE TIES & HOSE CLAMPS FOR SHOP	12.05
010-536-314	114327	08/15/19	Day Auto Supply Inc	780007	08/02/19	RETAINER CLIPS FOR SHOP	29.06
010-536-314	114394	08/22/19	Day Auto Supply Inc	780609	08/09/19	GLASS CLEANER FOR FLEET	35.04
010-536-314	114394	08/22/19	Day Auto Supply Inc	780865	07/13/19	HOSE CLAMP FOR SHOP	12.99
010-536-314	114394	08/22/19	Day Auto Supply Inc	780971	08/14/19	WIRE CONNECTORS FOR SHOP	15.24
							625.44
ECONOMIC DEVELOPMENT							
010-551-201	114219	08/01/19	CENTURYLINK	JUL/19 VAR	07/10/19	868-8030 MCFARLAND PARK	53.34
010-551-201	114460	08/28/19	CENTURYLINK	43696	08/16/19	MC FARLAND PARK ALARM	55.91
010-551-402	114341	08/15/19	GRANT PROFESSIONALS ASSOCIATION	4916	08/07/19	Conference registration for Jennifer Evans	125.00
							234.25
CIP (Parks)							
011-522-217	114342	08/15/19	GREENPLAY LLC	6537	08/10/19	Parks and Recreation Comprehensive Plan	9,303.69
011-522-217	114489	08/28/19	WESTLAND RESOURCES INC	48609016	08/14/19	EA and CRI for Poston Butte Preserve Expansion	7,888.60
							17,192.29
CIP (Facilities Maintenance)							
011-531-211	114374	08/15/19	Truly Painting & More LLC	2405	08/01/19	Painting & Prep Services for the	881.77
PUBLIC WORKS /STREETS							
012-518-201	114221	08/01/19	COX BUSINESS	43665	07/11/19	425 E RUGGLES ST / DIG ADAPTER	3.14
012-518-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	PUBLIC WORKS / STREETS	741.43

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012-518-201	114326	08/15/19	COX BUSINESS	JUL/AUG 19	07/27/19	425 N PINAL ST - PD	6.28
012-518-207	114258	08/01/19	T-MOBILE USA INC.	JUL/19 963909583	07/31/19	GPS for Fleet-JULY 19	288.60
012-518-209	114206	08/01/19	Arizona Brake & Clutch Supply	092-00033928	07/22/19	Brake shoes & rotors for ST-23	1,049.75
012-518-209	114223	08/01/19	Day Auto Supply Inc	778213	07/11/19	HYD HOSE & ADAPTERS FOR ST-21	29.43
012-518-209	114223	08/01/19	Day Auto Supply Inc	778855	07/19/19	OIL & FILTER FOR ST-27	60.57
012-518-209	114223	08/01/19	Day Auto Supply Inc	778929	07/19/19	Credit	(21.79)
012-518-209	114223	08/01/19	Day Auto Supply Inc	779046	07/22/19	OXYGEN SENSORS FOR ST-27	222.72
012-518-209	114223	08/01/19	Day Auto Supply Inc	779131	07/23/19	HEADLIGHT CAPSULE FOR ST-81	12.55
012-518-209	114223	08/01/19	Day Auto Supply Inc	779151	07/23/19	IDLLER PULLEY & BELT OFR ST-27	51.44
012-518-209	114278	08/09/19	Day Auto Supply Inc	779724	07/30/19	BLUE DEF FOR FLEET	23.30
012-518-209	114283	08/09/19	H&E Equipment Exchange LLC	94615416	07/22/19	CURTAIN SET FOR ST-45	465.55
012-518-209	114290	08/09/19	Manatee Tire & Auto Inc. dba	191007	08/01/19	4 TIRES FOR ST-4	617.85
012-518-209	114305	08/09/19	TruckPro Holding LLC	3260046307	07/31/19	Hydraulic repairs for Dump trucks	2,221.94
012-518-209	114306	08/09/19	UNITED ROTARY BRUSH CORPORATION	C1238095	07/09/19	Side brooms for SWEEPERS	321.83
012-518-209	114307	08/09/19	UNITED TRUCK & EQUIPMENT	194484	07/29/19	CLEAR TUBING FOR ST-61	20.85
012-518-209	114327	08/15/19	Day Auto Supply Inc	779928	08/01/19	TAIL LIGHT FOR ST-13	6.79
012-518-209	114327	08/15/19	Day Auto Supply Inc	779991	08/02/19	OIL & FILTER FOR AD-1	9.42
012-518-209	114327	08/15/19	Day Auto Supply Inc	780384	08/07/19	CABIN AIR FILTER FOR ST-61	22.86
012-518-209	114339	08/15/19	FREIGHTLINER ARIZONA LLC	XA320026993:01	08/07/19	COOLANT LEVEL SENSOR FOR ST-52	112.24
012-518-209	114366	08/15/19	RV STRIPES & GRAPHICS INC.	24835	08/09/19	OFFICIAL USE ONLY DECALS FOR FLEET	158.80
012-518-209	114394	08/22/19	Day Auto Supply Inc	7053	08/12/19	SWITCH FOR ST-23	18.47
012-518-209	114394	08/22/19	Day Auto Supply Inc	780466	08/08/19	STRUTS FOR ST-5	324.85
012-518-209	114394	08/22/19	Day Auto Supply Inc	780907	08/15/19	SPLASH GUARD FOR ST-51	18.55
012-518-209	114394	08/22/19	Day Auto Supply Inc	781114	08/16/19	CABIN AIR FILTER FOR ST-51	22.86
012-518-209	114412	08/22/19	JONES AUTO CENTER	61329	08/07/19	SHIFTER REPAIR FOR ST-14	66.43
012-518-209	114419	08/22/19	Manatee Tire & Auto Inc. dba	191320	08/12/19	BELT TENSIONER FOR ST-27	147.71
012-518-209	114419	08/22/19	Manatee Tire & Auto Inc. dba	191325	08/12/19	WHEEL ALIGNMNET FOR ST-5	68.95
012-518-209	114461	08/28/19	Day Auto Supply Inc	781386	08/20/19	BLUE DEF FOR FLEET	11.65
012-518-209	114469	08/28/19	H&E Equipment Exchange LLC	94654931	08/09/19	Parts for street sweepers	617.93
012-518-211	114223	08/01/19	Day Auto Supply Inc	778003	07/09/19	D-EARTH	14.50
012-518-211	114223	08/01/19	Day Auto Supply Inc	778117	07/10/19	HYD HOSE & FITTINGS FOR ST-21	159.01
012-518-211	114223	08/01/19	Day Auto Supply Inc	779068	07/22/19	CREDIT	(14.50)
012-518-211	114228	08/01/19	FORKLIFT EXCHANGE	10281	07/22/19	SEAT BELT FOR ST-38	403.12
012-518-211	114254	08/01/19	STOTZ EQUIPMENT	P90017	07/16/19	DRIVE LINE SHIELD FOR ST-21	194.81
012-518-211	114254	08/01/19	STOTZ EQUIPMENT	P90254	07/25/19	DRIVE LINE SHIELD FOR ST-21	359.68
012-518-211	114254	08/01/19	STOTZ EQUIPMENT	P90255	07/25/19	CREDIT	(194.81)
012-518-211	114254	08/01/19	STOTZ EQUIPMENT	P90260	07/25/19	CREDIT	(329.95)
012-518-211	114254	08/01/19	STOTZ EQUIPMENT	P90261	07/25/19	DRIVE LINE SHIELD FOR ST-21	329.95
012-518-211	114254	08/01/19	STOTZ EQUIPMENT	P90262	07/25/19	CREDIT	(348.07)
012-518-211	114273	08/09/19	BINGHAM EQUIPMENT COMPANY	P56422	07/12/19	HYD OIL FOR ST-21	119.36
012-518-211	114303	08/09/19	STOTZ EQUIPMENT	P90509	08/02/19	POWER SHAFT SHIELD FOR ST-21	622.67
012-518-211	114303	08/09/19	STOTZ EQUIPMENT	P90583	08/06/19	CREDIT	(482.56)
012-518-211	114306	08/09/19	UNITED ROTARY BRUSH CORPORATION	C1238094	07/09/19	Broom for ST-46	616.99
012-518-211	114327	08/15/19	Day Auto Supply Inc	779992	08/12/19	OIL & FILTER FOR ST-7	76.59
012-518-211	114327	08/15/19	Day Auto Supply Inc	780204	08/05/19	HYD FILTERS FOR ST-26	45.42

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012-518-211	114327	08/15/19	Day Auto Supply Inc	780381	08/07/19	ADAPTERS FOR ST-36	3.31
012-518-211	114327	08/15/19	Day Auto Supply Inc	780397	08/07/19	OIL SEAL FOR ST-22	13.54
012-518-211	114461	08/28/19	Day Auto Supply Inc	781142	08/16/19	Air LINE ADAPTER FOR ST-18	2.27
012-518-211	114461	08/28/19	Day Auto Supply Inc	781363	08/20/19	GEAR OIL FOR ST-22	16.79
012-518-211	114461	08/28/19	Day Auto Supply Inc	781410	08/20/19	HYD HOSE & FITTINGS FOR ST-18	43.35
012-518-211	114461	08/28/19	Day Auto Supply Inc	781459	08/21/19	Oil GUN FOR ST-22	9.82
012-518-211	114461	08/28/19	Day Auto Supply Inc	781563	08/22/19	GALLON WD-40 / GEAR OIL FOR ST-22	85.13
012-518-211	114461	08/28/19	Day Auto Supply Inc	781569	08/22/19	HYD HOSE & FITTINGS FOR ST-18	21.60
012-518-211	114461	08/28/19	Day Auto Supply Inc	781622	08/22/19	PRESTO PIN FOR ST-22	10.24
012-518-211	114476	08/28/19	M & S EQUIPMENT, INC.	C168549	08/22/19	INNER & OUTER DRIVE SHAFT SHIELD FOR ST-22	337.54
012-518-211	114476	08/28/19	M & S EQUIPMENT, INC.	C168900	08/22/19	HYD SEALS FOR ST-22	18.01
012-518-215	114205	08/01/19	APS	JUN/19 AR0480006692	07/22/19	AR STREET LIGHT BILLING	3,341.19
012-518-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	201 N GRANITE ST	38.83
012-518-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	SW COR MAIN & BUTTE TRLG SIG	64.09
012-518-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	460 N WARNER ST	12.53
012-518-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	444 N WARNER ST	1,095.01
012-518-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	4552 N HUNT HWY	161.31
012-518-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	2028 N HUNT HWY FIRE 2 TRAF LT	116.63
012-518-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	PINAL PKWY	93.87
012-518-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	3180 N HUNT HWY	165.56
012-518-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	JUL/19 60000	08/02/19	1206 MAIN STREET LIGHT	2,889.73
012-518-215	114321	08/15/19	BIA	43665	08/01/19	723 N PINAL PKWY-TRAFFIC LIGHT	59.08
012-518-215	114321	08/15/19	BIA	43665	08/01/19	17 DD LTS @ FLO N FLO	133.75
012-518-215	114321	08/15/19	BIA	43665	08/01/19	HWY 79 FLORENCE GARDEN D-D LIGHTS (8)	110.00
012-518-215	114321	08/15/19	BIA	43665	08/01/19	HWY 87 & CAMPBELL	46.20
012-518-215	114321	08/15/19	BIA	43665	08/01/19	FLO GRDN 4DD LTS	61.60
012-518-215	114332	08/15/19	Electrical District No. 2	JUL/19 66606	08/05/19	DIVERSION DAM RD SIGNAL LIGHT	267.63
012-518-215	114445	08/28/19	APS	JUL/19 AR0480006726	08/20/19	AR STREET LIGHT BILLING	3,341.19
012-518-215	114463	08/28/19	Electrical District No. 2	JUL/19 66289	08/12/19	7158 W HUNT HWY SIGNAL LIGHT	48.21
012-518-217	114448	08/28/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/	AO4118A 20190802	07/23/19	Inmate Labor - Work Program	33.00
012-518-231	114413	08/22/19	KS STATEBANK	07.06.19	08/15/19	JUL/19 AOT CONTRACT OBLIGATION	168.49
012-518-231	114413	08/22/19	KS STATEBANK	08.06.09	08/15/19	AUG/19 AOT CONTRACT OBLIGATION	168.49
012-518-302	114278	08/09/19	Day Auto Supply Inc	778249	07/11/19	WHEEL	15.28
012-518-302	114343	08/15/19	HOME DEPOT CREDIT SERVICES	7021299	07/25/19	Operating Supplies for STREETS	148.01
012-518-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243120	07/10/19	Operating Supplies for PW/Facilities Maint.	14.20
012-518-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243139	07/11/19	Operating Supplies for PW/Facilities Maint.	29.70
012-518-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243143	07/11/19	Operating Supplies for PW/Facilities Maint.	25.16
012-518-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243341	07/24/19	AX BLADE	40.12
012-518-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243359	07/25/19	PVC COUPLING	3.68
012-518-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243554	08/06/19	CUT KEY	31.71
012-518-302	114439	08/22/19	WATER SHED	400002409	07/01/19	RUGGLES	54.30
012-518-302	114439	08/22/19	WATER SHED	400002453	07/08/19	RUGGLES	44.43
012-518-302	114439	08/22/19	WATER SHED	400002509	07/15/19	RUGGLES	43.82
012-518-302	114439	08/22/19	WATER SHED	400002593	07/22/19	RUGGLES	39.50
012-518-302	114461	08/28/19	Day Auto Supply Inc	780833	08/13/19	WET GRAPHITE	15.81

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012-518-302	114461	08/28/19	Day Auto Supply Inc	781041	08/15/19	EXT.BAR	6.54
012-518-304	114392	08/22/19	DAN CISCO	00375R	08/03/19	Reimbursement for work boots/Dan Cisco	140.71
012-518-304	114453	08/28/19	BC GRAPHICS	16502-1	08/16/19	Uniform shirts for Streets staff	1,691.90
012-518-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - HURF	3,456.05
012-518-311	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243619	08/09/19	GRAIN SCOOP	49.12
012-518-312	114444	08/28/19	AGS SAFETY & SUPPLY	7496262	08/14/19	SAFETY GLASSES	128.88
012-518-317	114448	08/28/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/AO4118A 20190703		08/06/19	Inmate Labor - Work Program	60.00
012-518-317	114448	08/28/19	ARIZONA DEPARTMENT OF CORRECTIONS-IT/AO4118A 20190718		07/09/19	Inmate Labor - Work Program	44.00
012-518-318	114275	08/09/19	CEMEX	9440091038	07/11/19	AB FOR SIDEWALK REPAIRS	724.44
012-518-322	114275	08/09/19	CEMEX	9440091038	07/11/19	AB FOR SIDEWALK REPAIRS	724.44
012-518-326	114240	08/01/19	MOHAWK AUTOMOTIVE LIFTS SW	19859	07/29/19	Annual vehicle lift safety inspection & pm	976.00
012-518-403	114379	08/22/19	ADRIAN REMIGIO	AZ LTAP/2019	08/21/19	Per Diem for Traffic Control Supervisor	112.00
012-518-403	114402	08/22/19	GILBERT GARCIA	AZ LTAP 2019	08/14/19	Per Diem for Traffic Control Supervisor	112.00
012-518-403	114432	08/22/19	RYAN BURSON	AZ LTAP/2019	08/21/19	Per Diem for Traffic Control Supervisor	112.00
							31,116.95
FLEET SERVICES							
012-536-302	114254	08/01/19	STOTZ EQUIPMENT	P90340	07/29/19	NITRILE GLOVES FOR SHOP	76.41
012-536-304	114397	08/22/19	ERNESTO LOPEZ	136404	08/16/19	(boots, pants, shirts)	93.38
012-536-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - FLEET	47.45
012-536-311	114223	08/01/19	Day Auto Supply Inc	779156	07/23/19	LOCKOUT TAGS FOR FLEET	9.35
012-536-311	114223	08/01/19	Day Auto Supply Inc	779181	07/23/19	PULLEY PULLER SET FOR SHOP	38.17
012-536-311	114278	08/09/19	Day Auto Supply Inc	779897	08/01/19	HOLE ENLARGING BIT	47.71
012-536-311	114278	08/09/19	Day Auto Supply Inc	779933	08/01/19	DBL SIDED STORAGE BOX FOR SHOP	7.86
012-536-311	114327	08/15/19	Day Auto Supply Inc	780178	08/05/19	PICK TOOL SET FOR SHOP	13.74
012-536-311	114327	08/15/19	Day Auto Supply Inc	780249	08/06/19	BLOW GUN FOR SHOP	10.21
012-536-311	114327	08/15/19	Day Auto Supply Inc	780310	08/06/19	AIR LINE ADAPTER FOR SHOP	1.02
012-536-314	114278	08/09/19	Day Auto Supply Inc	779725	07/30/19	CABLE TIES & HOSE CLAMS FOR SHOP	9.23
012-536-314	114327	08/15/19	Day Auto Supply Inc	780007	08/02/19	ADAPTERS FOR ST-36	22.26
012-536-314	114394	08/22/19	Day Auto Supply Inc	780609	08/09/19	GLASS CLEANER FOR FLEET	26.84
012-536-314	114394	08/22/19	Day Auto Supply Inc	780865	07/13/19	HOSE CLAMP FOR SHOP	9.95
012-536-314	114394	08/22/19	Day Auto Supply Inc	780971	08/14/19	WIRE CONNECTORS FOR SHOP	11.67
							425.25
WATER DEPOSIT REFUND							
051-219-000	114289	08/09/19	2ND TEMP	220300	08/02/19	Water Deposit Refund	82.09
051-219-000	114309	08/09/19	2ND TEMP	10108003	08/02/19	Water Deposit Refund	5.58
051-219-000	114360	08/15/19	2ND TEMP	105.0085.3	08/12/19	Water Deposit Refund	87.16
051-219-000	114365	08/15/19	2ND TEMP	405716	08/12/19	Water Deposit Refund	36.39
051-219-000	114389	08/22/19	2ND TEMP	510507	08/19/19	Water Deposit Refund	31.03
051-219-000	114390	08/22/19	2ND TEMP	324170	08/21/19	Water Deposit Refund	79.76
051-219-000	114411	08/22/19	2ND TEMP	305403	08/21/19	Water Deposit Refund	67.63
051-219-000	114441	08/22/19	2ND TEMP	4.1141.3	08/21/19	Water Deposit Refund	67.70
							457.34

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FLORENCE WATER							
051-574-201	114219	08/01/19	CENTURYLINK	JUL/19 VAR	07/10/19	868-0246 WATER	168.74
051-574-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	WASTE WATER/WATER 50% SPLIT	468.72
051-574-201	114460	08/28/19	CENTURYLINK	43696	08/16/19	WATER WORKS ALARM LINE	179.04
051-574-207	114258	08/01/19	T-MOBILE USA INC.	JUL/19 963909583	07/31/19	GPS for Fleet-JULY 19	97.37
051-574-207	114387	08/22/19	CASA GRANDE COURIER INC.	1458	08/09/19	JULY 2019 - WATER SAMPLE COURIER	160.00
051-574-207	114415	08/22/19	Legend Technical Svcs Inc.	1911368	07/31/19	WATER TESTING - JULY 2019	144.00
051-574-208	114368	08/15/19	SENERGY PETROLEUM	561692	08/06/19	Fuel testing for Generator	1,000.00
051-574-209	114278	08/09/19	Day Auto Supply Inc	779690	07/30/19	FUEL CAP FOR W-1	18.53
051-574-209	114278	08/09/19	Day Auto Supply Inc	779724	07/30/19	Blue Def for Fleet	23.31
051-574-209	114278	08/09/19	Day Auto Supply Inc	779803	07/31/19	STEERING WHEEL COVER FOR W-1	8.18
051-574-209	114327	08/15/19	Day Auto Supply Inc	779991	08/02/19	OIL & FILTER FOR AD-1	9.97
051-574-209	114366	08/15/19	RV STRIPES & GRAPHICS INC.	24835	08/09/19	OFFICIAL USE ONLY DECALS FOR FLEET	55.50
051-574-209	114412	08/22/19	JONES AUTO CENTER	61329	08/07/19	SHIFTER REPAIR FOR ST-14	66.43
051-574-209	114461	08/28/19	Day Auto Supply Inc	781386	08/20/19	Blue Def for Fleet	11.65
051-574-211	114257	08/01/19	Titan Machinery Inc.	12726520GP	07/26/19	GAS STRUT FOR W-24	49.64
051-574-211	114476	08/28/19	M & S EQUIPMENT, INC.	C168654	08/22/19	Cutting edge FOR W-24	316.28
051-574-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	S QUARTZ ST WELL 5	1,029.60
051-574-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	425 E RUGGLES ST 50% SPLIT	5,956.65
051-574-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	425 E RUGGLES ST	653.12
051-574-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	425 E RUGGLES ST REAR	71.45
051-574-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	425 E RUGGLES ST REAR	513.75
051-574-215	114321	08/15/19	BIA	43665	08/01/19	IOWA MTR @ WTR TANK ON HILL	1,889.48
051-574-215	114321	08/15/19	BIA	43665	08/01/19	455 HWY 79 WELL 1 W/O RVBTM	1,967.37
051-574-302	114254	08/01/19	STOTZ EQUIPMENT	P90340	07/29/19	NITRILE GLOVES FOR SHOP	12.74
051-574-302	114275	08/09/19	CEMEX	9440078695	07/09/19	100 TON AB - N WATER STORAGE TANK	1,484.33
051-574-302	114398	08/22/19	FERGUSON ENTERPRISES LLC	36202	07/25/19	WATER OPERATING SUPPLIES - MTR NICOR	1,336.15
051-574-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243055	07/08/19	5 GAL PAIL & LID	34.42
051-574-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243088	07/09/19	CLAMP, PIPE CLAMP, BOLT	24.37
051-574-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243221	07/17/19	INS METER-GRINDER WHEEL	52.83
051-574-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243353	07/24/19	flex 6 plst / ci conn"	23.74
051-574-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243496	08/02/19	PARK STREET - CLAMPS, COUPLING, BLADES	46.31
051-574-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243584	08/08/19	12 san carlos pipe/coupling"	39.39
051-574-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243693	08/13/19	MAIN STREET WATER LINE SUPPLIES	113.38
051-574-302	114439	08/22/19	WATER SHED	400002409	07/01/19	RUGGLES	18.10
051-574-302	114439	08/22/19	WATER SHED	400002453	07/08/19	RUGGLES	14.81
051-574-302	114439	08/22/19	WATER SHED	400002509	07/15/19	RUGGLES	14.60
051-574-302	114439	08/22/19	WATER SHED	400002593	07/22/19	RUGGLES	13.16
051-574-304	114397	08/22/19	ERNESTO LOPEZ	136404	08/16/19	Uniform allowance for boots/pants	15.56
051-574-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - WATER	747.32
051-574-311	114223	08/01/19	Day Auto Supply Inc	779156	07/23/19	LOCKOUT TAGS FOR FLEET	1.56
051-574-311	114223	08/01/19	Day Auto Supply Inc	779181	07/23/19	PULLEY PULLER SET FOR SHOP	6.36
051-574-311	114278	08/09/19	Day Auto Supply Inc	779897	08/01/19	HOLE ENLARGING BIT	7.95
051-574-311	114278	08/09/19	Day Auto Supply Inc	779933	08/01/19	DBL SIDED STORAGE BOX FOR SHOP	1.31
051-574-311	114327	08/15/19	Day Auto Supply Inc	780178	08/05/19	PICK TOOL SET FOR SHOP	2.29

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051-574-311	114327	08/15/19	Day Auto Supply Inc	780249	08/06/19	BLOW GUN FOR SHOP	1.70
051-574-311	114327	08/15/19	Day Auto Supply Inc	780310	08/06/19	AIR LINE ADAPTER FOR SHOP	0.16
051-574-314	114278	08/09/19	Day Auto Supply Inc	779725	07/30/19	CABLE TIES & HOSE CLAMS FOR SHOP	1.54
051-574-314	114327	08/15/19	Day Auto Supply Inc	780007	08/02/19	RETAINER CLIPS FOR SHOP	3.70
051-574-314	114394	08/22/19	Day Auto Supply Inc	780609	08/09/19	GLASS CLEANER FOR FLEET	4.47
051-574-314	114394	08/22/19	Day Auto Supply Inc	780865	07/13/19	HOSE CLAMP FOR SHOP	1.66
051-574-314	114394	08/22/19	Day Auto Supply Inc	780971	08/14/19	WIRE CONNECTORS FOR SHOP	1.95
051-574-401	114302	08/09/19	Rural Water Association of Arizona	680	07/01/19	ANNUAL SYSTEM MEMBERSHIP - RWAA	250.00
051-574-402	114266	08/01/19	WILLIAM MARTELL	8052019	07/31/19	MEAL PER DIEM - 3 DAY CONFERENCE	168.00
051-574-406	114276	08/09/19	CENTRAL AZ GROUNDWATER DIST.	72119	07/20/19	SEPTEMBER PRE-PAYMENT	35,953.76
051-574-507	114395	08/22/19	ELLISON-MILLS CONTRACTING LLC	1590-1	08/15/19	CIP WU-83 PHASE 3B - AND CDBG	305,977.63
							361,234.03

SEWER OPERATIONS - SOUTH PLANT

052-575-201	114219	08/01/19	CENTURYLINK	JUL/19 VAR	07/10/19	868-2394 WASTEWATER	58.02
052-575-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	WASTE WATER/WATER 50% SPLIT	468.72
052-575-201	114460	08/28/19	CENTURYLINK	43696	08/16/19	WASTEWATER	60.59
052-575-207	114301	08/09/19	RIGHT AWAY DISPOSAL LLC	2645102	07/15/19	SWWTP JULY 1-15 20 YD CONTAINER RENTALS	48.39
052-575-207	114301	08/09/19	RIGHT AWAY DISPOSAL LLC	2645102	07/15/19	SWWTP JULY 1-15 12 YD CONT RENTAL	24.21
052-575-207	114387	08/22/19	CASA GRANDE COURIER INC.	1458	08/09/19	JULY 2019 SWWTP WATER SAMPLE COURIER	1,262.40
052-575-207	114415	08/22/19	Legend Technical Svcs Inc.	1911370	07/31/19	SWWTP WATER TESTING JULY 19	2,445.00
052-575-207	114426	08/22/19	RIGHT AWAY DISPOSAL LLC	2660533	07/31/19	2-20 YD CONTAINER RENTAL FEES	77.42
052-575-207	114426	08/22/19	RIGHT AWAY DISPOSAL LLC	2660533	07/31/19	1-12 YD CONTAINER RENTAL FEE	25.81
052-575-208	114368	08/15/19	SENERGY PETROLEUM	561692	08/06/19	Fuel testing for Generator	500.00
052-575-209	114327	08/15/19	Day Auto Supply Inc	779991	08/02/19	OIL & FILTER FOR AD-1	9.57
052-575-209	114366	08/15/19	RV STRIPES & GRAPHICS INC.	24835	08/09/19	OFFICIAL USE ONLY DECALS FOR FLEET	31.70
052-575-209	114412	08/22/19	JONES AUTO CENTER	61329	08/07/19	SHIFTER REPAIF FOR ST-14	66.43
052-575-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	425 N RUGGLES 50% SPLIT	5,956.65
052-575-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	8742601000 JUL/19	08/05/19	100 S PLANT RD	20,416.07
052-575-217	114248	08/01/19	RUFF BOYZ MOLTEN METAL WORKS	2115	07/10/19	SWWTP-WELD CRACKS IN SEPARATION TANKS	300.00
052-575-217	114301	08/09/19	RIGHT AWAY DISPOSAL LLC	2645102	07/15/19	SWWTP JULY 1-15 7 DUMP & RETURNS	1,715.00
052-575-217	114405	08/22/19	Hoffman Southwest Corporation-dba	6800001033	08/05/19	COLORADO AVE	979.00
052-575-217	114426	08/22/19	RIGHT AWAY DISPOSAL LLC	2660533	07/31/19	DUMP & RETURN	735.00
052-575-230	114301	08/09/19	RIGHT AWAY DISPOSAL LLC	187	07/15/19	SWWTP -31.11 LANDFILL FEES	782.40
052-575-230	114426	08/22/19	RIGHT AWAY DISPOSAL LLC	2660533	07/31/19	LANDFILL FEES	300.00
052-575-302	114254	08/01/19	STOTZ EQUIPMENT	P90340	07/29/19	NITRILE GLOVES FOR SHOP	21.23
052-575-302	114254	08/01/19	STOTZ EQUIPMENT	P90340	07/29/19	NITRILE GLOVES FOR SHOP	2.12
052-575-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243024	07/03/19	DRAIN OPENER - SPRING CLAMP	31.96
052-575-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243135	07/11/19	ORTHO DEF KILLER - FIRE ANT TREATMENT	24.05
052-575-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243136	07/11/19	CREDIT & ANT MOUND KILLER	1.98
052-575-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243147	07/12/19	NUTS, BOLTS, & SCREWS	13.58
052-575-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243245	07/18/19	ALL PURPOSE CLEANER	35.78
052-575-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243362	07/25/19	CLAMP CONNECTOR	6.34
052-575-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243538	08/05/19	TRI FLOW LUBRICANT	10.58
052-575-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243652	08/12/19	STAINLESS HARDWARE, BOAT SNAP, SPOOL CORD	50.89

Town of Florence
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GL Account	Check Number	Check Issue Date	Name	Invoice No	Invoice Date	Description	Total Cost
052-575-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243687	08/13/19	HARDWARE, SPRG CLAMP, RUBB STRAP	39.79
052-575-302	114439	08/22/19	WATER SHED	400002413	07/01/19	SWWTP	13.99
052-575-304	114397	08/22/19	ERNESTO LOPEZ	136404	08/16/19	Uniform allowance for boots/pants	25.94
052-575-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - S SEWER	151.66
052-575-311	114223	08/01/19	Day Auto Supply Inc	779156	07/23/19	LOCKOUT TAGS FOR FLEET	2.60
052-575-311	114223	08/01/19	Day Auto Supply Inc	779181	07/23/19	PULLEY PULLER SET FOR SHOP	10.60
052-575-311	114278	08/09/19	Day Auto Supply Inc	779897	08/01/19	HOLE ENLARGING BIT	13.25
052-575-311	114278	08/09/19	Day Auto Supply Inc	779933	08/01/19	DBL SIDED STORAGE BOX FOR SHOP	2.18
052-575-311	114327	08/15/19	Day Auto Supply Inc	780178	08/05/19	PICK TOOL SET FOR SHOP	3.82
052-575-311	114327	08/15/19	Day Auto Supply Inc	780249	08/06/19	BLOW GUN FOR SHOP	2.85
052-575-311	114327	08/15/19	Day Auto Supply Inc	780310	08/06/19	AIR LINE ADAPTER FOR SHOP	0.28
052-575-314	114278	08/09/19	Day Auto Supply Inc	779725	07/30/19	CABLE TIES & HOSE CLAMS FOR SHOP	2.57
052-575-314	114327	08/15/19	Day Auto Supply Inc	780007	08/02/19	RETAINER CLIPS FOR SHOP	6.18
052-575-314	114394	08/22/19	Day Auto Supply Inc	780609	08/09/19	GLASS CLEANER FOR FLEET	7.46
052-575-314	114394	08/22/19	Day Auto Supply Inc	780865	07/13/19	HOSE CLAMP FOR SHOP	2.76
052-575-314	114394	08/22/19	Day Auto Supply Inc	780971	08/14/19	WIRE CONNECTORS FOR SHOP	3.24
052-575-401	114302	08/09/19	Rural Water Association of Arizona	680	07/01/19	ANNUAL SYSTEM MEMBERSHIP - RWAA	250.00
052-575-402	114214	08/01/19	BRETT HILTON	8052019	07/31/19	MEAL PER DIEM - 3 DAY CONFERENCE	168.00
							37,168.06

SEWER OPERATIONS - NORTH PLANT

052-576-201	114324	08/15/19	CENTURYLINK	JUL/19 WW ALARM	08/01/19	WATER WORKS ALARM LINE	109.36
052-576-207	114258	08/01/19	T-MOBILE USA INC.	JUL/19 963909583	07/31/19	GPS for Fleet-JULY 19	55.64
052-576-207	114301	08/09/19	RIGHT AWAY DISPOSAL LLC	2645102	07/15/19	NWWTP JULY 1-15 30 YD CONT RENTAL	24.20
052-576-207	114387	08/22/19	CASA GRANDE COURIER INC.	1458	08/09/19	JULY 2019 NWWTP WATER SAMPLE COURIER	315.60
052-576-207	114415	08/22/19	Legend Technical Svcs Inc.	1911369	07/31/19	NWWTP WATER TESTING - JULY 19	1,421.00
052-576-207	114426	08/22/19	RIGHT AWAY DISPOSAL LLC	2660533	07/31/19	1-20 YD CONTAINER RENTAL FEE	25.81
052-576-209	114461	08/28/19	Day Auto Supply Inc	781394	08/20/19	Oil FILTER FOR WW-7	58.80
052-576-215	114321	08/15/19	BIA	43665	08/01/19	HWY 79 WASTE WATER PLANT W/SD OF INS	2,295.80
052-576-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243371	07/25/19	TIMER	105.91
052-576-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243406	07/29/19	BLUE PVC GLUE	24.76
052-576-302	114401	08/22/19	FLORENCE TRUE VALUE HARDWARE	243716	08/14/19	COUPLING, NIPPLES, SPRG SNAP	102.56
052-576-302	114439	08/22/19	WATER SHED	400002413	07/01/19	SWWTP	13.98
052-576-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL N. SEWER	467.57
052-576-401	114302	08/09/19	Rural Water Association of Arizona	680	07/01/19	ANNUAL SYSTEM MEMBERSHIP - RWAA	250.00
							5,270.99

SANITATION DEPOSIT REFUND

053-219-000	114222	08/01/19	2ND TEMP	787120	07/30/19	REFUND SANITATION DEPOSIT	51.00
053-219-000	114231	08/01/19	2ND TEMP	789412	07/24/19	REFUND SANITATION DEPOSIT	42.33
053-219-000	114286	08/09/19	2ND TEMP	715801	08/07/19	REFUND SANITATION DEPOSIT	51.00
053-219-000	114322	08/15/19	2ND TEMP	767680	08/12/19	REFUND SANITATION DEPOSIT	16.34
053-219-000	114386	08/22/19	2ND TEMP	736190	08/22/19	REFUND SANITATION DEPOSIT	25.00
053-219-000	114429	08/22/19	2ND TEMP	767370	08/22/19	REFUND SANITATION DEPOSIT	16.34
053-219-000	114430	08/22/19	2ND TEMP	789010	08/22/19	REFUND SANITATION DEPOSIT	7.67

Town of Florence
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GL Account	Check Number	Check Issue Date	Name	Invoice No	Invoice Date	Description	Total Cost
053-219-000	114431	08/22/19	2ND TEMP	790530	08/22/19	REFUND SANITATION DEPOSIT	51.00
053-219-000	114440	08/22/19	2ND TEMP	713502	08/15/19	REFUND SANITATION DEPOSIT	51.00
053-219-000	114455	08/28/19	2ND TEMP	711573	08/28/19	REFUND SANITATION DEPOSIT	16.34
053-219-000	114480	08/28/19	2ND TEMP	788271	08/22/19	REFUND SANITATION DEPOSIT	33.67
							361.69
SANITATION OPERATIONS							
053-571-201	114262	08/01/19	Verizon Wireless	JUL/19 7262	07/21/19	SANITATION	63.80
053-571-207	114258	08/01/19	T-MOBILE USA INC.	JUL/19 963909583	07/31/19	GPS for Fleet-JULY 19	27.85
053-571-209	114366	08/15/19	RV STRIPES & GRAPHICS INC.	24835	08/09/19	OFFICIAL USE ONLY DECALS FOR FLEET	15.88
053-571-209	114412	08/22/19	JONES AUTO CENTER	61329	08/07/19	SHIFTER REPAIR FOR ST-14	9.17
053-571-304	114397	08/22/19	ERNESTO LOPEZ	136404	08/16/19	Uniform allowance for boots/pants	2.59
053-571-306	114312	08/09/19	WEX BANK	60542796	07/31/19	FUEL - SANITATION	224.65
053-571-311	114223	08/01/19	Day Auto Supply Inc	779156	07/23/19	LOCKOUT TAGS FOR FLEET	0.25
053-571-311	114223	08/01/19	Day Auto Supply Inc	779181	07/23/19	PULLEY PULLER SET FOR SHOP	1.06
053-571-311	114278	08/09/19	Day Auto Supply Inc	779897	08/01/19	HOLE ENLARGING BIT	1.33
053-571-311	114278	08/09/19	Day Auto Supply Inc	779933	08/01/19	DBL SIDED STORAGE BOX FOR SHOP	0.22
053-571-311	114327	08/15/19	Day Auto Supply Inc	780178	08/05/19	PICK TOOL SET FOR SHOP	0.38
053-571-311	114327	08/15/19	Day Auto Supply Inc	780249	08/06/19	BLOW GUN FOR SHOP	0.28
053-571-311	114327	08/15/19	Day Auto Supply Inc	780310	08/06/19	AIR LINE ADAPTER FOR SHOP	0.03
053-571-314	114278	08/09/19	Day Auto Supply Inc	779725	07/30/19	CABLE TIES & HOSE CLAMS FOR SHOP	0.26
053-571-314	114327	08/15/19	Day Auto Supply Inc	780007	08/02/19	RETAINER CLIPS FOR SHOP	0.62
053-571-314	114394	08/22/19	Day Auto Supply Inc	780609	08/09/19	GLASS CLEANER FOR FLEET	0.75
053-571-314	114394	08/22/19	Day Auto Supply Inc	780865	07/13/19	HOSE CLAMP FOR SHOP	0.28
053-571-314	114394	08/22/19	Day Auto Supply Inc	780971	08/14/19	WIRE CONNECTORS FOR SHOP	0.32
							349.72
GRANT - DIAL A RIDE PROGRAM							
226-508-302	114479	08/28/19	Nat'l Ctr For Safety Initiatives LLC	145209	08/01/19	Give A Lift Back ground checks	16.00
DOHS OP STONEGARDEN 180429-02							
249-522-506	114456	08/28/19	CAMPBELL/HARRIS SECURITY EQUIPMENT CC 19118		08/16/19	Grant Funded: Videoscope Inspection System, Contraband De	15,498.00
ANTHEM SLID #1							
300-506-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	JULY/19 SLIDS	08/02/19	SLID 1	2,474.12
ANTHEM SLID #2							
301-506-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	JULY/19 SLIDS	08/02/19	SLID 2	2,504.70
ANTHEM SLID #3							
302-506-215	114317	08/15/19	ARIZONA PUBLIC SERVICE	JULY/19 SLIDS	08/02/19	SLID 3	2,244.71
CFD #1 - MERRILL RANCH-ADMIN							
957-506-217	114298	08/09/19	PINAL COUNTY TREASURER	2217 (CFD #1)	08/05/19	PROFESSIONAL SERVICES #1 - 1,501 ACCTS	9,006.00

Town of Florence
Warrant Register - August 2019

<u>GL Account</u>	<u>Check Number</u>	<u>Check Issue Date</u>	<u>Name</u>	<u>Invoice No</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Total Cost</u>
CFD #2 - MERRILL RANCH-ADMIN 958-506-217	114298	08/09/19	PINAL COUNTY TREASURER	221718 (CFD #2)	08/05/19	PROFESSIONAL SERVICES #2 - 820 ACCTS	4,920.00
Grand Total							<u><u>2,097,528.05</u></u>

A VOTE OF YES WOULD MEAN:

A yes vote would mean that the above appointment was approved by the Town Council.

FINANCIAL IMPACT:

None

ATTACHMENTS:

Application



Town of Florence Youth Commission Application

The Florence Youth Commission is open to all high school aged students living in Florence. This includes but is not limited to Florence Unified School District, online secondary schools or secondary charter schools. Students must be in grades 9-12 and/or between the ages of 14-18. **Deadline to submit applications is Friday, August 31, 2018.** Applications may be submitted at the Florence Library and Community Center, 778 N. Main Street or mailed to: Florence Youth Commission, c/o Florence Community Services Department, P.O. Box 2670, Florence, AZ 85132.

Full Name: Isabella Marie Pool Male Female
Home Address: 10019 E. Hay Loft Dr. Date of Birth: 12/16/02
City: Florence Zip: 85132
Home Phone: (520) 252 6171 Cell Phone: (520) 252 6171
Grade 11 School Florence High School
E-mail: ~~joynpp1@gmail.com~~ isabella.pool20@gmail.com

Parent or Guardian Name(s): Tress Goff, Earl Williams, Rita Goff, David Goff

"I give my permission for Isabella Pool to apply to the Town of Florence Youth Commission."

Parent/Guardian Signature: [Signature] Date: 8/8/19

Parent Contact Number: 520 252 6171

Parent Email: joynpp1@gmail.com

Cell Phone: 520 252 6171

Applicant Questions:

How did you hear about the Florence Youth Commission? (Please circle any that apply)

Parent

Friend

Media (which one) _____

Mayor/Council

School

Other: _____

Why are you applying to serve on the Florence Youth Commission?

I am applying to serve on the Florence Youth Commission because I feel like I can make a difference in the youth community.

What interests and talents would you bring to the Youth Commission if you are selected?

The interests I would bring is: the issues we have as young adults and the talents I would bring to the Youth Commission is...

What are three main issues facing the youth in Florence?

The three main issues we are facing in the town of Florence as youth is substance abuse, crime, and as well materialism.

List your community or school volunteer and/or work experience(s).

- DAVA Volunteer
- Unified Partner player
- Food Bank
- Assumption of the Blessed Mary virgin

What is your vision or expectations of the Florence Youth Commission?

My visions of the Florence Youth Commission
is that we build the youth up and as well
stop certain aspects that are happening around
us today. My expectations of the commission is
improving teen activities and the safety of our
youth.

List two adult (non-relatives) references who would recommend you for the Youth Commission.
This could be a teacher, employer, community member or a family friend.

Name: Jared Hotchkiss Phone: 480-669-8419

Address 657 E SHAWNEE RD STU, AZ 85143

Email: jhotchkiss@fisdaz.org

Name: Talma Harmon Phone: 520-866-3560, 7149

Address Florence High School 1000 S. Main St Florence, AZ 85132

Email: tharmon@fisdaz.org

NOTE: Selected members of the Florence Youth Commission must attend regular monthly meetings (and others as decided by the commission), and be an active participant in the Commission and selected activities. Members can be removed from the Commission after three unexcused absences. Your signature below indicates you agree and understand the duties and responsibilities of a Florence Youth Commission member.

Isabella Pool


Print Name

Isabella Pool

Signature

August 8, 2019

Date

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 12b.
MEETING DATE: October 7, 2019 DEPARTMENT: Administration STAFF PRESENTER: Lisa Garcia, Deputy Town Manager/ Town Clerk SUBJECT: Resolution No. 1716-19 Creating SLID 4		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading <input type="checkbox"/> Other
STRATEGIC PLAN REFERENCE: <input type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnership and Relationships <input checked="" type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Adoption of Resolution No. 1716-19: A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, ORDERING THE PROPOSED STREET LIGHTING IMPROVEMENTS DESCRIBED IN RESOLUTION NO. 1715-19 FORMING THE “TOWN OF FLORENCE, ARIZONA, ANTHEM AT MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT 4” TO PROCEED.

BACKGROUND/DISCUSSION:

On July 15, 2019, the Town received majority petitions containing the necessary signatures to establish Anthem at Merrill Ranch SLID 4. The petitions on file at the Clerk’s Office contain 78 percent of owners signing with 54 percent of the assessed valuation within the boundaries of the District. Arizona law requires that notice of the new District be posted and published. The proper advertisements and posting were completed per the schedule below.

- | | |
|---------------------|---|
| August 19, 2019: | Adopted Notice of intent Resolution No. 1715-19 |
| August 20, 2019: | First day to receive protests |
| August 29, 2019: | First notice published in Florence Reminder |
| September 5, 2019: | Second notice published in Florence Reminder |
| | Property posted with affidavit of posting on file |
| September 20, 2019: | Last day to receive protest |
| October 5, 2019: | Council consideration of Resolution No. 1716-19 creating SLID |

By adopted Resolution No. 1715-19, the Town provided notice of intention to make and order the expense of the Improvements payable from the levying and collection of ad valorem taxes upon the assessed value of all real and personal property in the District to be known and designated as "Town of Florence, Arizona, Anthem at Merrill Ranch SLID 4 Lighting Improvement District" and hereby declare that the District is as legally described on Exhibit "A" attached hereto with the boundaries as shown on the map in Exhibit "B" attached hereto.

The SLID 4 shall not be authorized to issue bonds and no assessment for District purposes against the property within the District shall exceed One Dollar and Twenty Cents (\$1.20) per each hundred dollars of taxable valuation thereof in any year.

The Town Clerk's Office did not receive any correspondence during the protest period.

A VOTE OF NO WOULD MEAN:

Street Light Improvement District would not be formed. The HOA would cover the costs of the streetlights and rebill to the homeowners within the area.

A VOTE OF YES WOULD MEAN:

Staff will take all necessary action to form Anthem at Merrill Ranch SLID 4.

FINANCIAL IMPACT:

Developer paid all costs until the SLID is formed including costs associated with establishing the SLID.

ATTACHMENTS:

Resolution No. 1716-19 with exhibits

RESOLUTION No. 1716-19

A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, ORDERING THE PROPOSED STREET LIGHTING IMPROVEMENTS DESCRIBED IN RESOLUTION NO. 1715-19 FORMING THE “TOWN OF FLORENCE, ARIZONA, ANTHEM AT MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT 4”.

WHEREAS, on *August 19, 2019* the Town Council adopted Resolution No. 1715-19 forming the Town of Florence, Arizona, Anthem at Merrill Ranch Street Light Improvement District 4 Light Improvement District, “the District”, to contain the area legally described in Exhibit “A” and boundaries shown in a map set forth in Exhibit “B” attached to said Resolution; and

WHEREAS, the original petition for formation of said District was signed by a majority (not all) of the property owners within the District and in such situations Arizona law requires that there be an opportunity to protest the formation of the District; and

WHEREAS, following adoption of Resolution No. 1715-19, the Town in accordance with A.R.S. § 48-578 caused notice of the opportunity to protest the formation of the District to be published in a newspaper and posted along the District boundaries; and

WHEREAS, the Town received no protest to formation of the District within the protest period.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of Florence, Arizona, as follows.

Section 1. Pursuant to A.R.S. § 48-581(A) the Town does hereby order the street lighting improvements described in Resolution No. 1715-19 to proceed for the “TOWN OF FLORENCE, ARIZONA, ANTHEM AT MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT 4,” which contains the area legally described in Exhibit “A” and boundaries shown in Exhibit “B” of the Resolution No. 1715-19.

Section 2. That the public interest and convenience requires that the purposed street lighting improvements in the formed District shall be constructed, acquired and accepted; are of more than local or ordinary public benefit; and the expense of the improvements, including contracting for and purchasing energy for street lighting, shall be chargeable upon the District; and the extent of the District is described in Exhibit “A” and boundaries shown in Exhibit “B” of the Resolution No. 1715-19.

Section 3. That the expenses of the District shall be paid for by the levy and collection of AD Valorem Taxes upon the assessed valuation of all real and person property in the District.

Section 4. The Town Council adopts by this reference the recitals and findings of this Resolution and the Recitals and findings contained in the Resolution of Intention No. 1715-19.

Section 5. Any resolutions or parts of resolutions in conflict with the provisions of the Resolution are hereby repealed.

APPROVED AND ADOPTED this 7th day of October 2019.

Tara Walter, Mayor

Attest:

Approved as To Form:

Lisa Garcia, Town Clerk

Clifford L. Mattice, Town Attorney

RESOLUTION No. 1715-19

A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, DECLARING ITS INTENTION TO ESTABLISH A STREET LIGHT IMPROVEMENT DISTRICT TO PURCHASE ENERGY FOR LIGHTING THE PUBLIC STREETS IN THE AREA WITHIN THE CORPORATE LIMITS OF THE TOWN OF FLORENCE, ARIZONA, DESCRIBED ON EXHIBIT "A" AND EXHIBIT "B", ATTACHED HERETO; DECLARING SUCH IMPROVEMENTS TO BE OF MORE THAN LOCAL OR ORDINARY PUBLIC BENEFIT AND THAT THE EXPENSES THEREOF BE PAID FOR BY THE LEVY AND COLLECTION OF AD VALOREM TAXES UPON THE ASSESSED VALUATION OF ALL REAL AND PERSONAL PROPERTY IN A CERTAIN DISTRICT TO BE KNOWN AS "ANTHEM AT MERRILL RANCH LIGHTING IMPROVEMENT DISTRICT 4" (THE "DISTRICT"); AND ORDERING THAT SUCH IMPROVEMENTS BE PROVIDED FOR UNDER THE PROVISIONS OF SECTIONS 48-572 AND 48-616, ARIZONA REVISED STATUTES.

WHEREAS, the undersigned Petitioners comprise a majority of the real property owners, exclusives of mortgagees and other lienholders, of all the property within the proposed lighting improvement District described herein; and

WHEREAS, the Petitioners have submitted a Petition pursuant to § 48-616 and § 48-617 (B), Arizona Revised Statutes (A.R.S.), requesting the Mayor and Council of the Town of Florence, Arizona ("Town"), to adopt a Resolution of Intention to form a lighting improvement District for the real property legally described in Exhibit "A" ("District") and with boundaries shown in the map attached as Exhibit "B", and to order the purchase of energy for the lighting of the public street, all as set forth in the lighting facilities plans and specification for the ANTHEM AT MERRILL RANCH SLID 4 Lighting Improvement District on file with the Town Engineer ("Improvements") and approved by Arizona Public Service Company; and

WHEREAS, the Town has verified that Petition contains the signatures of a majority of the real property owners, exclusive of mortgagees and other lienholders, within the boundaries of the District; and,

WHEREAS, the Town has jurisdiction to adopt this Resolution pursuant to A.R.S. §48-576.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Florence, Arizona, as follows.

Section 1. The "TOWN OF FLORENCE, ARIZONA ANTHEM AT MERRILL RANCH SLID 4 LIGHTING IMPROVEMENT DISTRICT" shall be formed to contain the

area legally described in Exhibit "A" attached hereto and with the boundaries shown in the map in Exhibit "B" attached hereto, and shall exist, pursuant to the provisions of A.R.S. §48-572, §48-616, §48-617, as may be amended from time to time.

Section 2. The public interest or convenience requires, and it is the intention of the Town to order the Improvements.

Section 3. The proposed Improvements, in the opinion of the Mayor and Council of the Town, is of more than local or ordinary public benefit and is of special benefit to the respective lots, pieces and parcels of real property in the District.

Section 4. It is the intention of the Mayor and Council of the Town to make and order the expense of the Improvements payable from the levying and collection of ad valorem taxes upon the assessed value of all real and personal property in the District to be known and designated as "Town of Florence, Arizona, ANTHEM AT MERRILL RANCH SLID 4 Lighting Improvement District" and hereby declare that the District is as legally described on Exhibit "A" attached hereto with the boundaries as shown in the map in Exhibit "B" attached hereto. Any public street or alley within the District shall be omitted from the assessment. Any lot belonging to the United States, the State, a county, Town, school District or political subdivision or institution of the state or county within the District shall be omitted from the assessment.

Section 5. The Superintendent of Streets of the Town shall post or cause to be posted notices of this Resolution of Intention, and the Town Clerk shall cause the Resolution of Intention to be published in a newspaper published and of general circulation in the Town, pursuant to A.R.S. §48-578. Any Protest to the proposed District and /or Improvements may be filed and will be heard by the Town Council pursuant to A.R.S. §48-579 and §48-580.

Section 6. It is the intention of the Mayor and Council of the Town to make annual statements and estimates of the expenses of the District, which shall be provided for by the levy and collection of ad valorem taxes upon the assessed value of all the real and personal property in the District; shall publish notice thereof; shall have hearings thereon; and shall adopt them at the times and in the manner provided for incorporated cities and towns by the applicable portions of Section 42-17101 et seq., 42-17152, Arizona Revised Statutes. The Mayor and Council of the Town shall, on or before the third Monday in August of each year, fix, levy and assess the amount to be raised by ad valorem taxes upon all of the property of the District and collect, as Pinal County, Arizona (the "County") taxes are collected, the amounts shown by the statements and estimates as adopted by the Mayor and Council of the Town. All statutes providing for the levy and collection of State of Arizona and County taxes, shall be applicable to District taxes as provided to be levied under Sections 48-616, 48-572 Arizona Revised Statutes.

Section 7. The District shall not be authorized to issue bonds and no assessment for District purposes against the property within the District shall exceed One Dollar and Twenty Cents (\$1.20) per each hundred dollars of assessed valuation thereof in any year.

Section 8. The District shall not engage in any activity other than as provided in Section 48-616, Arizona Revised Statutes, i.e., contracting for and purchasing of energy for street and public park lighting.

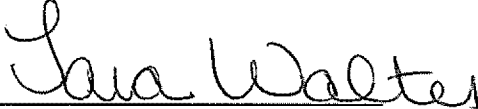
Section 9. The formation of the District shall not be considered as preventing the subsequent establishment of improvement Districts for any other purpose authorized by law, including improvement Districts for the purpose of construction street lighting facilities within any part or all of the same territory as the District.

Section 10. The type of lighting facilities to be installed in the District and the locations thereof shall consist of those lighting facilities and locations described in the petition submitted by Petitioner, or as may be approved by the Town.

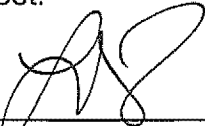
Section 11. The rate to be paid for purchasing the energy for the District shall be the rate described in the petition submitted by Petitioner, or as may be approved by the Arizona Public Service Company.

Section 12. Any resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

APPROVED AND ADOPTED this 19th day of August 2019.

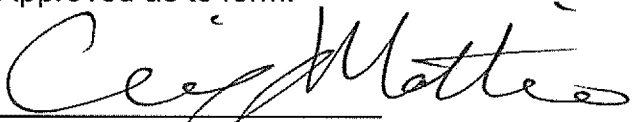

Tara Walter, Mayor

Attest:



Lisa Garcia, Town Clerk

Approved as to form:



Clifford L. Mattice, Town Attorney

MAJORITY PETITION
FOR FORMATION
OF
TOWN OF FLORENCE, ARIZONA
MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT NO. 4

STATE OF ARIZONA
COUNTY OF PINAL
TOWN OF FLORENCE

We, the undersigned (“Petitioners”), are the owners, exclusive of mortgagees and other lien holders, of the majority of the real property within the limits of the area and district legally described in Exhibit A, attached hereto, including any property within a recorded final plat contained therein and with such boundaries as shown in the map attached hereto as Exhibit B (“District”).

We hereby petition the Mayor and Council of the Town of Florence, Arizona (“Town”) to establish a street lighting improvement district pursuant to A.R.S. §§ 48-571 et seq., as amended, and specifically, A.R.S. §§ 48-615 – 48-617, for the purpose of purchasing energy for the lighting of public streets and parks within the described District and maintenance of such lighting facilities, where permissible by the street lighting improvement district.

It is hereby requested, that the Town Council after verifying that the petition is signed by the majority owner all of the real property owners, exclusive of mortgagees and other lienholders within the District, and making a finding of such fact, adopt a Resolution of Intention to order the proposed improvements pursuant to A.R.S. § 48-576 (“Improvements”), and request that the Town Council assume immediate jurisdiction and order the Improvements pursuant to A.R.S. § 48-581, without the necessity of publication and posting of the Resolution of Intention provided for in A.R.S. § 48-578.

We respectfully request that the District be established as follows:

I. District. The name of the District to be formed shall be “TOWN OF FLORENCE, ARIZONA MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT NO. 4”;

II. Authority. The District shall be formed and shall exist, pursuant to the terms and provisions of Title 48, Chapter 4, Article 2, Arizona Revised Statutes, as amended, and subject to A.R.S. § 48-616, as amended;

III. Expenses of the District. The Mayor and Council of the Town shall make annual statements and estimates of the expenses of the District, which shall be provided for the levy and collection of taxes upon all the real and personal property in the District, shall publish notice thereof, shall have hearings thereon and shall adopt them at the times and in the manner provided for incorporated cities and towns by the applicable portions of A.R.S. § 42-17101 et seq., §§ 42-17151 – 42-17152, as amended, and the Mayor and Council of the Town shall, on or before the third Monday in August of each year, fix, levy

and assess the amount to be raised by taxes levied and assessed upon all of the property of the District and collect, as Pinal County, Arizona (“County”) taxes are collected, the amounts shown by the statements and estimates as adopted by the Mayor and Council of the Town. Taxes shall be levied and assessed on the basis of ad valorem taxes upon the assessed value of all the property real and personal in the District.

All statutes providing for the levy and collection of State of Arizona (“State”) and County taxes, including the collection of delinquent taxes and sale of property for nonpayment of taxes, shall be applicable to District taxes as provided to be levied under A.R.S. § 48-616, as amended.

IV. Maximum Assessment. The District shall not be authorized to issue bonds and no assessment for District purposes against the property within the District shall exceed One Dollar Twenty Cents (\$1.20) upon each hundred dollars of taxable valuation in any year.

V. Purpose. The District shall be authorized to engage in any activity as provided in A.R.S. § 48-616, as may be amended from time to time, i.e., contracting for and purchasing of energy for street and public park lighting;

VI. Non-Exclusive. The formation of the District shall not be considered as preventing the subsequent establishment of improvement districts for any other purpose authorized by law, including improvement districts for the purpose of constructing street lighting facilities within any part or all of the same territory as the District; and

VII. Public Property. Any public street or alley within the area proposed for the District shall be omitted from the assessment. Any lot belonging to the United States, the State, County, Town, school district or political subdivision or institution of the State or County that is included within the proposed District shall be omitted from the assessment.

VIII. Public Need. Public convenience and necessity require the adoption of the Resolution.

Petitioners hereby further REPRESENT and WARRANT to the Town:

That on the date hereof, as shown on the assessment roll for State and County taxes, the majority of the real property to be in the District is owned by the Petitioners or, if a person listed on such assessment roll is no longer the owner of real property in the District, that the name of the successor owner has become known and has been verified by recorded deed or other similar evidence of transfer of ownership to be a Petitioner;

That the real property to be included in the District will be benefited from the Improvement.

Petitioners ACKNOWLEDGE, COVENANT to the Town and AGREE:

That the Improvements be ordered and expenses of the District be paid for by the levy and collection of ad valorem taxes upon the assessed value of all the real and personal property in the District;

That Petitioner Pulte Home Company, LLC, has, at its sole cost and expense, provided to Arizona Public Service Company ("APS") such lighting facilities as may be required by APS and the Town subject to their approval;

That the rate to be paid by the Town for purchasing energy for the District shall be usual and customary rates adopted by APS, or may be amended from time to time;

That, pursuant to A.R.S. § 42-17257, as amended, the Town must first be authorized by the Arizona Department of Revenue to assess, levy and collect taxes relating to the District;

That PULTE HOME COMPANY, LLC, a Michigan limited liability company, or any successor shall pay to the Town, upon demand, all costs and expenses of the District, including all costs and expenses reasonably related to creating the District and all costs and expenses of purchasing energy for street and public park lighting for the District until such time as the Town is actually collecting taxes relating to the District in an amount sufficient to pay all costs and expenses of the District; and

WHEREFORE, Petitioners respectfully ask that this Petition be properly filed as provided by law; that the Mayor and Council of the Town adopt the Resolution; and undertake such other orders, acts, procedures and relief as are proper, necessary and appropriate to the purposes of forming the District and to the execution of the purposes for which the District shall be organized as the Mayor and Council of the Town deem proper and necessary.

**[BALANCE OF PAGE INTENTIONALLY LEFT BLANK.
SIGNATURES APPEAR ON FOLLOWING PAGES.]**

EXHIBIT A

Legal Description Anthem at Merrill Ranch Street Light Improvement District No. 4

A Parcel of Land lying within Section 30, Township 4 South, Range 9 East, of the Gila and Salt River Meridian, Pinal County, Arizona, more particularly described as follows:

Lots 1-164 of the Final Plat Merrill Ranch – Unit 53 (2016-008606, PCR),

Lots 1-212 of the Final Plat Merrill Ranch – Unit 55 (2017-094165, PCR) and the following;

Parcel 1

Commencing at the North Corner of Section 30 (#5 RB w/2 inch AC LS 21065, found), said point being the **POINT OF BEGINNING** from which the Northeast Corner of Section 30 (#5 RB w/2 inch AC LS 21065, found) bears South 89 Degrees 55 Minutes 26 Seconds East (Basis of Bearing), a distance of 2622.97 feet;

Thence, South 89 Degrees 55 Minutes 26 Seconds East, a distance of 852.56 feet;

Thence, South 07 Degrees 36 Minutes 39 Seconds East, a distance of 665.13 feet;

Thence, South 14 Degrees 40 Minutes 37 Seconds West, a distance of 305.14 feet;

Thence, South 03 Degrees 12 Minutes 06 Seconds West, a distance of 401.87 feet;

Thence, North 85 Degrees 36 Minutes 36 Seconds West, a distance of 453.74 feet;

Thence, North 89 Degrees 55 Minutes 50 Seconds West, a distance of 385.49 feet;

Thence, North 00 Degrees 07 Minutes 47 Seconds West, a distance of 1321.63' to the true **POINT OF BEGINNING**.

Containing 27.0048 acres more or less.

See Exhibit B, attached.

Parcel 2

Commencing at the Northwest Corner of Section 30 (#5 RB w/2 inch AC LS 21065, found), from which the North Quarter Corner of Section 30 (#5 RB w/2 inch AC LS 21065, found) bears South 89 Degrees 54 Minutes 48 Seconds East (Basis of Bearing), a distance of 2648.09 feet;

Thence, South 89 Degrees 54 Minutes 48 Seconds East, a distance of 1363.79 feet;



Thence, South 00 Degrees 05 Minutes 12 Seconds West, a distance of 1322.02 feet to the true **POINT OF BEGINNING**;

Thence, South 00 Degrees 04 Minutes 23 Seconds West, a distance of 1143.22 feet;

Thence, Southeasterly and arc distance of 74.78 feet along a non-tangent curve to the left from which the radius point bears South 23 Degrees 39 Minutes 05 Seconds West, a distance of 100.00 feet and having a central angle of 42 Degrees 50 Minutes 37 Seconds;

Thence, South 89 Degrees 55 Minutes 37 Seconds East, a distance of 1096.67 feet;

Thence, Easterly and arc distance of 286.85 feet along a curve to the left having a radius of 1360.00 feet and a central angle of 12 Degrees 05 Minutes 05 Seconds;

Thence, North 77 Degrees 59 Minutes 18 Seconds East, a distance of 410.13 feet;

Thence, Easterly an arc distance of 78.71 feet along a curve to the right having a radius of 2540.00 feet and a central angle of 01 Degrees 46 Minutes 31 Seconds;

Thence, South 18 Degrees 55 Minutes 31 Seconds West, a distance of 468.01 feet;

Thence, South 01 Degrees 59 Minutes 57 Seconds East, a distance of 201.88 feet;

Thence, South 16 Degrees 34 Minutes 23 Seconds East, a distance of 804.36 feet;

Thence, South 75 Degrees 16 Minutes 42 Seconds West, a distance of 479.02 feet;

Thence Westerly, an arc distance of 148.89 feet along a curve to the left having a radius of 2864.79 feet and a central angle of 02 Degrees 58 Minutes 40 Seconds;

Thence, North 89 Degrees 57 Minutes 08 Seconds West, a distance of 2720.62 feet;

Thence, North 00 Degrees 25 Minutes 48 Seconds West, a distance of 1202.34 feet;

Thence, South 89 Degrees 55 Minutes 37 Seconds East, a distance of 998.42 feet;

Thence, Northeasterly an arc distance of 202.64 feet along a non-tangent curve to the right from which the radius point bears South 55 Degrees 38 Minutes 40 Seconds East, a distance of 470.00 feet and having a central angle of 24 Degrees 42 Minutes 09 Seconds;

Thence, North 43 Degrees 49 Minutes 47 Seconds East, a distance of 80.20 feet;

Thence, Northeasterly an arc distance of 126.96 feet along a non-tangent curve to the right from which the radius point bears North 83 Degrees 45 Minutes 10 Seconds East, a distance of 100.00 feet and having a central angle of 72 Degrees 44 Minutes 32 Seconds;

Thence, North 00 Degrees 04 Minutes 23 Seconds East, a distance of 1128.35 feet;



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Thence, Northerly an arc distance of 15.55 feet along a curve to the left having a radius of 30.00 feet and a central angle of 29 Degrees 42 Minutes 20 Seconds;

Thence, South 89 Degrees 55 Minutes 50 Seconds East, a distance of 83.94 feet to true **POINT OF BEGINNING**.

Containing 102.0592 acres more or less.

See Exhibit C, attached.

Exhibit B

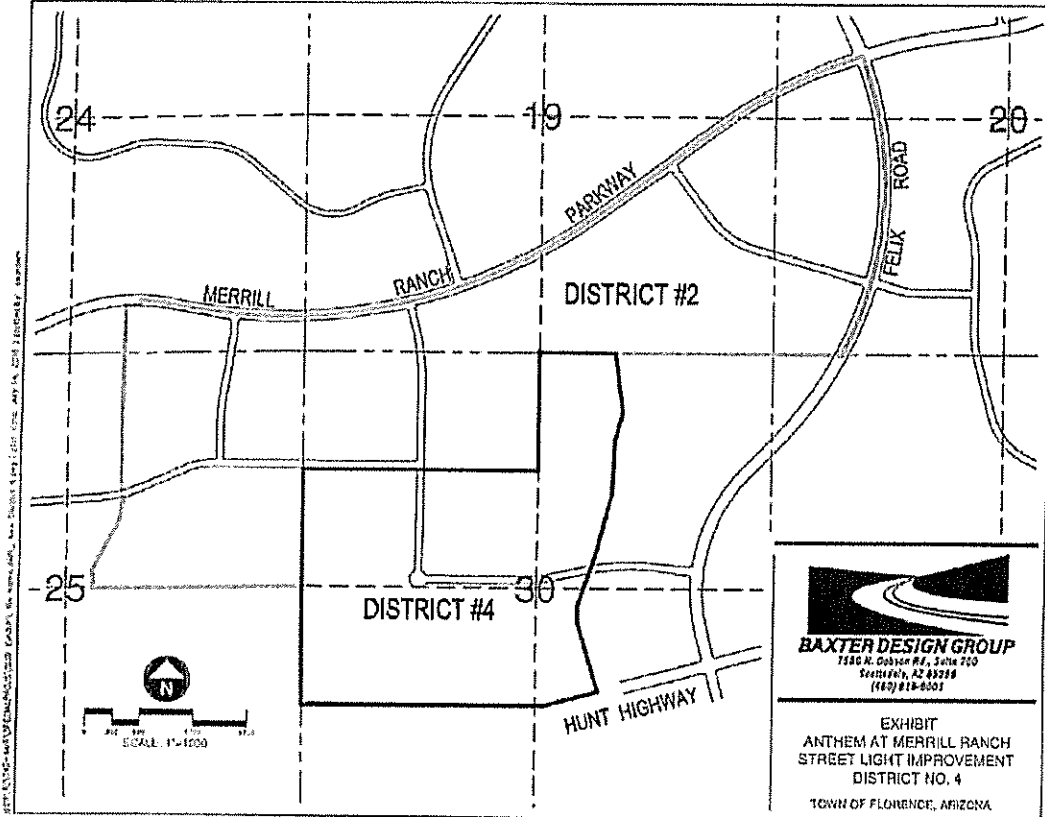
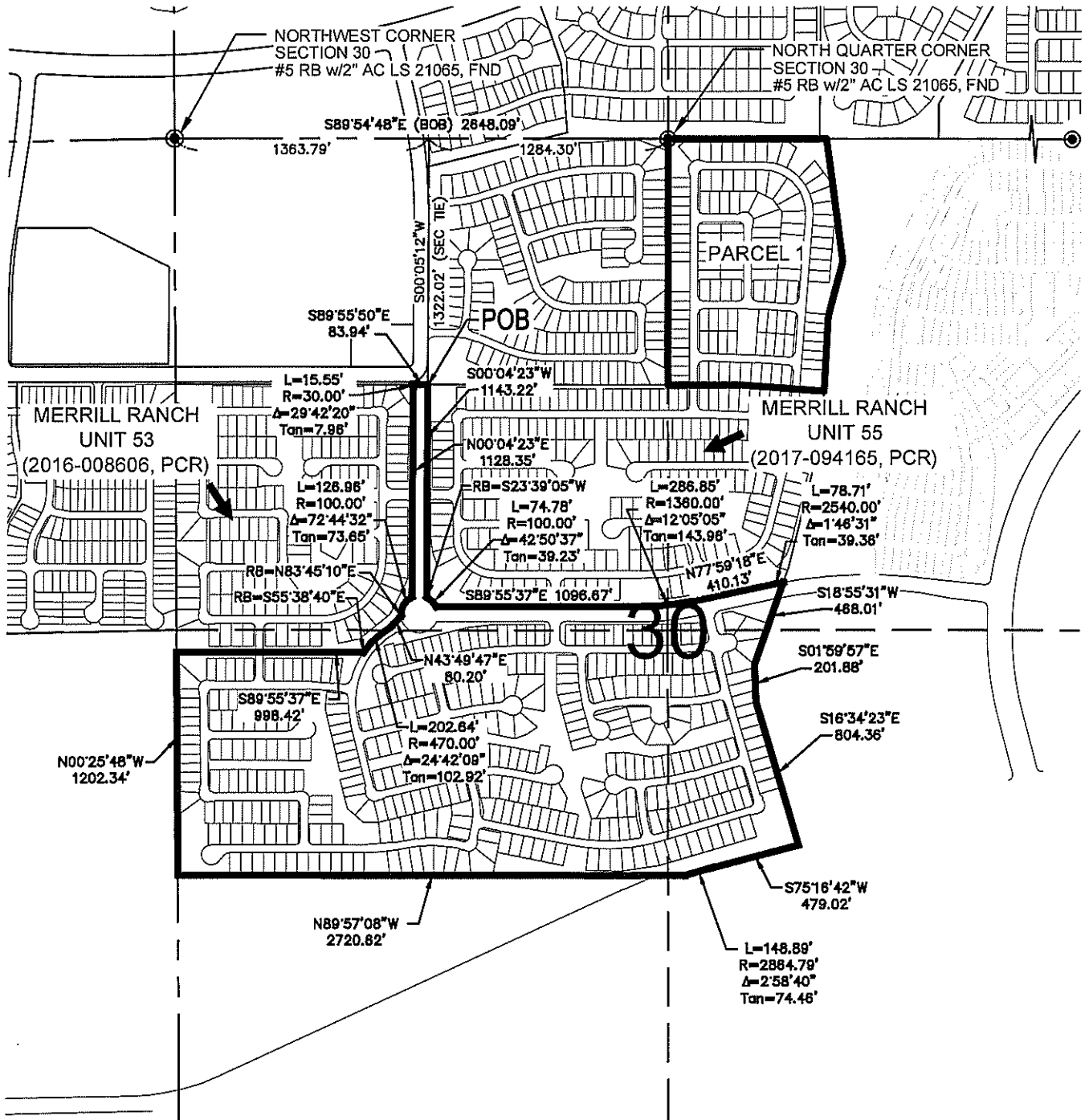


EXHIBIT C



path: R:\742-AMR\SPECIALPROJ\SUD Exhibit\ file name: AMR_District 4 Enrty.dwg | plot date: February 26, 2019 | plotted by: sanders

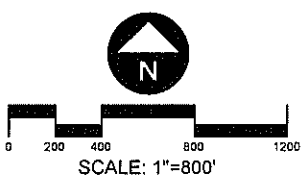



EXHIBIT C - PARCEL 2
 ANTHEM AT MERRILL RANCH
 STREET LIGHT IMPROVEMENT
 DISTRICT NO. 4
 TOWN OF FLORENCE, ARIZONA

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 12c.
MEETING DATE: October 7 2019 DEPARTMENT: Administration STAFF PRESENTER: Lisa Garcia, MMC Deputy Town Manager/Town Clerk SUBJECT: Resolution No. 1718-19: Anthem at Merrill Ranch Street Light Improvement District (SLID) No. 5.		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other

RECOMMENDED MOTION/ACTION:

Motion to adopt Resolution No. 1718-19: A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, DECLARING ITS INTENTION TO ESTABLISH A STREET LIGHT IMPROVEMENT DISTRICT TO PURCHASE ENERGY FOR LIGHTING THE PUBLIC STREETS AND PARKS IN THE AREA WITHIN THE CORPORATE LIMITS OF THE TOWN OF FLORENCE, ARIZONA, DESCRIBED ON EXHIBIT "A" AND "B", ATTACHED HERETO; DECLARING SUCH IMPROVEMENTS TO BE OF MORE THAN LOCAL OR ORDINARY PUBLIC BENEFIT AND THAT THE EXPENSES THEREOF BE PAID FOR BY THE LEVY AND COLLECTION OF AD VALOREM TAXES UPON THE ASSESSED VALUATION OF ALL REAL AND PERSONAL PROPERTY IN A CERTAIN DISTRICT TO BE KNOWN AS "TOWN OF FLORENCE, ARIZONA, ANTHEM AT MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT NO. 5"; AND ORDERING THAT SUCH IMPROVEMENTS BE PROVIDED FOR UNDER THE PROVISIONS OF SECTIONS 48-572, 48-576 48-581, AND 48-615 OF ARIZONA REVISED STATUTES.

BACKGROUND/DISCUSSION:

This is a request by the Town of Florence, on behalf of Pulte Homes, to approve the creation of a new SLID for a defined portion of the Anthem at Merrill Ranch Planned Unit Development located immediately south of the Anthem at Merrill Ranch (AMR) project. Streetlights are part of the required public improvements for all new subdivisions. With the SLID in place, Pulte Homes, the Town and APS will coordinate the streetlight design and placement specifications. Pulte Homes will pay for the lights and their installation; and the SLID will pay to operate the streetlights.

Staff notes that the AMR development already has established three separate SLIDs to pay the operational costs; i.e., the energy bills, for the public streetlights in the AMR area. Private streetlights, such as those within common areas within the AMR and MR communities, are owned, operated and maintained by the Homeowner's Associations for said areas.

Per Arizona Revised Statutes, the creation of a SLID is a permitted action as long as the municipality, on behalf of the developer, makes the request. Furthermore, Amendment No. 2 to the Merrill Ranch Development Agreement, dated January 3, 2006, permits this request to be made to Council. On October 17, 2018 the Town Council adopted the Land Use Approval Process Agreement that states that Pulte will establish SLIDs for all subdivisions prior to the submission of a final plat. Staff notes that all required steps for the creation of this SLID have been followed per the direction of Arizona Revised Statutes and other applicable rules and agreements.

FINANCIAL IMPACT:

The SLID is not authorized to issue bonds and no assessment for SLID purposes against the property within the SLID shall exceed One Dollar and Twenty Cents (\$1.20) per each hundred dollars of taxable valuation thereof in any year. That said, the SLID can reduce or suspend the collection for the SLID if a particular SLID runs a surplus (an amount over what is necessary to pay for the predicted operational costs). The parcel owners, whether Pulte or the subsequent owners after each home closing, pay the SLID via an assessment on their annual tax bill. The Town pays the APS electricity bill from the applicable SLID accounts.

RECOMMENDATION:

Motion to adopt Resolution No. 1718-19 for the creation of the Anthem at Merrill Ranch Street Light Improvement District (SLID) No. 5.

ATTACHMENTS:

Resolution No. 1718-19
SLID Petition
Legal Description Exhibit "A"
Property Map Exhibit "B"

RESOLUTION NO. 1718-19

A RESOLUTION OF THE TOWN OF FLORENCE, PINAL COUNTY, ARIZONA, DECLARING ITS INTENTION TO ESTABLISH A STREET LIGHT IMPROVEMENT DISTRICT TO PURCHASE ENERGY FOR LIGHTING THE PUBLIC STREETS AND PARKS IN THE AREA WITHIN THE CORPORATE LIMITS OF THE TOWN OF FLORENCE, ARIZONA, DESCRIBED ON EXHIBITS "A" AND "B", ATTACHED HERETO; DECLARING SUCH IMPROVEMENTS TO BE OF MORE THAN LOCAL OR ORDINARY PUBLIC BENEFIT AND THAT THE EXPENSES THEREOF BE PAID FOR BY THE LEVY AND COLLECTION OF AD VALOREM TAXES UPON THE ASSESSED VALUATION OF ALL REAL AND PERSONAL PROPERTY IN A CERTAIN DISTRICT TO BE KNOWN AS "TOWN OF FLORENCE, ARIZONA, ANTHEM AT MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT NO. 5"; AND ORDERING THAT SUCH IMPROVEMENTS BE PROVIDED FOR UNDER THE PROVISIONS OF SECTION 48-572, 48-576, 48-581 AND 48-615 ARIZONA REVISED STATUTES.

WHEREAS, the owners, exclusive of mortgagees and other lienholders, of all of the real property (hereinafter referred to as "Petitioner") in the hereinafter described District, acting pursuant to the provisions of Sections 48-615(A) and 48-617(A), Arizona Revised Statutes, have petitioned the Mayor and Town Council of the Town of Florence, Arizona, (hereinafter referred to as "Town"), to adopt a resolution of intention (hereinafter referred to as "Resolution") ordering the purchase of poles conduit energy for the lighting of the public streets and parks (hereinafter referred to as "Improvements") for the real property legally described in Exhibit "A" (such area hereinafter referred to as "District") with such boundaries as shown in the map in Exhibit "B" attached hereto pursuant to the provisions of Section 48-576, Arizona Revised Statutes, giving the Town immediate jurisdiction to order the Improvements pursuant to the provisions of Section 48-581, Arizona Revised Statutes, without the necessity of the publication or posting of this Resolution provided for in Section 48-578, Arizona Revised Statutes; and

WHEREAS, the Town has verified that Petitioner is the owner, exclusive of mortgagees and other lienholders, of all of the real property included within the boundaries of the District; and

WHEREAS, the Mayor and Town Council of the Town hereby find and determine that they have jurisdiction to adopt this resolution to order the improvements, pursuant to the provisions of Section 48-576, Arizona Revised Statutes, and have immediate jurisdiction to adopt this resolution ordering the Improvements pursuant to the provisions of Section 48-581, Arizona Revised Statutes without the necessity of publication and posting of this resolution as provided for in Section 48-578, Arizona Revised Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of Florence, Arizona, that:

Section 1. The Town, after verifying ownership of the real property included within the boundaries of the District, hereby finds the Petitioner is the owner, exclusive of mortgagees and other lienholders, of all of the real property included within the boundaries of the District.

Section 2. The name of the District shall be "TOWN OF FLORENCE, ARIZONA, MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT NO. 5."

Section 3. The District is formed, and shall exist, pursuant to the provisions of Title 48, Chapter 4, Article 2, Arizona Revised Statutes, and Section 48-616, Arizona Revised Statutes.

Section 4. The public interest or convenience requires the improvements are of more than local ordinary public benefit. and it is the intention of the Mayor and Council of the Town to order the Improvement as so described above.

Section 5. The Improvement, in the opinion of the Mayor and Town Council of the Town, is of more than local or ordinary public benefit and is of special benefit to the respective lots, pieces and parcels of real property in the District, and the Mayor and Council of the Town hereby make and order the expense of the improvements payable from the levying and collection of ad valorem taxes upon the assessed value of all real and personal property in the District to be known and designated as "Town of Florence, Arizona ANTHEM AT MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT NO. 5" and hereby declare that the District is as legally described on Exhibit "A" attached hereto with the boundaries as shown in the map in Exhibit "B" attached hereto. Any lot belonging to the United States, the State, a county, city, school district or political subdivision or institution of the state or county within the District shall be omitted from the assessment.

Section 6. The Superintendent of Streets of the Town shall not be required to post or cause to be posted notices of the Resolution of Intention. The Clerk of the Town shall certify to the passage of this Resolution of Intention but shall not be required to cause the same to be published in a newspaper published and of general circulation in the Town.

Section 7. The Mayor and Council of the Town shall make annual statements and estimates of the expenses of the District, which shall be provided for by the levy and collection of ad valorem taxes upon the assessed value of all the real and personal property in the District; shall publish notice thereof; shall have hearings thereon; and shall adopt them at the times and in the manner provided for incorporated cities and towns by the applicable portions of Sections 42-17101 et seq., 42-17151, 42-17152, Arizona Revised Statutes. The Mayor and Council of the Town shall, on or before the third Monday in August of each year, fix, levy and assess the amount to be raised by ad valorem taxes upon all of the property of the District and collect, as Pinal County, Arizona (the "County") taxes are collected, the amounts shown by the statements and estimates as adopted by the Mayor and Council of the Town. All statutes providing for the levy and collection of State of Arizona and County taxes, including the collection of delinquent taxes and sale of property for nonpayment of taxes, shall be applicable to District taxes as provided to be levied under Section 48-616, Arizona Revised Statutes.

Section 8. The District shall not be authorized to issue bonds and no assessment for District purposes against the property within the District shall exceed One Dollar and Twenty Cents (\$1.20) per each hundred dollars of taxable valuation thereof in any year.

Section 9. The District shall not be authorized to engage in any activity other than as provided in Section 48-616, Arizona Revised Statutes, i.e., contracting for and purchasing of energy for street lighting.

Section 10. The formation of the District shall not be considered as preventing the subsequent establishment of improvement districts for any other purpose authorized by law, including improvement districts for the purpose of constructing street lighting facilities within any part or all of the same territory as the District.

Section 11. The type of lighting facilities to be installed in the District and the locations thereof shall consist of those lighting facilities and locations described in the petition submitted by Petitioner, or as may be approved by the Town.

Section 12. The rate to be paid for purchasing the energy for the District shall be the rate described in the petition submitted by Petitioner, or as may be approved by the Arizona Public Service Company.

Section 4. The Town Council adopts by this reference the recitals and findings of this Resolution and the Recitals.

Section 13. Any resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

PASSED AND ADOPTED by the Mayor and Council of the Town of Florence, Arizona, this 7th day of October 2019.

Tara Walter, Mayor

ATTEST:

APPROVED AS TO FORM:

Lisa Garcia, Town Clerk

Clifford L. Mattice, Town Attorney

UNANIMOUS PETITION
FOR FORMATION
OF
TOWN OF FLORENCE, ARIZONA
MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT NO. 5

STATE OF ARIZONA
COUNTY OF PINAL
TOWN OF FLORENCE

We, the undersigned (“Petitioner”), is the owner, exclusive of mortgagees and other lien holders, of all the real property within the limits of the area and district legally described in Exhibit A, attached hereto, and with such boundaries as shown in the map attached hereto as Exhibit B (“District”).

The undersigned hereby petitions the Mayor and Council of the Town of Florence, Arizona (“Town”) to establish a street lighting improvement district pursuant to A.R.S. §§ 48-571 et seq., as amended, and specifically, A.R.S. §§ 48-615 – 48-617, for the purpose of purchasing energy for the lighting of public streets and parks within the described District and maintenance of such lighting facilities, where permissible by the street lighting improvement district.

It is hereby requested, that the Town Council after verifying that the petition is signed by the owner of all of the real property, exclusive of mortgagees and other lienholders within the District, and making a finding of such fact, adopt a Resolution of Intention to order the proposed improvements pursuant to A.R.S. § 48-576 (“Improvements”), and request that the Town Council assume immediate jurisdiction and order the Improvements pursuant to A.R.S. § 48-581, without the necessity of publication and posting of the Resolution of Intention provided for in A.R.S. § 48-578.

We respectfully request that the District be established as follows:

I. District. The name of the District to be formed shall be “TOWN OF FLORENCE, ARIZONA MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT NO. 5”;

II. Authority. The District shall be formed and shall exist, pursuant to the terms and provisions of Title 48, Chapter 4, Article 2, Arizona Revised Statutes, as amended, and subject to A.R.S. § 48-616, as amended;

III. Expenses of the District. The Mayor and Council of the Town shall make annual statements and estimates of the expenses of the District, which shall be provided for the levy and collection of taxes upon all the real and personal property in the District, shall publish notice thereof, shall have hearings thereon and shall adopt them at the times and in the manner provided for incorporated cities and towns by the applicable portions of A.R.S. § 42-17101 et seq., §§ 42-17151 – 42-17152, as amended, and the Mayor and Council of the Town shall, on or before the third Monday in August of each year, fix, levy and assess the amount to be raised by taxes levied and assessed upon all of the property of

the District and collect, as Pinal County, Arizona (“County”) taxes are collected, the amounts shown by the statements and estimates as adopted by the Mayor and Council of the Town. Taxes shall be levied and assessed on the basis of ad valorem taxes upon the assessed value of all the property real and personal in the District.

All statutes providing for the levy and collection of State of Arizona (“State”) and County taxes, including the collection of delinquent taxes and sale of property for nonpayment of taxes, shall be applicable to District taxes as provided to be levied under A.R.S. § 48-616, as amended.

IV. Maximum Assessment. The District shall not be authorized to issue bonds and no assessment for District purposes against the property within the District shall exceed One Dollar Twenty Cents (\$1.20) upon each hundred dollars of taxable valuation in any year.

V. Purpose. The District shall be authorized to engage in any activity as provided in A.R.S. § 48-616, as may be amended from time to time, i.e., contracting for and purchasing of energy for street and public park lighting;

VI. Non-Exclusive. The formation of the District shall not be considered as preventing the subsequent establishment of improvement districts for any other purpose authorized by law, including improvement districts for the purpose of constructing street lighting facilities within any part or all of the same territory as the District; and

VII. Public Property. Any public street or alley within the area proposed for the District shall be omitted from the assessment. Any lot belonging to the United States, the State, County, Town, school district or political subdivision or institution of the State or County that is included within the proposed District shall be omitted from the assessment.

VIII. Public Need. Public convenience and necessity require the adoption of the Resolution.

Petitioner hereby further REPRESENTS and WARRANTS to the Town:

That on the date hereof, as shown on the assessment roll for State and County taxes, all of the real property to be in the District is owned by the Petitioner;

That the real property to be included in the District will be benefited from the Improvement.

Petitioner ACKNOWLEDGES, COVENANTS to the Town and AGREES:

That the Improvements be ordered and expenses of the District be paid for by the levy and collection of ad valorem taxes upon the assessed value of all the real and personal property in the District;

That the Petitioner shall, at its sole cost and expense, provide to Arizona Public Service Company (“APS”) such lighting facilities as may be required by APS and the Town subject to their approval;

That the rate to be paid by the Town for purchasing energy for the District shall be usual and customary rates adopted by APS, or may be amended from time to time;

That, pursuant to A.R.S. § 42-17257, as amended, the Town must first be authorized by the Arizona Department of Revenue to assess, levy and collect taxes relating to the District;

That PULTE HOME COMPANY, LLC, a Michigan limited liability company, or any successor shall pay to the Town, upon demand, all costs and expenses of the District, including all costs and expenses reasonably related to creating the District and all costs and expenses of purchasing energy for street and public park lighting for the District until such time as the Town is actually collecting taxes relating to the District in an amount sufficient to pay all costs and expenses of the District; and

WHEREFORE, Petitioner respectfully asks that this Petition be properly filed as provided by law; that the Mayor and Council of the Town adopt the Resolution; and undertake such other orders, acts, procedures and relief as are proper, necessary and appropriate to the purposes of forming the District and to the execution of the purposes for which the District shall be organized as the Mayor and Council of the Town deem proper and necessary.

PETITIONER FOR TOWN OF FLORENCE, ARIZONA
MERRILL RANCH STREET LIGHT IMPROVEMENT DISTRICT NO. 5:

Property Owner: PULTE HOME COMPANY, LLC
a Michigan limited liability company

By: D. Christopher Ward

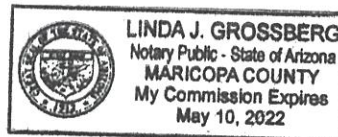
Its: Vice President
Authorized Representative

STATE OF ARIZONA)
) ss.
COUNTY OF MARICOPA)

The foregoing instrument was acknowledged before me this 8th day of August, 2019, by D. Christopher Ward who executed the foregoing on behalf of Pulte Home Company, LLC, a Michigan limited liability company, being authorized so to do for the purposes therein contained.

Linda J. Grossberg
Notary Public

My Commission Expires:
2/2022





BAXTER DESIGN GROUP

EXHIBIT A

Legal Description
Anthem at Merrill Ranch
Street Light Improvement District No. 5

A Parcel of Land lying within Portions of Sections 17, 20, 21, 28 and 29, Township 4 South, Range 9 East, of the Gila and Salt River Meridian, Pinal County, Arizona, more particularly described as follows:

Commencing at the North Quarter Corner of Section 18 (2-1/2" GLO Brass cap, found) from which the Northeast Corner (3" PCHD Alum cap., found) bears South 89 Degrees 56 Minutes 44 Seconds East (Basis of Bearing) a distance of 2628.58 feet;

Thence, South 89 Degrees 56 Minutes 44 Seconds East along the North line of Section 18, a distance of 1705.67 feet;

Thence, South 39 Degrees 07 Minutes 29 Seconds East, a distance of 1589.41 feet to the true Point of Beginning;

Thence, South 39 Degrees 07 Minutes 29 Seconds East, a distance of 5974.78 feet;

Thence, Southeasterly an arc distance of 441.13 feet along a curve to the right having a radius of 6628.00 feet and a central angle of 03 Degrees 48 Minutes 48 Seconds;

Thence, South 35 Degrees 18 Minutes 41 Seconds East, a distance of 2839.32 feet;

Thence, Southeasterly an arc distance of 566.57 feet along a curve to the right having a radius of 2035.00 feet and a central angle of 15 Degrees 57 Minutes 07 Seconds;

Thence, South 19 Degrees 21 Minutes 34 Seconds East, a distance of 1066.56 feet;

Thence, Southeasterly an arc distance of 695.46 feet along a curve to the left having a radius of 1230.00 feet and a central angle of 32 Degrees 23 Minutes 45 Seconds;

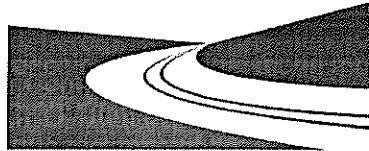
Thence, South 51 Degrees 45 Minutes 18 Seconds East, a distance of 1229.87 feet;

Thence, Southeasterly an arc distance of 840.14 feet along a curve to the left having a radius of 2050.00 feet and a central angle of 23 Degrees 28 Minutes 52 Seconds;

Thence, South 75 Degrees 14 Minutes 10 Seconds East, a distance of 262.07 feet;

Thence, Westerly an arc distance of 1008.93 feet along a non-tangent curve to the left from which the radius point bears South 14 Degrees 45 Minutes 49 Seconds West, a distance of 1959.92 feet and having a central angle of 29 Degrees 29 Minutes 41 Seconds;

Thence, South 75 Degrees 16 Minutes 07 Seconds West, a distance of 5218.46 feet;



BAXTER DESIGN GROUP

Thence, North 00 Degrees 07 Minutes 28 Seconds West, a distance of 56.84 feet;

Thence, South 75 Degrees 16 Minutes 07 Seconds West, a distance of 547.88 feet;

Thence, South 89 Degrees 52 Minutes 37 Seconds West, a distance of 777.75 feet;

Thence, North 00 Degrees 03 Minutes 54 Seconds West, a distance of 2641.54 feet;

Thence, South 89 Degrees 54 Minutes 12 Seconds West, a distance of 454.12 feet;

Thence, Northerly an arc distance of 2905.47 feet along a non-tangent curve to the left from which the radius point bears North 62 Degrees 53 Minutes 29 Seconds West, a distance of 4067.50 feet and having a central angle of 40 Degrees 55 Minutes 38 Seconds;

Thence, Northerly an arc distance of 21.80 feet along a reverse curve to the right having a radius of 284.50 feet and a central angle of 04 Degrees 23 Minutes 23 Seconds;

Thence, North 09 Degrees 25 Minutes 44 Seconds West, a distance of 29.69 feet;

Thence, Northerly an arc distance of 35.18 feet along a curve to left having a radius of 359.50 feet and a central angle of 05 Degrees 36 Minutes 26 Seconds;

Thence, Northerly an arc distance of 799.54 feet along a compound curve to the left having a radius of 4072.50 feet and a central angle of 11 Degrees 14 Minutes 55 Seconds;

Thence, Northerly and arc distance of 35.18 feet along a compound curve to the left having a radius of 359.50 feet and a central angle of 05 Degrees 36 Minutes 26 Seconds;

Thence, North 31 Degrees 53 Minutes 32 Seconds West, a distance of 29.69 feet;

Thence, Northerly an arc distance of 21.80 feet along a curve to the right having a radius of 284.50 feet and a central angle of 04 Degrees 23 Minutes 23 Seconds;

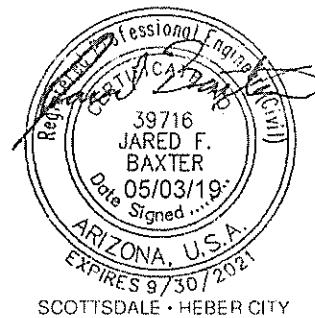
Thence, Northerly an arc distance of 20.99 feet along a reverse curve to left having a radius of 4067.50 feet and a central angle of 00 Degrees 17 Minutes 44 Seconds;

Thence, North 27 Degrees 47 Minutes 53 Seconds West, a distance of 969.69 feet;

Thence, Northerly an arc distance of 1393.68 feet along a curve to the right having a radius of 2932.50 and a central angle of 27 Degrees 13 Minutes 48 Seconds;

Thence, North 00 Degree 34 Minutes 05 Seconds West, a distance of 3393.19 feet to the true Point of Beginning.

Containing 952.4030 acres more or less.



Town of Florence

PO Box 2670
775 North Main Street
Florence, Arizona 85132

Phone (520) 868-7500
Fax (520) 868-7501
TDD (520) 868-7502

www.florenceaz.gov

TOWN SERVICES

Building Safety
868-7556

Community Development
868-7575

Finance
868-7624

Fire
868-7609

Grants
868-7513

Human Resources
868-7553

Library
868-8311

Municipal Court
868-7514

Parks and Recreation
868-7589

Police
868-7681

Public Works
868-7620

Senior Center
868-7622

Town Attorney
868-7557

Utility Billing
868-7680

Water/Wastewater
868-8325

March 27, 2019

Pulte Group
16767 N. Perimeter Drive, Suite 100
Scottsdale, AZ 85260

ATTN: Mr. Randy Christman

RE: Design Approval Letter for Pulte Homes, Inc. Streetlight
Improvement Districts

Dr. Mr. Christman,

The attached Design Criteria has been approved by the Town of
Florence and shall be used by Pulte Homes in the establishment of its'
Streetlight Improvement Districts located within the town limits of the
Town of Florence.

The illumination criteria and standards specified in the attachment
is the criteria to be used for the Town of Florence's streetlighting system
and its acceptable methodology, general illumination, and uniformity
guidelines have been accepted by the Town as meeting the lighting needs
of the Town of Florence. The design objective for night illumination is to
provide a level of service and quality of streetlighting within the proposed
Streetlight Improvement Districts.

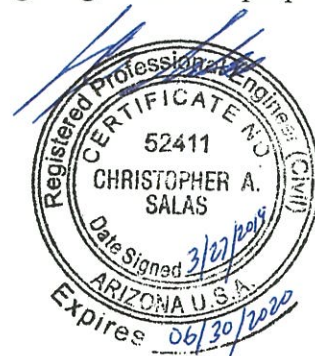
Sincerely yours,




Christopher A. Salas
Public Works Director/Town Engineer

cc: Brent Billingsley, Town Manager

Attn: Anthem @ Merrill Ranch Streetlight Improvement District
Standards, dated September 26, 2005; Wright Engineering Corporation



	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 12d.
MEETING DATE: October 7, 2019 DEPARTMENT: Public Works STAFF PRESENTER: Christopher Salas Public Works Director Town Engineer SUBJECT: On-Call Professional Services, D2 Surveying Services.		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other
STRATEGIC PLAN REFERENCE: <input type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnership and Relationships <input checked="" type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Motion to enter into an agreement for professional services with D2 Surveying Services, utilizing Direct Selection allowed under Arizona Law, Statute Title 34 – Section 103, in an amount not to exceed \$100,000.

BACKGROUND/DISCUSSION:

Currently the Town has no model or other mechanism to review the existing collection system and determine if there is adequate capacity within the existing sewer lines for future development. This is critical, as every new connection to the sewer system requires a certification to the Arizona Department of Environmental Quality (ADEQ) that there is adequate capacity to handle any new flows to the system. Survey information is required to perform the analysis that will provide the Town with a computer aided model of their system, developed in InfoSewer© by Innovyze, that will identify the capacity of the existing lines and where new sewer main augmentation may be required. D2 Surveying Services will also provide GIS databases of the pipes and manholes.

Town staff would like to have the entire system modeled in order to have a comprehensive view of the collection system as it constructed today. This would not only provide the ability to verify future system capacity, but also identify any issues with the existing sewer mains throughout the system. Although capacity is the main focus of

the model, identifying areas of lower slopes or extreme slopes can help the operations staff with determining why they may be having odor issues or clogging in the lines, and can outline an operations and maintenance (O&M) plan to proactively service those areas or work repairs into the capital improvement program (CIP). The InfoSewer® modeling software is based on a geographic information system (GIS) platform, and therefore, allows the data used for the model to be shared with the Town for use within their GIS system to help with asset management.

D2 was originally part of the scope of work under Westland Resources. With the contracting nearing an end the amount left on the contract was not sufficient. In an effort to assist the Town Westland Resources was willing to separate the sub-consultant from their contractor while still willing to manage the sub-consultant. This in effect saves the Town \$4,520. The general scope of work is the following;

- Rim elevation at the center of the manhole lid
- Invert elevation of inlet pipe(s) and outlet pipe for each manhole
- Photographs of each manhole
- Photos to show general condition of manhole and if it is in a surcharged condition at the time of inspection
- The survey data collected for the manholes will also be provided in an ESRI format for use in a GIS database

A VOTE OF NO WOULD MEAN:

A vote of no would delay or would require cancelling certain capital improvement projects

A VOTE OF YES WOULD MEAN:

Town staff would continue to work towards completion of planned capital improvement projects.

FINANCIAL IMPACT:

The cost to provide parts will not exceed \$100,000.00.

Services will be obtained following the Town's Purchasing Policy, Section 5.63 Purchases of \$25,000 or More (specifically, 5.6321 of Vendor Selection)

5.632 Vendor Selection

5.6321 Alternative purchase methods are identified if approved by necessity or by the Town Manager as indicated by Emergency / Sole Source Purchase, cooperative purchase, state contract or any other

method authorized. The Finance Director reviews for budget availability and bidding procedures. The Town Manager reviews for need.

4.12 Purchasing Policy

Department Heads must approve all purchases regardless of dollar value. This does not preclude the Department Head from obtaining the necessary approval from the Town Manager and/or Town Council, nor does this allow them to have signature authority on contracts. The Town Manager has signature authority on purchases up to \$24,999. Town Council is required on any purchases of \$25,000 or more.

ATTACHMENTS:

- Arizona Statute, Title 34, Section 34-103
- Approved Bid Tab
- Town of Florence Professional Services Contract with Exhibit A

Arizona Statutes – Title 34 – Public Buildings and Improvements

34-103. Employment of technical registrants for work on public buildings and structures; direct selection; final list selection; public competition

A. An agent shall procure professional services from a technical registrant in the manner prescribed in chapter 6 of this title if the contract is for an amount of more than five hundred thousand dollars.

B. An agent may procure professional services from a technical registrant in the manner prescribed in chapter 6 of this title or as prescribed in subsection D of this section if the contract is for an amount of five hundred thousand dollars or less.

C. If authority is given by law to an agent to construct a building or structure, or additions to or alterations of existing buildings, the agent shall employ an architect or engineer, or both, as warranted by the type of construction, if the agent deems the work to be of a nature that requires such employment.

D. An agent may employ a technical registrant by direct selection, by public competition pursuant to subsection G of this section or pursuant to subsections E and F of this section if the contract is for an amount of five hundred thousand dollars or less.

E. The agent may elect to employ a technical registrant or technical registrants by encouraging persons or firms engaged in the lawful practice of the profession to submit annually a statement of qualifications and experience. If the agent elects to employ a technical registrant or technical registrants by this method, the agent shall initiate an appropriately qualified selection committee for each procurement, which may include one contract or multiple contracts, in accordance with rules adopted by the agent. The amount of each contract in a single procurement under this subsection and subsection F of this section shall not exceed the dollar amount limits in subsections B and D of this section. The selection committee shall evaluate current statements of qualifications and experience on file with the agent together with those that may be submitted by other persons or firms regarding the procurement. If possible and practicable, the selection committee shall conduct interviews regarding the procurement and the relative methods of furnishing the required services and, if possible, shall select, in order of preference and based on criteria established and published by the selection committee, one or more final lists of the persons or firms deemed to be the most qualified to provide the services required. The selection committee shall base the selection of each final list and the order of preference on each final list on demonstrated competence and qualifications only. The agent and the selection committee shall not request or consider fees, price, man-hours or any other cost information at any point in the selection process under this subsection, including the selection of the persons or firms to be interviewed, the selection of the persons and firms to be on a final list, in determining the order of preference of persons and firms on a final list or for any other purpose in the selection process. If the procurement is for:

1. A single contract or if the procurement is for multiple contracts to be awarded to a single person or firm, there shall be one final list of at least three but no more than five persons or firms.
2. Multiple contracts for different technical registrant services to be awarded to separate persons or firms, there shall be a separate final list for each type of technical registrant services and the

number of persons or firms on each final list shall be the number of contracts for each type of technical registrant service plus another number that is determined by the agent and that is not more than five.

3. Multiple contracts for similar technical registrant services to be awarded to separate persons or firms, there shall be one final list and the number of persons or firms on the final list shall be the number of contracts plus another number that is determined by the agent and that is not more than five.

F. After each final list is selected pursuant to subsection E of this section, the agent shall enter into negotiations with the highest qualified person or firm on each final list or, in the case of a final list for multiple contracts to be awarded to separate persons or firms, the agent shall enter into negotiations with a number of the highest qualified persons or firms on a final list equal to the number of contracts that may or will be awarded. The negotiations shall include consideration of compensation and other contract terms that the agent determines to be fair and reasonable to the agent. In making this determination, the agent shall take into account the estimated value, the scope, the complexity and the nature of the professional services to be rendered. If the agent is not able to negotiate a satisfactory contract with a person or firm with which the agent is negotiating at a price and on other contract terms the agent determines to be fair and reasonable, the agent shall formally terminate negotiations with that person or firm. The agent may enter into negotiations with the next most qualified person or firm on the final list in sequence until an agreement is reached or a determination is made to reject all persons or firms on the final list. If the agent terminates negotiations with a person or firm on a final list and commences negotiations with another person or firm on a final list, the agent shall not in that procurement recommence negotiations or enter into the single contract or multiple contracts for the technical registrant services covered by that final list with any person or firm on that final list with whom the agent has terminated negotiations.

G. If competitive designs are solicited, the agent shall publish notice of the competition at least thirty days before the date set for closing the competition. The notice shall include the following:

1. The project title and description.
2. The design and construction budget.
3. The competitive process and criteria to be used to select the winning offeror.
4. The amount of the stipend to be paid to the unsuccessful offerors.
5. The offerors' response date.
6. The person to contact to obtain additional information regarding the competition.
7. Any other requirements established by the agent as appropriate.



Town of Florence Bid Tabulation Sheet

General Ledger Account Number:	012-518-217 012-581-507
--------------------------------	----------------------------

Email Confirmation (\$5,000 or less)		Date Prepared:	9/18/2019
Written / Fax / Email (Mandatory over \$5,000 bids attached)		Prepared By:	Susan Jonas
Sealed Bid Title:	Formal Sealed Bid : <input type="checkbox"/>	Written Bid: <input type="checkbox"/>	Open Date:
			Close Date:

Item(s) (Include quality, Brand, Model & Color):
BLANKET PROFESSIONAL SERVICES CONTRACT - ENGINEERING & SURVEYING

VENDOR NAME		CONTACT INFO:		Payment Terms (Discount)	Availability	Who Pays Shipping?	Unit Price	Extended Price	Comments
1	Name:	D2 SURVEYING (100201)	Contact:	JEREMY DALMICIO				\$ 100,000.00	PROFESSIONAL SERVICES, STATELAW ALLOWS DIRECT SELECTION. D2 SURVEYING SPECIALIZES IN THE UNIQUE NATURE OF FLORENCE ARIZONA.
	Address:	24486 N CORN STREET	Phone:	480-221-1365					
		FLORENCE, AZ 85132	Fax:						
	Quote #:		Email:	jeremy@d2surveying.com					
	Received:		Date Notified of Decision:						
2	Name:		Contact:					\$ -	
	Address:		Phone:						
			Fax:						
	Quote #:		Email:						
	Received:		Date Notified of Decision:						
3	Name:		Contact:					\$ -	
	Address:		Phone:						
			Fax:						
	Quote #:		Email:						
	Received:		Date Notified of Decision:						

Attach additional page(s), if necessary.

Vendor Selected:
D2 SURVEYING

Justification (if not lowest bid):
PROFESSIONAL SERVICES - DIRECT SELECTION A.R.S. 34-103 Section D

Department Head Approval:		Date:	9/19/19
Finance Director Approval:		Date:	9/23/19
Town Manager Approval:		Date:	9/24/19

Exhibits Attached:	
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If over \$24,999, must go to Town Council for approval.
 Attach this approved form to purchase request with written quotes, if applicable.

**TOWN OF FLORENCE
PROFESSIONAL SERVICES CONTRACT**

THIS PROFESSIONAL SERVICES CONTRACT (“**Contract**”), is made and entered into as of October 7, 2019 (“Effective Date”), and is by and between the Town of Florence, a municipal corporation of the State of Arizona (“**Town**”), and D2 Surveying, (“**Contractor**”). The Town and the Contractor may be referred to in the Contract collectively as the “parties” and each individually as a “party”.

RECITALS

WHEREAS, the Town desires to Contract for Public Works Management Support and Consulting Services, Project and Program Management (PM) Services as specified in Exhibit A (“**Scope of Work**” or “**Services**”);

WHEREAS, Contractor is duly qualified to perform the requested services;

WHEREAS, Contractor has agreed to perform the services as set forth in Exhibit A attached hereto and incorporated herein;

NOW THEREFORE, in consideration of the mutual promises and obligations set forth herein, the parties hereto agree as follows:

AGREEMENTS

1.0 DESCRIPTION, ACCEPTANCE, DOCUMENTATION

Contractor shall act under the authority and approval of the Contract Administrator for the Town, further named herein, to provide the professional services required by this Contract.

1.1 Service Description. The Contractor shall provide the requested services as set forth in Exhibit A and as set forth in individual Task Orders (the “Services”). This Contract includes this agreement, including any attachments, and any Task Orders that may be issued as agreed to by the parties to implement the services. Task Order means a specific written agreement between the Town and Contractor for work to be performed under this Contract for an individual, mutually agreed upon scope of work, schedule and price. In response to Task Orders that may be mutually agreed upon and issued periodically by Town, Contractor shall perform the Services, except as may be specified elsewhere in the Contract which will be defined and further described as to specific project requirements in each Task Order. The Services shall be performed in accordance with the requirements set forth in each Task Order.

1.2 Acceptance and Documentation.

1.2.1 Each deliverable shall be reviewed and approved by the Town Manager or his designee to determine acceptable completion.

1.2.2. The Town shall provide all necessary information to the Contractor for timely completion of the tasks specified in Item 1.1 above.

1.2.3 All documents, including but not limited to, data compilations, studies, and/or reports, which are prepared in the performance of this Contract are to be and remain the property of the Town and are to be delivered to the Town Manager before final payment is made to the Contractor.

2.0 FEES, CATEGORIES OF SERVICE AND PAYMENTS

2.1 Fees. Contractor will be paid within 30 days of the receipt of an itemized invoice. Monthly payment may be made to Contractor on the basis of a progress report prepared and submitted by Contractor for the Services completed through the last day of the proceeding calendar month and for the production of the deliverables as spelled out in Exhibit A, and the individual Task Order approved by the Town.

2.2 Categories of Service. Services means in response to Task Orders, including Exhibit A, that may be mutually agreed upon and issued periodically by Town, Contractor shall furnish all necessary work which will be defined and further described as to specific project requirements in each Task Order.

2.3 Payment Approval. Amounts set forth in Section 1.1 and 2.2 represent the entire amounts payable under this Contract and shall be paid upon the submission of monthly invoices to and approved by the Town. All invoices are to be emailed to accountspayable@florenceaz.gov.

2.4 Business License. Contractor will purchase and maintain a business license with the Town of Florence.

3.0 SCHEDULE AND TERMINATION

3.1 Project Schedule. The Contractor shall perform the Scope of Work in accordance with the schedule attached as Exhibit A, and any Task Order.

3.2 Termination.

3.2.1 Termination for Cause: Town may also terminate this Contract with seven (7) days' prior written notice for cause in the event of any default by the Contractor, or if the Contractor fails to comply with any industry standards and customary practices terms and conditions of this Contract. Unsatisfactory performance as judged by Industry standards and customary practices, and failure to provide Town, upon request, with adequate assurances of future performance shall all be causes allowing Town to terminate this Contract for cause. In the event of termination for cause, Town shall not be liable to Contractor for any amount, and Contractor shall be liable to Town for any and all damages sustained by reason of the default which gave rise to the termination.

3.2.2 Termination for Convenience. The Parties reserve the right to terminate this Contract with or without cause upon 30 days' prior written notice. In the event the Town terminates this Contract pursuant to this Section 3.2.2, then in that event the Town agrees to pay for the work performed prior to the date of termination. Town may terminate this Contract, or any part thereof for its sole convenience, at any time without penalty or recourse.

3.2.3 Termination for Violation of Law. In the event Contractor is in violation of any Federal, State, County or Town law, regulation or ordinance, the Town may terminate this Contract immediately upon giving notice to the Contractor.

3.3 Funds Appropriation. If the Town Council does not appropriate funds to continue this Contract and pay for charges hereunder, the Town may terminate this Contract at the end of the current fiscal period. The Town agrees to give written notice pursuant to Section 4.13 of termination to the Contractor at least thirty (30) days prior to the end of its current fiscal period and will pay to the Contractor all approved charges incurred through the end of such period.

3.4 Terms. The term of this Contract shall be from the Effective Date through June 30, 2020. Task Orders may be issued at any time during the term of this Contract. This Contract will remain in full force and effect during the performance of any Task Order. The contract may be renewed upon mutual agreement of the parties.

4.0 GENERAL TERMS

4.1 Entire Contract. This Contract constitutes the entire understanding of the parties and supersedes all previous representations, written or oral, with respect to the services specified herein. This Contract may not be modified or amended except by a written document, signed by authorized representatives of each party.

4.2 Arizona Law. This Contract shall be governed and interpreted according to the laws of the State of Arizona, without reference to choice of law or conflicts of laws principles thereof.

4.3 Modifications. Any amendment, modification or variation from the terms of this Contract shall be in writing and shall be effective only after approval of all parties signing the original Contract.

4.4 Assignment. Services covered by this Contract shall not be assigned or sublet in whole or in part without the prior written consent of the Finance Director and Contract Administrator. The Town acknowledges the sub-consultant(s) listed in Exhibit A and consents to the use of that sub-consultant.

4.5 Successors and Assigns. This Contract shall extend to and be binding upon Contractor, its successors and assigns, including any individual, company, partnership or other entity with or into which Contractor shall merge, consolidate or be liquidated, or any person, corporation, partnership or other entity to which Contractor shall sell its assets.

4.6 Contract Administrator. The Contract Administrator for the Town shall be the Town Manager or designee. The Contract Administrator shall oversee the execution of this Contract, assist the Contractor in accessing the organization, audit billings, and approve payments. The Contractor shall channel reports and special requests through the Contract Administrator.

4.7 Records and Audit Rights.

4.7.1 Contractor's records (hard copy, as well as computer readable data), and any other supporting evidence deemed necessary by the Town to substantiate charges and

claims related to this Contract shall be open to inspection and subject to audit and/or reproduction by Town 's authorized representative to the extent necessary to adequately permit evaluation and verification of cost of the service or work, and any invoices, change orders, payments or claims submitted by the Contractor or any of his payees pursuant to the execution of the Contract. The Town's authorized representative shall be afforded access, at reasonable times and places, to all of the Contractor's records and personnel pursuant to the provisions of this section throughout the term of this Contract and for a period of three years after last or final payment.

4.7.2 Contractor shall require all subcontractors, insurance agents, and material suppliers to comply with the provisions of this section by insertion of the requirements hereof in a written Contract between Contractor and such subcontractors, insurance agents, and material suppliers.

4.7.3 If an audit in accordance with this section, discloses overcharges, of any nature, by the Contractor to the Town in excess of one percent (1%) of the monthly billings, the actual cost of the Town's audit shall be reimbursed to the Town by the Contractor. Any adjustments and/or payments which must be made as a result of any such audit or inspection of the Contractor's invoices and/or records shall be made within a reasonable amount of time, not to exceed thirty (30) days from presentation of Town's findings to Contractor.

4.8 Attorneys' Fees. In the event either party brings any action for any relief, declaratory or otherwise, arising out of this Contract, or on account of any breach or default hereof, the prevailing party shall be entitled to receive from the other party reasonable attorneys' fees and reasonable costs and expenses, determined by the court sitting without a jury, which shall be deemed to have accrued on the commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

4.9 Ineligible Bidder. The preparer of specifications is not eligible to submit a bid or proposal on the solicitation for which they prepared the specification, nor is the preparer eligible to supply any product to a bidder or Contractor on the solicitation for which they prepared the specification.

4.10 Independent Contractor.

4.10.1 The Services Contractor provides under the terms of this Contract to the Town are that of an Independent Contractor, not an employee, or agent of the Town. The Town will report the value paid for these services each year to the Internal Revenue Service (I.R.S.) using Form 1099.

4.10.2 Town shall not withhold income tax as a deduction from Contractual payments. As a result of this, Contractor may be subject to I.R.S. provisions for payment of estimated income tax. Contractor is responsible for consulting the local I.R.S. office for current information on estimated tax requirements.

4.11 Conflict of Interest. The Town may cancel any Contract or agreement, without penalty or obligation, if any person significantly involved in initiating, negotiating, securing, drafting or creating the Contract on behalf of the Town's departments or agencies is, at any time while the Contract or any extension of the Contract is in effect, an employee of any other party

to the Contract in any capacity or a consultant to any other party to the Contract with respect to the subject matter of the Contract. The cancellation shall be effective when written notice from the Town is received by all other parties to the Contract, unless the notice specifies a later time (A.R.S. § 38-511).

4.12 Compliance with Federal and State Laws.

4.12.1 The Contractor understands and acknowledges the applicability to it of the American with Disabilities Act, the Immigration Reform and Control Act of 1986 and the Drug Free Workplace Act of 1989.

4.12.2 Under the provisions of A. R. S. § 41-4401, Contractor hereby warrants to the Town that the Contractor and each of its subcontractors will comply with, and are Contractually obligated to comply with, all Federal Immigration laws and regulations that relate to their employees and A. R. S. § 23-214 (A) (hereinafter “Contractor Immigration Warranty”).

4.12.3 A breach of the Contractor Immigration Warranty shall constitute a material breach of this Contract and shall subject the Contractor to penalties up to and including termination of this Contract at the sole discretion of the Town.

4.12.4 The Town retains the legal right to inspect the papers of any Contractor or Subcontractor’s employee who works on this Contract to ensure that the Contractor or Subcontractor is complying with the Contractor Immigration Warranty. Contractor agrees to assist the Town in regard to any such inspections.

4.12.5 The Town may, at its sole discretion, conduct random verification of the employment records of the Contractor and any subcontractors to ensure compliance with Contractor’s Immigration Warranty. Contractor agrees to assist the Town in regard to any random verifications performed.

4.12.6 Neither the Contractor nor any subcontractor shall be deemed to have materially breached the Contractor Immigration Warranty if the Contractor or subcontractor establishes that it has complied with the employment verification provisions prescribed by section 274A and 274B of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A. R. S. § 23-214, Subsection A.

4.12.7 The provisions of this Section must be included in any Contract the Contractor enters into with any and all of its subcontractors who provide services under this Contract or any subcontract. “Services” are defined as furnishing labor, time or effort in the State of Arizona by a Contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility or improvement to real property.

4.12.8 The provisions of this Section 4.12 must be included in any Contract the Contractor enters into with any and all of its subcontractors who provide services under this Contract or any subcontract.

4.13 Notices. All notices or demands required to be given pursuant to the terms of this Contract shall be given to the other party in writing, delivered by hand or registered or certified

mail, at the addresses set forth below, or to such other address as the parties may substitute by written notice given in the manner prescribed in this paragraph.

In the case of Contractor: D2 Surveying
Jeremy Dalmacio, Owner
24468 N Corn Street
Florence, AZ 85132
(480) 221-1368
Jeremy@D2Surveying.com

In the case of Town: Town of Florence
775 N, Main Street
PO Box 2670
Florence, AZ 85132
Attn: Town Manager

Notices shall be deemed received on date delivered, if delivered by hand, or on the delivery date indicated on receipt if delivered by certified or registered mail.

4.14 Force Majeure. Neither party shall be responsible for delays or failures in performance resulting from acts beyond their control. Such acts shall include, but not be limited to, acts of God, riots, acts of war, epidemics, governmental regulations imposed after the fact, fire, communication line failures, power failures, or earthquakes.

4.15 Taxes. Contractor shall be solely responsible for any and all tax obligations which may result out of the Contractor's performance of this Contract. The Town shall have no obligation to pay any amounts for taxes, of any type, incurred by the Contractor.

4.16 Advertising. No advertising or publicity concerning the Town using the Contractor's services shall be undertaken without prior written approval of such advertising or publicity by the Town Contract Administrator. Written approval is required until such time as the project is complete or any adjudication of claims relating to the services provided herein is complete, whichever occurs later.

4.17 Counterparts. This Contract may be executed in one or more counterparts, and each originally executed duplicate counterpart of this Contract shall be deemed to possess the full force and effect of the original.

4.18 Captions. The captions used in this Contract are solely for the convenience of the parties, do not constitute a part of this Contract and are not to be used to construe or interpret this Contract.

4.19 Subcontractors. During the performance of the Contract, the Contractor may engage such additional Subcontractors as may be required for the timely completion of this Contract. The addition of any Subcontractors shall be subject to the prior approval of the Town. In the event of subcontracting, the sole responsibility for fulfillment of all terms and conditions of this Contract rests with the Contractor. The Town acknowledges the sub-consultant(s) listed in Exhibit A and consents to the use of that sub-consultant.

4.20 Indemnification.

4.20.1 To the fullest extent permitted by law, Contractor, its successors, assigns and guarantors, shall indemnify, defend, hold harmless Town of Florence, its agents, representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, losses, expenses, including but not limited to damages for personal injury or personal property damage, attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expense, related to, arising from or out of, or resulting from any negligent or intentional actions, acts, errors, mistakes or omissions caused in whole or part by Contractor relating to work or services in the performance of this Contract, including but not limited to, any Subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable and any injury or damages claimed by any of Contractor's and Subcontractor's employees.

To the fullest extent permitted by law, Town of Florence, its successors, assigns and guarantors, shall indemnify and hold harmless Contractor, its agents, Representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, loses, expenses, including but not limited to, reasonable attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expenses, related to, arising from or out of, resulting from any negligent or intentional actions, acts, errors, mistakes or omissions caused by the Town of Florence relating to work or services in the performance of this Contract.

4.20.2 Insurance provisions set forth in this Contract are separate and independent from the indemnity provisions of this section and shall not be construed in any way to limit the scope and magnitude of the indemnity provisions. The indemnity provisions of this sections shall not be construed in any way to limit the scope and magnitude and applicability of the insurance provisions.

4.21 Changes in the Work.

4.21.1 The Town may at any time, as the need arises, order changes within the scope of the work without invalidating the Contract. If such changes increase or decrease the amount due under the Contract documents, or in the time required for performance of the work, an equitable adjustment shall be authorized by written Change Order.

4.21.2 The Town will execute a formal Change Order based on detailed written quotations from the Contractor for work related changes and/or a time of completion variance. All Change Orders are subject to the prior written approval by the Town.

4.21.3 Contract Change Orders are subject to the Rules and Procedures within the Town's Procurement Code.

4.22 Reserved

4.23 Alternative Dispute Resolution. If a dispute arises between the parties relating to this Contract, the parties agree to use the following procedure prior to either party pursuing other available remedies:

4.23.1 A meeting shall be held promptly between the parties, attended by individuals with decision-making authority regarding the dispute, to attempt in good faith to negotiate a resolution of the dispute.

4.23.2 If, within 30 days after such meeting, the parties have not succeeded in negotiating a resolution of the dispute, they will jointly appoint a mutually acceptable neutral person not affiliated with either of the parties (the "neutral"), seeking assistance in such regard if they have been unable to agree upon such appointment within 40 days from the initial meeting. The fees of the neutral shall be shared equally by the parties.

4.23.3 In consultation with the neutral, the parties will select or devise an alternative dispute resolution procedure ("ADR") by which they will attempt to resolve the dispute, and a time and place for the ADR to be held, with the neutral making the decision as to the procedure, and/or place and time (but unless circumstances require otherwise, not later than 60 days after selection of the neutral) if the parties have been unable to agree on any of such matters within 20 days after initial consultation with the neutral.

4.23.4. The parties agree to participate in good faith in the ADR to its conclusion as designated by the neutral. If the parties are not successful in resolving the dispute through the ADR, then the parties may agree to submit the matter to binding arbitration or a private adjudicator, or either party may seek an adjudicated resolution through the appropriate court.

4.24 Town Provided Information and Services. The Town shall furnish the Contractor available studies, reports and other data pertinent to the Contractor's services; obtain or authorize the Contractor to obtain or provide additional reports and data as required; furnish to the Contractor services of others required for the performance of the Contractor's services hereunder, and the Contractor shall be entitled to use and rely upon all such information and services provided by the Town or others in performing the Contractor's Services under this Agreement.

4.25 Estimates and Projections. In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for potential projects, the Contractor has no control over cost or price of labor and material; unknown or latent conditions of existing equipment or structures that may affect operation and maintenance costs; competitive bidding procedures and market conditions; time or quality of performance of third parties; quality, type, management, or direction of operating personnel; and other economic and operational factors that may materially affect the ultimate project cost or schedule. Therefore, the Contractor makes no warranty that the Town's actual project costs, financial aspects, economic feasibility, or schedules will not vary from the Contractor's opinions, analyses, projections, or estimates.

4.26 Access. The Town shall arrange for access to and make all provisions for the Contractor to enter upon public and private property as required for the Contractor to perform Services hereunder.

4.27 Third Parties. The services to be performed by the Contractor are intended solely for the benefit of the Town. No person or entity not a signatory to this Agreement shall be entitled to rely on the Contractor's performance of its services hereunder, and no right to assert a claim against the Contractor by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Contract or the performance of the Contractor's Services hereunder.

5.0 INSURANCE

5.1. General. Contractor agrees to comply with all Town ordinances and state and federal laws and regulations. Without limiting any obligations or liabilities of Contractor, Contractor shall purchase and maintain, at its own expense, hereinafter stipulated minimum insurance with insurance companies duly licensed by the State of Arizona (admitted insurer) with an AM Best, Inc. rating of B ++ 6 or above or an equivalent qualified unlicensed insurer by the State of Arizona (non-admitted insurer) with policies and forms satisfactory to Town of Florence. Failure to maintain insurance as specified may result in termination of this Contract at Town of Florence's option. The Contractor is primarily responsible for the risk management if its work under this Contract, including but not limited to obtaining and maintaining the required insurance and establishing and maintaining a reasonable risk control and safety program. Town reserves the right to amend the requirements herein at any time during the Contract. The Contractor shall require any and all subcontractors to maintain insurance as required herein naming the Town and Contractor as "Additional Insured" on all insurance policies, except Worker's Compensation, and this shall be reflected on the Certificate of Insurance. The Contractor's insurance coverage shall be primary insurance with respect to all available sources. Coverage provided by the Contractor shall not be limited to the liability assumed under the Indemnification provision of this Contract. To the extent permitted by law, Contractor waives all rights of subrogation or similar rights against Town, its representatives, agents, and employees. All insurance policies, except Workers' Compensation, required by this Contract, and self-insured retention or deductible portions, shall name, to the fullest extent permitted by law for claims arising out of performance of this Contract, Town of Florence, its mayor and councilmembers, agents, representatives, offices, directors, officials and employees as Additional Insureds. The Town reserves the right to require complete copies of all insurance policies and endorsements required by this Contract at any time. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of Contract.

5.2 No Representation of Coverage Adequacy. By requiring insurance herein, Town of Florence does not represent that coverage and limits will be adequate to protect Contractor. Town of Florence reserves the right to review any and all of the insurance policies and/or endorsements cited in this Contract but has no obligation to do so. Failure to demand such evidence of full compliance with the insurance requirements set forth in this Contract or failure to identify any insurance deficiency shall not relieve Contractor from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Contract.

5.3 Coverage Term. All insurance required herein shall be maintained in full force and effect until all work or services required to be performed under the terms of this Contract is satisfactorily performed, completed and formally accepted by the Town of Florence, unless specified otherwise in this Contract.

5.4 Policy Deductibles and or Self Insured Retentions. The policies set forth in these requirements may provide coverage which contain deductibles or self-insured retention amounts. Such deductibles or self-insured retention shall not be applicable with respect to the policy limits provided to Town of Florence. Contractor shall be solely responsible for any such deductible or self-insured retention amount. Town of Florence, at its option, may require

Contractor to secure payment of such deductible or self-insured retention by a surety bond or irrevocable and unconditional Letter of Credit.

5.5 Use of Subcontractors. If any work under this Contract is sub-contracted in any way, Contractor shall execute written agreement with Subcontractor containing the same Indemnification Clause and Insurance Requirements set forth herein protecting Town of Florence and Contractor. Contractor shall be responsible for executing the agreement with Subcontractor and obtaining Certificates of Insurance verifying the insurance requirements.

5.6 Evidence of Insurance. Prior to commencing any work or Services under this Contract, Contractor shall furnish Town of Florence with Certificate(s) of Insurance, or formal endorsements as required by this Contract, issued by Contractor's insurer(s) as evidence that policies are placed with acceptable insurers as specified herein and provide the required coverage's, conditions, and limits of coverage and that such coverage and provisions are in full force and effect.

5.7 Required Coverage.

5.7.1 Commercial General Liability. Contractor shall maintain "occurrence" form Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products and Completed Operations Annual Aggregate, and \$2,000,000 General Aggregate Limit. The policy shall cover liability arising from premises, operations, independent Contractors, products-completed operations, personal injury and advertising injury. Coverage under the policy will be at least as broad as Insurance limited to, separation of insureds clause. If any Excess insurance is utilized to fulfill the requirements of this paragraph, such Excess insurance shall be "follow form" equal or broader to coverage scope then underlying.

5.7.2 Worker's Compensation Insurance. Contractor shall maintain Workers Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of work or Services under this Contract and shall also maintain Employers Liability Insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee and \$250,000 disease policy limit.

5.7.3 Commercial Auto Coverage. Auto Liability limits of not less than \$1,000,000 each accident, combined Bodily Injury and Property Damage Liability insurance. Certificate to reflect coverage for "Any Auto" or "All Owned, Scheduled, Hired and Non-Owned".

6.0 SEVERABILITY AND AUTHORITY

6.1 Severability. If any term or provision of this Contract shall be found to be illegal or unenforceable, then notwithstanding such illegality or unenforceability, this Contract shall remain in full force and effect and such term or provision shall be deemed to be deleted.

6.2 Authority. Each party hereby warrants and represents that it has full power and authority to enter into and perform this Contract, and that the person signing on behalf of each has been properly authorized and empowered to enter this Contract. Each party further acknowledges that it has read this Contract, understands it, and agrees to be bound by it.

IN WITNESS WHEREOF, the Town of Florence by its Mayor, Tara Walter has hereunto subscribed her name this 7 day of October, 2019.

TOWN OF FLORENCE

By: _____
Tara Walter, Mayor

By: _____

Name: _____

Its: _____

ATTEST:

Lisa Garcia, Town Clerk

By: _____
Contractor

By: _____

Name: _____

Its: _____

Approved as Form:

Clifford L. Mattice, Florence Town Attorney



TOWN OF FLORENCE COUNCIL ACTION FORM

AGENDA ITEM 12e.

MEETING DATE: October 7, 2019

DEPARTMENT: Public Works, Water & Wastewater Division

STAFF PRESENTER: Christopher Salas
Public Works Director
Town Engineer

SUBJECT: Purchase Insta-Valve 250 Patriot Insertion Valves through Sole Source vendor – Hydra-Stop LLC

- Action**
- Information Only**
- Public Hearing**
- Resolution**
- Ordinance**
 - Regulatory**
 - 1st Reading**
 - 2nd Reading**
- Other**

STRATEGIC PLAN REFERENCE:

- Community Vitality
- Economic Prosperity
- Leadership and Governance
- Partnership and Relationships
- Transportation and Infrastructure
- Statutory
- None

RECOMMENDED MOTION/ACTION:

Purchase Insta-Valve 250 Patriot Insertion Valves, from Hydra-Stop, in an amount not to exceed \$100,000.

BACKGROUND/DISCUSSION:

The Town of Florence has limited water valves and some of the limited valves no longer are operable. Often, when a waterline is damaged, a large portion of the Town has to be shut down and left without water.

The Hydra-Stop Valve Insertion tool allows valves to be added to the system without having to shut down the water system when inserting a valve. The Town of Florence has previously purchased a Hydra-Stop Valve Insertion tool based on a competitive bid selection. The Town must now purchase the actual valve insertions for water line and maintenance projects that require valves to be installed. The projects that will require valves to be installed are:

- Fire Hydrants
- Valve exercise program
- Installation of new water lines
-

A VOTE OF NO WOULD MEAN:

A vote of no would delay or would require cancelling certain Capital Improvement Projects.

A VOTE OF YES WOULD MEAN:

Town staff would continue to work towards completion of planned capital improvement projects.

FINANCIAL IMPACT:

The cost to provide parts will not exceed \$100,000.00.

Services will be obtained following the Town's Purchasing Policy, Section 5.63 Purchases of \$25,000 or More (specifically, 5.6321 of Vendor Selection)

5.632 Vendor Selection

5.6321 Alternative purchase methods are identified if approved by necessity or by the Town Manager as indicated by Emergency / Sole Source Purchase, cooperative purchase, state contract or any other method authorized. The Finance Director reviews for budget availability and bidding procedures. The Town Manager reviews for need.

4.12 Purchasing Policy

Department Heads must approve all purchases regardless of dollar value. This does not preclude the Department Head from obtaining the necessary approval from the Town Manager and/or Town Council, nor does this allow them to have signature authority on contracts. The Town Manager has signature authority on purchases up to \$24,999. Town Council is required on any purchases of \$25,000 or more.

ATTACHMENTS:

Approved Sole Source
Exhibit A – Scope of Work – Price Sheet



Town of Florence Sole Source Justification

Purchases over \$5,000

Note: Exemption from competitive bidding is allowed only in the existence of an emergency or when it is clearly determined to be impractical to procure through the competitive bidding process. The department director shall submit this form to the Town Manager for approval before procuring materials or services.

Vendor Name: HYDRA-STOP LLC Date 09/18/19

Commodity (general description) WATER & WASTEWATER VALVES

Dollar Amount \$ 100,000.00 (If over \$25,000, must go to Town Council for prior approval)

GL Account # 051-574-302

Check all entries that apply:

- Purchase request is made to the original manufacturer or provider; There are no regional distributors. (Item * must also be checked)
- Purchase request is made to the only distributor of the original manufacturer or provider. (Item * must also be checked)
- This is the only known item that will meet the specialized needs of the department or perform the intended functions.
- Parts/equipment are not interchangeable with similar parts of another manufacturer.
- Parts/equipment are required from this vendor to provide standardization.
- The elements of time and, therefore, cost to the town override the potential cost savings realized through standard purchasing procedures.
- None of the above apply. Detailed explanation for sole source requests is contained in the attached memorandum.

Justification:

HYDRA-STOP IS THE ONLY VENDOR THAT PROVIDES THE WATER LINE VALVES FOR THE TOWN'S WATER SYSTEM. SEE ATTACHED - INSTA-VALVE 250 PATRIOT INSERTION VALVE.

Department Director Signature: Date: 9/19/19

Finance Director Signature: Date: 9/23/19

Town Manager Signature: Date: 9/24/19

EXHIBIT A SCOPE OF WORK PRICE SHEET

How to purchase the Insta-Valve 250 Patriot Insertion Valve

1. Select the IV 250 Valve Body which meets your requirements. (Based on O.D. of pipe.)
2. Select the IV 250 Valve Cartridge which meets your requirements. (Based on I.D. of pipe and open left or open right.)
3. Select optional Domestic Stainless Steel Bonnet Flange if required.
4. Select optional Domestic Hardware if required.
5. Place your order.

START HERE -> Step 1) Select the Insta-Valve 250 Patriot Valve Body which meets your requirements. (Based on O.D. of pipe.)



Nominal Size	Valve Body OD Range	HS Part Number	Description	List Price
4"	4.35-4.65	25450250-CS	IV 250 4.50" Valve Body, Carbon Steel Flange, 304 Hardware	\$1,648
	4.65-4.95	25480250-CS	IV 250 4.80" Valve Body, Carbon Steel Flange, 304 Hardware	\$1,648
	4.98-5.28	25513250-CS	IV 250 5.13" Valve Body, Carbon Steel Flange, 304 Hardware	\$1,648
	5.07-5.37	25522250-CS	IV 250 5.22" Valve Body, Carbon Steel Flange, 304 Hardware	\$1,648
	5.35-5.65	25550250-CS	IV 250 5.50" Valve Body, Carbon Steel Flange, 304 Hardware	\$1,648
6"	6.48-6.78	25663250-CS	IV 250 6.63" Valve Body, Carbon Steel Flange, 304 Hardware	\$1,931
	6.75-7.05	25690250-CS	IV 250 6.90" Valve Body, Carbon Steel Flange, 304 Hardware	\$1,931
	7.05-7.35	25720250-CS	IV 250 7.20" Valve Body, Carbon Steel Flange, 304 Hardware	\$1,931
	7.21-7.51	25736250-CS	IV 250 7.36" Valve Body, Carbon Steel Flange, 304 Hardware	\$1,931
	7.35-7.65	25750250-CS	IV 250 7.50" Valve Body, Carbon Steel Flange, 304 Hardware	\$1,931
8"	8.48-8.78	25863250-CS	IV 250 8.63" Valve Body, Carbon Steel Flange, 304 Hardware	\$2,189
	8.90-9.20	25905250-CS	IV 250 9.05" Valve Body, Carbon Steel Flange, 304 Hardware	\$2,189
	9.17-9.47	25932250-CS	IV 250 9.32" Valve Body, Carbon Steel Flange, 304 Hardware	\$2,189
	9.35-9.65	25950250-CS	IV 250 9.50" Valve Body, Carbon Steel Flange, 304 Hardware	\$2,189
	9.55-9.85	25970250-CS	IV 250 9.70" Valve Body, Carbon Steel Flange, 304 Hardware	\$2,189
10"	10.60-10.90	251075250-CS	IV 250 10.75" Valve Body, Carbon Steel Flange, 304 Hardware	\$4,200
	10.95-11.25	251110250-CS	IV 250 11.10" Valve Body, Carbon Steel Flange, 304 Hardware	\$4,200
	11.35-11.65	251130250-CS	IV 250 11.30" Valve Body, Carbon Steel Flange, 304 Hardware	\$4,200
	11.85-12.15	251200250-CS	IV 250 12.00" Valve Body, Carbon Steel Flange, 304 Hardware	\$4,200
12"	12.60-12.90	251275250-CS	IV 250 12.75" Valve Body, Carbon Steel Flange, 304 Hardware	\$4,950
	13.05-13.35	251320250-CS	IV 250 13.20" Valve Body, Carbon Steel Flange, 304 Hardware	\$4,950
	13.35-13.65	251350250-CS	IV 250 13.50" Valve Body, Carbon Steel Flange, 304 Hardware	\$4,950
	13.60-13.90	251375250-CS	IV 250 13.75" Valve Body, Carbon Steel Flange, 304 Hardware	\$4,950
	14.05-14.35	251420250-CS	IV 250 14.20" Valve Body, Carbon Steel Flange, 304 Hardware	\$4,950
	14.25-14.55	251440250-CS	IV 250 14.40" Valve Body, Carbon Steel Flange, 304 Hardware	\$4,950

Note: Valve body includes epoxy coated carbon steel bonnet flange and all required 304 stainless-steel installation hardware.
Optional domestic stainless-steel bonnet flange available for purchase. See section 3.
Optional domestic valve body hardware available for purchase. See section 5.

Continue to Step 2) Select the Insta-Valve 250 Patriot Valve Cartridge which meets your requirements on following page.

HYDRA-STOP
SOLUTIONS FOR CONTROL

How to purchase the Insta-Valve 250 Patriot Insertion Valve

Step 2) Select the Insta-Valve 250 Patriot Valve Cartridge which meets your requirements. (Based on I.D. of pipe and open left or open right.)



4"-12" INSTA-VALVE 250 PATRIOT OPEN LEFT VALVE CARTRIDGES (BLACK Operating Nut)

Nominal Size	Valve Body ID Range	Part Number	Description	List Price
4"	3.75+	8IVBULTLH04-250	IV 250 4" Valve Cartridge OL Standard	\$1,147
6"	5.75+	8IVBULTLH06-250	IV 250 6" Valve Cartridge OL Standard	\$1,254
	5.45-5.75	8IVBULTLH06-250-U5.5	IV 250 6" Valve Cartridge OL Undersize	\$1,504
8"	7.80+	8IVBULTLH08-250	IV 250 8" Valve Cartridge OL Standard	\$1,416
	7.40-7.80	8IVBULTLH08-250-U7.5	IV 250 8" Valve Cartridge OL Undersize	\$1,808
	7.40-7.80	8IVBULTLH08-250-U7.5-AC	IV 250 8" Valve Cartridge OL Undersize AC	\$1,808
10"	9.70+	8IVBULTLH10-250	IV 250 10" Valve Cartridge OL Standard	\$2,120
	9.40-9.70	8IVBULTLH10-250-U9.5	IV 250 10" Valve Cartridge OL Undersize	\$2,436
	9.40-9.70	8IVBULTLH10-250-U9.5-AC	IV 250 10" Valve Cartridge OL Undersize AC	\$2,436
12"	11.70+	8IVBULTLH12-250	IV 250 12" Valve Cartridge OL Standard	\$2,510
	11.00-11.40	8IVBULTLH12-250-U11.1	IV 250 12" Valve Cartridge OL Undersize	\$2,950
	11.40-11.70	8IVBULTLH12-250-U11.5	IV 250 12" Valve Cartridge OL Undersize	\$2,950
	11.40-11.70	8IVBULTLH12-250-U11.5-AC	IV 250 12" Valve Cartridge OL Undersize AC	\$2,950

Note: Valve cartridges include operating nut, operating nut retention nut and friction washer
 Undersized valve cartridges require the use of undersized cutters. See Hydra-Core Pipe Wall Sampling Kit operating instructions for reference.
 Undersized AC valve cartridges must be used in AC applications

4"-12" INSTA-VALVE 250 PATRIOT OPEN RIGHT VALVE CARTRIDGES (RED Operating Nut)

Nominal Size	Valve Body ID Range	Part Number	Description	List Price
4"	3.75+	8IVBULTRH04-250	IV 250 4" Valve Cartridge OR Standard	\$1,147
6"	5.75+	8IVBULTRH06-250	IV 250 6" Valve Cartridge OR Standard	\$1,254
	5.45-5.75	8IVBULTRH06-250-U5.5	IV 250 6" Valve Cartridge OR Undersize	\$1,504
8"	7.80+	8IVBULTRH08-250	IV 250 8" Valve Cartridge OR Standard	\$1,416
	7.40-7.80	8IVBULTRH08-250-U7.5	IV 250 8" Valve Cartridge OR Undersize	\$1,808
	7.40-7.80	8IVBULTRH08-250-U7.5-AC	IV 250 8" Valve Cartridge OR Undersize AC	\$1,808
10"	9.70+	8IVBULTRH10-250	IV 250 10" Valve Cartridge OR Standard	\$2,120
	9.40-9.70	8IVBULTRH10-250-U9.5	IV 250 10" Valve Cartridge OR Undersize	\$2,436
	9.40-9.70	8IVBULTRH10-250-U9.5-AC	IV 250 10" Valve Cartridge OR Undersize AC	\$2,436
12"	11.70+	8IVBULTRH12-250	IV 250 12" Valve Cartridge OR Standard	\$2,510
	11.00-11.40	8IVBULTRH12-250-U11.1	IV 250 12" Valve Cartridge OR Undersize	\$2,950
	11.40-11.70	8IVBULTRH12-250-U11.5	IV 250 12" Valve Cartridge OR Undersize	\$2,950
	11.40-11.70	8IVBULTRH12-250-U11.5-AC	IV 250 12" Valve Cartridge OR Undersize AC	\$2,950

Note: Valve cartridges include operating nut, operating nut retention nut and friction washer
 Undersized valve cartridges require the use of undersized cutters. See Hydra-Core Pipe Wall Sampling Kit operating instructions for reference.
 Undersized AC valve cartridges must be used in AC applications

Continue to Step 3) Select optional Domestic Stainless Steel Bonnet Flange, If required, on following page.



How to purchase the Insta-Valve 250 Patriot Insertion Valve

Step 3) Select optional Domestic Stainless Steel Bonnet Flange, if required.

4"-12" INSTA-VALVE 250 PATRIOT OPTIONAL DOMESTIC STAINLESS STEEL BONNET FLANGE



Nominal Size	Part Number	Description	List Price
4"-8"	8IVBLFLG08-250-SS	IV250 4-8" Domestic Stainless Steel Bonnet Flange	\$443
10"-12"	8IVBLFLG12-250-SS	IV 250 10-12" Domestic Stainless Steel Bonnet Flange	\$1,085

Step 4) Select optional 4-8" or 10-12" Post Hole Indicator Kit, if required.

4"-12" INSTA-VALVE 250 PATRIOT OPTIONAL POST HOLE INDICATOR KIT



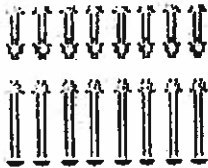
Nominal Size	Part Number	Description	List Price
4"-8"	7-PIKIT08-250	IV250 4-8" Post Hole Indicator Kit	\$579
10"-12"	7-PIKIT12-250	IV 250 10-12" Post Hole Indicator Kit	\$1,160

Note: Indicator Post mounting pattern compatible with Mueller UL/FM Adjustable Indicator Post. Included with Indicator Post Adaptor Kit: Drilled and tapped domestic 304 stainless steel valve bonnet, modified operating nut, stainless steel lock pin, mounting hardware (bolts, nuts and washers), and installation instructions.



Step 5) Select optional Domestic Hardware if required.

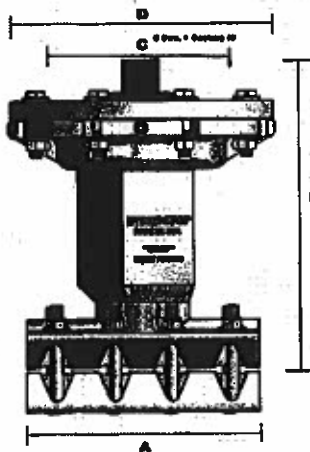
4"-12" INSTA-VALVE 250 PATRIOT OPTIONAL DOMESTIC STAINLESS STEEL HARDWARE



Nominal Size	Part Number	Description	List Price
4"-8"	8B-PACK304SS-HW-4B-DOM	IV250 4-8" Domestic Stainless Steel Hardware	\$330
10"-12"	8B-PACK304SS-HW-1012-DOM	IV 250 10-12" Domestic Stainless Steel Hardware	\$855

Note: Domestic stainless steel hardware upgrade is required to meet American Iron and Steel, Made in USA and Buy America requirements. All Insta-Valve 250 Patriot Insertion valves meet Buy American requirements.

Step 6) Place your order.



Weights and Dims					
Size	A	B	C	D	Approx. Weight
4"	12"	18.6	8.4	13.5	138 lbs
6"	12"	21.5	8.4	13.5	173 lbs
8"	16"	24.6	8.4	13.5	229 lbs
10"	24	30	17	19	370 lbs
12"	24	33	17	19	425 lbs


Other Specifications

Minimum Test Pressure: 1.5 times system working pressure

Maximum Test Pressure: 375 psi, Maximum Working Pressure: 250 psi

Proprietary Information: This property of Hydra-Stop shall not be used, reproduced or distributed without written consent. All design and invention rights are reserved. Patents Pending.

HYDRA-STOP
SOLUTIONS FOR CONTROL

	TOWN OF FLORENCE COUNCIL ACTION FORM	<u>AGENDA ITEM</u> 12f.
MEETING DATE: October 7, 2019 DEPARTMENT: Public Works STAFF PRESENTER: Christopher Salas Public Works Director Town Engineer SUBJECT: On-Call Professional Services, Swan Architects Inc.		<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information Only <input type="checkbox"/> Public Hearing <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Regulatory <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading <input type="checkbox"/> Other
STRATEGIC PLAN REFERENCE: <input type="checkbox"/> Community Vitality <input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Leadership and Governance <input type="checkbox"/> Partnership and Relationships <input checked="" type="checkbox"/> Transportation and Infrastructure <input type="checkbox"/> Statutory <input type="checkbox"/> None		

RECOMMENDED MOTION/ACTION:

Motion to enter into an agreement for professional services with Swan Architects Inc, utilizing the cooperative purchase contract with Pinal County # ROQ 172721, dated March 28,2018 in an amount not to exceed \$100,000 through June 30, 2020.

BACKGROUND/DISCUSSION:

The Town of Florence has previously purchased the two properties of 525 E. Ruggles and 575 E. Ruggles and needs to proceed with the development of construction documents. Before construction documents can be started programming services will need to be completed. The Architect will be responsible for both the Site Plan and Architectural approvals.

Architectural programming can be defined as the research and decision-making process that helps to identify the scope of work to be designed and performed. Some of the advantages architectural programming offers are:

- Involvement of interested parties in the definition of the scope of work prior to design
- Gathering and analyzing data early in the process so the design is based on sound decisions

- Efficient use of time by avoiding redesign as requirements emerge during architectural design development

The intent of following a properly structured programming process is to develop a clear set of project requirements which will be used to help guide the design of the project. While there are various different programming formats that can be followed, they all incorporate the same essential elements which follow a six-step process:

1. Research the project type
2. Establish goals and objectives
3. Gather relevant information
4. Identify strategies
5. Determine quantitative requirements
6. Summarize the program

After programming is complete the development of construction documents can commence.

- *Existing Conditions*– During this stage soil samples will be taken by the Geotechnical Engineer and topographic and Alta surveys will be conducted.
- *Schematic Design*– During this stage the architect begins by preparing preliminary design sketches and concepts based on the client's requirements and budget which help explore and illustrate possible options. The architect reviews the different options with the client going over the various pros and cons and responding to client input.
- *Design Development*– Once a schematic design is agreed upon and there is a clearer definition of the scope and quality of the finished project the design development phase begins. Additional cost projections help determine whether or not the design conforms to the preliminary budget, or what, if any, adjustments need to be made.
- *Construction Documents*– A continuation of the design development phase working drawings and specifications are developed after design concepts have been decided. These construction documents are what is required by the local municipalities in order to obtain building permits. They are also used to solicit bids from the various contractors that will be required to build the project.
- *Bidding and Negotiation*– An architect can advise on the choice of contractor by evaluating competitive bids. The architect assists in the bid evaluation and assists in the preparation of the contract between the client and the contractor.

- *Construction and Contract Administration*– The architect consults with the client and advises during construction. On-site visits help determine if construction is proceeding in general accordance with the construction document and design intent. It is also the architect’s role to advise if the materials and workmanship meet acceptable standards.

A VOTE OF NO WOULD MEAN:

A vote of no would delay or would require cancelling certain capital improvement projects

A VOTE OF YES WOULD MEAN:

Town staff would continue to work towards completion of planned capital improvement projects.

FINANCIAL IMPACT:

The cost to provide parts will not exceed \$100,000.00.

Services will be obtained following the Town’s Purchasing Policy, Section 5.63 Purchases of \$25,000 or More (specifically, 5.6321 of Vendor Selection)

5.632 Vendor Selection

5.6321 Alternative purchase methods are identified if approved by necessity or by the Town Manager as indicated by Emergency / Sole Source Purchase, cooperative purchase, state contract or any other method authorized. The Finance Director reviews for budget availability and bidding procedures. The Town Manager reviews for need.

4.12 Purchasing Policy

Department Heads must approve all purchases regardless of dollar value. This does not preclude the Department Head from obtaining the necessary approval from the Town Manager and/or Town Council, nor does this allow them to have signature authority on contracts. The Town Manager has signature authority on purchases up to \$24,999. Town Council is required on any purchases of \$25,000 or more.

ATTACHMENTS:

- Approved Bid Tab
- Town of Florence Professional Services Contract with Exhibit A

**TOWN OF FLORENCE
PROFESSIONAL SERVICES CONTRACT**

THIS PROFESSIONAL SERVICES CONTRACT (“**Contract**”), is made and entered into as of October 7, 2019 (“Effective Date”), and is by and between the Town of Florence, a municipal corporation of the State of Arizona (“**Town**”), and Swan Architects, Inc., (“**Contractor**”). The Town and the Contractor may be referred to in the Contract collectively as the “parties” and each individually as a “party”.

RECITALS

WHEREAS, the Town desires to Contract for Public Works Management Support and Consulting Services, Project and Program Management (PM) Services as specified in Exhibit A (“**Scope of Work**” or “**Services**”);

WHEREAS, Contractor is duly qualified to perform the requested services;

WHEREAS, Contractor has agreed to perform the services as set forth in Exhibit A attached hereto and incorporated herein;

WHEREAS, Town desires and Contractor agrees that this Contract is entered into by the parties, as a cooperative purchase pursuant to the Pinal County Master Contract dated March 28, 2018 between Pinal County and Swan Architects, Inc., agrees that the Master Cooperative Solicitation / Master Contract documents issued by Pinal County for the Services (“Master Contract”) is in full force and effect and all terms and conditions of the Master Contract are incorporated by reference into this Contract.

NOW THEREFORE, in consideration of the mutual promises and obligations set forth herein, the parties hereto agree as follows:

AGREEMENTS

1.0 DESCRIPTION, ACCEPTANCE, DOCUMENTATION

Contractor shall act under the authority and approval of the Contract Administrator for the Town, further named herein, to provide the professional services required by this Contract.

1.1 Service Description. The Contractor shall provide the requested services as set forth in Exhibit A and as set forth in individual Task Orders (the “Services”). This Contract includes this agreement, including any attachments, and any Task Orders that may be issued as agreed to by the parties to implement the services. Task Order means a specific written agreement between the Town and Contractor for work to be performed under this Contract for an individual, mutually agreed upon scope of work, schedule and price. In response to Task Orders that may be mutually agreed upon and issued periodically by Town, Contractor shall perform the Services, except as may be specified elsewhere in the Contract which will be defined and further described as to specific project requirements in each Task Order. The Services shall be performed in accordance with the requirements set forth in each Task Order.

1.2 Acceptance and Documentation.

1.2.1 Each deliverable shall be reviewed and approved by the Town Manager or his designee to determine acceptable completion.

1.2.2. The Town shall provide all necessary information to the Contractor for timely completion of the tasks specified in Item 1.1 above.

1.2.3 All documents, including but not limited to, data compilations, studies, and/or reports, which are prepared in the performance of this Contract are to be and remain the property of the Town and are to be delivered to the Town Manager before final payment is made to the Contractor.

2.0 FEES, CATEGORIES OF SERVICE AND PAYMENTS

2.1 Fees. Contractor will be paid within 30 days of the receipt of an itemized invoice. Monthly payment may be made to Contractor on the basis of a progress report prepared and submitted by Contractor for the Services completed through the last day of the proceeding calendar month and for the production of the deliverables as spelled out in Exhibit A, and the individual Task Order approved by the Town.

2.2 Categories of Service. Services means in response to Task Orders, including Exhibit A, that may be mutually agreed upon and issued periodically by Town, Contractor shall furnish all necessary work which will be defined and further described as to specific project requirements in each Task Order.

2.3 Payment Approval. Amounts set forth in Section 1.1 and 2.2 represent the entire amounts payable under this Contract and shall be paid upon the submission of monthly invoices to and approved by the Town. All invoices are to be emailed to accountspayable@florenceaz.gov.

2.4 Business License. Contractor will purchase and maintain a business license with the Town of Florence.

3.0 SCHEDULE AND TERMINATION

3.1 Project Schedule. The Contractor shall perform the Scope of Work in accordance with the schedule attached as Exhibit A, and any Task Order.

3.2 Termination.

3.2.1 Termination for Cause: Town may also terminate this Contract with seven (7) days' prior written notice for cause in the event of any default by the Contractor, or if the Contractor fails to comply with any industry standards and customary practices terms and conditions of this Contract. Unsatisfactory performance as judged by Industry standards and customary practices, and failure to provide Town, upon request, with adequate assurances of future performance shall all be causes allowing Town to terminate this Contract for cause. In the event of termination for cause, Town shall not be liable to Contractor for any amount, and

Contractor shall be liable to Town for any and all damages sustained by reason of the default which gave rise to the termination.

3.2.2 Termination for Convenience. The Parties reserve the right to terminate this Contract with or without cause upon 30 days' prior written notice. In the event the Town terminates this Contract pursuant to this Section 3.2.2, then in that event the Town agrees to pay for the work performed prior to the date of termination. Town may terminate this Contract, or any part thereof for its sole convenience, at any time without penalty or recourse.

3.2.3 Termination for Violation of Law. In the event Contractor is in violation of any Federal, State, County or Town law, regulation or ordinance, the Town may terminate this Contract immediately upon giving notice to the Contractor.

3.3 Funds Appropriation. If the Town Council does not appropriate funds to continue this Contract and pay for charges hereunder, the Town may terminate this Contract at the end of the current fiscal period. The Town agrees to give written notice pursuant to Section 4.13 of termination to the Contractor at least thirty (30) days prior to the end of its current fiscal period and will pay to the Contractor all approved charges incurred through the end of such period.

3.4 Terms. The term of this Contract shall be from the Effective Date through June 30, 2020. Task Orders may be issued at any time during the term of this Contract. This Contract will remain in full force and effect during the performance of any Task Order. The contract may be renewed upon mutual agreement of the parties.

4.0 GENERAL TERMS

4.1 Entire Contract. This Contract constitutes the entire understanding of the parties and supersedes all previous representations, written or oral, with respect to the services specified herein. This Contract may not be modified or amended except by a written document, signed by authorized representatives of each party.

4.2 Arizona Law. This Contract shall be governed and interpreted according to the laws of the State of Arizona, without reference to choice of law or conflicts of laws principles thereof.

4.3 Modifications. Any amendment, modification or variation from the terms of this Contract shall be in writing and shall be effective only after approval of all parties signing the original Contract.

4.4 Assignment. Services covered by this Contract shall not be assigned or sublet in whole or in part without the prior written consent of the Finance Director and Contract Administrator. The Town acknowledges the sub-consultant(s) listed in Exhibit A and consents to the use of that sub-consultant.

4.5 Successors and Assigns. This Contract shall extend to and be binding upon Contractor, its successors and assigns, including any individual, company, partnership or other entity with or into which Contractor shall merge, consolidate or be liquidated, or any person, corporation, partnership or other entity to which Contractor shall sell its assets.

4.6 Contract Administrator. The Contract Administrator for the Town shall be the Town Manager or designee. The Contract Administrator shall oversee the execution of this Contract, assist the Contractor in accessing the organization, audit billings, and approve payments. The Contractor shall channel reports and special requests through the Contract Administrator.

4.7 Records and Audit Rights.

4.7.1 Contractor's records (hard copy, as well as computer readable data), and any other supporting evidence deemed necessary by the Town to substantiate charges and claims related to this Contract shall be open to inspection and subject to audit and/or reproduction by Town's authorized representative to the extent necessary to adequately permit evaluation and verification of cost of the service or work, and any invoices, change orders, payments or claims submitted by the Contractor or any of his payees pursuant to the execution of the Contract. The Town's authorized representative shall be afforded access, at reasonable times and places, to all of the Contractor's records and personnel pursuant to the provisions of this section throughout the term of this Contract and for a period of three years after last or final payment.

4.7.2 Contractor shall require all subcontractors, insurance agents, and material suppliers to comply with the provisions of this section by insertion of the requirements hereof in a written Contract between Contractor and such subcontractors, insurance agents, and material suppliers.

4.7.3 If an audit in accordance with this section, discloses overcharges, of any nature, by the Contractor to the Town in excess of one percent (1%) of the monthly billings, the actual cost of the Town's audit shall be reimbursed to the Town by the Contractor. Any adjustments and/or payments which must be made as a result of any such audit or inspection of the Contractor's invoices and/or records shall be made within a reasonable amount of time, not to exceed thirty (30) days from presentation of Town's findings to Contractor.

4.8 Attorneys' Fees. In the event either party brings any action for any relief, declaratory or otherwise, arising out of this Contract, or on account of any breach or default hereof, the prevailing party shall be entitled to receive from the other party reasonable attorneys' fees and reasonable costs and expenses, determined by the court sitting without a jury, which shall be deemed to have accrued on the commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

4.9 Ineligible Bidder. The preparer of specifications is not eligible to submit a bid or proposal on the solicitation for which they prepared the specification, nor is the preparer eligible to supply any product to a bidder or Contractor on the solicitation for which they prepared the specification.

4.10 Independent Contractor.

4.10.1 The Services Contractor provides under the terms of this Contract to the Town are that of an Independent Contractor, not an employee, or agent of the Town. The Town will report the value paid for these services each year to the Internal Revenue Service (I.R.S.) using Form 1099.

4.10.2 Town shall not withhold income tax as a deduction from Contractual payments. As a result of this, Contractor may be subject to I.R.S. provisions for payment of estimated income tax. Contractor is responsible for consulting the local I.R.S. office for current information on estimated tax requirements.

4.11 Conflict of Interest. The Town may cancel any Contract or agreement, without penalty or obligation, if any person significantly involved in initiating, negotiating, securing, drafting or creating the Contract on behalf of the Town's departments or agencies is, at any time while the Contract or any extension of the Contract is in effect, an employee of any other party to the Contract in any capacity or a consultant to any other party to the Contract with respect to the subject matter of the Contract. The cancellation shall be effective when written notice from the Town is received by all other parties to the Contract, unless the notice specifies a later time (A.R.S. § 38-511).

4.12 Compliance with Federal and State Laws.

4.12.1 The Contractor understands and acknowledges the applicability to it of the American with Disabilities Act, the Immigration Reform and Control Act of 1986 and the Drug Free Workplace Act of 1989.

4.12.2 Under the provisions of A. R. S. § 41-4401, Contractor hereby warrants to the Town that the Contractor and each of its subcontractors will comply with, and are Contractually obligated to comply with, all Federal Immigration laws and regulations that relate to their employees and A. R. S. § 23-214 (A) (hereinafter "Contractor Immigration Warranty").

4.12.3 A breach of the Contractor Immigration Warranty shall constitute a material breach of this Contract and shall subject the Contractor to penalties up to and including termination of this Contract at the sole discretion of the Town.

4.12.4 The Town retains the legal right to inspect the papers of any Contractor or Subcontractor's employee who works on this Contract to ensure that the Contractor or Subcontractor is complying with the Contractor Immigration Warranty. Contractor agrees to assist the Town in regard to any such inspections.

4.12.5 The Town may, at its sole discretion, conduct random verification of the employment records of the Contractor and any subcontractors to ensure compliance with Contractor's Immigration Warranty. Contractor agrees to assist the Town in regard to any random verifications performed.

4.12.6 Neither the Contractor nor any subcontractor shall be deemed to have materially breached the Contractor Immigration Warranty if the Contractor or subcontractor establishes that it has complied with the employment verification provisions prescribed by section 274A and 274B of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A. R. S. § 23-214, Subsection A.

4.12.7 The provisions of this Section must be included in any Contract the Contractor enters into with any and all of its subcontractors who provide services under this Contract or any subcontract. "Services" are defined as furnishing labor, time or effort in the State

of Arizona by a Contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility or improvement to real property.

4.12.8 The provisions of this Section 4.12 must be included in any Contract the Contractor enters into with any and all of its subcontractors who provide services under this Contract or any subcontract.

4.13 Notices. All notices or demands required to be given pursuant to the terms of this Contract shall be given to the other party in writing, delivered by hand or registered or certified mail, at the addresses set forth below, or to such other address as the parties may substitute by written notice given in the manner prescribed in this paragraph.

In the case of Contractor: Swan Architects Inc
Jeffrey Swan, President
833 N. 5th Avenue
Phoenix, AZ 85003
(602) 264-3083
jeff@swanarchitects.com

In the case of Town: Town of Florence
775 N, Main Street
PO Box 2670
Florence, AZ 85132
Attn: Town Manager

Notices shall be deemed received on date delivered, if delivered by hand, or on the delivery date indicated on receipt if delivered by certified or registered mail.

4.14 Force Majeure. Neither party shall be responsible for delays or failures in performance resulting from acts beyond their control. Such acts shall include, but not be limited to, acts of God, riots, acts of war, epidemics, governmental regulations imposed after the fact, fire, communication line failures, power failures, or earthquakes.

4.15 Taxes. Contractor shall be solely responsible for any and all tax obligations which may result out of the Contractor's performance of this Contract. The Town shall have no obligation to pay any amounts for taxes, of any type, incurred by the Contractor.

4.16 Advertising. No advertising or publicity concerning the Town using the Contractor's services shall be undertaken without prior written approval of such advertising or publicity by the Town Contract Administrator. Written approval is required until such time as the project is complete or any adjudication of claims relating to the services provided herein is complete, whichever occurs later.

4.17 Counterparts. This Contract may be executed in one or more counterparts, and each originally executed duplicate counterpart of this Contract shall be deemed to possess the full force and effect of the original.

4.18 Captions. The captions used in this Contract are solely for the convenience of the parties, do not constitute a part of this Contract and are not to be used to construe or interpret this Contract.

4.19 Subcontractors. During the performance of the Contract, the Contractor may engage such additional Subcontractors as may be required for the timely completion of this Contract. The addition of any Subcontractors shall be subject to the prior approval of the Town. In the event of subcontracting, the sole responsibility for fulfillment of all terms and conditions of this Contract rests with the Contractor. The Town acknowledges the sub-consultant(s) listed in Exhibit A and consents to the use of that sub-consultant.

4.20 Indemnification.

4.20.1 To the fullest extent permitted by law, Contractor, its successors, assigns and guarantors, shall indemnify, defend, hold harmless Town of Florence, its agents, representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, losses, expenses, including but not limited to damages for personal injury or personal property damage, attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expense, related to, arising from or out of, or resulting from any negligent or intentional actions, acts, errors, mistakes or omissions caused in whole or part by Contractor relating to work or services in the performance of this Contract, including but not limited to, any Subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable and any injury or damages claimed by any of Contractor's and Subcontractor's employees.

To the fullest extent permitted by law, Town of Florence, its successors, assigns and guarantors, shall indemnify and hold harmless Contractor, its agents, Representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, loses, expenses, including but not limited to, reasonable attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expenses, related to, arising from or out of, resulting from any negligent or intentional actions, acts, errors, mistakes or omissions caused by the Town of Florence relating to work or services in the performance of this Contract.

4.20.2 Insurance provisions set forth in this Contract are separate and independent from the indemnity provisions of this section and shall not be construed in any way to limit the scope and magnitude of the indemnity provisions. The indemnity provisions of this sections shall not be construed in any way to limit the scope and magnitude and applicability of the insurance provisions.

4.21 Changes in the Work.

4.21.1 The Town may at any time, as the need arises, order changes within the scope of the work without invalidating the Contract. If such changes increase or decrease the amount due under the Contract documents, or in the time required for performance of the work, an equitable adjustment shall be authorized by written Change Order.

4.21.2 The Town will execute a formal Change Order based on detailed written quotations from the Contractor for work related changes and/or a time of completion variance. All Change Orders are subject to the prior written approval by the Town.

4.21.3 Contract Change Orders are subject to the Rules and Procedures within the Town's Procurement Code.

4.22 Co-op Use of Contract. The Town and Contractor agree that this Contract is entered into by the parties, as a Cooperative Purchase pursuant to the Pinal County Master Contract for Professional Services dated March 28, 2018 between Pinal County and Swan Architects Inc, and Contractor agrees that the Master Cooperative Solicitation / Master Contract documents issued by Pinal County for the Services ("Master Contract") is in full force and effect and all terms and conditions of the Master Contract are incorporated by reference into this Contract.

4.23 Alternative Dispute Resolution. If a dispute arises between the parties relating to this Contract, the parties agree to use the following procedure prior to either party pursuing other available remedies:

4.23.1 A meeting shall be held promptly between the parties, attended by individuals with decision-making authority regarding the dispute, to attempt in good faith to negotiate a resolution of the dispute.

4.23.2 If, within 30 days after such meeting, the parties have not succeeded in negotiating a resolution of the dispute, they will jointly appoint a mutually acceptable neutral person not affiliated with either of the parties (the "neutral"), seeking assistance in such regard if they have been unable to agree upon such appointment within 40 days from the initial meeting. The fees of the neutral shall be shared equally by the parties.

4.23.3 In consultation with the neutral, the parties will select or devise an alternative dispute resolution procedure ("ADR") by which they will attempt to resolve the dispute, and a time and place for the ADR to be held, with the neutral making the decision as to the procedure, and/or place and time (but unless circumstances require otherwise, not later than 60 days after selection of the neutral) if the parties have been unable to agree on any of such matters within 20 days after initial consultation with the neutral.

4.23.4. The parties agree to participate in good faith in the ADR to its conclusion as designated by the neutral. If the parties are not successful in resolving the dispute through the ADR, then the parties may agree to submit the matter to binding arbitration or a private adjudicator, or either party may seek an adjudicated resolution through the appropriate court.

4.24 Town Provided Information and Services. The Town shall furnish the Contractor available studies, reports and other data pertinent to the Contractor's services; obtain or authorize the Contractor to obtain or provide additional reports and data as required; furnish to the Contractor services of others required for the performance of the Contractor's services hereunder, and the Contractor shall be entitled to use and rely upon all such information and services provided by the Town or others in performing the Contractor's Services under this Agreement.

4.25 Estimates and Projections. In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for potential projects, the Contractor has no control over cost or price of labor and material; unknown or latent conditions of existing equipment or structures that may affect operation and maintenance costs; competitive bidding procedures and market conditions; time or quality of performance of third parties; quality, type, management, or direction of operating personnel; and other economic and operational factors that may materially affect the ultimate project cost or schedule. Therefore, the Contractor makes no warranty that the Town's actual project costs, financial aspects, economic feasibility, or schedules will not vary from the Contractor's opinions, analyses, projections, or estimates.

4.26 Access. The Town shall arrange for access to and make all provisions for the Contractor to enter upon public and private property as required for the Contractor to perform Services hereunder.

4.27 Third Parties. The services to be performed by the Contractor are intended solely for the benefit of the Town. No person or entity not a signatory to this Agreement shall be entitled to rely on the Contractor's performance of its services hereunder, and no right to assert a claim against the Contractor by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Contract or the performance of the Contractor's Services hereunder.

5.0 INSURANCE

5.1. General. Contractor agrees to comply with all Town ordinances and state and federal laws and regulations. Without limiting any obligations or liabilities of Contractor, Contractor shall purchase and maintain, at its own expense, hereinafter stipulated minimum insurance with insurance companies duly licensed by the State of Arizona (admitted insurer) with an AM Best, Inc. rating of B ++ 6 or above or an equivalent qualified unlicensed insurer by the State of Arizona (non-admitted insurer) with policies and forms satisfactory to Town of Florence. Failure to maintain insurance as specified may result in termination of this Contract at Town of Florence's option. The Contractor is primarily responsible for the risk management if its work under this Contract, including but not limited to obtaining and maintaining the required insurance and establishing and maintaining a reasonable risk control and safety program. Town reserves the right to amend the requirements herein at any time during the Contract. The Contractor shall require any and all subcontractors to maintain insurance as required herein naming the Town and Contractor as "Additional Insured" on all insurance policies, except Worker's Compensation, and this shall be reflected on the Certificate of Insurance. The Contractor's insurance coverage shall be primary insurance with respect to all available sources. Coverage provided by the Contractor shall not be limited to the liability assumed under the Indemnification provision of this Contract. To the extent permitted by law, Contractor waives all rights of subrogation or similar rights against Town, its representatives, agents, and employees. All insurance policies, except Workers' Compensation, required by this Contract, and self-insured retention or deductible portions, shall name, to the fullest extent permitted by law for claims arising out of performance of this Contract, Town of Florence, its mayor and councilmembers, agents, representatives, offices, directors, officials and employees as Additional Insureds. The Town reserves the right to require complete copies of all insurance policies and endorsements required by this Contract at any time. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of Contract.

5.2 No Representation of Coverage Adequacy. By requiring insurance herein, Town of Florence does not represent that coverage and limits will be adequate to protect Contractor. Town of Florence reserves the right to review any and all of the insurance policies and/or endorsements cited in this Contract but has no obligation to do so. Failure to demand such evidence of full compliance with the insurance requirements set forth in this Contract or failure to identify any insurance deficiency shall not relieve Contractor from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Contract.

5.3 Coverage Term. All insurance required herein shall be maintained in full force and effect until all work or services required to be performed under the terms of this Contract is satisfactorily performed, completed and formally accepted by the Town of Florence, unless specified otherwise in this Contract.

5.4 Policy Deductibles and or Self Insured Retentions. The policies set forth in these requirements may provide coverage which contain deductibles or self-insured retention amounts. Such deductibles or self-insured retention shall not be applicable with respect to the policy limits provided to Town of Florence. Contractor shall be solely responsible for any such deductible or self-insured retention amount. Town of Florence, at its option, may require Contractor to secure payment of such deductible or self-insured retention by a surety bond or irrevocable and unconditional Letter of Credit.

5.5 Use of Subcontractors. If any work under this Contract is sub-contracted in any way, Contractor shall execute written agreement with Subcontractor containing the same Indemnification Clause and Insurance Requirements set forth herein protecting Town of Florence and Contractor. Contractor shall be responsible for executing the agreement with Subcontractor and obtaining Certificates of Insurance verifying the insurance requirements.

5.6 Evidence of Insurance. Prior to commencing any work or Services under this Contract, Contractor shall furnish Town of Florence with Certificate(s) of Insurance, or formal endorsements as required by this Contract, issued by Contractor's insurer(s) as evidence that policies are placed with acceptable insurers as specified herein and provide the required coverage's, conditions, and limits of coverage and that such coverage and provisions are in full force and effect.

5.7 Required Coverage.

5.7.1 Commercial General Liability. Contractor shall maintain "occurrence" form Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products and Completed Operations Annual Aggregate, and \$2,000,000 General Aggregate Limit. The policy shall cover liability arising from premises, operations, independent Contractors, products-completed operations, personal injury and advertising injury. Coverage under the policy will be at least as broad as Insurance limited to, separation of insureds clause. If any Excess insurance is utilized to fulfill the requirements of this paragraph, such Excess insurance shall be "follow form" equal or broader to coverage scope then underlying.

5.7.2 Worker's Compensation Insurance. Contractor shall maintain Workers Compensation insurance to cover obligations imposed by federal and state statutes having

jurisdiction of Contractor's employees engaged in the performance of work or Services under this Contract and shall also maintain Employers Liability Insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee and \$250,000 disease policy limit.

5.7.3 Commercial Auto Coverage. Auto Liability limits of not less than \$1,000,000 each accident, combined Bodily Injury and Property Damage Liability insurance. Certificate to reflect coverage for "Any Auto" or "All Owned, Scheduled, Hired and Non-Owned".

6.0 SEVERABILITY AND AUTHORITY

6.1 Severability. If any term or provision of this Contract shall be found to be illegal or unenforceable, then notwithstanding such illegality or unenforceability, this Contract shall remain in full force and effect and such term or provision shall be deemed to be deleted.

6.2 Authority. Each party hereby warrants and represents that it has full power and authority to enter into and perform this Contract, and that the person signing on behalf of each has been properly authorized and empowered to enter this Contract. Each party further acknowledges that it has read this Contract, understands it, and agrees to be bound by it.

IN WITNESS WHEREOF, the Town of Florence by its Mayor, Tara Walter has hereunto subscribed her name this 7 day of October, 2019.

TOWN OF FLORENCE

By: _____
Tara Walter, Mayor

By: _____

Name: _____

Its: _____

ATTEST:

Lisa Garcia, Town Clerk

By: _____
Contractor


By: _____

Name: _____

Its: _____

Approved as Form:

Clifford L. Mattice, Florence Town Attorney

	ROQ – 172721 Professional On-call Services	Pinal County Finance Department 31 N. Pinal St. Bldg. A P.O. Box 1348 Florence, AZ 85132
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SCHEDULE A: PRICING SUPPLEMENT

The hourly rates shall be included as part of the solicitation submittal. Please submit all fee schedules in accordance with the sample below. ***(Note Respondent may provide a table of costs based on expertise of employee i.e. classification / title.)***

Classification/Title	Average Hourly Rate	Overhead not to exceed 150%	Net Fee 10%	Total Hourly Rate
Principal Architect	\$ 45.00	150% / \$67.50	10% / \$10.75	\$ 118.25
Architect	\$ 40.00	150% / \$60.00	10% / \$10.00	\$ 110.00
Clerical/Administrative	\$ 18.00	150% / \$27.00	10% / \$4.50	\$ 49.50
Arch. Senior CAD	\$ 22.00	150% / \$33.00	10% / \$5.50	\$ 60.50
Arch. CAD	\$ 18.00	150% / \$27.00	10% / \$4.50	\$ 49.50
Structural Engineer	\$ 45.00	150% / \$67.50	10% / \$11.25	\$ 123.75
Structural CAD	\$ 32.00	150% / \$48.00	10% / \$8.00	\$ 88.00
Mechanical Engineer	\$ 40.00	150% / \$60.00	10% / \$10.00	\$ 110.00
Mechanical/Plumbing Designer	\$ 32.00	150% / \$48.00	10% / \$8.00	\$ 88.00
Mechanical/Plumbing CAD	\$ 20.00	150% / \$30.00	10% / \$5.00	\$ 55.00
Electrical Engineer	\$ 40.00	150% / \$60.00	10% / \$10.00	\$ 110.00
Electrical Designer	\$ 32.00	150% / \$48.00	10% / \$8.00	\$ 88.00
Electrical CAD	\$ 20.00	150% / \$30.00	10% / \$5.00	\$ 55.00


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PINAL COUNTY	Offer and Acceptance	Pinal County Finance Department 31 N. Pinal St., Bldg. A P.O. Box 1348 Florence, AZ 85132
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OFFER AND ACCEPTANCE FORM

TO PINAL COUNTY:

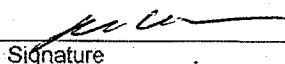
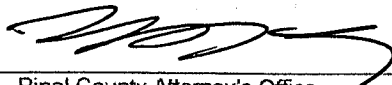
The undersigned hereby offers and agrees to furnish the material, service, or construction in compliance with all terms, conditions, specifications, and amendments in the Solicitation.

 Authorized Signature	President Title
Jeffry A. Swan, AIA Printed Name	12/01/17 Date
Swan Architects, Inc. Company Name	602-264-3083 Telephone
833 N. 5th Avenue Address	Phoenix, Arizona 85003 City, State, Zip

For clarification of this offer, contact:

Name: Jeffry A. Swan, AIA Phone: 602-264-3083 Fax: N/A

Email: jeff@swanarchitects.com

<p>ACCEPTANCE OF OFFER (For Pinal County Use Only)</p>		
<p>The offer is hereby accepted and the Responder is now bound to sell or provide the materials, services, or construction as indicated by the Purchase Order or Notice of Award and based upon the solicitation, including all terms, conditions, specifications, amendments, etc. and the Offer as accepted by Pinal County.</p>		
<p>The contract is for: On-Call Professional Services</p>		
<p>This contract shall henceforth be referenced to as Contract No. ROQ 172721. The Offeror is cautioned not to commence any billable work or to provide any material or service under this contract until Offeror receives an executed purchase order or notice to proceed.</p>		
Awarded this <u>28th</u> day of <u>March</u>		<u>2018</u> <u>2017</u>
<u>Todd House</u> Name (Print)	<u>Chairman</u> Title	 Signature
<p>Approved as to form:  Pinal County Attorney's Office</p>		

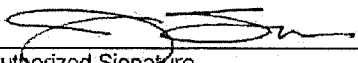
PINAL COUNTY	Offer and Acceptance	Pinal County Finance Department 31 N. Pinal St., Bldg. A P.O. Box 1348 Florence, AZ 85132
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OFFER AND ACCEPTANCE FORM – Page 2

By signing the previous page of the Offer and Acceptance Form, Responder certifies:

- A. The submission of the bid did not involve collusion or other anti-competitive practices.
- B. The Responder shall not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246.
- C. The Responder has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the Submittal.
- D. The Responder certifies that it complies with Executive Order 12549 related to Federal Government Debarment and Suspension (see 4-7)
- E. The Responder certifies that the individual signing the bid is an authorized agent for the Responder and has the authority to bind them to the contract.

Swan Architects, Inc.
Company Name


Authorized Signature

 <p>PINAL COUNTY <i>a life open opportunity</i></p>	<p>ROQ – 172721 Professional On-call Services</p>	<p>Pinal County Finance Department 31 N. Pinal St. Bldg. A P.O. Box 1348 Florence, AZ 85132</p>
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PROFESSIONAL ON-CALL SERVICES CONTRACT

This Contract for Professional On-Call Services (the "Contract") is made as of the latest date beneath the executions appearing at the end of the Contract, by and between:

Swan Architects, Inc. ("Consultant"), with its principal place of business at (address) 833 N. 5th Ave. Phoenix, AZ 85003
AND
Pinal County ("County"), with its principal place of business at 31 North Pinal Street, Florence, AZ 85132.


SECTION 1. PURPOSE AND SCOPE

1. Consultant will furnish to the Customer by this Contract Professional Service(s) listed in the Statement of Work of the RFSQ.
2. Scope of Work/Services Consultant shall perform Professional Services for the satisfactory completion of the Project as detailed and described in the Scope of Work/Services marked Exhibit A, or other services deemed necessary by Pinal County, attached hereto and made a part hereof by this reference. The Consultant shall perform these services and/or through such other personnel as may be required who are employed or retained by the Consultant, and who the Consultant shall make available to Pinal within 48 hours of a request for services. If the Consultant is unable to comply with the request, the County may contact another Consultant under contract with Pinal to provide such services.

SECTION 2. TERM

The period of service is for one year, with two (2) one year optional renewals. Pinal may have more than one Consultant under contract to perform the services described in this Contract. Pinal in its own discretion and as it deems necessary, may choose any one consultant or combination of consultants to perform the types of services described in this Contract, and Pinal's decision shall be final. Pinal's choice of consultant(s) for any particular work assignment shall be entirely at Pinal's own discretion.

Pinal shall provide the Consultant with five (5) working days notice when its services are discontinued either because: (a) Pinal has determined that no additional work assignments are currently available requiring the Consultant's services; or (b) Pinal in its sole discretion, has determined that services performed by personnel provided by the Consultant are unsatisfactory. Pinal may use another consultant to complete any of Consultant's work assignments that are left unfinished or which are deemed unsatisfactory. During the Contract term, the Consultant's services may still be requested by the County if future work assignments become available and/or the Consultant provides personnel satisfactory to the County.

 <p>PINAL COUNTY <i>wide open opportunity</i></p>	<p>ROQ – 172721 Professional On-call Services</p>	<p>Pinal County Finance Department 31 N. Pinal St. Bldg. A P.O. Box 1348 Florence, AZ 85132</p>
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SECTION 3. PRICING AND PAYMENT TERMS

All pricing and terms associated with this professional service being requested are specified on Schedule A of the Supplement.

All Consultant payments shall be evidenced by appropriate documentation consisting of but not limited to Consultant Payment Requests and Progress Reports with each separate invoice submitted.

Pinal shall pay Consultant in installments based upon monthly progress reports and invoices and a final progress report and invoice submitted by Consultant in accordance with the amounts outlined in attached Exhibit B. The progress reports and invoices shall show percentage of services completed to date under this Contract by category of personnel, and expenses incurred to the date of the invoice by expense classification. It is understood and agreed, however, that payment to Consultant of installment payments shall not be construed as a waiver by Pinal of any of its rights herein or of any claim Pinal may have against Consultant under this Contract. Final payment is based upon Consultant's compliance with all the terms of this Contract and Pinal's acceptance of the services performed under this Contract and shall be made within thirty (30) calendar days from the date of acceptance by Pinal.

Direct Costs incurred by the Consultant in the performance of services directly relating to the tasks in this contract shall be billed at cost.

Each Direct Cost, exceeding \$100.00 in an invoice, shall be accompanied by supporting documentation including but not limited to invoices and receipts, etc.

The County shall fully review documented requests for rate adjustment after the contract has been in effect for two (2) years. Any rate adjustment shall only be made at the time of contract extension shall be specifically approved by the Director of Public Works and shall be a factor in the extension review process. The County shall determine whether the requested rate adjustment or an alternate option, is in the best interest of the County. Any rate adjustment shall be effective upon the effective date of the contract extension.

SECTION 4. INSURANCE

Without limiting any of the Consultant's liabilities or other obligations, Consultant shall provide and maintain the insurance coverage listed in Section 7 of the Special Terms and Conditions, as well as the coverage listed below. Such coverage shall remain in full force and effect until obligations under this Contract are satisfied. At a minimum the professional liability insurance shall be kept in force at least two years after final payment to Consultant.



ROQ – 172721
Professional On-call
Services

Pinal County
Finance Department
31 N. Pinal St.
Bldg. A
P.O. Box 1348
Florence, AZ 85132

1. Professional Liability insurance covering errors and omissions arising out of the work or services performed by Consultant or any such person employed by him with a minimum limit of not less than One Million Dollars each claim.

All insurance shall be maintained with responsible insurance carriers qualified to do business within the State of Arizona.

Excepting the worker's compensation coverage, insurance certificates shall endorse Consultant as insured and Customer, its officials, employees and agents as additional insured and shall stipulate that the insurance afforded Consultant shall be primary insurance and that any insurance carried by Customer, its officials, employees or agents shall be excess and not contributory insurance to that provided by Consultant.


Certificates of insurance acceptable to Customer shall be issued to Customer prior to commencement of the Project as evidence that policies providing the required coverages, conditions and limits are in full force and effect. Such certificates shall contain provisions that coverage afforded under the policies will not be canceled, terminated or materially altered until at least thirty (30) days prior written notice is given to the Customer.

SECTION 5. SUBCONSULTANT INSURANCE

In addition to insurance coverage required of Consultant, as set forth above, Consultant shall require insurance coverage in the same amounts from its SubConsultants on behalf of the Customer and SubConsultant shall comply with the paragraph entitled "Insurance" above, except certificates of insurance shall be issued and delivered to Customer prior to SubConsultant's performance under this contract.

SECTION 6. INDEMNIFICATION

To the fullest extent permitted by law, Consultant shall indemnify and hold harmless Pinal, its agents, representatives, officers, directors, officials and employees, from any and all liability, demands, proceedings, suits, actions, claims, losses, costs, and damages of every kind and description, arising out of, resulting from or alleged to have resulted from the performance of the Work. Consultant's duty to indemnify and hold harmless Pinal, its agents, representatives, officers, directors, officials and employees shall arise in connection with all demands, proceedings, suits, actions, claims, worker's compensation claims, unemployment claims, or employees liability claims, damages, losses, or expenses (including but not limited to attorney's fees, court costs and/or arbitration costs and the cost of appellate proceedings) that are attributable to personal or bodily injury, sickness, disease, death or injury to, impairment or destruction of property including loss of use resulting therefrom, to the extent caused by or contributed to by the negligence, recklessness or intentional wrongful conduct, whether active or passive, of Consultant its employees, agents, representatives, any tier of Consultants subconsultants, their employees, agents or representatives or anyone directly or indirectly employed by Consultant or its subconsultants or anyone for whose acts Consultant or its subconsultants may be liable. The amount and type of insurance coverage requirements set

	ROQ – 172721 Professional On-call Services	Pinal County Finance Department 31 N. Pinal St. Bldg. A P.O. Box 1348 Florence, AZ 85132
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forth in the Contract Documents or remuneration of any issuance coverage herein provided shall in no way be constructed as limiting the scope of the indemnity in this paragraph. Such indemnity shall be required by Consultant from its subconsultants on behalf of Pinal.

SECTION 7. APPROVALS

All work shall be subject to the approval and satisfaction of the Director of Public Works/County Engineer and/or the Deputy Public Works Director. Consultant agrees to exercise the skill and care which would be exercised by comparable professional engineers performing similar services at the time and in the locality such services are performed. If the failure to meet these standards results in faulty work, Consultant shall undertake at its own expense, the corrective adjustments or modifications.

SECTION 8. NOTICE OF CLAIM

Consultant is required to notify Customer of any claim filed against Consultant or Consultant's insurance company arising from services performed under this Contract within thirty (30) days of such filing.

SECTION 9. CLAIMS/LIMITATION OF ACTION

No action shall be maintained by Consultant, its successors or assigns, against Customer on any claim based upon or arising out of this Contract or out of anything done in connection with this Contract unless such action shall be commenced within one year of the termination of this Contract.

SECTION 10. CANCELLATION OR TERMINATION OF CONTRACT


The County may cancel or terminate this Contract in accordance with A.R.S § 38-511 without penalty or further obligation.

SECTION 11. INCORPORATION OF UNIFORM GENERAL TERMS AND CONDITIONS

The Consultant agrees that the county's Uniform General Terms and Conditions for this RFSQ are incorporated herein as if they were recited in full. If the Consultant takes exception to any such Terms and Conditions, such exception is fully explained on Response Form 1 and is subject to acceptance in writing by the County.

SECTION 12. CONFLICT OF INTEREST

Consultant shall not engage the services of any present or former employee who was involved as decision maker in the selection or approval processes or who negotiated and/or approved

 <p>PINAL COUNTY <i>wide open opportunity</i></p>	<p>ROQ – 172721 Professional On-call Services</p>	<p>Pinal County Finance Department 31 N. Pinal St. Bldg. A P.O. Box 1348 Florence, AZ 85132</p>
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billings or contract modifications for this contract. Consultant agrees that no public or private interest exists and none shall be acquired directly or indirectly which would conflict in any manner with the performance of this contract.

SECTION 13. NON-LIABILITY OF PUBLIC OFFICIALS AND PINAL REPRESENTATIVES

Neither the Pinal County Board of Supervisors, officials, agents or employees of Pinal County shall be charged personally by Consultant with any liability or held liable by consultant under any term or provision of this contract, in carrying out any of the provisions of the specifications or in exercising any power of authority granted to them by or within the scope of this contract or because of Consultant's execution or attempted execution or because of any breach. It is understood and agreed that in all such manners the Pinal County Board of Supervisors, officials, agents and employees act solely as agents and representatives of Pinal County.

SECTION 14. ENVIRONMENTAL PROTECTION

For contracts exceed \$100,000 Consultant shall comply with all applicable standards, orders or requirements issued under Section 306 of the Clean Air Act, (42 U.S.C 1857 (h), Section 508 of the Clean Water Act (33 U.S.C 1344) and US Environmental Protection Agency (40 CFR Part 15) which prohibits the use under nonexempt federal contracts, grants or loans of facilities included on the EPA List of Violating Facilities. Violation shall be reported to the Federal Highway Administration and the US EPA Assistant Administrator for Enforcement (EN-329).

SECTION 15. SUSPENSION AND/OR DEBARMENT

Consultant shall acknowledge, sign and notarize the Affidavit of Suspension and/or debarment as included as Attachment A, affirming that no suspension or disbarment has occurred during the preceding three (3) years of the signing of this contract.


SECTION 16. PROHIBITED CONTRACTS

Consultant, on behalf of itself and any subconsultants, certifies that it is not currently engaged in and agrees for the duration of this contract not to engage in a boycott of Israel as defined in A.R.S. § 35-393.

SECTION 17. GOVERNMENT PROCUREMENT E-VERIFY REQUIREMENT

Compliance Requirements for A.R.S. § 41- 4401, the Consultant warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance with Section A.R.S. § 23-214, Subsection A. After December 31, 2007, every employer, after hiring an employee, shall verify the employment eligibility of the employee through the e-verify program.

SECTION 18. DISPUTE RESOLUTION

	ROQ – 172721 Professional On-call Services	Pinal County Finance Department 31 N. Pinal St. Bldg. A P.O. Box 1348 Florence, AZ 85132
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Any disputes between the Customer and Consultant shall be resolved under the Pinal County Purchasing Code's Contract Dispute Process. In the event of litigation over the performance of this Contract, the prevailing party shall be entitled to attorney's fees and costs incurred during the course of litigation. This Contract shall be governed by the laws of the State of Arizona. In the event of a suit filed by either Consultant or the Customer under this Contract, the venue of such suit shall be the Superior Court of the State of Arizona in and for the County of Pinal, Florence, Arizona.

SECTION 19. GOVERNMENT PROCURMENT E-VERIFY REQUIREMENT

Compliance Requirements for A.R.S. § 41- 4401, the Consultant warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance with Section A.R.S. § 23-214, Subsection A. After December 31, 2007, every employer, after hiring an employee, shall verify the employment eligibility of the employee through the e-verify program.


SECTION 20. MISCELLANEOUS

- a) **Assignability.** This contract is non-assignable in whole or in part by either party without the written consent of both parties.
- b) **Authority of Signatory.** The individuals signing this Contract and any supplements, warrant that they have been duly authorized and vested with the power to do so on behalf of their entity.
- c) **Beneficiaries.** This Contract shall inure solely to the benefit of Consultant and Customer, and shall create no rights in any other person or entity.
- d) **Comparable Treatment.** All of the prices, terms, warranties and benefits granted by Consultant herein are comparable to or better than the equivalent terms being offered by Consultant to any similar situated customer.
- e) **Exhibits, Plats, Riders and Addenda.** All plats, riders, exhibits or addenda, if any, affixed to the Contract are a part hereof.
- f) **Force Majeure.** Neither party shall be deemed in default for any delay or failure to have fulfilled its obligations under this Contract due to causes beyond its control.
- g) **General Compliance with Laws.** Consultant is required to comply with all applicable federal and state laws and local ordinances and regulations.
- h) **Headings.** The headings for each paragraph of this Contract are for convenience and reference purposes only and in no way define, limit or describe the scope or intent of said paragraphs or of this Contract nor in any way affect this Contract.

 <p>PINAL COUNTY <i>with open opportunity</i></p>	<p>ROQ – 172721 Professional On-call Services</p>	<p>Pinal County Finance Department 31 N. Pinal St. Bldg. A P.O. Box 1348 Florence, AZ 85132</p>
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- i) **Incorporation of Documents.** All documents referred to in this Contract are hereby incorporated by reference into the Contract.
- j) **Independent Consultant.** Consultant acknowledges that it is an independent Consultant; that it alone retains control of the manner of conducting its activities in furtherance of the Contract; that it as well as any persons or agents as it may employ are not employees of the Customer; and that neither this Contract, nor the administration thereof, shall operate to render or deem either party hereto the agent or employee of the other.
- k) **Retention of Records.** The Consultant and any SubConsultant shall keep and maintain all records related to the Contract as set forth in Section 3.2 of the Uniform Terms and Conditions.
- l) **Severability.** If any part of the Contract shall be adjudged by any court of competent jurisdiction to be invalid, such judgment will not affect or nullify the remainder of the Contract.
- m) **Survival.** Not as a waiver of any remedies either party may be entitled to under this Contract, the "Indemnification", "Retention of Records", and "Dispute Resolution" provisions will survive the termination of the Contract.
- n) **Time of Essence.** Under the authority of the Contract, both parties understand that time is of the essence.
- o) **Waiver.** Waiver of any of the terms of this Contract shall not be valid unless it is in writing and signed by all parties. The failure of either party to enforce the provisions of this Contract or require performance by opponent of any of the provisions shall not be construed as a waiver of such provisions or affect the right of either party to thereafter enforce the provisions of the Contract. Waiver of any breach of the Contract shall not be held to be a waiver of any other or subsequent breach of the Contract.
- p) **Governing Law.** This Contract shall be governed by and construed in accordance with the laws of the State of Arizona as further described in Section 5-1 and 5-2 of the Uniform General Terms and Conditions.

MODIFICATIONS to this Contract shall be in writing and signed by both parties.

 <p>PINAL COUNTY <i>wide open opportunities</i></p>	<p>ROQ – 172721 Professional On-call Services</p>	<p>Pinal County Finance Department 31 N. Pinal St. Bldg. A P.O. Box 1348 Florence, AZ 85132</p>
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IN WITNESS WHEREOF, the parties have executed this Contract for Professional Services as of the 28th day of March, 2018.

CONSULTANT

Swan Architects Inc.

By: [Signature]

Title: President

Date: _____

PINAL COUNTY

[Signature]

Chairman,
Board of Supervisors

Date: March 28, 2018

ATTEST:

[Signature]
Clerk of the Board,



Approved as to Form:

[Signature]
Mark Langlitz, Deputy County Attorney

Title Page

December 1, 2017

Gloria M. Bean, Contracts Supervisor
Pinal County
31 N. Pinal Street, Bldg. "A"
Florence, AZ 85132

Re: Statement of Qualifications for Professional
On-Call Architectural Services 2018-2021
ROQ172721

Dear Gloria,

We are pleased to submit the accompanying Statement of Qualifications to provide on-call architectural services. Swan Architects and its consultants will use their capabilities in design and construction administration to assist Pinal County on future projects.

In our Statement of Qualifications we have included examples of new construction, renovation, and historic preservation projects completed under on-call annual service contracts. Most of these projects included programming, planning, and design tasks as well as preparation of construction documents, construction administration, and construction management services. All the examples were directed by key personnel identified for the architectural on-call services.

We would welcome the challenges and accompanying responsibilities associated with your future projects and are prepared to commit a major measure of our energies and skills to their successful completion.

Sincerely,



Jeffrey A. Swan, AIA
President

Contact Person: Jeff Swan, AIA
President
Tel: 602-264-3083





PINAL COUNTY
wide open opportunity

ROQ – 172721
Professional On-call
Services

Pinal County
Finance Department
31 N. Pinal St.
Bldg. A
P.O. Box 1348
Florence, AZ 85132


ATTACHMENT A

AFFIDAVIT OF SUSPENSION AND/OR DEBARMENT

_____, being duly sworn, deposes and says:

- Affiant is Jeff Swan of Swan Architects Inc.
- Neither Affiant or any consultant firm or entity of which Affiant was either directly or indirectly affiliated as an officer, director or owner has been either suspended or debarred or otherwise had their privileges to conduct business revoked at the time of the signing and submittal of this bid or at any time during the 3 years preceding the signing of this affidavit.

It is expressly understood that the foregoing statements, representations and promises are made as a condition to the right of the bidder to conduct work under any award made hereunder.


 Name
President
 Title
Swan Architects Inc.
 Business Name


DATED November 30, 2017.

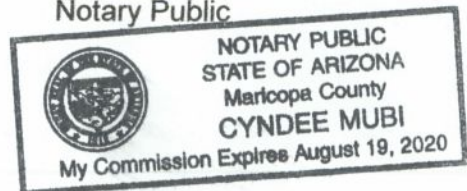
(Individual Acknowledgement)

STATE OF ARIZONA)
) ss
 COUNTY OF Maricopa)

SUBSCRIBED AND SWORN to before me, the undersigned Notary Public, this 30 day of Nov., 2017, by Jeffrey Swan.

My Commission expires: 8-19-20


Notary Public





PINAL COUNTY
wide open opportunity

ROQ – 172721
Professional On-call
Services

Pinal County
Finance Department
31 N. Pinal St.
Bldg. A
P.O. Box 1348
Florence, AZ 85132

(Partnership/corporate Acknowledgement)

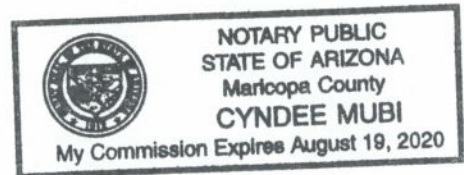
STATE OF ARIZONA)
) ss
COUNTY OF Maricopa)

SUBSCRIBED AND SWORN to before me, the undersigned Notary Public, this 30 day of Nov., 2017, by Jeffrey Swan who acknowledged himself /herself to be President of Swan Architects, a(n) Corporation ~~partnership~~/corporation and being duly authorized to do so, executed the foregoing instrument on behalf of said entity.

My Commission expires: 8-19-20

Notary Public

(END OF SECTION)



Addendum Acknowledgement Form

ADDENDUM ACKNOWLEDGEMENT FORM

Solicitation Addendums are posted on the Pinal County website at the following address:

<http://pinalcountyaz.gov/Purchasing/Pages/CurrentSolicitations.aspx>. It is the responsibility of the Responder to periodically check this website for any Solicitation Addendum.

This page is used to acknowledge any and all addendums that might be issued. Any addendum issued within five days of the solicitation due date, will include a new due date to allow for addressing the addendum issues. Your signature indicates that you took the information provided in the addendums into consideration when providing your complete response.

Please sign and date:

ADDENDUM NO. 1 Acknowledgement	 Signature	12/01/17 Date
ADDENDUM NO. 2 Acknowledgement	 Signature	12/01/17 Date
ADDENDUM NO. 3 Acknowledgement	 Signature	12/01/17 Date

If no addendums were issued, indicate below, sign the form and return with your response.

Firm

Authorized Signature



Responder's Checklist

Pinal County
Finance Department
31 N. Pinal St., Bldg. A
P.O. Box 1348
Florence, AZ 85132

RESPONDERS CHECKLIST

	Yes/No
Did you include your signed Offer sheet? <i>See Page 26 & 27 of this solicitation.</i>	Yes
Did you acknowledge all addendums, if any? <i>See page 22. Any addendums would be posted on the Pinal County website on the Bids/Proposals page of the Finance/Purchasing Department.</i>	Yes
Did you complete and include all required Response Forms? <i>Any Response forms would be posted on the Pinal County website on the Bids/Proposals page of the Finance/Purchasing Department.</i>	Yes
Did you include your W-9 Form? <i>See page 23 of this solicitation.</i>	Yes
Did you include any necessary attachments?	Yes
Did you follow the order for submissions of documents? <i>See Section 3.4 – Offer format in the Special Instructions of this solicitation.</i>	Yes
Did you include proof of insurance(s) if requested?	

RESPONDERS CHECKLIST

	Yes/No
Did you include your signed Offer sheet? <i>See Page 26 & 27 of this solicitation.</i>	Yes
Did you acknowledge all addendums, if any? <i>See page 22. Any addendums would be posted on the Pinal County website on the Bids/Proposals page of the Finance/Purchasing Department.</i>	Yes
Did you complete and include all required Response Forms? <i>Any Response forms would be posted on the Pinal County website on the Bids/Proposals page of the Finance/Purchasing Department.</i>	Yes
Did you include your W-9 Form? <i>See page 23 of this solicitation.</i>	Yes
Did you include any necessary attachments?	Yes
Did you follow the order for submissions of documents? <i>See Section 3.4 – Offer format in the Special Instructions of this solicitation.</i>	Yes
Did you include proof of insurance(s) if requested?	



PINAL COUNTY

**Response Form 1
ROQ-172721
Professional On-Call Services**

Pinal County
Finance Department
31 N. Pinal St.
Bldg. A
P.O. Box 1348
Florence, AZ 85132

Responder Name: *Swan Architects, Inc.*

Responders shall complete the following Response Form, indicating their responses in the spaces provided. Additional pages may be added so long as they are clearly referenced in the spaces provided.

Please note: Any exception to the terms and conditions of the ROQ will not be accepted.

Acceptability of Responses

Offers that do not include fully completed copies of Response Forms 1 and Attachment A – Professional On-Call Services Contract may cause the entire offer to be deemed unacceptable and therefore non-responsive. Forms with incomplete or unacceptable responses will also be considered non-responsive.

1 Consultant Information

1.1 Consultant Name: Swan Architects, Inc.

Mailing Address: 833 N. 5th Avenue

City: Phoenix State: Arizona Zip Code: 85003

Phone Number: 602-264-3083 Fax Number: N/A

Email Address: SwanArchitects@aol.com

1.2 Key Project Personnel:

Name: Jeffrey A. Swan, AIA License # 26579

Phone: 602-264-3083 Email: jeff@swanarchitects.com

.....
Name: _____ License # _____

Phone: _____ Email: _____

Name: _____ License # _____

Phone: _____ Email: _____

.....
Name: _____ License # _____



PINAL COUNTY

**Response Form 1
ROQ-172721
Professional On-Call Services**

Pinal County
Finance Department
31 N. Pinal St.
Bldg. A
P.O. Box 1348
Florence, AZ 85132

Phone: _____

Email: _____

Name: _____

License # _____

Phone: _____

Email: _____

1.3 Will you be using subconsultants? Yes _____ No X

If yes, identify who: _____

Consultant Phone: _____

Consultant Email Address: _____

2. Experience

Please limit responses in this section to 10 pages

2.1 Describe experience of key personnel working on comparable projects/contracts.

Mr. Jeffry A. Swan, AIA, has 19 years with firm 30 years total experience. As project manager Mr. Swan will provide a single point of communication throughout the term of the professional on-call services contract. He will represent **SWAN** in all contractual, schedule, and design matters and will have full responsibility for implementing the work and assuming continuity in project leadership. Refer to attached Section 2.1 for projects that represents Mr. Swan's work.

2.1 EXPERIENCE OF KEY PERSONNEL

Mr. Jeffry A. Swan, AIA, 19 years with firm 30 years total experience. As project manager, Mr. Swan will provide a single point of communication throughout the term of the architectural on-call services contract. He will represent **SWAN** in all contractual, schedule, and design matters and will have full responsibility for implementing the work and assuming continuity in project leadership. ***The following projects represent Mr. Swan's work.***

■ ***Rehabilitation of Memorial Hall at Steele Indian School Park***, Phoenix. This multi-phased project consists of interior and exterior renovation of the 1922 Memorial Hall for use as a multi-functional assembly space, auditorium, and performing arts center.

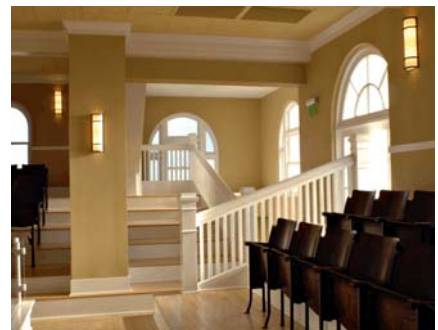
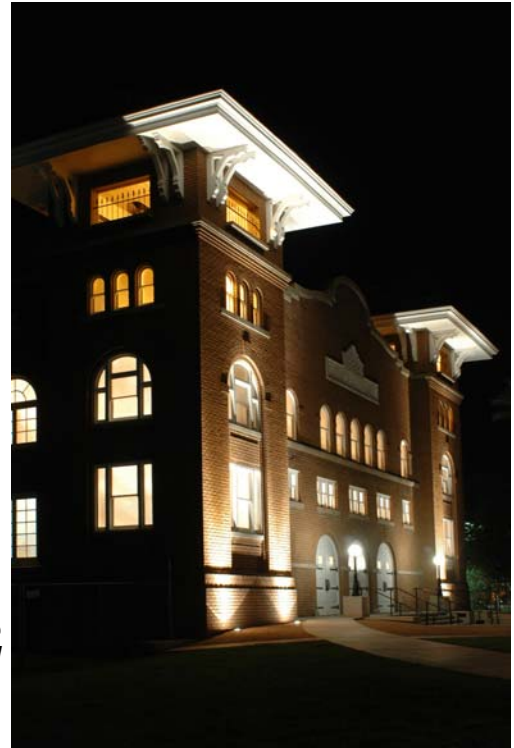
Interior renovation included the restoration of significant historic character-defining elements, installation of new mechanical, plumbing and electrical systems; stage lighting; audiovisual systems; fire alarm and sprinkler systems; a new elevator system; major structural repairs to the first and second floor framing; construction of ADA conforming restrooms; and other mandated accessibility features.

Exterior work included a complete restoration of the significant historic character-defining elements.

Professional services also included evaluating the building's existing conditions, identifying code deficiencies, programming project requirements, cost estimating, and documenting the building's historic significance.

Firm Role: Project Architect/
Historical Architect
Budgeted Cost: \$4.5 million
Actual Cost: \$5.4 million
(increase in costs due to owner changes in scope)
Project Owner: City of Phoenix
Contact Person: Chris Ewell, MPA, 602-534-5292

Cost/Schedule/Quality Control Method(s): The project's success can be attributed to the team's ability to quickly evaluate and estimate the costs of alternate building, mechanical, and electrical systems. Great care was taken to optimize the building's efficiency while minimizing the effect contemporary building systems impose on a historically significant building. ***Memorial Hall received the Governor's Grand Award and the Valley Forward Environmental Excellence Crescordia Award for Historic Preservation Projects.***



■ **Rehabilitation of the Maricopa County Old Courthouse**, Phoenix. This multi-phased project consists of the renovation of the seven-story structure in downtown Phoenix. Constructed in 1928, the Spanish Colonial revival courthouse was listed on the National Register of Historic Places in 1988. Exterior rehabilitation/restoration measures included repair and/or replacement of the terra cotta veneer and ornaments, replication and restoration of wrought and cast iron work, restoration of steel windows and bronze doors, glazing/glass replacement, cleaning of exterior surfaces, and repairing and replacing clay barrel roof tiles. Interior renovation on the County side included reconfiguration and renovation of offices for Superior Courts and renovation of the sixth floor jail as a conference center. Renovation on the City side included office improvements for the Phoenix Police Department.

Professional services also included evaluating the building's existing conditions and deficiencies, **programming project requirements, space planning, cost estimating**, and construction administration.

Firm Role: Project Architect/Historical Architect
Budgeted Cost: \$2.5 million (County) – \$1.6 million (City)
Actual Cost: \$2.5 million (County) – \$1.6 million (City)
Project Owner: Maricopa County/City of Phoenix
Contact Person(s): Karen Mazer – 602-534-3031



■ **Eastlake Park Multipurpose Building**, Phoenix. This project included the design of a 1,500 s.f. multipurpose building in Eastlake Park. The building's exterior was designed to be compatible with the adjacent gymnasium building and historic band shell. Professional services also included programming, space planning, cost estimating, and construction administration.

Firm Role: Project Architect
Budgeted Cost: \$ 600,000 – **Actual Cost:** \$ 600,000
Project Owner: City of Phoenix Parks and Recreation Department
Contact Person(s): Joe Diaz, Principal LA, RLA – 602-534-2161
 Chris Ewell, MPA, RLA – 602-534-5292



■ **Renovation/Rehabilitation of the A. E. England Motors Building**, Phoenix. This project consists of the restoration, rehabilitation, and renovation of the 1926 A. E. England Motors Building. The 20,000 s.f. structure is listed on the National Register of Historic Places. **ASU, the primary tenant, intends on using the large auditorium for assemblies, lectures, gatherings, and similar activities.** Private offices, conference rooms, retail spaces, and food venues are located in the lower level. The project is surrounded on three sides by the Civic Park scheduled for completion in February 2009.

Interior improvements included the installation of new mechanical, plumbing, electrical, and fire/life-safety systems; design of a new elevator; reinforcing floors to increase load-carrying capabilities; stabilizing exposed bowstring trusses; design of an auditorium space (300 occupants); kitchen; and accessible restrooms.

Exterior improvements included the restoration/rehabilitation of significant historic character-defining features and the design of a new storefront and balcony overlooking a below-grade public plaza which provides direct access to the lower level.

Firm Role: Project Architect/Historical Architect
Budgeted Cost: \$4.0 million
Actual Cost: \$ 3.5 million
Owner: City of Phoenix
Contact Person(s): Tom Byrne - 602-262-4897

Cost/Schedule/Quality Control Method(s): **SWAN** worked closely with the owner, prospective user groups, and construction manager in developing design solutions that met the team’s goals and budget. **SWAN** performed quality control reviews throughout the programming, design, and construction document phases. **SWAN takes great pride in producing detailed, concise documents that are understandable and constructable.**



■ **ADA Improvements at Encanto Park**, Phoenix. This project included the exterior and interior renovation of two 1970s restroom buildings in Encanto Park. Exterior renovation included roof replacement, entrance alterations, and installation of wrought iron gates and grilles. Interior renovation included reconfiguration and replacement of plumbing fixtures to comply with the Americans with Disabilities Act guidelines. The restrooms' interiors were designed to be vandal-resistant including the use of penal plumbing fixtures, steel partitions, and other abuse-resistant finishes. Additional work throughout the park included new signage, fencing, and interior improvements to the historic clubhouse.

Firm Role: Prime Architect
Budgeted Cost: \$ 800,000
Actual Cost: \$ 800,000
Project Owner: City of Phoenix
Contact Person: Joe Diaz, Principal, LA, RLA
 602-534-2161
 Julie Ebersole, Park Manager
 623-229-2019



■ **Chambers Office Building Renovation**, Phoenix. This multi-phased project consisted of the interior and exterior renovation/rehabilitation of the 1928 three-story office building in downtown Phoenix. The 60,000 s.f. building is listed on the *National Register of Historic Places*.

Interior renovation measures included the design of contemporary office spaces for the Maricopa County Office of Enterprise and Technology. The newly configured interior space included open and private office spaces, technology laboratories, conference rooms, training rooms, breakout spaces, and ADA-conforming restrooms. Upgrades to the mechanical, electrical, and life-safety systems were completed to improve efficiency and overcome code deficiencies.

Exterior rehabilitation included replication of historic storefronts, steel window rehabilitation, stucco repair, brick mortar repointing, and rehabilitation of significant character-defining elements.

Professional services also included evaluating the building existing conditions, identifying code deficiencies, programming project requirements, interior design, space planning, and construction administration.

Firm Role: Prime Architect/
 Construction Administration
Budget Cost: \$3.5 million / 60,000 s.f.
Actual Cost: \$3.5 million / 60,000 s.f.
Project Owner: Maricopa County Facilities
 Management Dept.
Contact Person(s): Donald Bump, Senior Capital
 Project Manager
 602-903-0819



■ **South Mountain Park Entrance Building, Monument, and Ramadas**, Phoenix. This project includes the first phase of work outlined in the *South Mountain Park Design Guidelines* manual completed by **SWAN** in September 2015. Architectural services included the design of an Entrance Monument, renovation of the Guard Station, and rehabilitation of the historic Big & Little Ramadas. Other design services included landscaping, accessibility improvements, road improvements, and security lighting. Professional services also included programming, cost estimating, and construction administration.

Firm Role: Prime Architect
Budgeted Cost: \$ 1,500,000
Actual Cost: \$ 1,500,000
Project Owner: City of Phoenix
Contact Person(s): Joe Diaz, Principal LA, RLA
 602-534-2161
 Aaron Jensen, RLA, LA II
 602-261-8799



■ **Pima Canyon Trailhead Ramadas South Mountain Park**, Phoenix. This project included the design of three ramadas and restrooms at the existing trailhead entrance as outlined in the *South Mountain Park Design Guidelines* manual. The ramada designs included the use of durable maintenance-free materials including steel structural frames and metal roofing with a natural rust finish. The ramadas provide shade for picnicking, interpretive displays, and restroom facilities. Other improvements included expanding the parking area, landscaping, and security lighting. **SWAN** was the architectural design consultant on the Jacobs Engineering Team.

Firm Role: Prime Architect
Budgeted Cost: \$ 2,000,000
Actual Cost: \$ 1,800,000
Project Owner: City of Phoenix
Contact Person: Joe Diaz, Principal LA, RLA
 602-534-2161
 Aaron Jensen, RLA, LA II,
 602-261-8799





PINAL COUNTY

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Pinal County
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Florence, AZ 85132

2.2 Familiarity of personnel with municipal, local and state government standards.

***SWAN** has provided comprehensive architectural design, programming, planning, historic preservation, and construction administration to many federal agencies, State of Arizona departments, Arizona counties, cities, school districts, and municipalities for more than 30 years. Projects of widely diverse types and sizes have been successfully completed throughout Arizona. Refer to attached Section 2.2 for specific on-call projects.*

2.2 FAMILIARITY OF PERSONNEL WITH MUNICIPAL, LOCAL, AND STATE GOVERNMENT STANDARDS

Swan Architects, Inc., (**SWAN**) an Arizona Corporation was established in January 2000 and is a registered architectural firm with the Arizona Board of Technical Registration (#10978-0).

SWAN has provided comprehensive architectural design, programming, planning, *historic preservation*, and construction administration to many federal agencies, State of Arizona departments, Arizona counties, cities, school districts, and municipalities for more than 28 years. Projects of widely diverse types and sizes have been successfully completed throughout Arizona. ***Building renovation, rehabilitation, and/or restoration makes up about 60 percent of the firm's work, new construction about 30 percent, and planning tasks about 10 percent.*** Most of our projects include interior space planning, rehabilitation of interior and exterior finishes, structural stabilization, renovation of HVAC and electrical systems, and construction administration. ***Building types with which we have multiple experience include office buildings, judicial facilities, auditoriums, museums, community centers, educational facilities, aircraft hangars, park/recreation buildings, and industrial/maintenance facilities.***

Our organization, by choice, is of moderate size and seeks only those projects in which it has a special and sincere interest. Nevertheless, its staff is adequate to undertake virtually any architectural or planning project and to complete it in a timely and proficient manner. The firm's key personnel are associates or longtime employees and are accustomed to working in concert on complex tasks. Also, our engineering consultants have worked with us over a period of many years and are carefully selected for their expertise in specific building types. **SWAN** has specialized experience in completing complex projects with limited budgets and unusual time constraints. No project has been abandoned or delayed because of budget overruns.

SWAN has completed many noteworthy preservation projects including the rehabilitation of the 1891 Second Pinal County Courthouse, rehabilitation of the 1922 Memorial Hall and the renovation of the 1926 A. E. England Motor Building. Each of these projects received the Governor's Award for Historic Preservation and the Valley Forward Environmental Excellence Award for Historic Preservation.

SWAN also has specialized experience in assessing the condition's of out-of-date and/or historic buildings and has prepared numerous historic building assessments including several for the City of Casa Grande, City of Phoenix, and Pinal and Maricopa counties.

Additionally, **SWAN** has extensive knowledge in building, fire, and life-safety codes and the Americans with Disabilities Act, and has completed numerous new buildings, ramadas, restrooms and trailheads for city parks and preserves, including the Grand Canyon, South Mountain Park, Encanto Park, Papago Park, Cesar Chavez Park, and Steele Indian School Park.

SWAN strives to be innovative in its designs, but is always attentive to the client's perspective and the project's constructability, cost, functionalism, and ability to withstand the test of time without excessive maintenance.

Specialized On-Call Architectural Experience

SWAN has an exceptional record of completing projects of varying types and sizes under on-call annual service contracts. ***SWAN has been awarded seven consecutive two-year on-call contracts with three different City of Phoenix departments.*** Multiple projects with construction budgets ranging from \$5,000 to \$2,000,000 were completed each year. ***SWAN is also currently in the second year of on-call annual architectural services contracts with Maricopa and Pinal counties. Every annual services contract we have been awarded has been extended to the maximum allowable period.***

Past Pinal County Work

■ ***Rehabilitation of the 1891 Pinal County Courthouse***, Florence. This project consists of interior and exterior rehabilitation/renovation of the 1891 Courthouse. The adaptive use project includes offices for the County Supervisors and Administrators, a Board of Supervisors hearing room, and multipurpose assembly/ classroom spaces for private and public functions.

Interior rehabilitation measures included installation of new HVAC, electrical, special systems, fire sprinkler and fire alarm systems, design of a new elevator, reinforcing floors to increase load-carrying capabilities, restoration of public spaces (i.e., lobbies, corridors, courtrooms), reconfiguration and renovation of administrative offices, and construction of ADA-conforming restrooms and other mandated accessibility features.

Exterior rehabilitation measures included a complete restoration of historic character-defining elements, brick repointing, window and door restoration and/or replication, clocktower stabilization, entrance porch reconstruction, design of a new plaza, landscaping, and other site amenities.

Professional services also included evaluating the building's existing conditions, identifying code deficiencies, ***programming project requirements, space planning, cost estimating, documenting the building's historic significance, and construction administration.***

Firm Role:	Prime Architect/Historical Architect
Project Cost:	\$ 5.1 million
Project Owner:	Pinal County
Contact Person(s):	Archie Carreon, 520-866-6416 and Greg Stanley, 520-866-6099



Pinal County Courthouse



Pinal Board of Supervisors Hearing Room

Recent On-Call Public Project Experience

Year Completed	Client	Description	Construction Cost	Involvement
2016	City of Phoenix Historic Preservation Office	1938 WPA Building Conditions Assessment	\$ 20,000 fee	Project Architect
2016	City of Phoenix Parks & Recreation Dept.	Lindo Park Community Center	\$1.4 m	Project Architect
2016	City of Phoenix Parks & Recreation Dept.	South Mountain Park Master Plan/Study	\$ 150,000	Project Architect
2016	Maricopa County Facilities Management	Interior Improvements Security Building	\$ 250,000	Project Architect
2017	City of Phoenix Parks & Recreation Dept.	Tennis Center	\$ 1.4 m	Project Architect
2017	City of Phoenix Parks & Recreation Dept.	Pima Canyon Trailhead Ramadas/Restrooms	\$ 1.5 m	Project Architect
2017	City of Phoenix Parks & Recreation Dept.	Rehabilitation of the South Mountain Park Guard Station	\$ 1.5 m	Project Architect
2017	Maricopa County Facilities Management	Chambers Building Rehabilitation/ Renovation	\$ 3 m	Project Architect
2017	Town of Florence Public Works Dept.	Public Works Building Assessment	\$ 8 k fee	Project Architect
2017	City of Phoenix Parks & Recreation Dept.	Ma Ha Tuak Park Restroom Restoration	\$ 100,000	Project Architect
2017	Delaware North Grand Canyon	Yavapai Lodge Patio Design	\$ 300,000	Project Architect
2017	Maricopa County Facilities Management	Exterior Rehabilitation 1928 Chambers Bldg.	\$ 500,000	Project Architect
2017	City of Phoenix Neighborhood Services	Historic Home Addition	\$ 10 k fee	Project Architect
2017	City of Phoenix Neighborhood Services	Historic Home Rehabilitation	\$ 12 k fee	Project Architect



PINAL COUNTY

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Florence, AZ 85132

- 2.3 Qualifications and education of key personnel and support staff.
Refer to attached Section 2.3 Mr. Swan's resume.

2.3 Qualifications and Education of Key Personnel

Key Personnel Résumé

Jeffry A. Swan, AIA

BACHELOR OF SCIENCE ARCHITECTURE
AND URBAN PLANNING,
UNIVERSITY OF
WISCONSIN-MILWAUKEE

ARCHITECT - AZ - #26579

PROFILE:

Mr. Swan has practiced architecture in Arizona for more than 28 years. Jeff is knowledgeable of current and outdated building materials and construction techniques and has devoted much of his career to the restoration, rehabilitation, and adaptive reuse of existing buildings. Mr. Swan's rehabilitation work is recognized for attention to detail, historic accuracy, and adaptive-use functionalism. He is also well versed in building, life-safety, fire, and accessibility code requirements. Jeff is intimately familiar with the Secretary of the Interior's Standards for Historic Preservation Projects and qualifies as a historic architect in accordance with Code of Federal Regulations, 36 CFR Part 61. Mr. Swan has completed a number of building restoration and rehabilitation projects, many of which involved properties listed on the National Register of Historic Places. Also, Mr. Swan is recognized as an imaginative building designer and space planner and has participated in the design and production of construction documents for a variety of building types, including park and recreation facilities, community centers, educational facilities, judicial facilities, office buildings, maintenance facilities, museums, and auditoriums. Jeff has experience with most delivery systems including CM at Risk, design build, and job order contracting. He recently completed the Rehabilitation of the 1891 Pinal County Courthouse. Jeff is also familiar with State of Arizona public works, having served as project architect for several Department of Administration projects and for the headquarters office of the Department of Mines and Mineral Resources and Mining and Mineral Museum. Jeff is currently directing the design of several City of Phoenix projects in South Mountain Park.

swan architects, inc.

Jeff served as principal-in-charge or project manager for the following new, restoration, rehabilitation, and/or renovation undertakings.

- Phoenix Tennis Center, Phoenix
- South Mountain Park Rehabilitation, Phoenix
- Pima Canyon Trailhead Ramadas, Phoenix
- Encanto Park Improvements, Phoenix
- Eastlake Park Multipurpose Bldg., Phoenix
- Lindo Park Community Center, Phoenix
- Chambers Building Rehabilitation/Renovation, Phoenix
- Renovation of the 1922 Maricopa County Old Courthouse, Phoenix
- Renovation of the 1926 A. E. England Building, Phoenix
- Renovation of the Phoenix Elementary School District Building, Phoenix
- Exterior Rehabilitation of 1902 Dining Hall, Steele Indian School Park, Phoenix
- Rehabilitation of 1922 Memorial Hall, Steele Indian School Park, Phoenix
- Exterior Rehabilitation of 1932 Grammar School, Steele Indian School Park, Phoenix
- Rehabilitation of 1891 Pinal County Courthouse, Florence
- Renovation of the El Zaribah Shrine Auditorium, Phoenix
- Science Hall Restoration, Arizona State University
- Rehabilitation of the Evans House, Office of Tourism, Phoenix
- Rehabilitation of the Sanger Building, Wickenburg
- Renovation of Ramsey Canyon Visitor Center, Sierra Vista

Mr. Swan has completed the following Building Conditions Assessments:

- WPA Building, Phoenix
- Grammar School, Phoenix
- Memorial Hall, Phoenix
- Dining Hall, Phoenix
- A. E. England Building, Phoenix
- Pinal County Courthouse, Florence
- Maricopa County Old Courthouse, Phoenix
- Hunt's Tomb, Phoenix
- Phoenix Union Liberal Arts Building, Phoenix
- Phoenix Union Science Building, Phoenix
- Monroe High School, Phoenix
- St. James Hotel, Phoenix
- Madison Street Hotel, Phoenix



PINAL COUNTY

**Response Form 1
ROQ-172721
Professional On-Call Services**

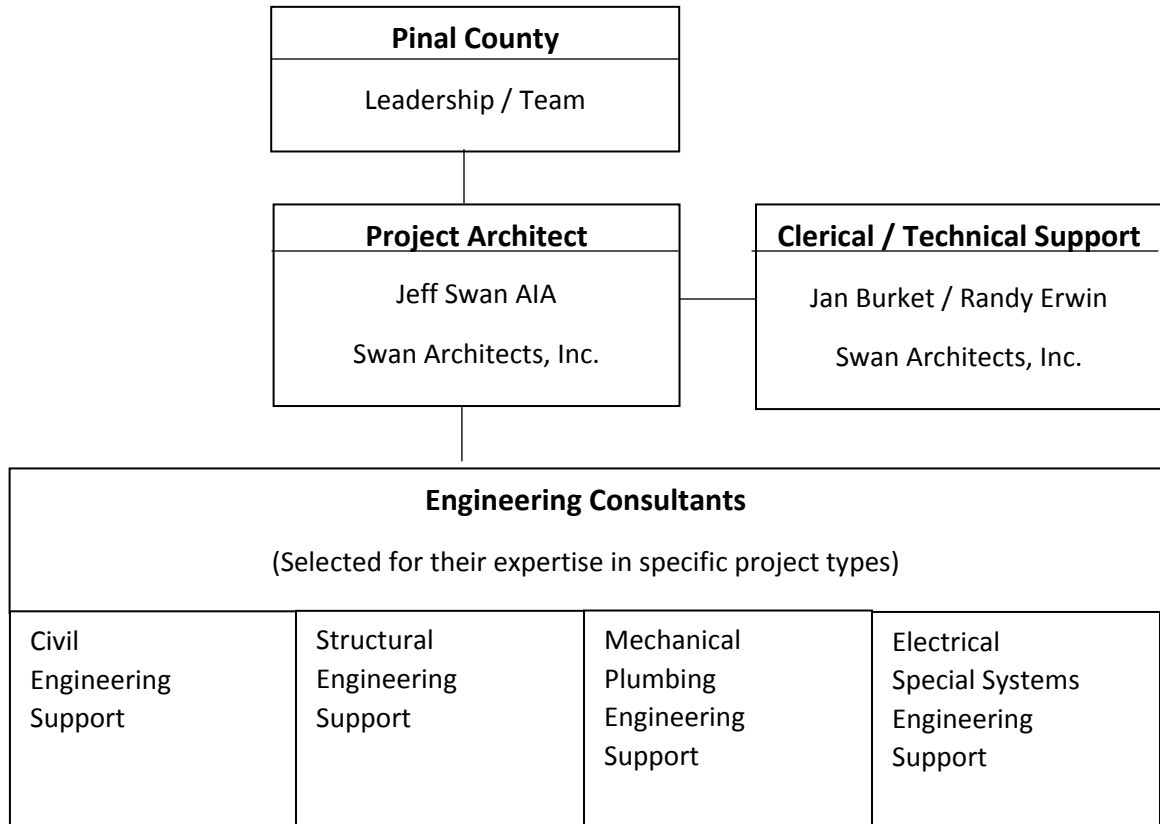
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3. Organizational Chart

Please provide an organizational chart outlining staffing, key personnel and lines of authority.

Refer to attached Section 3 for the Organizational Chart.

3. Organizational Chart





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Professional On-Call Services

Pinal County
Finance Department
31 N. Pinal St.
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Florence, AZ 85132

4. References

Please list three (3), clients for whom you have performed services similar to the Statement of Work in this solicitation.

1. Company Name: City of Phoenix
Address: 200 W. Washington, Phoenix, AZ 85003
Contact Person: Joe Diaz
Phone: 602-534-2161 Email Address: joe.diaz@phoenix.gov
Project Name: City of Phoenix Tennis Center

2. Company Name: City of Phoenix
Address: 200 W. Washington, Phoenix, AZ 85003
Contact Person: Jarod Rogers
Phone: 602-534-2160 Email Address: jarod.rogers@phoenix.gov
Project Name: Lindo Park Community Center

3. Company Name: City of Phoenix
Address: 200 W. Washington, Phoenix, AZ 85003
Contact Person: Aaron Jensen
Phone: 602-261-8799 Email Address: aaron.jensen@phoenix.gov
Project Name: Pima Canyon Trailhead

5. Resumes

Please provide resumes for each professional who will assist in providing services or be a member of the project team. Resumes must include qualifications and experience of each professional. (Additional pages may be used if necessary)

Refer to Section 2.3 for Mr. Swan's resume.

End of Response Form 1 for ROQ - 172721 Professional On-Cal Services

To: Board of Supervisors

From: Elizabeth Zink, Procurement Officer

Date: March 13, 2019

Re: ROQ 172721 Professional On-Call Services

The purpose of this modification is to extend the term of Pinal County's Professional On-Call Services contract with:

Acquisition Sciences Ltd.	Logan Simpson
ACS Services	Matrix Design Group
AECOM Technical Services, Inc.	McGann & Associates Inc. Landscape Architects
American Conservation Experience	Michael Baker International
Arcadis	POINT Engineers
Archaeological Consulting Services	Psomas
Arrington Watkins	Quality Testing, LLC
Atkins North America	Ritoch-Powell & Associates
Brown & Associates	Rounds Consulting Group
Bureau Veritas North America	Shums Coda Associates
BWS Architects	Southwest Traffic Engineering
Consultant Engineering Inc.	Stanley Consultants, Inc.
Dibble Engineering	Stantec Consulting Services, Inc.
DLR Group	Strand Associates
EEC Engineering & Environmental Consultants	Structural Grace, Inc.
Elliott D. Pollack & Company	Swan Architects, Inc.
Entellus, Inc.	SWCA Environmental Consultants
EPG Environmental Planning Group	T.Y. Lin, International
GLHN Architects & Engineers	Tierra Right of Way Services, Ltd
HDR Engineering	Trace Consulting LLC
HELM Holistic Engineering & Land Mgmt	WEST Consultants, Inc.
Hoskin Ryan	Western Technologies, Inc.
IMEG Corp.	Willdan Engineering
Jacobs Engineering Group Inc.	Wilson & Company
JE Fuller Hydrology & Geomorphology	Wood Environment & Infrastructure Solutions
Lee Engineering LLC	Y2K Engineering, LLC

This will be the first option period, from March 28, 2019 through March 27, 2020. There is one option period remaining. The County has spent approximately \$885,000 with these suppliers on this contract in the previous year. It is anticipated that a similar amount could be spent in the coming year of the contract.

FINANCE




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wide open opportunity

The Board is also requested to authorize the Finance Director to approve and sign resulting purchase orders and related administrative documents. All other terms and conditions remained unchanged.

Respectfully submitted,

Elizabeth Zink, CPPB
Procurement Officer

 <p>PINAL COUNTY <i>wide open opportunity</i></p>	<p>ROQ – 172721 Professional On-call Services</p>	<p>Pinal County Finance Department 31 N. Pinal St. Bldg. A P.O. Box 1348 Florence, AZ 85132</p>
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SCHEDULE A: PRICING SUPPLEMENT

The hourly rates shall be included as part of the solicitation submittal. Please submit all fee schedules in accordance with the sample below. ***(Note Respondent may provide a table of costs based on expertise of employee i.e. classification / title.)***

Classification/Title	Average Hourly Rate	Overhead not to exceed 150%	Net Fee 10%	Total Hourly Rate
Principal Architect	\$ 45.00	150% / \$67.50	10% / \$10.75	\$ 118.25
Architect	\$ 40.00	150% / \$60.00	10% / \$10.00	\$ 110.00
Clerical/Administrative	\$ 18.00	150% / \$27.00	10% / \$4.50	\$ 49.50
Arch. Senior CAD	\$ 22.00	150% / \$33.00	10% / \$5.50	\$ 60.50
Arch. CAD	\$ 18.00	150% / \$27.00	10% / \$4.50	\$ 49.50
Structural Engineer	\$ 45.00	150% / \$67.50	10% / \$11.25	\$ 123.75
Structural CAD	\$ 32.00	150% / \$48.00	10% / \$8.00	\$ 88.00
Mechanical Engineer	\$ 40.00	150% / \$60.00	10% / \$10.00	\$ 110.00
Mechanical/Plumbing Designer	\$ 32.00	150% / \$48.00	10% / \$8.00	\$ 88.00
Mechanical/Plumbing CAD	\$ 20.00	150% / \$30.00	10% / \$5.00	\$ 55.00
Electrical Engineer	\$ 40.00	150% / \$60.00	10% / \$10.00	\$ 110.00
Electrical Designer	\$ 32.00	150% / \$48.00	10% / \$8.00	\$ 88.00
Electrical CAD	\$ 20.00	150% / \$30.00	10% / \$5.00	\$ 55.00

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PINAL COUNTY
AIDED BY OPPORTUNITY

CONTRACT: ROQ 172721

Professional On-Call Services

Pinal County
Finance Department
31 N. Pinal St.
Bldg. A
P.O. Box 1348
Florence, AZ 85132

MODIFICATION OF CONTRACT

Modification Number: (M01)

Modification Type: Bilateral Unilateral

Description:

The purpose of this modification is to extend the term of the contract for its 1st option year.

In accordance with Pinal County Contract ROQ 172721 entered into on March 28, 2018 between Swan Architects, Inc. and Pinal County, Pinal County is exercising its unilateral right to extend the contract for the 1st option year, March 28, 2019 through March 27, 2020.

All other terms and conditions of the Contract remain unchanged.

County:

NAME AND TITLE OF SIGNER:	
Mike Goodman, Chairman Board of Supervisors	
SIGNATURE:	DATE:
	3/13/19

MEMORANDUM

To: Mayor and Town Council
From: Brent Billingsley, Town Manager
Copy: Department Heads
Date: October 7, 2019
Re: Town Manager's Report



I thought that it would be important to make the connection between the Council Strategic Plan and current Town priorities, therefore this memo provides select updates by Strategic Plan Area. It is not intended to be exhaustive list, just an update on one project per area. I do not want to supplant or duplicate the individual department reports that Council receives on a monthly basis.

Community Vitality: Florence POWWOW is scheduled for the fourth Saturday of each month, beginning in November through May. Florence's first POWWOW distribution date is planned for Saturday, November 23rd. Additional volunteers are needed. Our immediate needs are to recruit volunteers, determine who will be our three team leaders and determine what additional equipment (tables, canopies, etc.) is necessary to present this program.

The "Draft" Parks and Recreation Comprehensive Plan and Conceptual Heritage Park Master Plan were presented to the Parks and Recreation Advisory Board on Thursday, September 5th. Both plans were also presented to the Town Council on September 16th and are currently available on the Parks and Recreation Comprehensive Plan Project Page on the Town's website.

Recent event update:

- **Home Improvement Fundraiser (Senior Center) – Friday, September 20th**
Staff at the Dorothy Nolan Senior Center hosted its second annual, Labor Day Home Improvement fundraising event from 7:00 a.m. to 1:30 p.m. Six seniors volunteered to help set-up, cook and serve at the event. Biscuits and gravy were served from 7:00 a.m. to 9:30 a.m., with 150 people attending. The chili cheese dog lunch was served from 9:30 a.m. to 1:30 p.m., with 90 people participating. Through the sales of those items and some donations, \$753.30 was raised to help local seniors in need of assistance with home improvement and maintenance projects. This amount exceeded our goal of \$500 and will enable us to fund at least two and possibly three seniors who applied for home repair assistance. Last year, this event raised \$577.20 so we exceeded that amount by \$275. A retired contractor also registered with the center to volunteer 10 hours a week of his time and skills to assist in this project.
- **Hooping at Heritage (3-on-3 Basketball Tournament) – Friday, September 20th.** Hooping at Heritage is our annual 3-on-3 basketball tournament for middle school to high school students, boys and girls. The tournament is held on the last day of school, prior to the Fall Intersession. Twelve kids participated with the

following teams placing first through third: 1st Place - Different Breeds (Casa Grande), 2nd Place - Florence Gophers, 3rd Place - G's Basketball (Florence/Anthem).

- **Junior NFL Skills Challenge – Saturday, September 21st.** As part of the Town's Junior NFL Flag Football League, we offer a Junior NFL Skills Challenge during picture day for the teams. We had 32 kids participate in a skills obstacle course with slalom running, catching, and flag pull. Participants with the best overall times placed in their respective divisions. League games began on Saturday, September 14th for boys and girls, six to 12 years old on seven teams. Games are at the Aquatic Center Multi-Purpose fields on Tuesdays and Saturdays through October 12th.
- **Grill Your Own Steak Night (Arizona Zipline Adventures in Oracle) – Saturday, September 21st.** One of the Senior Center's most popular daytrips is to Oracle's Arizona Zipline and Grill Your Own Steak Night. A full van of 14 seniors made the trek south to "grill their own steaks" and feast on tasty selections from the salad and vegetable bars. The seniors sat by a fire and enjoyed live music with an upbeat atmosphere. Most of our participants do not drive and therefore, unlikely to experience this outing without the Town providing the transportation to the event.
- **Florence Teen Council Fashion Show (Florence Woman's Club) - Saturday, September 21st.** The Florence Teen Council and the Florence Woman's Club partnered to present the club's annual Fashion Show. David Lewis and Kim "Koko" Hunter emceed and provided music for the event while 14 teen council members, modeled clothing from local stores, Bucks 4 Style and Blue Sky. The teens also modeled formal wear from the Say Yes to Prom Foundation. The event was held from 6:00 p.m. to 7:30 p.m., before 35 attendees. Money was raised through admission and a silent auction. The Florence Woman's Club agreed to donate 50% of the proceeds to the Florence Teen Council.

Economic Prosperity: Steward Healthcare and Mountain Vista Medical Center held a ribbon cutting for the "Grand Re-Opening" of the Florence Anthem Hospital on September 26th. The Florence Hospital, a campus of Mountain Vista Medical Center, is a 36-bed, state-of-the-art hospital, offering comprehensive health care services, including emergency care, imaging services and help for a broad range of medical conditions. Equipped with the most advanced medical technology and staffed by a team of highly skilled health care professionals, Florence Hospital is committed to providing high-quality care in a friendly hospital environment.

Steward also operates Mountain Vista Medical Center in Mesa, Tempe St. Luke's Hospital, St. Luke's Medical Center and St. Luke's Behavioral Health Center in the Valley, plus other hospitals across the country.

Leadership and Governance: It was requested that this report provide a look forward to future Town Council agenda items. The following is a list of future items for potential Town Council action. This list is not intended to be comprehensive but represents important forthcoming items:

- Citizen Survey results
- Regional Transportation Plan Update
- Parks Trails and Open Space Plan
- Spirit Loop Ach Culvert 4.1 acceptance
- Redevelopment Plan Update
- Vacant Building Program
- CFD #2 General Obligation Bond Offering
- General Plan Update contract award
- Town Fee Schedule Update

Partnerships and Relationships: Town staff is working with Pinal County on two large scale vertical construction projects located in the Town. The first project is the proposed Pinal County Attorney's Building located at 971 Jason Lopez Circle. The proposed structure, when completed, will be the western most building in the complex and will face Jason Lopez Circle within the complex. The new office will replace and supplement existing offices near the Pinal County Courthouse complex located near central "Old Town" Florence. The new Attorney's Building is scheduled to be 76' tall (5' lower than the adjacent Court building) and include 5 stories of internal space for offices, meeting rooms and employee facilities. The total combined floor area of the 5 stories is 56,000 square feet.

The second project is the the proposed Pinal County Development Services Building to be located at 85 North Florence Street. The new building will be located east of the current Development Services (Building F) offices across North Florence Street. The new Development Services Building will include approximately 50,000 square feet of office and meeting room area divided between two floors with the primary entrance located at the south end of the building. Additional parking is proposed both north and south of the new building.

Transportation and Infrastructure: The Public Works Department has several projects ongoing but three are of particular interest.

- The North Wastewater Treatment Plant (NWWTP) Upper Clarifier Rebuild is complete. Everything non-structural was replaced and upgraded.
- The Manhole Rehabilitation Project has been completed. All 10 manholes have been cleaned, inspected, grouted, and treated with the underlayment coatings.
- The WU-83, Downtown 12" Water Main Loop is complete. Pavement 'cut overs' to be completed first week of October. Ellison Mills is scheduled to pave and complete the project on October 11th.

Upcoming Events/Meetings/Forums:

Date	Time	Event	Host	Venue
October 2 Wednesday	7:30 a.m.	State of the Town Address	CM	Library & Community Center
October 3 Tuesday	5:30 p.m. to 6:30 p.m.	Author Presentation & Book Sign (Becky Keuker)	Library	Library & Community Center
October 5 Saturday	TBD	Demolition Derby	Pinal County Mounted Posse	Charles Whitlow Rodeo Grounds
October 8 Tues/Thurs	5:30 p.m.	Iddie Biddie Kiddies starts	Recreation	Library & Community Center
October 9 Wednesday	9:00 a.m.	Reid Park Zoo Trip	Senior Center	Tucson
October 11 Friday	1:00 p.m.	FHS Homecoming Parade	FHS	Main Street
October 17	6:00 p.m. to 7:00 p.m.	Youth Commission Meeting	Recreation	Library & Community Center
October 21	4:00 p.m. to 5:00 p.m.	UofA Financial Literacy for Teens	Library	Library & Community Center
October 24 Thursday	6:00 p.m. to 7:00 p.m.	Parks Advisory Board	Admin	Library & Community Center
October 31	10:00 a.m.	Halloween Costume Party	Senior Ctr	Senior Center
Oct. 31	5:30 p.m. to 8:00 p.m.	Fright Fest	Recreation	Downtown Main Street

Success Stories:

Statewide:

Sales Tax collections grew by 7.6% in August. Retail grew by 8.1%, and Restaurant by 6.6%. Contracting continues to be the biggest gainer, as it increased by 17.9% over last year.

- Individual Income Tax collections increased by 6.2%, which would mean a larger portion of state shared revenues, if the trend holds throughout the fiscal year. Through two months of reporting, the State is up 9.6% in income tax collections (and already \$32 million above the forecasted total).

- HURF collections were down this month, for the first time in recent memory. Collections were down (4.5%) compared to August of last year, and now total \$2.4 million below the forecast. This was a surprising result, and the first time we have seen a decrease in the HURF fund for many months. We hope to see a rebound next month with Labor Day travel.
- In July, Arizona's 12-month total of single-family building permits was 31,667, or 5.8% more than a year ago. For Florence, the 12-month period ending on August 30th saw an increase of 19.1% over the same period last year. Florence's 36 single-family permits in August were the highest since August 2008. Florence has already exceeded the number of Single-family permits issued last year and expects to eclipse 300 permits by the end of the year, the first time that would happen since 2008.

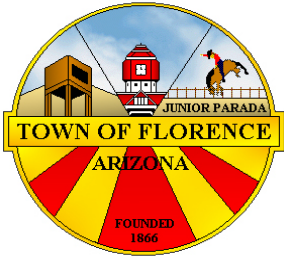
Current Advertisements:

The following Requests for Proposals/Qualification are currently Open:

1. On-call engineering services for Public Works. The solicitation seeks to contract for general civil, water, wastewater, geo technical and surveying services.
2. Merrill Ranch CFD #1 On-call engineering. The solicitation seeks to contract for on-call engineering services for CFD #1.
3. Merrill Ranch CFD # 2 On-call engineering services. The solicitation seeks to contract for on-call engineering services for CFD # 2.
4. HVAC Repair and Maintenance Services will close on Tuesday October 15, 2019.- A request for qualifications is sought for HVAC repair and maintenance services that will allow the department flexibility and reduce the number of emergency procurements.
5. Electrician Services for Repairs and Minor Modifications will close on Wednesday October 16, 2019. A request for qualifications is sought to allow department flexibility to procure small repairs.

The following Requests for Proposals/Qualifications are Under Review:

1. 2020 Florence Art Festival. The solicitation seeks to find a partner to host an Art Festival event that council has previously expressed interest in.2020 Florence Music Festival



TOWN OF FLORENCE

Community Development
224 W. 20th Street
Florence, AZ 85132

SUBMITTED DATE: September 23, 2019

COUNCIL MEETING DATE: October 7, 2019

STAFF PRESENTER: Larry Harmer, Community Development Director

SUBJECT: Community Development Report
August/September 2019

Community Development is working on a new format for our Monthly Reports. Please let us know if there is specific information you would like to see included as this evolution takes place.

Building Safety Division

- A. Permits for August 2019
 - a. Single Family 36 [45 so far in September] [187 Year-to-Date]
 - b. Manufactured Homes 0
 - c. Commercial/Office/TI's 2
 - d. Misc. 44
 - Total 82**
- B. Total SFR Valuation for August: \$10,055,000.
- C. Current Builders:
 - a. Pulte and DR Horton in Anthem at Merrill Ranch
 - b. Wade Journey Homes has purchased the 31 remaining lots in Villa Adelaida [north of Butte Avenue between Mulberry and Sycamore Streets]

Code Compliance Division

- A. Compliance Notices Issued for August 2019
 - a. Verbal 10 [10 so far in September]
 - b. Written 15 [4 so far in September]
- B. Compliance 10 [4 so far in September]
- C. On-going 48 [as of August 31]

D. Types of Notices: weeds, abandoned vehicles, general property maintenance

Planning and Zoning Division

A. Cases for Planning and Zoning Commission and/or Town Council action

a. Design Review [Approved by Planning and Zoning Commission 9-19-19]

i. Pinal County Attorney's Building located at SEC of Highway 79 and Jason Lopez Circle

ii. Pinal County Development Services Building located north of East Butte Avenue between North Florence Street and North Park Street [east of the County Complex]

b. 7 Preliminary Plats under review [scheduled for Planning and Zoning Commission 10-3-19]

i. Total Lots:

1. Pulte: 506

2. DR Horton: 150

c. 2 Final Plats under review [requires Town Council approval – not yet scheduled]

i. Total Lots:

1. Pulte: 192

B. Development Code Updates [requires Planning and Zoning Commission and Town Council action]

a. Currently in Review

i. Adding Temporary Use Permit

ii. Administration Section

iii. Amendments to §150.066 Overlay District; Historic District

C. Historic Preservation Advisory Commission

a. The Commission, with staff's assistance, has applied for a Certified Local Government (CLG) grant to inventory additional structures for historic significance for the Town. For those who are not aware, the Town of Florence is the oldest CLG designated community in the State of Arizona. We should hear around the first of October if the Town is successful. In addition, the Commission is compiling a short/long term work program to assist in stabilizing and revitalizing Main Street and the Historic District.

D. Special Projects

a. Redevelopment Plan Update:

Initial Land Use layouts have been reviewed by staff and will be presented at a public Open House scheduled for October 17, 2019 at the Community

Center from 4:30-6:30 p.m. This will be an opportunity for the public to view, discuss and offer comments on the proposed land use designation and general theme of the plan area.

b. General Plan Update:

After soliciting submittals from qualified consultants and interviewing same, staff has selected one firm to initiate a final Scope of Work and Fee Proposal. Those discussions are currently underway. Once finalized, the contract award will be forwarded to the Town Council for approval. Currently, these negotiations have resulted in a fee proposal that is under our anticipated budget. More detail will be presented as part of the Council's RCA when submitted.

Memorandum



To: Brent Billingsley, Town Manager
From: Bryan C. Hughes, Community Services Director
Date: September 19, 2019
Re: September 2019 Department Report

Project Updates

- Staff and our consultants, WestLand Resources and J2 Engineering and Design, met with the Bureau of Land Management (BLM) staff on the **Poston Butte** project for the formal kick-off of the Environmental Assessment on Thursday, September 12th. Due to the cultural resources discovered in the area, WestLand Resources is now preparing a Historic Preservation Treatment Plan (HPTP) and a Programmatic Agreement (PA) for review by BLM, the State Historic Preservation Office (SHPO) and tribal entities for data collection and monitoring construction activity during development. Ed Kender, Field Office Manager for the BLM Lower Sonoran District, presented an update on Monday, September 16th at the Town Council meeting. Staff and BLM continue to work together with the updated goal of finalizing a lease in spring 2020. The next conference call is scheduled for Wednesday, October 2nd.
- GreenPlay and J2 Engineering and Environmental Design presented a draft of the **Parks and Recreation Master Plan** on Monday, September 16th at the Town Council meeting. The draft plan was also presented to the Parks and Recreation Advisory Board earlier that afternoon. It is anticipated that the final plan will be brought to the Town Council for consideration within the next few months following revisions. The conceptual design for Heritage Park Site-Specific Master Plan has been on display in the Library and Community Center Lobby for the past few weeks and visitors to the facility have been giving both verbal and written comments in support of the plan.
- The **Veterans Memorial Project** is moving forward. After not getting any bids on the project, staff has been aggressive in purchasing materials and meeting with local contractors to complete the project with the goal of a Veterans Day Dedication on November 11th. The McClellan-Parsons American Legion Post #9 presented checks totaling \$15,000 to the Town on Monday, September 16th at the Town Council meeting. Avangrid Renewables also contributed another \$1,500.

Special Events

- The Florence H.S. Homecoming Parade is scheduled for Friday, October 11th. The parade will begin at 1 p.m. and travel southbound on Historic Main Street.
- The Demolition Derby will be held at the Whitlow Rodeo Grounds on Saturday, October 5th.

- Staff has issued a Request for Proposals (RFP) for a new music festival. However, no proposals were submitted. The Town was seeking a promoter to coordinate a music festival in spring 2020 that would attract visitors to the town and promote local business. Staff is currently researching other options.
- Staff also be issued a Request for Proposals (RFP) for a new arts and crafts festival. The Town is seeking a promoter or partner to coordinate an arts and crafts festival in spring 2020 that would also attract visitors to the town and promote local business. The deadline for proposals is September 25th.

Program Updates

- The **Aquatic Center** closed for the season on Labor Day. The Florence H.S. Swim Team continues to practice, and hold meets at the facility through October. Poston Buttte H.S. team is also practicing at the facility periodically.

Boards and Commissions

- Parks and Recreation Advisory Board
 - The Board held two special meetings this month; one to review the Conceptual Heritage Park Site-Specific Master plan on September 5th and another to review the draft Parks and Recreation Comprehensive Plan on September 12th.
- Arts and Culture Commission
 - The Commission held their first meeting after their summer hiatus on Thursday, September 12th. The next meeting is scheduled for Thursday, October 10th.
- Youth Commission
 - The Commission was scheduled to meet on Thursday, September 19th, but had to cancel due to lack of a quorum. Staff received one new application for the commission that has been forwarded for the Town Council's consideration on October 7th. The commission is seeking two new members and one alternate.

The last month was very busy for the **Florence Teen Council (FTC)**. Teens meet at the Library and Community Center every Wednesday at 3:30 p.m.

- Staff continues to hold our workshops for teens, which often include guest speakers, to present "life skills" to the FTC. The most recent topic was "Preparing for College".
- The FTC held planning meetings for a few upcoming events this fall, including:
 - Middle School Lock-In to be held at the Library and Community Center, which was held on September 6th. This was the second year of this event.
 - There were 95 attendees
 - There were also 25 High School volunteers
 - Halloween Fright Fest – The FTC hosts a Haunted House each year.
 - Florence Teen Fashion Show with the Florence Woman's Club



**Teens at the Middle School Lock-In Event
at the Library and Community Center**

**Parks and Recreation Department
Divisions Report
August 2019**

Recreation/Aquatics/Special Events Programs

Recreation Programs	Participants	Revenue	Notes
Boxing Bootcamp	41	\$2,645	
Boxing... Drop-In	14	\$140	
Hanging After School	33	\$2,805	
Hanging... Drop-In	4	\$160	
Iddie Biddie Kiddies	12	\$420	
Yoga	3	\$120	
Yoga... Drop-In	2	\$14	

Aquatic Center – POS Sales

Product	Total	Revenue
Adult Lap Swim	20	\$80
Lap Swim Fitness Members	N/A	\$0
Free Pool Entry	56	\$0
Open Swim- Adult	642	\$2,568
Open Swim- Child	1,084	\$2,166
Total Sales		\$4,814

Fitness Center – Membership Package

Fitness Package	Sales	Renewals	Total	Revenue
Adult Annual	0	0	0	\$0
Adult Monthly	22	4	26	\$520
Adult Six Months	0	0	0	\$0
Employee Membership	2	2	2	Free
Green Tree Inn	0	0	0	Billed thru A/R
Senior Annual	0	0	0	\$0
Senior Monthly	5	1	6	\$78
Senior Six Months	2	0	2	\$132
Youth Monthly	2	0	2	\$26
Youth Six Month	0	0	0	\$0
Drop-In Fitness	5	0	5	\$30
Total	69	75	146	\$786

Dorothy Nolan Senior Center

Activity	Monthly Total
Anthem Pharmacy	3
Angel Care Discussion	8
Back Space 3, Yahtzee, Skip Bo, Dominoes, Cards, Cribbage, Phase 10	202
Bingo – Steward Health	17
Birthday Cards	14
Breakfast	147
Angel Care – In Service	5
Blood Pressure Checks – Florence Fire	0
Building Use	866
CAHRA	17
Crafts with Doris-1; Jewelry-2; Creations & Libations-3	6
Coolidge Shopping	8
Computer Use	7
Afternoon Games – Jenga	7
Dinner Date – Ochoa's Case Grande	11
Dollar Store	4
Exercise with Rhoda	95
Bunko	16
Grief Support	14
Guardian Angel Installation	0
Hair Cuts	0
Healthy Eating by Lou	5
Home Delivered Meals	225
Knit/Crochet Club	2
Lost Meals	25
Alzheimer's Support Group	5
Music by Rudy	44
Senior Donation Account Meal Participant – Florence Cafe	21
Staff Cooked Meals & Senior Meal	91
Volunteer Hours	284
Wii Bowling/Volleyball	43

Accomplishments:

The Center served 361 meals to participants. We had 18 new senior participants this month. Rides were provided for 595 riders. The Center had 33 participants on 5 trips, and we did 14 errands.

We traveled a total of 1,217 miles. The Give-A-Lift Program had 9 volunteers who delivered medical transportation trips to 18 participants resulting in 50 trips and an additional 655 miles (volunteer vehicles) and 56 additional volunteer hours. Vehicle Sharing as of 8/1/19 resulted in 33 riders.

Florence Community Library

August 2019

August Statistics

- 13,132 total items were circulated in August
- 213 library cards were issued
- 718 patrons signed up for use of the computer lab computers
- 2,568 wireless sessions were held
- 281 person(s) attended 15 program(s) presented by the library

August Activities

- 8/6/19 Adult Coloring
- 8/7/19 Family Flick
- 8/9/19 FRANK Talk: The Spread of Fake News
- 8/12/19 Library Manager Jasper Halt attended a meeting of the Pinal County Business & Education Committee.
- 8/13/19 Adult Coloring
- 8/14/19 Family Craft
- 8/14/19 Code Club, with **Girls Who Code**
- 8/17/19 August Library Movie
- 8/19/19 Librarian Kaytlin Nolan participated in an “Ice Cream Social” at Florence K-8.
- 8/20/19 Adult Coloring
- 8/21/19 Family Flick
- 8/21/19 Code Club, with **Girls Who Code**
- 8/27/19 Adult Coloring
- 8/28/19 Family Craft
- 8/28/19 Code Club, with **Girls Who Code**
- 8/29/19 Wreck-It Lab

New Pinal County Library District Calendar

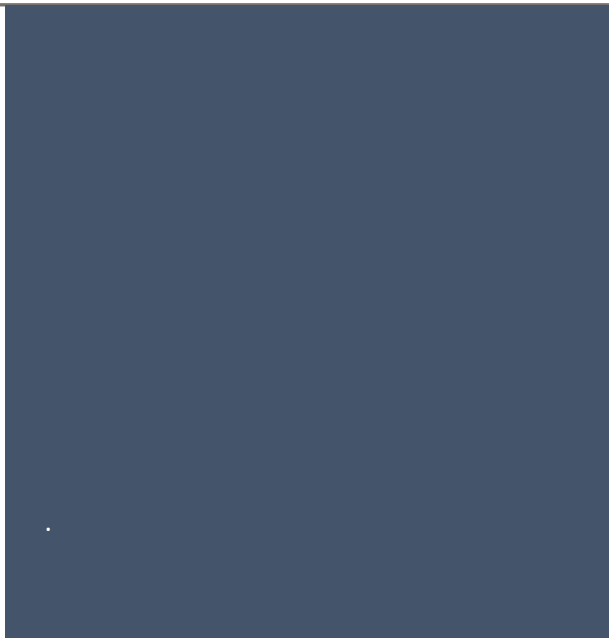
The Pinal County Library District has moved to a new Events calendar, through Communico, a next generation library company. The new Events calendar went live on Tuesday, September 17, 2019.

This calendar allows users an assortment of options previously unavailable. Patrons can now limit searches for library events by branch, by target age, or by program type – meaning a patron can choose to view only activities in conveniently located branches, or can choose to view only Storytimes or only literacy activities, or can choose to view all library events and activities in Pinal County.

More detailed events descriptions are available by clicking on event titles. Online registration is also available, where applicable.

The updated calendar can be viewed in the “News and Events” section of the Pinal County Library District online catalog, at:

<http://www.pinalcountyz.gov/Departments/Library/News/Pages/Events.aspx>.



COURT FINANCIAL REPORT

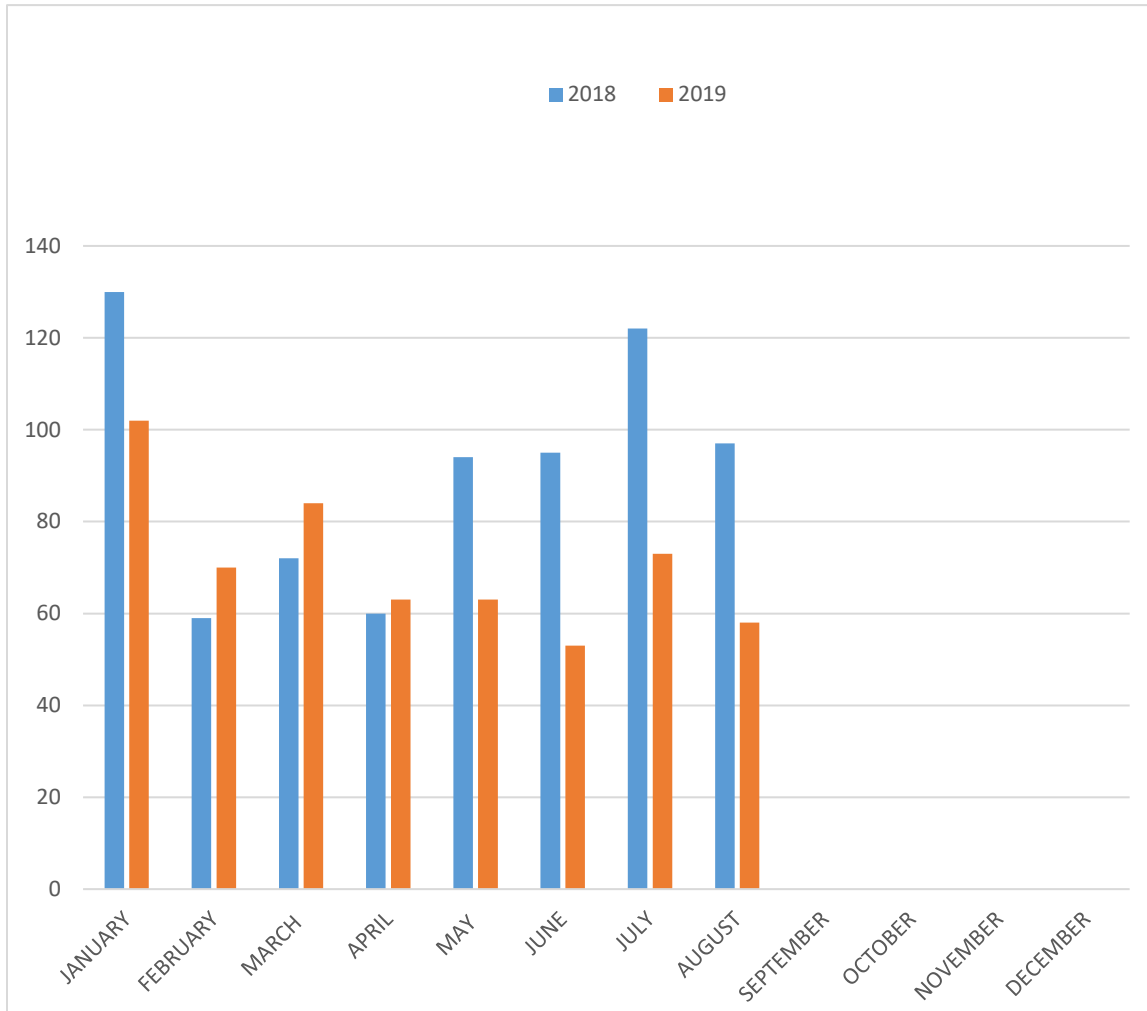
August 2019

IRENE ENRIQUEZ – Court Administrator

DISTRIBUTION TYPE	August 2019 (CURRENT)	August 2018 (LAST YEAR)
FINE, FEES, & TRAFFIC	11,315.79	12,546.61
STATE SURCHARGES	7,037.27	6,769.07
STATE JCEF	393.25	424.48
LOCAL JCEF	216.42	228.55
STATE FINES	2,785.04	1,137.27
FLORENCE POLICE FUND	940.24	729.37
RESTITUTION	552.59	397.23
BONDS	344.00	1,052.00
PUBLIC DEFENDER FEE	151.44	297.95
JAIL HOUSING FEES	1,265.26	2,021.49
JUSTICE COURT FEES	38.32	48.08
GENERAL FUND	0.01	100.01
FARE SPECIAL COLLECTION FEE	1,258.24	1,028.21
FARE DELINQUENCY FEE	223.84	243.24
VICTIMS RIGHTS ENFORC.	270.81	95.93
PCSO FUND	0.00	0.00
OVERPAYMENT REFUND	0.00	44.00
COUNTY REVENUE	38.32	47.47
STATE REVENUE	11,968.45	9,698.20
TOWN REVENUE	13,889.16	17,274.73
RESTITUTION AND BONDS	896.59	110.00
TOTAL MONTHLY REVENUE:	\$26,792.52	\$29,561.43

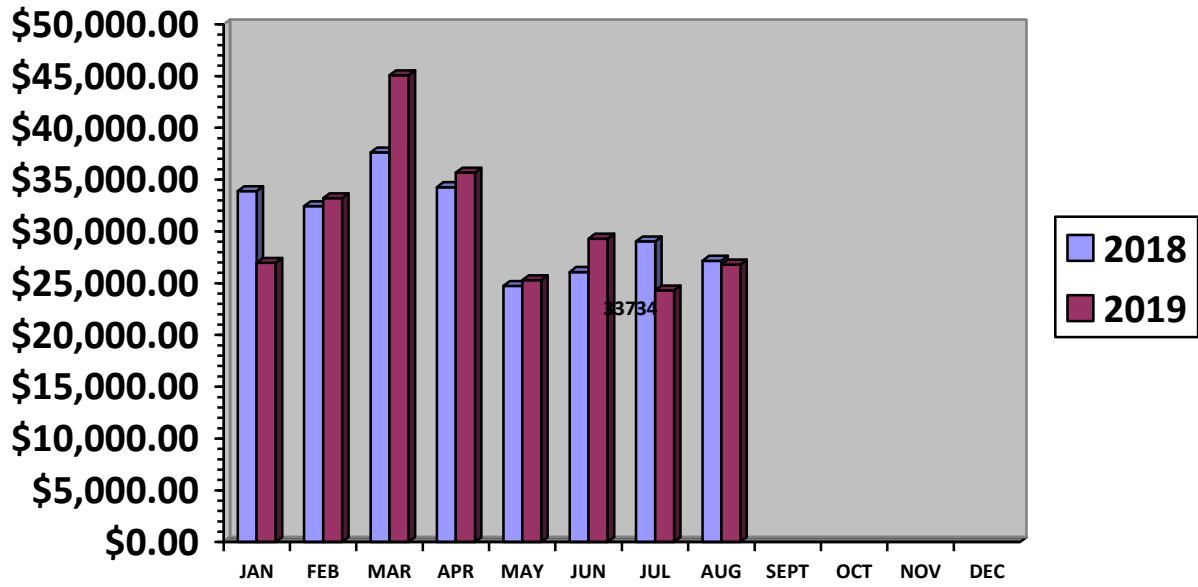
10.3% Decrease from 2018

CITATION/COMPLAINT INTAKE



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
2018 –	130	59	72	60	94	95	122	97				
2019 –	102	70	84	63	63	53	73	58				

REVENUE



Memo

To: Honorable Mayor and Town Council
Brent Billingsly, Town Manager
Lisa Garcia, Deputy Town Manager

From: Rey Sanchez, Finance Director

Date: September 16, 2019

Re: Finance Department Report

Finance Department Update

Budget

August 2019 represents 17% completion of the fiscal year. Budget activity has slightly increased from the prior month as departments begin to make purchases.

Finance Reports

The financial report for the General Fund indicates revenues are meeting projections and covering its expenditures. The Enterprise funds continue to generate revenue that allows the fund to cover its expenses. The Highway User fund also indicates the ability to cover costs associated with operations, maintenance and capital projects.

I have also included a breakdown of revenues and expenditures by category for your review. Also reported are the Development Impact Fee Funds.

Staff

Staff is currently working on implementing an automated payroll and timekeeping system. Testing started in July 2019 and will continue throughout August 2019. The project is approximately 25 percent completed and the department plans on having the system fully implemented by the end of October 2019.

Memorandum

Date:

To: Brent Billingsly, Town Manager
Lisa Garcia, Deputy Town Manager

From: Rey Sanchez, Finance Director

Subject: Departmental Report - August 2019

The month of August represents 17% of the fiscal year. The following chart compares the FY 2019-2020 actual revenue and expenses to the budget amounts for the Town's major Funds. Expenditures posted into the current month do not always reflect current month expense. Expenditures run 30 to 45 days in arrears.

Major Fund Position

Fund Name	Year to Date Revenue Actual FY 19-20	Revenue Budget FY 19-20	% Actual to Budget	Year to Date Expense Actual FY 19-20	Expense Budget FY 19-20	% Actual to Budget
General	\$1,818,648	\$16,369,437	11.11%	\$2,200,662	\$16,869,437	13.05%
Capital Improvement	\$0	\$2,253,000	0.00%	\$87,822	\$4,314,198	2.04%
Highway Users Tax	\$413,121	\$3,605,915	11.46%	\$718,905	\$6,893,944	10.43%
Construction Tax - 4%	\$0	\$360,000	0.00%	\$0	\$150,000	0.00%
Town Water	\$364,567	\$4,326,237	8.43%	\$588,893	\$7,560,636	7.79%
Town Sewer	\$337,082	\$4,530,200	7.44%	\$199,236	\$5,462,820	3.65%
Sanitation	\$132,126	\$921,300	14.34%	\$84,004	\$1,204,252	6.98%
Total	\$3,065,544	\$32,366,089	9.47%	\$3,879,522	\$42,455,187	9.14%

General Fund Review

General Fund Revenue	YTD Amount	Budget	% to Budget
Taxes	\$ 286,531.58	\$ 4,339,734.00	6.6%
licenses and permits	\$ 1,070.00	\$ 50,980.00	2.1%
Franchise Fees and Taxes	\$ 20,631.32	\$ 651,681.00	3.2%
Intergovernmental	\$ 1,127,379.61	\$ 7,771,816.00	14.5%
Civil Engineering Inspection	\$ 294.80	\$ 104,000.00	0.3%
Civil Engineering Fees	\$ 16,925.00	\$ 100,000.00	16.9%
Community Development	\$ 217,553.32	\$ 1,040,322.00	20.9%
General Government	\$ 845.03	\$ 257,567.00	0.3%
Cemetery	\$ 2,150.00	\$ 15,000.00	14.3%
Police	\$ 3,898.81	\$ 29,500.00	13.2%
Parks & Recreation	\$ 37,629.21	\$ 164,050.00	22.9%
Fines & Forfeitures	\$ 25,253.49	\$ 179,800.00	14.0%
Investment Earnings	\$ (152,436.30)	\$ 235,000.00	-64.9%
Fire	\$ 16,409.67	\$ 53,600.00	30.6%
Library	\$ 913.70	\$ 5,500.00	16.6%
Miscellaneous	\$ 10,359.56	\$ 125,415.00	8.3%
Downtown Redevelopment	\$ -	\$ 2,200.00	0.0%
Government Access Channel	\$ 940.00	\$ 4,000.00	23.5%
Seniors	\$ 3,422.75	\$ 21,400.00	16.0%
Transfers In	\$ 198,876.00	\$ 1,217,872.00	16.3%
Total	\$ 1,818,647.55	\$ 16,369,437.00	11.1%

General Fund Expenditures Administration

Mayor and Council	\$ 30,369.56	\$ 155,985.00	19.5%
Administration	\$ 136,778.95	\$ 659,647.00	20.7%
Courts	\$ 29,486.26	\$ 236,450.00	12.5%
Legal	\$ (93,870.57)	\$ 900,700.00	-10.4%
Finance	\$ 118,168.18	\$ 815,755.00	14.5%
Human Resources	\$ 40,638.71	\$ 261,195.00	15.6%
Community Development	\$ 95,243.03	\$ 612,390.00	15.6%
Information Technology	\$ 67,292.30	\$ 667,295.00	10.1%
General Government	\$ 95,692.35	\$ 1,247,283.00	7.7%
Economic Development	\$ 11,463.29	\$ 194,500.00	5.9%
Public Safety			
Police Services	\$ 621,138.78	\$ 4,195,591.00	14.8%
Fire Services	\$ 533,270.35	\$ 3,519,355.00	15.2%
Community Services			
Community Services	\$ 406,615.14	\$ 2,629,304.00	15.5%
Community Development			
Engineering	\$ 6,893.36	\$ 103,097.00	6.7%
Facilities Maintenance	\$ 73,051.92	\$ 510,420.00	14.3%
Cemetery	\$ 2,873.79	\$ 10,900.00	26.4%
Fleet Maintenance-General Fund	\$ 25,556.95	\$ 149,570.00	17.1%
Interfund Transfers			
Transfers Out	\$ -	\$ -	0.0%
Total Expenditures	\$ 2,200,662.35	\$ 16,869,437.00	13.0%

Development Impact Fee Report

Development Impact Fees	Revenue	Use	Cash Balance
Sanitation	\$ (0.41)	\$ -	\$ (0.14)
Transportation	\$ 96,931.56	\$ -	\$ 1,105,589.66
Police	\$ 39,634.71	\$ -	\$ 887,721.91
Fire	\$ 53,085.97	\$ -	\$ 464,208.93
Parks	\$ 73,592.41	\$ -	\$ 73,808.29
Library	\$ 6,100.93	\$ -	\$ 134,623.83
Total Development Impact Fees	\$ 269,345.17	\$ -	\$ 2,665,952.48

Police Administration	\$	72,000.26	\$	470,170.00	15.3%	0.00
Police Support Services	\$	128,377.43	\$	910,825.00	14.1%	0.00
Police Volunteer Services	\$	807.31	\$	9,950.00	8.1%	0.00
Police Operations	\$	419,953.78	\$	2,804,646.00	15.0%	0.00
	\$	621,138.78	\$	4,195,591.00		0.00
Fire Administration	\$	74,130.44	\$	574,725.00	12.9%	0.00
Fire Station One	\$	236,668.51	\$	1,514,740.00	15.6%	0.00
Fire Station Two	\$	222,471.40	\$	1,429,890.00	15.6%	0.00
	\$	533,270.35	\$	3,519,355.00		0.00
Fitness Center	\$	13,127.19	\$	94,855.00	13.8%	0.00
Parks & Recreation Administration	\$	39,007.27	\$	237,375.00	16.4%	0.00
Parks Maintenance	\$	87,500.22	\$	567,675.00	15.4%	0.00
Community Center Facility	\$	9,540.86	\$	72,200.00	13.2%	0.00
Aquatics Programs	\$	76,730.47	\$	289,875.00	26.5%	0.00
Recreation Programs	\$	74,879.89	\$	509,069.00	14.7%	0.00
Special Events	\$	16,054.65	\$	225,560.00	7.1%	0.00
Senior Center	\$	36,471.59	\$	292,030.00	12.5%	0.00
Library	\$	53,303.00	\$	340,665.00	15.6%	0.00
	\$	406,615.14	\$	2,629,304.00	15.5%	0.00

Fire Department

MEMORANDUM

DATE: September 10, 2019

TO: Brent Billingsley, Town Manager

FROM: David Strayer, Fire Chief

SUBJECT: Summary of August 2019 and Plans for September 2019

The fire responses for 2019-2017 are as follows:

August 2019	Location of Calls					
Type of Calls	<i>Florence Proper</i>	<i>Florence Gardens</i>	<i>Anthem</i>	<i>Prisons</i>	<i>Mutual Aid</i>	<i>Totals</i>
Brush Fires	0	0	0	0	0	0
Structure Fires	1	1	0	0	0	2
Vehicle Fires	0	0	1	1	0	2
Trash Fires	0	0	0	0	0	0
EMS	58	12	32	71	1	174
HazMat	3	0	0	0	0	3
Electrical Arching	0	0	2	0	0	2
Police Asst./Public Asst.	4	2	7	0	0	13
Unauthorized Burning	0	0	0	0	0	0
Good Intent	1	1	0	0	0	2
Controlled Burning	0	0	2	0	0	2
False Alarm/System Malfunction	2	1	5	0	0	8
Emergency Stand by (move up)	2	0	9	0	3	14
Other Calls	6	2	11	4	3	26
TOTALS	77	19	69	76	7	248

Three Year View	2019		2018		2017	
	Aug	YTD	Aug	YTD	Aug	YTD
EMS	174	1436	172	1226	158	1307
Fire Calls	4	36	4	38	3	30
All other Calls	70	759	65	716	72	706
TOTALS	248	2231	241	1980	233	2043

Summary of August

Fire Chief Report

- Attended July Town Council Meetings
- Attending weekly Department Head meetings
- Conducted weekly Fire Staff Meetings
- Held a meeting with First Net to discuss the public safety 700 mghz protected bandwidth system they offer to first responders.
- The records management transition from Emergency Reporting/ESO to Image Trend began in August. Establishing a Computer Aided Dispatching (CAD) interface with Image Trend along with creating new electronic patient care (ePCR), fire and inspection forms are ongoing components of the transition. Beta testing will be conducted in September and the go-live date for the new system is scheduled for October 1st, 2019.
- Members of Life Net completed ride-alongs with FFD crews in August.
- Hosted a meeting with the new CAVIT Fire Science Program Manager at Fire Station 1 August 13.
- Arizona State Prison Officials, Pinal County Historical Society Board Members and Town of Florence Officials joined together for the Mack Jr. Fire Engine restoration kick-off August 13th.
- Hosted a meeting with Life Net Area Managers August 15th.
- Pinal County Emergency Management, Brent Billingsley, Ben Bitter and Dave Strayer viewed the new Florence CERT trailer on August 15. It is currently stored at the Coolidge Airport as it awaits its inventory to arrive.
- The Fire Chief annual evaluation was completed by the Town Manager and the Deputy Town Manager August 15th.
- A cancer prevention decontamination device demonstration (Storm Stick) took place a Fire Station 1 on August 19th. Ongoing evaluations are planned.
- A fire coverage meeting was requested by residents of the Pinal County area(s) South of Florence on August 27th.
- FFD hosted a Florence Public Safety Agency Meeting at the Florence Community Center on August 28th. Items discussed included:
 - First Net Presentation
 - Mountain Vista Florence Campus Update
 - Strategic Plan Stakeholders Requests
 - NIMS 300/400 New Curriculum & Fall Classes
 - Functional EOC Exercise October 23

- CPR/AED First Aid Blood & Airborne Pathogen Classes
- Emergency Responses
- Roundtable



Division Report – Administration

Plan Reviews

- Anthem 3385 N Hunt HWY Review New Tenant
- PC-Attorneys Building New Construction Review
- PC-Attorneys Building Crime Prevention Through Environmental Review
- Pre-plat Review Pulte Homes Unit 57,58,66,68
- Pre-plat Review Mesquite Trails Unit 33

Inspections

- True value Knox Box Inspection
- FUSD-High School Knox Box Inspection
- PCHS Museum Follow Up Annual Safety Inspection
- Wireless Fire Alarm Finals 240-244 N Main, 249 N Garnett, 350 N Main

Meetings

- Community Development 3385 N Hunt HWY-Pre-Application Sun Rise Estates Development
- Life Net Air Ambulance Response Meeting
- Pinal County EOC Country Thunder Planning Meeting
- Florence Unified School District Natural Gas Leak De Brief
- Pinal County Attorneys Building Pre-Application meeting
- Station/Shift Meetings Career Development & Training standards

Incidents

- Plant Rd Water treatment Plant Exposure
- Florence High School Natural Gas Leak

Special Assignments/projects

- Wireless Fire Alarm Project-On going
- PD/FD Meeting Updates

- Terrorism Liaison Officer
- Engine Company-Response Guide and Safety Survey project (training)
- FD-Training and Professional development

Division Report – Operations

Apparatus

- L-542 Shop 138 Rear Tire Replacement
 - 8 tires replaced due to wear
 - TOF Fleet David Hills project manager
- Shop 140 Placed at Station 2 For Transportation to Training and Support Services
- Shop 133 Retro Fitted for Dedicated Fire Investigation

Uniforms/Personal Protective Equipment (PPE)

- Part time uniform budgeting changed to as-needed basis
- Captain Jabara taking inventory of PAR Tags and Tracking System for implementation
- New Turnout Spec
 - Working with MES For Custom Turnout Spec
 - Each Member Individually Measured for Custom Fit
 - Similar Cost to United Fire

Communications Equipment

- Image Trend Software Approved for Transfer of Records Management System
- Apple I Pads Charging Docs specked for install in apparatus
 - Mounting Brackets Received and Outfitting Plan with SFMD Handling Installs
- Image Trend in Programing Stages with Pinal County IT, Florence IT, Image Trend IT
- Waiting on AFG Grant Status for Mobile Radios
- Portable Radios Approved for Purchase
 - Mike Harrison managing programming and implementation
- Evaluating Dell Rugged Laptop to replace out of service life L-542 Mobile Computer

Emergency Medical Services (EMS)

- EMS Committee preparing for Image Trend Transfer
- Training Conducted by LifeNet for RSI implementation
- Approval of RSI by Mt. Vista
 - Current Status: Mt. Vista Making Department Specific Protocols and Re-Stock Procedure
- Medications Gathered for Restocked from Mt. Vista
- Gathered Needed Supplies for Cardiac Monitors
 - Working Through Best Financial Options to Outfit Monitors
- Modems Received for LP15 Monitors to Interface to Image Trend, With Florence IT

Training

- Career Manual Updated
- East Valley Commanders Apartment Fire Training Scheduled
- 5 Members Attended Fire School
 - CISD Training
 - Instructor Training
 - Live Fire Training
- East Valley Ladder Training Solar Panels, Batteries, and Electrical Storage Scheduled
 - 2 Shifts Attended with Good Feedback

Special Projects

- Utility Truck Equipment List Being Formulated by FF Adamczyk
- CERT Training on Monthly Basis Facilitated by FF Adamczyk and Eng. Scherm
- Working on Capstone Project for NFA “Decon Procedures and ‘Cleaner Cab’”
- Jason From StormStick Came for Demo and Left One for Department Feedback
 - Working on “On Scene Decon Procedure” for StormStick Use
- Part Time Academy Started with 12 Participants
 - Captain Gameron Leading
- Fitness Committee Meetings to discuss replacement of fitness equipment at Station 1 and Future fitness Equipment Template
 - Presentation made for Department Fitness Evaluation by Registered PT Professional
- CERT Team Utilized at Recruit Academy
- Fire House Subs Grant Submitted for Ballistic Gear in Conjunction with RTF Model
 - Jennifer Evans Project Lead
- Move Up Policy updated to decrease wear and tear on vehicles and maintain service levels throughout the coverage area
 - Evaluated to Be Adequate and Successful

Public Education and Community Involvement/Risk Reduction

Councilmember Hawkins, Deputy Town Manager Lisa Garcia, Police Chief Dan Hughes and Fire Chief David Strayer joined Post Office Officials in celebrating 150 years in Florence August 19th



Arizona State Prison Officials, Pinal County Historical Society Board Members and Town of Florence Officials joined together for the Mack Jr. Fire Engine restoration kick-off August 13th



Life Net instructors provided EMS training to Florence Fire Personnel in August



*Florence Fire crews responded to a roll over accident with serious injuries in August 12th
(Photo Courtesy of the Florence-Blade Tribune)*



Plans for September

- Image Trend Records Management System beta testing will be conducted in September.
- Preparation for the annual Fire Station Open House will take place in September. This year's event will be held at Fire Station 542.
- 4 events are scheduled for September 11, The Fire Chief will speak at the American Leadership Academy, Battalion Chief Walter will speak at an event held at ADOC South Unit, Part-Time/Reserve Recruits, FFD personnel and TOF employees will participate in a Stair-Climb and the Senior Center is holding a luncheon for First Responders.
- The Fire Chief is scheduled to attend an applicant development workshop on hazard mitigation September 9th.
- A series of meeting on regional dispatching and public safety communications is scheduled for Sept 10-12. FFD personnel will be attending.
- The Fire Chief is scheduled to attend the 2019 DEMA Preparedness Symposium, a 1-day workshop in Phoenix on September 16.

FLORENCE FIRE DEPARTMENT



OPEN HOUSE

SATURDAY, OCTOBER 5TH 2-5 PM 2035 W. HUNT HIGHWAY

COME JOIN US FOR OUR 2ND ANNUAL OPEN HOUSE EVENT



- **TOUR** your local fire station
- **MEET** our firefighters & partner agencies
- Activities for **KIDS**



LifeNet • Take **PICTURES** in firefighter gear and fire trucks



Florence Hospital • Learn about **FIRE SAFETY** and prevention



AMR • Sign-up for **CAR SEAT** installation

• Sign-up for **CPR** training

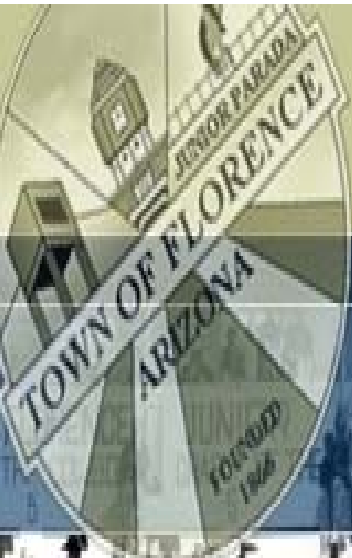
• Watch a live **EXTRICATION** demo

• Learn about the **CERT** team

• Win awesome **RAFFLE** prizes



FOR MOR INFO CALL 520-868-7209



THE HISTORIC TOWN OF FLORENCE *Arizona*



August 2019

FLORENCE POLICE DEPARTMENT

Daniel R. Hughes, Chief of Police
425 N. Pinal Street.,
P.O. Box 988
Florence, AZ 85132
Phone: 520-868-7681

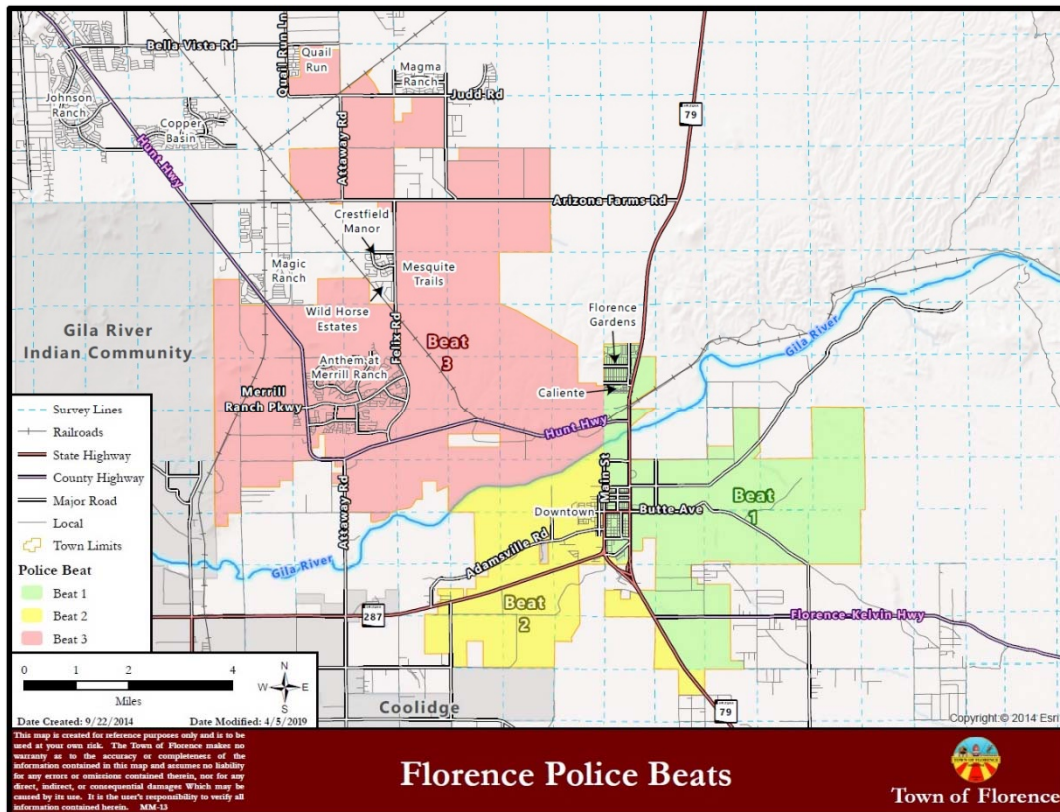


“The men and women of the Florence Police Department stand firm in our pursuit for justice and public trust. We will stay true to our mission of providing service and safety to our community with honor, respect, and integrity. We are committed to providing fair and equal treatment to those we encounter.”

Florence Police Department Monthly Report

August 2019

The information contained in this report outlines significant information and activity within the Florence Police Department (FPD) during the month. The monthly report is prepared for the Town Council’s review and furthermore for the use by FPD to examine the current activity within the department and community to identify short-term and long-term needs, and to develop plans for improvement to provide the highest level of service.



PERSONNEL

Employee	Position	Effective
<i>New Hire</i>		
None		
<i>Resignations/Terminations</i>		
Chris Pistorio	Dispatcher	8/10/19
Jessica Reyes	Dispatcher	8/2019
<i>Vacancies</i>		
2 Full-time	1 Patrol Supervisor, 1 Officer	Open continuous
3 Full-time	Dispatcher	Open continuous

Completed background for certified officer position. Final offer given to applicant Ian Macfie, with a start date of 9/3/19.

CHIEF OF POLICE

Chief of Police, Daniel R. Hughes attended the following meetings during the month:

- Town Council Meetings
- Management Team Meetings
- Weekly FPD Administrative Meetings
- Purchasing Committee Meeting
- Fire and Police Communications Meeting
- Alliance to Combat Transnational Threat – Field Area 2 (ACTT FA-1) Planning Meeting
- Pinal County Law Enforcement Association (PCLEA) Meeting

ADMINISTRATIVE/SUPPORT SERVICES

The Support Services area includes the following: Communications Division, Evidence and Property, Crime Scene Investigator, Records Division, Departmental Budget/Finances and Public Information-Media.

The Support Services Manager had the following monthly activities:

- Employee evaluations
- Review of policies (on-going)
- Laserfiche project (on-going)
- Dispatch testing/hiring
- State Audits: UCR (compliant)
- State Audits: Dispatch (compliant)
- Review of Capital Projects

Communications

The Dispatcher Supervisor had the following monthly activities:

- 3 full-time Dispatcher positions vacant
- 1 Dispatcher completed training
- 1 Dispatcher in training
- Scheduling and testing new applicants
- Revision of draft policies and procedures
- Worked on Superior billing

Calls for Service

Below is a table that depicts the total calls for service handled by FPD Dispatchers during the month. The numbers are shown by the incident locations and how the incident was reported.

How Calls Are Received, Totals by How Received				
	Beat 1	Beat 2	Beat 3	TOTAL
911 Line	37	14	35	86
Crime Stop Line	0	0	0	0
Officer Report	188	74	169	431
In Person	116	6	1	123
Radio Transmission	3	1	3	7
State TT/NLETS	0	0	0	0
Telephone	188	46	80	314
TOTAL	532	141	288	961

Average Response Time to Calls for Service

6 Month Reporting Period: March 2019 to August 2019						
	Mar	Apr	May	Jun	Jul	Aug
Priority 1	5:13	4:03	3:24	4:51	5:09	4:18
Priority 2	6:47	5:09	5:50	5:03	5:21	6:43
Priority 3	17:24	22:44	18:47	16:02	28:32	20:32
Priority 4	None	8:49	None	None	18:33	1:25:40

Definitions:

- Priority 1 These priorities are those in which there is an imminent danger to life or major damage/loss to property or an in progress or just occurred major felony.
- Priority 2 These priorities are those in which a crime in progress might result in a threat of injury to a person, or major loss of property or immediate apprehension of a suspect.
- Priority 3 These priorities are those in which there is no threat of personal injury or major loss of property.
- Priority 4 These priorities are those of a report nature only.

Uniformed Crime Reporting (UCR)

Classification of Offense	Offenses Reported	Unfounded Complaint	Actual Offense	Offenses Cleared	Juvenile Clearance
CRIMINAL HOMICIDE	0	0	0	0	0
a. Murder/Non-Neg Manslaughter	0	0	0	0	0
b. Manslaughter by Negligence	0	0	0	0	0
FORCIBLE RAPE	2	0	2	0	0
a. Rape by Force	2	0	2	0	0
b. Attempt Forcible Rape	0	0	0	0	0
ROBBERY	0	0	0	0	0
a. Firearm	0	0	0	0	0
b. Knife or Cutting Instrument	0	0	0	0	0
c. Other Dangerous Weapon	0	0	0	0	0
d. Hands, Fist, Feet, etc.	0	0	0	0	0
ASSAULT	15	0	15	13	4
a. Firearm	0	0	0	0	0
b. Knife or Cutting Instrument	0	0	0	0	0
c. Other Dangerous Weapon	0	0	0	0	0
d. Hands, Fist, Feet, etc.	1	0	1	2	0
e. Other Assaults – Simple	14	0	14	11	4
BURGLARY	1	0	1	0	0
a. Forcible Entry	1	0	1	0	0
b. Unlawful Entry/No Force	0	0	0	0	0
c. Attempt Forcible Entry	0	0	0	0	0
LARCENY – THEFT	3	0	3	1	1
MOTOR VEHICLE THEFT	0	0	0	0	0
a. Autos	0	0	0	0	0
b. Trucks	0	0	0	0	0
c. Other Vehicles	0	0	0	0	0
GRAND TOTAL	21	0	21	14	5
Clearance(s) by Adult Arrest	2				
Clearance(s) by Juvenile Arrest	3				

**All data presented in this report is tentative.

Property & Evidence

During the month, there were 110 envelopes/packages involved in 58 incident cases that were submitted for processing by the Property & Evidence Section. Of the total envelopes/packages:

Total evidence items: 86

Released	Stored	Destroyed	Out to lab
24	48	1	13

Total safekeeping items: 16

Released	Stored	Destroyed	Out to lab
4	12	0	0

Total disposal items: 6

Released	Stored	Destroyed	Out to lab
0	6	0	0

Total found items: 2

Released	Stored	Destroyed	Out to lab
0	2	0	0

The items of evidence involved the following crimes:

- 5 drug incidents
- 0 DUIs

Other considerations:

- The status of the Police Evidence Trust Fund bank account, involving \$2,394.20.
- 13 pending items:
 - 7 are for safekeeping/found property
 - 5 are pending RICO forfeiture/evidence
 - 1 is to be returned to owner, if located
- Fingerprints were taken for 101 citizens by the Property & Evidence Section and Police Volunteers this month. The prints included volunteers, employee applicants and private citizens.

Operations/Patrol

The Operations/Patrol Division is under the direction of Lt. Terry Tryon.

The Operations Lieutenant attended the following meetings during the month:

- Town Council Meetings
- FPD Management Team Meetings
- Weekly FPD Administrative Meetings
- Workflow Committee Meeting
- Alliance to Combat Transnational Threat – Field Area 2 (ACTT FA-2) Planning Meeting

Professional Standards

The Professional Standards Section had the following monthly activities:

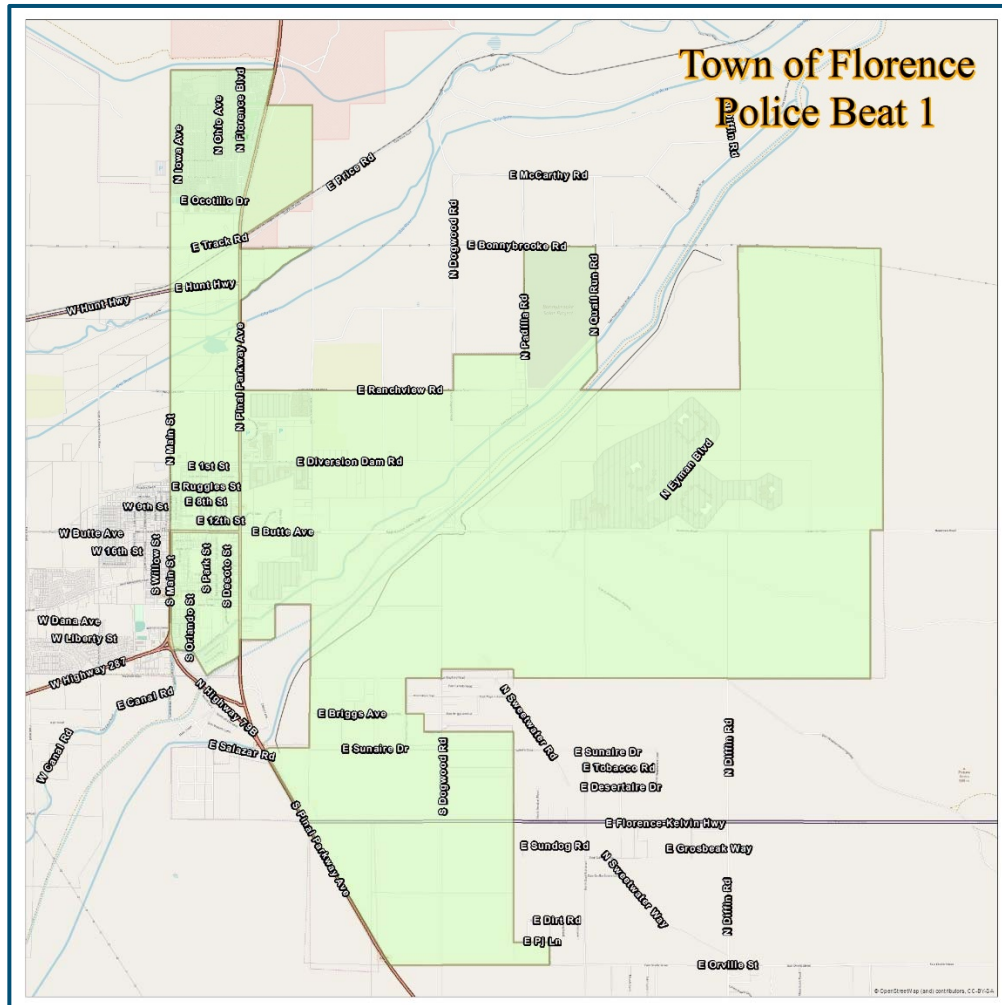
- No complaints received.
- No internal administrative investigations initiated.
- There were 3 use of force reports for the month:
 - Officers responded to a home where CPS was attempting to take children into custody. The father of the children arrived on scene and began attempting to gain entry to the home where his children were located (childcare). Officer on scene gave verbal commands and pointed her weapon at the suspect as he initially did not comply with her orders. The officer gained compliance and the subject was placed into custody.
 - Officers responded to a neighbor displaying a handgun demanding to know where his wife and children were. When Officers were attempting to make contact, one of the officers had his weapon out at a low ready position (out of holster, pointed down). Once the subject and scene were secure, the officer placed his weapon back into his holster.
 - Officer responded to a report of a male banging on people's windows and being disorderly. When making contact with the subject, officers utilized control holds to subdue the subject as he has a history of violence and was displaying physical aggressive behaviors. There were no reported injuries from this incident.

Criminal Investigations Unit

Observed Offense	Assigned Detective	Case Status	Notes
# of new cases assigned this month: 12			
Assault/Disorderly Conduct (Prison)	D. Helsdingen	Closed	Handled within facility.
Narcotic Drugs	D. Helsdingen	Closed	Search warrant on suspect cell phone completed.
Criminal Damage (Prison)	D. Helsdingen	Closed	Felony charges filed.
Sex Offense (Rape)	D. Helsdingen	OPEN	SANE Exam completed, buccal swab from suspect collected, all items sent to DPS for scientific examination.
Death Investigation	D. Helsdingen	Closed	Ruled natural causes by ME waiting on toxicology report to confirm.
Information (Prison)	D. Helsdingen	Closed	Mental health issues with inmate.
Theft	D. Helsdingen	OPEN	Assist patrol, will be checking possible suspects with pawn shop data bank.
Harassment	D. Helsdingen	Closed	Reporting party wanted to know options.
Death Investigation (Juvenile)	D. Helsdingen	OPEN	Cause of death not determined at this time waiting on Toxicology Report. Timeline & interviews completed.
Fraud Schemes	D. Helsdingen	Closed	Follow at request of PCA completed and submitted.
Aggravated Assault with Deadly Weapon (Prison)	D. Helsdingen	OPEN	Inmate stabbed correction officer multiple times in head and neck, felony charges filed.
Sex Offense (Juvenile)	D. Helsdingen	Closed	Juvenile referral submitted.
# of cases carried over into this month: 5			
Hit & Run	D. Helsdingen	OPEN	Witness came forward with information-report. Completed and forwarded charges to PCA. Follow-up investigation completed waiting on PCA.
Suspicious Act/Sex Offense	D. Helsdingen	OPEN	Disoriented female found. SANE examination completed, victim interviewed. Possible location Green Tree Hotel. Victim currently in behavioral facility. Possible suspect identified. Located victim with additional information.
Death Investigation	D. Helsdingen	OPEN	Waiting on autopsy results to determine cause of death. Fentanyl pill found; cell phone downloaded.
Sex Offense	D. Helsdingen	CLOSED	Victim returned from California. Interview completed. Workup on suspects sent to DPS. Felony charges forthcoming. Confrontation call completed suspect did not disclose.
Traffic Accident-Fatal	D. Helsdingen	Closed	Medical Report received illegal drugs contributing factor.

# of joint cases worked this month: 5			
Observed Offense	Primary/Secondary Detective	Case Status	Notes
PREA	C. Linderoth/D. Helsdingen	OPEN	Initial report taken. SANE Exam completed. Buccal swab from suspect collected, sex assault kit sent to DPS, investigation from Core Civic completed in review and DPS result received inconclusive.
Custodial Interference	L. Gaston/D. Helsdingen	CLOSED	Two juveniles in the custody of DCS were removed by parents. AMBER Alert issued children located both parents arrested.
Sex Offense (Juvenile)	L. Gaston/D. Helsdingen	OPEN	Several juvenile females disclosed inappropriate sexual abuse. Recent Grand Jury indictment added 3 more child related offenses.
Custodial Interference & Kidnapping	D. Helsdingen/L. Gaston	OPEN	RAJ located in town returned to DCS. Then RAJ + sister and a ward of the state absconded from a group home in Avondale. The three juveniles were in town with mother criminal charges filed on mother. Judge wants charges filed on juveniles as incorrigible. Waiting on DCS to provided documents to support charges.
Sex Assault/Sex Abuse	L. Gaston/D. Helsdingen	OPEN	Reported long time sexual abuse from Illinois to AZ ending in Florence. Working with LE in Illinois search warrant on residence suspect arrested. Suspect rearrested on agency assist felony warrant from Illinois. Suspect currently in custody awaiting extradition. Images of child pornography found on suspect's computer, additional charges being filed. Evidence returned from PCSO forensics. Detective Gaston completed reviewing video tapes found on scene.
Other activity:			
L. Gaston/D. Helsdingen	Peer Review PCA		
D. Helsdingen	FA2 Meeting		
L. Gaston/D. Helsdingen	Emergency hearing		

BEAT 1



Beat Statistics:

Beat 1 Supervisor: Sgt. D. Peterson

There are 6 officers assigned to Beat 1

Total number of calls for service (including traffic): 507

Total number of traffic stops: 114

Total number of accident reports taken: 8, 3 were on private property

Total number of citations issued: 17 for 22 violations

Total number of DUI: 0

Crimes against persons

Assault: 7

Property crimes

Burglary: 1

Criminal damage: 1

Theft: 2

Monthly Activities

Total calls for service for the month were 507. Person crimes totaled seven; five of the seven person crimes took place in a correctional facility. Property crimes totaled four. Officers in Beat 1 conducted directed patrols in the areas of previously reported crimes. Officers also conducted field interviews of persons throughout Beat 1 and inquired if there was any knowledge of any crimes being committed. The directed patrols and field interviews were utilized to gather information/suspects and also to provide a presence in the community to help deter additional crimes. There were 29 warrant arrests in Beat 1 during the month.

In addition to normal patrol, officers also conducted 243 directed patrols of businesses, apartment complexes, Florence Gardens and Caliente communities and the prisons.

Community Involvement and Education

Area schools were open for all grades. Officers continued their visits to schools and grounds to prevent and/or detect any crimes. Officers were also assigned to schools to monitor crosswalks and school speed zones while school is in session.

Special Events

None

Upcoming Special Events

None

Significant Calls for Service

Assault reported on S. Pinal Parkway – A male reported that his neighbor punched him and slammed him to the ground causing injuries. The victim was transported to the hospital for treatment. The suspect left the scene prior to police arrival. Charges have been forwarded to the court.

Assault reported on N. Pinal Parkway– While 2 inmates, a male and a female, were being booked into the facility the male took a pen from the nurse’s station and stabbed the correction officer numerous times in the face and neck area causing severe injuries. The correction officer had to be airlifted to a hospital for treatment. Charges have been forwarded to the court on both suspects.

Assault reported on E. Diversion Dam Road – Corrections staff reported that 2 teenage females were in a physical altercation. Both females suffered minor injuries during the fight. They females were treated by medical staff on scene. Charges have been forwarded to the court.

Assault reported on S. Pinal Parkway – A female reported that her neighbor groped her breast while giving her a hug. Both parties had been drinking alcohol and were intoxicated when interviewed by officers. Charges have been forwarded to the court.

Assault reported on N. Pinal Parkway – A male inmate reported that another male inmate grabbed his shirt and wiped his face on the shirt. The inmate was upset that the other inmate did this, so he followed him into a cell to confront him about this behavior. At that time, they were in a physical

altercation which resulted in both men sustaining minor injuries. Charges have been forwarded to the court.

Assault reported on E. Diversion Dam Road – During an education class, racism was being discussed. One teenage female inmate then began punching another teenage female inmate until they were separated by staff members. Neither female sustained a significant injury. Charges have been forwarded to the court.

Assault reported on N. Pinal Parkway – A male inmate reported that, while in the dinner line, another male inmate grabbed his buttock area. Awaiting further information.

Burglary reported on E. Florence Heights Drive – A male reported that an unknown person(s) entered his storage unit and removed \$30,000.00 worth of construction tools without permission to do so. The male stated that he had secured the unit with a padlock and when he returned the lock had been removed (not recovered at scene) and the property was removed. Case is under investigation.

Theft reported on S. Main Street – A female reported that someone stole her purse from inside of her unlocked vehicle while she was inside of the store. The officer responded to the location and was unable to locate the stolen purse. The officer also learned that there was no surveillance video of the incident. Case closed pending further information.

Theft reported on S. Highway 79B – The property manager of the apartment complex reported that several items have been stolen from a storage closet in the complex's clubhouse area. There were no signs of forced entry into the clubhouse or the closet, which are locked when not in use. The stolen items include a portable air conditioner (\$800.00), a carpet blower/dryer (\$250.00) and 3 chrome faucets (\$105.00). No suspects, case closed pending further information.

Criminal Damage reported on N. Pinal Parkway – Correctional staff reported that a male inmate intentionally destroyed a hallway scanner by pushing it over and then dragging it down a hallway. The scanner is valued between \$3000.00 and \$4000.00. Surveillance video was entered into evidence and felony charges have been forwarded to the court.

Accident on N. Phoenix Street at E. 8th Street – A vehicle that was travelling westbound on 8th Street was struck by a vehicle that failed to stop at the stop sign at the intersection of N. Phoenix Street. There were no reported injuries. The at-fault driver was arrested for suspicion of DUI and cited for failing to stop at a stop sign.

Accident on E. Florence Kelvin Hwy at Hwy 79 – A red pickup truck that was being driven by a teenage female drove onto the shoulder of the road and struck a concrete bridge. After striking the bridge the vehicle rolled over several times coming to rest right side up. The driver and her teenage sister (passenger) both sustained injuries and were removed to hospitals. The at-fault driver was cited.

Accident on E. Florence Kelvin Hwy at Dogwood Street – Two vehicles were eastbound on Florence Kelvin Highway, one behind the other. When the first vehicle slowed to turn onto S. Dogwood Road, the second vehicle drove into the rear of the slowing vehicle. Both drivers refused medical attention. The at-fault driver was cited.

Accident on S. Pinal Parkway – Two vehicles were travelling northbound on N. Pinal Parkway in separate lanes (two lanes in each direction). The vehicle in the left lane decided to switch lanes and struck the vehicle that was alongside of her. Vehicle damage only, no injuries reported. The at-fault driver was cited.

Accident Private Property on E. Track Road – A male reported that as he was backing out of a parking space, he struck a military truck that was driving past. Minor damage to both vehicles and no injuries reported. The drivers exchanged information.

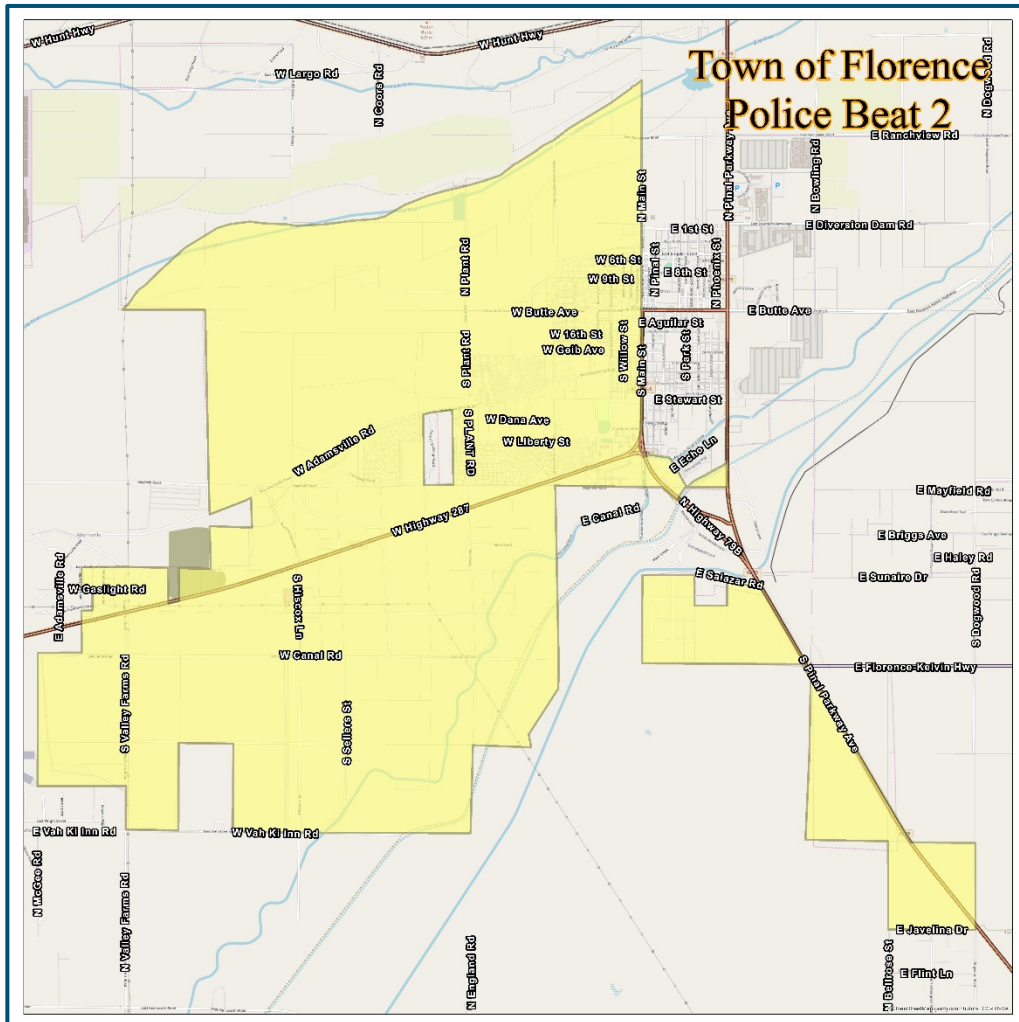
Accident Private Property on N. Pinal Parkway – A female reported that while she was trying to exit a store parking lot the sun was in her eyes. As she tried to drive out of the driveway exit, she accidentally drove into the ditch alongside of the driveway. No injuries were sustained, and the vehicle did not receive any damage.

Accident Private Property on N. Pinal Parkway – A male reported that he was off-roading in the desert area behind Sonic when his quad flipped over. No injuries were reported.

Training

Legal updates.

BEAT 2



Beat Statistics:

Beat 1 Supervisor: Sgt. D. Campbell

There are 5 officers assigned to Beat 2

Total number of calls for service (including traffic): 124

Total number of traffic stops: 40

Total number of accident reports taken: 0

Total number of citations issued: 13 for 15 violations

Total number of DUI: 0

Crimes against persons

None

Property crimes

None

Monthly Activities

During the month of August, crime continues to decrease within Beat 2. Patrol officers reported no foot or bicycle traffic at night and known narcotic locations have been quiet. FPD has conducted a high-volume traffic enforcement to include field interviews in Beat 2.

Community Involvement and Education

Officers conducted 62 directed patrols of the local business and issued warning citations for parking violations (10) and (4) Field Interviews. FPD has been conducting stationary surveillance on various locations to determine narcotic activity. Beat 2 Officers conducted 10 separate investigations regarding suspicious activity.

Citations were issued for speeding, expired registration, vehicles not having mandatory insurance, passing a stop sign and driving without a license.

Special Events

None

Upcoming Special Events

None

Significant Calls for Service

Trespassing: FPD responded to Palm Apartments located at 220 West 9th Street reference trespassing. FPD arrived on scene and determined a domestic incident occurred. Prior to FPD arriving on scene, the male subject fled the house. During the investigation the male subject was identified, and charges submitted for disorderly conduct domestic violence.

Parking Violation: FPD continues to enforce parking problems throughout the Town. Patrol Officers issued a total of 10 parking warnings that ranged between wrong direction, parking on curbs and 48-hour continuous parking.

Traffic Stop: FPD was conducting traffic enforcement the area of Centennial Park and State Route 287 when a lit cigarette struck the officers front window. During the traffic stop on a tan Chevy Van the officer identified a rear passenger from prior law-enforcement contact to have outstanding warrants. During the arrest of this subject, located on the floorboard was a glass smoking pipe used for methamphetamine, three syringes containing an unknown substance, and a marijuana grinder. All items of evidentiary value were seized pending scientific examination.

Training

FPD Officers were provided information on local events to including providing them with daily briefings on recent intelligence. The K9 Officer attended a hands-on training for advanced handling of his dual purpose K9.

Monthly Activities

For the month of August, the total calls for service was 271, compared to 388 in July. A 30.15 % decrease. No influx of major crime. A total of 133 directed patrols were conducted.

The Juvenile Detention Log was completed as required by state law. The Florence Police department detained three juveniles for the month of August.

The speed signs logged the following data:

- No data was obtained due to computer issues. Working with IT to get these resolved.
- The portable speed sign #2 was recently at Willow and Presidio for a speed complaint. It will be placed on Hwy 79 south of Florence Heights for north bound traffic.
- Trailer #3 was placed on Stewart Street and will now be moved to North Main Street extension.

For the month of August, traffic enforcement in Beat 3 consisted of 118 traffic offenses, with 20 citations and 22 violations.

Community Involvement and Education

The Beat 3 officers continue to look for code enforcement violations and enforced 22 parking violations.

Special Events

None

Upcoming Special Events

None

Significant Calls for Service

N. Hunt Hwy – An elderly female entered the bank and complained about a car being repossessed. She then grabbed some water bottles and threw them around and left. She was unable to be located.

N. Hudson Dr. – The victim's car, a blue Chevy Traverse, was found damaged in her driveway with a dent to the rear passenger door and another dent in the trunk lid. There was also a dent in the garage door. The victim believes her ex-husband is the suspect as he was at her house the evening prior trying to get her to talk to him. Husband was located and denied the allegations. No proof exists so charges were not filed.

W. Admiral Way – Some family members were out drinking together when later in the evening the daughter allegedly got sick. She woke up in another room naked along with her father. She alleges that her father sexually assaulted her. This is still an ongoing investigation.

W. Pleasant Oak Ct. – The mother of a 5-year-old female reported that a male family member penetrated the female's vagina with his finger two years ago. The female would have been three at

the time, and the male twelve. Interviews were conducted and the male admitted to the crime. Charges were filed.

W. Sonoma Way – Between August 8-9, 2019, unknown persons entered the victim’s garage and removed two old California license plates she was keeping as souvenirs. No suspects or witnesses. Valued at \$2.

Training

Officer uniforms were inspected this month, with no discrepancies noted.

K-9 Unit

How many officers assigned to K-9 Unit: 1 - K-9 Murphy

Total number of vehicle stops: 31

Total number of K-9 utilizations: 5

Total number of vehicle hand searches: 3

Total amount of narcotic seizures in weight: 1 gram

Type of drug:	Narcotic	Weight:	1 gram
Type of drug:	Paraphernalia	# of items:	9 individual items

Monthly Activity:

Officer Murphy attended weekly K9 detection along with the Pinal County Sheriff's Office K9 Unit Training Unit. Officer Murphy's service dog Rexo, detected marijuana, cocaine, methamphetamine and heroin without incident. Officer Murphy is certified through the (NCAT) National Canine Audit Tracking Systems using K9 Rexo.

During the month of August, Officer Murphy self-initiated (31) cases which included vehicle stops, field interviews and on-view criminal activity. Officer Murphy attended advanced K9 Narcotic Course located in Phoenix, AZ.

Agency Assist: Officer Murphy responded to an Agency Assist by Pinal County Narcotics Task Force in the area of Cactus Forest and State Route 79. During the stop with the assistance of K9 Rexo, one gram of methamphetamine and drug paraphernalia was located in a purse. The female was processed and booked into Pinal County Sheriff's Office Adult Detention Center without incident.

Citizen Assist: A Florence homeowner requested assistance in the area of 500 North Church Street due to evicting her roommate who was using drugs. K9 Russ entered the residence and did not detect any contraband.

Florence High School: Officer Murphy and K9 Rexo was requested to search nine different classrooms within FHS. K9 Rexo alerted to one backpack. This backpack was searched by FHS officials. The findings were not reported back to FPD.

Traffic Stop: FPD conducted a traffic stop in the area of Elizabeth and Duron and requested the assistance from K9 Murphy and K9 Rexo. K9 Rexo was deployed and located two methamphetamine pipes concealed within a purse. The female driver was processed and issued a criminal citation for drug paraphernalia.

Volunteers

The Florence Volunteers put in a total of 95 hours for the month of August. There was a total of 5 volunteers that donated their time this month. The Victim Services Unit was not utilized this month. The volunteers continue to assist the police department with fingerprinting, funeral escorts, and any special events hosted by the Town of Florence. The volunteer program is actively involved in house watches, school zones and business checks. There was one 3511 hearing this month, conducted by a volunteer. The vehicle was released to a tow company, and \$150 fee was collected.

Grants

Details scheduled for Pinal County Sheriff's Office Task Force Labor Day weekend. Additional details scheduled for September.

The following are statistics reported to GOHS for both special events and sustained (regular) activity:

Total citations for the month: 75

Total traffic contacts for the month: 444

Type of Citation	Total Number of Citations
Civil traffic	63
Criminal traffic	6
DUI	1
DUI drugs	0
Other (CT, CR, CV)	5

Training

Efforts are continually made by the training staff to incorporate and provide quality training to all FPD officers. FPD staff has worked diligently to reduce training costs by providing required internal training.

Traffic

Total number of citations issued for the department: 50 for 59 violations.

Directed Patrol

The Police Department conducted 438 directed patrols during the month. Directed patrols are a proactive, police-initiated, approach which focuses patrol resources on the places with highest risks of serious crime to increase crime prevention. Statistics have proven that an increased pro-active patrol in high crime areas has decreased crimes.

ACCOMPLISHMENTS/COMMENDATIONS/KUDOS



The Hurts Donut Truck visited Florence on August 14th. Proceeds from the sale went to two local charities: Madison’s Heart Journey and Robles Boxing.

Officer Jeff Palmer is handing out stickers to children at the event.





TOWN OF FLORENCE

PUBLIC WORKS DEPARTMENT

444 N. Warner Street

Florence, AZ 85132

Office: 520-868-7614

FAX: 520-868-7546

MEMO

MEETING DATE: October 7, 2019

STAFF PRESENTER: Christopher A. Salas, Public Works Director/Town Engineer

SUBJECT: Staff Report

Engineering Division:

APS Solar Covered Parking

- Submitted Library/Community Center design proposal for FY'19 consideration
- Would allow APS to construct a 108-space car covered parking area, roof being made of solar panels. Approximate kW yield is 270 kW
- Funding for FY'19 exhausted, but still in que for FY'20 per APS

Cox Irrigation Ditch

- Final design modified (lengthened) from original EPS design spec to meet land user inputs
- NRCS (National Resource Conservation Service) provided GPS survey data
- Dennis Bagnall provided bid to build berm for V-ditch and access road grading
- Hunter Ditch Lining to provide bid for concrete V-ditch
- Awaiting go/no-go status from management
- Town has received appraisal for the parcels owned by the majority property owner

SCIDD Canal Sunrise Estates

- SCIDD performed aerial survey (UAV) early December, pending survey results to determine Towns participation in resolving severe erosion issues – nothing new to report
- 10/7/2019 – no change

SCIDD Diversion Dam/Florence Canal

- Informational meeting with SCIDD on 6/20/19
- Town utilities (water/sewer) will need to be relocated on three (3) bridges
- Town in possession of GCE construction plans for "Reach 2" of Florence Canal
- Town to get quotes for comparison against GCE quotes to relocate utilities

Facilities Maintenance:

Safety Walkthroughs

- Facilities participated in a walkthrough with the Town's Loss Control Consultant on completed September 4th - only selected high risk areas were reviewed at this time. Results showed only minor housekeeping items needing attention. Departments with identified issues have been notified.

Town Hall

- The East Lobby HVAC unit replacement
- Long term solutions to improve several HVAC issues - Town Hall
- Proactive maintenance tasks – in process

Senior Center

- 4 large screen TVs mounted to Pool Table room walls
- Reception area, hallway and dining area scheduled for painting September 14th - Completed
- A proactive maintenance walkthrough – to be scheduled

Community Services Building / Library

-
- One HVAC fan motor needs replacement
- One HVAC unit - refrigerant leak - pending

Fire Station #1

- A new roof is proposed in CIP - pending

Fire Station #2

- Semiannual PM services on the roll up doors - completed
- The control board for the LED light curtain - repaired under warranty
- Backflow device parts have been received & installation scheduled Mid-September

Fitness Center

- Proactive Maintenance walkthrough - pending

Police Department

- Proactive Maintenance walkthrough - completed
- Termites were discovered on the South wall – obtaining quotes

Silver King

- Backflow device - repaired
- Working with Building Safety on Egress resolution

Fire Safety PM's

- Preventive Maintenance Fire Safety obtaining quote
 - Balcony decking/handrails and West patio completed
 - Meeting with Swan Architects 8-16-19 to review egress issues

Fleet Services:

Monthly Work Orders

- Preventative Maintenance (PM's) – 13
- Other Services – 43
- Total vehicles serviced – 56

Procurement

- Council Approved purchase of Police Tahoes - ordered
- Council Approved purchase of Public Works Chevys - ordered
- 10/7 – Upfitting of police vehicles going for Council Approval

Streets (HURF) Division:

Roads

- Prepping for Chip Seal
- Patch potholes
- Blading roads and drainage ditches
- Burn brush at the cemetery
- Culvert installation on Poston Circle
- Installed rumble strips on Hunt Highway
- Mowing and weed removal from Town right of ways

Water Division:

SCADA Upgrade

- To coordinate between well sites
- Fill tanks at night for energy savings
- Need operational plans and programming

Wells

- Tie-in Well 2B to distribution system
- New sand filter at Well 2B
- Well #5 – painting exterior wall – quote obtained – pending schedule
- Well #5 - working with Coolidge Engine & Pump

WELL WATER LEVELS (IN FEET) – 2019 – YTD Average = 229'

Well #	Well ID	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	YEAR-TO-DATE AVERAGE
1	ADWR - 55-610432	205	204	205	205	203	203	204	204	204
2B	ADWR - 55-610433	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3B	ADWR - 55-215446	219	218	218	218	225	226	221	225	221
4	ADWR - 55-619533	N/A	N/A	N/A	N/A	220	220	220	232	N/A
5	ADWR - 55-619534	277	282	274	281	265	242	243	244	264
MONTHLY AVERAGE		234	235	232	235	228	223	222	226	229

Wastewater Division:

Collection System – Manhole Project

- All 10 manholes have been cleaned and inspected
- 9 of the 10 manholes have been treated with the underlayment
- Ellison Mills is scheduled to complete the project on September 18th

South Wastewater Treatment Plant

- Discussions on amendment to permit to go to chlorine primarily
- Process options to replace current SAM units – touring other Town / City sites
- Procurement – comparing weed control options
- Updated plant round sheets

North Wastewater Treatment Plant

- Procurement – comparing weed control options
- Refurbish recharge ponds – in-house
- Procurement – influent pumps on generator power as back-up
- Rebuilding upper clarifier - started – vendor Ellison-Mills
 - Clarifier project to be completed on 9/18/2019
- Updated plant round sheets

Sanitation:

RAD Service Orders

- Town 55 pickups of bulk trash
- Florence Gardens 50 pickups of bulk trash
- Anthem had 106 pickups of bulk trash

Capital Improvement Projects:

CIP GG-25 - Silver King Balcony Repairs

- Motley Design Group –egress designs - Complete
 - Electric
 - Fire suppression
 - Door hardware
- Budgetary figures for repairs and deck surface have been received with exception of optional budgetary figures for stamped/colored concrete for west deck
- 4.25.2019 – Advertised Formal Bid
- Bids greatly exceed Town budget – revisions to construction documents are occurring

CIP GG-26 - Signal Light @ SR79 & Hunt Highway

- ADOT Traffic study is complete
- Met with ADOT to discuss project options
- ADOT is using CMAR Process, Contractor selected, but designer has not been selected

CIP GG-29 – Territory Square Expansion – Phase 1

- Extend 8” waterline within Main Street @ Town Hall
- Funds not available until FY 19/20
- Confirmed on budget 19/20

CIP PSP-18 - HVAC @ Police Department

- Three units replaced after failures in FY16/17, remaining two are newer and are not scheduled for replacement in 17/18

CIP SU-06 – Wastewater Main Extensions & Replacements

- Budget is to allow for unplanned repairs
- Currently – no scheduled projects
- Budget has been repurposed to pay for the required manhole repairs.

CIP SU-20 – Recharge Facility

- Mainly completed – last item is valve key assemblies – in-house

CIP SU-83 – SCADA Tie-Ins – Wastewater Controls

- SOW provided 9/13/18
- As of 3/4/19 – Under review, searching for alternatives
- 10/7/2019 no update

CIP SU-85 - Recharge Permitting & Design

- ADEQ Permit in process

CIP SU-88 – SWWTP Expansion Headworks

- Construction documents - Completed
- Plans review - Complete
- Plan revisions necessary – working with Hazen & Sawyer
- Fan test is being scheduled

CIP T-12 – Butte Avenue Bridge Replacement

- On-going – Feasibility Study
- Trying to find funding sources

CIP T-14 – Roundabout / Intersection Improvement SR 79B & SR287

- MAG close out funds
- Design concept report completed
- Engineer has been selected by ADOT. Scoping meeting – Completed
- 10/7/2019 – no updates

CIP T-28 – Hunt Highway Fire Station #2 Traffic Signal / Turn Lane

- 1st Phase design completed & reviewed
- Design Complete
Contract awarded for construction 9/3/2019

CIP T-41 – Pinal Street Drainage (aka Main Street Butte to Ruggles Ditch)

- Notice to Proceed -T Y Lin
- Design underway
- Alternatives be

CIP T-60 - E. 1st Street Pavement (HURF Bond)

- Project 99% complete, pending closeout and warranty finalization

CIP T-91, Hunt Highway at Attaway Intersection Improvements (Design stage)

- 30% plan was submitted on 8/16
- Project meeting scheduled for 8/28
- Comments supplied to design engineer
- 60% plan being prepared

CIP WU-23 - 2B Outfitting

- Tie-in Well 2B to distribution system
- New sand filter at Well 2B
- Ellison-Mills to complete work

CIP WU-25 – Water Line Relocation

- Relocate 12” water line outside of INS property
- Funds not available until FY 22/23

CIP WU-74 – Transmission Line & Pressure Zones

- Report on feasibility of project and pump curves
- Project still being scoped
- Alternatives being evaluated

CIP WU-83 – Downtown 12” Loop (CBDG)

- Mainline completed
- Chlorine injected 8/27
- Water line pressure tested 8/27, test passed
- Bac ‘T’ test results due 8/29
- Service line tie overs 8/30
- Ellison Mills is scheduled to pave and complete the project during first week of Octoberth

CIP WU-85 – Hydrant Replacement

- Replace aging fire hydrants
- Cooperative utilized for parts Fortiline & Ferguson
- Work being completed in-house
- Project is on-going

CIP WU-86 – 8” Line Extension (410 feet) Willow to High School

- 7/1/2018 – Project ON HOLD until 3rd quarter FY 18/19
- 10/7/19 No update

CIP WU-88 – Well Preservation (Well #5)

- Ongoing

CIP WU-91 – Water Barn

- JOC with Swan Architects – civil engineer, landscape and soils reports
- Waiting for approval to submit on 10/7 Council meeting for approval